



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
June 4, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation recognizing the 150th anniversary of the YMCA of Saginaw.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Zachary Branigan, Executive Director of the Saginaw Land Basin Conservancy, Project Update.
2. Diane Lupke, Lupke and Associates, Economic Development Strategy Update.

CONSENT AGENDA:

1. Approve the May 14, 2018 committee of the whole minutes and the May 21, 2018 regular council meeting minutes.
2. Approve the Downtown Development Authority By-Laws, as amended.
3. Receive and file the letter from Amy Lusk regarding Disclosure of Pecuniary Interest in the City Attorney Contract.
4. Approve the Service Agreement with CBIZ Retirement Services for an Other Post-Employment Benefits Bi-Annual Valuation.
5. Approve the Blue Cross Blue Shield Sublicense and Support Agreement.
6. Approve the five year lease agreement with Sentinel Technologies, Inc. on behalf of Cisco Systems Capital Corp. for network switch upgrades. Annual lease payments will be \$3,012.71 for a total of \$15,063.

7. Approve the purchase with Yeo & Yeo Computer Consulting for \$3,700 for Online Security Awareness training and testing for all City employees.
8. Ratification of a purchase with Yeo & Yeo Computer Consulting for \$2,422 for System Engineer Support Services.
9. Approve the purchase with Spartan Service and Repair for \$40,221.18 for the repair of Engine 1 for the Fire Department.
10. Approve the purchase with Advanced Business Communications for \$9,551.89 for a new interior/exterior camera system at the Police Department.
11. Approve the grant award of \$2,926.32 from the Saginaw Community Foundation for the purchase of various items for the Andersen Enrichment Center. Further, approve a budget adjustment for FY 2018 to recognize these funds.
12. Approve the purchase with Choice Office Products for \$2,795.47 for tables for the Andersen Enrichment Center.
13. Approve the Light Pole Attachment Agreement with the YMCA of Saginaw.
14. Approve the Maintenance Agreement regarding the Janet H. Nash Riverfront Preserve.
15. Approve the purchase with Etna Supply Company for \$26,108.40 for FY 2019 for ductile iron pipe and water main fittings for the Maintenance and Service Division.
16. Approve the purchase with Michigan Pipe and Valve for \$99,999.30 for no-lead brass fittings for the Maintenance and Service Division.
17. Approve the purchase with Michigan Pipe and Valve for \$9,600 for FY 2019 for manhole blocks for the Maintenance and Service Division.
18. Approve a purchase with Champagne & Marx for \$64,086 for FY 2019; and pending budget approval, for \$65,645 for FY 2020 for sand and stone mix for the Maintenance and Service Division.
19. Approve the purchase with Ferguson Enterprise for \$6,790 for FY 2019 for Portland cement for the Maintenance and Service Division.
20. Approve the purchase with Ace-Saginaw Paving Company for \$165,000 for FY 2019; and pending budget approval, for FY 2020 for hot mix asphalt; and a purchase from Unique Paving Material for \$125,000 for FY 2019; and pending budget approval, for FY 2020 for cold patch asphalt for the Maintenance and Service Division.
21. Approve the purchase with Bourdow Contracting for \$51,837.50 for FY 2019; and pending budget approval, for \$52,968.50 for FY 2020 for screened top soil for the Maintenance and Service Division.
22. Approve the purchase with Waste Management for \$35,000 for FY 2019; and pending budget approval, for FY 2020, for catch basin and sewer debris hauling for the Maintenance and Service Division.

23. Approve the purchase with Snap-On Industrial for \$14,172.63 for shop equipment replacements for the Motor Pool Division.
24. Approve the purchase with Voss Lighting for \$8,357.40 for materials needed to convert 30 lighting units to L.E.D. at the Emerson Retention & Treatment Basin.
25. Approve the purchase with Wonderware North, a sole source, for \$24,807 for one year of software support for the Water Treatment, Wastewater Treatment and Remote Facilities Divisions.
26. Approve the purchase with CDW-G for \$2,810.87 for uninterruptable power supply for the Wastewater Treatment Divisions.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

1. Approve the Mayoral reappointment of Andrew Dominowski to the Saginaw Economic Development Corporation with a term to expire June 30, 2021.
2. Approve the Mayoral reappointment of Suzanne Mason to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.
3. Approve the Mayoral reappointment of Audrey Lewis to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES

RESOLUTIONS:

1. Adopt the Resolution approving the Michigan Department of Transportation Cost Agreement for bridge rehabilitation work.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

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 COMMITTEE OF THE WHOLE MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, MAY 14, 2018, AT 5:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 SOUTH WASHINGTON AVENUE, SAGINAW, MICHIGAN.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Demond Tibbs, Annie Boensch, Mayor Pro Tem Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls and Mayor Dennis Browning: 7. Council Members absent: John Milne, and John Humphreys: 2.

REPORTS FROM CITY MANAGER

City Manager Tim Morales announced that overview presentations would continue for the Fiscal Year 2018-2019 Proposed Budgets. Manager Morales introduced Yolanda Jones, Office of Management and Budget (OMB) Director. Ms. Jones presented the proposed budgets for the Enterprise Funds with comparatives to the current fiscal year activity.

Council Member John Humphreys entered the meeting at 5:07 p.m.

Ms. Jones introduced the Director of Water and Wastewater, Kim Mason.

Ms. Mason presented the Fiscal Year Proposed Budgets for the Water and Wastewater Funds including projects and purchases planned in each fund.

Bryan Weiss, OMB Administrative Budget Analyst, presented proposed budget information for the Internal Service Funds and the Fiduciary Funds.

