Saginaw City Council Agenda

1315 S. Washington Avenue
VIA TELECONFERENCE
PER EXECUTIVE ORDER 2020-15
989.399.1311
April 13, 2020
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:

CONSENT AGENDA:

1. Approve the March16, 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.

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.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

1. Appointment of Travis Hare as trustee and Josh Hoffman as alternate trustee to the Saginaw Area Storm Water Authority Board of Trustees.

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.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MARCH 16, 2020, AT 12:00 P.M. IN COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Williams offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Kloc called the meeting to order. Council Members present: Reginald Williams II, Brenda Moore, John Milne, Michael Balls, Bill Ostash and Floyd Kloc: 6. Council Members absent: Jamie Forbes, Annie Boensch, and Autumn Scherzer: 3.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- Consent Agenda Item #12 has been added. It is regarding the acceptance of the award of $25,000 for the City's 2020 Census Awareness Campaign.
- Effective Tuesday, March 17, the City of Saginaw is closing all City facilities to the public in an abundance of caution for the coronavirus. This includes City Hall and the Public Works building. The closings are effective until Monday, April 6. Citizens are advised to use online options, pay-by-phone, or the payment drop box located in the back of City Hall for all payments. Visit our website, www.saginaw-mi.com, for information regarding payment options. Residents requiring immediate attention can call 989.399.1311 for options to select a department and speak directly with a department representative for assistance. At this time all city-managed, public meetings and events are canceled.
- City Council's next regular meeting is scheduled for April 6 at 6:30 p.m.

Council Member Scherzer entered the meeting at 12:02 p.m.

A proclamation declaring March 31, 2020 as Cesar Chavez Day was presented to the American G.I. Forum. Mr. Gilbert Guevara accepted the proclamation.

PUBLIC HEARING

Clerk Santos announced the public hearing regarding the Urban Cooperation Agreement with the City of Midland. Mayor Kloc called for public comment. Fire Chief Van Loo spoke in favor of the agreement and explained that this is the second year for the grant funding with the City of Midland serving as the fiduciary. Mayor Kloc called for comments two more times.

Moved by Mayor Pro Tem Moore, seconded by Council member Scherzer to close the public hearing. 7 ayes, 0 nays, 2 absent. Motion approved.

PUBLIC INPUT

Public Input that addressed the Council was: Grant Garrett.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

City Manager Morales provided updates on City events and projects.

CONSENT AGENDA:
Mayor Kloc asked if there were any exceptions to the consent agenda. No exceptions were made.

1. Approve the March 2, 2020 committee of the whole, special meeting and regular council meeting minutes.

2. Approve the recommendations for the 2020 Single Lot Assessment Tax Roll.

3. Approve the amendments to the FY 2020 Approved Budget to recognize changes that have occurred during the January period.

4. Approve the grant agreement between the Saginaw Housing Commission and the U.S. Department of Housing and Urban Development for the FY 2019 Family Self Sufficiency Program.

5. Approve the agreement with SMG Worldwide Entertainment and Convention Venue for the use of City owned parking parcels.

6. Approve the purchase with Enforcement Technology Group, Inc., a sole source, for $28,500 for a Direct-Link Crisis Response throw phone system for the Police Department.

7. Approve the purchase with Pinnacle Electric, Inc. for $4,685 for exterior lighting at the Police Department.

8. Approve the purchase with Altec Industries, a sole source, for $3,367 for parts for the Traffic Engineering Aerial Truck for the Motor Pool Division.

9. Approve the Permanent Easement Agreement with Genesee Street Investment, LLC for $1.00 for the Engineering Section, Right Way of Division.

10. Approve the purchase with Hamilton Electric Company for $29,895 for the repair of an ABS pump motor for the Remote Facilities Division.

11. Approve the purchase with HydroDynamics, Inc., a sole source, for $11,428 for raw sewage pump repairs at the Wastewater Treatment Division.

12. Accept the award for $25,000 from the Michigan Municipal League to the City of Saginaw to assist the City's 2020 Census Awareness Campaign efforts.

