



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
September 25, 2017
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Saginaw Transit Authority Regional Services (STARS) Update, Glenn Steffens, Executive Director.

CONSENT AGENDA:

1. Approve the minutes from the September 11, 2017 regular Council meeting.
2. Approve the Service Agreement with Municipal Employees' Retirement System in the amount of \$900 for collecting healthcare premiums from retiree pensions.
3. Approve the amendments to the FY 2018 Approved Budget to recognize any changes that have occurred during the August period.
4. Approve the U.S. Department of Homeland Security FEMA Grant in the amount of \$34,000 for 1,000 battery powered carbon monoxide alarms, requiring a matching share of \$1,619, from the Fire Department.
5. Approve a purchase with Hymmco, Inc. for \$22,200 for dowels, bars, and baskets for the Streets Section, Right of Way Division.
6. Approve the contract agreement with Tri-Valley Construction, LLC for \$79,173.20 for the 2017 Sidewalk Project for the Right of Way Division.
7. Approve a purchase with MacAllister Rentals for \$8,429.50 for two arrow boards for the Traffic Section of the Right of Way Division.

8. Approve a purchase with McNaughton McKay Electric for \$11,988.60 for 13 LED light fixtures for the Traffic Maintenance Section, Right of Way Division.
9. Approve a purchase with Waddle's Tire Service, Inc. for \$4,800 for FY 2018; and pending budget approval, for \$4,800 for FY 2019, and \$5,100 for FY 2020 for tire recycling for the Streets Section of the Right of Way Division.
10. Approve a purchase with East Jordan USA, Inc. for \$92,610.70 for 430 manhole and catch basin castings and covers for the Maintenance and Service Division.
11. Approve a purchase with Mead and Sons Contracting for \$18,900 for FY 2018; and pending budget approval, for \$21,000 for FY 2019 for dozing and grading services for the Maintenance and Service Division.
12. Approve a purchase with ETNA Supply Company for \$17,745 for the annual supply of ¾ -inch K-Copper Tubing for the Maintenance and Service Division.
13. Approve a purchase with ETNA Supply Company for \$35,490.28 for PVC Pipe and Fittings for the Maintenance and Service Division.
14. Approve separate purchases to Etna Supply Company for \$76,542 and to Michigan Pipe and Valve for \$155,395 for Water Main Appurtenances for the Maintenance and Service Division.
15. Approve a purchase with Diesel Truck Sales, Inc., a sole source, for \$4,893.12 for the repair of Rubbish Truck No. 76-0715 for the Environmental Improvement Division.

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

1. Approve the Mayoral appointment of Jose Navarrete to the Tax Increment Finance Authority with a term to expire December 31, 2021.
2. Approve the Council reappointment of Nancy Borchard to the Zoning Board of Appeals with a term to expire December 31, 2020.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Resolution to adopt the 2017 Saginaw County Hazard Mitigation Plan.

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 REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, SEPTEMBER 11, 2017, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Bryant offered a moment of silence in memory of the September 11, 2001 World Trade Center bombing and for those affected by Hurricanes Harvey and Irma. He then 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, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, John Humphreys, and Dennis Browning: 8. Council Members absent: Annie Boensch: 1.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- City Council will conduct a Committee of the Whole meeting on Wednesday, September 20 at 6:00 p.m. in Council Chambers.
- The City's Waste Convenience Station has new hours of 8:00 am to 12:00 Noon on the second Saturday of the month. City residents can dispose of items such as building materials, and recycling for glass, plastic and paper. The next service day will be Saturday, October 14 from 8:00 am to 12:00 p.m.

PERSONAL APPEARANCES

The following personal appearances addressed Council: Rosa Holliday, and Bishop Larry D. Camel.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

Management Update

City Manager Tim Morales presented informational updates of City meetings and projects.

Manager Morales introduced Jennifer Harden, Librarian/Marketing, of the Saginaw Public Libraries. Ms. Harden spoke about the several awards the Library has received and shared details for the upcoming community events.

CONSENT AGENDA:

1. Approve the minutes from the August 21, 2017 regular Council meeting.
2. Approve Petition 17-20 from Saginaw Arts and Enrichment Commission to erect a banner at Court Street from November 7 through December 6, 2017 to promote the annual "Hollyday Fair."
3. Receive and file Petition 17-21 and refer to the Planning Commission for recommendation regarding renaming East Genesee Avenue.