Beth Church, Assistant Director of Human Resources presented the proposed Personnel Complement changes for Fiscal Year 2019.

City Manager Morales, the OMB Team, Ms. Church, and Phil Karwat, Director of Public Services, responded to questions from Council and concluded the presentations.

ADJOURNMENT

Mayor Browning adjourned the Committee of the Whole meeting at 6:32 p.m.

Janet Santos, CMMC/MMC
City Clerk

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MAY 21, 2018, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Annie Boensch, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, John Humphreys, and Dennis Browning: 9. Council Members absent: 0.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- The City Manager has removed consent agenda item # 6. Therefore, no action is requested at this meeting.
- City Hall will be closed Monday, May 28th for the Memorial Day Holiday.
- Due to the Memorial Day Holiday, trash collection services will be delayed by one day.
- The 2018 Yard Waste collection service is the same day as your regular trash day. Yard waste must be in paper yard waste bags, or in 35 gallon or smaller garbage can, not weighing more than 50 pounds, with a "Yard Waste" sticker affixed to the front. Yard Waste stickers are available at the City Clerk's Office.
- Three Saginaw Public School Board positions will be on the November 6th ballot. Information and forms are available at the Clerk's Office during regular business hours. Candidates must file at the City Clerk's Office on or before July 24th at 4:00 p.m.
- Four Council Member positions will also be on the November 6th ballot. Information, petitions, and affidavit of Identity forms are available at the Clerk's Office during regular business hours. Candidates must file at the City Clerk's Office on or before August 7th at 5:00 p.m.
- The City has acquired new election equipment as funded through a grant agreement. The City Clerk and staff will conduct an open house to demonstrate the new equipment prior to its use in the August 7 and November 6 Elections. The open houses will be held on Tuesday, June 12 and Wednesday June 13 in Council Chambers at 5:00 p.m. to 8:00 p.m. The open house will feature hands on opportunity stations.

Mayor Browning presented a certificate designating May 25, 2018 as "Theodore Roethke Day." Annie Ransford accepted the certificate on behalf of the Friends of Theodore Roethke committee.

PUBLIC HEARINGS

Clerk Santos announced the public hearing regarding the Fiscal Year 2018-2019 proposed Budget and Property Tax millage. Mayor Browning called for comments three times. There were no comments.

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

Clerk Santos announced the public hearing regarding the Special Assessment District for a Police and Fire millage for Fiscal Year 2018-2019. Mayor Browning called for comments three times. There were no comments.

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

Clerk Santos announced the public hearing regarding the Downtown Development Authority District millage to be levied on properties within the district. Mayor Browning called for comments three times. There were no comments.

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

PERSONAL APPEARANCES

A personal appearance addressed the Council as follows: Rosa Holliday.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Tibbs, Milne, Balls, Bryant, Moore, and Mayor Browning.

REPORTS FROM CITY MANAGER

City Manager Tim Morales provided updates on various projects, meetings, and a recap of the departmental changes over the past several years that have provided significant cost savings.

CONSENT AGENDA:

1. Approve the May 7, 2018 committee of the whole and regular council meeting minutes.
2. Approve Petition #18-07 to approve the capital expenditure items for the 2018-2019 Budget for Operations, Capital Improvement, and Debt Service for the Saginaw-Midland Municipal Water Supply Corporation.
3. Approve the amendments to the FY 2018 Approved Budget to recognize changes that have occurred during the March period.
4. Approve the changes to the 2018–2019 Personnel Complement.
5. Approve the agreements with I.T.I., Inc. for \$27,590.52 for the maintenance of telephone equipment for the City's digital and Internet Protocol phone system.
6. **REMOVED:** ~~Approve the purchase with Choice Office Products for \$2,795.47 for tables for the Andersen Enrichment Center.~~
7. Approve the purchase with Moridge Manufacturing, Inc. for \$10,366.36 for three mower attachments for the Cemeteries Division.
8. Ratification of the purchase with North American Overhead Door for \$3,060 for the replacement of the main entrance exterior door at the Public Works Building.

9. Approve the purchase with Rock Products for \$264,000 pending budget approval, for FY 2019 and for FY 2020 for concrete ready mix for the Maintenance and Service Division.
10. Approve the purchase with Todd Wenzel Buick for \$41,726.85 for a 2017 GMC Sierra 3500 HD Dump truck equipped as specified for the Maintenance and Service Division.
11. Approve the purchase with Standard Electric Company for \$3,450 for two fiberglass street light poles for the Traffic Maintenance Section, Right of Way Division.
12. Approve the Bay Street Water Main Replacement Contract with Rohde Brothers Excavating, Inc. for \$1,284,180 for the Engineering Section, Right of Way Division.
13. Approve the 2018 Mill and Resurfacing Contract with Edw. C. Levy Co., dba Ace-Saginaw Paving Company, for \$1,174,883.88 for the Engineering Section, Right of Way Division.
14. Ratification of the purchase with Kraft Power Corporation for \$3,454.71 for a generator replacement water pump for the Water Treatment Division.
15. Approve the purchase with Black Jack Asphalt for \$43,750 for FY 2018; and pending budget approval, for \$40,000 for FY 2019 for the milling and resurfacing of the access roads and parking areas at the Wastewater Treatment Plant.
16. Approve the purchase with National Business Furniture for \$2,995.40 for office furniture for the Inspections Division.

Moved by Council Member Balls, seconded by Council Member Boensch to approve consent agenda items 1 through 5 and 7 through 16. 9 ayes, 0 nays, 0 absent. Motion approved.

