



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
July 8, 2024
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

1. Saginaw Transit Authority Regional Services Update, Glenn Steffens, Executive Director.

CONSENT AGENDA:

1. Approve the June 17, 2024 regular council meeting minutes.
2. Approve the submission of the application for the Michigan Department of Treasury, MI Local Retirement Grant for the City's pension and retirement health benefit systems.
3. Approve the purchase with Priority Waste for \$10,494 for trash pick-up services for City departments.
4. Approve the purchase with AKT Peerless for \$25,000 for inspection of environmentally hazardous materials for residential and commercial demolitions for the Neighborhood and Inspections Services Department.
5. Approve the blanket purchase order to specified vendors for an amount not to exceed \$350,000 for FY 2025, and pending budget approval for FY 2026, for demolition services for the Neighborhood and Inspections Services Department.
6. Approve the second amendment to the program Subrecipient HOME Agreement for Program Year 2021-2022 with Saginaw Shiawassee Habitat for Humanity for the new construction of a property located at 1221 Cooper Street.
7. Approve the first amendment to the program Subrecipient HOME Agreement for Program Year 2022-2023 with Saginaw Shiawassee Habitat for Humanity for the new construction of properties located at 1221 Cooper Street and 1413 N. Fayette Street.
8. Approve the first amendment to the Subrecipient HOME Agreement for Program Year 2023-2024 with Saginaw Shiawassee Habitat for Humanity for the new construction of properties located at 1413 N. Fayette Street and 1407 N. Fayette Street.

9. Approve the five-year lease with Flock Group, Inc., a sole source, for \$229,050 for a Flock Safety Intersection Surveillance System for the Police Department.
10. Approve the Memorandum of Agreement with H.E.L.P. Community Violence Intervention Program for the Police Department.
11. Approve the blanket purchase with CFS Inspections for \$3,000 for annual ground and aerial ladder testing for the Fire Department.
12. Approve the purchase with Stryker, a sole source, for an annual amount of \$4,125.60, for a total of \$12,376.80 for a three-year maintenance agreement for three Lucas III Chest Compression systems for the Fire Department.
13. Approve the blanket purchase with Municipal Emergency Services, a sole source, for \$8,000 for self-contained breathing apparatus parts for the Fire Department.
14. Approve the blanket purchase with Phoenix Safety Outfitters for \$5,000 for annual maintenance of the breathing air compressor systems for the Fire Department.
15. Approve the purchase with the Village of Cambridge, NY for \$40,000 for a 2001 Pierce Walk around Rescue Vehicle and with Falzone Towing Service, Inc. for \$3,800 for the transport of the vehicle for the Fire Department.
16. Approve the agreement with Consumers Energy for \$8,810,000 for engineering services for the relocation of the aerial electric sub transmission and distribution facilities to underground, in preparation for the Medical Diamond Project. Further, approve the City Manager and/or his designee to sign all required documents.
17. Approve a one-year Adopt-A-Park Agreement with Annie Boensch and Orlando Jones and authorize the City Manager to approve extensions of the Agreement for subsequent years.
18. Approve the annual purchase with Maurer Textile Rental Services for an amount not to exceed \$3,600 for the annual rental supplies for the Andersen Enrichment Center.
19. Approve the blanket purchase with Wohlfeil Hardware for \$3,000 for tools and supplies for the Public Services Department, Facilities Division.
20. Approve the blanket purchase with Standard Electric Company for \$3,100 for electrical supplies for the Public Services Department, Facilities Division.
21. Approve the blanket purchase with Lansing Sanitary Supply for \$5,000 for general janitorial supplies for the Public Services Department, Facilities Division.
22. Approve the purchase with Great Lakes Window Cleaning for \$8,320 for annual window cleaning services at various city facilities.
23. Approve the purchase with Webster Garner for \$4,796 for propane service at Green Point Nature Center and Oakwood Cemetery for the Public Services Department.
24. Approve the blanket purchase with specified vendors for \$394,500 for local fleet parts and supplies for the Public Services Department, Motor Pool Division.
25. Approve the blanket purchase with specified vendors for \$321,000 for vehicle services and repairs for the Public Services Department, Motor Pool Division.

26. Approve the purchase with Young's Environmental Cleanup, Inc. for \$3,090 for the removal of contaminated fuel for the Public Services Department, Motor Pool Division.
27. Approve the blanket purchase with Larry's Auto Supply for \$5,000 for shop supplies for the Public Services Department, Garage Operations Division.
28. Approve the purchase with Eggers Excavating LLC for \$25,000 for receiving excavated spoils for the Public Services Department, Maintenance and Service Division.
29. Ratification to increase the contract with Lois Kay Contracting, Co by \$228,177 for a new total of \$938,210 for the 3rd and 10 Street mill and resurface and ADA ramps project for the Public Services Department, Engineering Division.
30. Approve the purchase with Trace Analytical Laboratories, Inc. for \$57,720 for outside laboratory toxicity testing for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.
31. Approve the purchase with Johnson Controls for \$12,258 for annual maintenance and service of the Ccure door and gate access systems located at various City facilities.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Council appointment of James Nightingale to the Zoning Board of Appeals with a term to expire December 31, 2024.
2. Approve the Council appointment of Tyler Danek to the Saginaw Economic Development Corporation with a term to expire June 30, 2027.

ORDINANCE INTRODUCTION:

ORDINANCE ADOPTION:

RESOLUTIONS:

UNFINISHED BUSINESS:

1. Consideration of the motion to adopt the resolution allocating ARPA funds to the Saginaw Community Foundation, for the benefit of, and as fiduciary for T.D. Holden Jail and Prison Ministries, Inc., in the amount of \$740,000 for eligible programming or capital expenses for the Come Out Stay Out Workforce Development Program.

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JUNE 17, 2024, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Moore offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Moore called the meeting to order. Council Members present: Monique Silvia, Michael Balls, Annie Boensch, Bill Ostash, Priscilla Garcia, Michael Flores, Brenda Moore: 7. Council Members absent: Reggie Williams, George Copeland: 2.

ANNOUNCEMENTS

City Clerk Kristine Bolzman announced that City Offices will be closed on Thursday July 4th, for Independence Day.

PUBLIC INPUT

Members of the public that addressed the Council: Shatoris Jackson, Evelyn McGovern, Dr. Tracy Weber, Katelyn Day, Samantha Jones, Jamie Forbes, Julie Malesky, Terra Riley-Watson, Pam Clark.

