



## **Saginaw City Council Agenda**

1315 S. Washington Avenue  
Council Chamber - Room 205  
989.399.1311  
October 23, 2017  
6:30 p.m.

### PRAYER AND PLEDGE OF ALLEGIANCE:

### ROLL CALL:

### ANNOUNCEMENTS:

1. Proclamation designating October 22-28, 2017 as "Pro Bono Week" in the City of Saginaw.
2. Proclamation recognizing the 50<sup>th</sup> anniversary of the Saginaw Alumnae Chapter of Delta Sigma Theta Sorority, Inc.

### PUBLIC HEARINGS:

### PERSONAL APPEARANCES:

*(A list will be provided following submittal deadline.)*

### REMARKS OF COUNCIL:

### REPORTS FROM MANAGER:

#### Management Update:

1. Phil Karwat, Director of Public Services, and Kim Mason, Director of Water and Wastewater Services, Capital Project Improvement Update.

### CONSENT AGENDA:

1. Approve the October 9, 2017 regular council meeting minutes.
2. Approve the Agreement for Professional Services with Attorney Daniel G. Collison of Collison & Collison, P.C.
3. Approve a purchase with I.T.I., Inc. for \$22,991.40 for additional software licenses and phones for the City's Voice over Internet Protocol phone system.
4. Approve a purchase with CDW Government, Inc. for \$10,195.20 for Microsoft Office 2016 Standard licenses for the Technical Services Department.

5. Approve the Property License Agreement with Consumers Energy from October 24, 2017 through December 31, 2018.
6. Approve a purchase with Republic Services for \$11,570.88 for FY 2018; and pending budget approval, for \$11,917.38 for FY 2019 and \$12,274.43 for FY 2020 for annual trash pick-up services.
7. Approve a purchase with Great Lakes Window Cleaning for \$7,750 for FY 2018; and pending budget approval, for \$7,750 for FY 2019 and \$7,990 for FY 2020 annual for window cleaning services.
8. Approve the contract with Dome Corporation, Inc. for \$552,126.00 for construction services for the Public Services Department, Maintenance and Service Division.
9. Ratification of emergency purchase order no. 502356 with Graff Truck Center, Inc., a sole source, for \$5,012.85 for the repair of Dump Truck No. 57-0457 for the Maintenance and Service Division.
10. Approve the Metropolitan Extension Telecommunications Rights-of-Way Oversight (METRO) Act Permit Extension issued to KEPS Technologies, Inc. d/b/a ACD.net through October 1, 2022.
11. Approve a one-year Adopt-A-Park Agreement with Project Unify, Inc. and authorize the City Manager to approve extensions of the Agreement for subsequent years, not to exceed four years.
12. Approve a purchase with Maurer's Textile & Rental Services for \$4,000 for FY 2018; and pending budget approval, \$4,000 for FY 2019 for mat and linen rental for the Andersen Enrichment Center.
13. Approve the contract with Thiel Electric, Inc. for \$138,850 for the installation of a 200 Kw diesel generator for City Hall.
14. Approve the AMI agreement with Sensus USA, Inc. and ETNA Supply Company, Sensus' sole source provider, for \$238,696 for FY 2018 – FY 2022 for the software upgrade of the automated water meter reading system for the Instrumentation and Process Controls Division.
15. Approve a purchase with Penn Valley Pump Co. for \$56,580.00 for two double disk pumps 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 James Graham to the Saginaw Economic Development Corporation with a term to expire June 30, 2020.
2. Approve the Mayoral reappointment of Ronald Wheatley to the Housing Board of Appeals with a term to expire December 31, 2019.