REPORTS FROM BOARDS; COMMISSIONS AND COMMITTEES; AND
APPOINTMENT OF BOARD AND COMMISSION MEMBERS

City Manager reported that a presentation from Saginaw County 911 will be on the agenda in June.

RESOLUTIONS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to adopt the resolution approving the FY 2018-2019 budget. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Boensch, seconded by Mayor Pro Tem Kloc to adopt the resolution approving the amount for the FY 2018-2019 Public Safety millage. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Bryant, seconded by Council Member Balls 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 2019. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Milne to adjourn the meeting at 7:39 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Janet Santos, CMMC/MMC
City Clerk

PROCLAMATION

WHEREAS, the Young Men's Christian Association, also known as the YMCA, opened its doors in Saginaw on June 25, 1868 with a total of twenty members. While the YMCA has changed locations a few times in its 150 year history, it found its current home, 1915 Fordney, in the late 1950's; and

WHEREAS, for 150 years the YMCA of Saginaw has strengthened the foundation of our community through programs that foster youth development, healthy living, and social responsibility. The YMCA believes in diversity and inclusion, and prides itself on the members who walk through its doors every day; and

WHEREAS, the YMCA's journey over the past 150 years has impacted the lives of many with stories of health gains, confidence growth, reduced isolation, and an increased sense of belonging; and

WHEREAS, the YMCA of Saginaw annually raises over \$250,000 that is given back to the community in a variety of ways. This includes funding Y memberships for youth, families and seniors, the Mission Nutrition program, and giving kids an opportunity to experience Camp Timbers and participate in a premier summer camp experience; and

WHEREAS, today's mission of the YMCA of Saginaw is to be an association of all people, with programs that enrich the spirit, mind and body. For the past 150 years, the YMCA of Saginaw has truly made a difference in our community; serving to strengthen, educate, assist, and empower;

NOW, THEREFORE, BE IT RESOLVED, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow councilmembers, do recognize the **YMCA of Saginaw** on the honorable occasion of its **150th Anniversary** and encourage Saginaw's residents and businesses to participate in the YMCA's programs and events held throughout the year and thank them for being a such a valuable part of Saginaw's community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 4th day of June in the year of our Lord two thousand eighteen.



June 4, 2018

Dennis D. Browning, Mayor

Councilpersons

Floyd Kloc, Mayor Pro Tem

Michael D. Balls, Annie Boensch, Clint Bryant

John Humphreys, John Milne,

Brenda F. Moore and Demond L. Tibbs

Timothy Morales, City Manager

From: Timothy Morales, City Manager
Subject: Downtown Development Authority By-Laws
Prepared by: Downtown Development Authority

Manager's Recommendation:

I recommend approval of the Downtown Development Authority By-Laws, as amended.

Justification:

Downtown Development Authorities are established under Public Act 197 of 1975. On April 25, 2017 the Downtown Development Authority (DDA) adopted amendments to their By-Laws. The original By-Laws were adopted October 22, 1981 with amendments adopted September 11, 2000, and amendments adopted June 15, 2017. Public Act 197 requires that the City Council approve amendments of the DDA By-Laws.

The City Attorney and the DDA Attorney reviewed and recommended an amendment to current By-Laws. The DDA staff introduced a minor amendment to change the annual meeting and election of officer's meeting. The language to read as follows:

Article IV, Meetings, Section 1. Annual Meeting - The annual meeting shall be held at the regular meeting of the Board held in February of each year. The election of officers shall occur at the annual meeting. If the election of officers should not occur on the day designated, or any adjournment thereof, the board shall cause the election to be held at a regular or special meeting of the board within ninety days of the annual meeting.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Disclosure of Pecuniary Interest in City Attorney Contract
Prepared by: Amy L. Lusk, City Attorney

City Manager's Recommendation:

I recommend that disclosure of the City Attorney's pecuniary interest in the professional services agreement to be considered at the June 18, 2018, meeting of the City Council be made a part of the official record of the Council meeting and be made public in the same manner as a public meeting notice.

Justification:

On the next Council agenda will be a professional services agreement re-appointing Amy Lusk as City Attorney. Under a strict reading of a statute that is intended to apply to elected officials and employees of municipalities who have an unreported or otherwise unknown financial interest in a public contract that requires a public body's approval, it could be viewed that the City Attorney is required to disclose her pecuniary interest in the contract as City Attorney, though such disclosure seems obvious.

Per the statute, Ms. Lusk requests that her disclosure be made a part of the official record of the meeting and be made public in the same manner as a public meeting notice. At the City Council meeting to be held on June 18, 2018, the City Council shall approve the agreement by a vote of not less than 2/3 of the full membership of the Council. Finally, upon approval, the City shall disclose the City Attorney's name as a party to the contract, the terms and conditions of the contract and the nature of her pecuniary interest, which is as an employee of the law firm of Gilbert & Smith, PC.

Council Action:

Motion to approve the recommendation of the City Manager.

GILBERT & SMITH, P.C.

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AMY L. LUSK

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June 4, 2018

The Honorable Dennis D. Browning, Mayor
City of Saginaw
1315 S. Washington Avenue
Saginaw, Michigan 48601

Re: Disclosure of Pecuniary Interest in City Attorney Contract

Dear Mr. Mayor:

On the next Council agenda will be an extension of the City Attorney contract. Under a strict reading of a statute that I believe is intended to apply to elected officials and employees of municipalities who have an unreported or otherwise unknown financial interest in a public contract that requires a public body's approval, it could be viewed that as the appointed City Attorney, I am to disclose my pecuniary interest in my contract as City Attorney, though such disclosure seems apparent.

