



Revised
Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
November 5, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

1. Welcome to Riverfront Saginaw Update from Michael Hanley, Kevin Schultz and Jeff Wood.
2. Great Lakes Bay Region Talent Initiative Update from Saginaw Future, Inc.

CONSENT AGENDA:

1. Approve the October 22, 2018 regular council meeting minutes.
2. Approve the amendments to the FY 2019 Approved Budget to recognize changes that have occurred during the November period.
3. Approve the purchase with Douglass Safety Systems, LLC, a sole source, for \$220,550 for self-contained breathing apparatus for the Fire Department.
4. Approve the purchase with FP Horak Co. for parking ticket media and envelopes for \$4,058.90 for the Parking Operations and Maintenance Division.
5. Approve the Vehicle Lease Agreement with Ally Financial, Inc. for a vehicle for the Fire Department with five annual payments of \$10,485.95 per year, for a total of \$52,429.75.
6. Approve the purchase with First Class Building Maintenance for \$2,500 for additional window repairs in Fiscal Services.
7. Approve the purchase with Metro Air Compressor Co., Inc. for \$12,390 for a Sullair Rotary Screw Compressor for the Water Treatment Division.

8. Approve the purchase with TSI, Inc., a sole source, for \$13,205 for face mask fit testing equipment for various city departments.
9. Approve the purchase with Kendall Electric, Inc., a sole source, for \$4,559 for software support for the Supervisory Control and Data Acquisition System for the Water and Wastewater Treatment Divisions.
10. Approve the purchase with Kendall Electric, Inc., a sole source for \$5,207 for software to upgrade automation equipment at the Water and Wastewater Treatment Divisions.
11. Approve the purchase with Kendall Electric, Inc., a sole source, for \$9,751.84 for hardware to upgrade automation equipment at the Remote Facilities Division.
12. Adopt the Resolution to approve Agreement No. 17-5039 with the Michigan Department of Transportation for the installation of a Riverfront Saginaw gateway sign within the Michigan Department of Transportation right of way.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Mayoral appointment of Brian Lechel to the Riverfront Development Commission with a term to expire April 1, 2023.
2. Approve the City Manager's appointment of Bryan Weiss to the Brownfield Redevelopment Authority with a term to expire December 31, 2021.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

1. Objecting to the transfer of tax reverted properties from Saginaw County.

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, OCTOBER 22, 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 Boy Scout Troop 3347 led the pledge of allegiance of the United States of America.

ROLL CALL

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

ANNOUNCEMENTS

Deputy City Clerk Kristine Bolzman announced the following:

- A revised agenda has been distributed. The revision adds an appointment to the MBS Airport Commission.
- City Council has rescheduled the regular November Council meetings to Monday, November 5 and Monday, November 26. Both meetings are at 6:30 p.m.
- Absentee ballots are available at the City Clerk's office during regular business hours.
- On Halloween, Wednesday, October 31, trash collection will start at 6:00 a.m. instead of the normal 7:00 a.m. start time. This will help ensure that residential refuse collection trucks are off the roads well in advance of the City's 6:00 to 8:00 p.m. trick-or-treat hours.

PUBLIC HEARINGS

Deputy City Clerk Kristine Bolzman announced the public hearing regarding the Urban Cooperation Agreement with Buena Vista Township to provide Automatic Mutual Aid Assistance. Fire Chief Chris VanLoo spoke in favor. Mayor Browning called for comments three times. No additional comments were given.

Moved by Council Member Balls, seconded by Council Member Moore to close the public hearing regarding the Urban Cooperation Agreement with Buena Vista Township to provide Automatic Mutual Aid Assistance. 9 ayes, 0 nays, 0 absent. Motion approved.

Deputy City Clerk Kristine Bolzman announced the public hearing regarding the request to establish an Obsolete Property Rehabilitation District at 633 South Washington Avenue. Tom Miller Jr. spoke in favor. Mayor Browning called for comments three times. No additional comments were given

Moved by Council Member Moore, seconded by Council Member Boensch to close the public hearing regarding the request to establish an Obsolete Property Rehabilitation District at 633 South Washington Avenue. 9 ayes, 0 nays, 0 absent. Motion approved.

