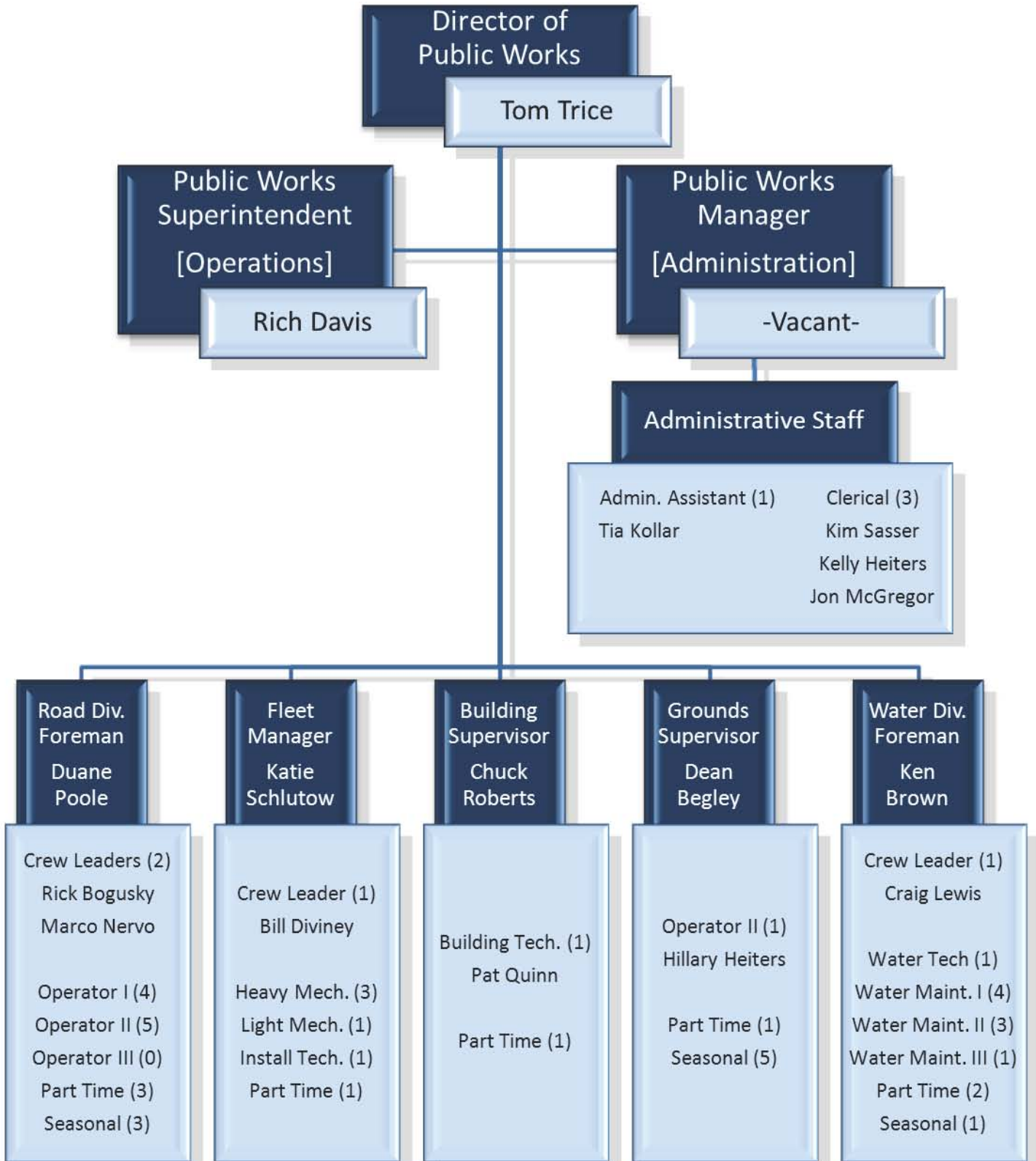




Bloomfield Township Public Works

2010 Annual Report





Administration

• NAME	TITLE	DATE OF HIRE
• Tom Trice	Director	9/19/2005
• Rich Davis	Superintendent	3/24/1987
• Tia Kollar	Admin. Assistant	12/11/2000
• Kim Sasser	Clerical	12/9/1996
• Kelly Heiters	Clerical	10/31/2005
• Jon McGregor	Clerical	10/4/2007

Motor Pool Division

• Katie Schlutow	Manager	3/28/2005
• Bill Diviney	Crew Leader	1/10/2000
• Joseph Davis	Mechanic	3/24/1987
• Michael Rogers	Mechanic	8/17/1992
• James Finkley	Mechanic	7/4/1994
• Viorel Stoia	Mechanic	12/16/1996
• Brett Moshier	Install/Service Tech	6/14/1999

Building Maintenance Division

• Charles Roberts	Supervisor	6/13/1988
• Patrick Quinn	Maint. Technician	11/1/1999

Grounds Maintenance Division

• Dean Begley	Supervisor	8/22/1998
• Hillary Heiters	Maint. Operater	11/25/2002

Bloomfield Township
Department of Public Works
Employee Roster

Road Division

• NAME	TITLE	DATE OF HIRE
• Duane Poole	Road Foreman	2/23/1999
• Richard Bogusky	Crew Leader	4/13/1998
• Marco Nervo	Crew Leader	12/18/2002
• Clint Harwood	Operator	4/8/1993
• Jason Simpson	Operator	10/21/1995
• Jon Grigsby	Operator	4/1/1997
• Sean Caverly	Operator	8/23/1997
• Kaitlyn Grigsby	Operator	1/6/2003
• Mark Foster	Operator	4/21/2003
• Adam Roose	Operator	6/19/2004
• Bruce Carnahan	Operator	11/8/2004
• Jeff Krauskopf	Operator	1/13/2007

Water Division

• Ken Brown	Water Foreman	6/1/1987
• Craig Lewis	Crew Leader	11/26/2001
• Roy MacDougall	Operations	10/28/1987
• Doug Bigham	Operations	3/15/1993
• Rick Jenkinson	Operations	8/9/1999
• Steve Sierota	Operations	5/18/2001
• Paul Palace	Operations	7/9/2001
• David Keller	Operations	7/21/2003
• Kris Schlutow	Operations	7/19/2004
• James Rowland	Operations	11/18/2004
• Michael Domine	Operations	2/25/2008



ADMINISTRATION



MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

ADMINISTRATION

The Public Works Administration consists of six full time employees and one part time employee **utilized from the Treasurer's office.** Each employee is fully trained in every aspect of all Public Works divisions operations and procedures. Administration is responsible for addressing customers concerns and questions regarding Water & Sewer, Roads, Safety Paths, and Solid Waste. Employees are trained in all of the necessary software and programs that are needed to efficiently run the Public Works Divisions on a daily basis and track all of the information that is required for reports, budgets, expenditures etc.

Premise Files

In the fiscal year 2010-2011 the Administrative staff re-organized and updated over 16,000 water premise files. The premise files are a record of all of our accounts and shows vital information such as service address, service size, meter type and the location of the stop box to shut the water off to the service if the need arises.

BS&A Utility Billing

In 2010 the administrative staff was able to further utilize our billing software we had upgraded last year and link secondary accounts with their primary account. This allows us to consolidate customers with secondary meters to one bill as opposed to sending multiple bills.

Phone Calls Addressed

In the fiscal year 2010-2011 the public works administration addressed over 15,000 phone calls regarding request, information and concerns.