Council Member Flores left the meeting at 6:50 p.m. and returned at 6:52p.m.

COUNCIL REMARKS

Remarks were heard from the following Council Members: Ostash, Garcia, Flores, Silvia, Balls, Boensch, and Moore.

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects.

Manager Morales introduced Diane Kloc. Diane Kloc presented updates regarding Public Libraries of Saginaw.

CONSENT AGENDA:

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to approve the consent agenda, allowing room for exceptions. An exception was made to item 31. 7 ayes, 0 nays, 2 absent. Motion approved.

1. Approve the June 3, 2024 regular council meeting minutes.
2. Approve Petition 24-7 from Pups in the Park to erect a banner in the 200 Block of W. Genesee from July 29 to August 26, 2024 and the 500 block of Court Street from August 13, 2024 to August 26, 2024 to promote "2nd Annual Pups in the Park."
3. Receive and file Petition 24-8 from Tri County Community Adjudication Program to be recognized as a nonprofit organization for purposes of obtaining a charitable gaming license Petition.
4. Approve the insurance renewals with Saginaw Bay Underwriters under Princeton Excess and Surplus Insurance Company, Hanover Insurance Company, Arch

Insurance Company, Navigators Specialty Insurance Company, and Houston Casualty Company for a total cost of \$1,016,830.

5. Approve to extend the professional services agreement with Phil Eich, d/b/a Storyville Social Media, through FY 2025 for \$57,000 to provide social media content for the City.
6. Approve the blanket purchase with Avalon for \$9,000 for scanning and document management services for the Fiscal Services Department, Purchasing Division for FY 2025.
7. Approve the purchase with TruGreen, Inc. for an annual amount not to exceed \$19,765 for FY 2025 through FY 2027 for annual lawn fertilization services for all City Departments.
8. Approve the purchase with specified vendors for an amount not to exceed \$11,000 for window replacements, per home, for the ARPA Saginaw Home Rehabilitation Program, funded the American Rescue Plan Act Funds.
9. Approve the amendments to the FY 2024 Approved Budget to recognize changes that have occurred during the May period.
10. Approve the blanket purchase with ServPro for \$18,000 for emergency board up services for the Neighborhood Services and Inspections Department, Inspections Division for FY 2025.
11. Approve the blanket purchase with specified vendors for \$126,000 for apparatus services and repairs for the Fire Department for FY 2025.
12. Approve the blanket purchase with specified vendors for a total of \$15,000 for vehicle services and repairs for the Fire Department for FY 2025.
13. Approve the purchase with Municipal Emergency Services for \$43,000 for firefighter turnout gear, helmets and boots for the Fire Department for FY 2025.
14. Approve the purchase with MSDSonline, dba, Velocity/EHS, for \$2,673 for FY 2025, \$2,806 for FY 2026, and \$2,947 for FY 2027, pending budget approval, for the renewal of annual software maintenance for the Michigan Safety Data Sheets online software for the Public Services Department.
15. Ratification of a purchase with Dover and Company for \$4,550 for the repair of an overhead door at the Public Services building for the Public Services Department, Facilities Division.
16. Approve the blanket purchase with Hoffman's Power Equipment, Inc. for \$5,000 for lawn mower parts for the Public Services Department, Facilities Division for FY 2025.
17. Ratification of a purchase with Clockwork Collision for \$5,103 for repairs to a 2021 Ford Explorer Police Interceptor and a 2019 Ford Explorer Interceptor for the Police Department.

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18. Approve the increase to the blanket purchase with A.I.S. Equipment by \$1,000, for a new total of \$35,000, for the Public Services Department, Motor Pool Division.
 19. Approve the purchase with GFL Environmental for \$29,750 for FY 2025, and \$30,800 for FY 2026, pending budget approval, for trash container and disposal at the City's Convenience Station for the Public Services Department, Streets Division.
 20. Approve the purchase with Abele Greenhouse, Inc. and Kluck Nursery, Inc. for \$5,000 each for trees for the right-of-way for the Public Services Department, Streets Division for FY 2025.
 21. Approve the purchase with The Master's Touch for \$2,689 for the printing and mailing of the rubbish bills for the Public Services Department, Streets Division for FY 2025.
 22. Approve the blanket purchase with Ace-Saginaw Paving Company for \$250,000 for hot mix asphalt for the Public Services Department, Maintenance and Service Division for FY 2025.
 23. Approve the blanket purchase with ETNA Supply Company, a sole source, for \$200,000 for replacement water meters and meter reading components for the Public Services Department, Maintenance and Service Division for FY 2025.
 24. Approve the purchase with Unique Paving Materials Corporation, a sole source, for \$200,000 for cold patch asphalt for the Public Services Department, Maintenance and Service Division for FY 2025.
 25. Approve the blanket purchase with Ferguson Waterworks for \$10,000 for replacement parts and supplies for Neptune meters for the Public Services Department, Maintenance and Service Division for FY 2025.
 26. Approve the blanket purchase with Jack Deheny Company for \$22,000 for Vactor/Hydro-excavation parts and supplies for the Public Services Department, Maintenance and Service Division for FY 2025.
 27. Approve the blanket purchase with Begick Nursery and Garden Center, Inc. for \$12,000 for grass seed for the Public Services Department, Maintenance and Service Division for FY 2025.
 28. Approve the Professional Engineering Services Agreements with various vendors for \$1,250,000 for the Public Services Department and \$750,000 for the Water and Wastewater Treatment Department, for an annual amount not to exceed \$2,000,000, for engineering services for FY 2025 through FY 2029.
 29. Approve the blanket purchase with Marshall E. Campbell Company and Standard Electric Company for \$6,000 each for electrical parts and supplies for the Public Services Department, Traffic Engineering Division for FY 2025.
 30. Approve the blanket purchase with Carrier and Gable, Inc. for \$12,000 for repair services of traffic signals for the Public Services Department, Traffic Engineering Division for FY 2025.

