



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
July 9, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation recognizing the 50th anniversary of Vargas and Sons Tortillas.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the June 18, 2018 regular council meeting minutes.
2. Approve the purchase with Election Source for \$4,560 for Voter Assist Terminal cases for the Election Division.
3. Approve the purchase with The Masters Touch, LLC for \$7,992 for FY 2019; and pending budget approval, for \$8,100 for FY 2020 for the printing and mailing of utility bills.
4. Approve the amendment to the HOME Subrecipient Agreement with Saginaw Habitat for Humanity to include the specific addresses and estimated funds for each project.
5. Approve the blanket purchase order to Douglass Safety Systems, LLC, a sole source, for \$10,000 for ISI self-contained breathing apparatus parts for the Fire Department.
6. Approve the blanket purchase order to Douglass Safety Systems, LLC, a sole source, for \$15,000 for Micro-Blaze Out Foam for the Fire Department.
7. Approve the blanket purchase order to Douglass Safety Systems, LLC, a sole source, for \$20,000 for turnout gear for the Fire Department.

8. Approve the blanket purchase orders to various vendors for a total of \$14,000 for fire apparatus and staff vehicle required repairs and preventive maintenance for the Fire Department.
9. Approve the blanket purchase order to Apollo Fire Apparatus Repair for \$25,000 for required repairs and preventive maintenance for the Fire Department's apparatus fleet.
10. Approve the blanket purchase order to Diesel Truck Sales for \$35,000 for required repairs and preventive maintenance for the Fire Department's apparatus fleet.
11. Approve the blanket purchase order to Front Line Services for \$42,000 for required repairs and preventive maintenance for the Fire Department's apparatus fleet.
12. Approve the blanket purchase order to Meekhof Tire Sales and Service for \$12,000 for tires for the Fire Department's apparatus fleet.
13. Approve the blanket purchase order to Michigan Truck Spring for \$10,000 for truck suspension and chassis repairs for the Fire Department's apparatus fleet.
14. Approve the blanket purchase orders to various vendors for a total of \$304,200 for vehicle parts and supplies for the Garage Operations Division.
15. Approve the blanket purchase orders to various vendors for a total of \$67,000 for fleet vehicle services for the Garage Operations Division.
16. Approve the Professional Services Agreement with Mark Segovia for \$40,000 for construction inspection and administration for the Engineering Section of the Right of Way Division.
17. Approve the technical support services agreement with Optimization Solutions Environmental, LLC, a sole source, for an annual amount of \$10,000 for FY 2019 and FY 2020 for the Water Treatment Plant
18. Approve the purchase with Norkan, Inc. for \$5,170 for FY 2019; and pending budget approval, for \$5,400 for FY 2020 for Devtar Epoxy Coating for the Wastewater Treatment Division.
19. Approve the purchase with Republic Services for \$30,000 for FY 2019; and pending budget approval, for \$31,500 FY 2020 and \$34,500 for FY 2021 for hauling of grit and screenings for the Wastewater Treatment Division.

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

1. Approve the Mayoral appointment of Sonia Severin to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.
2. Approve the Mayoral appointment of Erik Rasmussen to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.

3. Approve the Mayoral appointment of Veronica Horn to the Hospital Finance Authority with a term to expire June 30, 2023.
4. Approve the Mayoral reappointment of Michael Hanley to the Saginaw Economic Development Corporation with a term to expire June 30, 2021.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES

RESOLUTIONS:

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.