PUBLIC INPUT

Members of the Public addressed the Council as follows: Jennifer Geno, Diane Kloc, John Vowell, and Tim Beffrey.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Milne, Moore, Mayor Pro Tem Kloc, Boensch, Bryant, Forbes, Humphreys, Balls, and Mayor Browning.

REPORTS FROM CITY MANAGER

City Manager Tim Morales provided information updates on various meetings, events and City projects.

CONSENT AGENDA:

1. Approve the October 8, 2018 regular council meeting minutes.
2. Approve the grant agreement between the Saginaw Housing Commission and the U.S. Department of Housing and Urban Development for the FY 2018 Capitol Fund Program Emergency and Safety and Security Program.
3. Approve the purchase with I.T.I., Inc., the sole bidder, for \$32,076.50 for additional software licenses for the Voice over Internet Protocol system.
4. Approve a purchase order to Ricoh USA for a five-year lease of eight multi-function printers for various departments with \$11,265.96 in annual payments, for a total amount of \$56,329.80.
5. Approve the purchase with Granicus for \$5,980 for an online management system for the Boards and Commissions.
6. Ratification of a purchase with Arizona Heating and Air Conditioning for \$7,300 for a replacement unit at Fire Station 1.
7. Approve the Urban Cooperative Agreement with Buena Vista Township Fire Department to provide Automatic Mutual Aid Assistance.
8. Approve a FY 2019 budget adjustment to recognize a \$1,000 donation from The Order of the Eastern Star for the Fire Department.
9. Approve the a FY 2019 budget adjustment to recognize funds received from the FEMA Fire Prevention and Safety Grant. Further, approve a purchase with Home Depot for \$20,840 for 2000 Code One Model i9010 Sealed Lithium Battery Powered Smoke Alarms for the Fire Department.
10. Approve the purchase with Garpiel Landscaping for an amount not to exceed \$12,630 for the professional services associated with the design, purchase, installation and removal of Christmas lights for City Hall.
11. Approve the purchase with West Side Decorating Center for \$29, 935.48 for the replacement of carpet in Fiscal Services, the City Clerk's Office and Office of Management and Budget.
12. Approve the purchase with Ferrellgas for \$5,560 for FY 2019; and pending budget approval, for \$6,360 for FY 2020 for the annual propane delivery service at Green Point Nature Center and Oakwood Cemetery.

13. Approve the purchase with Todd Wenzel Buick GMC for \$25,782.45 for a 2019 GMC Terrain AWD equipped as specified for the Wastewater Division.
14. Approve the Vehicle Lease Agreement with Ally Financial Inc. for a vehicle for the Police Department with four annual payments of \$13,768.20 per year, for a total of \$55,072.80.
15. Approve a blanket purchase order with Wieland Sales, Inc. for \$10,000 for vehicle services and repairs for the Garage Operations Division.
16. Approve the purchase with Jack Doheny Co. for \$339,018.85 for a 2019 International Vactor HXX Prodigy PD Hydro-Excavator equipped as specified for the Water and Sewer Divisions.
17. Approve the purchase with The Safety Company, Inc., dba MTech, for \$429,594 for two 2018 Global M-3 Street Sweepers equipped as specified for the Streets Section of the Right of Way Division.
18. Approve the purchase with Michigan Pipe and Valve for \$53,732 for PVC sewer pipe and fittings for the Maintenance and Service Division.
19. Approve the professional services proposal with Soil and Materials Engineers, Inc. for \$13,500 for environmental services and groundwater evaluations associated with the Weiss Street site.
20. Approve Petition 18-14 from Wolverine Fireworks Display, Inc. to display fireworks at Ojibway Island on Friday, November 16, 2018 at 8:30 pm., or as a rain date, November 17, 2018 at 8:30 p.m.

Moved by Council Member Bryant, seconded by Council Member Moore to approve consent agenda items 1 through 20, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Council Member Milne reported that a special meeting of the Brownfield Redevelopment Authority may be held to discuss items that had been postponed.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Moore, seconded by Council Member Boensch to approve the Council appointment of John Milne to the MBS International Airport Commission with a term to expire October 31, 2022. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Moore, seconded by Council Member Milne to approve the Council appointment of Floyd Kloc to the Saginaw Transit Authority Regional Services with a term to expire September 30, 2021. 9 ayes, 0 nays, 0 absent. Motion approved.