4. Approve the contract with Yeo & Yeo, CPAs & Business Consultants for an amount not to exceed \$20,000 for FY 2018 through FY 2022 for auditing services of Act 51 funds for audit years ending June 30, 2017 through June 30, 2022.
5. Approve a purchase with Computer and Peripherals Group, Inc. for \$7,247.50 for a large format design-jet plotter for the Geographic Information Systems (GIS) Division.
6. Approve the Certificate of Consistency on behalf of the Saginaw County Consortium of Homeless Assistance Providers as part of their grant application to the U.S. Department of Housing and Urban Development.
7. Approve a purchase with NYE Uniform Company for \$11,042.84 for FY 2018; and pending budget approval, for FY 2019 and FY 2020 for ballistic and pointblank tactical vests for the Police Department.
8. Approve a purchase with ERG Environmental Services for \$3,135 for FY 2018; and pending budget approval, for FY 2019 and FY 2020 for clean-up of the Small Arms Range for the Police Department.
9. Approve a purchase with William E. Walter, Inc. for \$3,300 for the replacement of the rooftop air conditioning unit at Fire Station 4 for the Fire Department.
10. Approve to increase the purchase order with Utility Services Authority, LLC (USA) by \$223,190, for a new total of \$723,190, for sewer cleaning and televising services for the Maintenance and Services Division.
11. Approve to increase the purchase order with Cintas Corporation by \$1,750, for a new total of \$5,050, for uniform rental service for the Streets Section of the Right of Way Division.
12. Approve a purchase with CDW Government, Inc. for \$10,849.75 for KVM mounting equipment for the Instrumentation and Process Controls Division.
13. Approve a purchase with Trane, Inc., a sole source, for \$7,444 for a replacement for the rooftop Heating, Cooling, and Air Conditioning (HVAC) unit at the Emerson Retention & Treatment Basin for the Remote Facilities Division.
14. Approve a purchase with Hydro International, a sole source, for \$9,801 for a spin chamber, collector and baffle ring for the Wastewater Treatment Division.
15. Approve a purchase with System Specialties Co., a sole source, for \$30,959 for three Rotork valve actuators for the Wastewater Treatment Division.
16. Approve a purchase with Infor for \$14,604.04 for the EAM software annual renewal maintenance fee for the Water and Wastewater Treatment Divisions.
17. Approve a purchase with Kendall Electric, a sole source, for \$30,386.58 for two Variable Frequency Drives for the Wastewater Treatment Division.

18. Approve the purchases to Raftelis Financial Consultants, Inc., Bendzinski & Co. Municipal Financial Advisors, and Dickinson Wright, PLLC, for an annual maximum of \$100,000 for FY 2018; and pending budget approval, for FY 2019 and FY 2020 for financial advisory and bond counsel services for the Water and Wastewater Treatment and Public Services Departments.

Moved by Council Member Humphreys, seconded by Council Member Moore to approve consent agenda items 1 through 18, 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 Moore to approve the following appointments:

- the Council appointment of Deanna Virciglio to the Zoning Board of Appeals Alternate position with a term to expire December 31, 2019.
- the Council appointment of Robert White to the Building Authority with a term to expire December 31, 2019.
- the City Manager appointment of Robert White to the Electrical Appeals Board with a term to expire December 31, 2019.
- the City Manager appointment of Thomas Braley to the Planning Commission with a term to expire December 31, 2018.

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

INTRODUCTION OF ORDINANCES

Moved by Council Member Balls, seconded by Council Member Moore to introduce an ordinance to amend the official city map to rezone Lots 11 through 20, Block 7, Wadsworth Farm, City Of Saginaw from B-1, Local Business to B-2, General Business. 8 ayes, 0 nays, 1 absent. Motion approved. Mayor Browning announced that the ordinance is laid over under Charter provision.

Moved by Council Member Balls, seconded by Council Member Moore to introduce an ordinance to amend the official city map to vacate the east 100 feet of the west 250 feet of an alley running east and west in the center of block 40, Saginaw Improvement Company's Addition "I" in the City of Saginaw. 8 ayes, 0 nays, 1 absent. Motion approved. Mayor Browning announced that the ordinance is laid over under Charter provision.