CITY OF SAGINAW

PROCLAMATION

WHEREAS, Vargas and Sons Tortillas is celebrating 50 years of business in the City of Saginaw. Vargas and Sons was established in 1968 by Alberto Vargas and his late wife Pauline, opening their first store on Wadsworth Avenue and later moving to its current home at the corner of South Park and Federal; and

WHEREAS, Mr. Vargas, a Texas native who never goes far without his signature cowboy hat, remembers his humble beginnings when he had to hand deliver tortillas to stores from the family station wagon; and

WHEREAS, today Vargas and Sons Tortillas is best known for their “taco bread” also called tortillas. Vargas and Sons offers a wide variety of products in their store located in the heart of downtown Saginaw. They make over 1,000 tortillas daily, shipping and delivering to customers and businesses near and as far away as Germany; and

WHEREAS, Alberto and Pauline Vargas established the business with the intent to create a future for their eleven children. After 50 years, it is still operated by the Vargas children and grandchildren, with Senor Vargas, as he is known to their customers, still keeping watch by their side.

NOW, THEREFORE BE IT RESOLVED, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow Councilmembers and the citizens of this community, do hereby extend this expression of esteem and gratitude to Vargas and Sons Tortillas for their profound success in the City of Saginaw over the past 50 years. We congratulate Vargas and Sons and extend our very best wishes for continued success in all their future endeavors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 9th day of July in the year of our Lord two thousand eighteen.



July 9, 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

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JUNE 18, 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, Michael Balls, John Humphreys, and Dennis Browning: 8. Council Members absent: Clint Bryant: 1.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- City Hall will be closed July 4th for the Independence Holiday
- The July 4th Holiday will delay trash and yard waste collection by one day of that week if your collection day is on Wednesday, Thursday, or Friday.

Mayor Browning presented a proclamation to Leslie Tincknell for his years of service on the Riverfront Development Commission. Members of the Riverfront Commission presented Mr. Tincknell with a special gift.

PUBLIC HEARINGS

Mayor Browning announced the public hearing for an Obsolete Property Rehabilitation Certificate at 515 N. Washington Avenue. Tom Miller spoke in favor of the request. Gary Glaza, CFO of SSP Associates spoke in favor of the request and explained project details. Mayor Browning asked for public comment three times. No further comments were made.

Moved by Council Member Milne, seconded by Council Member Moore to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

PERSONAL APPEARANCES

Personal appearances addressed the Council as follows: Thomas Roy, Debbie Melkonian, and Angie Miller.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

City Manager Tim Morales provided updates on various projects.

Manager Morales introduced Randy Pfau, Saginaw County 911 Executive Director. Mr. Pfau gave an update on the operations of the Saginaw County 911. He provided detail regarding the funding source of the telephone surcharge and the County's millage proposal on the August Primary ballot.

CONSENT AGENDA:

1. Approve the June 4, 2018 regular council meeting minutes.

2. Approve Petition 18-08 from Wolverine Fireworks Display, Inc. to display fireworks at the north end of Ojibway Island on July 4, 2018 at 10:15 p.m., or as a rain date, on July 5, 2018 at 10:15 p.m.
3. Approve the Insurance Renewal with Saginaw Bay Underwriters for the City's General Liability, Automobile Liability, Michigan No Fault, Law Enforcement Liability, and Public Officials Liability for a total cost of \$434,378.
4. Approve the amendments to the FY 2018 Approved Budget to recognize any changes that have occurred during the fourth quarter.
5. Approve the Professional Services Agreement for legal services with Gilbert and Smith, P.C. reappointing Amy Lusk as City Attorney.
6. Approve the revised guidelines for applicants requesting Poverty Exemptions.
7. Approve the purchase with Howard Structural Steel, Inc. for \$7,590 for eleven stainless steel marker pedestals for the Riverfront Development Commission.
8. Approve the purchase with Yeo & Yeo Computer Consulting for \$16,352 for a security camera storage server.
9. Approve the purchase with 5 Alarm Fire and Safety Equipment for \$7,474 for six rescue struts for the Fire Department.
10. Approve the purchase with Michigan Police Equipment for \$5,220 for training ammunition for the Police Department for FY 2019.
11. Approve the blanket purchase order to Kay Communications, a sole source, for \$10,000 for in-car camera repairs and replacements for the Police Department for FY 2019.
12. Ratification of a purchase with Johnson Controls for \$2,813.87 for the repair of the main rooftop chiller unit at the Police Department.
13. Approve the User Agreement with the YMCA of Saginaw for the use of the green space between the Garber Tennis Courts and the water park at Celebration Park.
14. Approve the Additional Easement Rights Purchase Agreement with Edward C. and Linda R. Meisel for \$15,000.
15. Approve the purchase with First Class Building Maintenance for \$2,781 for the ceiling repair at City Hall.
16. Approve the purchases with Advance Auto Parts, Scientific Brake & Equipment and Northern Tool & Equipment for \$6,510.90 for hydraulic service jacks for the Motor Pool Division.
17. Approve the purchase with Ace-Saginaw Paving Company for \$150,000 for FY 2019; and pending budget approval, for FY 2020 for hot mix asphalt; and a purchase from Unique Paving Material for \$50,000 for FY 2019; and pending budget approval, for FY 2020 for cold patch asphalt for the Streets Section of the Right of Way Division.