Some of Public Works Administration responsibilities are as follows:

- Administer the meter replacement program
- Take work request for all Divisions
- Payroll
- New accounts and final bills
- Assist all supervisors
- Assist Engineering & Environmental Division
- Resident Correspondence
- Keep Web Site pages up to date
- Approval of invoices for payment





ROAD DIVISION



MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

ROAD DIVISION

Bloomfield Township is the only township in the State of Michigan to offer its residents the services of a sophisticated Road Division. Since it was established in the early 1970's, it has grown to become a highly respected and well-equipped operation providing services with a modern fleet of vehicles and equipment. The Division maintains 176 miles of Oakland County subdivision roads and 37 miles of unpaved gravel roads within the Township. The road division employees are first responders and are on call 24 hours a day.

The Bloomfield Township Road Division provides a wide range of services not offered by other townships. With a four million dollar operating budget we maintain over 200 miles of subdivision roads and provide the following services:

- Snow plowing
- Ice & snow control
- Ice buildup removal
- Winter marker program
- Asphalt patching
- Gravel road grading
- Dust control
- Median maintenance on state roads
- Roadside litter cleanup
- Street sweeping
- Select mowing
- Select trimming
- Storm damage
- Select tree removal
- Safety path repairs
- Oakland County Tri-Party paving projects for primary roads
- Oakland County 50/50 Drainage improvement projects
- Oakland County 50/50 Bridge projects



2010-2011 Winter Season

The 2010-2011 winter was ranked the 6th snowiest season for the Southeast Michigan area since 1880. The snowfall total was 69.1 inches, **which came from the winter's 22** snow events. February was particularly brutal bringing down 31.7 inches of snow, making that the 2nd snowiest February on record since 1880. Crews worked extra-long hours to keep the roads in safe and passable condition during these events.

The Road Division crews used 2,402 tons of salt and 11,501 gallons of calcium chloride, keeping the streets free of snow and ice for residents and motorists passing through the Township during the winter season.

On February 20th, 2011 a snowstorm blew in over 10 inches of extremely heavy, wet snow. The storm not only required our crews to keep the roads in a safe and passable condition from snow, but also from fallen trees and tree limbs. This storm made the list of one of the top 25 heaviest snow storms since 1880.

June Wind Storm

On Wednesday June 18th a wind and rain storm swept through the Township leaving subdivision roads completely blocked by down trees creating public safety issues. Crews worked day and night **for nearly two and half day's** to remove the downed trees blocking roads. On Monday by the end of the workday all locations had been cleared and cleaned up, requiring over 100 hours of labor using many different pieces of equipment to complete this work.



2010 Maintenance Overlay

In 2010 during the summer months the Road Division once again had an asphalt maintenance overlay program, which involves full width paving of sections of roadway with hot mix asphalt. Township crews worked in twenty eight different areas and completed forty-two patches for a total of 10,900 linear feet and taking over 2,300 tons of asphalt to complete.

ROAD DIVISION COST SUMMARY

Task	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Total Cost
Asphalt Base Repair	60.00	\$1,252.80	\$1,409.70	\$3.15	\$2,665.65
Asphalt Overlay / S04	2951.50	\$70,096.83	\$104,282.38	\$53,944.94	\$228,324.14
Basin & Manhole Clean/Repair	241.00	\$5,563.69	\$1,933.52	\$65.07	\$7,562.28
Building & Grounds Maintance	466.00	\$9,946.99	\$13,412.94	\$397.55	\$23,757.48
Clerical	1730.00	\$33,643.09	\$0.00	\$0.00	\$33,643.09
Computer Control System	40.00	\$1,034.60	\$0.00	\$0.00	\$1,034.60
Culvert Maintenance	58.00	\$1,198.70	\$1,639.10	\$301.94	\$3,139.74
Curb/Sidewald Repair	8.00	\$207.94	\$76.24	\$46.28	\$330.46
Ditching	368.50	\$8,437.12	\$13,851.87	\$1,459.73	\$23,748.71
Dream Cruise	136.50	\$4,108.62	\$1,120.58	\$0.00	\$5,229.20
Dust Control	157.00	\$3,844.46	\$8,410.72	\$36,943.30	\$49,198.48
Emergency Drain Cleanout	171.00	\$3,790.35	\$814.82	\$0.00	\$4,605.17
Equipment Servicing	774.00	\$14,728.17	\$11,670.43	\$0.00	\$26,398.60
Grade Gravel Surface	875.00	\$22,732.33	\$47,434.11	\$5,454.50	\$75,620.94
Guardrail-Post Maintance	39.00	\$910.86	\$202.16	\$253.40	\$1,366.42
HHW Day	110.00	\$3,939.03	\$343.59	\$0.00	\$4,282.62
Holiday	950.00	\$24,315.70	\$0.00	\$0.00	\$24,315.70
Hydroseeding	52.00	\$1,143.04	\$1,244.78	\$558.50	\$2,946.32
Ice Buildup Removal	1.00	\$22.53	\$44.72	\$0.00	\$67.25
Install/Remove C-markers	308.00	\$7,463.56	\$1,612.74	\$54.30	\$9,130.60
Mailbox & Miscullanous Repair	473.00	\$8,532.77	\$2,881.91	\$428.50	\$11,843.18
Mature Migler Bus	12.00	\$419.31	\$12.00	\$0.00	\$431.31
Miscullanous Maintenance	817.00	\$17,931.04	\$19,054.07	\$345.28	\$37,330.39
Open House	309.00	\$12,344.53	\$228.72	\$0.00	\$12,573.25
Other	565.00	\$14,640.36	\$0.00	\$0.00	\$14,640.36
Patch Gravel Surface	969.50	\$24,746.55	\$43,476.10	\$26,971.15	\$95,193.80
Personal	230.00	\$5,728.44	\$0.00	\$0.00	\$5,728.44
Pothle Patching	3362.00	\$75,196.78	\$76,493.39	\$33,166.46	\$184,856.63
Roadside Litter	811.00	\$8,676.93	\$7,698.53	\$0.00	\$16,375.46
Roadside Mowing	210.00	\$2,772.30	\$9,181.21	\$0.00	\$11,953.51
Salting & Plowing	3487.00	\$109,043.79	\$195,122.45	\$125,314.86	\$429,481.10
Sanding	128.00	\$3,238.20	\$6,645.74	\$1,590.00	\$11,473.94
School Training	22.00	\$564.08	\$1,155.55	\$0.00	\$1,719.63
Shoulder Repair	107.50	\$2,404.63	\$2,168.52	\$3.25	\$4,576.40
Sick	1243.50	\$32,439.01	\$0.00	\$0.00	\$32,439.01
Sign-Maintance Installation	32.50	\$798.03	\$157.25	\$104.20	\$1,059.48
Snow Hauling	114.50	\$3,049.33	\$4,307.62	\$0.00	\$7,356.95
Sod Damage Repair	246.00	\$5,550.54	\$1,847.89	\$97.01	\$7,495.44
Supervision	2255.00	\$71,328.20	\$28.59	\$0.00	\$71,356.79
Sweeping Curb/Gutter	764.00	\$20,885.80	\$70,613.51	\$18.10	\$91,517.41
Sweeping Intersection	108.00	\$2,744.20	\$4,272.65	\$0.00	\$7,016.85
Training Program	274.00	\$6,630.23	\$470.39	\$0.00	\$7,100.62
Trees And Shrubs	3490.50	\$77,948.30	\$79,280.19	\$96.77	\$157,325.26
Vacation	1842.50	\$46,767.39	\$0.00	\$0.00	\$46,767.39
Work For Other Departments / WG3	1733.00	\$19,681.53	\$2,785.38	\$0.00	\$22,466.91
Workmens Compensation	20.00	\$541.00	\$0.00	\$0.00	\$541.00
Grand Totals	33123.00	\$792,983.68	\$737,386.06	\$287,618.24	\$1,817,987.96



WATER DIVISION



MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

WATER & SEWER DIVISION

The Water and Sewer Division is responsible for distributing safe drinking water from the City of Detroit to more than 16,000 customers. Drinking water is treated, tested and monitored on a continuous basis to ensure that it meets or exceeds all federally mandated requirements governing its quality.