**INTRODUCTION OF ORDINANCES:**

**CONSIDERATION AND PASSING OF ORDINANCES:**

**RESOLUTIONS:**

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

**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.

# PROCLAMATION

**WHEREAS**, access to justice is a fundamental and essential right to a democratic society however, countless citizens cannot afford the legal representation that they need to protect their lives, properties, and natural liberties; and

**WHEREAS**, each year, volunteer attorneys donate thousands of hours of pro bono time and expert knowledge to these vulnerable populations. The invaluable contributions of pro bono attorneys help to ensure and protect a just society for every citizen; and

**WHEREAS**, few other professions are in a position to offer this specialized assistance; and in doing so, these volunteer attorneys substantially enhance the distribution of justice and equality throughout our community; and

**WHEREAS**, the Saginaw Bar Association is joining with the American Bar Association to designate October 22 – 28, 2017 as National Pro Bono Week and to highlight the need for pro bono services during these challenging economic times. During this week, we celebrate the outstanding work of pro bono lawyers who volunteer their services throughout the year; and

**WHEREAS**, the energy generated by the National Pro Bono Celebration is a powerful force that helps to build a just legal system that will result in equal access to justice for all. We support the efforts to ensure all people receive adequate representation and protection in the legal system regardless of their economic standing;

**NOW, THEREFORE BE IT RESOLVED**, I, Dennis D. Browning, Mayor of the City of Saginaw, hereby proclaim October 22 – 28, 2017, as

## “PRO BONO WEEK”

in the City of Saginaw and urge all citizens of Saginaw to recognize the contributions of pro bono work in our community. We recognize this generous effort and the pro bono lawyers who serve our communities, strengthen our justice system and support the rule of law.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 23rd day of October in the year of our Lord two thousand seventeen.



October 23, 2017

**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**

# PROCLAMATION

**WHEREAS**, the Saginaw Alumnae Chapter of Delta Sigma Theta Sorority, Inc. will celebrate its 50th Anniversary on Saturday, October 28, 2017 with a Red Carpet Gala to honor its charter members and salute their trailblazing efforts which began October 28, 1967; and

**WHEREAS**, the Saginaw Alumnae Chapter of Delta Sigma Theta Sorority, Inc. was chartered in October, 1967 by a vibrant group of dedicated women from the Saginaw area. Delta Sigma Theta Sorority, Inc. was founded on Christian principles and has an international membership of over 300,000 college educated women with over 940 collegiate and alumnae chapters located in the United States, Bahamas, Bermuda, England, Germany, Japan, and South Korea; and

**WHEREAS**, the Saginaw Alumnae Chapter sponsors the Annual Thelma Poston Golf Classic and other community supported fundraising events each year that has allowed the Saginaw chapter to award approximately \$160,000 in financial assistance to high school seniors throughout the Great Lakes Bay Region; and

**WHEREAS**, the Saginaw Alumnae Chapter has mentored hundreds of young ladies since 1980 through its Del Sprite Youth Group. The Del Sprite Group is engaged in various community service projects and cultural experiences including Habitat for Humanity, Go Red for Women Healthy Hearts, Black Nurses Association of Saginaw, and Power Play;

**NOW, THEREFORE BE IT RESOLVED**, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow councilmembers, do hereby acknowledge the Saginaw Alumnae Chapter of Delta Sigma Theta Sorority, Inc. for its many contributions toward the betterment of the Saginaw community. We congratulate the members of this great organization on the memorable occasion of their 50<sup>th</sup> anniversary.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 23<sup>rd</sup> day of October in the year of our Lord two thousand seventeen.



October 23, 2017

**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, OCTOBER 9, 2017, 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, Brenda Moore, Clint Bryant, Michael Balls, John Humphreys, and Dennis Browning: 8. Council Members absent: Floyd Kloc: 1.

ANNOUNCEMENTS

Deputy City Clerk Kristine Bolzman announced the following:

- The City's Waste Convenience Station is open 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 this coming Saturday, October 14 from 8:00 a.m. to 12:00 p.m.

Mayor Browning presented a proclamation designating October 8–14, 2017 as “Fire Prevention Week.” The proclamation was accepted by Fire Marshal Ralph Martin.

PERSONAL APPEARANCES

The following personal appearances addressed Council: Wayne Stover and Verney Kassab.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

Management Update

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

Manager Morales introduced Fire Chief Christopher Van Loo. Chief Van Loo presented an update on the SAFER Grant application and announced a reduction in staff and the closure of Fire Station Number 3.

