



Saginaw City Council Agenda

1315 S. Washington Avenue
VIA TELECONFERENCE
PER EXECUTIVE ORDER 2020-48
April 20, 2020
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation presented declaring April 24, 2020 as "Arbor Day."

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the April 13, 2020 regular council meeting minutes.
2. Approve the amendments to the FY 2020 Approved Budget to recognize changes that have occurred during the February and March period.
3. Approve the 5-year purchase with Axon Enterprise, Inc. for \$16,300 for FY 2020 and \$16,800 annually for FY 2021 through FY 2024, pending budget approval, for 15 Taser 7 Conducted Energy Weapons for the Police Department.
4. Approve the purchase with Yeager Asphalt, Inc. for \$129,651 for the Public Services North Parking Lot Rehabilitation project for the Engineering Section, Right of Way Division.
5. Approve the purchase with Rightway Remediation for \$5,100 for the remediation of pipe insulation throughout the tunnel under the City Hall building.
6. Approve the agreement with the Saginaw County Road Commission for \$516,486 for the removal and abandonment of two decommissioned City of Saginaw water transmission mains as part of the Davis Road reconstruction project for the Public Services Department.
7. Approve the purchase with Hoffman's Power Equipment for \$35,038 for two 2020 Toro 7500 series mowers for the Parks Division.

8. Ratification of a purchase with Otis Elevator Company for \$2,120 for an emergency service call on the elevator at City Hall for the Facilities Division.
9. Approve the purchase with CDW-G for \$11,321 for Supervisory Control and Data Acquisition back-up switches at the Water Treatment Division for the Instrument and Process Controls Division.
10. Approve the purchase with Michigan Agribusiness Solutions for a total of \$2,460,000 for FY 2021 through FY 2023, pending budget approval, for biosolids removal and land application for the Wastewater Treatment Division.
11. Approve to increase a blanket purchase order with Clean Team, Inc. by \$3,001, for a new total of \$5,000, for weekly disinfection of common use areas for the Wastewater Treatment Division.
12. Approve the purchase with KSB Dubric, Inc., a sole source, for \$25,937 for KSB pump repair parts for the Wastewater Treatment Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

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 OF SAGINAW

PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, and for our fires. Trees also increase property values, enhance the economic vitality of business areas, and beautify our community. The City of Saginaw would like to recognize Trees For The Tri-Cities that was established in 2008, and since its inception has planted over 682 trees in various locations throughout the City of Saginaw; and

WHEREAS, trees provide numerous aesthetics and economic benefits, in which Trees For The Tri-Cities has made a significant investment to the community by purchasing, planting, watering and nurturing trees in the City of Saginaw to improve the quality of life for city residents; and

WHEREAS, trees wherever they are planted, are a source of joy and spiritual renewal. Trees For The Tri-Cities has collaborated with the City of Saginaw and committed to monitoring trees and replacing trees that were lost in various locations within the City. In 2019, the City of Saginaw, Streets, Section of the Right of Way Division also pruned 1,034 trees, and removed 258 trees.

NOW THEREFORE BE IT RESOLVED, I, Floyd Kloc, Mayor of the City of Saginaw, do hereby proclaim April 24, 2020 as “**ARBOR DAY**” in the City of Saginaw; and

FURTHERMORE, I urge all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 20th day of April in the year of our Lord two thousand twenty.



April 20, 2020

Floyd Kloc, Mayor

Councilpersons

Brenda F. Moore, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Jamie Forbes, John Milne, Bill Ostash
Autumn L. Scherzer and Reggie Williams II

Timothy Morales, City Manager

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, APRIL 13, 2020, AT 6:30 P.M. VIA VIDEO/TELECONFERENCE PER GOVERNOR WHITMER'S EXECUTIVE ORDER 2020-15. THE MEETING WAS STREAMED LIVE VIA THE CITY'S WEBSITE AND ON SGTV.

