Revised

Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
June 3, 2019
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation recognizing Yoko Mossner for her years of service as Director of the Japanese Tea House & Cultural Center.

PUBLIC HEARINGS:

1. Request to create an Industrial Development District at 1820 Hess Avenue.

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the May 20, 2019 special meeting and regular council meeting minutes.
2. Approve the purchase with BS&A Software for $4,000 for water service line material data software for the Maintenance and Service Division.
3. Approve the purchase with Advance Business Communications, LLC for $4,285 for security camera software upgrades at City Hall.
4. Approve the purchase with Ricoh USA for a five-year lease of two multi-function copiers and a large format scanner/printer for various departments with $4,784 in annual payments, for a total amount of $23,919.
5. Approve the purchase with Douglass Safety Systems for $56,243 for a replacement Bauer Unicus 4 breathing air compressor and self-contained breathing apparatus fill station for the Fire Department.
6. Approve the purchase with Beyer Roofing for $8,186 for the replacement of the roof awning at Fire Station One.
7. Approve the Emergency Services Team Mutual Aid Agreement for the Police Department.
8. Approve the Ojibway Island User Agreement with the Rock The Island Committee for the “Rock The Island Event” on July 20, 2019.
9. Approve the purchase with Michigan Trailer Mart, Inc., dba as American Trailer Mart, for $5,539 for an equipped enclosed trailer for the Facilities Division.

10. Approve the blanket purchase order with Larry's Auto Supply for $5,000 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Maintenance and Service Division.

11. Approve the blanket purchase order with Grainger, Inc. for $8,000 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Maintenance and Service Division.

12. Approve the purchase with Pyramid Paving and Construction for $53,702 for the rehabilitation of sections of roads at Forest Lawn Cemetery.

13. Approve the purchase with L&L Excavating for $8,125 for 23A Limestone for the Cemeteries Division.

14. Approve the purchase with All R's Construction, LLC for $5,500 for the replacement of the Oakwood Cemetery's building roof for the Cemeteries Division.

15. Approve the purchase with Clean Team, Inc. for $76,236 for FY 2020; and pending budget approval, for FY 2021 and FY 2022, for janitorial services at City Hall and the Public Services building for the Facilities Division of the Public Services Department.

16. Ratification of a purchase with Spaulding Manufacturing for $4,081 for Crack Sealer repair parts for the Streets Section, Right of Way Division.

17. Approve to increase the purchase order with Rock Products by $56,000, for a new total of $256,000, for concrete ready mix for the Streets Section, Right of Way Division.

18. Approve the purchase with Hymmco, Inc. for $26,876 for FY 2019 and for $28,200 for FY 2020 for dowels, bars and baskets for the Streets Section, Right of Way Division.

19. Approve the purchase with SMAC Testing, Inc. for $100,000 for FY 2020; and pending budget approval, for FY 2021 and FY 2022 for material testing services for the Engineering Section, Right of Way Division.

20. Approve the purchase with PK Contracting, Inc. for $22,038 for FY 2020; and pending budget approval, $22,656 for FY 2021, $22,802 for FY 2022, and $23,403 for FY 2023, for pavement markings for the Traffic Maintenance Section, Right of Way Division.

21. Approve the blanket purchase order to Carrier & Gable, Inc. for $12,000 for FY 2020 for traffic signal equipment repairs for the Traffic Maintenance Section, Right of Way Division.

22. Approve the blanket purchase orders to Marshall E. Campbell Company and Standard Electric Company for $6,000 each for FY 2020 for electrical parts and supplies for the Traffic Maintenance Section, Right of Way Division.

23. Approve the purchase with Carrier & Gable, Inc. for $7,900 for ten Traffic Signal GPS Time Clocks for the Traffic Maintenance Section, Right of Way Division.

24. Approve the purchase with Trace Analytical Laboratories, Inc. for $6,975 for laboratory analysis for the Water Treatment Division.

25. Approve the purchase with Applied Industrial Technologies for $2,057 for raw sewage pump repairs at the Wastewater Treatment Division.

26. Approve the purchase with Jones Chemical Corporation for $22,170 for chlorine for the Wastewater Treatment Division.

27. Approve the blanket purchase orders for FY 2020 to various vendors for various parts, supplies, and services as presented, to operate and maintain the Wastewater Treatment and Remote Facilities Divisions.

28. Approve the Claims Service Contract with The ASU Group for an annual amount of $33,950, for the City's third party administrator for insurance claims from July 1, 2019 through June 30, 2023; further, approve $2,500 to Alternative Services Concepts to export files, and $2,950 to The ASU Group to import files, for a one-time transfer cost of our current claims data.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Mayoral reappointment of JoAnn Crary to the Hospital Finance Authority with a term to expire June 30, 2024.

2. Approve the Mayoral appointment of Robert Coates to the Housing Board of Appeals with a term to expire December 31, 2020.

3. Approve the Mayoral reappointment of Charles Shelley to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2022.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

1. Recognize Zion Evangelical Lutheran Church as a non-profit organization for the purpose of obtaining a charitable gaming license.

2. Request to create an Industrial Development District at 1820 Hess Avenue.

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, on behalf of the Saginaw City Council and the citizens of our city, it is a privilege to present this Proclamation to Ms. Yoko Mossner for her dedication and commitment to the citizens of this community through the advancement of friendship and goodwill between the City of Saginaw and Tokushima, Japan; and

WHEREAS, Yoko was instrumental in creating the sister-city relationship between the City of Saginaw and Tokushima, Japan in 1961. Today, Yoko's commitment remains just as strong to this rich and mutually beneficial alliance; and

WHEREAS, the building of the Japanese Cultural Center and Tea House is largely attributed to Yoko's passion, drive and commitment. Yoko Mossner has served on the Tea House board since 1985 and has been the director since 1993; and

WHEREAS, in 2017 Yoko Mossner was awarded the Order of the Rising Sun, Silver Rays. This honor is bestowed by the Emperor of Japan to an elite group of individuals who have made distinguished achievements to promote Japanese culture; and

WHEREAS, Yoko Mossner is known, not only in this region but around the world, for her invaluable contributions to promote the exchange of civic and cultural understanding between cities and countries; and

WHEREAS, Yoko has been tireless in her efforts to promote Japanese culture here in our community. She has served a vital role for over 57 years. As a result of her passion, drive and commitment, the Japanese Tea House and Cultural Center stands as a symbol of the special friendship and goodwill that Saginaw shares with Tokushima.

NOW, THEREFORE BE IT RESOLVED, that I, Floyd Kloc, Mayor of the City of Saginaw, on behalf of my fellow councilmembers, do hereby extend this expression of our esteem, appreciation, and gratitude to Yoko Mossner for the positive impact she has made in our community over the past fifty-seven years. We congratulate Ms. Mossner and extend our very best wishes for continued success in all her future endeavors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 3rd day of June in the year of our Lord two thousand nineteen.