RESOLUTIONS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adopt the resolution establishing an Obsolete Property Rehabilitation District at 633 South Washington Avenue. 9 ayes, 0 nays, 0 absent. Motion approved.

MISCELLANEOUS BUSINESS

Mayor Browning invited Boy Scout Troop 3347 to stand and introduce themselves.

ADJOURNMENT

Moved by Council Member Bryant, seconded by Council Member Boensch to adjourn the meeting at 7:08 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by Deputy Clerk Kristine Bolzman.

Janet Santos, CMMC/MMC
City Clerk

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

Manager's Recommendation:

I recommend approval of the amendments to the 2018/2019 Approved Budget for the listed funds. This adjustment is required to recognize errors, omissions, or changes that have occurred within the month of November as well as the carry forward of the 2018 annual purchase orders into the FY 2019 Approved Budget.

Justification:

The 2018/2019 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2019 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for November and encumbrance analysis, the below-mentioned budget adjustments take into consideration errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

In review of the General Fund, it is recommended that this fund be increased by \$323,806, from \$35,034,433 to \$35,357,389.

- This amendment reflects \$25,279 in encumbrance from the prior year's purchase orders. Projects consist of design services for Remington at Huron and Eastern, design services for Holland at Huron and Eastern, miscellaneous surveying services, engineering services for the Ojibway Island Improvements, Eloma for the proposed firearm practice ranges, surveying for the monument preservations, mill and resurfacing, city hall weekly mat cleaning, and services of the currency counter scanner. An appropriation of fund balance will be utilized to offset the increase expenditures.
- A budget adjustment should be completed to reallocate \$6,000 from the Department of Public Services – Administration Division, Salary Account No. 101-4610-702.000 to the Other General Fund, Operating Transfers Out – Capital Project Account No. 101-9660-999.401. The adjustment covers the increase in the electronic City Hall sign.
- In FY 2018, City Council approved an agreement with Saginaw County Land Bank for weed abatement services. The budget adjustment reflects the carryover of funds not spent in the previous fiscal year. Therefore, a budget adjustment is required to increase the General Fund Revenues, Saginaw County Account No. 101-0000-674.003 in the amount of \$13,333. To offset the increase

in revenues will be an increase to the Department of Public Services, Abatement of Nuisances, Employment Agency Fees Account No. 101-7571-804.000 by the same amount.

- A budget adjustment is required to recognize donations to the General Fund Revenue, Fire Donations Account No. 101-0000-674.010 in the amount of \$850. To offset the increase in revenues will be an increase to the General Fund, Community Public Safety – Fire, Fire Operations, Food Supplies Account No.101-3551-731.000 by the same amount.
- A budget adjustment should be completed to recognize the city receiving the Homeland Security Training Reimbursement dollars. Funds will be recognized in the General Fund Revenue, FD Overtime Reimbursement Account No. 101-0000-676.017 in the amount of \$3,492. To offset the increase in revenues will be an increase in the General Fund, Community Public Safety – Fire, Fire Technical Services Division, Overtime Account No. 101-3552-704.000 in the amount of \$3,441 and Medicare Account No. 101-3552-715.017 in the amount of \$51.
- In FY 2018, the city was notified that we would not receive federal grant dollars for the purchase of Self Contained Breathing Apparatus (SCBA) for Community Public Safety – Fire. As SCBA are the single most important piece of safety equipment for fire fighters, city administration set aside savings to purchase this most needed equipment. Therefore, a budget adjustment is required in the amount of \$220,550 for the General Fund, Community Public Safety – Fire, Fire Operations Division, Repair and Replacement Account No. 101-3551-974.000 for the purchase of 40 SCBA units, 50 SCBA face pieces, and 80 air cylinders. To offset the increase in expenditures will be an appropriation of restricted fund balance.
- A budget adjustment is required to recognize the lease purchase of vehicle for Community Public Safety – Fire in the amount of \$10,486. This expenditure will be recognized in the Community Public Safety – Fire, Fire Apparatus Operations and Maintenance Division, Vehicle Lease Payments Account No. 101-3554-982.001. An appropriation of restricted fund balance will offset this purchase.
- A budget adjustment is required to recognize the lease purchase of vehicle for Community Public Safety – Police in the amount of \$13,769. This expenditure will be recognized in the Community Public Safety – Police, Police Building Maintenance Division, Vehicle Lease Payments Account No. 101-3514-982.001. An appropriation of restricted fund balance will offset this purchase.
- A budget adjustment is required to recognize \$697 in insurance proceeds from an accident that occurred in July 2018. Revenues will be recognized in the General Fund Revenue, Insurance Proceeds Account No. 101-0000-696.000. To offset the increase in revenues will be an increase to the General Fund,