18. Approve the purchase with Rock Products for \$200,000 for FY 2019; and pending budget approval for FY 2020 for concrete ready mix for the Streets Section of the Right of Way Division.
19. Approve the blanket purchase orders to Marshall E. Campbell Company and Standard Electric Company for \$6,000 each for electrical parts and supplies for the Traffic Maintenance Section of the Right of Way Division for FY 2019.
20. Approve the blanket purchase order to Carrier & Gable, Inc. for \$12,000 for traffic signal equipment repairs for the Traffic Maintenance Section of the Right of Way Division for FY 2019.
21. Approve to increase the purchase order to Ace-Saginaw Paving Company by \$30,000, for a new total of \$150,000, for hot asphalt for the compost site for the Streets Section of the Right of Way Division.
22. Approve the blanket purchase orders to various vendors for various parts and supplies needed to operate and maintain the Wastewater Treatment and Remote Facilities Divisions for FY 2019.
23. Approve the purchase with Michigan Department of Environmental Quality for \$4,000 for laboratory analysis for the Water Treatment Division.
24. Approve the purchase with Univar USA, Inc. for \$54,400 for Hydrofluorosilicic Acid for the Water Treatment Division for FY 2019.
25. Approve the purchase with Chemrite, Inc. for \$43,800 for powdered activated carbon for the Water Treatment Division for FY 2019.
26. Approve the purchase with Polydyne for \$12,200 for Liquid PolyDMAAC for the Water Treatment Division for FY 2019.
27. Approve the purchases with Carmeuse Lime & Stone for \$238,240 for Calcium Oxide for the Wastewater Treatment Plant; and for \$37,225 for the Water Treatment Plant for FY 2019.
28. Approve the purchases with Jones Chemicals, Inc. for \$136,500 for Sodium Hypochlorite for the Remote Facilities Division; and for \$78,000 for the Water Treatment Division for FY 2019.
29. Approve the purchase with PVS Technologies, Inc. for \$106,750 for ferric chloride for the Wastewater Treatment Division for FY 2019.
30. Approve the purchase with Jones Chemical Corporation for \$16,740 for chlorine for the Wastewater Treatment Division for FY 2019.

Moved by Council Member Humphreys, seconded by Council Member Boensch to approve consent agenda items 1 through 30, as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

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

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to approve the reappointments as follows:

1. Mayoral reappointment of Suzanne Skrelunas to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.
2. Mayoral reappointment of Thelma Ruffin to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.
3. Mayoral reappointment of Todd Dixon to the Saginaw Economic Development Corporation with a term to expire June 30, 2021.

8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Milne, seconded by Council Member Humphreys to adopt the resolution authorizing an Obsolete Property Rehabilitation Certificate at 515 N. Washington Avenue. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Moore, seconded by Council Member Balls to adjourn the meeting at 7:43 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/MMC
City Clerk

From: Tim Morales, City Manager
Subject: Voter Assist Terminal Cases
Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend the approval of a purchase with Election Source for \$4,560.00 for twelve Voter Assist Terminal cases for the Election Division.