Floyd Koc, Mayor

Councilpersons
Brenda F. Moore, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Clint Bryant, Jamie Forbes, John Milne
Bill Ostash and Autumn L. Scherzer

June 3, 2019

Timothy Morales, City Manager

CITY OF SAGINAW

NOTICE OF PUBLIC HEARING

In compliance with requirements of Act 198, P.A. 1974, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing regarding a request to create an Industrial Development District at 1820 Hess Avenue.

The public hearing will be held Monday, June 3, 2019, at 6:30 p.m. in the Council Chamber at the City Hall, 1315 S. Washington Avenue, Saginaw, MI. The request and 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.

Janet Santos, MMC
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:__jks_____________

HAUSBECK
PICKLES & PEPPERS
SINCE 1923
1626 HESS AVENUE • SAGINAW, MI 48601 • P(989)754-4721 • F(989)754-3855 • WWW.HAUSBECK.COM

April 26, 2019

Ms. Santos, Clerk
City of Saginaw
1315 South Washington
Saginaw MI, 48607

Re: Request for the establishment of an Industrial Development District and PA198 Real & Personal Property Tax Abatement

Dear Ms. Santos:

Hausbeck Pickle Co., Inc. is requesting that the City of Saginaw establish an Industrial Development District for the following address and legal description:

Parcel ID # 12 1157 00100
1820 HESS AVE
SAGINAW, MI, 48601

PART OF FACTORY LOTS 3, 4, 5, 6, 7 AND 15 AND ALL OF LOTS 8, 9, 10, 11, 12, 13, 14, AND VACATED STREET, ORDINANCE NO.B-37, SAGINAW IMPROVEMENT COMPANY'S ADDITION "E", CITY OF SAGINAW, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 2 OF PLATS ON PAGE 18, SAGINAW COUNTY RECORDS, BEING FURTHER DESCRIBED AS COMMENCING AT THE NW CORNER OF LOT 1; THENCE N. 90°00'00" E., 659.76', ALONG THE SLY LINE OF HESS AVE TO POB; THENCE CONTINUING N. 90°00'00" E., 860.82', ALONG SAID SLY LINE TO THE W LINE OF GLENWOOD AVE; THENCE S. 00°07'16" E., 548.24' ALONG SAID LINE TO THE N LINE OF A 44' WIDE RAILROAD RESERVATION; THENCE S. 89°59'51" W., 1,245.11', ALONG SAID N LINE; THENCE N. 00°10'15" W., 207.87', PARALLEL WITH THE W LINE OF LOT 1; THENCE N. 89°59'01" E., 383.89', ALONG THE S LINE OF EXISTING WAREHOUSE; THENCE N. 00°01'26" W., 340.31', ALONG THE E LINE OF EXISTING WAREHOUSE, TO THE SLY LINE OF HESS AVENUE AND POB, CONTAINING 12.67 ACRES MORE OR LESS.

We are also requesting a 50%, 12 year personal property tax abatement in the amount of $6,000,000 for new construction and $700,000 for new equipment purchases.

Thank you in advance for your consideration and please contact me, Virginia Palinsky, for further information. Also, please date stamp receipt of this letter and return copy to me at 1626 Hess Ave. Saginaw 48601.

Sincerely,

Virginia Palinsky

Virginia Palinsky
CFO/Controller

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MAY 20, 2019, AT 6:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Boy Scout Troop 304 of the Ames United Methodist Church led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Kloc called the meeting to order. Council Members present: Jamie Forbes, Clint Bryant, Annie Boensch, Brenda Moore, John Milne, Michael Balls, Bill Ostash, and Floyd Kloc: 8. Council Members absent: Autumn Scherzer: 1.

PUBLIC INPUT

No members of the public signed up prior to the deadline to address the Council.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Moore, seconded by Council Member Bryant to enter into a closed session to discuss pending litigation in the Washington case per MCL 15.268(e), and for a strategy session connected with the negotiations of collective bargaining agreements per MCL 15.268(c). Mayor Kloc asked Clerk Santos to conduct a roll call vote.

Ayes: Boensch, Moore, Forbes, Bryant, Balls, Ostash, Milne, Kloc
Nays: None
Absent: Scherzer
Motion approved.

Council entered a closed session at 6:03 p.m.

Council Member Scherzer entered the closed session at 6:08 p.m.

Moved by Mayor Pro Tem Moore, seconded by Council Member Bryant to return to regular session at 6:35 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Milne to approve recommendation of legal counsel regarding pending litigation in the Washington case as discussed in closed session. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Mayor Pro Tem Moore to adjourn the meeting at 6:36 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Janet Santos, MMC
City Clerk

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MAY 20, 2019, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Boy Scout Troop 304 of the Ames United Methodist church 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: Jamie Forbes, Clint Bryant, 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:

- Yard Waste collection has begun and pick up is the same day as your regular trash day. Yard waste materials must be in paper yard waste bags, or in 35 gallon or smaller garbage cans not weighing more than 50 pounds and have a "Yard Waste" sticker affixed to the front of the can.
- City Hall will be closed Monday, May 27th for Memorial Day.
- The ordinance introduction item has been removed from the agenda by the City Manager and no action is requested for this meeting.

Council Member Milne presented a proclamation to Tim Ninemire designating May 2019 as "Mental Health Month."

Mayor Kloc presented a proclamation to Annie Ransford declaring May 25, 2019 as "Theodore Roethke Day."

PUBLIC HEARINGS

City Clerk Janet Santos announced the public hearing for the Fiscal Year 2019-2020 proposed Budget and Property Tax millage. Mayor Kloc called for public comments. Eric Karbin submitted a list of questions to the City Clerk. Mayor Kloc called for comments two more times.

Moved by Council Member Scherzer, seconded by Council Member Boensch to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

Clerk Santos announced the public hearing for the Special Assessment District for a Public Safety Millage for Fiscal Year 2019-2020. Mayor Kloc called for public comments three times. No comments were given.

Moved by Council Member Boensch, seconded by Council Member Scherzer to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

Clerk Santos announced the public hearing for the Downtown Development Authority District millage to be levied on properties within the district. Mayor Kloc called for public comments three times. No comments were given.

Moved by Council Member Milne, seconded by Council Member Boensch to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

Clerk Santos announced the public hearing for the Urban Cooperation Agreement with Buena Vista Township to provide a revenue sharing component of the water service agreement. Mayor Kloc called for public comments three times. No comments were given.

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

Clerk Santos announced the public hearing to establish an Obsolete Property Rehabilitation District at 911 Veterans Memorial Parkway. Mayor Kloc called for public comments. Tom Miller of Saginaw Future spoke in favor of the request. David Clark of A & B Equipment spoke in favor of the request and presented details of his planned project. Mayor Kloc called for public comments two more times. No further comments were given.