Obviously, City Council is well aware that I have a pecuniary interest in the contract for my services, as I am a party to the contract for which I will receive compensation for services rendered. Nevertheless, in an effort to dispel any question that City Council is aware of my interest, I am officially disclosing such pecuniary interest of the payments received for legal services rendered in the extension of my contract as City Attorney.

Per the statute, I ask that this disclosure be made a part of the official record of the meeting held June 4, 2018, and be made public in the same manner as a public meeting notice. At the City Council meeting to be held on June 18, 2018, the City Council must approve the contract by a vote of not less than 2/3 of the full membership of the Council. Finally, upon approval, the City shall disclose my name as a party to the contract, the terms and conditions of my contract and the nature of my pecuniary interest, which is as an employee of the law firm of Gilbert & Smith, PC.

Thank you for your attention to this matter.

Sincerely,

Amy L. Lusk

Amy L. Lusk

From: Timothy Morales, City Manager
Subject: OPEB Actuarial Services
Prepared by: Dennis Jordan, Director of Human Resources

Manager's Recommendation:

I recommend the approval of the services payment with CBIZ, for \$20,000 for the completion of the 2018 Other Post-Employment Benefits Actuarial Valuation.

Justification:

The City of Saginaw is required under Governmental Accounting Standards Board (GASB) to have an Other Postemployment Benefits (OPEB) Bi-Annual valuation completed.

GASB 75, is an accounting and financial reporting provision requiring government employers to measure and report the **liabilities** associated with **OPEB**.

OPEB are benefits, other than pensions, that U.S. state and local governments provide to their retired employees. These benefits principally involve health care benefits, but also may include life insurance, disability, legal and other services.

CBIZ is an actuarial firm that will perform the complete OPEB valuation for the City of Saginaw. CBIZ Retirement Plan Services is based out of Kansas City, Missouri with a satellite office in Lansing, Michigan. CBIZ currently performs all the actuarial valuations for all of the other City of Saginaw Pension Plans.

The cost of the actuarial valuation is \$20,000 to be paid when services are completed.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the General Fund - Department of the General Government - Office of Human Resources', Professional Services Account No 101-1725-801.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: BCBS Sublicense Agreement
Prepared by: Dennis Jordan, Director of Human Resources

Manager's Recommendation:

I recommend the approval of the Blue Cross Blue Shield Sublicense and Support Agreement for the purpose of having access to a new reporting application with no cost impact to the City.

Justification:

Blue Cross Blue Shield (BCBS) provides the health care claims administration for all City employees and retirees.

BCBS has added a new state-of-the-art business analytics platform called Whyzen Analytics. Whyzen Analytics will provide City staff and Brown & Brown of Central Michigan, Inc., our insurance broker, with new reporting tools to analyze our self-funded health care plan. Having access to these reports will improve the management and administration of the City's healthcare plan.

In order to have access to these reports provided by Whyzen Analytics, the City must agree to the Terms and Conditions of the Sublicense and Support Agreement. There is no cost for this added reporting service.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

I have approved the Blue Cross Blue Shield Sublicense and Support Agreement as to substance and the City Attorney approves as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Cisco Network Switches for Police Department
Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend that the agreements with Sentinel Technologies, Inc. and Cisco Capital be approved for the provision, installation, and leasing of two Cisco Network Switches and that a purchase order be approved and issued to Cisco Capital in the amount of \$15,063.55 with \$3,012.71 in annual payments due on a five-year lease to own.

Justification:

On April 23, 2018, we received a quote from Sentinel Technologies, Inc. for two additional Cisco Network Switches utilizing the National Association of State Procurement Officials Value Point (NASPO) pricing for the equipment, service and maintenance. Sentinel Technologies is an Authorized Reseller under a discount pricing and service agreement between NASPO and Cisco Systems, Inc. The current switches at the Saginaw Police Department are at full capacity and are in need of additional resources for current and future projects involving video upgrades, car cameras, body cameras and building cameras. The new switches have Power-Over-Ethernet Plus (PoE+) which will allow newer equipment with higher power requirements to be utilized.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Technical Services - Information Services Fund, Operating Services Account No. 658-1720-805.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: KnowB4 Security Awareness Training and Testing
Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend approval of the purchase with Yeo & Yeo Computer Consulting for \$3,700.00 for KnowB4 Online Security Awareness training and testing for all City employees.

Justification:

On May 14, 2018, we received a quote from Yeo & Yeo Computer Consulting for KnowB4, a sole source provider, for Online Security Awareness Training for all City employees for a period of one year. This security training includes interactive and on-demand modules to train individuals on how to recognize computer security risks such as different types of Phishing schemes, Social Engineering and Ransomware. This security training will help employees become more aware of security risks and how it affects themselves and City computer systems by reducing computer security related issues. Training, testing, documentation and reporting are included.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Technical Services - Information Services Fund, Training and Development Account No. 658-1720-823.003

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of System Engineer Support Services
Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend ratification of a purchase with Yeo & Yeo Computer Consulting for \$2,422.00 for System Engineer Support Services.

Justification:

On April 4, 2018 and April 10, 2018, we received onsite support services from a System Engineer from Yeo & Yeo Computer Consulting to assist in the installation of a SAN and four (4) new Host Servers. This also included assisting in the updating to the newest version of VMware on each of the Host Servers which took additional service support. Documentation was provided as well for the service and changes to the computer systems.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Technical Services - Information Services Fund, Professional Services Account No. 658-1720-801.000

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Repairs to Engine 1
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend approval of a purchase with Spartan Service and Repair for \$40,221.18 for the repair of Engine 1 for the Fire Department.