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31. Approve the proposal with Spicer Group for \$1,372,000 for the design of the infrastructure improvements related to the Medical Diamond Development for the Public Services Department, Engineering Division.
 32. Approve the acceptance of the Michigan Department of Environment, Great Lakes and Energy - State Revolving grant award for \$15,000,000 for the construction of a 3-million-gallon elevated water storage tank. Further, authorize the City Manager to disburse funds related to this project in accordance with the grant agreement.
 33. Approve the contract with Landmark Structures I, LP for \$16,122,000 for the Elevated Water Storage Tank project for the Public Services Department, Engineering Division.
 34. Approve the contract with Rohde Brothers Excavating, Inc. for \$7,818,635 for the Elevated Water Storage Tank Transmission Main Connections Project for the Public Services Department, Engineering Division.
 35. Approve the acceptance of the Michigan Department of Environment, Great Lakes and Energy Affordability and Planning grant award for \$500,000 for detailed planning studies for the water system. Further, authorize the City Manager to disburse funds related to this project in accordance with the grant agreement.
 36. Approve the purchase with Spicer Group, Inc. for an annual amount of \$2,500,000 for FY 2025 through FY 2027, pending budget approval, for construction administration, inspection and engineering services for the Water and Wastewater Treatment Services Department, Water Treatment Division.
 37. Approve the blanket purchase with specified vendors for a total of \$142,000 for supplies and electrical and mechanical repair services for the Water and Wastewater Treatment Services Department, Water Treatment Division for FY 2025.
 38. Approve the blanket purchase with Chicago Underwater for \$30,000 for underwater repair services for the Water and Wastewater Treatment Services Department, Water Treatment Division for FY 2025.
 39. Approve the purchase with Holzberg Communications, Inc. for \$3,808 for a mixing pump motor for the Water and Wastewater Treatment Services Department, Water Treatment Division.
 40. Approve the blanket purchase with specified vendors for a total of \$232,200 for supplies for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping and Remote Facilities Division for FY 2025.
 41. Approve the blanket purchase with specified vendors for a total of \$50,000 for services for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping and Remote Facilities Division for FY 2025.
 42. Approve the purchase with Q-Mation, a sole source, for \$39,834 for one year of AVEVA software customer first support for the Supervisory Control and Data Acquisition systems for the Water and Wastewater Treatment Services

Department, Water Treatment, Wastewater Treatment and Remote Facilities Divisions through the Instrumentation and Process Controls Division.

43. Approve the blanket purchase with Michigan Department of Environment, Great Lakes, and Energy for \$4,000 for laboratory analysis for the Water and Wastewater Treatment Services Department, Water Treatment Division for FY 2025.

44. Approve the agreement with Optimization Solutions Environmental, LLC, a sole source, for an annual amount of \$10,000 for FY 2025 and FY 2026, pending budget approval for computer model technical support for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Move by Council Member Flores, seconded by Mayor Pro Tem Boensch to approve consent agenda item 31. Discussion was held.

Mayor Moore asked Clerk Bolzman to conduct a roll call vote on the motion that all future ARPA allocations be for capital expenses only, not programming.

Ayes: Silvia, Balls, Boensch, Ostash, Garcia, Moore

Nays: Flores

Absent: Williams, Copeland

Motion approved.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to approve the following appointments:

1. Approve the Council reappointment of Diane Kloc to the Public Libraries of Saginaw with a term to expire June 30, 2028.
2. Approve the Council appointment of Stephanie Domina to the Saginaw Arts & Enrichment Commission with a term to expire June 30, 2027.
3. Approve the Council appointment of Mark Turpin to the Saginaw Economic Development Corporation with a term to expire June 30, 2027.
4. Approve the Council appointment of Tom Miller to the Hospital Finance Authority with a term to expire June 30, 2029.

7 ayes, 0 nays, 2 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Balls, seconded by Council Member Silvia to adopt the resolution recognizing the Tri County Community Adjudication Program as a non-profit organization for the purpose of obtaining a charitable gaming license. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Mayor Pro Tem Boensch, seconded by Council Member Ostash to adopt the resolution objecting to the transfer of tax reverted properties from Saginaw County. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council member Silvia, seconded by Mayor Pro Tem Boensch to adopt the resolution approving the Cost Agreement with the Michigan Department of Transportation for the preventative maintenance on the Center Street Bridge. 7 ayes, 0 nays, 2 absent. Motion approved.

MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Boensch, seconded by Council Member Ostash to establish that all future ARPA allocations be for capital expenses only, not programing. Discussion was held.

Moved by Council Member Balls, seconded by Mayor Pro Tem Boensch to call the question.

Mayor Moore asked Clerk Bolzman to conduct a roll call vote

Ayes: Silvia, Balls, Boensch, Ostash, Garcia, Flores, Moore

Nays:

Absent: Williams, Copeland

Motion approved.

Mayor Moore asked Clerk Bolzman to conduct a roll call vote on the motion that all future ARPA allocations be for capital expenses only, not programming.

Ayes: Boensch, Garcia

Nays: Silvia, Balls, Ostash, Flores, Moore

Absent: Williams, Copeland

Motion denied.

ADJOURNMENT

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to adjourn the meeting at 8:16 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

Submitted by,

Kristine Bolzman, MiPMC/CMC
City Clerk

From: Timothy Morales, City Manager

Subject: Michigan Department of Treasury, MI Local Retirement Grant Application Approval

Prepared by: Grace Deleon, Human Resources

Manager's Recommendation:

I recommend the approval of the submission of the application to the Michigan Department of Treasury for the MI Local Retirement Grant Program in the projected amount of \$12,791,229 for the City of Saginaw's pension and retirement health benefit systems.

Justification:

Under the Fiscal Year 2023-24 budget, the Michigan Department of Treasury was appropriated \$35 million to establish and operate the MI Local Retirement Grant Program that provides the most substantial relief to local units of government that experience the greatest burden from pension and retirement health benefit system. The City was deemed one of those qualified local units. This council communication is a request to submit an application for the Michigan Department of Treasury, MI Local Retirement Grant in the amount of \$12,791,229. The application deadline is July 20, 2024. If awarded, this grant will reduce the City's pension and/or retirement health benefit systems liabilities.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: City Wide Annual Trash Pick-Up Services
Prepared by: Kim Jaime, Purchasing Division

Manager's Recommendation:

I recommend the approval of a purchase with Priority Waste for an amount not to exceed \$10,493.40 for FY 2025 for city-wide trash pick-up services for all departments.