Justification:

The Election Division recently received twelve Voter Assist Terminals (VATs) as part of the Election equipment purchase made with HAVA grant funds. VATs are the ADA compatible devices that are required in each polling location. Unfortunately, the cases for these devices were not included in the grant funding.

These cases were specially created by the vendor and include laser cut foam to securely house the items. The cases are required to maintain the safety of the touch screen devices and printers of each VAT during transport to the polling locations and for proper storage.

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, Offices of General Government, Election Division's Capital Less than \$5,000 Account No. 101-1731-971.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Printing of Utility Bills
Prepared by: Lynnette Hagen, Administrator of Utilities Accounts, Fiscal Services

Manager's Recommendation:

I recommend the approval of a purchase with The Masters Touch, LLC for \$7,992.00 for FY 2019; and pending budget approval, for \$8,100.00 for FY 2020 for the printing and mailing of utility bills.

Justification:

On June 26, 2018, bids were received for the printing and mailing of utility bills (water and sewer) for Fiscal Years 2019 and 2020. Postage will be an additional cost at the lowest rate guaranteed by the United States Postal Services. The main criteria for the bid were based on printing and mailing and exclude postage. The following is a tabulation of the bids received for the printing and mailing:

	<u>FY 2019</u>	<u>FY 2020</u>	<u>Total</u>
The Masters Touch, LLC Spokane, WA	\$ 7,992.00	\$ 8,100.00	\$16,092.00
F.P. Horak Bay City, MI	\$ 9,576.00	\$ 9,576.00	\$19,152.00
Kent Communications, Inc. Grand Rapids, MI	\$10,666.80	\$10,666.80	\$21,333.60
InfoSend, Inc. Anaheim, CA	\$14,904.00	\$14,904.00	\$29,808.00

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, Customer Accounting Division, Operating Services Account No. 590-5311-805.000 and Water Operations and Maintenance Fund, Customer Accounting Division, Operating Services Account No. 591-5310-805.000 and will be budgeted in FY 2020 for the same services, pending Council approval.

Council Action:

Motion to approve the recommendation of the City Manager

From: Timothy Morales, City Manager

Subject: Saginaw Shiawassee Habitat for Humanity First Amendment to Subrecipient Agreement

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the First Contract Amendment to the HOME Subrecipient Agreement for FY 2017-18 with Saginaw Shiawassee Habitat for Humanity.

Justification:

On November 6, 2017, Council approved the HOME Agreement with Habitat for Humanity (Habitat) without addresses because at the time they were not known. Habitat will rehabilitate the residences at 1023 Federal Avenue, and 2408 West Genesee Avenue. The costs for rehabilitating 1023 Federal Avenue are \$34,200.00 and 2408 West Genesee Avenue is \$18,000.00. The total cost of rehabilitating both properties is \$52,200.00. Funds approved for the FY 2017-2018 Agreement will pay the costs for both projects. The homes will be sold to low to moderate income buyers. Habitat must complete both projects by June 30, 2020. The original Agreement outlines the HOME Program, which includes the purchase of materials for rehabilitation of property and operation expenses. Council approved the City's submission to the Department of Housing and Urban Development (HUD) for these funds on February 20, 2017.

The amendment is approved by the City Manager as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: SCBA Parts for FY19
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Douglass Safety Systems, LLC, a sole source, for \$10,000 for ISI self-contained breathing apparatus parts for the Fire Department for FY 2019.

Justification:

The Fire Department uses ISI self-contained breathing apparatus equipment exclusively and Douglass Safety Systems, LLC is a sole source provider of ISI parts. These parts are needed in order to maintain and make repairs to the Fire Department's self-contained breathing apparatus.