Justification:

On March 8, 2018 Fire Engine 1 was staged on I-675 to block one lane of traffic to facilitate the safety of civilians and emergency personnel during the removal of disabled vehicles due to an automobile accident. Although the apparatus was illuminated with all emergency lighting, one vehicle traveling at a high rate of speed spun out of control and collided with the rear of Engine 1. The driver of the vehicle was uninjured and cited for careless driving and violation of basic speed law.

The damage to Engine 1 is significant while not disabling. A subrogation claim has been initiated with the City's third party claims administrator to recover the costs of the repairs from the driver of the vehicle at fault. Engine 1 is the newest apparatus in the Fire Department fleet and in order to maintain warranty coverage, repairs must be made by the manufacturer.

Following the accident, an estimate for repairs was immediately requested from Spartan Service and Repair. They recently provided the estimate and will schedule the repairs pending approval. Repairs are expected to take 45-60 days to complete.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Community Public Safety - Fire, Fire Apparatus Operations/Maintenance, Motor Vehicle Repairs Account No. 101-3554-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Saginaw Police Department – Building Camera System
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of purchase with Advanced Business Communications for \$9,551.89 for a new interior/exterior camera system at the Saginaw Police Department.

Justification:

Saginaw Police Department received estimates from five qualified vendors for new cameras, materials, installation and labor, for all SPD parking lots, interior corridors, and main lobby. This will improve the safety and security for all that work for or visit the Saginaw Police Department. Our insurance carrier, Saginaw Bay Underwriters, has agreed to donate \$3,000.00 to SPD upon the completion of this project.

The following is a tabulation of the quotes received:

VENDOR & LOCATION	TOTAL COST
Advanced Business Communications Saginaw, MI	\$9,551.89
Honor Security Inc. Saginaw, MI	\$12,257.38
Harbert Home Systems Saginaw, MI	\$15,431.18
Branro Enterprises Midland, MI	\$24,750.00
SecureCom Midland, MI	\$32,030.39

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Saginaw Police, Drug Forfeiture Fund, Repairs and Replacements, Account No. 264-3040-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Grant Award from the Saginaw Community Foundation
Prepared by: Phillip Karwat, Public Services Director

Manager's Recommendation:

I recommend the approval of the grant award of \$2,926.32 from the Saginaw Community Foundation to the Andersen Enrichment Center for the purchase of various tables and a projection screen for the Andersen Enrichment Center.

It is also recommended that a budget adjustment be completed to increase Andersen Center Operation Fund, Donations-Grants Account No 236-0000-580.003 from \$0 to \$2,927. To offset the increase in revenues, will be an increase to the Andersen Center Operations Fund, Andersen Enrichment Center Division, Capital Outlay less than \$5,000, Account No.236-7540-971.000 by the same.

Justification:

Founded in 1984, the Saginaw Community Foundation is mission-driven to improve the quality of life in Saginaw County by linking donor interests with the community's most pressing needs and promising opportunities.

On March 16, 2018, the Andersen Enrichment Center submitted a grant request totaling \$2,926.32 to the Saginaw Community Foundation for the purchase of various tables and a projection screen to be utilized by the by the Andersen Enrichment Center.

On May 22, 2018, the Andersen Enrichment Center was notified that our grant request was approved. The total grant award will be for \$2,926.32 with no matching fund requirement by the City of Saginaw.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Tables
Prepared by: Lori Rittenberry, Andersen Enrichment Center, Director

Manager's Recommendation:

I recommend the approval of a purchase with Choice Office Products, for \$2,795.47 for tables for the Andersen Enrichment Center.

Justification:

The Andersen Enrichment Center was awarded a grant from the Saginaw Community Foundation for \$2,926.32 to purchase quality supplies for our rentals that receive a high amount of use on a daily basis. Two bids were received. Purchases are for ten 96x30 polyethylene heavy duty folding banquet tables, three 72x30 polyethylene heavy duty folding tables, and four 36x96 laminate folding tables.

<u>Vendor</u>	<u>Cost</u>
Choice Office Products Saginaw, MI	\$2,795.47
Douglas Food Stores Inc, Bluefield, WV	\$2,950.22

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds for this purchase are budgeted in the Andersen Operation Center Fund, Andersen Enrichment Center Division, Capital Outlay less than \$5,000 Account No. 236-7540-971-000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: YMCA Attachment Agreement for light poles
Prepared by: Phil Karwat, Public Services Department

Manager's Recommendation:

I recommend the approval of a Light Pole Attachment Agreement between the City of Saginaw and the Young Men's Christian Association of Saginaw (YMCA).

Justification:

On May 1, 2018, the YMCA requested permission to place banners on City owned decorative poles, located on Fordney Street between Rust Avenue and Ezra Rust Avenue. The YMCA will be celebrating its 150th anniversary this year and has commissioned banners supporting the KidsCampUS campaign, as well as other banners celebrating their anniversary. The banners will be placed at various times of the year as determined by the YMCA following review and approval by Public Services.

This agreement will allow the City to regulate the proper attachments for these banners and YMCA will indemnify the City for any damage caused as a result of their placement and maintenance of these banners. The term of this agreement will be for three years, but either party may terminate it upon thirty days' notice.

I have approved the Light Pole Attachment Agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Maintenance Agreement for the Janet H. Nash Riverfront Preserve
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend approval of the Maintenance Agreement regarding the Janet H. Nash Riverfront Preserve.