Justification:

On June 11, 2024, bids were received for the annual city-wide trash pick-up services at city-owned properties. This service requires the delivery and pick-up of trash containers to designated city-owned properties. The city properties that will receive these services are: Maintenance & Service, Police Department, Traffic Engineering, Water Treatment, Facilities Maintenance, Celebration Park, Andersen Enrichment Center, Forest Lawn Cemetery, and Fire Stations No. 1 through 4.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Total</u>
Priority Waste Clinton Twp, MI	\$10,493.40
Republic Services Pinconning, MI	\$10,735.92
GFL Environmental Saginaw, MI (out city)	\$15,132.00
Waste Management of Michigan Saginaw, MI (out city)	\$15,240.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety, Police, Building Management Division Operating Services, Account No. 101-3514-805.000 \$2,119.92, Community Public Safety, Fire, Fire Suppression Division Operating Services, Account No. 101-3551-805.000 \$1,490.04, Department of Public Services, Facilities Division Operating Services, Account No. 101-7575-805.000 \$2,119.92, Cemeteries Division, Operating Services Account No. 101-1747-805.000 \$1,059.96, Celebration Park Division Operating Services Account No. 101-7580-805.000 \$530.04, Major Street

Fund, Traffic Engineering Division Operating Services Account No. 202-4621-805.000 \$530.04, Andersen Enrichment Center Operations Fund, Operating Services Account No. 236-7540-805.000 \$791.96, Sewer Operations and Maintenance Fund, Maintenance and Service Division Operating Services, Account No. 590-4821-805.000 \$395.88, Water Operations and Maintenance Fund, Maintenance and Service Division Operating Services, Account No. 591-4721-805.000 \$395.88 and the Treatment and Pumping Division Operating Services, Account No. 591-4730-805.000 \$1,059.96.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Hazardous Material Inspection Contractor
Prepared by: Cassi Zimmerman, Planning and Economic Development

Manager's Recommendation:

I recommend the approval of a purchase with AKT Peerless Environmental Services LLC for \$25,000.00 for inspection of environmentally hazardous material for demolitions.

Justification:

On May 17, 2022, the City received bids for inspection of environmentally hazardous material in the demolition process for residential and commercial properties in the City for FY 2023 and FY 2024 with a third-year option for FY 2025.

AKT Peerless has accepted the third-year option commencing on July 1, 2024 through June 30, 2025.

All bids were evaluated based on the firm's ability to meet production goals within timelines, demonstration of the firm's understanding of the scope of work, readiness to proceed, availability to complete work assigned, the provision of a letter from the City or County indicating the firm is a certified HUD Section 3 business concern, the firm is located within Saginaw County, and price.

This vendor meets all requirements of § 14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure", of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code" of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Community Development Block Grant Fund – Special Project Division's Demolitions Account No. 275-6511-816.000 for \$25,000.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Demolition Contractor
Prepared by: Cassi Zimmerman, Planning and Economic Development

Manager's Recommendation:

I recommend the approval of a purchase with Bierlein Companies, Inc., Bolle Contracting LLC and Rohde Brothers Excavating, Inc. for a total amount not to exceed \$350,000.00 for FY 2025 and FY 2026, pending budget approval, for demolition services by individual project, to the applicable qualified vendor.

Justification:

On June 4, 2024, the City received three bids for demolition, curb replacements, concrete removal, tree removal and debris removal for various buildings in the City for FY 2025 and FY 2026. All three vendors are qualified to perform these services under Michigan Law. Bids were received by the following firms:

Bolle Contracting, LLC 408 E. 4 th St. Clare, MI 48617	Rohde Brothers Excavating, Inc. 1240 N. Outer Dr. Saginaw, MI 48601	Bierlein Companies, Inc. 2000 Bay City Rd, Midland, MI 48642
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All bids were evaluated based on the firm's ability to meet production goals within timelines, demonstration of the firm's understanding of the scope of work, readiness to proceed, and availability to complete work assigned.

For each individual project, bids will be qualified, and work will be awarded to the highest scoring bidder until such times that the highest scoring bidder cannot meet the volume demands as determined by the City. Work will then be awarded to the second highest scoring bidder until such time that volume demands are met. All determinations as to whether a bidder can or will meet the volume demands shall be determined solely by the City.

These vendors meet all requirements of § 14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure", of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code" of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Community Development Block Grant Fund – Special Project Division's Demolitions Account No. 275-6511-816.000 for \$250,000.00 and the General Fund Department of Neighborhood Service and Inspections, Inspections Division, Demolition Account No. 101-3865-816.000 for \$100,000.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Saginaw Shiawassee Habitat for Humanity Second Contract Amendment to the Program Year 2021-2022 HOME Agreement

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the second contract amendment to the Subrecipient HOME Agreement for Program Year 2021-22 between with the Saginaw Shiawassee Habitat for Humanity for the new construction of 1221 Cooper Street.

Justification:

On July 26, 2021, Council approved the HOME Agreement with the Saginaw Shiawassee Habitat for Humanity (Habitat) for \$179,139.00 without addresses because at the time they were not known. The first contract amendment was approved on March 6, 2023, for a total of \$124,003.00, committed to 122 S. 4th Street and 1609 Cherry Street however, not all funds were needed to complete the projects. The actual amount expended was \$118,333.95 leaving a balance of \$5,669.05.

The second contract amendment is for an additional address located at 1221 Cooper Street for new construction with an allocation of \$60,805.05 which includes the balance of \$5,669.05. When the project is complete, the front of the house will be relocated resulting in an address change to 1530 N. Oakley Street. This change has already been confirmed and approved by the United States Postal Services. Habitat must complete this second project by June 30, 2026. The original Agreement outlines the HOME Program, which includes the purchase of materials for new construction of properties and operation expenses.

I have approved this amendment as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Saginaw Shiawassee Habitat for Humanity First Contract Amendment to the Program Year 2022-2023 HOME Agreement

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the first contract amendment to the Subrecipient HOME Agreement for Program Year 2022-23 with the Saginaw Shiawassee Habitat for Humanity for the new construction of properties located at 1221 Cooper Street and 1413 N. Fayette Street.

Justification:

On September 12, 2022, Council approved the HOME Agreement with the Saginaw Shiawassee Habitat for Humanity for \$77,614.00 without addresses because at the time they were not known.