ROLL CALL

Mayor Kloc called the meeting to order. Council Members present: Reginald Williams II, Jamie Forbes, Annie Boensch, Brenda Moore, Autumn Scherzer, John Milne, Michael Balls, Bill Ostash, and Floyd Kloc: 9. Council Members absent: 0.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- Recycling and Spring yard waste collection resumes today with your regular trash collection;
- Bulk collection service is suspended until further notice. These are large items not contained in a bag or a can;
- The City's Compost site and Convenience Station are closed until further notice;
- Bill payments can be made on-line, or by using the City's drop box located in the parking lot at the back of City Hall and please enclose your payment in a sealed envelope;
- City Council's next regular meeting via video/teleconference is scheduled for April 20 at 6:30 p.m.;
- City updates are posted on the City's website www.saginaw-mi.com, on the City's Facebook page, and on SGTV Channel 191.

PUBLIC INPUT

No members of the public addressed the Council.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Forbes, Williams, Ostash, Balls, Milne, Scherzer, Moore, Boensch, and Mayor Kloc.

REPORTS FROM CITY MANAGER

City Manager Morales provided updates on City staffing and services under the Governor's "Stay Home, Stay Safe" order.

CONSENT AGENDA:

Mayor Kloc asked if there were any exceptions to the consent agenda. Council Member Balls made an exception to item #15.

1. Approve the March 16, 2020 regular council meeting minutes.
2. Accept the reimbursement grant from the Michigan Department of Treasury for \$90,000 to complete a Comprehensive Housing Study and Needs Analysis and a Transportation and Parking Study as part of the updated Master Plan. Further, approve a budget adjustment to recognize these funds.
3. Accept the grant award from the Saginaw Community Foundation for \$971 for the City of Saginaw's 2020 Census Awareness Campaign effort. Further, approve a budget adjustment to recognize these funds.

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4. Approve the Memorandum of Understanding with the Child and Family Services Sexual Assault Center for a Victim Services Advocate at the Police Department.
 5. Approve the Project Safe Neighborhoods School Resource Officer Program Agreement with the Saginaw Public School District for the Police Department.
 6. Approve the Security Detail Agreement with Birch Park-2004 Limited Dividend Housing Association Limited Partnership for the Police Department. Further, approve a budget adjustment to recognize the funds received for FY 2020.
 7. Approve the purchase with Todd Wenzel Buick GMC for \$31,840 for a 2020 GMC Sierra 1500 Double Cab 4x4 pickup truck equipped as specified for the Engineering Division.
 8. Approve the purchase with Todd Wenzel Buick GMC for \$26,010 for a 2020 GMC Terrain AWD utility vehicle equipped as specified for the Public Services Department.
 9. Approve to increase blanket purchase orders issued to various vendors by \$11,500, for a new total of \$78,000, for vehicle parts for the Garage Division.
 10. Approve to increase the blanket purchase order with Hymmco, LLC by \$6,001, for a new total of \$8,000, for concrete restoration supplies for the Maintenance and Service Division.
 11. Approve the purchase with National Business Furniture for \$13,744 for office furniture for the Public Services Department.
 12. Approve the purchase with Truck and Trailer Specialties for \$8,600 for two arrow board trailers for the Streets Division.
 13. Approve the contract with Geiersbach Construction, Inc. for \$94,224 for the Sidewalk Replacement 2019-2020 project for the Engineering Section, Right of Way Division.
 14. Approve the contract with Edw. C. Levy Co., dba Ace-Saginaw Paving Company, for \$168,356 for the M-13/Washington Avenue Resurfacing from Johnson Street to Potter Street for the Engineering Section, Right of Way Division.
 15. Approve the contract with J. R. Heineman & Sons, Inc. for \$187,252 for the Traffic Building Repairs for the Engineering Section, Right of Way Division.
 16. Approve the Pedestrian Tunnel Easement Agreement with the County of Saginaw for the Engineering Section, Right of Way Division.

17. Approve the contract with Audio Central Alarm for \$25,975 for the City Hall Fire Alarm Upgrade project.
18. Approve the purchase with M.E.I. Total Elevator Solutions for \$4,680 to replace packing and conduct a load test for a freight elevator for the Water Treatment Division.
19. Approve the purchase with B & H Machine Sales, Inc. for \$4,046 for a grit screw assembly for the Wastewater Treatment Division.
20. Approve the purchase with IDEXX Distribution, Inc., a sole source, for \$8,240 for a fecal coliform analysis machine for the Wastewater Treatment Division.