CONSENT AGENDA:

1. Approve the September 20, 2017 committee of the whole and the September 25, 2017 regular council meeting minutes.
2. Approve Petition 17-24 from Positive Results Downtown to display fireworks at Ojibway Island on Friday, November 17, 2017, or November 18, 2017 as a rain date, at 8:30 p.m.
3. Receive and file Petition 17-25 and refer to the Planning Commission for recommendation regarding renaming Johnson Street bridge.

4. Approve the Uniform Video Services Local Franchise agreement with Charter Communications.
5. Approve the Saginaw County Community Mental Health Authority/Mid-State Health Network Treatment and Prevention Services Grant in the total amount of \$177,808. Further, approve a budget adjustment for FY 2018 to recognize these funds.
6. Approve a purchase with Truck and Trailer Specialties, Inc. for \$34,714 for a service truck up-fitting for the Motor Pool Division.
7. Approve to increase the purchase order with Ready-Mix, Inc. by \$80,000, for a new total of \$264,000, for ready-mix concrete for the Maintenance and Service Division.
8. Approve the individual purchases to specific vendors for a total amount of \$26,240.03 for the annual supply of motor vehicle fluids for the Motor Pool Operations Division.
9. Approve a purchase with Kendall Electric for \$4,402 for hardware/software product support through Rockwell Automation, Inc. for the Water and Wastewater Treatment Divisions.
10. Approve a purchase with USA BlueBook for \$2,770.76 for Hach chemical reagents for the Water Treatment Division.
11. Approve a purchase with Hydrodynamic, Inc., a sole source, for \$10,846 for an impeller and wear rings for the Wastewater Treatment Division.
12. Approve a purchase with VWR International, LLC for \$2,906.03 for a Biochemical Oxygen Demand Incubator for the Wastewater Treatment Division.
13. Approve the Blight Grant Agreement with the Michigan State Housing Development Authority in an amount not to exceed \$500,000 to demolish 67 blighted properties. Further, approve a budget adjustment for FY 2018 to recognize these funds.

Moved by Council Member Bryant, seconded by Council Member Moore to approve consent agenda items 1 through 13, 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 Council Member Milne, seconded by Council Member Boensch to approve the following appointments:

- the Mayoral appointment of Ana Hidalgo to the Local Officers Compensation Commission with a term to expire March 1, 2023.
- the Council appointment of Ana Hidalgo to the Human Planning Commission with a term to expire December 31, 2019.
- the Council reappointment of Susanne Smokoska to the Human Planning Commission with a term to expire December 31, 2019.
- the Council reappointment of Dean Emerson to the Saginaw Transit Authority Regional Services with a term to expire December 31, 2020.

- the Mayoral reappointment of Myron Shinkel to the Housing Board of Appeals with a term to expire December 31, 2019.
- the Mayoral appointment of Autumn Scherzer to the Saginaw Economic Development Corporation with a term to expire June 30, 2018.
- the Council appointment of John Reis to the Historic District Commission with a term to expire July 31, 2020.

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 vacate Baum Street between Blocks 44 and 59 and extended north to the north right of way line of Tuscola Street, Hoyt's Plat in the City of Saginaw. 8 ayes, 0 nays, 1 absent. Motion approved. Mayor Browning announced that the ordinance is laid over under MCL 67.13.

Moved by Council Member Bryant, seconded by Council Member Moore to introduce an ordinance to amend the official city map to vacate the 500 block of South Fayette lying between Blocks 17 and 18 in the City of Saginaw south of Cass Street. 8 ayes, 0 nays, 1 absent. Motion approved. Mayor Browning announced that the ordinance is laid over under MCL 67.13.

#### CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Boensch, seconded by Council Member Moore to adopt an ordinance to amend 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.

Moved by Council Member Boensch, seconded by Council Member Moore to adopt an ordinance to amend 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.

#### RESOLUTIONS

Moved by Council Member Bryant, seconded by Council Member Boensch to adopt the resolution adopting a Mission Statement, a Vision Statement, and Core Values for the City of Saginaw. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Boensch, seconded by Council Member Milne to adopt the resolution to terminate Brownfield Plan Project No. 4, Garb-Ko, Inc., located at 620 South Washington Avenue. 8 ayes, 0 nays, 1 absent. Motion approved.

#### ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Bryant to adjourn the meeting at 8:05 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Prepared and submitted by Kristine Bolzman, Deputy City Clerk.

Janet Santos, CMMC/MMC  
City Clerk

**From:** Timothy Morales, City Manager  
**Subject:** Daniel G. Collison – Professional Services Agreement  
**Prepared by:** Amy L. Lusk, City Attorney

**Manager's Recommendation:**

I recommend approval of the Agreement for Professional Services with Attorney Daniel G. Collison of Collison & Collison, P.C.

**Justification:**

Under the City's Code of Ordinances, hearing officers are appointed to determine administrative matters relating to junk vehicles, business licenses, dangerous buildings, and a variety of other subjects. Throughout most of the Ordinances, the person serving in the role of the hearing officer is to be appointed at the discretion of the City Manager.

This professional services agreement would allow Attorney Daniel G. Collison to serve in the role of hearing officer on an as-needed basis. Pursuant to the terms of the agreement, the City will pay an hourly rate of \$130.00 for the work of Mr. Collison in conducting any hearings and rendering any opinions. Mr. Collison is required to maintain professional liability insurance and indemnify the City from any wrongdoing. Either party can terminate the agreement upon 30 days written notice.

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:** Phone and Software License Purchase  
**Prepared by:** Jeff Klopchic, Technical Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with I.T.I., Inc., the sole bidder, in the amount of \$22,991.40 for the purchase of additional software licenses and phones for the City's Voice over Internet Protocol (VoIP) phone system.

**Justification:**

In August of 2014, the City Council gave approval for the Technical Services Department to start the transition from analog and digital phone circuits to Session Initiation Protocol (SIP) technology that will allow voice communications to be transferred through the City's fiber optic lines. We are requesting the purchase of 50 additional VoIP software licenses and 40 VoIP phones. VoIP technology will allow the City to save money due to the communications medium being the internet, with the rates much lower than the outdated analog and digital communication methods. During this phase of the transition Fiscal Services staff will be moving to the new VoIP technology.

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

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Microsoft Office 2016 Standard  
**Prepared by:** Chris Seager, Technical Services

**Manager's Recommendation:**

I recommend approval of the purchase with CDW Government, Inc. (CDW-G) in the amount of \$10,195.20 for Microsoft Office 2016 Standard licenses for the Information Services - Technical Services Department.

**Justification:**

On September 27, 2017, we received a quote from CDW-G for 40 Microsoft Office 2016 Standard licenses, which includes Word, Excel, PowerPoint, Publisher, OneNote and Web Apps that will be utilized throughout the City. The software subscription provides support, updates and license coverage. CDW-G was awarded the MiDEAL State bid contract to provide these software licenses for governmental agencies in the State of Michigan.

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

Funds for this purchase are budgeted in the Technical Services, Information Services Fund, Computer Software Account No. 658-1720-741.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Consumers Energy Property License Agreement  
**Prepared by:** Bruce Caradine - Department of Public Services

**Manager's Recommendation:**

I recommend approval of the Property License Agreement with Consumers Energy (Consumers). The term of the Agreement is from October 24, 2017 through December 31, 2018.

**Justification:**

Consumers will install a mobile substation while they de-energize the current permanent substation to do some repairs and upgrades. They installed a permanent unit on City property in 1959. During this Agreement Consumers will pay the city a monthly permit fee of \$200, keep the Licensed Area clean and consistent with the surrounding space and shall not make alterations or additions to the Licensed Area without City's prior written consent. Consumers also will indemnify and hold the City harmless from and against any and all claims, actions, damages, liability and expense, in connection with loss of life, personal injury and/or damage to property resulting from negligent or intentional acts or omissions of Consumers or its agents or invitees in the Licensed Area. City shall maintain the Licensed Area in good order and repair.

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

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Annual Trash Pick-Up Services – Facilities Division  
**Prepared by:** Bruce Caradine, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with Republic Services, in the amount of \$11,570.88 for FY 2018; and pending budget approval, for \$11,917.38 for FY 2019 and \$12,274.43 for FY 2020 for annual trash pick-up services.

