



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
October 28, 2024
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

1. Request to establish an Obsolete Property Rehabilitation District at 505 Millard Street.

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the October 14, 2024 regular council meeting minutes.
2. Approve the Software License Agreement with Applied Business Software for \$14,400 for the Mortgage Office loan software for the Technical Services Department.
3. Approve the purchase with Summit Fire Protection for \$2,292 for 21 fire extinguishers for the Fire Department.
4. Approve the State of Michigan, Office of Labor and Economic Opportunity Grant in the amount of \$122,500 for firefighter turnout gear for the Fire Department. Further, approve a budget adjustment to recognize these funds.
5. Approve to increase the blanket purchase with Municipal Emergency Services by \$122,500, for a new total of \$165,500, for firefighter turnout gear for the Fire Department.
6. Approve the Access Agreement with Dow Chemical Company for access to Wickes Park and Ojibway Island to conduct activities related to an environmental remediation project for the Public Services Department, Engineering Division.
7. Approve the purchase with Berger Chevrolet, Inc. for \$57,766 for a 2024 Chevrolet Silverado 2500 HD 4WD with plow package for the Water and Wastewater Treatment Services Department, Water Treatment Division.
8. Approve the purchase with ALS Group USA for \$6,800 for wastewater PFAS analysis for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the City Manager reappointment of Lori Brown to the Brownfield Redevelopment Authority with a term to expire December 31, 2027.
2. Approve the City Manager reappointment of Darrick Huff to the Downtown Development Authority with a term to expire December 31, 2028.
3. Approve the Council reappointment of Heather Collins to the Human Planning Commission with a term to expire December 31, 2026.
4. Approve the Council reappointment of Beth Church to the Human Planning Commission with a term to expire December 31, 2026.

ORDINANCE INTRODUCTION:

ORDINANCE ADOPTION:

RESOLUTIONS:

1. Establish an Obsolete Property Rehabilitation District at 505 Millard Street.
2. Approve the State Trunkline Maintenance Contract with the Michigan Department of Transportation for a five-year period ending September 30, 2029.

UNFINISHED BUSINESS:

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.



CITY COUNCIL PUBLIC HEARING NOTICE

**In compliance with requirements of Public Act 146,
as amended, the following notice is posted:**

Notice is hereby given that the Saginaw City Council will conduct a public hearing on Monday, October 28, 2024 at 6:30 p.m. in Council Chambers of City Hall, Room 205, located at 1315 S. Washington Avenue, to consider the request from Fifth Avenue Limited Partnership to create an Obsolete Property Rehabilitation District at 505 Millard Street.

The OPRA application with a legal description of the property is on file in the Office of the City Clerk. All interested persons are invited to attend this public hearing.

Kristine Bolzman, MiPMC/CMC
City Clerk

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 AT 989.759.1480.

Posted:

By: _____

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, OCTOBER 14, 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, Reggie Williams, Michael Balls, Annie Boensch, Bill Ostash, Priscilla Garcia, Michael Flores, Brenda Moore: 8. Council Members absent: George Copeland: 1.

ANNOUNCEMENTS

City Clerk Kristine Bolzman made the following announcements:

- The 3rd Annual “We Love Saginaw Businesses” Trunk or Treat Event is Wednesday, October 23, from 4:30 to 6:30 p.m. in the parking lot of the Splash Pad at Celebration Park. The event is free to the public and will feature a Kids Zone and Touch-a-Truck area. Business owners wishing to register for a vendor spot to pass out candy from their decorated vehicle may do so on the city’s website.
- Ballots for the November 5 General Election are available. The Clerk’s Office will hold extended hours for absentee voting and voter registration needs on Saturday, October 26, and Sunday, October 27, from 9:00 a.m. to 5:00 p.m., the office will be open until 7:00 p.m. on Tuesday, October 29, and Wednesday, October 30, and on Saturday, November 2, and Sunday, November 3, the office will be open 8:00 a.m. to 4:00 p.m.
- Yard Waste collection runs through the end of November. As a reminder, yard waste must be placed in paper yard waste bags or large trash cans labeled with a yard waste sticker and placed near the curb on your regular trash day. Stickers are available in the Clerk’s office or at Public Services.
- A reminder that rubbish bills are due November 1.