Moved by Council Member Bryant, seconded by Council Member Scherzer to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

PUBLIC INPUT

Public Input addressing the Council was: Eric Karbin.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

City Manager Tim Morales gave informational updates of City events and projects.

Manager Morales introduced Janet Santos, City Clerk. Clerk Santos presented the Boards and Commissions access on the City's website for the public and showed the "City in 60" video created.

Manager Morales introduced Beth Church, Assistant Director of Human Resources. Ms. Church presented the 2019-2020 Personnel Complement.

CONSENT AGENDA:

Mayor Kloc asked if there were any exceptions to the consent agenda. Council Member Milne made an exception to item #12.

1. Approve the May 3, 2019 committee of the whole meeting minutes.

2. Approve the May 6, 2019 committee of the whole and regular council meeting minutes.

3. Approve the changes to the 2019–2020 Personnel Complement.

4. Approve the amendments to the FY 2019 Approved Budget to recognize changes that have occurred during the April period.

5. Approve the purchase with Yeo & Yeo Computer Consulting for $3,850 for KnowB4 Online Security Awareness training and testing for all City employees.

6. Approve the purchase with Advanced Business Communications, LLC for $16,524.50 for security camera upgrades at the Public Works building.

7. Approve the purchase with Mark Hoffman Builders, Inc. for $44,900 for the replacement of the Compost Site storage barn for the Streets Section, Right of Way Division.

8. Approve the purchase with Jorgensen Ford Sales for $55,299 for an equipped 2018 Ford F350 one-ton Dump Truck for the Cemeteries Division.

9. Ratification of the purchase with Cummins Bridgeway LLC for $22,200 for the Grapple truck repair for the Streets Division.

10. Approve to increase the blanket purchase orders to various vendors by $21,000, for a new total of $160,000, for vehicle parts and supplies for the Garage Division.

11. Approve the purchase with Signature Ford Lincoln for $105,389.01 for three 2020 Police Interceptor Utility vehicles for the Police Department.

12. EXCEPTION: Approve the four Agreements with Consumers Energy for $587,071 to provide alternate power supplies for Retention Treatment Basins in the Remote Facilities Division for a thirty-five-year period.

13. Approve the extension to the Water Service Agreement with Buena Vista Charter Township.

14. Approve the Urban Cooperation Agreement with Buena Vista Charter Township.

Moved by Council Member Bryant, seconded by Council Member Scherzer to approve consent agenda items 1 through 11, and 13 through 14, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Milne, seconded by Council Member Scherzer to approve consent agenda item 12 as follows:
12. Approve the three agreements with Consumers Energy for $492,916 to provide alternate power supplies for the Emerson, Webber, and Fitzhugh Retention Treatment Basins in the Remote Facilities Division for a thirty-five-year period. Mayor Kloc asked Clerk Santos to conduct a roll call vote.
Ayes: Scherzer, Milne
Nays: Balls, Ostash, Forbes, Bryant, Boensch, Moore, Kloc
Absent: None
Motion denied.

Moved by Mayor Pro Tem Moore, seconded by Council Member Balls to approve consent agenda item 12, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Council Member Milne reported that the MBS International Airport Commission named him their Vice Chair.

Council Member Bryant reported that the Riverfront Development Commission's Beautification Day was another success with approximately 400 volunteers, that the 2019 Art & About project will be announced soon, and to watch for information regarding a "30 in 30" project.

APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to approve the Council appointment of Dennis Browning to the Local Officer Compensation Commission with a term to expire May 1, 2026. 9 ayes, 0 nays, 0 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Balls, seconded by Council Member Scherzer to adopt the resolution approving the FY 2019-2020 Budget. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Bryant, seconded by Council Member Ostash to adopt the resolution approving the amount for the FY 2019-2020 Public Safety Millage. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Boensch to adopt the resolution approving the request of the Downtown Development Authority to levy a 2 mill tax on all real and tangible personal property not exempt by law and as finally equalized in The Downtown Development District for FY 2020. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Boensch to adopt the resolution to establish an Obsolete Property Rehabilitation District at 911 Veterans Memorial Parkway. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Moore, seconded by Council Member Bryant to adjourn the meeting at 8:10 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Janet Santos, MMC
City Clerk

COUNCIL COMMUNICATION CC-2

From: Timothy Morales, City Manager

Subject: BS&A Custom import of Water Service Line Material Type

Prepared by: Jeff Klopcic, Technical Services Department

Manager's Recommendation:

I recommend approval of purchase with BS&A Software for $4,000.00 for the custom import of field verified lead and copper water service line data collected by the Maintenance and Service Division staff.

Justification:

The City of Saginaw is requesting that its field collected water service line material data be imported into the City's enterprise work order software module. The City is mandated by the State of Michigan to field verify all water service line material types, as part of the lead and copper provisions of the Michigan Safe Drinking Water Act. The Public Services Department, Maintenance and Service Division's staff are in the process of field verifying water service line material types by collecting the data through an online software application. Once the data is collected it will need to be imported into BS&A's Work Order module. The data will then be used to track material types of all water connections and extensions which will allow replacement reporting progress to 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 Technical Services Department, Information Services, Professional Services, Account No. 658-1720-801.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-3

From: Timothy Morales, City Manager

Subject: Security Camera Software Upgrade for City Hall

Prepared by: Jeff Klopcic, Technical Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Advanced Business Communications, LLC for $4,284.98 for City Hall security camera software upgrades.

Justification:

The Public Services Facilities Division and Technical Services recently upgraded the City Hall security camera system, and will need to upgrade the software that views the camera's video imagery. We will need to upgrade 39 licenses of Milestone software from standard to the professional edition. We added additional camera locations to the basement, rear parking lot and external cameras facing the employee parking lot across Holland Avenue and to the front entrance of City Hall facing Washington Avenue. We will be utilizing the expertise of Advanced Business Communications, LLC the City's security and surveillance company.

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 Technical Services Fund – IS Computer Software Account No. 658-1720-741.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-4

From: Timothy Morales, City Manager

Subject: Ricoh Multi-Function Copy Machine Lease Renewals

Prepared by: Jeff Klopcic, Technical Services Department

Manager's Recommendation:

I recommend approval of a purchase with Ricoh USA at the State Bid price, for a five-year lease of two multi-function copiers and a large format scanner/printer for various departments with $4,783.80 in annual payments, for a total of $23,919.00.

Justification:

The Technical Services Department conducted a copy/print study in 2011. The study concluded the City would see a dramatic decrease in print related cost if it were to remove all personal desktop printers from employees' desks and replace them with multi-function printers that were shared by a group of employees.

The City Manager's Office will be replacing an end lease multi-function copy machine. While the Engineering Division will be replacing an end of lease large format scanner/printer and Technical Services will be leasing a new multi-function printer for its Public Services office. Each lease will be responsible for monthly payments for the next five years.