The Water & Sewer Division is also responsible for providing a means to collect sanitary sewage disposal from more than 11,000 homes and businesses for transportation to the City of Detroit's wastewater treatment plant. The department maintains the sewers and operates 9 sewage-pumping stations, which have been newly upgraded to ensure continuous operation.

The Water and Sewer Division employees are first responders and are on call 24 hours a day.

The Water & Sewer Division does the following to ensure quality services:

Water Supply

- Maintains positive operating pressure over approximately 280 miles of public water mains that range in diameter from 6 to 24 inches
- Performs emergency repairs on public water mains as necessary. In 2010-2011 fiscal year, 48 main breaks were repaired within the system.
- Repairs and maintains over 2900 fire hydrants
- Repairs and maintains over 2900 operating valves
- Installs new water service connections to property lines
- Locates underground pipes for Miss Dig
- Collects water samples for testing
- Maintains a 1 million gallon storage tank and booster station

Water Meters Replaced

3/4" Meters - 503

1" Meter - 806

1 1/2" Meter - 167

2" Meter - 12

2" Compound Meter - 3

Water Rates

\$4.43 per 1,000 Gallons

\$8.00 Water Debt

Sewer Rates

\$4.75 per 1,000 Gallons

\$175.75 Sewer Only Customers.

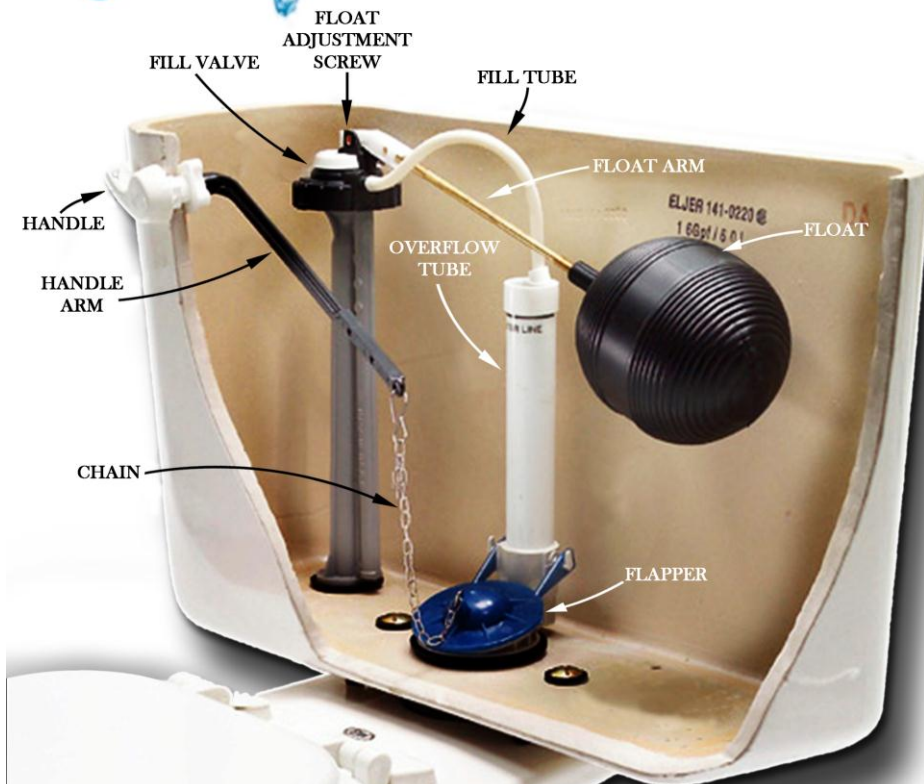
\$5.00 Sewer Debt

Sewage Collection

- Maintains over 210 miles of sewer pipes to ensure sewage to flow freely by gravity
- Inspects and repairs 6559 sanitary sewer manholes
- Performs necessary emergency repairs of sewer pipes
- Cleans public sewers with vector truck
- Internally inspects public sewers with video equipment
- Maintains pumping facilities for continuous operations



Leak Detection Demonstration



A running toilet is the #1 cause for an abnormally high water bill. A running toilet consumes water in one of two ways.

One: the water level in the tank is too high and spilling over into the overflow. This happens when the water level is set too high, or the fill valve is no longer working properly.

Two: The “flapper”, located at the bottom of the tank does not seal correctly. This causes the tank to empty slowly into the bowl. The float lowers as the water drains until it reaches the point where it will refill the tank. We call this “Phantom Flushing”.

If you see the flow indicator turning on your meter, chances are you have a running toilet.



The following projects were completed in conjunction with the Engineering and Environmental Division:

Woodward Water Main Extension South Berkshire to Highland Drive

The Township's Water System Reliability Study (2001) recommended the water supply system to be looped from the west side to the east side of Woodward Ave., north of Square Lake Rd, in order to sustain sufficient pressures at the north end of the Township. The project consisted of directional boring 1,300 feet of eight inch water main from S. Berkshire Drive to Highland Drive along the west side of Woodward Ave. Funding for this project is part of the **Water & Sewer's Improvement & Replacement Fund** dedicated for the water system capital improvement program.

SOCWA Contract for Water Supply

Bloomfield Township has been a wholesale water customer with Detroit since 1964. In 2008 the City of Bloomfield Hills became a customer of the Southeastern Oakland County Water Authority (SOCWA) system. Since then, the Township also has been exploring the possibilities **of how to serve the Township's water system from the SOCWA water system** at a reduced cost. In the fall of 2010, Detroit approved the request for Bloomfield Township to terminate our contract with them beginning July 1, 2011. This allowed Bloomfield Township to negotiate an agreement to become a customer of SOCWA shortly after. SOCWA will officially have begun providing us with water on July 1, 2011. This will result in a reduction in water rates.