Moved by Council Member Milne, seconded by Council Member Boensch to approve consent agenda items 1 through 14, and 16 through 20, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Balls, seconded by Mayor Pro Tem Moore to approve consent agenda items 15 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Council Member Milne reported that the MBS International Airport Commission has seen a reduction in flights and has approved the repaving of a taxiway. Their next meeting will be held this week via teleconference and an in-person combination.

Mayor Kloc reported that STARS held a virtual meeting last week and approved to suspend the main routes services due to the social distancing order.

RESOLUTIONS

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to adopt the resolution appointing Travis Hare as trustee and Josh Hoffman as alternate trustee to the Saginaw Area Storm Water Authority Board of Trustees. 9 ayes, 0 nays, 0 absent. Motion approved.

MISCELLANEOUS BUSINESS

Mayor Kloc reminded Council of the Mayoral Executive Order issued on April 9 for a restriction on travel. The order will expire in seven days from issuance, which will be April 16. Discussion was held.

Moved by Council Member Scherzer to extend the Mayoral travel restriction order to April 30 in alignment with Governor Whitmer's executive order, pending approval from the State. Discussion held.

Mayor Kloc asked for a second to the motion. Mayor asked Clerk Santos to restate the motion. Council Member Forbes seconded the motion. Discussion continued.

Moved by Council Member Scherzer to amend the main motion to direct the City Manager to prepare a resolution to extend the Mayoral travel restriction order to April 30 to be presented for consideration at the April 20 Council meeting. Discussion held.

Council Member Forbes seconded the motion to amend. 9 ayes, 0 nays, 0 absent. Motion approved.

Discussion held on the main motion as amended. Mayor asked Clerk Santos to conduct a roll call vote.

AYES Scherzer, Balls, Ostash, Forbes, Kloc

NAYS: Moore, Milne, Williams, Boensch

ABSENT: None

5 ayes, 4 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Moore, seconded by Council Member Boensch to adjourn the meeting at 7:48 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: February/March Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend approval of the amendments to the 2019/2020 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the months of February and March.

Justification:

The 2019/2020 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2020 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for February and March, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

In review of the General Fund, it is recommended that this fund be increased by \$334,812 from \$37,073,919 to \$37,408,731:

- A budget adjustment should be completed to recognize the \$165,093 increase to salaries for FY 2020 due to the ratification of the three-year collective bargaining agreement approved by city council in June 2019 for SEIU and AFCSME and January 2020 for IAFF. To offset the increase in expenditures will be an appropriation of restricted fund balance.
- A budget adjustment should be completed to recognize unanticipated revenues for Community Public Safety – Fire in the total amount of \$9,912 from FEMA for overtime. Revenues should be recognized in the General Fund Revenue, FEMA Account No. 101-0000-501.012 in the amount of \$9,912. To offset the increase in revenues will be an increase to the Community Public Safety – Fire, Fire Training Division, Overtime Account No. 101-3552-704.000 in the amount of 9,912.
- A budget adjustment should be completed to recognize unanticipated revenues for Community Public Safety – Police in the total amount of \$3,833. Revenues should be recognized in the General Fund Revenue, Reimbursement – Police Department Account No. 101-0000-676.020 in the amount of \$1,050, Police Dept. PTV Charges Account No. 101-0000-608.035 in the amount of \$10, and Vehicle Storage Fees Account No. 101-0000-609.003 in the amount of \$2,773. To offset the increase in revenues will be an increase to the Community Public Safety – Police, Police Building

Management Division, Parts and Supplies Account No. 101-3514-742.000 in the same amount.

- A budget adjustment should be completed to recognize the restricted fund balance for the planned and approved capital improvement projects that will be recognized in the Capital Project Fund. City Administration will appropriate \$25,975 for the upgrade to the City Hall Fire Alarm system and \$130,000 for the rehabilitation of City Hall Employee Parking lot. To offset the increase in revenues will be an increase in the General Fund, Operating Transfer to the Capital Project Fund Account No. 101-9660-999.401 by the same amount.