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, Office of General Government, Office of the City Manager, Operating Services Account No. 101-1710-805.000 ($1,237.32), Major Streets Fund, Public Services Administration Division, Operating Services Account No. 202-4612-805.000 ($782.60). Sewer Operations and Maintenance Fund, Engineering Administration Division, Operating Services Account No. 590-4811-805.000 ($782.60). Water Operations and Maintenance Fund, Engineering Administration Division, Operating Services Account No. 591-4711-805.000 ($782.60). Technical Services – GIS Fund, Operating Services Account No. 650-1738-781-805.000 ($1,198.68).

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-5

From: Timothy Morales, City Manager

Subject: Breathing Air Compressor and Fill Station

Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with Douglass Safety Systems for $56,242.16 for a replacement Bauer Unicus 4 breathing air compressor and self-contained breathing apparatus fill station for the Fire Department.

Justification:

On May 21, 2019, the Fire Department received bids for the purchase of a replacement breathing air compressor and fill station. This purchase is necessary to replace the current 26 year old system located at Station 1. The current system has been well maintained. However, it has reached the end of its service life due to its age and the amount of usage it has received. With the recent replacement of the department's self-contained breathing apparatus (SCBA) inventory, the current unit has been adjusted to produce required air pressures (psi) that it was not designed produce for extended periods. The department's new SCBAs are high pressure, 4500 psi units per the requirements of the current edition of National Fire Protection Association (NFPA) standard 1981. The department's previous SCBAs operated at a pressure of 2216 psi. A new breathing air compressor and fill station will efficiently produce the higher air pressures required and it will provide the added safety features and protections required by current NFPA standards.

The following is a tabulation of the bid received.

Vendor	Cost
Douglass Safety Systems Sanford, MI	$56,242.16

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's Repairs and Replacements Account No. 101-3551-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-6

From: Timothy Morales, City Manager

Subject: Fire Station 1 Awning Roof Replacement

Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with Beyer Roofing for $8,186.00 for the replacement of the roof on the front awning of Fire Station 1.

Justification:

On May 21, 2019, the Fire Department received bids for the replacement of the roof on the front awning of Fire Station 1. Over time, leaks have developed on this roof section which has jeopardized the structural integrity of the front awning of the station. The roof replacement is the first phase of a two phase project to complete the full repair. The repair of the underside of the awning will be completed at a later date.

The following is a tabulation of the bids received:

Vendor	Cost
Beyer Roofing Saginaw, MI	$8,186.00
Valley Roofing Bay City, MI	$10,593.00

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

Funds are budgeted in the General Fund – Community Public Safety Fire, Fire Operations Division's Repairs and Replacements Account No. 101-3551-974.000 and Community Public Safety Fire, Fire Operations Division's Parts and Supplies Account No. 101-3551-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-7

From: Timothy Morales, City Manager

Subject: Saginaw Police Department Emergency Services Team Mutual Aid Agreement

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the Saginaw Police Department Emergency Services Team Mutual Aid Agreement.

Justification:

The City of Saginaw Police Department is the home agency of the Saginaw Emergency Services Team. For the purpose of continuing to render reciprocal police assistance to one another in case of emergencies, including the deployment of the Saginaw Emergency Services Team (EST), the City of Saginaw Police Department seeks to enter into a formal agreement with the following law enforcement agencies and their governing bodies; the Village of Birch Run; Bridgeport Township; Buena Vista Charter Township; Carrollton Township; the Village of Chesaning; the City of Frankenmuth; Richland Township; Saginaw Charter Township; the Saginaw County Sheriff's Office; Saginaw Valley State University; the Village of St. Charles; Thomas Township; Tittabawassee Township; the Department of Veteran Affairs (Veteran's Hospital); and the City of Zilwaukee.

This agreement sets forth the guidelines for/upon deployment of the EST. The term of this agreement shall be four years from the date of the full execution of the agreement by all of the above-mentioned participating jurisdictions.

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-8

From: Timothy Morales, City Manager

Subject: Rock The Island Ojibway Island User Agreement

Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend approval of the Ojibway Island User Agreement with Rock The Island.

Justification:

On July 19 and 20, 2019, Rock The Island (RTI) will host its annual Rock The Island event on Ojibway Island. RTI will pay the City for each day a flat fee of seven hundred dollars ($700), for the rental of Ojibway, due and payable 14 days before the event.

RTI has agreed to carry and name the City as an additional insured on its commercial general liability insurance policy, indemnify the City against any potential claims arising from the event, and otherwise comply with all applicable laws, rules and ordinances.

The Agreement is approved by me as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-9

From: Timothy Morales, City Manager

Subject: Purchase of Trailer

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Michigan Trailer Mart, Inc., dba American Trailer Mart, for $5,539.00 for an equipped enclosed trailer for the Facilities Division.

Justification:

On April 1, 2019, Council approved a purchase of a trailer with Hotsy of Mid-Michigan, dba as Central Cleaning Systems. However, upon inspection of the delivered trailer it was discovered that this trailer did not meet several of the required specifications or an acceptable variant. One of the requested specifications (1" X 1 1/2" wall posts and roof rails) has been determined to be no longer available from any of these vendor's manufacturers with 1" X 1 1/4" material being the alternative. Discussions were conducted with Hotsy of Mid-Michigan and their manufacturer and it was concluded that they could not provide an acceptable unit at the cost quoted. Therefore, I am requesting that their purchase order be canceled and a purchase order with Michigan Trailer Mart, Inc. be issued. The following is a list of the bids received:

Vendor	Total Cost
Michigan Trailer Mart, Inc. Waterford, MI	$ 5,539.00
Hotsy of Mid-Michigan Saginaw (out-city)-(Does not meet Spec.)	$ 5,946.00
Woodland Kawkawlin Trailers Kawkawlin, MI	$ 6,207.00

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 Works, Facilities Division's Maintenance Equipment Account No. 101-7575-978.000 $5,539.00.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-10

From: Timothy Morales, City Manager

Subject: Blanket Purchase Order for Larry's Auto Supply.

Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with Larry's Auto Supply for $5,000.00 for FY 2020 and pending budget approval, for FY 2021 for miscellaneous supplies for the Maintenance and Service Division.

Justification:

The Maintenance and Service Division requires miscellaneous supplies 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 small engine repair parts, light bulbs, and other equipment parts required to complete water and sewer work without having to establish a purchase order each time for products. Larry's Auto Supply has free delivery on parts and supplies ordered and will give the City a 37% discount from retail on parts and supplies. Larry's Auto Supply will price match any local vendor on comparable 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. 591-4721-742.000 $2,500.00, Sewer Operations and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000 $2,500.00 for FY 2020 and will be budgeted in the same accounts for FY 2021, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-11

From: Timothy Morales, City Manager

Subject: Blanket Purchase Order for Grainger Inc.

Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with Grainger, Inc. for $8,000.00 for FY 2020 and pending budget approval, for FY 2021 for miscellaneous supplies for the Maintenance and Service Division.

Justification:

The Maintenance and Service Division requires miscellaneous supplies 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 hand tools (i.e. shovels, rakes, sledge hammers, wrenches, sockets, industrial tools and sump pumps for wholesale customer meter pits) and other equipment required to complete water and sewer work without having to establish a purchase order each time for products. Grainger is a State Bid Vendor for 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 Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000 $4,000.00, Sewer Operations and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000 $4,000.00 for FY 2020 and will be budgeted in the same accounts for FY 2021, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-12

From: Timothy Morales, City Manager

Subject: Forest Lawn Crush and Shape Road Repair, Cemeteries

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend the approval of the purchase with Pyramid Paving and Construction for $53,702 to perform the necessary crushing and shaping of 4,000 square yards of asphalt road sections at the Forest Lawn Cemetery.

Justification:

On May 14, 2019, the City received two qualifying bids for the rehabilitation of certain sections of Forest Lawn Cemetery roads. The proposed work was bid out as a unit price, and consisted of hot mix asphalt crushing and shaping (square yard unit price), salvaging of crushed material and repaving with hot mix asphalt (ton unit price). The following is a tabulation of the quotes received:

Contractor	Cost
Pyramid Paving and Construction Bay City, MI	$53,702
Blue Restoration, LLC Millington, MI	$74.888

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 following accounts, General Fund, Department of Public Services, Cemeteries Division's Construction Projects Account No. 101-1747-822.000 $12,875, General Fund, Department of Public Services Cemeteries Division's General Repairs Account No. 101-1747-930.000 $22,650, General Fund, Department of Public Services, Cemeteries Division's Repairs and Replacements Account No. 101-1747-974.000 $18,177.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-13

From: Timothy Morales, City Manager

Subject: MDOT 23A Limestone Aggregate, Cemeteries

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with L&L Excavating for $8,125.00 for 23A Limestone for the Cemeteries Division.

Justification:

On May 14, 2019, three bids were received for the purchase of 500 tons of 23A Limestone for the maintenance and creation of gravel roads in Forest Lawn Cemetery. This material is needed to maintain and improve the existing roads throughout the cemetery and to help create new access roads to areas that are being developed. The following is a tabulation of the bids received:

Vendor	Cost
L&L Excavating Reese, MI	$8,125.00
Champagne & Marx Excavating Saginaw, MI	$8,825.00
Blue Restoration, LLC Millington, MI	$11,475.00

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, Cemeteries Operation Division's Construction Projects Account No. 101-1747-822.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-14

From: Timothy Morales, City Manager

Subject: Oakwood Cemetery Roof

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with All R's Construction, LLC for $5,500.00 for the replacement of Oakwood Cemetery's building roof for the Cemeteries Division.

Justification:

On May 21, 2019, four bids were received for the replacement of a roof at Oakwood Cemetery. This repair includes, removal of the existing roof down to the roof deck, replacing any damaged or deteriorated roof decking and fascia boards, installing the new roofing materials, removing and disposal of all debris and preparing and painting the building. The following is a tabulation of the bids received:

Vendor	Cost
All R's Construction, LLC Saginaw, MI	$5,500.00
Hammer Restoration Saginaw, MI	$5,783.31
Aboveboard Home Improvement Saginaw, MI (in-city)	$9,825.00
Mid Michigan Roofing, LLC Saginaw, MI	$11,706.00

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 Cemetery Division's Construction Projects Account No. 101-1747-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-15

From: Timothy Morales, City Manager

Subject: Professional Services for Building Maintenance

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Clean Team, Inc. for $76,236 for FY 2020; and pending budget approval, for janitorial services at City Hall and Public Services for FY 2021 and FY 2022, for the Facility Division of the Public Services Department.

Justification:

On March 17, 2019, a proposal for Professional Services was received from the Clean Team, Inc. This proposal covers the janitorial services that are required to maintain both City Hall and the Public Services Building. These services include; trash collection, sweeping and mopping of floors, dusting and vacuuming. The City has been unable to staff these positions at the required levels for multiple years. Having these duties performed as a professional service may be the most efficient and cost effective option.

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 Works, Facility Division's Operating Services Account No. 101-7575-805.000 $38,000 and Public Works Building Fund Operating Services Account No. 641-4439-805.000 $37,836.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-16

From: Timothy Morales, City Manager

Subject: Ratification of Emergency Purchase for Crack Sealer Repair Parts

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the ratification of the emergency purchase with Spaulding Manufacturing for $4,080.40 for Crack Sealer repair parts for the Streets Section, Right of Way Division.

Justification:

On May 22, 2019, emergency purchase order no. 505956 was issued to Spaulding Manufacturing for the purchase of a heated product dispersion hose for Crack sealing unit No. 53-0922, a 2013 Spaulding Manufacturing's Model CS1300 Crack Sealer. Spaulding Manufacturing on Washington Avenue in Saginaw is the sole source vendor for this item. This road crack sealing machine is used to fill seams and cracks on roadways to prevent water and ice intrusion extending the life of the road surface. This sealing operation can only be completed during dry weather and when temperatures are above 50 degrees. Due to the need for this operation on the City's roads and the weather limitation of usage, it is necessary for this machine to remain ready for service at all times. We determined the most prudent course of action was to request an emergency purchase order and immediately begin the needed repairs.

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

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division's Motor Vehicle Supplies Account No. 661-4481-737.000, $4,080.40, 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-17

From: Timothy Morales, City Manager

Subject: Concrete Ready Mix Purchase Increase

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval to increase the purchase order with Rock Products by $56,000, for a new total of $256,000, for concrete ready mix for the Streets Section, Right of Way Division.

Justification:

On June 18, 2018, City Council approved a purchase with Rock Products for the Streets Section for concrete ready mix for FY 2019 in the amount of $200,000. This purchase needs to be increased by $56,000 to $256,000 in order to provide construction materials for road construction scheduled for this spring and to pour a building slab for the new compost site storage building.

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 Street Materials Account No. 202-4651-743.000 $50,000 and the Rubbish Fund, Compost Site Division's Street Materials Account No. 226-4587-743.000 $6,000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-18

From: Timothy Morales, City Manager

Subject: Purchase of Dowels, Bars and Baskets

Prepared by: Beth D London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Hymmco, Inc. for $26,876.00 for FY 2019 and $28,200.00 for FY 2020 for dowels, bars and baskets for the Streets Section, Right of Way Division.