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 Community Public Safety - Fire, Fire Operations Division, Parts and Supplies Account No. 101-3551-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Firefighting Foam Purchase Order
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Douglass Safety Systems, LLC, a sole source, for \$15,000 for Micro-Blaze Out Foam for the Fire Department for FY 2019.

Justification:

The Fire Department uses Micro-Blaze Out Foam when fighting structure fires. This foam enhances the penetration of water during extinguishment which increases firefighting efficiency. This product is also biodegradable so it can be used for hazardous waste cleanup. Douglass Safety Systems, LLC is a sole source provider of Micro-Blaze Out Foam.

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 Community Public Safety - Fire, Fire Operations Division, Parts and Supplies Account No. 101-3551-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Turnout Gear for FY19
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Douglass Safety Systems, LLC, a sole source, for \$20,000 for turnout gear for the Fire Department for FY 2019.

Justification:

The Fire Department uses Honeywell Viper Coat Armor AP Outershell, Stedair 4000 MB Glide Thermal Liner turnout gear as the specified turnout coats and pants for all of our firefighters. These garments meet the requirements of NFPA Standard 1851 for Protective Ensembles. Douglass Safety Systems, LLC is the Dealer of Record for Honeywell for the Saginaw Fire Department which provides Saginaw the best possible price available on these specific garments. For the safety of firefighting personnel; due to normal wear and tear and damage that occurs to firefighter turnout gear from use, it is necessary replace some firefighter turnout gear during the course of the year. Firefighter's turnout gear is specifically sized and fitted to each firefighter's body measurements.

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 Community Public Safety - Fire, Fire Technical Services Division, Clothing Supplies Account No. 101-3552-728.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Truck Repairs & Service

Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of blanket purchase orders for each of the vendors listed below for a total of \$14,000 for fire apparatus and staff vehicle required repairs and preventive maintenance for the Fire Department for FY 2019.

Justification:

Time and experience have shown that the vendors listed below reliably provide the lowest price on certain services and repairs for the smaller vehicles and our fire trucks and engines. These services include all repairs necessary in order for apparatus and staff vehicles to function dependably (i.e., brakes, alignments, oil changes, sirens, horns, warning lights, etc.) while maintaining quick response times.

Kurtz-Hillman Tire Center Saginaw, MI	\$5,000
All-Auto and Truck Saginaw, MI	\$4,000
M & R Electronics Saginaw, MI	\$5,000

These vendors meet 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 Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, 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: Fire Apparatus Repair
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Apollo Fire Apparatus Repair of Romeo, MI, for \$25,000 for required repairs and preventive maintenance services for the Fire Department's apparatus fleet for FY 2019.

Justification:

Outside vendor services are used to mechanically maintain, repair, test, and certify the Saginaw Fire Department fleet. Apollo Fire Apparatus Repair possesses the expertise and certifications necessary for fire apparatus repairs for pumpers and aerial gauges, pumps, hydraulics, and valves. Apollo Fire Apparatus Repair is the factory authorized service provider for our newest fire engine. Most repair issues with our new engine will be covered under the manufacturer's warranty; however, preventive maintenance and other repairs outside the scope of the manufacturer's warranty will need to be performed by this authorized Spartan ERV service provider. Though they are not located in the Saginaw area, they do provide a mobile service that can accommodate our service needs. The addition of this vendor within the group of specialized vendors we use for pump, aerial, and valve services will further ensure competitive pricing among the specialized service providers we use for apparatus.

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 Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, 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: Diesel Truck Sales
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Diesel Truck Sales for \$35,000 for required repairs and preventive maintenance services for the Fire Department's apparatus fleet for FY 2019.

Justification:

Outside vendor services are used to mechanically maintain and repair the Fire Department fleet. Diesel Truck Sales possesses the expertise and certifications necessary for fire apparatus repairs. They are located in the City of Saginaw which provides the fire department the ability to transport our vehicles to their facility for emergency repairs and routine maintenance of diesel engines, heavy truck drive trains, and chassis issues. Due to our limited department staffing and the resulting difficulty transporting apparatus to outside repair facilities, Diesel Truck Sale's location has proven very beneficial and cost effective for completing timely repairs and maintenance and ensuring the fire department's fleet of apparatus is always ready to respond to emergency incidents.

