

Council Agenda

December 7, 2015 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Certificate of Completion presented to Police Officers Jonathon Beyerlein and Brad Holp as Certified K-9 Handlers with the Saginaw Police Department; and a Certificate of Completion presented to Police Officer Doug Stacer as a Certified K-9 Trainer with the Saginaw Police Department.
2. Certificate of Recognition presented to Alex Prenzler, Boy Scout Troop 304, in recognition of obtaining the rank of Eagle Scout.

PUBLIC HEARINGS:

1. Regarding the Urban Cooperation Agreement with Kochville Township to provide plumbing and mechanical services.

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the November 16, 2015 special meeting and regular council meeting minutes.
2. Approve the Polling Place Agreements with Word of Faith International, and Christ the Good Shephard.
3. Approve the First Amendment to the Polling Place Agreement with the Saginaw Public School District.
4. Approve the amendments to the 2015/2016 Approved Budget to recognize any changes that have occurred during the October period.

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5. Approve the First Amendment to the Saginaw County Municipal Agency User Renewal Agreement with the County of Saginaw to waive the annual user fee for the 2015 fiscal year.
6. Approve the sale of property at 2718 S. Washington to Faqir Singh for \$5,000.
7. Approve the Amendment to extend the Legal Services Agreement with Brian Elder to January 22, 2017 for the Community Development Block Grant and Saginaw Economic Development Corporation programs.
8. Approve a purchase order to Ricoh USA for \$37,293.60 for a five-year lease of three multi-function machines for the City Clerk's Office, Wastewater Treatment Plant and the Fire Department.
9. Approve the Urban Cooperative Agreement with Kochville Township to provide plumbing and mechanical inspections.
10. Approve a purchase order to Berger Chevrolet, Inc. at the State bid price of \$91,086 for two fully equipped 2016 Chevrolet Tahoe 4WD patrol vehicles for the Police Department.
11. Approve to amend purchase order no. 0496704 issued to Red Holman Buick GMC at the State bid price of \$45,343.15 for the purchase of a 2015 GMC Yukon 4X4, SLT Utility and change to Draper Chevrolet, Inc. for \$44,147.20 for a 2016 Chevrolet Tahoe 4X4, LT Utility for the Public Safety Fire Division.
12. Approve a purchase order to Bill Snethkamp Chrysler, Dodge, Jeep, Ram, at the State bid price of \$22,046 for a 2016 Dodge Grand Caravan for the Engineering Division.
13. Approve a purchase order to Red Holman GMC at the State bid price of \$86,695.20 for three 2016 GMC Sierra 1500 Double Cab 4X4 vehicles for the Engineering and Traffic Sections of the Right of Way Division.
14. Approve a purchase order to Michigan Cat at the State bid price of \$53,034 for a 2015 Caterpillar CB34B Utility Compactor for the Streets Section of the Right of Way Division.
15. Approve a purchase order to AIS Construction Equipment Company at the State bid price of \$6,924 for a 2015 Felling FT10 tilt equipment trailer for the Streets Section of the Right of Way Division.
16. Approve a purchase order to AIS Construction Equipment Company at the State bid price of \$37,118.65 for the purchase of a 2015 Husqvarna Concrete Saw and

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Felling tilt equipment trailer equipped as specified for the Streets Section of the Right of Way Division.

17. Approve to increase purchase order no. 497098 with Ace-Saginaw Paving Company by \$38,000, for a new total of \$83,000, to purchase hot and cold asphalt for the Right of Way Division.
18. Approve a purchase order to Macallister Rentals for \$8,083.10 for two portable lighted arrow boards for the Traffic Maintenance Section of the Right of Way Division.
19. Approve a purchase order to ETNA Supply for \$26,351.80 for an annual supply of Ductile Iron water main and water main fittings for the construction and maintenance of the Water Distribution and Transmission System for FY 2016.
20. Approve a purchase order to Thomas Scientific for \$2,363.64 for a Jenway Spectrophotometer for use in the Water Treatment Division.
21. Approve a purchase order to VWR International for \$4,700.48 for a spectrophotometer for the laboratory at the Wastewater Treatment Division.
22. Approve the ratification of emergency purchase order no. 497897 to Hydro International, a sole source, for \$9,188.64 for a replacement belt for the grit snail at the Wastewater Treatment Division.
23. Approve to increase purchase order no. 497600 by \$1,285, for a new total of \$2,860.33, for a rebuild of the compressor unit of the Bauer compressed breathing air system located at Station 1 for the Fire Department.

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

1. Approval of the Mayoral appointment of Jacob Shinnars to the Saginaw Riverfront Development Commission with a term to expire April 1, 2019.
2. Approval of the City Manager's reappointment of Lori Brown to the Brownfield Redevelopment Authority with a term to expire December 31, 2018.
3. Approve the City Manager's reappointment of Robert Hanley to the City Planning Commission with a term to expire December 31, 2018.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

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December 7, 2015 6:30 p.m.
Council Chamber

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., 989.759.1480.

