

**Resolution # 2023-018**

Date Adopted: 08/17/2023

**RESOLUTION: Team Design Commercial Services Contract**

WHEREAS, in order to obtain the required specifications so proper bids may be obtained for the proposed addition and offices to the Washington Township Hall located at 8989 S. Baldwin Rd, Ashley, MI 48806; and

WHEREAS, Washington Township Resolution 2023-013 (replacing Resolution 1994-04) requires sealed bids to be solicited when the township board anticipates a township obligation of \$40,000 or more; and

WHEREAS, Team Design located at 1888 Ketegawn in Owosso, MI 48867 has agreed to provide the needed drawing and specifications that will allow for the approval, bidding and construction of the site and buildings for a lump sum of \$2,000.00

NOW, THEREFORE, BE IT RESOLVED that Washington Township has agreed to use \$2,000 of the Townships ARPA funds to enter into contract by good faith with Team Design.

The foregoing resolution offered by Board Member, Eric Whitford

Second offered by Board Member, Barbara Hoffer

Upon roll call vote the following Township Board Members voted accordingly:

Supervisor, Howard Whaley YES  NO

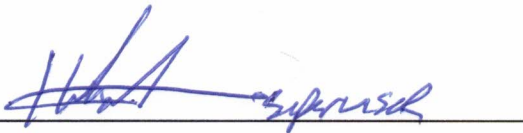
Clerk, Barbara Hoffer YES  NO

Treasurer, Kevin Whaley YES  NO

Trustee, Nancy Rogers YES  NO

Trustee, Eric Whitford YES  NO

The Supervisor declared the resolution adopted on August 17, 2023.



(Supervisor Signature)



(Clerk Signature)

**TD**  
TEAM DESIGN  
Team Design  
1888 Ketegawn  
Owosso, Mi 48867  
989-413-7916  
teamdesignarch.com  
07/12/2023

## Commercial Services Contract

### Client Contact Information

Name: Nancy

Phone: 989-330-5352

Email: washingtontrustee1@gmail.com

Building location (municipality): Washington Township, Mi

It is understood by both parties that this contract is being enacted for the design of an addition to an existing building, the end product of which will be drawings and specifications that will allow for the approval, bidding and construction of the site and buildings.

The project in this contract is the Washington Twp. Hall located at 8988 S Baldwin Rd. The process will include submissions to the County and the preparation of any and all documents required for permits and building construction. The documents will include civil, structural, mechanical, plumbing and electrical as required.

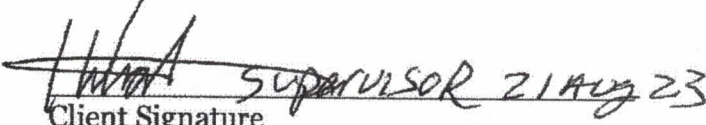
The method of delivery shall be in the form of digital files that may be distributed freely by the client as required but may not be used to build additional commercial buildings beyond the one contracted for here. The cost of printing the documents or any required presentation materials will be paid for by the client. The client is expected to provide all necessary information in a timely matter and is expected to review submitted design documents as needed to keep the project progressing.

The fee for this work is a lump sum of \$2,000.00 with half of the fee due at the beginning of the project and the other half due when final construction documents are delivered. Additional services are available under a separate contract. This contract is entered into in good faith by both parties and can be terminated by either party in writing with adequate notice.

If you have any further questions or concerns please feel free to email or call.

Thank you,

Jeff Peltier, Architect

  
Client Signature

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