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 Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, 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: Front Line Services
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Front Line Services of Freeland, MI, for \$42,000 for required repairs and preventive maintenance services for the Fire Department's apparatus fleet for FY 2019.

Justification:

Outside vendor services are used to mechanically maintain and repair the Fire Department fleet. Front Line Services possesses the expertise and certifications necessary for fire apparatus repairs for pumpers and aerial gauges, pumps, hydraulics, and valves. Front Line Services is a specialized vendor that performs repairs and preventive maintenance services, certifies fire apparatus pumps, and is authorized to perform work on fire apparatus hydraulic systems and valves. Front Line Services is the closest available certified fire apparatus service provider located within a reasonable distance of the City of Saginaw. Their proximity to the city has proven beneficial.

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 Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, 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: Meekhof Tire Sales and Service
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Meekhof Tire Sales and Service for \$12,000 for tires for the Fire Department's apparatus fleet for FY 2019.

Justification:

Maintaining proper care of tires on the Fire Department apparatus is necessary for the safety of department personnel and maintaining critical service levels for the residents of the City of Saginaw. Due to limited department staffing and the resulting difficulty transporting apparatus to outside repair facilities, Meekhof Tire Sales and Service's close proximity to the City of Saginaw has proven very beneficial and cost effective for meeting the department's routine and emergency needs for apparatus tires. Tires purchased will be provided at the State of Michigan MIDEAL bid price.

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 Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, 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: Michigan Truck Spring
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a blanket purchase order with Michigan Truck Spring for \$10,000 for truck suspension and chassis services for the Fire Department's apparatus fleet for FY 2019.

Justification:

Outside vendor services are used to mechanically maintain and repair the Fire Department fleet. Michigan Truck Spring possesses the expertise and certifications necessary for fire apparatus repairs. They are located in close proximity to the City of Saginaw which provides the fire department the ability to transport our vehicles to their facility for emergency repairs and routine maintenance of our heavy truck suspension and chassis issues. Due to limited department staffing and the resulting difficulty transporting apparatus to outside repair facilities, Michigan Truck Spring's location has proven very beneficial and cost effective for completing timely repairs and maintenance and ensuring the fire department's fleet of apparatus is always ready to respond to emergency incidents.

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 Community Public Safety - Fire, Fire Apparatus Operations/Maintenance Division, Motor Vehicle Repairs Account No. 101-3554-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Vehicle Parts & Supplies
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the approval of blanket purchase orders to primary suppliers of local fleet parts and supplies for a total of \$304,200 for vehicle parts and supplies for the Garage Operations Division.

Justification:

The City's Municipal Garage requires the purchase of a vast array of original equipment manufacturer/distributor vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2018 to June 30, 2019. A yearly contract proposal is not feasible because it is not possible to determine the parts and quantities that will be required in any given time period. Issuing individual purchase orders is costly and administratively time consuming. The Municipal Garage personnel will price quote parts and award purchases to the lowest and best vendor for each item. This represents a 58.5% increase from last year's requests, and more accurately reflects the previous year's expenditures to each vendor. It is clearly in the best interest of the City to continue this procedure for Fiscal Year 2019.