Moved by Council Member Scherzer, seconded by Council Member Milne to approve consent agenda items 1 through 12, as presented. 7 ayes, 0 nays, 2 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS
Council Member Ostash reported that the Board of Appeals on Zoning approved two site variances for the Mary Free Bed project.

RESOLUTIONS

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to adopt the resolution certifying the 2020 Single Lot Assessment Tax Roll. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Balls to adopt the resolution approving the 2019 Homeland Security Program Subrecipient Funding Agreement. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Milne to adopt the resolution authorizing the submission of a Michigan Natural Resources Trust Fund grant application for the development and construction of the Saginaw Riverfront Trail/ Iron Belle Trail through Wickes Park for the Engineering Section, Right of Way Division. 7 ayes, 0 nays, 2 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Scherzer, seconded by Mayor Pro Tem Moore to adjourn the meeting at 12:39 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

As recorded by

Janet Santos, CMMC/MMC
City Clerk

COUNCIL COMMUNICATION CC-2

From: Timothy Morales, City Manager

Subject: Comprehensive Housing Study and Needs Analysis and a Transportation and Parking Study Reimbursement Grant from the Michigan Department of Treasury

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend the acceptance of the $90,000 reimbursement grant from the Michigan Department of Treasury to complete a Comprehensive Housing Study and Needs Analysis and a Transportation and Parking Study as part of the city's update to its Master Plan.

I also recommend that a budget adjustment be completed to increase the General Fund Revenues State Grant Account No. 101-0000-539.000 by $90,000 taking it from $25,000 to $115,000. This increase in revenues will be offset by an increase to the General Fund, Department of Neighborhood Services and Inspections, Planning & Zoning Division, Professional Services Account No. 101-3863-801.000 by the same amount.

Justification:

On January 27, 2020, the city submitted a grant proposal to the Michigan Department of Treasury for a Comprehensive Housing Study and Needs Analysis and a Transportation and Parking Study to assist with the update of the City Master Plan.

The purpose of this Comprehensive Housing Study and Needs Analysis will be to guide decision makers, stakeholders and community members in understanding the key housing issues affecting our community. The study will provide a measured assessment of present and future housing demand. It will help determine the housing needed to accommodate future growth in the City and what types of housing developments should be pursued. The study will address specific workforce housing, affordable housing, market rate housing among other types of housing. The study will be data driven and will be used to identify citywide and neighborhood focused housing priorities and identify critical gaps in our existing plans.

The parking study will assess the current capacity and utilization of our parking supply as well as the demand citywide with the emphasis in the Riverfront Revitalization Area. The study will identify the current inventory of both commercial and residential parking locations, public and private, on and off street parking including parking structures. The study will provide recommendations to decision makers, stakeholders and community members for the type and location of parking and parking facilities to meet the demand of the future. The study will also provide recommendations for the pay structure and applicable parking fees of existing and future inventory.

As it relates to transportation, the study will address traffic calming mechanisms, quantify the extent of transportation problems, provide potential solutions to these problems, and the impact that transportation has on our economic growth. The study will address the current bicycle, pedestrian, and public transit accommodations. It will also give decision makers, stakeholders and community members the information necessary to create strategies around transportation and parking, including amenities such as bicycle racks/lanes, electric vehicle charging stations, and other infrastructure investments.

On February 6, 2020, the city was notified that the Michigan Department of Treasury approved the reimbursement grant proposal in the amount of $90,000 to assist with the update of the Master Plan. Work is to be completed by the first week of September.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC- 3

From: Timothy Morales, City Manager

Subject: Approval of the 2020 Census Awareness Grant Award from the Saginaw Community Foundation

Prepared by: John Stemple, Department of Neighborhood Services and Inspections

Manager's Recommendation:

I recommend the acceptance of the grant award for $970.65 from the Saginaw Community Foundation to assist the City of Saginaw's 2020 Census Awareness Campaign efforts.

In addition, funds will be recognized in the General Fund Revenues Contribution Account No. 101-0000-674.000 in the amount of $971. To offset the increase in revenues will be an increase to the General Fund, Department of Fiscal Services, Administration Division, Printing Account No. 101-1740-900.000 for the same amount.