RESOLUTIONS

Moved by Mayor Pro Tem, seconded by Council Member Bryant to adopt the resolution authorizing the service of alcoholic beverages on public property at the Hamilton Street Pub, LLC, 308 S. Hamilton Street. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Bryant to adopt the resolution authorizing a new Outdoor Service to be held in conjunction with 2017 Class C licensed business at the Hamilton Street Pub, LLC, 308 S. Hamilton Street. 8 ayes, 0 nays, 1 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS

Council gave consent to schedule a meeting with the City Manager, applicable staff, Mayor Browning, Mayor Pro Tem Kloc, and Councilmembers Moore and Tibbs regarding a draft ordinance for local convenience stores.

ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adjourn the meeting at 7:44 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager

Subject: MERS Health Insurance Premium Deduction Service Agreement

Prepared by: Dennis Jordan, Director of Human Resources

Manager's Recommendation:

I recommend approval of the Service Agreement with Municipal Employees' Retirement System (MERS) in the amount of \$900.00 for the purpose of collecting healthcare premiums from retiree pensions.

Justification:

The City of Saginaw currently invoices retirees who are required to pay monthly contributions towards their retiree health care program. These contributions pertain to those retirees that were either not fully vested in the health care plan when they retired and/or were required to pay a monthly rate as prescribed by the collective bargaining agreement that they retired under. Current retiree premiums total over \$120,000.00 per year and they continue to increase as all employees who retire after 2009 are required to continue to pay healthcare premiums into retirement.

MERS recently approved a program that will allow client employers to have retiree health care premiums deducted directly from the retiree's pension payment on a monthly basis. This service agreement will allow the City of Saginaw to authorize MERS to deduct those specified premiums and transfer them back to the City, which will provide a cost savings by reducing time spent invoicing, processing payments, and collecting delinquencies. The initial annual cost is \$900.00 then reduces to \$700.00 annually thereafter.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title 1, "General Provisions," of the Saginaw Code of Ordinances 0-1.

Funds are budgeted in the General Fund – Other General Fund, Retiree Healthcare Division's, Retiree Healthcare Account No. 101-8510-715.007.

I have approved the MERS Health Insurance Premium Deduction Service 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: August Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend approval of the amendments to the 2017/2018 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of August.

Justification:

The 2017/2018 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2018 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 August, the below-mentioned budget adjustments take into consideration any 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 \$145,009, from \$32,300,449 to \$32,445,458.

- During the 1st quarter of FY 2018, Community Public Safety – Police had two police officers retire from services. This budget adjustment recognizes the payment to these officers for their accumulated paid time off payout in the amount of \$86,857. Available fund balance will be utilized to offset the increase in expenditures.
- Likewise, in Community Public Safety - Fire, a fire fighter retired during the 1st quarter of FY 2018. This budget adjustment recognizes the payment to the fire fighter for their accumulated paid time off payout in the amount of \$50,734. Available fund balance will be utilized to offset the increase in expenditures.
- In the Other General Fund Expenditures - Transfers to Capital Project Fund Account No. 101-9660-999.401 should be increased \$15,943. This increase is required to cover the cost for the additional 50 steam traps in city hall as part of the Energy Management System. This project will be paid for out of the Capital Project Fund. To partially offset this increase in expenditures will be a decrease in the Department of Public Services - Facilities Division's Fuel Account No. 101-7575-732.000 by \$8,525. Funds will be reallocated to the Transfers to Capital Project Fund Account No. 101-9660-999.401. In addition, the Department of Public Services received unanticipated revenue from the American Tower Corp in the amount of \$7,418. These funds will be recognized in the General Fund Revenues' Land and Building Rental Account No. 101-0000-667.004, and will be

reflected in the Other General Fund Expenditures - Transfers to Capital Improvement Fund Account No. 101-9660-999.401 by the same amount.

The Homeland Security SAFER Fund (269) should be increased from \$368,933 to \$783,916, which equates to a \$414,983 increase. This increase represents the extension of the 2014 SAFER Grant from September 18, 2017 through January 31, 2018. This will cover the salaries and benefits of 13 firefighters.