PUBLIC INPUT

Members of the public that addressed the Council: Donovan Monte Gomez, Henrenee Brown, Brian Fritz, Melanie Velasco, Travanda Thomas, Talia DeLeon, Tiffany Owens, Jackie Danks, Aileen Pettinger, Michael Thompson, Craig Tatum, Ebony Rasco, Mike Gomez.

Council Member Flores left the meeting at 6:49 p.m. and returned at 6:53 p.m.

Council Member Balls left the meeting at 6:50 p.m. and returned at 6:56 p.m.

COUNCIL REMARKS

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

Council Member Silvia left the meeting at 7:24 p.m. and returned at 7:30 p.m.

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects.

Manager Morales introduced Brad Howe, Principal, of SCAPE Landscape Architecture. Mr. Howe presented a project background on the Medical Diamond Anchor Site Master Plan, with renderings of potential plans for the proposed site.

Mr. Howe announced that there are planned public engagement events on October 23, at the SVRC Marketplace, from 11:00 a.m. to 2:00 p.m. and at the Trunk or Treat event from 4:30 to 6:30 p.m.

Council Member Williams left the meeting at 7:41 p.m. and returned at 7:43 p.m.

Council Member Garcia left the meeting at 7:53 p.m. and returned at 7:57 p.m.

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 8. 8 ayes, 0 nays, 1 absent. Motion approved.

1. Approve the September 23, 2024, regular council meeting minutes.
2. Approve Petition 24-8 from Wolverine Fireworks Display, Inc. to display fireworks on Ojibway Island on November 22, 2024 at 8:30 p.m.
3. Approve the Purchase and Development Agreement with Delta College for 212 N. Jefferson Avenue and that the City Manager be authorized to execute all related documents.
4. Approve the acceptance of the grant award of \$1,000 from the Saginaw Community Foundation for the Fall 2024 Team Up to Clean Up efforts. Further, approve a budget adjustment for FY 2025 to recognize these funds.
5. Approve the purchase with Wm. F. Nelson Electric, Inc. for \$45,000 for the replacement of the standby emergency generator at Station No. 2 for the Fire Department.
6. Approve the Mid-State Health Network Treatment and Prevention Services Grant for \$63,269 for the Police Department. Further, approve a budget adjustment for FY 2025 to recognize these funds.
7. Approve the 2023 Byrne Community Project Contract Amendment with the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance for the Police Department.
8. Approve the OVW 2024 Enhancing Investigations and Prosecution of Domestic Violence, Dating Violence, Sexual Assault and Stalking Grant through the U.S. Department of Justice, Office on Violence Against Women for \$448,723 for the Police Department. Further, approve a budget adjustment for FY 2025 to recognize these funds.
9. Approve the purchase with Advanced Business Communications, LLC for \$10,518 for security cameras for the Police Department.

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10. Approve the sale of the property at 622 Ortman Street to B & P Littleford for \$15,000 and that the City Manager be authorized to sign any documents necessary to complete the transaction and use of funds. Further, approve a budget adjustment for FY 2025 to recognize these funds.
 11. Approve the acceptance of the 2024 Fuel Transformation Program Grant Agreement with the Michigan Department of Environment, Great Lakes and Energy for \$59,080.
 12. Approve to increase the blanket purchase order with Wieland Truck by \$60,000, for a new total of \$110,000, for vehicle repair services for the Public Services Department, Motor Pool Division.
 13. Approve the blanket purchase with Garber Chrysler for \$10,000 for vehicle parts for the Public Services Department, Motor Pool Division.
 14. Approve the purchase with Larry's Auto Supply for \$4,560 for a Robinar Refrigerant Recover-Recycle-Recharging machine for the Public Services Department, Motor Pool Division.
 15. Approve the purchase with the Macqueen Equipment Company for \$467,350 for a 2025 McNeilus Atlantic 40-yard Front Loader on a Mack LR64R low-entry chassis for the Public Services Department, Streets Division.
 16. Approve the purchase with Garber Management Group for \$51,629 for a 2024 Chevrolet Silverado 2500 HD Double Cab Truck for the Public Services Department, Cemeteries Division.
 17. Approve the purchase with Young's Environmental, Inc. for \$86,700 for catch basin and sewer debris hauling for the Public Services Department, Maintenance and Service Division.
 18. Approve the contract with John E. Green Company for \$418,500 for the Water Treatment Plant Bypass Valve Improvements project for the Public Services Department, Engineering Division.
 19. Approve the purchase with Wohlfeil's Hardware for \$4,399 for a Honda portable generator for the Water and Wastewater Treatment Service Department, Water Treatment Division.
 20. Approve the purchase with Elevator Service, LLC for \$3,300 for elevator hydraulic load testing for the Water and Wastewater Treatment Services Department, Water Treatment Division.
 21. Approve the purchase with Norfolk Bearings & Supply Co., Inc. for \$4,175 for a grit screw assembly for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.
 22. Approve the purchase with System Specialties, Co., a sole source, for \$49,495 for three Rotork actuators and gearboxes for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