WATER DIVISION COST SUMMARY

Task	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Total Cost
Call Duty	531.00	\$27,952.13	\$1,939.45	\$339.00	\$30,230.58
Clerical	20.00	\$386.90	\$0.00	\$0.00	\$386.90
Clerical / WA2	4289.00	\$74,379.08	\$0.00	\$0.00	\$74,379.08
Gate Well Maintance	273.50	\$8,137.40	\$3,761.88	\$511.58	\$12,410.86
Holiday / WL06	1040.00	\$26,143.20	\$0.00	\$0.00	\$26,143.20
Hydrant Maintance	385.00	\$9,488.36	\$2,745.81	\$14,319.68	\$26,553.85
Lawn Restoration	48.00	\$1,245.12	\$228.72	\$0.00	\$1,473.84
Mailbox & Miscellaneous Repair	8.00	\$90.00	\$33.44	\$0.00	\$123.44
Manhole Inspection	504.00	\$11,805.81	\$1,706.55	\$189.24	\$13,701.60
Manhole Maintance	18.00	\$287.02	\$95.30	\$0.00	\$382.32
Manhole Repair	67.00	\$2,005.39	\$1,263.67	\$870.44	\$4,139.50
Meter Installed	807.50	\$18,322.24	\$3,964.75	\$32,401.32	\$54,688.30
Meter Miscellaneous	1247.50	\$23,589.64	\$6,313.16	\$12,007.06	\$41,909.86
Meter Reading	1581.00	\$19,771.03	\$12,966.04	\$0.00	\$32,737.07
Meter Replaced	6068.00	\$143,299.00	\$28,011.57	\$241,783.24	\$413,093.80
Miscellaneous	2128.00	\$47,870.51	\$8,013.78	\$1,207.48	\$57,091.77
Miss Dig Staking	1957.00	\$52,862.50	\$17,018.68	\$2,542.77	\$72,423.95
Open House	58.00	\$1,448.04	\$0.00	\$0.00	\$1,448.04
Other	261.00	\$6,767.44	\$0.00	\$0.00	\$6,767.44
Other / WL05	131.50	\$2,891.78	\$0.00	\$0.00	\$2,891.78
Personal / WL02	245.00	\$6,289.74	\$0.00	\$0.00	\$6,289.74
Prv Maintance	939.20	\$25,296.78	\$7,672.66	\$0.00	\$32,969.44
Pump Maintance	852.20	\$25,259.65	\$7,131.71	\$0.00	\$32,391.36
Service Calls	418.40	\$18,015.48	\$3,266.42	\$1,572.50	\$22,854.40
Sewer Cleaning	1276.00	\$31,690.54	\$35,558.05	\$1,770.00	\$69,018.59
Sewer Repairs	10.00	\$279.50	\$95.30	\$40.00	\$414.80
Sick	2.00	\$39.68	\$0.00	\$0.00	\$39.68
Sick / WL03	1105.00	\$29,009.53	\$0.00	\$0.00	\$29,009.53
Stop Box Maintance	202.50	\$5,056.45	\$3,674.92	\$841.58	\$9,572.95
Supervision / WA1	1996.00	\$65,256.14	\$335.23	\$379.06	\$65,970.43
Training Program / WG4	448.00	\$11,514.31	\$84.00	\$0.00	\$11,598.31
Vacation	21.00	\$603.65	\$0.00	\$0.00	\$603.65
Vacation / WL01	1885.50	\$49,393.06	\$0.00	\$0.00	\$49,393.06
Video Sewers	349.00	\$8,592.10	\$13,656.93	\$0.00	\$22,249.03
Water Main Breaks	596.90	\$19,814.55	\$5,922.14	\$16,488.96	\$42,225.65
Work For Other Departments / WG3	5.00	\$65.00	\$0.00	\$0.00	\$65.00
Workmens Compensation	130.00	\$1,235.00	\$0.00	\$0.00	\$1,235.00
Grand Totals	31904.70	\$776,153.75	\$165,460.16	\$327,263.91	\$1,268,877.80



MOTOR POOL



MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

MOTOR POOL DIVISION

There are eight employees in the Motor Pool, including the Fleet Manager, Crew Leader, Installation Tech, four State Certified mechanics and one part time employee. The Motor Pool is responsible for the maintenance and emergency work on over 167 fleet vehicles and 55 pieces of equipment.



The Fleet Manager and Crew Leader work together to oversee the management and daily operations of the Division. One mechanic is dedicated to the maintenance and repair of light vehicles. This includes all of the police vehicles, as well as small equipment like lawn mowers used in the Grounds Division. Three mechanics are dedicated to the maintenance and repair of all large equipment and vehicles including Fire Department Engines, Paramedic Rescues and Snow Removal Equipment. All mechanics, including the

Crew Leader are State Certified, all are crossed trained and able to work on any and all Township equipment and all are on-call should the need arise. The mechanics are also trained in welding and fabricating for all facets of maintenance and repair. The installation tech is responsible for upfitting and maintaining all aftermarket emergency equipment installed on Township emergency vehicles such as police patrol vehicles. Many components, including radios, emergency lighting, sirens, Mobile Data Computers (MDC), in-car video systems, mounted radar and prisoner partitions are all a part of the upfitting process.

The motor pool employees are first responders and are on call 24 hours a day.

Updates and New Programs

The Motor Pool has been improving and updating a lot of its processes in the past couple of years. One of which was the implementation of the **"Shop Floor" program**. Shop Floor allows for more accurate job tracking and data entry in real time. This program is utilized by the mechanics throughout the work day. Computers have been **added to their workstations and they use the program to 'job-in' and 'job-out' of repair orders, add parts and enter repair notes.**

Another upgrade has been the implementation of Electronic Service Requests (ESR). **This program was added and integrates directly into the Motor Pool's Fleet Management Software.** ESRs allow all vehicle users to access a form directly from their desktops and submit any repair requests directly to the Motor Pool. Once a request is submitted an

email notifies both the Fleet Manager and Crew Leader immediately and then gets **automatically added to the schedules 'repairs-to-do' list.**

Both programs have helped to improve communication both within the division as well as the communication with other user departments. They have also essentially made the day-to-day operations paperless and eliminated duplicated data entry.

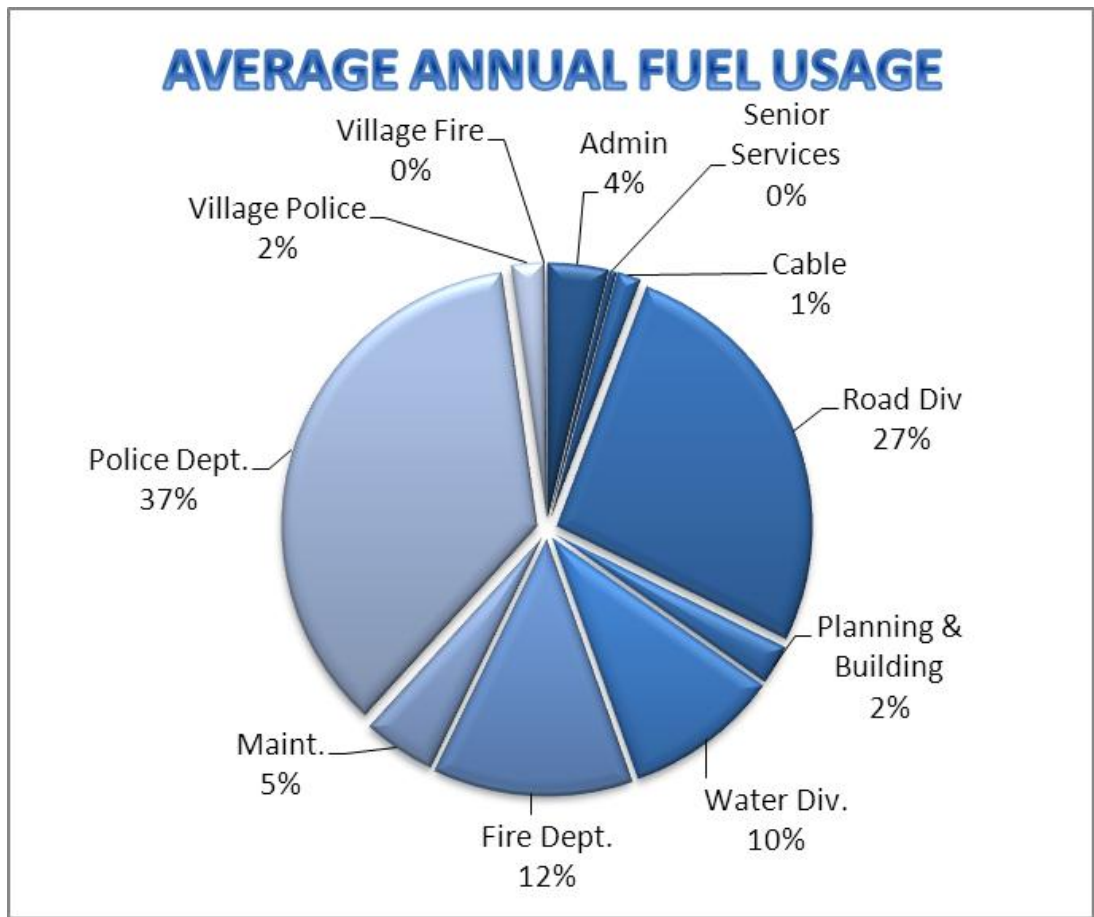
Finally, one of the biggest projects was to implement, track and manage the Motor **Pool's parts inventory. An internal part numbering system** was developed and every part was then numbered, priced, labeled and added to a database in the Fleet Management Software. With this implementation we can now collect new data that can help to:

- Reduce inventory of parts with low turn-over rates
- Monitor price changes of different vendors
- Use checks and balances for ensuring repair order and invoice accuracy

Repairs and Maintenance

- Annually the Township fleet uses around 90,000 to 100,000 gallons of unleaded fuel and approximately 50,000 gallons of diesel fuel
- **The Township's fleet travels approximately 1.6 million miles per year**

The graph below shows the percentage of fuel that each fleet/department uses out of the Township's total annual usage.



MOTOR POOL DIVISION COST SUMMARY

System Component/Task	Labor Hours	OT Hours	Labor Cost	Part Cost	Total Cost
- PREV. MAINT.	1322.00	3.00	\$ 40,269.50	\$ 18,461.06	\$ 58,730.56
- TIRES	188.05	1.25	\$ 6,264.50	\$ 43,014.81	\$ 49,279.31
- TPMS	9.00	0.00	\$ 270.00	\$ 42.66	\$ 312.66
- A/C,HEAT,VENT	130.70	8.00	\$ 4,281.00	\$ 3,690.62	\$ 7,971.62
- BODY SHEEY MET.	14.10	0.00	\$ 423.00	\$ 94.18	\$ 517.18
- CAB	152.70	0.00	\$ 10,299.65	\$ 12,076.04	\$ 22,375.69
- DUMP BOX	52.50	0.00	\$ 1,575.00	\$ 499.57	\$ 2,074.57
- BIO-HAZARD	4.50	0.00	\$ 135.00	\$ 10.00	\$ 145.00
- AXLE,REAR	38.30	0.00	\$ 1,149.00	\$ 1,977.45	\$ 3,126.45
- BRAKES	331.30	0.00	\$ 10,057.00	\$ 17,825.00	\$ 27,882.00
- FRAME	1.50	0.00	\$ 3,045.00	\$ -	\$ 3,045.00
- STEERING	72.30	0.00	\$ 3,143.95	\$ 3,783.58	\$ 6,927.53
- SUSPENSION	62.50	0.00	\$ 9,661.46	\$ 11,411.51	\$ 21,072.97
- TIRES	3.60	0.00	\$ 108.00	\$ 213.80	\$ 321.80
- WHLS,HUBS,BRGS.	21.40	0.00	\$ 1,230.95	\$ 2,143.83	\$ 3,374.78
- BUMPERS,P.BUMP.	28.70	0.00	\$ 861.00	\$ 781.34	\$ 1,642.34
- AXLE DRVN.F.STR	3.50	0.00	\$ 105.00	\$ 487.61	\$ 592.61
- AXLE DRVN.REAR	8.10	0.00	\$ 243.00	\$ 101.97	\$ 344.97
- CLUTCH	1.50	0.00	\$ 45.00	\$ -	\$ 45.00
- DRIVE SHAFT(S)	7.10	3.50	\$ 370.50	\$ 151.52	\$ 522.02
- TRANS.AUTOMATIC	128.30	0.00	\$ 5,911.50	\$ 10,108.25	\$ 16,019.75
- CHARGING SYS.	20.80	0.00	\$ 993.36	\$ 2,954.25	\$ 3,947.61
- CRANKING SYS.	108.30	0.00	\$ 3,249.00	\$ 5,742.76	\$ 8,991.76
- IGNITION SYS.	19.40	0.00	\$ 582.00	\$ 49.26	\$ 631.26
- LIGHTING SYS.	231.10	3.50	\$ 7,075.50	\$ 4,478.31	\$ 11,553.81
- MISC.	187.90	0.00	\$ 5,637.00	\$ 3,718.71	\$ 9,355.71
- AIR BAG SYSTEM	6.70	0.00	\$ 201.00	\$ 202.36	\$ 403.36
- SPEEDO CALIBRATION	6.80	0.00	\$ 404.00	\$ -	\$ 404.00
- BATTERY REPLACEMENT	27.10	0.00	\$ 813.00	\$ 4,547.56	\$ 5,360.56
- COMP U SPREAD	3.00	0.00	\$ 90.00	\$ 485.82	\$ 575.82
- EMERGENCY LIGHTING	129.80	0.00	\$ 3,894.00	\$ 1,410.87	\$ 5,304.87
- FLEET LINK/PETROVEND	4.70	0.00	\$ 141.00	\$ -	\$ 141.00
- AIR INTAKE SYS.	7.50	0.00	\$ 225.00	\$ 456.43	\$ 681.43
- COOLING SYS.	171.10	13.60	\$ 7,125.00	\$ 6,694.22	\$ 13,819.22
- EXHAUST SYS.	48.20	0.00	\$ 2,196.00	\$ 10,211.52	\$ 12,407.52
- FUEL SYS.	65.40	3.40	\$ 2,215.00	\$ 1,587.05	\$ 3,802.05
- COMP.CNTRL.SYS.	121.20	0.00	\$ 8,110.58	\$ 5,734.38	\$ 13,844.96
- TUNE UPS	4.00	0.00	\$ 120.00	\$ 263.72	\$ 383.72
- BELTS	16.10	0.00	\$ 483.00	\$ 936.84	\$ 1,419.84
- OIL COOLER LINES	7.10	0.00	\$ 213.00	\$ 523.97	\$ 736.97
- GASKETS & SEALS	59.60	0.00	\$ 1,788.00	\$ 2,836.78	\$ 4,624.78
- GEN. ACCESS.	402.10	0.00	\$ 12,166.00	\$ 13,387.90	\$ 25,553.90
- FABRIC. WELDING	193.40	1.00	\$ 5,847.00	\$ 3,608.03	\$ 9,455.03