Justification:

This grant was sought to assist the City of Saginaw with our 2020 Census Awareness Campaign efforts. The Saginaw Community Foundation is collaborating with the Great Lakes Bay Regional Census Hub to encourage participation in the 2020 Census within communities that are at significant risk of being undercounted. Through a data driven process, the City of Saginaw has been identified as having significant hard-to-count populations.

On February 13, 2020, the Office of Neighborhood Service and Inspections submitted a grant request totaling $970.65 to the Saginaw Community Foundation for funds to promote the 2020 Census Awareness Campaign and to increase the general public's awareness of the 2020 Census and its impact on federal funding for vital community programs.

On March 6, 2020, the city was notified that our grant request was approved. The total award will be $970.65 with no matching fund requirement by the City of Saginaw.

Monies received will fund the printing and insertion of the 2020 Census Awareness Flyers into all assessment notices mailed by the City of Saginaw. These flyers were mailed with the assessment notices and reminded citizens of the April 1 Census Awareness Day kick-off as well as the fact that Census funds impact programs that feed families, provide homes and shelter, support learning, create parks and generate jobs.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-4

From: Timothy Morales, City Manager

Subject: Child Family Services Sexual Assault Center Memorandum of Understanding

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend approval of the Memorandum of Understanding with the Child and Family Services Sexual Assault Center for a Victim Services Advocate at the Police Department.

Justification:

The Child and Family Services Sexual Assault Center (CFS) has been awarded the 'STOP Violence Grant: Victim Services 2020' which provides funding for the position of a CFS Victim Services Advocate within the Saginaw Police Department (SPD).

The SPD Victim Services Unit (VSU) has made great strides in educating, informing, and referring victims to available community resources. The Memorandum of Understanding allows the VSU to strengthen its ability to connect with victims, enhance the healing process for victims, and increase victim's trust and confidence in the criminal justice system, thereby producing stronger, more comprehensive cases overall. The CFS Victim Services Advocate will have office space within the SPD in order to have access to victims of stalking, domestic violence, dating violence, sexual assault, and the officers that are involved in the investigation of these cases.

I have approved this Memorandum of Understanding as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-5

From: Timothy Morales, City Manager

Subject: Project Safe Neighborhoods School Resource Officer Program Agreement

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the Project Safe Neighborhoods School Resource Officer Program Agreement with the Saginaw Public School District for the Police Department.

Justification:

Under this agreement the Saginaw Police Department (SPD) agrees, as staff scheduling and/or resources permit, to provide School Resource Officers (SRO's) on a part time basis to the Saginaw Public School District (School District). The SRO Program is supported through the Project Safe Neighborhoods (PSN) grant. Acceptance of the PSN grant was approved by City Council on December 2, 2019.

SRO's will work in conjunction with community groups to help address issues of truancy, drug abuse, physical abuse, neglect, and other forms of emotional trauma that could predispose children to drop out of school and later become involved in the criminal justice system. SRO's will work closely with partner agencies to link students and their families with the appropriate support channels.

The Project Safe Neighborhoods School Resource Officer Program Agreement sets forth the specific terms and conditions of the services to be performed and provided by the SRO's in the School District.

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.

COUNCIL COMMUNICATION CC- 6

From: Timothy Morales, City Manager

Subject: Security Detail Agreement - Saginaw Police Department & Birch Park

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend approval of the Security Detail Agreement with Birch Park-2004 Limited Dividend Housing Association Limited Partnership for the Police Department.

I also recommend that a budget adjustment be completed to increase the General Fund Revenue, Police Department Services, Account No. 101-0000-632.000 by $6,250. To offset the increase in revenues will be an increase to the General Fund, Community Public Safety - Police, Police Patrol Division Billable Overtime, Account No. 101-3511-704.001 by the same.

Justification:

Birch Park-2004 Limited Dividend Housing Association Limited Partnership (Birch Park) is in need of additional security services at the Birch Park Apartments located within the City, at 3000 Birch Park Drive, and desires to obtain the services of Police Department (SPD) for the purpose of ensuring safety and order. Under this agreement, SPD shall furnish law enforcement officers at times and dates to be determined by the SPD Chief of Police and Birch Park's Regional Property Manager, under the terms and conditions outlined within the agreement.