23. Approve the purchase with Becker Engineered Systems for \$2,857 for a boiler water controller for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.
24. Approve the purchase with Hesco, a sole source for \$243,465 for two Accusonics flow meters for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
25. Approve the purchase with Stang Industries, Inc., a sole source, for \$3,098 for the replacement of water cannons for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
26. Approve the purchase with F.B. Wright for \$2,850 for Viton gasket material for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
27. Approve the purchase with Kendall Electric, a sole source, for \$14,002 for Rockwell PowerFlex EtherNet adapters for the Water and Wastewater Treatment Services Department, Instrumentation and Process Controls Division.

Moved by Council Member Flores, seconded by Mayor Pro Tem Boensch to approve consent agenda item 8. 8 ayes, 0 nays, 1 absent. Motion approved.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

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

1. the Council reappointment of Floyd Kloc to the Saginaw Transit Authority Regional Services with a term to expire September 30, 2027.
2. the Council reappointment of Valerie Toney to the Human Planning Commission with a term to expire December 31, 2026.

8 ayes, 0 nays, 1 absent. Motion approved.

ORDINANCE INTRODUCTION

Moved by Mayor Pro Tem Boensch, seconded by Council Member Flores to introduce an ordinance to amend the official city map by renaming Symphony Lane to Henry Marsh Plaza from the westerly most boundary of North Washington Avenue, approximately 240 ft west, to the easterly boundary of an unimproved right of way of North Water Street. 8 ayes, 0 nays, 1 absent. Motion approved.

Mayor Moore announced that the ordinance will be laid over under Charter provision.

ORDINANCE ADOPTION

Moved by Mayor Pro Tem Boensch, seconded by Council Member Williams to adopt an ordinance to create the Roethke Homes Historic District, in the City of Saginaw, to be added to the Table of Special Ordinances, of the City of Saginaw Code of Ordinances, O-204. 8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Ostash, seconded by Council Member Flores to adopt a resolution adopting the City of Saginaw 2024 Transportation Asset Management Plan. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Williams to adopt a resolution approving the Cost Agreement with the Michigan Department of Transportation for the reconstruction of eastbound Highway M-58 (State Street) from Avalon Street to Highway M-84 (Bay Road). 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Boensch, seconded by Council Member Garcia to adopt a resolution approving the Cost Agreement with the Michigan Department of Transportation for the reconstruction of Wheeler Street from Michigan Avenue to Gratiot Avenue (M-46). 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Silvia, seconded by Council Member Williams to adjourn the meeting at 8:23 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Submitted by,

Kristine Bolzman, MiPMC/CMC
City Clerk

From: Timothy Morales, City Manager
Subject: The Mortgage Office Loan Software for SEDC/CDBG
Prepared by: Jeff Klopac, Technical Services Director

Manager's Recommendation:

I recommend the approval of the Software License Agreement with Applied Business Software for \$14,400 for the purchase of The Mortgage Office loan software for the Technical Services Department.

Justification:

The Technical Services Department is currently upgrading its enterprise software system, BS&A Software, to a cloud-based solution. During this transition, BS&A will not be developing its loan module that is currently part of the miscellaneous receivables program. The loan module is used by the Saginaw Economic Development Corporation and Community Development Block Grant Divisions for residential and commercial loans. On September 12, 2024, Applied Business Software provided a quote for loan management and tracking software.

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 CDBG - Residential Loans Fund, Residential Loan Division, Computer Software Account No. 276-694.05-741.000 \$2,880 and Saginaw Economic Development Corporation Fund, Computer Software Account No 280-729.03-741.000 \$11,520.