**Justification:**

On September 5, 2017, two bids were received for the annual city-wide trash pick-up services at select City properties. This service requires Republic to deliver and pick-up trash containers to designated City-owned properties. The City properties that will receive these services are Police Department, Fire Stations #1–4, Andersen Enrichment Center, Maintenance & Services, Traffic Engineering, Water Treatment, Facilities Maintenance, Celebration Park, and Waste Water Treatment Plant.

The following is a tabulation of the bids received:

| <b><u>Vendor</u></b>  | <b><u>Total</u></b>      |
|-----------------------|--------------------------|
| Republic Services     | FY 18 \$11,570.88        |
| Flint, MI             | FY 19 \$11,917.38        |
|                       | FY 20 <u>\$12,274.43</u> |
| <b>Total</b>          | <b>\$35,762.69</b>       |
| Waste Management      | FY 18 \$14,477.12        |
| Saginaw, MI (in city) | FY 19 \$15,056.08        |
|                       | FY 20 <u>\$15,649.88</u> |
| <b>Total</b>          | <b>\$45,183.08</b>       |

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 General Fund, Community Public Safety, Police, Building Management Division's, Operating Services, Account No. 101-3514-805.000 \$1,872.000, General Fund, Community Public Safety, Fire, Fire Suppression Division's, Operating Services, Account No. 101-3551-805.000 \$2,238.60, General Fund, Department of Public Services, Facilities Division's, Operating Services, Account No. 101-7575-805.000 \$4,144.44, Major Street Fund, Traffic Engineering Division's, Operating Services, Account No. 202-4621-805.000 \$567.24, Andersen Enrichment

Center Operations Fund, Operating Services Account No. 236-7540-805.000 \$590.40, Celebration Park Fund, Operating Services Account No. 508-7580-805.000 \$390.00, Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Operating Services, Account No. 590-4821-805.000 \$283.62, Water Operations and Maintenance Fund, Maintenance and Service Division's, Operating Services, Account No. 591-4721-805.000 \$283.62 and the Water Operations and Maintenance Fund, Treatment and Pumping Division's, Operating Services, Account No. 591-4730-805.000 \$1,200.96 and pending approval, will be budgeted in the amount of \$11,917.38 and \$12,274.43 in the same account numbers respectively for FY 2019 and 2020.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Annual Window Cleaning Services - Facilities Division  
**Prepared by:** Bruce Caradine, Public Services Department

**Manager's Recommendation:**

I recommend approval of a purchase with Great Lakes Window Cleaning in the amount of \$7,750 for FY 2018; and pending budget approval, for \$7,750 for FY 2019 and \$7,990 for FY 2020 for annual window cleaning services.

**Justification:**

On September 12, 2017, bids were received for an annual window cleaning services for several City Facilities. This service requires that the windows be cleaned inside and out, including screens, twice per year. The City facilities to receive this service are City Hall, Police Department, Public Works and Maintenance and Services.

The following is a tabulation of the bids received as follows:

| <b><u>Vendor</u></b>                            |              | <b><u>Cost</u></b> |
|-------------------------------------------------|--------------|--------------------|
| Great Lakes Window Cleaning<br>Lansing, MI      | FY18         | \$7,750.00         |
|                                                 | FY19         | \$7,750.00         |
|                                                 | FY20         | <u>\$7,990.00</u>  |
|                                                 | <b>Total</b> | <b>\$23,490.00</b> |
| First Class Building Maintenance<br>Saginaw, MI | FY18         | \$11,254.00        |
|                                                 | FY19         | \$11,254.00        |
|                                                 | FY20         | <u>\$11,254.00</u> |
|                                                 | <b>Total</b> | <b>\$33,762.00</b> |
| The Wash Boys<br>Saginaw, MI                    | FY18         | \$33,333.30        |
|                                                 | FY19         | \$33,333.30        |
|                                                 | FY20         | <u>\$33,333.30</u> |
|                                                 | <b>Total</b> | <b>\$99,999.90</b> |