<u>Vendor</u>	<u>Cost</u>
AIS Equipment Co. Bridgeport, MI (out-city)	\$35,000
Alro Steel Bay City, MI (out-city)	\$ 6,000
Bell Equipment Lake Orion, MI (out-city)	\$ 8,000
Diesel Truck Sales Saginaw, MI (in-city)	\$ 3,300
DP Brown Saginaw, MI (out-city)	\$ 4,000
Garber Chevrolet Saginaw, MI (out-city)	\$17,500
Jack Doheny Supplies Northville, MI (out-city)	\$ 5,000
Larry's Auto Saginaw, MI (in-city)	\$63,000

Michigan Cat Saginaw, MI (out-city)	\$16,000
Michigan Truck Equipment Saginaw, MI (out-city)	\$ 2,900
Meekhof Tire Sales & Service Buena Vista, MI (out-city)	\$ 9,000
MTech Company Cleveland, OH (out-city)	\$11,500
Neal's Automotive Parts Grand Rapids, MI (out-city)	\$ 6,000
Ritter Technologies Saginaw, MI (out city)	\$ 5,000
Scientific Brake & Equipment Saginaw, MI (in-city)	\$14,500
Spartan Distributors Detroit, MI (out-city)	\$ 8,000
Tireman Auto Service Bay City, MI (out-city)	\$45,000
Truck and Trailer Howell, MI (out-city)	\$ 6,500
Weiland Truck Center Saginaw, MI (out-city)	\$25,000
Weller Truck Parts LLC Grand Rapids, MI (out-city)	\$ 8,000
Winter Equipment Co. Willoughby, OH (out-city)	\$ 5,000

These vendors meet 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 Operation Fund, Garage Operations Division's Motor Vehicle Supplies Account No. 661-4481-737.000, and will be accounted for in the Motor Pool Operation Fund, Garage Division's Inventory Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Services of Local Vendors
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the approval of blanket purchase orders to primary suppliers of local fleet vehicle services for a total of \$67,000 for vehicle services and repairs for the Garage Operations Division.

Justification:

The City's Municipal Garage requires the services of local vendors for various repairs of fleet vehicles from July 1, 2018 to June 30, 2019. There are no feasible means to predetermine what services will be needed, but could include suspension, engine, upholstery repairs, etc. These are random services that are needed in any given time period. Issuing individual purchase orders is costly and administratively time consuming. This represents a 52% increase from last year's requests, and more accurately reflects the previous year's expenditures to each vendor. The Municipal Garage personnel will price quote individual services and select the lowest and best vendor for each service, with the cost charged to the respective blanket purchase order. Therefore, it is clearly in the best interest of the City to continue this procedure for Fiscal Year 2019 as follows:

<u>Vendor</u>	<u>PO Amount</u>
AIS Bridgeport, MI (out-city)	\$ 7,000
Bushey's Radiator & Glass Saginaw, MI (in-city)	\$ 3,000
Diesel Truck Sales Saginaw, MI (in-city)	\$ 4,000
Engel's Auto Body Saginaw, MI (out-city)	\$13,000
General Top & Trim Saginaw, MI (in-city)	\$ 3,000
Henderson Brother's Rustproofing Midland, MI (out-city)	\$ 4,000
Interstate Truck Source Saginaw, MI (out-city)	\$ 3,000
J. O. Service Saginaw Saginaw, MI (out-city)	\$ 3,000

Michigan Cat Saginaw, MI (out city)	\$ 3,000
Michigan Truck Spring Saginaw, MI (out-city)	\$ 5,000
Mike's Bumping and Painting Inc. Saginaw, MI (in-city)	\$13,000
West Michigan Automotive Saginaw, MI (in-city)	\$ 6,000

These vendors meet 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 Motor Pool Operation Fund, Garage Operation Division's Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Professional Services Agreement for Construction Inspection
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a Professional Services Agreement with Mark Segovia for \$40,000 for construction inspection and administration for the Engineering Section of the Right of Way Division.

Justification:

Mark Segovia has over 30 years of experience providing City of Saginaw construction inspection, documentation and administration on both City of Saginaw bid projects and Michigan Department of Transportation bid projects. He is familiar with Federal reporting requirements for both Community Development Block Grant projects and Surface Transportation Urban Local Fund projects, including payroll review and wage interviews, and the City's specifications for water main construction.