CERTIFICATE OF RECOGNITION

PRESENTED TO

Alex Prenzler
Boy Scout Troop 304

WHEREAS, Alex Prenzler, a member of Boy Scout Troop 304, has earned the highest rank of Eagle Scout within the Boy Scouts of America, a dream to most young men in scouting; and

WHEREAS, we recognize the hard work and determination that goes into achieving this highly coveted position, the many service hours contributed and outstanding leadership demonstrated by Alex to attain this status; and

WHEREAS, the scouting program's major objectives are to develop citizenship, active volunteerism and leadership skills. Alex has demonstrated these attributes by volunteering countless hours on his Eagle Service Project at Ojibway Island to supervise the beautification of Ojibway for the City of Saginaw. This project included installing new ornamental trees, park benches and mulched flower beds. Alex also assisted in raising the funds for this extensive work; and

WHEREAS, Alex has served the Boy Scouts in an exemplary manner and is deserving of the honor bestowed upon him. He serves as an example to youth through his high level of personal achievement, leadership, and community service;

NOW, THEREFORE BE IT RESOLVED, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow councilmembers, do hereby extend to Alex, our sincere congratulations for having achieved the status of Eagle Scout. Further, I hereby urge all citizens of Saginaw to recognize, honor, and celebrate the outstanding contributions and commitment that Alex Prenzler has made to the City of Saginaw.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 7th day of December in the year of our Lord two thousand fifteen.



Dennis D. Browning, Mayor

Councilpersons

*Amos O'Neal, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Larry Coulouris, Daniel Fitzpatrick,
Floyd Kloc, Brenda F. Moore,
and Demond L. Tibbs*

December 7, 2015

Timothy Morales, City Manager

**CITY OF SAGINAW
SAGINAW COUNTY, MICHIGAN**

**NOTICE OF
PUBLIC HEARING**

**URBAN COOPERATION AGREEMENT
BETWEEN
CITY OF SAGINAW
AND KOCHVILLE TOWNSHIP**

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on the proposed Urban Cooperation Agreement between the City of Saginaw and Kochville Township to provide plumbing and mechanical services to Kochville Township.

The public hearing will be held **December 7, 2015 at 6:30 p.m.** in the Council Chamber of the City Hall located at 1315 S. Washington Avenue. The proposed agreement is on file in the City Clerk's Office. All interested persons are invited to attend this public hearing.

Janet Santos, CMMC/CMC/MMC
City Clerk

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 AT 989.759.1480.

Posted: __11-30-15__
By: __jks__

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, NOVEMBER 16, 2015, AT 6:28 P.M. IN THE COUNCIL CHAMBER OF CITY HALL.

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 Dennis Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Brenda Moore, and Mayor Dennis Browning - 5. Council Members absent: Mayor Pro Tem O'Neal, Larry Coulouris, Michael Balls, and Floyd Kloc - 4.

Moved by Council Member Moore, seconded by Council Member Fitzpatrick to suspend the Council Rules of Order. 5 ayes, 0 nays, 4 absent. Motion approved.

PERSONAL APPEARANCES

City Clerk Janet Santos announced that there were no personal appearances.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Council Member Moore, seconded by Council Member Boensch to enter a closed session under MCL 15.268, Section 8 (e), regarding pending litigation. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Ayes: Fitzpatrick, Tibbs, Boensch, Moore, Mayor Browning

Nays: None

Absent: Mayor Pro Tem O'Neal, Coulouris, Balls, Kloc

Abstain: None

Motion denied due to lack of 2/3 votes requirement.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Moore to adjourn the meeting at 6:34 p.m. 5 ayes, 0 nays, 4 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

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A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, NOVEMBER 16, 2015, AT 6:34 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: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Brenda Moore, and Mayor Dennis Browning - 5. Council Members absent: Mayor Pro Tem Amos O'Neal, Larry Coulouris, Michael Balls, and Floyd Kloc - 4.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- that curbside leaf collection service will end November 30th and that leaves or yard waste in plastic bags will not be collected.
- the City's Waste Convenience Station is open the second Saturday of the month for City residents to dispose of items such as building materials, recycling for glass, plastic and paper.
- City Hall will be closed November 26 and 27th for the Thanksgiving Holiday.
- that consent agenda item #11 regarding the Ricoh USA purchase has been removed prior to the meeting and no action is requested at this time.

PERSONAL APPEARANCES

Debbie Melkonian, and Eric Karbin appeared before City Council.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Moore, Boensch, Tibbs, Fitzpatrick, and Mayor Browning.

REPORTS FROM CITY MANAGER

Management Update

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

Consent Agenda

1. Approve the November 2, 2015 regular council meeting minutes.
2. Approve Petition #15-15 from Pride in Saginaw to display fireworks at Ojibway Island on Friday, November 20, 2015, or November 21, 2015 as a rain date, at 8:30 p.m.
3. Approve to receive and file the 2014-2015 Annual Audit and Annual Report of the Saginaw-Midland Municipal Water Supply Corporation.