The term of this agreement is for one year, but may be extended upon the mutual written agreement of both parties. Either party may terminate this agreement, with or without cause, upon thirty days' written notice to the other party. Birch Park agrees to pay SPD a retainer of $25,000.00 per year of this agreement and will pay SPD the retainer amount due upon execution of this agreement. SPD will charge for the services provided under this agreement against said retainer. Should the full amount of the retainer be used during any contract year, SPD shall invoice Birch Park for additional services beyond that amount on a monthly basis.

The budget adjustment will cover the cost of service for the period of April 1, 2020 through June 30, 2020, the remainder of FY 20. The cost of service for the remainder of the agreement, July 1, 2020 through March 31, 2021, will be factored into the City's annual budget for FY 21.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-7

From: Timothy Morales, City Manager

Subject: Purchase Pickup Truck

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Todd Wenzel Buick GMC for $31,839.95 for a 2020 GMC Sierra 1500 Double Cab 4x4 Pickup truck equipped as specified for the Engineering Division.

Justification:

The Engineering Division has budgeted in fiscal year 2020 to purchase a 2020 GMC Sierra 1500 Double Cab 4x4 pickup truck. This truck will be used daily by the City Engineer and Assistant City Engineer for construction inspection, utility permit field inspections, sidewalk complaints and site plan review. This purchase will be made using State of Michigan MiDeal Contract #071B7700184 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 General Fund, Department of Public Services, Engineering Division's Vehicle Account No. 101-4611-982.000 $4,500, the Sewer Operation and Maintenance Fund, Engineering Administration Division's Vehicle Account No. 590-4811-982.000 $7,500, the Water Operation and Maintenance Fund, Engineering Administration Division's Vehicle Account No. 591-4711-982.000 $7,500, and the Major Street Fund, Public Service Engineering Administration Division's Vehicle Account No. 202-4612-982.000 $12,339.95.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-8

From: Timothy Morales, City Manager

Subject: Purchase Utility Vehicle

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Todd Wenzel Buick GMC for $26,009.90 for a 2020 GMC Terrain AWD Utility Vehicle equipped as specified for the Public Services Department.

Justification:

The Public Services, Facilities, and Cemeteries Divisions have budgeted in fiscal year 2020 to purchase a 2020 GMC Terrain AWD Utility Vehicle. This vehicle will be used daily by the City Facilities and Cemeteries/Grounds Administrators for transportation to City facilities, parks, and cemetery locations for inspections, supervision and meetings, and also to training at various locations they are required to attend. This purchase will be made using State of Michigan MiDeal Contract #071B7700184 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 General Fund, Department of Public Services, Facilities Division's Vehicles Account No. 101-7575-982.000 $13,004.95, and the General Fund, Department of Public Services, Cemeteries Operations Division's Vehicles Account No. 101-1747-982.000 $13,004.95.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-9

From: Timothy Morales, City Manager

Subject: Increase Blanket Purchase Order - Vehicle Parts

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval 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.

Justification:

In FY 2020, the purchase orders listed below were issued to vendors in amounts totaling $66,500. The City's Municipal Garage requires parts sold by these vendors for various repairs of fleet vehicles from July 1, 2019 to June 30, 2020.

In FY 2019, the Garage spent $2,642.79 on parts from Interstate Truck Source. In the current fiscal year we have spent $2,409.99, leaving a balance of $590.01. The Garage has replaced multiple engine and chassis parts on heavy equipment used by the Right of Way Divisions. This is a sole source vendor.

In FY 2019, the Garage spent $4,925.74 on parts from Jack Doheny. In the current fiscal year we have spent $9,300.86, leaving a balance of $1,199.14. The Garage has replaced multiple parts on sewer jets used by Maintenance and Service. This is a sole source vendor.

In FY 2019, the Garage spent $4,294.24 on parts from Ritter Technology. In the current fiscal year we have spent $5,351.38, leaving a balance of $2,648.62. The Garage has replaced multiple hydraulic hoses and fittings on heavy equipment used by Maintenance and Service and the Right of Way Divisions.