The Capital Improvement Fund (401) should be increased from \$719,824 to \$751,709, which equates to a \$31,885 increase. This increase is required to cover the cost for the additional 50 steam traps in city hall as part of the Energy Management System. This expense will be recognized in the Capital Project Fund - Facilities Division's Construction Improvement Account No. 401-7575-822.000. These expenditures will be offset by an appropriation of fund balance in the Capital Improvement Fund - Use of Fund Equity Account No. 401-0000-989.000 in the amount of \$15,942. The remaining \$15,943 will be realized by way of an operating transfer in from the General Fund. These funds will be realized in the Capital Improvement Fund - Transfer In Account No. 401-0000-699.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: FEMA AFG Fire Prevention and Safety Grant Award
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend approval of a grant award acceptance from the United States Department of Homeland Security, Federal Emergency Management Agency in the amount of \$34,000 for 1,000 battery powered 10-year carbon monoxide alarms, requiring a matching share of \$1,619 from the Fire Department.

Justification:

On May 11, 2017, the Saginaw Fire Department submitted a grant application with the United States Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) through the Assistance to Firefighters (AFG) Fire Prevention and Safety (FP&S) grant program. The application was submitted for a project to purchase and install 1000 battery powered 10-year carbon monoxide alarms in homes of City of Saginaw residents. The project will be completed by installing one carbon monoxide alarm in 1000 homes in a one year period of performance. The total project cost is \$34,000. The City's required matching share is \$1,619.00 and the Federal share is \$32,381.00.

On August 8, 2017, the Saginaw Fire Department received notification from FEMA that our FP&S grant application had been approved and that a grant award had been offered.

Funds for the \$1,619 required match are available in the General Fund, Community Public Safety Fire, Fire Operations Division's Parts and Supplies Account No. 101-3551-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Dowels, Bars and Baskets
Prepared by: Beth D London, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Hymmco, Inc. in the amount of \$22,200 for dowels, bars and baskets for the Streets Section, Right of Way Division.

Justification:

The Streets Section of the Right of Way Division requires epoxy coated dowel bars, deformed bars and baskets to make concrete road repairs on the approximately 289 miles of City streets and state trunklines.

On September 12, 2017, two (2) bids were received for the dowels, bars and baskets necessary to make concrete road repairs. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Hymmco Saginaw, MI (out City)	\$22,200.00
Burt Forest Products Ann Arbor, MI (out City)	\$24,500.00

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 Provision" of the Saginaw Code of Ordinances O-1.

Funds for this purchase are budgeted in the Major Streets Fund, Routine Maintenance Division's Parts and Supplies Account No. 202-4651-742.000 (\$19,700) and the Local Streets Fund, Routine Maintenance Division's Parts and Supplies Account No. 203-4651-742.000 (\$2,500).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: 2017 Sidewalk Contract (C-1638)
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend approval of contract C-1638 with Tri-Valley Construction, LLC, in the amount of \$79,173.20 for the 2017 Sidewalk Project for the Public Services Department, Right of Way Division.

Justification:

On August 22, 2017 the City received bids for the C-1638 Sidewalk Project. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Tri-Valley Construction, LLC. Saginaw, MI (Out-City)	\$98,602.00
A.J. Rehmus & Son, Inc. Bay City, MI	\$162,778.90
KMI Road Maintenance Burton, MI	\$211,507.00

A post-bid addendum was issued through negotiations with the contractor. The post-bid addendum decreased the bid quantities for sidewalk removal and replacement in order to decrease the total project cost under the \$80,000 budget available. The 2017 Sidewalk Project includes the removal and replacement of public sidewalk located in the right-of-way. The 67 locations included on the project were derived from a list of the City's outstanding sidewalk complaints. All locations have been inspected by the City and made safe where necessary.

Per Chapter 96: Streets and Sidewalk: §96.01, of Saginaw's Code of Ordinance, property owners are responsible for keeping sidewalk in a permanent safe state of repair. All property owners have been informed by letter of the Code of Ordinance violation and given until September 15, 2017, to complete the sidewalk repairs. The letter also informed the property owners that the cost of the sidewalk repair is their responsibility and will be billed to them when the project is completed. If not paid, the cost will be charged against the property as a Single Lot Assessment per §33.26.