4. Approve a purchase order to Bergman, Inc. for \$7,500 for construction of the accessible ramp at the YMCA Polling Location.
5. Approve the amendments to the 2015/2016 Approved Budget to recognize the carry forward of the 2015 annual purchase orders into the 2016 Approved Budget.
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 the 2016 Fireworks Delegation Agreement with the Michigan Department of Licensing and Regulatory Affairs - Bureau of Fire Services and the Saginaw Fire Department.
8. Approve to increase the blanket purchase order no. 496896 to Apollo Fire Apparatus by \$15,000, for a new total of \$25,000, for preventive maintenance and emergency repair services for the Fire Department's six pumpers and two aerial apparatus for FY 2016.
9. Approve to increase the purchase order to Bailey Construction by \$2,422, for a new total of \$8,285, for the frame-in construction of the rear projection screen opening in Council Chambers.
10. Approve a purchase order to Innovative Software Services, Inc. for \$8,048 for the renewal of annual software maintenance/support for the Fiscal Services Department, Income Tax Division.
11. **REMOVED:** ~~Approve a purchase order to Ricoh USA for \$10,680 for a five-year lease of two multi-function printers for the Wastewater Treatment Plant and the Fire Department.~~
12. Approve to increase a purchase order to Rock Products by \$45,000, for a new total of \$90,000, for ready-mix concrete for additional road repairs by the Right of Way Division.
13. Approve a purchase order to Red Holman GMC at the State bid price of \$47,263.80 for a 2016 GMC Sierra 3500HD dump truck with a plow and spreader package for the Streets Section of the Right of Way Division.
14. Approve a blanket purchase order to ODB Co. for \$10,995.20 and to Bell Equipment Co. for \$4,300 for various sweeper brooms for the Motor Pool Operations Division for FY 2016; and pending approval of the FY 2017 budget, approve a purchase order to ODB Co. for \$12,152.10 and to Bell Equipment Co. for \$5,375 for the same services for FY 2017.
15. Approve a purchase order to Imaginit Technologies for \$6,780 for training for Autodesk's AutoCad Software for the Engineering Division.
16. Approve the purchase order to Penn Valley Pump Co. for \$28,160 for a double disk pump for the Wastewater Treatment Division.

17. Approve a purchase order to Holtz Combustion Services for \$27,875 for the purchase and installation of a replacement boiler for the Wastewater Treatment Division.

Moved by Council Member Moore, seconded by Council Member Boensch to approve consent agenda items 1 through 3, 5 through 10 and 12 through 17 as presented. 5 ayes, 0 nays, 4 absent. Motion approved.

Moved by Council Member Fitzpatrick, seconded by Council Member Boensch to approve consent agenda item 4 as presented. 5 ayes, 0 nays, 4 absent. Motion approved.

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

Council Member Boensch reported that the Boards and Commissions Committee recommends abolishment of the Committee since it is not required by statute or ordinance.

Moved by Council Member Boensch, seconded by Council Member Fitzpatrick to abolish the Boards and Commissions Committee. 5 ayes, 0 nays, 4 absent. Motion approved.

Moved by Council Member Moore, seconded by Council Member Boensch to approve the following:

1. the City Manager's reappointment of James Nightingale to the City Planning Commission with a term to expire December 31, 2018.
2. the City Manager's reappointment of David Tagget to the City Planning Commission with a term to expire December 31, 2018.
3. the Council reappointment of George Bush to the Zoning Board of Appeals with a term to expire December 31, 2018.
4. the Council appointment of David Helpap to the Zoning Board of Appeals with a term to expire December 31, 2016.

5 ayes, 0 nays, 4 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Boensch, seconded by Council Member Moore to adopt the resolution approving the authorization certificate for Commercial Card Service Agreement with Fifth Third Bank. 5 ayes, 0 nays, 4 absent. Motion approved.

Moved by Council Member Moore, seconded by Council Member Boensch to adopt the resolution for the City of Saginaw annual apportionment of \$5,625 for the Saginaw Area Storm Water Authority Annual Budget for FY 2016. 5 ayes, 0 nays, 4 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Moore to adjourn the meeting at 7:12 p.m. 5 ayes, 0 nays, 4 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

From: Timothy Morales, City Manager

Subject: Polling Place Agreements

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend approval of the Polling Place Agreements with the Word of Faith International Ministries, and Christ the Good Shepherd.

Justification:

On November 2, 2015, the City Council approved polling locations with immediate effect for all future elections. Several of the polling locations have existing polling place agreements. However, two (2) of the polling locations are new and an agreement is necessary prior to use. The two (2) new locations are the Word of Faith International Ministries, and Christ the Good Shepherd. A polling place agreement is required by the Bureau of Elections for each polling location agency so the obligations, responsibilities and understandings of the parties in conducting elections remain clearly defined.

The Polling Place Agreements have been approved and executed by both agencies. The term of each agreement will commence upon execution and terminate on December 31, 2020, with an option to renew for one (1) year.

The City agrees to pay a rental fee of \$75.00 following each Election for the use of each facility. Funds for the rental fees are budgeted annually in the General Fund Department of General Government - Election Division's Rent and Taxes Account No. 101-1731-945.000.