The first contract amendment is for additional funding for the new construction project located at 1221 Cooper Street with an allocation of \$59,195.00. When the project is complete, the front of the house will be relocated resulting in an address change to 1530 N. Oakley Street. This change has already been confirmed and approved by the United States Postal Services. The second location is 1413 N. Fayette Street with an allocation of \$18,419.00. Habitat must complete the projects by June 30, 2026. The original Agreement outlines the HOME Program, which includes the purchase of materials for new construction of properties and operation expenses.

I have approved this amendment as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Saginaw Shiawassee Habitat for Humanity First Contract Amendment to the Program Year 2023-2024 HOME Agreement

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the first contract amendment to the Subrecipient HOME Agreement for Program Year 2023-24 with the Saginaw Shiawassee Habitat for Humanity for the new construction of properties located at 1413 N. Fayette Street and 1407 N. Fayette Street.

Justification:

On August 21, 2023, Council approved the HOME Agreement with Habitat for \$230,831.00 without addresses because at the time they were not known.

The first contract amendment is for additional funding for the new construction project located at 1413 N. Fayette Street with an allocation of \$101,581.00. The second location is 1407 N. Fayette in the amount of \$18,419.00. The remaining allocation balance of \$110,831.00 will be committed to future projects that have yet to be determined. Habitat must complete the projects by June 30, 2026. The original Agreement outlines the HOME Program, which includes the purchase of materials for new construction of properties and operation expenses.

I have approved this amendment as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Flock Safety Intersection Surveillance System Service
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of a five-year lease with Flock Group, Inc. for \$229,050 for a Flock Safety Intersection Surveillance System for the Police Department.

Justification:

Flock Safety Group, Inc. is the sole-source manufacturer, developer, and distributor of the Flock Safety ALPR Camera and the sole provider of comprehensive monitoring, processing, and machine vision services that integrate with it.

This high-definition system offers near-limitless expansion capabilities and will provide the Police Department with multiple views of traffic, vehicle movements, and license plate captures from the intersections selected for installation. These views will be available on select assigned workstations within the Police Department. The equipment and design criteria chosen for this project best serve the City's infrastructure type.

Funding for this project is available through the U. S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance – FY23 Byrne Discretionary Community Project Funding Grant, approved by City Council on October 9, 2023.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety – Police, Byrne Grant – Kildee #1, Equipment, Account No. 101-3348-984.000.

I have approved this agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: HELP – SPD Memorandum of Agreement
Prepared by: Brian Rowell, Community Public Safety – Police

Manager’s Recommendation:

I recommend approval of the Memorandum of Agreement between the Healing Engagement Love Presence Community Violence Intervention Program and the Police Department.

Justification:

This agreement will enable the Saginaw Police Department in partnership with Healing Engagement Love Presence (H.E.L.P.) to reduce incidents of community violence and improve the overall safety, well-being, and quality of life for residents. The project will focus on HELP first responders providing training, outreach, mentorship and education to youth, at-risk individuals, and caregivers, focusing on gun violence prevention.

The term of this agreement ends on December 31, 2025. All costs associated with this project will be paid through the FY 2022-2023 Byrne State Crisis Intervention Program grant through the U. S. Department of Justice, Bureau of Justice Assistance, Michigan State Police, Grants and Community Services Division, approved by City Council on May 20, 2024.

I have approved the agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Annual Ladder Testing for FY25
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with CFS Inspections for \$3,000.00 for annual ground and aerial ladder testing for the Fire Department.

Justification:

Fire Department ground ladders and aerial ladders are required to be tested annually in accordance with National Fire Protection Association (NFPA) Standard 1932 – *Fire Service Ground Ladders*. Additionally, fire department aerial ladders are required to be tested annually in accordance with NFPA Standard 1911 – *Inspection, Maintenance, Testing, and Retirement of In-Service Emergency Vehicles*. The annual testing of our 685 feet of ground ladders and our two ladder truck aerial devices ensures that they are safe to use and fit for service.

CFS Inspections has performed ground and aerial ladder testing for the Saginaw Fire Department since 2015 based on the quality of their services and competitive pricing. Through collaboration with Saginaw County's fire departments, we have coordinated testing dates for all departments participating to expedite the process and reduce testing costs.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Fire, Fire Operations Division, Operating Services Account No. 101-3551-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Stryker Lucas Maintenance Agreement
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with Stryker, a sole source, for an annual amount of \$4,125.60, for a total of \$12,376.80, for a three-year maintenance agreement to service and repair the Lucas III Chest Compression Systems for the Fire Department.

Justification:

The Saginaw Fire Department currently has three Lucas III Chest Compression Systems, one on each of the front-line fire engines. The Lucas III provides high-quality, automated CPR that improves victim survivability rates and reduces firefighter fatigue and injuries. The Lucas III system must be maintained to ensure reliability and function. In the event of a system malfunction, replacement parts and maintenance fees are costly. Stryker offers a maintenance plan that will cover the annual maintenance and repairs to the Lucas III units throughout the life of the contract. Upon reviewing projected expenses, it was determined that entering into a maintenance agreement was more cost effective than paying for repairs and maintenance independently.

On June 18, 2024, a quote was received for a three-year maintenance agreement from Stryker with an annual cost of \$4,125.60. Stryker is the sole source provider of maintenance and service for Lucas III Chest Compression Systems.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Fire, Fire Operations Division, Operating Services Account No. 101-3551-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Municipal Emergency Services – SCBA Parts
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Municipal Emergency Services, a sole source, for \$8,000 for self-contained breathing apparatus parts for the Fire Department.

Justification:

The Fire Department uses Avon self-contained breathing apparatus self-contained breathing apparatus (SCBA) equipment exclusively and Municipal Emergency Services MES is a sole source provider of Avon parts. These parts are needed in order to maintain and make repairs to our SCBA.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Fire, Fire Operations Division, Parts and Supplies Account No. 101-3551-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Annual Breathing Air Compressor System Maintenance
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Phoenix Safety Outfitters for \$5,000.00 for annual maintenance of the Fire Department's three breathing air compressor systems.

Justification:

Fire department breathing air compressor systems are required to be maintained and serviced in accordance with National Fire Protection Association (NFPA) Standard 1989 – *Standard on Breathing Air Quality for Emergency Services Respiratory Protection* as well as the individual manufacturer recommendations. Annual maintenance and service of our three breathing air systems ensures that we are able to provide clean and safe breathing air for our firefighters when wearing their self-contained breathing apparatus (SCBA). This service includes a quarterly air sampling of all of our systems.