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

Funds for this contract are budgeted in the General Fund, Public Services Department, Engineering Division's Construction Projects Account No. 101-4611-822.000 (\$39,586.60) and in the Major Street Fund, Street Projects Division's Construction Projects Account No. 202-4614-822.000 (\$15,042.91) and Local Street Fund, Street Projects Division's Construction Projects Account No. 203-4614-822.000 (\$24,543.69).

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Two Arrow Boards
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with MacAllister Rentals in the amount of \$8,429.50 for two arrow boards for the Traffic Maintenance Section of the Right of Way Division.

Justification:

On August 31, 2017, a quote was received from MacAllister Rentals for two Allmand Eclipse portable lighted arrow boards through MIDEAL state bid pricing, contract #071B7700084.

The Traffic Maintenance Section maintains and installs the traffic control devices necessary for various special events and for City divisions to perform road repairs and place utility patches within City roadways. The purchase of this equipment is necessary to set up proper traffic control in compliance with the Michigan Manual of Uniform Traffic Control Devices.

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 Major Street Fund, Traffic Engineering Division's Repair and Replacement Account No. 202-4621-974.000 (\$2,809.84), Sewer Operations and Maintenance Fund , Engineering Division's Repair and Replacement Account No. 590-4811-974.000 (\$2,809.83), and Water Operations and Maintenance Fund, Engineering Division's Repair and Replacement Account No. 591-4711-974.000 (\$2,809.83).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Morley Plaza LED Light Upgrade
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with McNaughton McKay Electric in the amount of \$11,988.60 for the purchase of 13 LED light fixtures for the Traffic Maintenance Section, Right of Way Division.

Justification:

In the continued effort to conserve energy within the City, the Traffic Maintenance Section of the Right of Way Division is replacing the lighting in Morley Plaza with new lighting that utilizes energy efficient LED light bulbs.

On August 29, 2017, the City received six (6) bids for thirteen (13) LED light fixtures. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
McNaughton-McKay Saginaw, MI (out City)	\$11,988.60
Standard Electric Saginaw, MI (out City)	\$12,048.79
Wesco Distribution Lansing, MI (out City)	\$12,359.36
Marshall Campbell Saginaw, MI (in City)	\$12,619.75
Leslie Electric Pontiac, MI (out City)	\$12,980.50
Global Envoy, Inc. Grand Rapids, MI (out City)	\$19,991.72

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 General Fund, Department of Public Services, Parks Grounds Maintenance Division's Parts and Supplies Account No. 101-

7570-742.000 (\$1,799.60), and the Clean Energy Coalition Fund's Clean Energy Coalition Division's Parts and Supplies Account No. 230-1795-742.000 (\$10,189.00).

Council Action:

Motion to approve the recommendation of the City Manager

From: Timothy Morales, City Manager
Subject: Purchase for Tire Recycling Services
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Waddle's Tire Service, Inc. in the amount of \$4,800 for FY 2018; and pending budget approval, for \$4,800 for FY 2019, and \$5,100 for FY 2020, for tire recycling for the Streets Section of the Right of Way Division.

Justification:

On September 5, 2017, one (1) bid was received for the recycling of discarded tires collected at the City of Saginaw's Convenience Station and municipal garage, located at 1435 S. Washington Avenue. This service requires the vendor to supply a minimum 40 feet trailer for collection and disposal of discarded tires. Waddle's Tire Service bid \$1,600 in FY 2018 and FY 2019, and \$1,700 in FY 2020, per each time the trailer needs to be emptied. It is estimated that the 40 feet trailer will need to be emptied three times each year at a yearly cost of \$4,800 in FY 2018 and FY 2019, and \$5,100 in FY 2020.

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 Rubbish Collection Fund, Sanitary Landfill Division's Operating Services Account No. 226-4584-805.000 (\$3,840) and the Motor Pool Operation Fund, Garage Operations Operating Services Account No. 661-4481-805.000 (\$960). Pending approval of the FY 2019 budget, funds will be budgeted in the same accounts in the same amounts, and pending approval of the FY 2020 budget, funds will be budgeted in the Rubbish Collection Fund, Sanitary Landfill Division's Operating Services Account No. 226-4584-805.000 (\$4,080) and the Motor Pool Operation Fund, Garage Operations Operating Services Account No. 661-4481-805.000 (\$1,020).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Manhole & Catch Basin and Covers
Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with East Jordan USA, Inc. in the amount of \$92,610.70 for the annual supply of over 430 manhole & catch basin castings and covers for the Maintenance and Service Division.