The agreements have been approved by me as to substance and the City Attorney as to form.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: First Amendment to Polling Place Agreement

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend approval of the First Amendment to the Polling Place Agreement with the Saginaw Public School District.

Justification:

On October 20, 2014, the City Council approved a Polling Place Agreement with the Saginaw Public School District (SPSD). On November 2, 2015, the City Council approved polling location revisions with immediate effect for all future elections. Several of the polling location facilities owned by the SPSP have changed to the following:

ARTHUR EDDY ACADEMY	1000 Cathay
SAGINAW HIGH SCHOOL	3100 Webber
S.A.S.A.	1903 N Niagara
THOMPSON MIDDLE SHOOOL	3021 Court
MERRILL PARK SCHOOL	1800 Grout

Therefore, an amendment to the current agreement is necessary. A Polling Place Agreement is required by the Bureau of Elections for each polling location agency so the obligations, responsibilities and understandings of the parties in conducting elections remain clearly defined.

The First Amendment to the Polling Place Agreement has been approved and executed by the SPSP. All other items of the original agreement remain in full effect with termination on December 31, 2020, with an option to renew for one (1) year. City funds are not affected as there is no fee for the use of each SPSP facility.

The First Amendment to the Polling Place Agreement has been approved by me as to substance and the City Attorney as to form.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: 2015/2016 October Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

It is recommended that the 2015/2016 Approved Budget for the listed funds be amended. This adjustment is required to recognize any errors, omissions, or changes that have occurred during the month of October.

Justification:

The 2015/2016 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2015 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 October analysis, 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.

The Community Development Block Grant Fund (275) should be increased from \$1,873,320 to \$1,878,402. This is an increase of \$5,082 for FY 2016. This increase in revenues derives from the recognition of carryover funds for a sub-recipient to complete and close out ongoing projects from previous fiscal years.

The Capital Improvement Fund (401) should be increased from \$0 to \$3,692,946. This is an increase of \$3,692,946 for FY 2016. This increase is to recognize the bond proceeds received from the General Obligation Limited Tax Capital Improvement Bonds, Series 2015 as well as the incurred expenditures. These funds were utilized for the purchase of vehicles, streetlights, upgrade to the energy management system, and equipment for the governmental funds – General and Rubbish Collection Funds.

The Sewer Operations and Maintenance Fund (590) should be increased from \$25,708,203 to \$26,859,674. This represents a \$1,151,471 increase to this fund. This increase is to recognize the bond proceeds received from the General Obligation Limited Tax Capital Improvement Bonds, Series 2015 as well as the incurred expenditures. These funds were utilized for the purchase of vehicles and equipment for this fund.

The Water Operations and Maintenance Fund's (591) should be increased from \$21,947,399 to \$22,197,982. This is an increase of \$250,583. This increase is to recognize the bond proceeds received from the General Obligation Limited Tax Capital

Improvement Bonds, Series 2015 as well as the incurred expenditures. These funds were utilized for the purchase of vehicles and equipment for this fund.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendations from the City Manager.

From: Timothy Morales, City Manager

Subject: SCCJCC Renewal Agreement

Prepared by: Sienna Rendon, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the First Amendment to the Saginaw County Municipal Agency User Renewal Agreement ("Renewal Agreement") between the Saginaw Police Department ("Municipal Agency") and the County of Saginaw ("County") to waive the annual user fee for the 2015 fiscal year. The parties entered into a User Agreement regulated and governed by the Saginaw County Criminal Justice Coordinating Committee ("SCCJCC") on June 3, 2005, which ensures escrow funds are available to purchase Mobile Data Terminals ("MDTs") for the SPD fleet. The Municipal Agency has paid a surplus of funds to the SCCJCC. The parties wish to amend the User Agreement and agree that the following sentence be added to Article II, Paragraph 1: Payment by MUNICIPAL AGENCY of the annual user fee for the 2015-2016 fiscal years is hereby waived by SCCJCC and COUNTY. I have approved the Renewal Agreement as to substance and the City Attorney as to form.

Justification:

The parties wish to amend the User Agreement due to the Municipal Agency having a fund balance of over \$193,000.000 in the SCCJCC escrow account. In 2013 new MDT computers were purchased to outfit the entire SPD fleet for approximately \$135,000.00. These computers are replaced every five years. The SPD will have more than enough funds in escrow to cover the cost of the next purchase. The Saginaw Police Chief has received approval from the SCCJCC board to waive the invoice fee (\$39,000.00) for this fiscal year. The savings will be used to purchase new vehicles for our aging fleet.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Sale of 2718 S Washington, Parcel # 12 1383 00000

Prepared by: Michael Foust, Associate Planner

Manager's Recommendation:

I recommend the sale of 2718 S. Washington, Parcel # 12 1383 00000 to Faqir Singh, owner of the party store located at 2714 S. Washington for a price of \$5,000.00. The legal description is the South 20 feet of Lot 1, Block 14, Plat of Salina.