Justification:

On May 21, 2019, one bid was received for the dowels, bars and baskets necessary to make concrete road repairs. The Streets Section, Right of Way Division, requires epoxy coated dowel bars, deformed bars and baskets to make concrete road repairs on the approximately 289 miles of City streets and state trunklines. The following is a tabulation of the bid received:

Vendor		Cost
Hymmco	FY 19	$26,876.00
Saginaw, MI (out City)	FY 20	$28,200.00

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 Streets Fund, Routine Maintenance Division's, Parts and Supplies Account No. 202-4651-742.000 $24,188.40 and the Local Streets Fund, Routine Maintenance Division's, Parts and Supplies Account No. 203-4651-742.000 $2,687.60, and will be budgeted in the same accounts for FY 2020.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-19

From: Timothy Morales, City Manager

Subject: Material Testing Services

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with SMAC Testing, Inc. for $100,000 for FY 2020; and pending budget approval, FY 2021 and FY 2022, for material testing services for the Engineering Section, Right of Way Division.

Justification:

Testing services are necessary for quality control for road, water main and sewer construction and maintenance. Some projects use federal funds and the Federal Highway Administration requires that all construction materials be tested by certified labs during production and placement. The bids were submitted based on estimated quantities for various types of testing services. Individual purchase orders will be issued in the amounts required for each project, according to the unit bid prices submitted.

On April 23, 2019, the City received two bids for testing services. The following is a tabulation of the bids received:

Vendor	Fiscal Year	Cost
SMAC Testing, Inc.	FY 2020	$64,430.00
Saginaw, MI (out-city)	FY 2021	$64,430.00
	FY 2022	$64,430.00
Metro Consulting Associates, LLC	FY 2020	$264,645.00
Plymouth, MI	FY 2021	$273,056.80
	FY 2022	$281,742.00

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, Engineering Division's Professional Services Account No. 101-4611-801.000, Major Street Fund, Street Projects Division's Professional Services Account No. 202-4614-801.000, Sewer Operations and Maintenance Fund, Surplus Division's Professional Services Account No. 590-4840-801.000, and Water Operations and Maintenance Fund, Surplus Division's Professional Services Account No. 591-4740-801.000 for FY 2020, and will be budgeted in the same accounts for FY 2021 and FY 2022, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-20

From: Timothy Morales, City Manager

Subject: Pavement Marking

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with PK Contracting, Inc. for $22,038.00 for FY 2020; and pending budget approval for $22,656.00 for FY 2021, $22,802.00 for FY 2022, and $23,403.00 for FY 2023, for pavement makings for the Traffic Maintenance Section, Right of Way Division

Justification:

The Traffic Maintenance Section of the Right of Way Division is required to maintain 386,000 Linear Feet of pavement markings within the City of Saginaw. On April 23, 2019, the City received two bids for the installation of long-line thermoplastic pavement markings. The following is a tabulation of the bids received:

Vendor	Fiscal Year	Location	Cost
PK Contracting, Inc.	FY 2020	East Side	$22,038
Troy, MI	FY 2021	West Side	$22,656
	FY 2022	East Side	$22,802
	FY 2023	West Side	$23,403
JV Contracting, Inc.	FY 2020	East Side	$23,684
Goodrich, MI	FY 2021	West Side	$24,108
	FY 2022	East Side	$24,830
	FY 2023	West Side	$25,350

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 Streets Fund, Traffic Engineering Division's Operating Services Account No. 202-4621-805.000, and will be budgeted in the same account for FY 2021, FY 2022, and FY 2023, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-21

From: Timothy Morales, City Manager

Subject: Traffic Signal Repair - Blanket Purchase Order

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Carrier & Gable, Inc. for $12,000 for FY 2020 repair costs of traffic signals for the Traffic Maintenance Section, Right of Way Division.

Justification:

On February 6, 1996, City Council approved a procedure for repairing traffic signal controller equipment. City staff does routine repair and maintenance of these solid-state devices. Sometimes complex repairs must be done by the manufacturer's authorized service representative. Carrier & Gable, Inc. is Michigan's authorized service representative and offers standard pricing for each type of repair. City staff estimates annual cost for such services is $12,000 based on past repair history. Since this service is necessary to properly maintain the City's traffic signal system, and Carrier & Gable, Inc. is the only authorized service representative in the region, it is in the best interest of the City to continue this procedure for FY 2020.

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 Streets Fund, Traffic Engineering Division's Parts and Supplies Account No. 202-4621-742.000 $6,000 and the Local Streets Fund, Traffic Engineering Division's Parts and Supplies Account No. 203-4621-742.000 $6,000.

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Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-22

From: Timothy Morales, City Manager

Subject: Blanket Purchase Orders for Electrical Parts

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of blanket purchase order with Marshall E. Campbell Company and Standard Electric Company for $6,000 each for electrical parts and supplies for the Traffic Maintenance Section, Right of Way Division.

Justification:

Since June 26, 2000, City Council has approved a procedure for purchasing electrical parts for the Traffic Maintenance Section. Traffic Maintenance requires the purchase of a vast array of electrical parts and supplies for maintaining the City's electrical devices such as traffic signals and streetlights. There is no feasible means to predetermine quantities and type of parts that will be needed in any given time period because these are random repairs. Issuing individual purchase orders for the many items purchased is costly and administratively time consuming. Traffic Maintenance personnel will price quote items and award purchases to the lowest and best vendor for each item. The parts and supplies will be ordered from the successful bidder and billed to the respective purchase order. It is in the best interest of the City to continue this procedure for FY 2020, in order to make repairs to the traffic signal and street lighting systems as quickly as possible.

Vendor	Cost
Marshall E. Campbell Company Saginaw, MI (in-city)	$6,000
Standard Electric Company Saginaw, MI (out-city)	$6,000

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 Major Streets Fund, Traffic Engineering Division's, Parts and Supplies Account No. 202-4621-742.000 $3,000, Local Streets Fund, Traffic Engineering Division's, Parts and Supplies Account No. 203-4621-742.000 $3,000.00, and the General Fund, Public Services Department, Street Lighting Division's, Parts and Supplies Account No. 101-4620-742.000 $6,000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-23

From: Timothy Morales, City Manager

Subject: Purchase of Traffic Signal GPS Time Clocks

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Carrier and Gable, Inc. for $7,900.00 for ten Traffic Signal GPS Time Clocks for the Traffic Maintenance Section, Right of Way Division.

Justification:

On May 22, 2019, a quote was received from Carrier and Gable Inc. for ten RTC GPS Time Clocks for various traffic signals in the City of Saginaw. Carrier and Gable, Inc. is a sole source provider for this equipment.

The Traffic Maintenance Section maintains and installs the traffic signals throughout the City of Saginaw. This equipment will modernize the traffic signal controllers to help maintain traffic progression and timing.

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 Local Street Fund, Traffic Engineering Division's, Parts and Supplies Account No. 203-4621-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-24

From: Timothy Morales, City Manager

Subject: Extension of Lead and Copper Analysis

Prepared by: Amanda Kiel, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Trace Analytical Laboratories, Inc. for $6,975.00 for FY 2020 for laboratory analysis for the Water Treatment Division.