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, Facilities Division's, Operating Services Account No. 101-7575-805.000 \$3,560, General Fund, Community Public Safety Police, Building Management Division's, Operating Services Account No. 101-3514-805.000 \$950, Public Works Building Fund, Operating Services Account No. 641-4439-805.000 \$2,130, Sewer

Operations and Maintenance Fund, Maintenance and Service Division's, Professional Services, Account No. 590-4821-801.000 \$555 and the Water Operations and Maintenance Fund, Treatment and Pumping Division's, Professional Services Account No. 591-4721-801.000 \$555 and pending approval, will be budgeted in the amount of \$7,750, and \$7,990 in the same account numbers respectively for FY 2019 and 2020.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Building and Parking Additions (C-1619)  
**Prepared by:** Paul D. Reinsch, Public Services Department

**Manager's Recommendation:**

I recommend the approval of contract C-1619 with Dome Corporation, Inc. in the amount of \$552,126.00 for construction services for the Public Services Department, Maintenance and Service Division.

**Justification:**

On September 5, 2017, the Maintenance and Service Division received bids for the construction of a new 60 X 60 Pole Barn complete, asphalt and concrete in and around the pole barn, rebuild of existing deteriorated entrance drive and yard pavement behind building 3, as well as a new parking area in front of the administrative building. This project is primarily due to the need for additional storage of recently obtained vehicles and equipment and additional parking required to accommodate current staff and guests. There are additional phases planned for pavement restoration around the yard and some security improvements such as cameras, lighting and fencing. The following is a tabulation of the bids received:

| <b><u>Contractor</u></b>                          | <b><u>Cost</u></b> |
|---------------------------------------------------|--------------------|
| Dome Corporation<br>Saginaw, MI. (out of City)    | \$552,126.00       |
| Geiersbach Construction<br>Freeland, MI.          | \$598,500.00       |
| Graham Construction<br>Saginaw, MI. (out of City) | \$642,500.00       |
| Wobig Construction<br>Saginaw, MI.                | \$647,998.00       |
| Serenus Johnson Construction<br>Shelby, MI.       | \$693,100.00       |

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 Fund, Surplus Division's, Construction Projects Account No. 591-4740-822.000 \$276,063.00. and Sewer Fund, Surplus Division's, Construction Projects Account No. 590-4840-822.000 \$276,063.00.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Dump Truck Engine Repair – Maintenance and Service Division  
**Prepared by:** Don Riley, Public Services Department

**Manager's Recommendation:**

I recommend ratification of emergency purchase order no. 502356 with Graff Truck Center, Inc., a sole source, in the amount of \$5,012.85 for the repair of Dump Truck No. 57-0457 for the Maintenance and Service Division.

**Justification:**

On October 6, 2017 emergency purchase order no. 502356 was issued for the repair of Dump Truck No. 57-0457, a 2004 GMC with 54,838 miles. This truck was taken to Graff Truck Center, the local sole source for this brand and original vendor for this truck, for the diagnosis of an engine misfire condition. The diagnosis indicated a required replacement of the vehicles Powertrain Control Module and Data Gateway Module. This truck is used daily and required for emergency situations in the maintenance and repair of The City of Saginaw's, water and sewer infrastructure system that serves Saginaw, parts of Bay, and Tuscola Counties.

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:** METRO Act Permit Extension  
**Prepared by:** Beth D. London, Public Services Department

**Manager's Recommendation:**

I recommend approval of the Metropolitan Extension Telecommunications Rights-of-Way Oversight (METRO) Act Permit Extension issued to KEPS Technologies, Inc. d/b/a ACD.net.

**Justification:**

The current permit with KEPS Technologies expired on October 1, 2017, and the extension is for a five-year term to end on October 1, 2022.

The METRO Act was created to, among other things, streamline the process for authorizing access to and use of public rights-of-way by telecommunications providers and ensure the reasonable control and management of public rights-of-way by municipalities. A telecommunications provider using or seeking to use the public rights-of-way for its facilities must obtain a permit from the municipality and pay all fees required under the Act. The Act determines all aspects of the permitting process, including application, dispute resolution and fees. The Act requires that municipalities act reasonably and promptly on all applications for a permit and must grant providers a permit for access to and use of all public rights-of-way.