Justification:

Faqir Singh is the owner of 2714 S. Washington and 414 Gallagher Streets and the owner of Nestels Party Store. Mr. Singh would like to purchase the lot from the City as well as one to the south of it from the Saginaw County Land Bank. He plans to construct a new store and parking lot on these lots and then demolish the building where the current store is located and the building behind the store. Plans are being prepared to submit to the Planning Commission once the property has been obtained by Mr. Singh.

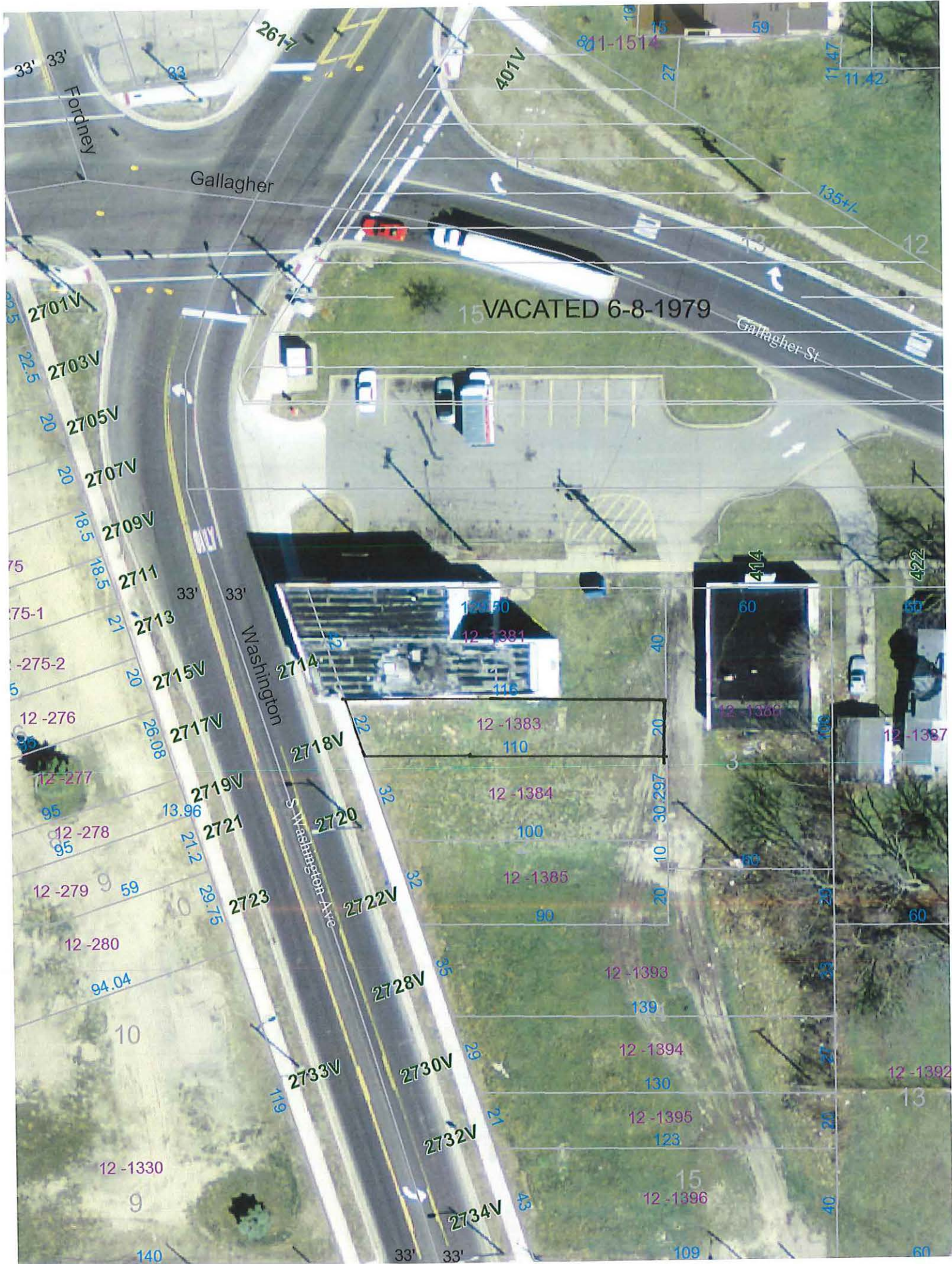
Mr. Singh needs this lot for several reasons. In order for him to have room for his new store with parking in front of it, the lot is required. Also, the Michigan Department of Transportation (MDOT) requires that the entrance to his parking lot be located so many feet from the intersection of Gallagher and Washington. In order to meet MDOT's requirement, Mr. Singh needs the additional land.

The purchase of this lot by Faqir Singh will allow for a new building to be constructed, adding to the tax base of the City and the demolition of the old buildings will make this area look much neater. These improvements will be on M-13 and at the southern gateway to the City of Saginaw.

This lot is only 2265.12 square feet and is too small for improvements by itself. This new store would add to the small amount of economic development that is occurring in this area at this time. The assessor would value the lot at \$1,133 if it were on the tax roll but as the City owns the lot, it has not been taxed.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.