In FY 2019, the Garage spent $26,772.37 on parts from Wieland Truck Center. In the current fiscal year we have spent $32,073.68, leaving a balance of $2,926.32. The Garage has replaced multiple engine, chassis and other parts on International heavy duty trucks used by Maintenance and Service and the Right of Way Divisions. This is a sole source vendor.

In FY 2019, the Garage spent $7,706.86 on parts from Wilson Ford. In the current fiscal year we have spent $9,792.55, leaving a balance of $207.45. The Garage has replaced multiple parts on Police vehicles and pickup trucks.

There are no feasible means to predetermine what parts will be needed to be replaced on these vehicles and equipment. The Garage Division's personnel obtain price quotes for parts awarding purchases to the lowest and best vendor for each item. The original blanket purchase order information is as follows:

PO Number	Vendor	Current Amount	Recommended Increase	Total Amount
506133	Interstate Truck Source	$3,000	$2,000	$5,000
506134	Jack Doheny	$10,500	$3,000	$13,500
506149	Ritter Tech	$8,000	$1,500	$9,500
506159	Wieland Truck Center	$35,000	$3,500	$38,500
506159	Wilson Ford	$10,000	$1,500	$11,500
		$66,500	$11,500	$78,000

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's Motor Vehicle Supplies Account No. 661-4481-737.000, $78,000, 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.

COUNCIL COMMUNICATION CC-10

From: Timothy Morales, City Manager

Subject: Increase Blanket Purchase Order

Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval to increase the blanket purchase order with Hymmco, LLC by $6,001.00, for a new total of $8,000.00, for concrete restoration supplies for the Maintenance and Service Division.

Justification:

The Maintenance and Service Division requires concrete restoration supplies to perform permanent street repairs throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. This allows the Maintenance and Service Division to purchase items that include but not limited to steel, poly flex forms, stacking clips and flat nails stakes that are required to complete water and sewer concrete restoration work without having to establish a purchase order each time for products. Hymmco is a local approved supplier of concrete supplies and can provide most products needed the same day to reduce inventory 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 Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4722-742.000 $3,000.50, Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000 $1,500.25 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000 $1,500.25.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-11

From: Timothy Morales, City Manager

Subject: Engineering and Public Services Office Furniture Purchase

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with National Business Furniture for $13,743.20 for office furniture for the Public Services Department.

Justification:

On April 1, 2019, Council approved a purchase with National Business Furniture for Phase II of the replacement of the Engineering Division's office furniture. On April 6, 2020, National Business Furniture provided a quote for the third phase of the replacement of the Engineering Division's office furniture which also includes furniture for the Public Services Department administration staff. National Business Furniture's furniture has proven to be durable and of high quality. Their products also come with a lifetime guarantee.

The items included in this quote are desks, bookcases, files, and chairs to replace office furniture that is over 30 years old and not suitable for computers and current office equipment requirements, and new furniture for new staff positions.

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, Public Services Administration Division's Capital Outlay less than $5,000 Account No. 101-4610-971.000 $2,020.00, Major Street Fund, Engineering Administration Division's Capital Outlay less than $5,000 Account No. 202-4612-971.000 $3,907.74, Sewer Operations and Maintenance Fund, Engineering Division's Capital Outlay less than $5,000 Account No. 590-4811-971.000 $3,907.73, and Water Operations and Maintenance Fund, Engineering Division's Capital Outlay less than $5,000 Account No. 591-4711-971.000 $3907.73.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC- 12

From: Timothy Morales, City Manager

Subject: Purchase of Two Arrow Boards

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Truck and Trailer Specialties for $8,600.00 for two arrow board trailers for the Streets Division.

Justification:

On March 17, 2020, bids were received for two Wanco Arrow Board Trailers. The Streets Division uses arrow boards for traffic safety when performing road repairs within City roadways. These arrow boards would replace two 2006 arrow boards that have surpassed their useful life. The purchase of this equipment is necessary to set up proper traffic control in compliance with the Michigan Manual of Uniform Traffic Control Devices. The following is a listing of the bids received:

Vendor	PO Amount
Contractors Connection Shelby Twp., MI	$9,050.00
Give 'Em a Brake Safety Grandville, MI	$9,300.00
Macallister Rentals. Midland, MI	$8,895.00
Truck and Trailer Specialties Howell, MI	$8,600.00

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 Major Street Fund, Routine Maintenance Division's Maintenance Equipment Account No 202-4651-978.000 $8,600.00.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-13

From: Timothy Morales, City Manager

Subject: Sidewalk Replacement 2019-2020 Contract (C-1656)

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of the contract with Geiersbach Construction, Inc. for $94,223.12 for the Sidewalk Replacement 2019-2020 project for the Engineering Section, Right of Way Division.