Community Public Safety – Police, Police Building Maintenance Division, Motor Pool Charges - Variable Account No. 101-3514-960.001.

- In September 2018, City Council approved the purchase of election equipment. As part of the purchase of the election equipment, the city was to sell three (3) tabulators to neighboring jurisdictions. These tabulators were sold and the city received \$14,449. Therefore, the General Fund Revenue, Sale of Property Items, Account No. 101-0000-673.003 should be increased from \$0 to \$14,449. In addition, \$20,901 was required to cover the total expense of the purchase of election equipment. Therefore, the General Fund Revenue, Use of Fund Equity should be increased by \$20,901 in order to make this purchase. To offset the increase in revenues will be an increase to the General Fund, Office of General Government, Election Division, Capital Outlay less than \$5,000 Account No. 101-1731-971.000 for a total of \$35,350.

The Community Development Block Grant Fund (275) should be increased from \$2,745,118 to \$2,772,371, which is a \$27,253 increase. This amendment reflects \$27,253 in encumbrance from the prior year's purchase orders. The project that carried over from the previous fiscal year relates to street re-pavement. An appropriation of fund balance will be utilized to offset this increase in expenditures.

The CDBG Residential Loan Fund (276) should be increased from \$599,437 to \$609,407, which is an increase of \$9,970. This amendment reflects an encumbrance roll forward of a prior year's purchase order for general repairs. An appropriation of fund balance will be utilized to offset this increase in expenditures.

The Capital Project Fund (401) should be increased from \$569,516 to \$577,516. This represents an \$8,000 increase. This adjustment is to cover the additional \$8,000 needed to cover the cost of the electronic sign. Operating transfer will be completed from the General and Technical Services – Information Services Funds. Thus, an increase of \$8,000 will be recognized in the Capital Projects Fund, Facilities Division, Fixtures Account No. 401-7575-985.000 and will be offset by an increase in the Capital Projects Fund Revenues', Transfers From Other Funds Account No. 401-0000-699.000 by the same amount.

The Sewer Operations and Maintenance Fund (590) should be increased from \$23,890,783 to \$24,943,003 which represents a \$1,052,220 increase. This amendment reflects the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – the continuation of the engineering services at: 1701 Jefferson Phase II, primary settling tank No. 1 structural repair design and construction services, electrical system upgrades at the Wastewater Treatment Plant; the repair and replacement of the AMI system software upgrades; professional services for the well installation and groundwater monitoring; and construction projects at 1701 South Jefferson vehicle storage building and #1 primary clarifier rehabilitation. An available appropriation of retained earnings will offset the increase in the fund.

The Water Operations and Maintenance Fund (591) should be increased from \$33,104,827 to \$33,857,446. This is an increase of \$752,619. This amendment reflects the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – the interim flow study at the Water Treatment Plant, design services for 1701 Jefferson Phase II, Consumer Confidence Reports, the additional easement assistance for Davis Road, water asset management engineering services; repair and replacement of the AMI system software upgrades, professional services for the update of water rate model and annual UCMR4 analyses; contract with Wallace & Tiernan for lime feeder belt drive; and continued construction services for Davis Road. An available appropriation of retained earnings will offset the fund's increase.