Justification:

The Agreement between the City of Saginaw (City) and the County of Saginaw (County), the Saginaw City School District (School District) and the Saginaw Basin Land Conservancy (SBLC) is for maintenance and care of the Janet H. Nash Riverfront Preserve located at the corner of Genesee Avenue and Niagara Street in the City of Saginaw, Michigan.

The Maintenance Agreement provides the framework of the partnership arrangement and establishes the management responsibilities of each entity (City, County, School District and SBLC). The City will provide installation and maintenance of: crosswalk signage and striping, silt traps in Niagara Street catch basins, trash receptacles and hardscape elements(i.e. asphalt and concrete) associated with the pathway/river trail. The County will mow the right of way and pathway/river trail. The School District will have students weekly remove trash and the SBLC will oversee and maintain all planting including wildflowers, monitor the planting, and install and maintain the signage kiosk.

The term of this Agreement will be for five years (5), but either party may terminate the Agreement by giving sixty (60) days' notice.

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.

From: Timothy Morales, City Manager
Subject: Annual Supply of Ductile Iron Pipe & Water main Fittings
Prepared by: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with ETNA Supply Company for \$26,108.40 for ductile iron pipe and water main fittings for the Maintenance and Service Division for FY 2019.

Justification:

On May 8, 2018 bids were received for 920ft. of class 52 ductile iron water main in various diameters and ductile iron pipe fittings for the Maintenance and Service Division. The water main fittings include crosses, tees, mechanical joint reducers, and joint bends in various sizes. A comparison to last year's bid shows that there was no price increase over previous year's cost. Following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
ETNA Supply Grand Rapids, MI	\$26,108.40
Michigan Pipe & Valve Saginaw, MI (Out of City)	\$26,347.00
Core and Main LP Shelby, MI	\$27,175.69
Ferguson Enterprises Saginaw, MI	\$28,514.67

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's, Part and Supplies Account No. 591-4721-742.000 \$26,108.40 and will be accounted for in the Water Operation and Maintenance Fund Water Inventory Account No. 591-0000-110.002.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of No Lead Brass Fittings
Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Michigan Pipe and Valve, for \$99,999.30 for no - lead brass fittings for the Maintenance and Service Division for FY 2019.

Justification:

On May 15, 2018, the City received one complete all or none bid for 92 various brass water service parts totaling over 6,000 individual pieces. These no lead brass fittings will be used in the maintenance, repair and construction of the Water Distribution and Transmission Systems. A cost comparison shows an average of 29% increase over the previous year's bid.

<u>Vendor</u>	<u>Total</u>
Michigan Pipe and Valve Saginaw, MI (Out of City)	\$99,999.30

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 591-4721-742.000 \$99,999.30 for Fiscal Year 2019 and will be accounted for in the Water Operation and Maintenance Fund Water Inventory Account No. 591-0000-110.002.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Manhole Blocks
Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Michigan Pipe and Valve for \$9,600.00 for manhole blocks for the Maintenance and Service Division for FY 2019.

Justification:

On May 15, 2018, the City received one qualifying bid for the annual supply of 6,000 manhole blocks. The manhole blocks will be used by the Maintenance and Service Division for the construction and repairs to the City's sewer collection systems. A cost comparison shows an average of a 5% increase in cost from the last year's bid. The following is a tabulation of the bid received.

<u>Vendor</u>	<u>Cost</u>
Michigan Pipe and Valve Saginaw, MI (Out of City)	\$ 9,600.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 590-4821-742.000 \$9600.00 and will be accounted for in the Water Operation and Maintenance Fund, Water Inventory Account No. 591-0000-110.002 for FY 2019.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Aggregate
Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Champagne & Marx for \$64,086.00 for FY 2019 and pending budget approval, for \$65,645.00 for FY 2020 for Mason Sand and Stone Aggregate mix for the Maintenance and Service Division.

Justification:

On May 1, 2018, the City received a sole bid for 60/40 Gravel, Mason Sand, 6AA Stone and 22A Stone Crete. The Maintenance and Service Division uses different types of sand and aggregate materials daily in the maintenance and repair of the City's water distribution and sewer collection systems. A cost comparison shows an average of an 8% increase in cost from the last two year bid. The following is a tabulation of the bids received.

<u>Material</u>	<u>Tons</u>	<u>FY 2019</u>	<u>FY 2020</u>
1. 60/40 Gravel	500	\$ 8,010.00	\$ 8,250.00
2. Mason Sand	600	\$ 6,876.00	\$ 7,080.00
3. 6AA Stone	1,000	\$22,850.00	\$23,540.00
4. 22A Stone Crete	<u>1,700</u>	<u>\$26,350.00</u>	<u>\$26,775.00</u>
Total	3,800	\$64,086.00	\$65,645.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 591-4721-742.000, \$32,043 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 590-4821-742.000, \$32,043 for Fiscal Year 2019 and will be budgeted in the same accounts for Fiscal Year 2020 pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Portland Cement
Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Ferguson Enterprise for \$6,790.00 for Portland Cement for the Maintenance and Service Division for FY 2019.

Justification:

On May 1, 2018, the City received bids for 700 – 94 pound bags of Portland Cement. The Maintenance and Service Division uses Portland Cement daily in the maintenance and repair of the City's water distribution and sewer collection systems. A cost comparison shows an average of an 8% decrease in cost from the last year bid. The following is a tabulation of the bids received.

