

FROM: Johnson Island Road Commission

TO: BHOA and JIPOA Trustees

Subject: March, 2023 Monthly Report on Causeway Revetment Project

Key Activities

1. Preparation of Causeway Project Bid Documents: Richland Engineering has provided the BID Package. This a large and detailed series of documents that will govern the project. It consists of: 1. Engineering Drawings that Richland has generated. 2. Conduct of the bidding process itself. 3. the Contract that JIRC will enter into with the successful bidder. The Package has been reviewed by outside counsel with expertise in construction contract law.

The Bidding Process has been initiated during the week of April 3-7, 2023 with the following milestones:

- a. April 3-7, the Project will be advertised and contractors on the current list of potential bidders will be contacted.
 - b. Pre-bid meeting is schedule for April 14, 2023 at 2:00 pm at the JIPOA Clubhouse. This will afford an opportunity for bidders to ask questions regarding the Revetment Project.
 - c. Sealed bids will be opened during a public meeting scheduled for Saturday April 29, 2023 10:00am at the JIPOA clubhouse.
 - d. JIRC will keep Islanders informed of the vetting of bidders. JIRC will accept counsel from interested Islanders and will provide key criteria it will use to select the winning bidder.
 - e. JIRC will announce the winning bid by June 1, 2023
2. As reported by JIRC previously, on the basis of Richland Engineering Drawings, both ODNR's Office of Coastal Management and the Army Corps of Engineers have approved the Causeway Revetment Project. The final approval required is that from the Village of Marblehead. The application to Marblehead has been filed by JIRC. A Public Hearing on the Application is scheduled for May 3, 2023 at 6:00 PM at the Village Hall.

3. Richland Engineering will be engaged during the execution of the Revetment Project. In addition to engineering services, they will provide third-party oversight of key construction steps of the project. This oversight will be provided by Richland personnel augmented by outside expertise as needed.

Monthly Financial Recap:

The following will provide a recap of JIRC spending on the Causeway Project during the month of March 2023. In future months, this report will change as the JIRC causeway checking account is funded through Special Causeway assessments and we receive monthly financial reports from the JIRC CPA.

a. Contract Engineering Services	\$440.00
b. Legal Services	\$1,515.00
c. Accounting Services	\$300.00
d. Village Of Marblehead – permit fee	\$350.00
e. Utilities	\$153.44
f. Bank Account Fee	\$100.00

Month Ending Account Balances:

JIRC Checking Acct.	\$17,406.07
JIRC Savings Acct	\$85,746.25
JIRC Causeway Acct.	\$81.46

These Causeway costs will be transferred to the JIRC Causeway checking account once it is funded. This will also include the \$9,000.00 incurred cost to remove trees on the Causeway which was done to comply with timing restrictions mandated by the Federal Endangered Species Act.