Justification:

Bids were received on September 3, 2019, for the Sidewalk Replacement 2019-2020 project for both a fall 2019 construction schedule and a spring 2020 construction schedule. Bibi, Inc., dba Black Jack Asphalt was the sole bidder for the fall construction schedule and the low bidder for both construction schedules.

On September 23, 2019, City Council approved a contract with Black Jack Asphalt, for the Sidewalk Replacement 2019-2020 project for fall 2019 construction in the amount of $67,287.50. Black Jack Asphalt started the project but did not complete the work. Black Jack Asphalt has been paid $3,214.54 for the work that was completed and accepted and has withdrawn their bid for the spring 2020 construction schedule.

Geiersbach Construction was the next low bidder with a bid of $98,387.00 for spring 2020 construction. The following is a tabulation of the bids received for the spring 2020 construction schedule:

Vendor	**Bid**
Geiersbach Construction, Inc. Freeland, MI	$98,387.00
Wobig Construction Co Inc. Saginaw, MI (In-City)	$103,691.75

The value of the work remaining to be completed on the project, 39 of the original 44 locations, is $94,223.12. Therefore, the contract will be awarded in this amount.

The Sidewalk Replacement 2019-2020 project includes the removal and replacement of public sidewalk located in the right-of-way. The locations are derived from a list of the City's outstanding sidewalk complaints. All locations have been inspected by the City and made safe where necessary.

Per Chapter 96: Streets and Sidewalk: §96.001, of Saginaw's Code of Ordinance, property owners are responsible for keeping sidewalk in a permanent safe state of repair. All property owners have been informed by letter of the Code of Ordinance violation and given until September 30, 2019 to complete the sidewalk repairs. The letter also informed the property owners that the cost of the sidewalk repair is their responsibility and will be billed to them when the project is completed. If not paid, the cost will be charged against the property as a Single Lot Assessment per §33.26.

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, Public Services Department, Engineering Division's Construction Projects Account No. 101-4611-822.000 $47,116.56, the Major Street Fund, Street Projects Division's Construction Projects Account No. 202-4614-822.000 $17,902.39 and the Local Street Fund, Street Projects Division's Construction Projects Account No. 203-4614-822.000 $29,209.17.

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

Council Action:

Motion to approve the recommendation of the City Manager

COUNCIL COMMUNICATION CC-14

From: Timothy Morales, City Manager

Subject: M-13 / Washington Avenue Resurfacing, Johnson Street to Potter Street

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of the contract with Edw. C. Levy Co., dba Ace-Saginaw Paving Company, for $168,355.52 for the M-13/Washington Avenue Resurfacing from Johnson Street to Potter Street for the Engineering Section, Right of Way Division.

Justification:

On February 25, 2020, the City received two bids for the M-13/ Washington Avenue Resurfacing project from Johnson Street to Potter Street (C-1660). The project includes pavement milling and resurfacing on M-13/Washington Avenue from the north spring point of the Johnson Street intersection northerly 0.41 miles to the Potter Street intersection.

This work is being funded by MDOT. The City will be reimbursed for the cost of this work as part of the MDOT payment process for trunkline maintenance. The City will receive an additional 8.0% to cover overhead costs to administer this project. The 8.0% administration reimbursement is estimated to be $13,468.44. The process for administering the subcontracting of MDOT maintenance projects/purchases is included in Section 9, Subcontracts, within the "Michigan Department of Transportation State Trunkline Maintenance Contract City of Saginaw" dated January 23, 2020, which was approved by City Council on October 7, 2019. The contract with MDOT for State Trunkline Maintenance is for five years and expires on September 30, 2024. The following is a tabulation of the bids received:

Vendor	Cost
Edw. C. Levy Co., dba Ace-Saginaw Paving Company Saginaw, MI (out-city)	$168,355.52
Pyramid Paving & Contracting Bay City, MI	$169,968.20

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's, Street Resurfacing Account No. 202-4614-821.000 $168,355.52.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC- 15

From: Timothy Morales, City Manager

Subject: Traffic Building Repairs

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of the contract with J. R. Heineman & Sons, Inc. for $187,252.00 for the Traffic Building Repairs (C-1661) for the Engineering Section, Right of Way Division.