MOTOR POOL DIVISION COST SUMMARY

System Component/Task	Labor Hours	OT Hours	Labor Cost	Part Cost	Total Cost
- FIRE TRKS. PUMP	181.00	0.00	\$ 5,580.00	\$ 3,539.00	\$ 9,119.00
- UNDER BDY.SCRP.	47.00	18.40	\$ 2,238.00	\$ 2,822.18	\$ 5,060.18
- SALT SPREADERS	180.00	0.00	\$ 5,400.00	\$ 1,405.40	\$ 6,805.40
- FRONT PLOW	58.70	0.40	\$ 1,779.00	\$ 3,860.80	\$ 5,639.80
- VEH.COUP. SYS.	10.00	0.00	\$ 300.00	\$ 296.88	\$ 596.88
- SND.BLAST,PAINT	3.50	0.00	\$ 105.00	\$ 45.00	\$ 150.00
- COMPUTER SYSTEM	144.80	0.00	\$ 4,287.00	\$ 409.90	\$ 4,696.90
- SIREN	14.70	0.00	\$ 441.00	\$ -	\$ 441.00
- EMERGENCY RADIO SYSTEM	203.90	0.00	\$ 6,117.00	\$ 508.79	\$ 6,625.79
- VIDEO SYSTEM	170.20	0.00	\$ 5,088.00	\$ 65.00	\$ 5,153.00
- RADAR SYSTEM	36.10	0.00	\$ 1,083.00	\$ 60.00	\$ 1,143.00
- AFTER MARKET BUILD	283.45	0.00	\$ 8,503.50	\$ 47.82	\$ 8,551.32
- AFTER MARKET TEAR DOWN	84.00	0.00	\$ 2,520.00	\$ -	\$ 2,520.00
- REMOVE/REINSTALL FOR VENDOR	46.00	0.00	\$ 1,380.00	\$ 82.28	\$ 1,462.28
- PUMP ,MAGN.CLTCH	7.30	0.00	\$ 219.00	\$ 316.33	\$ 535.33
- CONTROL VALVES	18.80	0.00	\$ 1,914.00	\$ 548.63	\$ 2,462.63
- HOSES,CUPL.CYL.	58.50	13.00	\$ 2,340.00	\$ 1,549.86	\$ 3,889.86
- TANK,VLVS.-HYD.	22.30	0.00	\$ 669.00	\$ 394.68	\$ 1,063.68
- MISC.	15.50	0.00	\$ 465.00	\$ 166.48	\$ 631.48
- SUPERVISION	1823.50	0.00	\$ 54,705.00	\$ -	\$ 54,705.00
- CLERICAL	543.08	2.00	\$ 16,382.40	\$ -	\$ 16,382.40
- INSPECTION	11.50	0.00	\$ 345.00	\$ -	\$ 345.00
- ROAD TEST	149.90	0.00	\$ 4,497.00	\$ -	\$ 4,497.00
- VACATIONS	1504.00	0.00	\$ 45,120.00	\$ -	\$ 45,120.00
- SICK LEAVE	528.00	0.00	\$ 15,840.00	\$ -	\$ 15,840.00
- PERSONAL LEAVE	221.50	0.00	\$ 6,645.00	\$ -	\$ 6,645.00
- WORKMANS COMP.	356.00	0.00	\$ 10,680.00	\$ -	\$ 10,680.00
- TRAINING	451.85	1.50	\$ 13,623.00	\$ -	\$ 13,623.00
- PARTS PICKUP/HANDLING	999.30	0.00	\$ 29,979.00	\$ -	\$ 29,979.00
- STARTING VEH.	8.00	1.80	\$ 321.00	\$ -	\$ 321.00
- MOVING VEHICLES	558.23	0.00	\$ 16,746.90	\$ -	\$ 16,746.90
- CLEANING	646.79	0.00	\$ 19,403.70	\$ -	\$ 19,403.70
- BUILDING,GROUND	2.00	0.00	\$ 60.00	\$ -	\$ 60.00
- FUELING	4.00	0.00	\$ 120.00	\$ -	\$ 120.00
- WASHING VEH.	96.50	0.00	\$ 2,895.00	\$ -	\$ 2,895.00
- MISC.	283.50	0.00	\$ 8,505.00	\$ -	\$ 8,505.00
- TIRES,TUBES	14.00	0.00	\$ 420.00	\$ -	\$ 420.00
- TIRE CHAINS	39.50	21.50	\$ 2,152.50	\$ -	\$ 2,152.50
- BATTERIES	1.25	1.00	\$ 82.50	\$ -	\$ 82.50
- COMPONENT REBLD	16.00	0.00	\$ 480.00	\$ -	\$ 480.00
- SHOP EQUIP.	216.70	11.00	\$ 6,996.00	\$ -	\$ 6,996.00
- SNOW REMOVAL	3.00	7.00	\$ 405.00	\$ -	\$ 405.00
- OPERATIONS	695.70	18.25	\$ 21,692.25	\$ -	\$ 21,692.25
GRAND TOTALS	15182.50	133.10	\$ 491,542.20	\$ 212,824.54	\$ 704,366.74

GROUNDS DIVISION



MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

GROUNDS MAINT. DIVISION

The Grounds Maintenance Division employs two full time employees who are fully trained and certified in many aspects of landscaping, irrigation and plant and tree maintenance. Both employees also have pesticide applicator's licenses and CDLs. They are responsible for the grounds maintenance on Township owned and leased buildings on the main campus. They are also responsible for administering the state highway landscape maintenance contract and the safety path and outlot mowing contracts.

Township Campus Maintenance

More than 4 acres of lawn is maintained on the Township Campus through mowing, trimming, weed control and fertilization. Also an additional 2+ acres of tree and bed maintenance is performed which includes weeding, trimming, mulching, design and installation of new beds and flower planting. Annually they plant over 120 flats of flowers each spring. They also maintain 12 irrigation systems on campus used to water all of the lawns and beds which may include adjusting heads, fixing breaks, installation of new systems, monitoring all timer boxes, or winter blow out and spring start up.



Winter Maintenance

During the winter season the Grounds Division is on call 24 hours a day and responsible for all snow removal in the main Township campus area which includes over 4 acres of parking lots and over 3000 linear feet of pedestrian walkways and stairs. One employee is utilized by the Road Division and assigned to a dedicated plow route for the entire winter. The Grounds Division further assists the Road Division with a fleet of pickup trucks they help to plow and clear the cul-de-sacs

State Highway Landscape Maintenance

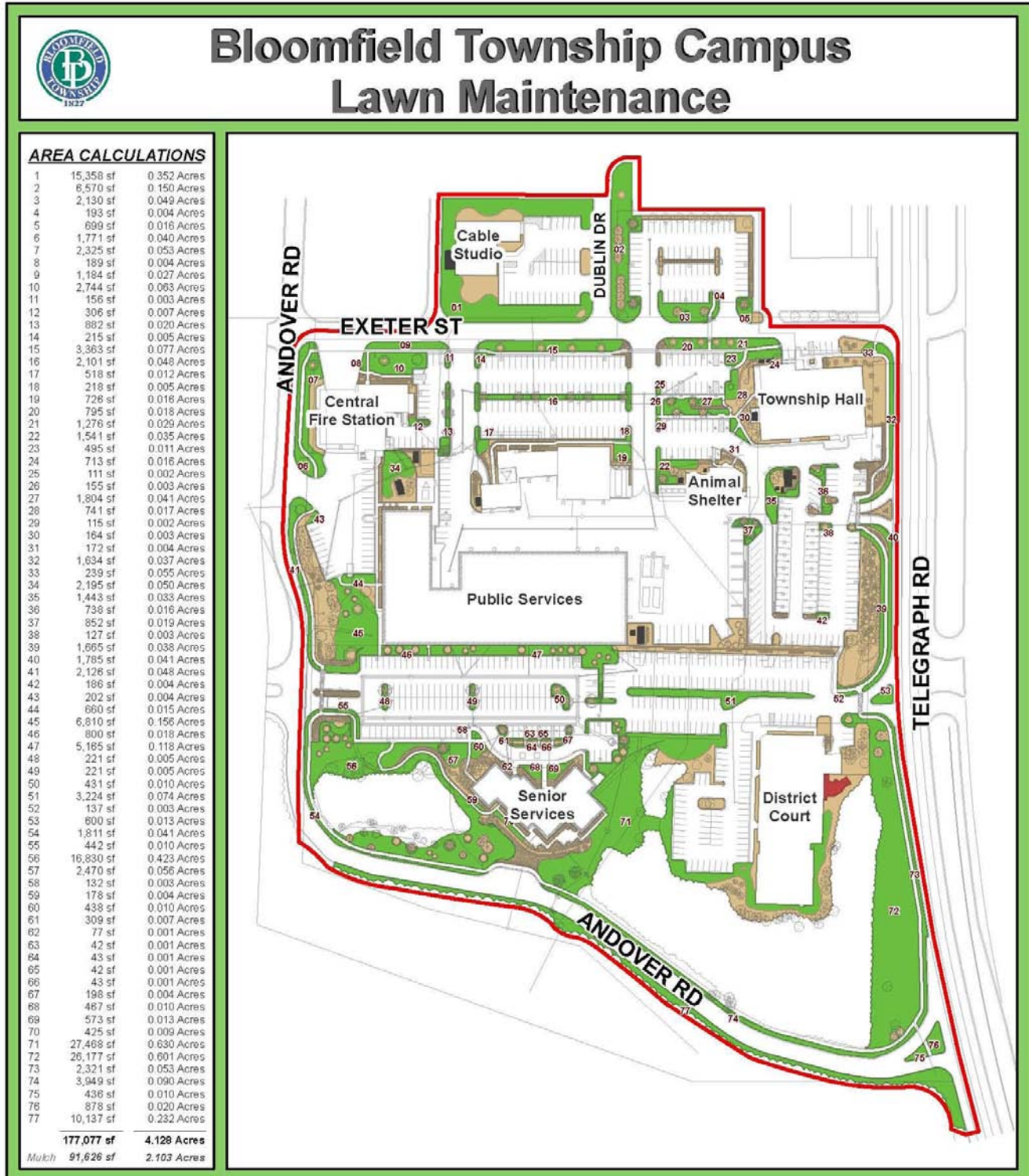
The Grounds Division contracts out the landscape maintenance of our State highways and is reimbursed, in part, through an agreement with MDOT. The contract includes all lawn maintenance and bed/tree maintenance of the center islands and shoulders of Telegraph, Square Lake and Woodward. Currently all of the maintenance of the seven irrigation systems and lighting is retained in-house.