The Technical Services – Information Services Fund (658) should be increased from \$1,405,868 to \$1,408,636. This represents a \$2,768 increase. This increase represents a refund from IBM. Revenues will be recognized in the TS – Information Services Funds, Reimbursement Account No. 658-0000-676.000. To offset the increase in revenues will be an increase to the TS – Information Services, Equipment Rental Account No. 658-1720-944.000 by the same amount.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Self Contained Breathing Apparatus Purchase
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with Douglass Safety Systems, LLC, a sole source, for \$220,550.00 for replacement self-contained breathing apparatus for the Fire Department.

Justification:

The Fire Department received a quote of \$220,550.00 from Douglass Safety Systems of Sanford, MI for the purchase of 40 self-contained breathing apparatus (SCBA) units, 50 SCBA face pieces, and 80 air cylinders manufactured by Avon Protection. Douglass Safety Systems is a sole source provider for Avon Protection SCBAs.

SCBAs are the single most important piece of safety equipment that are provided for fire fighters. SCBAs are used to provide clean breathing air while fire fighters are operating at fires, chemical emergencies, technical rescue incidents, or other hazardous situations. The Fire Department's current inventory is 11 years old, heavily worn, and no longer compliant with the current National Fire Protection Association (NFPA) Standard 1981 on SCBAs.

New SCBAs will comply with the current edition of NFPA Standard 1981 and include features that improve fire fighter safety and efficiency. Avon Protection now offers a 15 year "bumper to bumper" warranty that will provide future cost savings on replacement components, particularly electronic components that are historically very expensive.

While other manufacturers SCBAs were evaluated, Avon Protection SCBAs were selected for this purchase because of our experience with this manufacturer's products and their proven quality and durability. Additionally, our fire fighters and in-house SCBA Service Technicians will have a smooth transition to the new units due to their familiarity with the manufacturer's SCBA line. Pricing on these new units is extremely competitive as a result of group purchase pricing established between Saginaw and Genesee County Fire Chiefs and the manufacturer.

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.

From: Timothy Morales, City Manager
Subject: Purchase of Parking Ticket Media
Prepared by: Darrin Jerome, Chief Inspector

Manager's Recommendation:

I recommend approval of a purchase with F.P. Horak Co. for \$4,058.90 for parking ticket media and envelopes for the Parking Operations & Maintenance Division.

Justification:

On October 9, 2018, the City accepted bids for the purchase of parking ticket media as well as envelopes. These materials are used in our electronic parking ticket devices for the enforcement of parking violations.

Bids were received from the following vendors:

F.P. Horak Co. Bay City, MI	\$4,058.90
Canada Ticket, Inc. Langley, BC	\$4,660.06
Safeguard Business Systems Fort Wayne, IN	\$5,436.70
AVE Solutions Southfield, MI	\$14,592.00

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 0-204.

Funds are budgeted in the General Fund - Office of Neighborhood Services and Inspections, Parking Operations and Maintenance Division, Printing Account No. 101-3868-900.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Vehicle Lease Agreement
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the approval of a Vehicle Lease Agreement with Ally Financial, Inc. for a vehicle for the Fire Department. Further, it is recommended that payments be approved in the amount of \$10,485.95 per year for a period of five years for a total of \$52,429.75 and the first lease payment of \$10,485.95 be issued to Todd Wenzel Buick GMC upon delivery.

Justification:

The Fire Department would like to lease a 2019 GMC Yukon 4x4 utility vehicle to be used by the Fire Chief. A 2007 Chevrolet Tahoe will be moved to a less demanding service for use by Fire Department Staff, replacing a 2007 Chevrolet Suburban with over 105,000 miles that will be sold at auction. This vehicle has extensive wear, rust, and fatigue to the body, frame, and driveline, along with electrical and mechanical issues that make this vehicle expensive to maintain in a daily use condition. This 2018 MiDEAL contract number 071B7700184 Municipal Lease is for the purchase of a 2019 GMC Yukon, equipped as specified, for five annual payments of \$10,485.95 with a final option to purchase for \$1.00. The total cost of this purchase after five years will be \$52,429.75 plus \$1.00.

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 Apparatus Operations and Maintenance Division, Equipment Rental Account No. 101-3554-982.001 \$10,485.95, and pending Council approval will be budgeted in the same amount and account for FY 2020, 2021, 2022, and 2023.