The Major Street Fund (202) should be increased from \$8,462,537 to \$8,623,227. This represents a \$160,690 increase. This increase is needed to recognize projects as detailed below:

- A budget adjustment should be completed to recognize the \$27,494 increase to salaries for FY 2020 due to the ratification of the three-year collective bargaining agreement approved by city council in June 2019 for SEIU and AFCSME. To offset the increase in expenditures will be an appropriation of available fund balance.
- This budget adjustment is to recognize the carryover of the purchase orders 0504544 and 0504545 from FY 2019 for the purchase of (2) Single Axle Cab and Chassis and (2) Single Axle Plow and Salt Hook Loader Truck Upfitting. Expenditures will be recognized in the Major Street Fund, Winter Maintenance Division, Vehicles Account No. 202-4655-982.000 in the amount of \$133,196. An appropriation of restricted fund balance will offset the increase in expenditures.

The Local Street Fund (203) should be increased \$23,626 from \$2,109,565 to \$2,133,191. This increase is to recognize the \$23,626 increase to salaries for FY 2020 due to the ratification of the three-year collective bargaining agreement approved by city council in June 2019 for SEIU and AFCSME. To offset the increase in expenditures will be an appropriation of available fund balance.

The Rubbish Collection Fund (226) should be increased from \$4,257,500 to \$4,421,787. This represents a \$164,287 increase. This increase is needed to recognize projects as detailed below:

- A budget adjustment should be completed to recognize the \$31,091 increase to salaries for FY 2020 due to the ratification of the three-year collective bargaining agreement approved by city council in June 2019 for SEIU and AFCSME. To offset the increase in expenditures will be an appropriation of available fund balance.

- This budget adjustment is to recognize the carryover of the purchase orders 0504544 and 0504545 from FY 2019 for the purchase of (2) Single Axle Cab and Chassis and (2) Single Axle Plow and Salt Hook Loader Truck Upfitting. Expenditures will be recognized in the Rubbish Collection Fund, Brush Collection Division, Vehicles Account No. 226-4585-982.000 in the amount of \$133,196. An appropriation of fund balance will offset the increase in expenditures.

The Police ELERV Fund (267) should be increased \$39,031 from \$55,000 to \$94,031. This increase is to recognize the \$39,031 of additional revenues received for the 4th quarter of the grant. To offset the increase in revenues will be an increase in the Police ELERV expenditures Overtime Account No. 267-3341-704.000 in the amount of \$19,031, Training and Development Account No. 267-3341-823.003 in the amount of \$10,000, and Travel/Meals/Lodging in the amount of \$10,000.

The Capital Project Fund (401) should be increased \$155,975 from \$1,453,270 to \$1,609,245. This increase is needed to recognize \$25,975 for the upgrade to the City Hall Fire Alarm system and \$130,000 for the rehabilitation of City Hall Employee Parking lot. Both projects will be recognized in the Capital Project Fund, Facilities Division, Repair and Replacement Account No. 401-7575-974.000. An operating transfer from the General Fund will offset the increase to expenditures.

The Sewer Operations and Maintenance Fund (590) should be increased \$50,017 from \$26,991,293 to \$27,041,310. This increase is to recognize the \$50,017 increase to salaries for FY 2020 due to the ratification of the three-year collective bargaining agreement approved by city council in June 2019 for SEIU and AFCSME. To offset the increase in expenditures will be an appropriation of available fund balance.

The Water Operations and Maintenance Fund (591) should be increased \$24,871 from \$30,648,244 to \$30,673,115. This increase is to recognize the \$24,871 increase to salaries for FY 2020 due to the ratification of the three-year collective bargaining agreement approved by city council in June 2019 for SEIU and AFCSME. To offset the increase in expenditures will be an appropriation of available fund balance.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Taser 7 Conducted Energy Weapons
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the 5-year purchase with Axon Enterprise, Inc. for \$16,300 for FY 2020 and \$16,800 annually for FY 2021 through FY 2024, pending budget approval, for 15 Taser 7 Conducted Energy Weapons to be utilized by the Saginaw Police Department.

Justification:

The current Taser Conducted Energy Weapons in use by the Saginaw Police Department have exceeded the manufacturer's five-year life cycle, contain outdated technology, and are no longer eligible for repair/technical support. Tasers are a vital component of modern policing efforts and an integral tool in less-lethal tactics. This purchase is comprised of 15 handheld Taser units, hardware, training programs and materials, software licenses, warranties and services, and shipping and handling. Axon Enterprise, Inc. is a sole-source provider for Taser products. The total purchase price includes a discount for trading-in Taser product currently in use. This purchase is to be paid under a 5-year purchase plan as follows: \$16,300.00 in FY 2020; \$16,800.00 in FY 2021; \$16,800.00 in FY 2022, \$16,800.00 in FY 2023, and \$16,800.00 in FY 2024.