Safety Path Maintenance

Maintenance of over 55 miles of safety paths, which includes the mowing, edging and string trimming is contracted and overseen by the Grounds Division. In-house, they are still responsible for emergency tree removal, fence/wall repair and tree and brush trimming which is a full time job during the growing season.

Outlot Maintenance

The Grounds Division negotiated and implemented a contract for the lawn maintenance at the Township owned outlots, which includes water pumping stations, retention basins and the Westbourne booster station. The Grounds Division oversees the contract and the performance of the contractor.



GROUNDS MAINT. DIVISION COST SUMMARY

Task	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Total Cost
Apply Lawn Fertilizer	17.00	\$411.91	\$184.97	\$225.00	\$821.88
Apply Weed; Pest Control	19.00	\$460.37	\$114.36	\$0.00	\$574.73
Clear and Salt Sidewalks	248.50	\$3,150.99	\$1,683.89	\$1,465.14	\$6,300.02
Clear Township Vehicles	27.00	\$467.40	\$357.07	\$0.00	\$824.47
Clearical GA2	23.00	\$557.29	\$0.00	\$0.00	\$557.29
Daily Debris and Litter	602.50	\$7,444.87	\$3,415.31	\$0.00	\$10,860.18
Emergency Tree Removal	105.00	\$1,791.29	\$618.49	\$51.00	\$2,460.78
Equipment and Shop Maintance	544.00	\$8,181.54	\$0.00	\$0.00	\$8,181.54
Equipment Service	188.00	\$2,998.98	\$357.42	\$0.00	\$3,356.40
Fall Maintenance	122.00	\$2,121.04	\$623.42	\$0.00	\$2,744.46
Fence - Safety Path	9.50	\$216.19	\$47.66	\$0.00	\$263.85
General Cleanup - Safety Path	103.50	\$1,579.14	\$702.57	\$0.00	\$2,281.71
Holiday/GL6	199.00	\$5,361.32	\$0.00	\$0.00	\$5,361.32
Install Trees and Flowers	22.50	\$385.10	\$171.17	\$4.25	\$560.52
Irrigation Install	8.00	\$137.92	\$19.06	\$8.32	\$165.30
Irrigation Repair and Maintance	283.00	\$5,814.42	\$1,660.17	\$352.64	\$7,827.22
Mailbox & Miscullaneous Repair	244.50	\$4,974.04	\$125.40	\$0.00	\$5,099.44
Niscellaneous G	329.00	\$6,666.56	\$1,006.01	\$10.07	\$7,682.64
Mow and Trim Lawns	1249.00	\$15,885.02	\$7,060.68	\$0.00	\$22,945.70
Other/GL5	63.00	\$1,757.18	\$19.06	\$0.00	\$1,776.24
Parts Pick-Up	219.00	\$3,514.60	\$1,855.23	\$0.00	\$5,369.82
Personal GL2	28.00	\$776.54	\$0.00	\$0.00	\$776.54
Plow and Salt Parking Lots	306.50	\$7,119.85	\$6,938.46	\$3,432.29	\$17,490.60
Safety Path Mowing	10.50	\$135.10	\$215.49	\$0.00	\$350.59
Salting and Plowing	170.50	\$3,469.45	\$3,323.98	\$0.00	\$6,793.43
Sick GL3	450.50	\$12,051.94	\$0.00	\$0.00	\$12,051.94
Supervision GA1	992.00	\$29,442.56	\$7,239.26	\$0.00	\$36,681.82
Tree & Bush Trimming	936.00	\$10,461.08	\$6,027.92	\$0.00	\$16,489.00
Tree and Shrub Maitenance	4.00	\$42.00	\$16.72	\$0.00	\$58.72
Trees and Shrubs	1836.00	\$24,754.63	\$11,937.54	\$1,650.75	\$38,342.92
Vacation GL1	299.50	\$8,188.84	\$0.00	\$0.00	\$8,188.84
Work for Other Departments	147.50	\$2,408.02	\$1,055.33	\$20.14	\$3,483.49
Grand Total	9807.00	\$172,727.18	\$56,776.64	\$7,219.60	\$236,723.40



BUILDING MAINTENANCE



MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

BUILDING MAINT. DIVISION

The Building Maintenance Division employs two full time technicians and one part time employee. The technicians have substantial knowledge and experience in all aspects of municipal building maintenance and are responsible for maintaining 10 Township buildings and also their exterior structures such as parking lot lights and signage. They also oversee and manage multiple service contracts, including the custodial contract for all the buildings. They are first responders and on call 24 hours a day.

The Building Maintenance staff's major responsibility and focus is in preventative maintenance, routine inspections and maintenance help to keep the buildings running at optimum levels and helps to prevent system breakdowns. They are also responsible for technical repairs, construction and alteration of all Township buildings, maintenance and repair of HVAC units, electrical, plumbing and carpentry work. In addition to all their building maintenance responsibilities there are also many miscellaneous tasks frequently required of them such as set ups and break downs for special meetings and events, recycling collection and bio-hazard clean ups.



Building Projects

- Animal Shelter – Repurposed existing room in shelter as new laundry room. Included installation of new energy efficient appliances and lighting and installation of new flooring.
- Fire Station #3 – Upgraded heating system. Included installation of additional baseboard heat and energy saving thermostats. Also installed new laundry closet with washer/dryer.
- Public Services Building – Repurposed portion of evidence room as new police fitness room. Installed new air compressor air-line to garage workstation.