Justification:

On June 26, 2018, five qualified vendors submitted bids in response to the City's request for Proposal #P1580-19 for laboratory services for FY 2019. The tests to be performed were Lead (Pb) and Copper (Cu) analyses of finished drinking water, with shipping costs included. These analyses are to be performed as a part of Lead Service Line replacement requirements and the June through September 2019 scheduled analysis as a part of the National Primary Drinking Water Regulations. The testing is a part of the Environmental Protection Agency's (EPA) and the Michigan Department of Environment, Great Lakes, and Energy's (EGLE) Lead and Copper Rules. Testing must be performed by a laboratory that is Michigan EGLE certified in the approved method. The low bid was awarded to Trace Analytical Laboratories. The bid pricing is scheduled to end on June 30, 2019. Trace has agreed to extend the previous bid pricing through November 30, 2019. The extension is supported due to the fact that the pricing will remain unchanged, and the City will not be switching vendors during the required sampling period.

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 available in the Water Operation and Maintenance Fund, Treatment and Pumping Division's Operating Services Account No. 591-4730-805.000 for FY 2020.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-25

From: Timothy Morales, City Manager

Subject: Raw Sewage Pump #3 Repairs

Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Applied Industrial Technologies for $2,056.77 for bearings for raw sewage pump repairs at the Wastewater Treatment Division.

Justification:

The Wastewater Treatment Plant's six raw sewage pumps have been in service since 1950. They pump raw sewage from fifty feet below ground level and into the grit channels several feet above ground level. This change in elevation enables raw sewage to flow hydraulically through the plant without the aid of additional pumps.

When City staff removed raw sewage pump #3 from service for a preventative maintenance inspection, it was revealed that the pump shaft and impeller were worn and required repair. Subsequent inspections revealed worn bearings both in the upper and lower portions of the pump housing. Replacement of these components, while repairs are being performed to the pump's impeller, is cost effective and limits out of service time of this pump. On April 30, 2019, sealed bids were opened. Following is a summary of the bids received:

Applied Industrial Technologies Saginaw, MI	$2,056.77
Hujaya Supply Brandon, FL	$2,099.00
BDI Flint, MI	$2,222.00
Motion Industries Saginaw, MI	$2,511.05
DP Brown of Detroit Grand Rapids, MI	$2,539.00
Technicacon, LLC Plymouth, MI	$3,481.00
Holzberg Communications, Inc. (did not meet specs) Totowa, NJ	$1,895.00

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-26

From: Timothy Morales, City Manager

Subject: Annual Chlorine Purchase, Joint Bid for FY 2020

Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Jones Chemical Corporation for $22,170.00 for FY 2020 for sixty tons of chlorine for the Wastewater Treatment Division.

Justification:

Chlorine is used at the Wastewater Treatment Division for disinfection of treated water prior to its discharge to the Saginaw River. The Saginaw-Midland Municipal Water Supply Corporation (SMMWSC) jointly specifies and competitively bids chlorine for its annual needs and for the requirements of several other communities, including the City of Saginaw. The Board of Trustees of SMMWSC, at their regular meeting on April 18, 2019, moved to approve the low bid from Jones Chemical for Fiscal Year 2020 at a firm price of $369.50 per ton of liquid chlorine. As a member of the bidding consortium, the City of Saginaw is also afforded this price, which represents a 32.4% increase of the cost from Fiscal Year 2019.

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 Chemicals Account No. 590-4830-727.000 for Fiscal Year 2020.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-27

From: Timothy Morales, City Manager

Subject: Blanket Purchase Orders for FY 2020

Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of blanket purchase orders for each of the vendors listed below for various parts and supplies and services that will be needed to operate and maintain the Wastewater Treatment and Remote Facilities Divisions for FY 2020.

Justification:

Time and experience have shown that certain vendors reliably provide the lowest price on certain parts and supplies. These include; pump packing, bearings, nuts and bolts, piping, safety supplies, welding supplies, cleaning supplies, laboratory supplies, and repair parts only available from a sole source. Wastewater personnel always have and will continue to solicit quotes for items purchased to insure that we obtain the lowest possible price. Issuing individual purchase orders is costly and administratively time consuming; therefore, we are requesting authorization to issue blanket purchase orders as follows:

The Macomb Group Sterling Heights, MI	$8,000.00
Grainger Lincolnshire, IL	$6,000.00
Applied Industrial Saginaw, MI	$3,000.00
Standard Electric Saginaw, MI	$9,000.00
Alro Steel Saginaw, MI	$4,000.00
McMaster Carr Aurora, OH	$3,000.00
Lansing Supply Lansing, MI	$7,000.00
AirGas Great Lakes Saginaw, MI	$3,500.00
Safety Services Inc. Kalamazoo, MI	$3,400.00
Fastenal Saginaw, MI	$3,150.00

McNaughton McKay Saginaw, MI	$4,000.00
Nalco Saginaw, MI	$3,000.00
Thomas Scientific Swedesboro, NJ	$10,000.00
Fisher Scientific Hanover Park, IL	$5,000.00
NCL of Wisconsin Birnamwood, WI	$2,900.00
Home Depot Saginaw, MI	$2,900.00
Tommark, Inc. Saginaw, MI	$2,900.00
JWC Hillsboro, OR	$37,000.00
Hydro International Santa Anna, CA.	$15,000.00
HTSS, LLC Alpena, MI	$15,000.00
Kendall Electric Saginaw, MI	$21,900.00

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 Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Laboratory Supplies Account No. 590-4830-734.000 ($17,900.00), Cleaning Supplies Acct. No. 590-4830-735.000 ($5,600.00), Parts and Supplies Account No. 590-4830-742.00 ($134,180.00) and in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Cleaning Supplies Acct. No. 590-4835-735.000 ($1,400.00) and Parts and Supplies Account No. 590-4835-742.000 ($10,570.00) for Fiscal Year 2020.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-28

From: Timothy Morales, City Manager

Subject: Third Party Administration (TPA) Services Contract

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend approval of the contract with The ASU Group for $33,950 annually for the period of July 1, 2019 through June 30, 2023, for the City's third party claims services administrator.

I also recommend the approval of $2,500 to Alternative Services Concepts to export files, and $2,950 to The ASU Group to import files, for a one-time transfer cost of our current claims data.

Justification:

A third party administrator reviews all claims and loss reports arising under the City's insurance policy and investigates, adjusts, settles, or resists all losses and/or claims with specific prior approval of the City. The City has been with the same company since 1995. Therefore, it was beneficial to request proposals to compare pricing and services.