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 Management Division, Installment Payments - Police Equipment Account No. 101-3514-991.023.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Public Services North Parking Lot Rehabilitation
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Yeager Asphalt, Inc. for \$129,650.45 for the Public Services North Parking Lot Rehabilitation project for the Engineering Section, Right of Way Division.

Justification:

On March 31, 2020, the City received five bids for the Public Services North Parking Lot Rehabilitation project P1723-20. The project includes the repair of drainage structures, replacement of damaged curb and sidewalks, the installation of ADA sidewalk ramps, and the crushing, shaping and resurfacing of the north parking lot at the Public Services Facility. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Costs</u>
Yeager Asphalt, Inc. Carrollton, MI	\$129,650.45 *
Chippewa Asphalt Paving Co. Clio, MI	\$134,666.96
Pyramid Paving Co. Bay City, MI	\$136,402.66
Graebner Excavating, LTD Burton, MI	\$143,004.00
Ace-Saginaw Paving Co. Carrollton, MI	\$148,275.00

*Corrected bid due to rounding error

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 Capital Projects Fund, Facilities Division's Repairs and Replacement Account No. 401-7575-974.000 \$129,650.45.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase–Remediation of pipe insulation
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend ratification of a purchase with Rightway Remediation for \$5,100.00 for the remediation of pipe insulation throughout the tunnel under the City Hall Building.

Justification:

In March, 2020, it was discovered that a steam pipe located in the old parking garage leading to City Hall through a tunnel was leaking. Following protocol the pipe wrap was tested for asbestos and the test results came back positive. Rightway Remediation, a local approved vendor, was contacted and provided a quote for \$5,100.00 to contain, remove and clean all asbestos containing material within the tunnel. This work needed to take place before any repairs can be made to the leaking pipe.

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, Facility Division's Repairs and Replacements Account No. 101-7575-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Davis Road Phase II Agreement w/County Road Commission
Prepared by: Joshua Hoffman, Public Services

Manager's Recommendation:

I recommend approval of the agreement with the Saginaw County Road Commission for \$516,485.70 for the removal or abandonment of two decommissioned City of Saginaw water transmission mains as part of Saginaw County Road Commission's Davis Road reconstruction project for the Public Services Department.

Justification:

On March 3, 2020, the Saginaw County Road Commission (SCRC) received bids to reconstruct 2.10 miles of Davis Rd. in Kochville Township. M & M Excavating Company Inc. of Gaylord MI was the successful bidder with the bid of \$4,236,884.42. As part of this project the City of Saginaw must remove or abandon in place approximately 1.5 miles of 36 inch and 48 inch decommissioned water transmission mains within the Davis Rd. right of way. The City of Saginaw's estimated construction cost for this project is \$516,486.00, \$449,118.00 for construction and a 15% contingency in the amount of \$67,368.00. City staff believes that working in conjunction with SCRC to complete the final phase of this project will save the City money by utilizing the same contractor for both the water main removal and the road construction.

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's Construction Account No. 591-4740-822.000.

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: Replacement Mowers
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Hoffman's Power Equipment for \$35,038.00 for two 2020 Toro 7500 series mowers for the Parks Division.

Justification:

The Facilities Division has budgeted in Fiscal Year 2020 to replace two 2013 60" Toro mowers. These are two of the nine mowers used to maintain Parks throughout the City. At this time as a gesture of appreciation to the Saginaw community, our local vendor is offering additional discounted pricing that exceeds the discounts offered within the cooperative municipal bid per Sourcewell Contract # 062117-TTC pricing, allowing us an additional \$486.00 savings as shown below.

<u>Vendor</u>		<u>Cost</u>
Hoffman Power Equipment -	Sourcewell Contract pricing	\$35,524.00
Hoffman Power Equipment -	2020 Bid Pricing	<u>\$35,038.00</u>
Savings		\$486.00

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, Department of Public Services, Parks and Ground Maintenance Division's Equipment Account No. 101-7570-984.000 \$17,519.00 and in the General Fund, Department of Public Services, Abatement of Nuisances Division's Maintenance Equipment Account No. 101-7571-978.00 \$17,519.00

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency elevator service City Hall
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend ratification of the purchase with Otis Elevator Company for \$2,120.00 for an emergency service call on the elevator at City Hall for the Facilities Division.