Justification:

On March 10, 2020, the City received a single bid for the Traffic Building Repairs (C-1661) project. The Traffic Building is located at 1741 S. Jefferson Avenue and houses the Traffic Maintenance Section of the Right of Way Division. Traffic Maintenance is responsible for maintaining traffic signals, signs, pavement markings, street lights and the radio system used by the Public Services and Water and Wastewater Departments. They are also responsible for traffic control set-ups for special events and work within the right of way performed by other city departments. The work on this project includes repairs to the north wall and the flat roof, and replacement of gutters and downspouts and doors. The project also requires lead paint abatement. The wall and roof are in poor condition and currently leak during a rain event. The following is a tabulation of the bid received:

Vendor	Cost
J. R. Heineman & Sons Inc., Saginaw, MI (in-city)	$187,252.00

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 Street Lighting Division, Repairs and Replacements Account No. 101-4620-974.000 $28,000, Major Street Fund, Traffic Engineering Division, Repairs and Replacements Account No. 202-4621-974.000 $56,000, Local Street Fund, Traffic Engineering Division, Repairs and Replacements Account No. 203-4621-974.000 $13,252, Sewer Operation and Maintenance Fund, Maintenance and Service Division, Repairs and Replacements Account No. 590-4821-974.000 $17,000, and Water Operations and Maintenance Fund, Maintenance and Service Division, Repairs and Replacements Account No. 591-4721-974.000 $23,000, and will be budgeted in the FY 2021 General Fund, Department of Public Services Street Lighting Division, Repairs and Replacements Account No. 101-4620-974.000 $10,000, Major Street Fund, Traffic Engineering Division, Repairs and Replacements Account No. 202-4621-974.000 $30,000, Sewer Operations and Maintenance Fund, Maintenance and Service Division, Repairs and Replacements Account No. 590-4821-974.000 $3,000, and Water Operations and Maintenance Fund, Maintenance and Service Division, Repairs and Replacements Account No. 591-4721-974.000 $7,000, upon approval of the FY 2021 budget.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-16

From: Timothy Morales, City Manager

Subject: Pedestrian Tunnel Easement Agreement

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of the Pedestrian Tunnel Easement Agreement with the County of Saginaw, for the Engineering Section, Right of Way Division.

Justification:

The sole purpose of the easement agreement is to allow the county to install, maintain, repair and replace an underground pedestrian tunnel located under the South Harrison Street Right of Way between Cass Street and Adams Street. The tunnel will be used to transport prisoners from the new jail to the courthouse.

The County agrees to hold the City harmless from any and all claims related to the construction, maintenance, or use of such pedestrian tunnel and/or the Easement Property.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC- 17

From: Timothy Morales, City Manager

Subject: City Hall Fire Alarm Upgrade

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of the contract with Audio Central Alarm for $25,975.00 for the City Hall Fire Alarm Upgrade project, for the Engineering Section, Right of Way Division.

Justification:

On March 10, 2020, the City received six bids for the City Hall Fire Alarm Upgrade project (C-1659). The project includes work to upgrade City Hall's fire alarm system to current building fire code standards. Specifications for the project were developed by Spicer Group. The following is a tabulation of the bids received:

Vendor	Cost
Audio Central Alarm Saginaw, MI (In-City)	$ 25,975.00
Mpowered Electrical Services, LLC Flint, MI	$ 66,900.00
Goyette Mechanical Flint, MI	$ 72,200.00
Wm. F. Nelson Electric Inc. Saginaw, MI (In-City)	$ 93,600.00
Ted's Electric Service, Inc. Rhodes, MI 48652	$ 107,695.00
Allied Contracting, LLC Holly, MI	$ 168,959.87

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 Project Fund, Facilities Division's Repairs and Replacements Account No. 401-7575-974.000 $25,975.00.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC- 18

From: Timothy Morales, City Manager

Subject: Freight Elevator Packing Change and Load Test

Prepared by: Paul Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with M.E.I. Total Elevator Solutions for $4,680.00 to replace packing and conduct a load test for a freight elevator at the Water Treatment Division.