Phoenix Safety Outfitters has performed maintenance and service on our breathing air systems in the past and they are the manufacturer's authorized service provider for our systems.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Fire, Fire Operations Division, Operating Services Account No. 101-3551-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Used Fire Apparatus
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with the Village of Cambridge, NY for \$40,000.00 for a 2001 Pierce Walk Around Rescue Vehicle and with Falzone Towing Service, Inc. for \$3,800 for the transport of the vehicle for the Fire Department.

Justification:

The Saginaw Fire Department features a special operations team that is comprised of firefighters who have additional training to respond to hazardous materials and technical rescue situations. These incidents require specialized equipment that is currently housed on a 1998 Ford F450 with 78,791 miles. This vehicle was designed and originally used as a medical response vehicle and does not have the storage necessary for all the team's equipment, requiring a trailer be maintained to house additional equipment.

The team has been searching for a suitable used replacement for some time, before identifying the 2001 Pierce Walk Around Rescue Vehicle from the Village of Cambridge, NY. The vehicle has only 15,232 miles and 720 engine hours. Given the condition of the vehicle, it is anticipated that it will have a minimum service life of 10 years. The vehicle will be transported by Falzone Towing Service, Inc. of Drums, PA, via trailer. Funding for this purchase has been set aside from the donation made by the Rutledge Fund.

These vendors meet all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, Vehicles Account No. 101-3554-982.000-FD-RUT.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Agreement with Consumers Energy

Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend the approval of the agreement with Consumers Energy in the amount of \$8,810,000 to provide engineering design, development and construction for the relocation of its aerial electric sub transmission and distribution facilities to underground on South Water St. between Meredith St and Thompson St and on Thompson St between S. Water St. and S. Washington Avenue. In addition, to authorize the City Manager and/or his designee to sign all required documents.

Justification:

In the early stages and during discussions of the Medical Diamond Development, the City of Saginaw and Saginaw Future, Inc. completed a state grant and federal earmark request for monies to be used towards the burial of overhead electrical lines and for upgrading critical city infrastructure to support development along South Water St. from Meredith St. to Hayden St. and all other adjoining streets connecting S. Water St. to Washington Avenue. The City, through these requests, has been awarded \$3 million in federal appropriations and \$30.3 million from the State of Michigan, 2024 Department of Labor and Economic Opportunity Grant to be used towards infrastructure improvements to support this development.

The agreement with Consumers Energy is to provide all engineering, design, permitting, construction and construction administration for the relocation of their aerial electric lines and all other facilities to support this on S. Water St. from Meredith St. to Thompson St. and on Thompson St. from S. Water St. to S. Washington Avenue. As part of this project; Consumers Energy, at its sole expense and commitment to the Medical Diamond Project, will be providing similar services for the relocation of its aerial electric lines on S. Water St. from Thompson St. to Janes Avenue and on Thompson St. from S. Washington Avenue to S. Franklin St., S. Franklin St. from Thompson St. to Hayden St., Hayden St. from S. Franklin St. to Consumers Energy's Baum St. Substation. Consumers Energy will begin its work upon execution of this contract and initial payment of \$135,000 for engineering design and permit down payment. The remainder of the monies will be paid in twenty-four sequential monthly payments.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds will be budgeted in the General Fund, HUD Community Project Division, Professional Services Account No. 101-4693-801.000 of \$2,993,700 and in the SOM Downtown Saginaw Medical Facility Fund, Professional Services Account No. 286-1785-801.000 of \$5,816,300.

I have approved this agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Adopt-A-Park Agreement – Dr. Archer Claytor Park
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend approval of the one-year Adopt-A-Park Agreement with Annie Boensch and Orlando Jones and that the City Manager be authorized to approve extensions of the Agreement for subsequent years without further Council approval, not to exceed four years.

Justification:

Annie Boensch and Orlando Jones have completed an Adopt-A-Park application seeking the City's approval to adopt and maintain the parcel of land located at 536 N. Roosevelt Austin Ave in the manner set forth in its Adopt-A-Park application and Agreement. The City of Saginaw is the owner of the property as described. The described work to be performed includes clean ups, grass cutting and maintenance, sign replacement and revitalizing playground equipment.

Upon approval by City Council of the above application, the City shall enter into an Agreement with the applicant requiring a one-year commitment to the performance of revitalizing the current park with; repairing existing equipment and replacing the sign. The applicant will be responsible for having the proposed work approved by the Public Services department; complying with all applicable laws; obtaining liability insurance, if necessary; and holding the City harmless from any claims arising from applicant's adoption of the public area and work performed at same.

I have approved this agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Textile Rental Services
Prepared by: Lori Rittenberry, Public Services Department

Manager's Recommendation:

I recommend the approval of an annual purchase with Maurer's Textile Rental Services for an amount not to exceed \$3,600.00 for linen and mat rental supplies for the Andersen Enrichment Center.

Justification:

On July 12, 2022, the Andersen Enrichment Center received a sole bid for as-needed items including linens, towels, and mats. Items specified in the bid package are itemized and priced individually. Maurer's Textile Rental Services has agreed to hold the FY 2024 prices for FY 2025 utilizing the available third year option.

The Andersen Enrichment Center holds approximately 220 functions per year that require services for napkins, table linens, towels and floor mats.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Andersen Enrichment Center Operations Fund, Andersen Enrichment Operating Services Account No. 236-7540-805-000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase for Wohlfeil Hardware
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with Wohlfeil Hardware of \$3,000.00 for tools and supplies for the Public Services Department, Facilities Division.

Justification:

The Facilities Division requires tools and various supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. Wohlfeil Hardware is a local vendor, which makes the proximity of the store the most efficient vendor. This allows the Facilities Division to purchase items that include hand tools, i.e. shovels, rakes, sledgehammers, wrenches and sockets, keys, paint, caulk and any other equipment required to complete facilities work without having to establish a purchase order each time.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division, Parts and Supplies Account No. 101-7575-742.000 \$1,700, Celebration Park Division, Parts and Supplies Account No. 101-7580-742.000 \$300, Public Works Building Fund, Parts and Supplies Account No. 641-4439-742.000 \$1,000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase for Standard Electric Company
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with Standard Electric Company for \$3,100.00 for electrical supplies for the Public Services Department, Facilities Division.