From: Timothy Morales, City Manager
Subject: Amendment to Legal Services Contract with Brian Elder
for CDBG and SEDC
Prepared by: Leticia C. Trevino, CDBG Specialist

Manager's Recommendation:

I recommend an Amendment to the Agreement for Legal Services with Brian Elder for an additional year to complete new assignments and close out existing assignments for the Community Development Block Grant (CDBG) and Saginaw Economic Development Corporation (SEDC) programs. At this time, the Agreement is set to expire on January 22, 2016. All other terms and conditions of the existing contract shall remain the same and in full force and effect through the extension which will come to term on January 22, 2017. This amendment has been approved as to substance by the City Manager and form by the City Attorney. It is further recommended that the Mayor or his designee be authorized to execute this agreement on behalf of the City.

Justification

CDBG and SEDC have several projects that Mr. Elder is currently assigned or is scheduled to be assigned and the extension will assist Mr. Elder in completing the assignments. The legal services were bid out in 2012 and Mr. Elder was the low bid and was awarded the contract. The Agreement was approved by City Council on January 22, 2013.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Tim Morales, City Manager

Subject: Ricoh Multi-Function Machine Lease for Fire Department,
Waste Water Treatment Plant and City Clerk's Office

Prepared by: Jeff Klopchic, Technical Services Department

Manager's Recommendation:

I recommend that the bid from the State of Michigan Mi DEAL, be accepted and that a purchase order be approved and issued to Ricoh USA in the amount of \$37,293.60. This amount consists of three multi-function printers, with \$7,458.72 in annual payments due on a five-year lease.

Justification:

The Technical Services Department conducted a copy/print study in 2011. Concluding the City would see a dramatic decrease in print related cost if it were to remove all personal desktop printers from employee's desks and replace them with multi-function printers that were shared by a group of employees.

The Fire Department will be replacing an existing leased copier and will also be removing two desktop printers in replacement for the new multi-function lease. The Waste Water Treatment plant will be removing a broken copier that is no longer able to be repaired with the new leased multi-function. The Clerk's Office will be replacing an end of lease with a new leased multi-function.

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 the yearly lease are budgeted and available in the General Fund Department of General Governments – Office of the City Clerks, Operating Services Account No. 101-1730-805.000 (\$3,992.04). Elections Offices, Operating Services Account No. 101-1731-805.000 (\$1,330.68). Community Public Safety - Fire Prevention division's, Operating Services Account No. 101-3553-805.000 (\$1,008.00), and the Sewer Operations and Maintenance Fund - Treatment and Pumping division's, Operating Services Account No. 590-4830-805.000 (\$1,128.00).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Kochville Township Urban Cooperation Agreement
Prepared by: John Stemple, Chief Inspector

Manager's Recommendation:

I recommend the approval of the Urban Cooperation Agreement with Kochville. The total amount of the Agreement is \$11,500.00. The term of the Agreement is for one year; however, the parties can extend the Agreement for individual terms of one year. The City Manager has approved the Agreement as to substance and the City Attorney as to form.

Justification:

Kochville Township contacted the City of Saginaw Inspection Division seeking the services to perform its Plumbing/Mechanical Inspections. The City will make the employees available for assignments in the Township for inspections on an as-needed basis. Based on a review by staff, the volume of work anticipated will not impact the services to Saginaw residents. The City employees will retain their full time positions with the City, including all salary, medical benefits, pension and other fringe benefits. In addition, the parties have agreed to mutually indemnify and hold each other harmless.

Council Action:

Moved by Council Member _____, seconded by Council Member _____
to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Replacement Police Patrol Vehicles
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Berger Chevrolet, Inc., Grand Rapids, Michigan at State bid price in the amount of \$91,086 for the purchase of two (2) fully equipped 2016 Chevrolet Tahoe 4WD Police Patrol vehicles.

Justification:

The Saginaw Police Department will be removing two (2) of the oldest vehicles from the fleet with over 120,000 miles and replacing them with two (2) fully equipped 2016 Chevrolet Tahoe 4WD Police Patrol vehicles. The replacement vehicles will be purchased outright at a cost of \$91,086 from Berger Chevrolet, Inc. pursuant to the State bid pricing. Berger Chevrolet, Inc. will contract with Kay Communication, LLC of Saginaw, MI (out-city) to completely outfit the vehicles with the necessary emergency equipment. Berger Chevrolet, Inc. was awarded the MiDEAL State bid contract to provide these vehicles for all Police agencies in the State of Michigan.

Berger Chevrolet, Inc. 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 these vehicles are budgeted in Department of Justice - JAG Grant Fund - JAG 2014 Division's, Vehicles Account No. 263-3333-982.000 (\$38,769), the JAG 2015 Division's, Vehicles Account No. 263-3334-982.000 (\$38,227), and the General Fund Community Public Safety Police - Police Building Management Division's, Vehicles Account No. 101-3514-982.000 (\$14,090).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Fire - Replacement Fire Marshal's Vehicle
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend that purchase order no. 0496704 issued to Red Holman Buick GMC of Westland, MI at the State bid price of \$45,343.15 for the purchase of a 2015 GMC Yukon 4X4, SLT Utility be changed and reissued to Draper Chevrolet, Inc., Saginaw, Michigan (out city) at their low bid price of \$44,147.20 for the purchase of a 2016 Chevrolet Tahoe 4X4, LT Utility equipped as specified for the Public Safety Fire Division.