<u>Vendor</u>	<u>Cost</u>
Ferguson Enterprise Saginaw, MI (Out of City)	\$6,790.00
Home Depot (Out of City) Saginaw, MI	\$7,189.00
Sabiston Builders Supply Warren, MI	\$7,735.00
R&R Ready Mix Saginaw, MI (Out of City)	\$8,432.00
Core and Main, LP Shelby, MI	\$8,911.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 591-4721-742.000 \$3,395.00 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 590-4821-742.000 \$3,395.00 for Fiscal Year 2019.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Hot and Cold Asphalt
Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Ace-Saginaw Paving Company, for \$165,000.00 for FY 2019 and FY 2020, pending budget approval, for hot mix asphalt; and a purchase from Unique Paving Material \$125,000.00 for FY 2019 and FY 2020, pending budget approval, for cold patch asphalt for the Maintenance and Service Division.

Justification:

On April 17, 2018, the Maintenance and Service Division received a two year bid for hot and cold asphalt. The Maintenance and Service Division has decided to split the bid with Ace-Saginaw Paving as the winning bid on line item #1 and #2 and Unique Paving Materials as the winning bid on line item #3. The Maintenance and Service Division has disqualified Ace-Saginaw Paving's cold patch asphalt bid due to the fact that it does not meet the City's performance standard. The Maintenance and Service Division excavates approximately 900 water and sewer repairs annually that requires hot and cold asphalt for temporary and permanent repairs in the City's ROW. The following is a tabulation of the bid received:

<u>Vendor</u>		<u>FY 2019</u>	<u>FY 2020</u>
Ace-Saginaw Paving Saginaw, MI (out city)	Hot Mix 13A/Ton	\$55.00 /ton	\$56.00 /ton
	Hot Mix 36A/Ton	\$55.00 /ton	\$56.00 /ton
Unique Paving Material Saginaw, MI (out city)	Cold Patch /Ton	\$89.00 /ton	\$89.00 /ton

These prices represent a decrease/increase in unit bid prices from FY 2018 as listed below:

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
Hot Mix 13A/Ton	\$50.00 /ton	9% Increase	12% Increase
Hot Mix 36A/Ton	\$54.00 /ton	1% Increase	4% Increase
Cold Patch /Ton	\$88.00 /ton	1% Increase	1% Increase

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's, Street and Road Materials Account No. 591-4721-743.000 (\$171,100) and Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Street and Road Materials Account No. 590-4821-743.000 (\$118,900) for Fiscal Year 2019 and will be budgeted in the same accounts for Fiscal Year 2020 pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Screened Top Soil
Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Bourdow Contracting for \$51,837.50 for FY 2019, and pending budget approval, for \$52,968.50 for FY 2020, for screened top soil for the Maintenance and Service Division.

Justification:

On April 17, 2018, the City received bids for an annual supply of screened top soil (3,770 tons) used by the Maintenance and Service Division to restore grass areas in the City's Right of Way disturbed by water and sewer excavations. A cost comparison shows an average of an 23% increase in cost from the last year's bid. The following is a tabulation of the bids received.

<u>Vendor</u>	<u>First Year</u>	<u>Second Year</u>
Bourdow Contracting Carrollton, MI (out city)	\$51,837.50	\$52,968.50
Champagne & Marx Excavating Saginaw, MI (out city)	\$53,722.50	\$54,665.00
Dave Hausbeck Trucking Reese, MI	\$58,435.00	\$60,320.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 591-4721-742.000 \$25,918.75 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 590-4821-742.000 \$25,918.75 for FY 2019 and will be budgeted in the same account for FY 2020 pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Annual Catch Basin and Sewer Debris Hauling

Prepared by: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Waste Management, for \$35,000.00 for FY 2019, and pending budget approval, for \$35,000.00 for FY 2020, for catch basin and sewer debris hauling for the Maintenance and Service Division.

Justification:

On May 1, 2018 two bids were received for catch basin and sewer debris hauling for the Maintenance and Service Division. This service provides 20 cubic yard containers to landfill the City's sewer debris from main line sewer and catch basin activities which amount to approximately 1,600 cubic yards of debris annually. This represents a 24% decrease from FY 2018. The following is a tabulation of the bids received:

Fiscal Year 2019

<u>Vendor</u>	<u>Cost</u>
Waste Management	\$420.00
Saginaw, MI	(per 2- CYD-Container)
• Max. Load Size CYD.	20
• Disposal Cost per CYD.	\$21.00
 Republic Services	 \$560.00
Flint, MI	(per 2- CYD-Container)
• Max. Load Size CYD.	20
• Disposal Cost per CYD.	\$18.00
• Transportation per CYD	\$10.00

Fiscal Year 2020

<u>Vendor</u>	<u>Cost</u>
Waste Management	\$441.00
Saginaw, MI	(per 2- CYD-Container)
• Max. load size CYD.	20
• Disposal cost per CYD.	\$22.05

Republic Services	\$600.00
Flint, MI	(per 2- CYD-Container)
• Max. load size CYD	20
• Disposal cost per CYD.	\$19.00
• Transportation per CYD.	\$11.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Operations Account No. 590-4821-742.000 \$35,000 for Fiscal Year 2019 and will be budgeted in the same account for Fiscal Year 2020 pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Equipment replacement
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Snap-on Industrial for \$14,172.63 for shop equipment replacements for the Motor Pool Division.

Justification:

The Motor Pool is replacing a 16 year old air conditioning service machine which is becoming obsolete, and a 27 year old small parts media blasting unit. These new replacement Snap-on models incorporate the latest safety and production enhancing improvements. The Motor Pool operation services and repairs over 150 heating and air conditioning systems per year, and media blasting is a preferred method of cleaning and preparing corrosion damaged parts for repair and refinishing, which is done daily. This purchase will be made using pricing from State bid contract #071B3200113 totaling \$14,172.63. The cost for each item is listed below.