Justification:

The Facilities Division requires electrical supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. This allows the Facilities Division to purchase items that include electrical switches, light fixtures, bulbs, wires and any other equipment required to complete facilities work without having to establish a purchase order each time. Standard Electric Company is the local vendor for these items.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division, Parts and Supplies Account No. 101-7575-742.000 \$1,200.00 and Public Works Building Fund, Parts and Supplies Account No. 641-4439-742.000 \$1,900.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase for Janitorial Supplies
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with Lansing Sanitary Supply for \$5,000.00 for general janitorial supplies for the Public Services Department, Facilities Division.

Justification:

The Facilities Division requires the purchase of select standard janitorial products, such as cleaning supplies and bathroom products to maintain the City's buildings and facilities.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division, Cleaning Supplies Account No. 101-7575-735.000 \$4,250.00, Celebration Park Division, Cleaning Supplies Account No. 101-7580-735.000 \$375.00, and the Public Works Building Fund, Cleaning Supplies Account No. 641-4439-735.000 \$375.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: 1 Year Extension for Annual Window Cleaning Services
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Great Lakes Window Cleaning for \$8,320 for annual window cleaning services at various City facilities.

Justification:

On May 18, 2021, Great Lakes Window Cleaning submitted a sole bid for FY 2022 through FY 2024 for annual window cleaning services for several City Facilities. This service requires that the windows be cleaned inside and out, including screens, twice per year. The City facilities to receive this service are City Hall, Police Department, Public Works and Maintenance and Services. Great Lakes Window Cleaning has agreed to hold the FY 2024 prices for FY 2025.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division Operating Services Account No. 101-7575-805.000 \$ 3,590, Community Public Safety, Police, Building Management Division Operating Services Account No. 101-3514-805.000 \$1,300, Public Works Building Fund, Operating Services Account No. 641-4439-805.000 \$2,130, Sewer Operations and Maintenance Fund, Maintenance and Service Division Professional Services Account No. 590-4821-801.000 \$650 and the Water Operations and Maintenance Fund, Maintenance and Service Division Professional Services Account No. 591-4721-801.000 \$650.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: 1 Year Extension for Annual Propane Service for Facilities

Prepared By: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Webster Garner for \$4,796 for the annual propane delivery service at Green Point Nature Center and Oakwood Cemetery.

Justification:

On May 18, 2021, the City received one bid for annual propane supply with tank replacement for these sites. This service requires that the existing propane storage tank be removed and replaced with a tank from the vendor to provide propane through the heating season of each year. The estimated amount of propane required each season is 3,000 gallons at Green Point Nature Center and 1,000 gallons at Oakwood Cemetery. Webster Garner has agreed to hold FY 2024 prices for FY 2025.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Cemeteries Operation Division, Operating Services Account No. 101-1747-805.000 \$1,199 and Parks Ground Maintenance Division, Operating Services Account No. 101-7570-805.000 \$3,597.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Vehicle Parts and Supplies
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend approval of blanket purchase orders to primary suppliers of local fleet parts and supplies for a total of \$394,500 for vehicle parts and supplies for the Public Services Department, Motor Pool Division.

Justification:

The City's Municipal Garage requires the purchase of a vast array of original equipment manufacturer/distributor vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2024 to June 30, 2025. A yearly contract proposal is not feasible because it is not possible to determine the parts and quantities that will be required in any given period. Issuing individual purchase orders is costly and administratively time-consuming. The Municipal Garage personnel will price quote parts and award purchases to the lowest and best vendor for each item. It is clearly in the best interest of the City to continue this procedure for Fiscal Year 2025 as follows:

<u>Vendor</u>	<u>Cost</u>
AIS Equipment Co. Bridgeport, MI	\$20,000
Garber Chevrolet Saginaw, MI (out city)	\$15,000
Interstate Truck Source, Inc. Saginaw, MI (out city)	\$10,000
Jack Doheny Supplies Northville, MI	\$ 5,000
Larry's Auto Supply Saginaw, MI (in city)	\$60,000
MTech Co. Livonia, MI	\$35,000
McDonald Ford Freeland, MI	\$15,000
Meekhof Tire Sales & Service Saginaw, MI (out city)	\$95,000
Michigan Cat Saginaw, MI (out city)	\$ 5,000

Michigan Truck Equipment, Inc. Saginaw, MI (in city)	\$ 3,000
Michigan Truck Spring Saginaw, MI (out city)	\$ 2,500
Ritter Technology LLC. Saginaw, MI (out city)	\$12,000
Scientific Brake & Equipment Co. Saginaw, MI (in city)	\$10,000
Spartan Distributors Inc. Detroit, MI	\$15,000
Truck and Trailer Specialties, Inc. Dutton, MI	\$20,000
Valk Manufacturing New Kingstown, PA	\$22,000
Wieland Truck Center Saginaw, MI (out city)	\$35,000
Winter Equipment Co. Willoughby, OH	\$15,000

These vendors meet all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Motor Vehicle Supplies Account No. 661-4481-737.000, \$394,500, and will be accounted for in the Motor Pool Operation Fund, Inventory Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Services of Local Vendors
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval of blanket purchase orders to the primary suppliers of local fleet vehicle services in the amounts listed below totaling \$321,000 for FY 2025 for various vehicle services and repairs for the Public Services Department, Garage Division.