Justification:

On March 17, 2020, the City received bids to replace packing in a freight elevator and conduct a load test. The Water Treatment Division has two freight elevators. This work is for the main freight elevator in the rear of the plant, used to move chemicals and materials to the storage floor and critical to the operation of the plant. The piston packing is leaking and there is concern that oil may be leaking from other areas. To determine what is needed, the packing must be repaired and a load test performed which should reveal any other leaks and if additional repairs are necessary. Following is a tabulation of the bids received:

Vendor	Bid Price
M.E.I. Total Elevator Solutions Haslett, MI	$4,680.00
Kone, Inc. Ann Arbor, MI	$4,875.00

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 Water Operations and Maintenance Fund, Treatment and Pumping Division's Repairs and Replacements Account No. 591-4730-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-19

From: Timothy Morales, City Manager

Subject: Grit Screw Replacement

Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with B & H Machine Sales, Inc. for $4,045.99 for a grit screw assembly for the Wastewater Treatment Division.

Justification:

On March 11, 2020, the City received bids for a grit screw assembly to replace the unit currently in use. The current unit has been in service for over 9 years and has been showing signs of wear. The grit screw conveys grit separated from the incoming waste stream into the roll off container for transport to the landfill. It is an integral part of the grit removal process at the Wastewater Treatment Plant. Following is a tabulation of the bids received:

Vendor	Bid Price
B & H Machine Sales, Inc. Detroit, MI	$4,045.99
Northern Industrial Supply Midland, MI	$4,632.04
Valmec, Inc. Fenton, MI	$5,525.00

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 Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-20

From: Timothy Morales, City Manager

Subject: IDEXX Fecal Coliform Analysis Machine

Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with IDEXX Distribution, Inc., a sole source, for $8,239.27 for a fecal coliform analysis machine for the Wastewater Treatment Division.

Justification:

On February 12, 2020, the City received a quote from IDEXX Distribution, Inc., a sole source, for an alternative fecal coliform testing method. The City of Saginaw has seven retention treatment basins (RTB's) and, in accordance with the City's National Pollutant Discharge Elimination System permit, during a rain event we are required to analyze a sample from a discharging RTB every two hours for the first six hours and then every four hours. The number of tests performed and their periodicity depends upon the number of RTB's discharging and the severity of the rain event. A cost comparison completed by our laboratory showed that this alternative testing method was comparable in price, per test, to our current methods. Cost savings will be realized by reducing overtime during rain events where lab technicians are running multiple tests, and are estimated at approximately $200 per event. As a point of reference, there were 16 rain events in 2019 for which overtime was paid to perform fecal coliform analysis.

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 Laboratory Supplies Account No. 590-4830-977.000.

Council Action:

Motion to approve the recommendation of the City Manager.

APPOINTMENT OF THE TRUSTEE AND ALTERNATE TRUSTEE TO THE SAGINAW AREA STORM WATER AUTHORITY BOARD OF TRUSTEES

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

WHEREAS: The City of Saginaw has previously joined the Saginaw Area Storm Water Authority Board of Trustees (Authority), and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

WHEREAS: Each constituent municipality is required to periodically designate a constituent member and alternate constituent member to serve on the Authority Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the following are hereby appointed as constituent member and alternate constituent member, respectively, of this City:

Constituent Member: Travis Hare
Alternate Member: Josh Hoffman

BE IT FURTHER RESOLVED, the above appointed trustee and alternate trustee will serve the remainder of a four-year term beginning immediately and ending December 31, 2021, or until otherwise replaced by the Saginaw City Council.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, 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 April 13, 2020; 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.

____
Janet Santos, CMMC/MMC
City Clerk