Justification:

On September 5, 2017, the Maintenance and Service Division received bids for an annual supply of manhole & catch basin casting and covers used in the construction of the Sewage Collection System throughout the City. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
East Jordan USA, Inc. East Jordan, MI	\$92,610.70
Michigan Pipe and Valve Saginaw, MI (out of City)	\$94,350.00

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 for this purchase are budgeted in the Sewer Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Dozing and Grading
Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Mead & Sons Contracting in the amount of \$18,900 for FY18; and pending budget approval, for \$21,000 for FY 2019 for dozing and grading services for the Maintenance and Service Division.

Justification:

On September 5, 2017, The Maintenance and Service Division received a two (2) year bid for dozing and grading of its First Street Spoils Dump Site on an "as needed" basis with three (3) site visits annually. Excavated materials from approximately 900 water and sewer repairs per year are trucked to this site for disposal.

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 Water Operation and Maintenance Fund, Maintenance and Service Division's Operating Services Account No. 591-4721-805.000 (\$9,450) and Sewer Operation and Maintenance Fund, Maintenance and Service Division's Operating Services Account No. 590-4821-805.000 (\$9,450). Additionally, pending FY 2019 budget approval, \$21,000 will be budgeted in the same accounts.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: ¾-Inch K-Copper Tubing
Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with ETNA Supply Company in the amount of \$17,745.00 for the annual supply of ¾ -inch K-Copper Tubing for the Maintenance and Service Division.

Justification:

On August 29, 2017, the Maintenance and Service Division received bids for 6,500 feet of ¾ -inch K-Copper Tubing to be used for replacing water service connections throughout the City's water distribution and transmission systems. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Etna Supply Company Saginaw, MI. (out of City)	\$17,745.00
Liberty Plumbing Supply Inkster, MI.	\$18,135.00
Michigan Pipe and Valve Saginaw, MI. (out of City)	\$18,135.00
Standard Electric Saginaw, MI. (out of City)	\$20,735.00
HD Supply Waterworks Shelby, MI.	\$26,910.00

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 for this purchase are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: PVC Pipe and Fittings
Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with ETNA Supply Company in the amount of \$35,490.28 for the annual supply of PVC Pipe and Fittings for the Maintenance and Service Division.

Justification:

On September 5, 2017, the Maintenance and Service Division received bids for over 6,500 feet of PVC in various diameters and 1,000 individual parts that included bends, elbows and fernco fittings to be used in the construction and maintenance of the sewage collection system throughout the City. A cost comparison shows a 5% decrease from the last bid in FY16. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
ETNA Supply Company Saginaw, MI (out of City)	\$35,490.28
Michigan Pipe and Valve Saginaw, MI (out of City)	\$43,641.00
Stephens Tile, LLC Birch Run, MI	\$45,296.72
HD Supply Waterworks	\$49,417.33

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 Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Water Main Appurtenances
Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of purchases with Michigan Pipe and Valve for \$155,395 and ETNA Supply Company for \$76,542 for the annual supply of Water Main Appurtenances for the Maintenance and Service Division.

Justification:

On September 5, 2017, the Maintenance and Service Division received bids for the annual supply of Water Main Appurtenances. There are 57 Sub-Groups and over 3,000 pieces that are used in the maintenance repair and construction of the Water Distribution and Transmission System on an as needed basis. A cost comparison shows an average increase of .4% compared to the previous year's bid. The following is a tabulation of the bids received, with Etna Supply awarded items #5, #8, #9 and #10 and Michigan Pipe and Valve awarded items #1, #2, #3, #4, #6 and #7.