BUILDING MAINT. DIVISION COST SUMMARY

Tasks	Labor Hours	OT Hours	Total Labor Costs	Tasks	Labor Hours	OT Hours	Total Labor Costs
- SINKS	31.00	0.00	\$856.97	- ELEVATORS	2.50	0.00	\$74.20
- TOILETS	30.00	0.00	\$854.24	- EXT. STRUCTURES	5.50	0.00	\$163.24
- FLOOR DRAINS	43.00	0.00	\$1,210.49	- COMPRESSORS	92.00	0.00	\$2,490.97
- BACKFLOW	2.00	0.00	\$54.10	- POOL	11.00	0.00	\$209.80
- EYEWASH	3.00	0.00	\$85.10	- PARTS RUN	195.00	0.00	\$3,587.46
- POWER WASHERS	3.50	0.00	\$99.94	- INV. HANDLING	18.50	0.00	\$459.61
- FIRE SUPPRESSION	2.00	0.00	\$54.10	- RECYCLE BINS	171.50	0.00	\$2,340.66
- PUMPS	79.50	3.00	\$2,306.40	- TRASH BINS	182.50	0.00	\$2,885.42
- HOT WATER TANKS	8.00	0.00	\$216.40	- AUDITORIUM SETUP	126.50	0.00	\$2,942.02
- PARKING LOT LIGHTS	71.50	0.00	\$1,733.98	- BOXES	126.50	0.00	\$2,129.34
- INTERIOR LIGHTS	282.00	0.00	\$7,240.68	- MOVE/ASSEM FURN.	38.00	0.00	\$1,001.12
- EMERGENCY LIGHTS	20.00	0.00	\$555.47	- VENDING MACHINES	52.00	0.00	\$713.24
- GENERATORS	2.00	7.50	\$390.63	- STK MISC. SUPPLIES	18.00	0.00	\$291.56
- SWITCHES/OUTLETS	82.00	0.00	\$2,392.09	- STK COPY PAPER	63.50	0.00	\$813.69
- CONDUIT/WIRING	245.00	0.00	\$6,615.07	- STK WATER BOTTLES	35.50	0.00	\$710.31
- EXTERIOR LIGHTS	7.00	0.00	\$193.30	- CARPENTRY WORK	32.00	0.00	\$901.11
- APPLIANCES	33.00	0.00	\$852.28	- BATTERIES	4.00	0.00	\$75.10
- BOILER	109.50	3.00	\$3,177.50	- BIO-HAZARD	4.50	0.00	\$129.62
- HVAC	310.00	0.00	\$8,422.17	- MAIL RUN	57.00	0.00	\$1,322.34
- VAV BOXES	39.00	0.00	\$1,004.03	- SHOP EQUIPMENT	126.50	0.00	\$1,986.56
- CHILLER	17.00	0.00	\$480.89	- CLEANING SHOP	177.00	0.00	\$2,616.96
- UNIT HEATER	21.50	0.00	\$489.44	- WORK OTHER DEPT.	171.50	19.00	\$3,936.98
- SPLIT SYSTEM	6.00	0.00	\$170.19	- KEYS	7.00	0.00	\$197.24
- EXHAUST FAN	87.00	0.00	\$2,388.87	- MEETINGS	43.00	0.00	\$1,052.90
- HV UNIT	30.50	0.00	\$857.91	- CONTRACT MGMT	64.00	3.00	\$1,882.72
- AIR HANDLER	67.50	0.00	\$1,758.31	- CLERICAL	42.50	0.00	\$1,038.60
- MISC. DISPENSORS	1.50	0.00	\$44.52	- SUPERVISOR	773.50	8.00	\$23,179.51
- DOORS/LOCKS	95.00	0.00	\$2,581.08	- VACATION	376.00	0.00	\$10,699.48
- WINDOWS	6.00	0.00	\$120.54	- SICK	27.00	0.00	\$594.17
- ROOF	45.00	0.00	\$1,170.24	- PERSONAL	15.00	0.00	\$432.05
- CEILING	4.00	0.00	\$113.46	- FLOATING HOLIDAY	32.50	0.00	\$964.60
- WALLS - EXTERIOR	12.50	0.00	\$164.35	- FUNERAL LEAVE	28.50	0.00	\$770.94
- WALLS - INTERIOR	37.00	0.00	\$553.23	- WORKERS COMP	14.00	0.00	\$147.00
- FLOORS	3.00	0.00	\$66.23	- TRAINING	54.00	0.00	\$1,028.69
				GRAND TOTALS	5024.50	43.50	\$123,043.41



SOLID WASTE



SOLID WASTE COLLECTION

The Department of Public Works is responsible for the coordination of the

Solid Waste contract for Township residents. The Townships has over 16,000 homes that are serviced once a week for trash, recycling and yard waste (during the yard waste season). The DPW administrative staff works as a liaison between Rizzo Services and the Township residents, to provide quality customer service at all times.

Rates (per quarter):

Single Family

Curbside - \$45.98

Doorside - \$92.00

Inside - \$108.00

Multi-Family (Condos/Apartments)

Attached (Individual) - \$39.96

Detached (Individual) - \$44.95

Detached Doorside - \$91.97

Multi-Family Common - \$30.96



Bloomfield Township Annual Tonnage Report for fiscal year 2010:

Month	Trash	Recycling	Yard Waste	Totals
April	1148.9	269.6	546.2	1964.7
May	1148.7	261.3	545.4	1955.4
June	1144.8	299.3	707.3	2151.4
July	1266.7	282.9	460.8	2010.4
August	1245.9	270.8	404.6	1921.3
September	1212.1	286.4	440.3	1938.8
October	1103.2	270.2	987.3	2360.7
November	1278.3	318.2	1808.5	3405
December	1203.3	298.4	255.1	1756.8
January	1118.9	303.6	0	1422.5
February	828.1	214.2	0	1042.3
March	1133.7	269.5	74.3	1477.5
Totals	13832.6	3344.4	6229.8	23406.8



COMMUNITY EVENTS



COMMUNITY EVENTS

The Township puts on several annual and bi-annual events throughout the year. Coordination, communication and planning amongst Township staff, contractors, volunteers and Township residents is the key to these events coming together successfully year after year.

Household Hazardous Waste Days



The Department of Public Works is responsible for the coordination and staging of the semi-annual drop off days for Township residents. The DPW staff works very closely with the Solid Waste contractor to provide this safe and effective event on the first Saturday of the month in May and October of each year. The participation for this event averages 1,000 cars bringing in household hazardous waste to be disposed of properly. During the events the Township sponsors a mercury thermometer exchange, offering residents to turn in a

mercury thermometer for a new digital one. The staff sets up signs for traffic flow and checks various forms of identification of residents participating in the events. The cost of each event averages \$65,000.

Electronic Recycling, Medication Disposal & Paper Shredding Event

The April 16, 2011 Electronic Recycling, Medication Disposal & Paper Shredding Event was a big success. In total, we had 1037 vehicles that came through the drop-off line and our residents appeared to utilize both services equally. Approximately 20,000 pounds of paper was shredded and recycled and over 76,000 pounds of electronics were demanufactured and then recycled as well. In addition to the paper and electronics the event also took in over 820lbs of unwanted or expired medications.



Clean Sweep

The Department of Public Works is responsible for the coordination and staging of this annual event that has become very popular with Township residents. This event coincides with Earth Day in April and this year marks the fifth year of the program. Residents are encouraged to clean up areas throughout their subdivisions and entrances to the subdivisions that get littered with debris during the winter months. The Township along with the Solid Waste contractor provides residents with paper lawn leaf bags and large orange trash bags to collect debris and litter. This event is a volunteer event and offers local high school students with the opportunity to earn community service for their participation. The average of trash and debris that is collected during this event is 2.5 tons of trash and 6 tons of yard waste.