Justification:

On January 10, 2020, emergency purchase order 507610 was issued to Otis Elevator Co. to repair the elevator at City Hall. The elevator was shut down for emergency repairs. Otis is under contract with the City to perform inspections on all City owned elevators. The necessary repairs have been made and the elevator has been returned to service.

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, General Repairs Account No. 101-7575-930.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Switches
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with CDW-G for \$11,320.61 for Supervisory Control and Data Acquisition back-up switches at the Water Treatment Division for the Instrument and Process Controls Division.

Justification:

On April 6, 2020, the City of Saginaw received a quote from CDW-G for back-up switches for the Supervisory Control and Data Acquisition (SCADA) system, which is the human machine interface between the plant operators and the plant equipment controls at the Water Treatment Division. The switches currently in use are approximately 7 years old and nearing the end of their product life cycle. CDW-G was awarded the MiDEAL State bid contract #071B6600110 to provide these items for governmental agencies in the State of Michigan.

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, Instrumentation and Process Controls Parts and Supplies Account No. 591-4715-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Biosolids Land Application
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Michigan Agribusiness Solutions for a total of \$2,460,000 for FY 2021 through FY 2023, pending budget approval, for biosolids removal and land application for the Wastewater Treatment Division.

Justification:

On February 25, 2020, the City received bids for removal and land application of the Wastewater Treatment Division's biosolids for the next three years. Biosolids are the residual materials removed from the wastewater during the treatment process and are recycled as farm fertilizer after lime stabilization. It is estimated that the process of land application will recycle 20.5 million gallons of biosolids each year. The FY 2021 bid represents an 8.5% increase over the FY 2020 annual cost. Increases in FY 2022 and FY 2023 are 3.8% and 3.6% respectively. Following is a tabulation of the bids received:

<u>Vendor</u>	<u>Bid Price</u>
Michigan Agribusiness Solutions, LLC Saginaw, MI	FY2021 \$790,000.00 (\$0.0395/gallon) FY2022 \$820,000.00 (\$0.0410/gallon) FY2023 \$850,000.00 (\$0.0425/gallon)
Biotech Agronomics, Inc. Beulah, MI	FY2021 \$926,000.00 (\$0.0463/gallon) FY2022 \$958,000.00 (\$0.0479/gallon) FY2023 \$990,000.00 (\$0.0495/gallon)

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 Operating Services Account No. 590-4830-805.000 and will be budgeted in the same account for subsequent fiscal years, pending approval of future year budgets.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Cleaning Services Purchase Order Increase
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval to increase blanket purchase order #508082 with Clean Team Inc. by \$3,001.00, for a new total of \$5,000.00, for weekly disinfection of common use areas for the Wastewater Treatment Division.

Justification:

In response to the COVID-19 pandemic, the Wastewater Treatment Division contracted with Clean Team, Inc. to disinfect all common use areas on a weekly basis. Costs for the weekly disinfection have ranged from \$350.00 to \$400.00. Due to the uncertain nature of the pandemic, we would like to increase the purchase order, created on April 2, 2020, so that these services can be used as long as the Governor's "Stay at Home" order and social distancing measures remain in place.

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 Operating Services Account No. 590-4830-805.000-COVID1.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: KSB Pump Replacement Parts
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with KSB Dubric, Inc., a sole source, for \$25,937.00 for KSB pump repair parts for the Wastewater Treatment Division.

Justification:

On March 11, 2020, we received a quote from KSB Dubric, Inc. for repair parts for two volutes to replace two that have become worn and are in danger of failure. We are purchasing these directly from the pump manufacturer; therefore they are the sole source. The wastewater treatment plant has four KSB pumps which pump grit out of the system. Because of the abrasive nature of grit, we routinely pull these pumps and coat them to maximize their life. When we last pulled them for re-coating, we noticed they have worn thin in spots. These pumps are 12 years old and have worn to the extent that replacement is needed. We plan to replace two pump volutes this year and two next year.

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, Wastewater Treatment Division's Parts and Supplies Account No. 590-4830-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.