The Agreement has been approved by me 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: City Hall Fiscal Services Office Additional Windows Repair
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend approval of purchase with First Class Building Maintenance for \$2,500 for additional window repairs within Fiscal Services.

Justification:

On October 8, 2018, Council approved the purchase with First Class Building Maintenance for repairing water damage, painting, plaster work and resealing the window frames within Fiscal Services. Upon removal of cubicle partitions in preparation for carpet installation, more extensive damage was discovered. It is recommended that First Class Building Maintenance continue to repair the four remaining windows and walls within the area. First Class Building Maintenance submitted a sole quote for this additional work. This work also needs to be completed to stay on schedule for the re-configuration of the Water Billing, and Treasury areas to install carpet in Fiscal Services.

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 – Fiscal Services Administration Repairs and Replacements Account No 101-7575-930.000, \$1,250, General Fund - Department of Public Services - Facilities Division's General Repairs Account No 101-7575-930.000, \$1,250.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Rotary Screw Compressor
Prepared by: Paul Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Metro Air Compressor Co., Inc. for \$12,390.00 for a Sullair Model #1512E Rotary Screw Compressor for the Water Treatment Division.

Justification:

On September 18, 2018, sealed bids were opened for the purchase of one Rotary Screw Compressor. The Water Treatment Division is replacing a reciprocating piston air compressor purchased in 2002. It is nearing the end of its functional life and is due for replacement. The rotary screw type of air compressor is more robust and can generate compressed air at a greater rate with less heat. We are planning to replace our other compressors in the plant with rotary screw models, as needed, for a better overall compressed air system. Compressed air is critical to the operation of the treatment plant and is used for equipment operation such as control valve operators, generator starters, pneumatic tools, etc. The selected unit is not the lowest price. The low bid unit is an alternate to the unit specified. It was not selected due to its size. It is too large to fit through the access hatch and will not mount on the existing concrete pad. The cost savings are negated by modifications needed to install the cheaper unit. Following is a tabulation of the bids received:

Brehob Corporation Troy, MI	\$11,690.00
Metro Air Compressor Co., Inc. Saginaw, MI	\$12,390.00 (selected bid)
Aircentric Corporation Redford, MI	\$13,917.00

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

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Fit Testing Equipment
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with TSI Inc., a sole source, for \$13,205.00 for face mask fit testing equipment for use by the Fire Department, the Wastewater Treatment, Water Treatment and Maintenance & Service Divisions.

Justification:

The Fire Department, Wastewater Treatment, Water Treatment, and Maintenance and Service Divisions are required by the Michigan Occupational Safety and Health Administration to fit test employees who wear Self Contained Breathing Apparatus (SCBA) or any other type of protective face masks. For several years, Fire Department personnel borrowed PortaCount fit testing equipment from Saginaw County to fit test City employees, but the equipment was not always available when needed. If not fit tested, employees cannot perform their jobs, which include going into confined spaces. TSI Inc. is the sole source for PortaCount equipment and they have offered a five year warranty and free calibration services during the warranty period. In addition, personnel from the Fire Department, Water Treatment, and Wastewater Treatment Divisions will be trained to use the equipment at no additional cost, allowing each area to fit test their employees in a timely manner.

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 Operations Division's Capital Outlay Maintenance Equipment Account No. 101-3551-978.000 (\$3,301.25), the Sewer Operations and Maintenance Fund, Maintenance and Service Division's Capital Outlay Maintenance Equipment Account No. 590-4821-978.000 (\$1,650.63), and Treatment and Pumping Division's Capital Outlay Maintenance Equipment Account No. 590-4830-978.000 (\$3,301.25), the Water Operations and Maintenance Fund, Maintenance and Service Division's Capital Outlay Maintenance Equipment Account No. 591-4721-978.000 (\$1,650.62) and Treatment and Pumping Division's Capital Outlay Maintenance Equipment Account No. 591-4730-978.000 (\$3,301.25).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rockwell Automation, Inc. Support
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Kendall Electric, Inc., a sole source, for \$4,559.00 for hardware/software product support through Rockwell Automation, Inc. for the Water and Wastewater Treatment Divisions.