The recommendation is to extend an already existing permit. It does not change the relationship between the parties, requirements regarding the payment of fees, or requirements regarding construction and maintenance of telecommunications facilities within the City's rights-of-way.

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:** Adopt-A-Park Agreement - Unity Park  
**Prepared by:** Phillip Karwat, Public Services Department

**Manager's Recommendation:**

I recommend that the City Manager approves a one-year Adopt-A-Park Agreement with Project Unify, Inc. (Patrice Boulware), not to exceed four (4) years. I further recommend that the City Manager be authorized to approve extensions of the Agreement for subsequent years without further Council approval or action.

**Justification:**

Project Unify Inc. has completed an Adopt-A-Park application seeking the city's approval to adopt and maintain the parcel of land located at 2220 N. Washington Avenue (Unity Park) in the manner set forth in its Adopt-A-Park application and Agreement. The City of Saginaw is the owner of the property as described. The described work to be performed includes clean ups, development, beautification processes to include: weed whipping, painting, planting flowers; planning and implementing activities for youth and senior citizens and to support community growth and involvement in the park area.

Upon approval by City Council of the above application, the City shall enter into an Agreement with the applicant requiring a one-year commitment to the performance of revitalizing the current park with; painting, planting flowers and maintaining existing beautification projects. The applicant will be responsible for having the proposed work approved by the City Manager; complying with all applicable laws; obtaining liability insurance, if necessary; and holding the City harmless from any claims arising from applicant's adoption of the public area and work performed at same.

I have approved 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:** Mat & Linen Rental, Andersen Enrichment Center  
**Prepared by:** Lori Rittenberry, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with Maurer's Textile & Rental Services (Mauer's) for \$4,000 for FY2018; and pending budget approval, \$4,000 for FY2019 for mat and linen rental for the Andersen Enrichment Center.

**Justification:**

On September 5, 2017, the City received three (3) bids for 94 various items to include; napkins, towels, table linens, etc. to be used during rentals of the facility. Items are ordered on an as needed basis, with a \$4,000 annual rental budget. The following is a tabulation of the bids received for the most frequently used products:

| <b><u>Vendor</u></b>                                    | <b><u>Cost</u></b> |
|---------------------------------------------------------|--------------------|
| Maurer's Textile & Rental Services, Inc.<br>Lansing, MI | \$35.09/set        |
| Continental Linen Service<br>Saginaw, MI                | \$41.90/set        |
| Cintas Corp<br>Midland, MI                              | \$79.14/set        |

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

Funds for this purchase are budgeted in the Andersen Center Operation Fund, Operating Services Account No. 236-7540-805.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** City Hall Emergency Generator – Facilities Division  
**Prepared by:** Bruce Caradine, Public Services Department

**Manager's Recommendation:**

I recommend approval of Contract C-1639 with Thiel Electric, Inc. in the amount of \$138,850 for the complete installation of a 200 Kw diesel generator to be located at City Hall.

**Justification:**

On September 12, 2017, the Public Services Department received bids for the removal of the existing generator and installation of a new generator at City Hall. The existing generator was manufactured and installed in 1977 and is obsolete and inoperable. The proposed generator will be able to supply the entire City hall with power during times of power loss to the facility. It is anticipated that work will start soon upon approval from Council and be completed within three to four months from approval. The following is a tabulation of the bids received:

| <b><u>Vendor</u></b>                                      | <b><u>Cost</u></b> |
|-----------------------------------------------------------|--------------------|
| Thiel Electric, Inc.<br>Saginaw, MI (Out of City)         | \$138,850.00       |
| Rauhorn Electric, Inc.<br>Macomb MI (Out of City)         | \$150,352.00       |
| Great Lakes Power & Lighting<br>Casco, MI (Out City)      | \$153,000.00       |
| J Ranck Electric, Inc.<br>Mt. Pleasant, MI (Out City)     | \$164,660.00       |
| William F. Nelson Electric, Inc.<br>Saginaw, MI (In City) | \$173,300.00       |

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 project are budgeted in the Technical Services Fund, Internal Service Division, Repairs and Replacements Account No. 658-1720-974.000.