<u>Bid Groups:</u>	<u>Etna Supply Grand Rapids, MI</u>	<u>MI Pipe & Valve Saginaw, MI (out city)</u>
#1 Water Service Boxes	\$ 0	\$ 49,795.00
#2 Valve Service Boxes	\$ 0	\$ 54,150.00
#3 Resilient Wedge Cut Valves	\$ 39,085.00	\$ 35,005.00
#4 Bell Clamps	\$ 4,514.00	\$ 4,335.00
#5 Type Duo Solid Sleeves	\$ 56,246.00	\$ 64,910.00
#6 20" OAL Cut in Sleeves	\$ 14,990.00	\$ 9,180.00
#7 MJ Ductile Iron Caps	\$ 3,659.80	\$ 2,930.00
#8 Mega Lug Glands	\$ 1,475.00	\$ 2,252.00
#9 Smith Blair Repair Clamps	\$ 9,084.00	\$ 17,895.00
#10 Resilient Wedge Tapping	\$ 9,647.00	\$ 10,068.00
TOTAL	\$ 76,452.00	\$ 155,395.00

Awarded bid based on lower quote for Group.

These vendors 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 Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rubbish Truck Engine Repair – Environmental Improvement Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Diesel Truck Sales, Inc., a sole source, in the amount of \$4,893.12 for the repair of Rubbish Truck No. 76-0715 for the Environmental Improvement Division.

Justification:

Rubbish Truck No. 76-0715, a 2001 Freightliner with 110,463 miles was taken to Diesel Truck Sales, Inc. the local sole source for this brand and original vendor for this truck, for a diagnosis of a hard start and engine misfire condition. The diagnosis indicates a required replacement of the engine's fuel injectors. This Rubbish Packer Truck is used on a daily basis for the clean-up of curb violations, yard violations, emergency clean ups from evictions and illegal dumping throughout the City. It is also used by streets maintenance operations to contain and transport the disposal debris collected during the City's Convenience Station operations.

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 Motor Pool Operation Fund, Garage Operations, Motor Vehicles Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: 2017 Saginaw County Hazard Mitigation Plan
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend approval of the resolution to adopt the 2017 Saginaw County Hazard Mitigation Plan.

Justification:

In May of 2016, the Saginaw County Sheriff's Office Emergency Management Division began the process of updating Saginaw County's Hazard Mitigation Plan. The process was led by Lt. Mark Przybylski of the Saginaw County Sheriff's Office, with assistance provided by Saginaw County Emergency Preparedness Committee (SCEPC). Spicer Group was contracted as a consultant and representatives from 35 municipalities in Saginaw County also took part in the process.

A hazard mitigation plan is a multi-jurisdictional planning document that profiles specific hazard risks and vulnerabilities, addresses and prioritizes potential mitigation projects, proposes specific actions that can reduce or prevent harm within a community, and creates a coordinated approach to implementing the strategies and available resources.

Communities need to adopt a Hazard Mitigation Plan to be eligible for FEMA Mitigation Project Grants. In order to adopt the plan, each jurisdiction must participate in the planning process and the plan must include specific mitigation strategies supported by each jurisdiction. The Disaster Mitigation Act of 2000, Section 322, addresses mitigation planning and requires state and local governments to prepare a Hazard Mitigation Plan as a prerequisite for receiving FEMA mitigation project grants. Hazard Mitigation Plans must be updated every 5 years to maintain approval eligibility.

FEMA provided preliminary approval of the 2017 Saginaw County Hazard Mitigation Plan on August 10, 2017. The Saginaw County Board of Commissioners adopted the plan on August 15, 2017. The plan can only receive formal approval from FEMA after each community involved in the process formally adopts the plan pursuant to a resolution. The Saginaw County Sheriff's Office, Emergency Management Division has set a goal to have all resolutions passed by October 2, 2017.

A draft copy of the 2017 Saginaw County Hazard Mitigation Plan is available for viewing at www.saginawhazmit.com.

Council Action:

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

ADOPTION OF THE 2017 SAGINAW COUNTY HAZARD MITIGATION PLAN

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

WHEREAS: The City of Saginaw recognizes the threat that natural hazards pose to people and property within the City of Saginaw; and

WHEREAS: The City of Saginaw has prepared a multi-hazard mitigation plan, hereby known as the 2017 Saginaw County Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS: The 2017 Saginaw County Hazard Mitigation Plan identifies goals and actions to reduce or eliminate long-term risk to people and property in the City of Saginaw from the impacts of future hazards and disasters; and

WHEREAS: Adoption by the City of Saginaw demonstrates its commitment to hazard mitigation and achieving goals outlined in the 2017 Saginaw County Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw adopt the 2017 Saginaw County Hazard Mitigation Plan.

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 September 25, 2017; 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