Justification:

On April 20, 2015, Council approved a purchase order for the purchase of a 2015 GMC Yukon for the 2016 Fiscal Year. However, during the time that the PO was issued to the dealership, General Motors was transitioning their 2016 model year, which was a substantial cost increase of \$4,496.85 for the same GMC vehicle.

On November 17, 2015, sealed bids were received for a 2016 Chevrolet Tahoe 4X4, LT Utility equipped as specified for the Public Safety Fire Division. The Public Safety Fire Division has budgeted to replace a 1997 Ford Econoline van with over 238,000 miles that was scheduled for replacement in 2007. It has extensive wear, rust, and fatigue to the body, frame, and driveline, along with electrical and mechanical issues that make this vehicle expensive to maintain in operable condition. Operating dependability, efficiency, operator safety, and loss of productivity due to down time are contributing factors for the need to replace this vehicle. This truck is used daily by the Fire Marshal for transportation of trailers and equipment. The new vehicle will replace the Battalion Chief's Vehicle that is then cycled down to an Auxiliary Reserve unit, which will then replace the 1997 Ford Econoline Van, Fire Marshal's vehicle.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Draper Chevrolet Saginaw, MI (out city)	\$44,147.20
Burt Watson Chevrolet Freeland, MI	\$48,500.00

Vendor**Cost**

Graff Chevrolet
Bay City, MI

\$51,710.50

Draper Chevrolet 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 Community Public Safety - Fire – Fire Apparatus Operation and Maintenance Division's Vehicles Account No. 101-3554-982.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Replacement Van – Right of Way Division

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend a purchase order be approved and issued to Bill Snethkamp Chrysler, Dodge, Jeep, Ram, Highland Park, MI at the State bid price in the amount of \$22,046 for the purchase of one (1) 2016 Dodge Grand Caravan.

Justification:

The Engineering Section is replacing a 1998 Chevrolet Malibu with over 58,500 miles scheduled for replacement in 2008. This vehicle has extensive wear and corrosion to the power train, electrical system, body, and frame structure, along with mechanical issues that make this vehicle expensive to maintain in a useable condition. Operating efficiency, operator safety, and loss of productivity due to down time are also contributing factors for the need to replace this piece of equipment. This vehicle is primarily used to transport staff to seminars and training classes, frequently out of town and is being purchased using State bid pricing. This purchase is being made with additional Act 51 funds received in FY 2016.

The State of Michigan FY 2016 budget (Public Act 84 of 2015, Article 17, Section 120 & 121) included one-time funding of \$260,478,900 of General Fund monies for the State and Local Road and Bridge program. These funds are being distributed to the Counties and Cities/Villages, and the State Trunkline Fund based on the Public Act 51 of 1951 distribution formula. According to this distribution formula, the City of Saginaw will receive a total of \$719,751; \$539,813 in the City's FY 2016 and \$179,938 in the City's FY 2017. Of the \$539,813, the City will receive in FY 2016, \$323,000 is proposed to be spent on new equipment and vehicles and \$216,813 is proposed to be spent on resurfacing downtown streets. A budget adjustment to recognize these additional monies was previously approved by Council.

Bill Snethkamp Chrysler, Dodge, Jeep, Ram 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 – Engineering Administration Division's Vehicles Account No. 202-4612-982.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Replacement Pickup Trucks – Right Of Way Division

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend a purchase order be approved and issued to Red Holman GMC, Westland, MI at the State bid price in the amount of \$86,695.20 for the purchase of three (3) 2016 GMC Sierra 1500 Double Cab 4X4 vehicles for the Engineering and Traffic Sections of the Right of Way Division.

Justification:

The Engineering and Traffic Engineering Sections have budgeted in fiscal year 2016 to replace a 1993 Chevrolet Silverado with over 102,000 miles, and a 2001 Dodge Ram with over 98,000 miles, also included in this request with the ACT 51 funds is the replacement of a 2001 Dodge Dakota pickup with over 51,000 miles. These vehicles were scheduled for replacement one (1) in 2003 and the other two (2) in 2011. They have extensive rust, wear, and fatigue to the body, frame, and power train, along with mechanical issues that make these vehicles expensive to maintain in a useable condition. Operating efficiency, operator safety, and loss of productivity due to down time are also contributing factors to the need to replace these vehicles. These vehicles are being purchased using State bid pricing. The purchase of one of these vehicles is being made with additional Act 51 funds received in FY 2016.

The State of Michigan FY 2016 budget (Public Act 84 of 2015, Article 17, Section 120 & 121) included one-time funding of \$260,478,900 of General Fund monies for the State and Local Road and Bridge program. These funds are being distributed to the Counties and Cities/Villages, and the State Trunkline Fund based on the Public Act 51 of 1951 distribution formula. According to this distribution formula, the City of Saginaw will receive a total of \$719,751; \$539,813 in the City's FY 2016 and \$179,938 in the City's FY 2017. Of the \$539,813, the City will receive in FY 2016, \$323,000 is proposed to be spent on new equipment and vehicles and \$216,813 is proposed to be spent on resurfacing downtown streets. A budget adjustment to recognize these additional monies was previously approved by Council.