<u>Equipment</u>	<u>Cost</u>
Polartek YF AC Machine	\$9,378.80
Pressure Feed Media Blaster	<u>\$4,793.83</u>
Total	\$14,172.63

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Motor Pool Operations Fund, Garage Operations Division's, Shop Equipment Account No. 661-4481-979.000 \$14,172.63.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: L.E.D. Lighting
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Voss Lighting for \$8,357.40 for the fixtures and fittings needed to convert 30 lighting units at the Wastewater Treatment Plant's Emerson Retention and Treatment Basin from high pressure sodium and fluorescent to L.E.D. A Consumers Energy rebate of \$1,827.00 is available lowering the final cost to \$6,530.40.

Justification:

The City of Saginaw has seven retention and treatment basins (RTB). Earlier this year, the exterior lighting at two of these stations was upgraded. With the remaining funds budgeted for this year we have determined that upgrading the interior lighting at the Emerson RTB provides the greatest benefit. Emerson RTB contains a workshop and lunch room and is occupied even during dry weather, so the interior lighting is used much more frequently than the other stations. Considering the energy savings and the Consumers Energy Rebate, the pay back for these upgrades is approximately 32 months.

On May 1, 2018, sealed bids were opened. Following is a summary of the bids received:

Voss Electric	\$8,357.40
Grand Rapids, MI Cost w/ rebate (\$1,827.00)	\$6,530.40
Vitlamps	\$6,747.00
Sacramento, CA Cost w/ rebate (not eligible)	\$6,747.00
Medler Electric Co	\$10,440.00
Bay City, MI	
Standard Electric	\$10,552.50
Saginaw, MI	
McNaughton – McKay Electric	\$10,770.00
Saginaw, MI	
Marshall E. Campbell	\$11,100.00
Saginaw, MI	

Michigan Electric Supply Burton, MI	\$11,100.00
Walker-Miller Energy Services LLC Detroit, MI	\$12,690.00
Remier Lighting Flint, MI	\$14,039.40

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds for this purchase are budgeted in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Repairs and Replacements Account No. 590-4835-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Wonderware Customer First Support Program
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Wonderware North, a sole source, for \$24,807.00 for one year of software customer support for the Supervisory Control and Data Acquisition systems at the Water Treatment, Wastewater Treatment and Remote Facilities Divisions.

Justification:

On April 27, 2018, we received a proposal from Wonderware North for customer support for our Supervisory Control and Data Acquisition (SCADA) system, the human machine interface between the plant operators and the plant equipment. Support includes technical support and assistance, upgrades, fixes, patches and service packs. Wonderware North is the sole source provider for support of this software.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Instrumentation and Process Controls Division's Computer Software Acct. No. 591-4715-741.000 (\$12,403.50) and the Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Computer Software Acct. No. 590-4815-741.000 (\$12,403.50).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Uninterruptable Power Supply (UPS)
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with CDW-G for \$2,810.87 for the uninterruptable power supply for the Wastewater Treatment Division's Supervisory Control and Data Acquisition system.

Justification:

On April 24, 2018, we received a quote from CDW-G for an uninterruptable power supply for the Supervisory Control and Data Acquisition (SCADA) system to replace a unit which is past its life cycle. The SCADA system is the human machine interface between the plant operators and the plant equipment. CDW-G was awarded the MiDEAL State bid contract #071B6600110 to provide these items for governmental agencies in the State of Michigan.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Division's Parts and Supplies Acct. No. 590-4815-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: MDOT Cost Agreement 18-5173 for Bridge Rehabilitation Work
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of Michigan Department of Transportation Cost Agreement 18-5173 for bridge rehabilitation work for the Engineering Section, Right of Way Division.

Justification:

Michigan Department of Transportation Cost Agreement 18-5173 is for the purpose of fixing the rights and obligations of the parties in agreeing to bridge rehabilitation work on the Holland Avenue Bridge over the Saginaw River that includes bridge deck patching and the installation of an epoxy sealant and on the Center Street, Court Street and Johnson Street Bridges over the Saginaw River that includes deck drain downspout repairs and replacements.

The total estimated project cost is \$270,300.00. Of the total cost, \$256,800.00 is eligible for State and Federal Bridge funding. The City is responsible for 5% of the total cost or \$13,500.00, and any cost overruns.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds for this project are budgeted in the FY 2019 Major Street Fund – Bridge Projects Division Construction Projects Account No. 202-4616-822.000.

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

Council Action:

This Council Communication is for informational purposes of the resolution to be adopted.

APPROVING MDOT COST AGREEMENT 18-5173 FOR BRIDGE REHABILITATION WORK

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

WHEREAS: Cost Agreement No. 18-5173 has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the cost of rehabilitation work on the Holland Avenue Bridge over the Saginaw River that includes bridge deck patching and installation of an epoxy sealer, and on the Court Street, Center Street and Johnson Street Bridges over the Saginaw River that includes deck drain downspout repairs and replacements; and

WHEREAS: Cost Agreement No. 18-5173 has been approved by the City Manager as to substance and the City Attorney as to form; and

WHEREAS: By virtue of their positions the Mayor and City Manager are authorized to sign the cost agreement contract.

NOW, THEREFORE, BE IT RESOLVED, that the Council for the City of Saginaw does hereby approve Cost Agreement No. 18-5173 submitted by the Michigan Department of Transportation.

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 4, 2018; 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