I have approved the contract 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:** Automated Metering Infrastructure System Software Upgrade

**Prepared by:** Dan Simmer, Water and Wastewater

**Manager's Recommendation:**

I recommend the approval of the AMI agreement with Sensus USA, Inc. and ETNA Supply Company, Sensus' sole source provider, in the amount of \$238,696 for FY 2018-FY 2022 for all labor, software, materials and fees required for the software upgrade of the automated water meter reading system for the Instrumentation and Process Controls Division.

**Justification:**

On December 19, 2011, the City of Saginaw entered into an agreement with ETNA Supply Company (ETNA) to provide Sensus automated meter reading equipment to the City's water distribution and transmission meter system. This is a fixed base network system requiring radio equipment to transmit and receive digital signals from end points to four tower based antennas that are brought into the City's information system for billing. At this time, the system needs to be upgraded. On October 13, 2017, the City received a quote for the upgrade from ETNA, Sensus' authorized distributor and a sole source provider. The upgrade will include new software and changing from an in-house network to a hosted format. This change is being made as the servers currently in use with the in-house network system are reaching the end of their useful life. The upgrade moves the City to a hosted format system, which is the natural progression for software in the Sensus automated reading system we are currently using. Benefits of moving to this system are more comprehensive reports, more storage of data, and ease of use.

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

Funds for this purchase are budgeted in the Sewer Operations and Maintenance Fund, Surplus Division's Repairs and Replacements Account No. 590-4840-974.000 \$30,687.50, and the Water Operations and Maintenance Fund, Surplus Division's Repairs and Replacements Account No. 591-4740-974.000 \$30,687.50 for FY18. Amounts for FY19-FY22 will be budgeted in the same accounts with a 50/50 split.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Tim Morales, City Manager  
**Subject:** Penn Valley Double Disk Pump  
**Prepared by:** Brian Baldwin, Water and Wastewater

**Manager's Recommendation:**

I recommend the approval of a purchase with Penn Valley Pump Co. of Warrington, PA in the amount of \$56,580.00 for two double disk pumps for the Wastewater Treatment Division.

**Justification:**

On October 3, 2017, sealed bids were opened for the purchase of two double disk pumps. The Wastewater Treatment Division currently has eight rotary lobe pumps which pump sludge from the bottom of clarifiers. The cost of maintaining these pumps has been about \$20,000.00 per year and plant personnel determined that double disk pumps are more reliable and less costly to maintain. We purchased one double disk pump in FY16 and will purchase 2 more in FY19. Because of the increased reliability, five of these pumps will replace the eight existing rotary lobe pumps.

Following is a tabulation of the bids received:

|                                                |             |
|------------------------------------------------|-------------|
| Penn Valley Pump Co.<br>Warrington, PA         | \$56,580.00 |
| HESCO Inc.<br>Chesterfield, MI                 | \$58,663.20 |
| Core and Main LP.<br>Shelby Township, MI       | \$66,119.84 |
| Technology International Inc.<br>Lake Mary, FL | \$72,040.00 |

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 Operations and Maintenance Fund, Surplus Division's Repairs and Replacements Account No. 590-4840-974-000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

## **OBJECTION TO TRANSFER OF TAX REVERTED PROPERTIES**

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

**WHEREAS:** Under Public Act 123 of 1999, all tax delinquent property not sold at the mandatory yearly auctions held by the Saginaw County Treasurer automatically revert to the city, township, or village in which the property is located unless written objection is received by Saginaw County; and

**WHEREAS:** The Saginaw County Treasurer submitted to the City of Saginaw Treasurer the attached list of tax delinquent property within the City of Saginaw that did not sell at public auction; and

**WHEREAS:** City of Saginaw staff have reviewed the list and determined that the City of Saginaw has no public purpose or use for said delinquent property; and

**WHEREAS:** Council for the City of Saginaw wishes to object to any such transfer of the property to the City of Saginaw.

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Saginaw objects to the transfer of the tax delinquent properties on the attached list from Saginaw County to the City of Saginaw; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED,** that a copy of this Resolution shall be sent to the Saginaw County Treasurer prior to November 09, 2017.

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 October 23, 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