Justification:

The City's Municipal Garage requires the services of local vendors for various repairs of fleet vehicles from July 1, 2024 to June 30, 2025. There is no feasible means to predetermine what type of services will be needed to include suspension, engine, upholstery repairs, etc. These are random services that are needed in any given time period. Issuing individual purchase orders is costly and administratively time-consuming. The Municipal Garage personnel will price quote individual services and select the lowest and best vendor for each service, with the cost charged to the respective blanket purchase order. It is clearly in the best interest of the City to continue this procedure for Fiscal Year 2025 as follows:

<u>Vendor</u>	<u>Cost</u>
AIS Equipment Co. Bridgeport, MI	\$20,000
Engel's Auto Body Saginaw, MI (out city)	\$45,000
Clockwork Collision Saginaw, MI (out city)	\$20,000
Garber Chevrolet Saginaw, MI (out city)	\$20,000
Garber Chrysler Saginaw, MI (out city)	\$ 5,000
Geyer's Pennzoil Saginaw, MI (in city)	\$ 8,000
Interstate Truck Source Saginaw, MI (out city)	\$25,000
Jack Doheny Northville, MI	\$25,000
Ken's General Repair Saginaw, MI (in city)	\$ 5,000

McDonald Ford Saginaw, MI (out city)	\$25,000
Michigan Cat Saginaw, MI (out city)	\$20,000
Michigan Truck Spring Saginaw, MI (out city)	\$20,000
MTech Livonia, MI (out city)	\$15,000
Versalift Midwest Shelby Township, MI (out city)	\$ 3,000
Wieland Truck Center Saginaw, MI (out city)	\$50,000
Wilson Ford Saginaw, MI (out city)	\$15,000

These vendors meet all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Motor Vehicle Repairs Account No. 661-4481-931.000 \$321,000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Hazardous Material Disposal
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Young's Environmental Cleanup, Inc. for the removal of six drums of contaminated fuel for \$3,090.00 for the Public Service Department, Motor Pool Division.

Justification:

These drums are an accumulation from the past four or five years of recovering contaminated fuel when vehicle operators added the wrong type of fuel to a vehicle. Young's Environmental Cleanup Inc. is the only vendor in Michigan that specializes in the removal of contaminated fuel.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Operating Services Account No. 661-4481-805.000 \$3,090.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order – Shop Supplies
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend approval of a blanket purchase order with Larry's Auto Supply for \$5,000 for various shop supplies for the Public Services Department, Garage Operations Division.

Justification:

The City's Municipal Garage often requires the purchase of a variety of supplies and small equipment sold by Larry's Auto Parts to be used in the support of the maintenance and repair of the City's fleet vehicles from July 1, 2024 to June 30, 2025. The Garage purchases supplies such as batteries, gloves, drain pans, floor dry, etc. from Larry's Auto Parts. Issuing individual purchase orders is costly and administratively time-consuming. The Municipal Garage personnel will price quote parts and supplies and award purchases to the lowest and best vendor for each item. This accurately reflects the previous year's expenditures. It is in the best interest of the City to continue this procedure for Fiscal Year 2025.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Parts and Supplies Account No. 661-4481-742.000 \$5,000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Excavated Spoils Receiving
Prepared by: Wayne W. Tornberg II, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Eggers Excavating LLC for \$25,000 for receiving excavated spoils for the Public Services Department, Maintenance and Service Division.

Justification:

On May 18, 2021, the Maintenance and Service Division received a sole two-year bid for disposing of up to 25,000 cubic yards of excavation spoils consisting of concrete, asphalt, clay, and sand. Eggers Excavating LLC has agreed to extend their pricing through FY 2025. The Maintenance and Service Division performs approximately 900 excavations in the repair of the City's water distribution, transmission and sewer collection systems in the City's Right of Way annually.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division, Operating Services Account No. 591-4721-805.000, \$8,250.00, Lead and Copper Service Division, Operating Services Account No. 591-4722-742.000, \$8,500 and Sewer Operations and Maintenance Fund, Maintenance and Service Division, Operating Services Account No. 590-4821-805.000, \$8,250.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Contract Increase – CDBG Mill & Resurface and ADA Ramps (C-1691)
Prepared by: Travis Hare, Public Services Department

Manager's Recommendation:

Ratification to increase the contract with Lois Kay Contracting, Co. by \$228,177.25, for a new total contract cost of \$938,210.25, for the 3rd and 10th Street Mill and Resurface and ADA Ramps project for the Public Services Department, Engineering Division.

Justification:

On August 21, 2023, Council approved a contract (C-1691) with Lois Kay Contracting, Co. for the 3rd and 10th Street Mill and Resurface and ADA Ramps project in the amount of \$710,033.00. Additional work was required to correct drainage issues on 10th Street between Federal Avenue and Lapeer Avenue, which required more curb and gutter, driveway, and sidewalk replacements than originally expected. ADA Ramp construction along Janes Avenue, Cherry Street and Burt Street required additional curb and gutter, sidewalk, and HMA road replacement due to the road grades and poor condition of the roadways in those areas.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Street Fund, Street Projects Division, Construction Projects Account No. 202-4614-822.000 \$80,000, and the Local Street Fund, Street Resurfacing Division, Street Resurfacing Account No. 203-4613-821.000 \$148,177.25.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: 1-Year Extension of Laboratory Toxicity Testing
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Trace Analytical Laboratories, Inc. for \$57,720.00 for outside laboratory toxicity testing for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

Justification:

The Wastewater Treatment Division's National Pollutant Discharge Elimination System permit, and Industrial Pretreatment Program require numerous laboratory analyses which are not performed in-house. These tests include total toxic organics, heavy metals, mercury, and polychlorinated biphenyls.

On June 14, 2022, bids were received for outside laboratory testing. Trace Analytical Laboratories was awarded the bid for FY2023 and agreed to extend their FY2023 bid pricing for FY2024. Trace Analytical has once again agreed to extend their FY2023 bid prices for FY2025. All quantities and pricing will remain unchanged.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds were budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division, Operational Services Account No. 590-4830-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Johnson Controls Card Access System Annual Service
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Johnson Controls for \$12,257.43 for annual maintenance and service of the Ccure door and gate access systems located at City Hall, Public Works, Maintenance and Service, Water Treatment, Wastewater Treatment and the Police Department for the Instrumentation and Process Controls Division.

Justification:

On June 8, 2024, invoices were received for the purchase of one year of maintenance and support of the city's Ccure door and gate access system. The Ccure access system provides secure card access for city employees to the city buildings and yards. Johnson Controls is the distributor for Ccure products and the sole provider of this purchase

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety – Police, Police Building Maintenance Division, Operating Services Account No. 101-3514-805.000 \$1,980.21 and Department of Public Services, Facilities Division, Operating Services Account No. 101-7575-805.000 \$1,885.58, Public Works Building Fund, Operating Services Account No. 641-4439-805.000 \$1,686.84, Water Operations and Maintenance Fund, Instrumentation and Controls Division, Operating Services Account No. 591-4715-805.000 \$5,043.40 and Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Division, Operating Services Account No. 590-4815-805.000 \$1,661.40.

Council Action:

Motion to approve the recommendation of the City Manager.