I have approved the Software License 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: Replacement Fire Extinguishers
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with Summit Fire Protection for \$2,292.00 for the purchase of 21 fire extinguishers for the Fire Department.

Justification:

The Saginaw Fire Department inspects and maintains all fire extinguishers used by firefighters. Extinguishers are required to be hydrostatically tested at periodic intervals that comply with National Fire Protection Association standards. Once an extinguisher has passed its service life, it must be replaced to ensure continuity of services.

On July 22, 2024, Council approved the City-wide fire extinguisher contract to Summit Fire Protection. On September 25, 2024, Summit Fire Protection provided a quote for 21 new fire extinguishers for the Fire Department.

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. 101-344.01-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: State of Michigan Turnout Gear Grant and Budget Adjustment
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of the State of Michigan, Office of Labor and Economic Opportunity Grant for 35 sets of Firefighter Turnout Gear in the amount of \$122,500 for the Community Public Safety – Fire Department.

It is also recommended that a budget adjustment be completed to increase the State Grants Revenue Account 101-000.00-541.001 by \$122,500. To offset this increase in revenues will be the same increase to Community Public Safety – Fire, Fire Technical Services Division, Clothing Supplies Account 101-346.00-728.000.

Justification:

On September 6, 2024, the City received notification of a grant award of \$122,500 from the State of Michigan, Office of Labor and Economic Opportunity for the purchase of 35 sets of firefighter turnout gear. This includes the purchase of coats, pants, and boots. This grant does not require a local match. All funds will be expended during FY 2025.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Municipal Emergency Services Blanket Purchase Order Increase
Prepared by: Brandon Hausbeck, Fire Chief

Manager's Recommendation:

I recommend the approval of an increase to blanket purchase order number 519282 with Municipal Emergency Services by \$122,500, for a new total of \$165,500, for firefighter turnout gear for the Fire Department.

Justification:

On September 6, 2024, the City received notification of a grant award of \$122,500 from the State of Michigan to purchase 35 sets of firefighter turnout gear. Municipal Emergency Services provides turnout gear to the City pursuant to their bid award that is currently in year two of a three year bid.

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 Technical Services Division, Clothing Supplies Account No. 101-346.00-728.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Dow Chemical Company Access Agreement
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend the approval of the Access Agreement with Dow Chemical Company for access to Wickes Park and Ojibway Island to conduct activities related to an environmental remediation project for the Public Services Department, Engineering Division.

Justification:

Dow has requested access to property controlled by the City. The access is necessary to allow Dow, its employees, agents and contractors permission to enter upon the properties for the purpose of collecting composite soil samples to be analyzed for possible dioxins and furans. The samples are necessary to determine if any contaminants exist in these soils that may require future remediation activities

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: Timothy Morales, City Manager
Subject: Water Treatment Truck Replacement
Prepared by: Alex Niedecken, Public Services Department

Manager's Recommendation:

I recommend the approval of the purchase with Berger Chevrolet, Inc. for \$57,766.00 for a 2024 Chevrolet Silverado 2500 HD 4WD with Plow Package for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

On October 9, 2024, a quote was received for a 2024 Chevrolet Silverado 2500 HD 4WD with Plow Package from Berger Chevrolet. The Water Treatment Division has budgeted to replace a 2013 Sierra 2500HD truck with 64,146 miles on it. This truck is used for transportation in the daily maintenance of the City's Water treatment equipment, properties, and for snow removal. This purchase will be made using MIDeal Contract # 071B7700177 pricing.

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, Water Surplus Division, Vehicles Account No. 591-546.01-982.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Wastewater PFAS Analysis
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with ALS Group USA for \$6,800.00 for wastewater PFAS analysis for the Water and Wastewater Services Department, Treatment and Pumping Division.

Justification:

The Wastewater Treatment and Pumping Division is currently conducting a Maximum Allowable Headworks Limit (MAHL) survey to comply with National Pollutant Discharge Elimination System permit requirements and to establish local limits for pollutants of concern. As part of the MAHL sampling plan, 24 tests are being conducted to measure perfluoroalkyl substances (PFAS). These synthetic chemical compounds have been identified by the Department of Environment, Great Lakes, and Energy (EGLE) as 'contaminants of concern.' The tests will be performed by external laboratory facilities using EGLE-approved methods.