Construction inspection and administration needs have increased in recent years due to increased road funding distributed by the State of Michigan. Due to this increase in funding, the Engineering Section had to utilize outside consultants to supplement City staff for construction inspection in 2016 and 2017, at a cost of \$75 - \$85 per hour. The Engineering Section has a need for additional outside construction inspection and administration in FY 2019 because of the planned number of projects for 2018 and 2019.

Pursuant to the terms of the Agreement, the City will pay Mr. Segovia an hourly rate of \$35.00. This agreement does not have a termination date; however, either party can terminate the agreement upon 30 days' written notice.

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 Major Streets Fund, Street Projects Division's Engineering Services Account Number 202-4614-802.000 \$30,000, and Water Operations and Maintenance Fund, Water Surplus Division's Engineering Services Account Number 591-4740-802.000 \$10,000.

The agreement is subject to the City Manager's approval 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: Optimization Solutions Environmental, LLC, Maintenance Agreement
Prepared by: Paul D. Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend the approval of the technical services agreement with Optimization Solutions Environmental, LLC for an annual cost of \$10,000 for FY 2019 and FY 2020 for the Water Treatment Division.

Justification:

In 2007, OSE developed a customized computer model to assist the Water Treatment Plant in optimization of the treatment process. Optimization of the process helps control coagulant feed rates, increase plant performance and increase operator awareness of factors affecting plant performance. Since the initial model development, the City has continued technical support services with OSE that include database management, upgrades to the customized coagulation computer model and ongoing consulting services related to coagulation and treatment.

The optimization of chemical feed rates and plant performance continue to be important with chemical additive costs fluctuating, source water quality changes and increased regulatory requirements. This agreement extends the technical support services through fiscal year 2020. OSE created the model specifically for the City's source water and associated treatment process; therefore, OSE is a sole source vendor.

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, Treatment & Pumping Division's Engineering Services Account No. 591-4730-802.000, and will be budgeted in FY 2020 for the same services.

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: Protective Coating
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Norkan, Inc. for \$5,170 for FY 2019 and pending budget approval, for \$5,400 for FY 2020 for Devtar Epoxy Coating for the Wastewater Treatment Division.

Justification:

Devtar Epoxy Coating is a two part coating used to prevent corrosion throughout the Wastewater Treatment Plant on equipment subjected to moist conditions. Devtar Epoxy Coating is ordered on an as needed basis throughout the course of the year. On June 5, 2018, sealed bids were opened for one hundred gallons of Devtar Epoxy Coating for each of the next two fiscal years. Norkan, Inc. of Flint, MI was the low bidder for this product. Following is a tabulation of the bids received:

	First Year	Second Year	Total
Norkan, Inc. Flint, MI	\$5,170.00	\$5,400.00	\$10,570.00
Norkan, Inc. Warren, MI	\$5,170.00	\$5,500.00	\$10,670.00

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Grit and Screenings Hauling
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Republic for \$30,000.00 for FY 2019; and pending budget approval, for \$31,500 for FY 2020 and \$34,500 for FY 2021 for the hauling of grit and screenings for the Wastewater Treatment Division

Justification:

Grit and screenings are removed at the beginning of the treatment process at the Wastewater Treatment Plant. This service bid is to supply a 40-yard container for the grit and screenings and to haul this waste to the landfill as needed. Multi-Year Bids from two vendors were received on June 5, 2018 and are as follows:

	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
Republic Services Flint, MI			
Cost / Haul	\$500.00	\$525.00	\$575.00
Annual Cost	\$30,000.00	\$31,500.00	\$34,500.00
Billy's Contracting Saginaw, MI			
Cost / Haul	\$650.00	\$650.00	\$700.00
Annual Cost	\$39,000.00	\$39,000.00	\$42,000.00

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, Treatment and Pumping Division's Operating Services Account No. 590-4830-805.000 for FY 2019 and will be budgeted in the same account for subsequent fiscal years as approved, pending approval of future year budgets.

Council Action:

Motion to approve the recommendation of the City Manager.