On April 12, 2019, the City Clerk's Office sent out a request for proposals for the City's third party administrator services for liability claims processing. On or before May 10, 2019 the City received three proposals as follows:

		ASC		PMA		ASU	
Service	**Number of Claims**	**Per-Claim Fee**	**Total Fee**	**Per-Claim Fee**	**Total Fee**	**Per-Claim Fee**	**Total Fee**
Liability Claims							
Auto Liability Property Damage	5	$475	$2,375	$395	$1,975	$350	$1,750
Auto Liability Bodily Injury	2	$575	$1,150	$675	$1,350	$795	$1,590
Auto Physical Damage	3	$450	$1,350	$325	$975	350	$1,050
General Liability Property Damage	52	$475	$24,700	$395	$20,540	350	$18,200
General Liability Bodily Injury	4	$575	$2,300	$675	$2,700	795	$3,180
Law Enforcement Liability	2	$705	$1,410	$795	$1,590	$795	$1,590
Public Official E & O	2	$705	$1,410	$795	$1,590	$795	$1,590
Litigated Liability Claimants	TBD	Base Fee + $450	-				
Incident Reports	2	$40	$80	$50	$100		
Annual Minimum Claims Fee			**$34,775**		**$30,820**		**$28,950**
Account Administration Services	Annual		$5,000		$3,750		$5,000
Systems and Data Processing	Annual		$2,750				
CMS Transmission Fee (query & submissions)	Annual		$2,100		$6 Per File		Included
On-Line Access			1 User @ No Charge		No Charge		No Charge
Annual Account Administration			**$9,850**		**$3,750 +**		**$5,000**

2019-2020 Total			$44,625		$34,570		$33,950
2020-2021 Total			$45,344		$34,570		$33,950
2021-2022 Total			$46,063		$34,570		$33,950
2022-2023 Total			$46,788		$34,570		$33,950
4 YEAR CONTRACT TOTAL			**$182,820**		**$138,280**		**$135,800**
Takeover Claims							**Flat Fee**
Auto Liability Bodily Injury	0			$295	$0		
Auto Liability Property Damage	3			$225	$675		
General Liability Bodily Injury	0			$295	$0		
General Liability Property Damage	10			$225	$2,250		
Professional	2			$395	$790		
Auto Physical Damage	3			Waived	$0		
Total Takeover Claims					**$3,715**		**$2,950**

The City's current contract rate is $51,311, which expires June 30, 2019. By accepting the lowest proposal, the City will recognize a savings of $17,361 the first year and $47,020 over the four year period. The new contract contains comparable provisions to the existing contract with additional services included. The ASU Group (ASU) has proposed a 4-year contract at the same rate each year. This will benefit the City with future budget preparations.

A one-time transfer cost of our claims data will be $5,450, which is $2,500 to Alternative Services Concepts to provide current files, and $2,950 to ASU to take over existing files.

ASU includes subrogation claims processing in their base proposal. This is a benefit to the City as we have been proactive and successful in obtaining reimbursements for damages to City vehicles and property.

ASU will indemnify and hold the City harmless for any claims asserted as a result of any errors, omissions, torts, intentional torts or other negligence on the part of ASU or its employees, unless the complained of actions of ASU were taken at the specific direction of the City. ASU is based in Okemos, Michigan.

The contract is subject to approval by me as to substance and the City Attorney as to form.

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 Self-Insurance Fund Insurance Account No. 677-1762-801.000.

<u>Council Action</u>:

Motion to approve the recommendation from the City Manager.

FOR CHARITABLE GAMING LICENSES FOR
ZION EVANGELICAL LUTHERAN CHURCH

Moved by Council Member ___________, seconded by Council Member ______________ to offer and adopt the following resolution:

WHEREAS: Zion Evangelical Lutheran Church has submitted a request, Petition #19-04, to be recognized as a nonprofit organization for purposes of obtaining a charitable gaming license; and

WHEREAS: the Michigan Bureau of State Lottery, pursuant to MCL 432.103, requires a resolution be adopted by the local governing body approving this recognition.

NOW, THEREFORE BE IT RESOLVED that the request from Zion Evangelical Lutheran Church of the City of Saginaw and County of Saginaw, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered approved.

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 June 3, 2019; the original thereof is on file in the records of the Office of the City Clerk; 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, MMC
City Clerk

RESOLUTION R-2

ESTABLISHING AN INDUSTRIAL DEVELOPMENT DISTRICT AT 1820 HESS AVENUE

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

WHEREAS: pursuant to Public Act 198 of 1974, as amended, City Council has the authority to establish “Industrial Development Districts” within the City of Saginaw; and

WHEREAS: the City of Saginaw received a request on April 26, 2019 to create an industrial Development District on property located with the City of Saginaw boundaries; and

WHEREAS: construction, acquisitions, alterations, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS: written notice was given by mail to all owners of real property located within the proposed Industrial Development District, and public posting of the hearing on the establishment of the proposed district; and

WHEREAS: on June 3, 2019, a public hearing was held at which all owners of the real property within the proposed Industrial Development District and all residents and taxpayers of the City of Saginaw were afforded an opportunity to be heard thereon; and

WHEREAS: the Saginaw City Council deems it to be in the public interest of the City of Saginaw to establish the Industrial Development District as proposed.

NOW, THEREFORE, BE IT RESOLVED, that City Council of the City of Saginaw hereby establishes an Industrial Development District pursuant to Act 198, P.A. of 1974, as amended, and that the following described parcel of land situated in the City of Saginaw, County of Saginaw, State of Michigan, to wit:

1820 HESS AVENUE
PARCEL NUMBER: 12 1157 00100

PART OF FACTORY LOTS 3, 4, 5, 6, 7 AND 15 AND ALL OF LOTS 8, 9, 10, 11, 12, 13, 14, AND VACATED STREET, ORDINANCE NO.B-37, SAGINAW IMPROVEMENT COMPANY'S ADDITION "E", CITY OF SAGINAW, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 2 OF PLATS ON PAGE 18, SAGINAW COUNTY RECORDS, BEING FURTHER DESCRIBED AS COMMENCING AT THE NW CORNER OF LOT 1; THENCE N. 90°00'00" E., 659.76', ALONG THE SLY LINE OF HESS AVE TO POB; THENCE CONTINUING N. 90°00'00" E., 860.82' , ALONG SAID SLY LINE TO THE W LINE OF GLENWOOD AVE; THENCE S. 00°07'16" E., 548.24' ALONG SAID LINE TO THE N LINE OF A 44' WIDE RAILROAD RESERVATION; THENCE S. 89°59'51" W., 1,245.11', ALONG SAID N LINE; THENCE N. 00°10'15" W., 207.87', PARALLEL WITH THE W LINE OF LOT 1; THENCE N. 89°59'01" E., 383.89', ALONG THE S LINE OF EXISTING WAREHOUSE; THENCE N. 00°01'26" W., 340.31', ALONG THE E LINE OF EXISTING WAREHOUSE, TO THE SLY LINE OF HESS AVENUE AND POB, CONTAINING 12.67 ACRES MORE OR LESS.

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 June 3, 2019; the original thereof is on file in the records of the Office of the City Clerk; 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, MMC
City Clerk