Justification:

On May 18, 2018, the City of Saginaw received a quote to provide automation software support services for the Water and Wastewater Treatment Divisions through September of 2019. This support covers hardware, software updates and phone and e-mail support for the Supervisory Control and Data Acquisition System which runs the electrical controls. Kendall Electric is the distributor for Rockwell Automation, Inc. and the sole provider of this service.

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Subscriptions Account No. 590-4815-823.002 (\$2,279.50) and the Water Operations and Maintenance Fund, Instrumentation and Process Controls Subscriptions Account No. 591-4715-823.002 (\$2,279.50).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rockwell Software Purchase
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Kendall Electric, Inc., a sole source, for \$5,207.00 for software to upgrade automation equipment at the Water and Wastewater Treatment Divisions.

Justification:

On September 26, 2018, we received a quote from Kendall Electric, Inc. for software to program Rockwell programmable logic controllers in the Supervisory Control and Data Acquisition systems at the Water and Wastewater Treatment Divisions. These systems run the electrical controls. Kendall Electric, Inc. is the sole provider for Rockwell Automation, Inc. software.

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Computer Software Account 590-4815-741.000 (\$2,603.50) and in the Water Operations and Maintenance Fund, Instrumentation and Process Controls Computer Software Account 591-4715-741.000 (\$2,603.50).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rockwell Hardware Purchase
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Kendall Electric, Inc., a sole source, for \$9,751.84 for hardware to upgrade automation equipment at the Remote Facilities Division.

Justification:

On August 23, 2018, we received a quote from Kendall Electric, Inc. for hardware to upgrade the Supervisory and Control Data Acquisition System which runs the electrical controls for the Wastewater/Remote Facilities Divisions. The hardware will replace the portion of the electrical control panel that drains the Salt Fraser combined sewer overflow basin. Kendall Electric, Inc. is the sole provider for Rockwell Automation, Inc. equipment.

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, Surplus Capital Outlay Repairs and Replacement Account No. 590-4840-744.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Agreement 18-5461 for Sign Installation within the Michigan Department of Transportation Right of Way

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of Agreement 18-5461 with the Michigan Department of Transportation (MDOT) for the installation of a Riverfront Saginaw gateway sign within the MDOT right of way.

Justification:

The City requested MDOT approval to install a Riverfront Saginaw gateway sign on the northwest corner of Rust Avenue (M-46) and Washington Avenue (M-13) within the MDOT road right of way. The Riverfront Saginaw gateway sign is a four feet by eight feet limestone monument with landscaping. Text on the sign will read, "Welcome to Riverfront Saginaw".

MDOT has agreed to allow the installation of the sign within their right of way as long as the City agrees to install the sign at no cost to MDOT and maintain the sign in good condition. The City must adhere to all MDOT permit requirements when performing installation or maintenance work on the sign. The City must also agree to remove the sign in the future if removal becomes necessary for an MDOT project. There will be no cost to the City for the sign installation. Installation costs will be paid with donations from various community organizations.

The agreement is subject to the City Manager's approval as to substance and the City Attorney as to form.

Council Action:

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

Michigan Department of Transportation Contract Agreement No. 18-5461

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

WHEREAS: The City of Saginaw requested permission from the Michigan Department of Transportation (MDOT) to install a four feet by 8 feet limestone Riverfront Saginaw gateway sign on the northwest corner of Rust Avenue (M-46) and Washington Avenue (M-13), within the MDOT right of way; and

WHEREAS: The Michigan Department of Transportation has submitted contract agreement 18-5461 that affixes the rights and obligations of the City and MDOT for the installation and maintenance of the Riverfront Saginaw gateway sign; and

WHEREAS: The Michigan Department of Transportation requires a resolution approving the contract agreement and designating the official authorized to sign the contract agreement on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED, that the Council for the City of Saginaw does hereby approve Contract Agreement 18-5461 submitted by the Michigan Department of Transportation; and

RESOLVED further, that the City Manager is authorized to sign the contract agreement on behalf of the City of Saginaw.

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 November 5, 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