To ensure cost-effectiveness, plant personnel obtained four quotes from reputable vendors and on October 3, 2024, received the lowest quote from ALS Group USA.

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 Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Operational Services Account No. 590-542.02-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

ESTABLISHING AN OBSOLETE PROPERTY REHABILITATION DISTRICT AT 505 MILLARD STREET

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: under P.A. 146 of 2000 the City of Saginaw is authorized to form Obsolete Property Rehabilitation Districts; and

WHEREAS: the property at 505 Millard Street, parcel #07-0432-00000, has been deemed functionally obsolete by the City of Saginaw; and

WHEREAS: the owner of the property has been notified by certified mail that a public hearing will be conducted on October 28, 2024, in accordance with P.A. 146 of 2000.

NOW THEREFORE BE IT RESOLVED, that the City of Saginaw hereby approves the formation of an Obsolete Property Rehabilitation District pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described as:

505 Millard Street

Assessor's File #: 07-0432-00000

Property exempt from Ad Valorem taxes and assessed on the Special Act Roll pursuant to PA 261 of 2003 expiring 12/31/2024. LOT 1,S.1/2 OF LOT 2,W.9.89 FT. OF S.1/2 OF LOT 11,W.9.6FT.OF LOT 12,BLK.70,MAP OF THE CITY OF EAST SAGINAW,ALSO COMMONLY KNOWN AS HOYTS PLAT

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on October 28, 2024; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Kristine Bolzman, MiPMC/CMC
City Clerk

From: Timothy Morales, City Manager
Subject: MDOT State Trunkline Maintenance Contract 2024-0392
Prepared by: Travis Hare, Public Services Department

Manager's Recommendation:

I recommend the approval of the State Trunkline Maintenance Contract 2024-0392 with the Michigan Department of Transportation (MDOT) for the period of October 1, 2024 through September 30, 2029 for the Public Services Department, Engineering Division.

Justification:

The City currently provides maintenance such as street patching, sweeping, and snow and ice control on the State trunklines within the City limits. In addition, the City maintains the traffic signals, signs, drainage structures, fencing and guardrail, and performs tree trimming and grass cutting duties within the State trunkline rights-of-way. The current contract with the State is a five-year contract which expired on September 30, 2024. The annual contract budget for the last five years was approximately \$350,000.

The new contract is a five-year contract for the period of October 1, 2024 through September 30, 2029 and can be terminated with one-year advance notice by either the City or MDOT. It is anticipated that the annual budget will be similar to the annual budget during the previous five years.

Pursuant to the terms of the Contract, the City will maintain the following State trunklines within the city limits: M-13, M-46, M-58, M-81 and M-84. The City will be reimbursed by MDOT for all costs to perform the work including equipment, labor and materials. Contract terms also allow the City to bid and administer trunkline maintenance projects for MDOT. The City will be compensated with an 8.5% overhead rate to administer and process these contracts.

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

Council Action:

This council communication is for informational purposes only of the resolution to be adopted.

APPROVING MDOT STATE TRUNKLINE MAINTENANCE CONTRACT 2024-0392

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: The State Trunkline Maintenance Contract 2024-0392 has been submitted by the Michigan Department of Transportation (MDOT), which requires the City of Saginaw to adopt a resolution indicating its willingness to maintain the State Trunklines within the City limits: M-13, M-46, M-58, M-81 and M-84; and

WHEREAS: The future maintenance of the State Trunklines will be performed by the City of Saginaw for the duration of the Contract, and MDOT will reimburse the City for all maintenance costs; and

WHEREAS: The City Engineer is designated as the Contract Administrator for the Trunkline Maintenance Contract and will sign the annual Letter of Understanding listing the annual contract scope of work and budget; and

WHEREAS: The Contract has been approved by the City Manager as to substance and the City Attorney as to form; and

WHEREAS: By virtue of their positions, the Mayor and City Manager are authorized to sign the Contract.

NOW, THEREFORE, BE IT RESOLVED, that the Council for the City of Saginaw does hereby approve MDOT State Trunkline Maintenance Contract 2024-0392 submitted by the Michigan Department of Transportation.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on October 28, 2024; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Kristine Bolzman, MiPMC/CMC
City Clerk