Red Holman GMC 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 – Engineering Administrative Division's, Vehicles Account No. 202-4612-982.000 (\$43,898.40), the Major Streets Fund - Traffic Engineering Division's, Vehicles Account No. 202-4621-

982.000 (\$15,000.00), the Water Operations and Maintenance Fund – Surplus Division's, Vehicles Account No. 591-4740-982.000 (\$9,596.80), the Sewer Operations and Maintenance Fund – Surplus Division's, Vehicles Account No. 590-4840-982.000 (\$8,400.00), the General Fund – Public Services Department, Street Lighting Division's, Vehicles Account No. 101-4620-982.000 (\$7,000.00), and the Radio Operation Fund - Radio Operation Division's, Vehicles Account No. 660-4422-982.000 (\$2,800.00).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Utility Compactor – Right of Way Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend a purchase order be approved and issued to Michigan Cat of Saginaw, MI., at the State bid price, in the amount of \$53,034 for the purchase of a 2015 Caterpillar CB34B Utility Compactor equipped as specified for the Streets Section of the Right of Way Division.

Justification:

The Streets Section of the Right of Way Division is replacing a 1991 and a 1985 Utility Compactor, each with over 3,200 hours and both scheduled for replacement in 2006. These compactors had extensive wear and fatigue to the hydraulic system, and frame structures, along with other mechanical issues that made these pieces of equipment expensive to maintain in useable condition. Operating efficiency, operator safety, and loss of productivity due to down time are also contributing factors to the need to replace these pieces of equipment. Both were sold at auction in 2013 and are now being replaced with one (1) unit that will be purchased using State bid pricing. This purchase is being made with additional Act 51 funds received in FY 2016.

The State of Michigan FY 2016 budget (Public Act 84 of 2015, Article 17, Section 120 & 121) included one-time funding of \$260,478,900 of General Fund monies for the State and Local Road and Bridge program. These funds are being distributed to the Counties and Cities/Villages, and the State Trunkline Fund based on the Public Act 51 of 1951 distribution formula. According to this distribution formula, the City of Saginaw will receive a total of \$719,751; \$539,813 in the City's FY 2016 and \$179,938 in the City's FY 2017. Of the \$539,813, the City will receive in FY 2016, \$323,000 is proposed to be spent on new equipment and vehicles and \$216,813 is proposed to be spent on resurfacing downtown streets. A budget adjustment to recognize these additional monies was previously approved by Council.

Michigan Cat 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 available in the Major Street Fund - Routine Maintenance Division's, Maintenance Equipment Account No. 202-4651-978.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Asphalt Roller Trailer – Right of Way Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend a purchase order be approved and issued to AIS Construction Equipment Company of Bridgeport, MI at the State bid price, in the amount of \$6,924 for the purchase of a 2015 Felling FT10 tilt equipment trailer equipped as specified for the Streets Section of the Right of Way Division.

Justification:

The Streets Section of the Right of Way Division is replacing two (2) 1969 asphalt roller trailers scheduled for replacement in 1984. Both rollers had extensive wear and fatigue to the frame structures, along with other mechanical issues that made these pieces of equipment expensive to maintain in useable condition. Operating efficiency, operator safety, and loss of productivity due to down time are also contributing factors to the need to replace these pieces of equipment. Both were sold at auction in 2013 and are now being replaced with one (1) unit at this time using State bid pricing. This purchase is being made with additional Act 51 funds received in FY 2016.

The State of Michigan FY 2016 budget (Public Act 84 of 2015, Article 17, Section 120 & 121) included one-time funding of \$260,478,900 of General Fund monies for the State and Local Road and Bridge program. These funds are being distributed to the Counties and Cities/Villages, and the State Trunkline Fund based on the Public Act 51 of 1951 distribution formula. According to this distribution formula, the City of Saginaw will receive a total of \$719,751; \$539,813 in the City's FY 2016 and \$179,938 in the City's FY 2017. Of the \$539,813, the City will receive in FY 2016, \$323,000 is proposed to be spent on new equipment and vehicles and \$216,813 is proposed to be spent on resurfacing downtown streets. A budget adjustment to recognize these additional monies was previously approved by Council.

AIS Construction Equipment Company 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 available in the Major Street Fund - Routine Maintenance Division's, Maintenance Equipment Account No. 202-4651-978.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Right of Way Division - Replacement Concrete Saw and Trailer
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend a purchase order be approved and issued to AIS Construction Equipment Company of Bridgeport, MI at the State bid price, in the amount of \$37,118.65 for the purchase of a 2015 Husqvarna Concrete Saw and Felling tilt equipment trailer equipped as specified for the Streets Section of the Right of Way Division.

Justification:

The Streets Section of the Right of Way Division has budgeted to replace two (2) 1980 Target Concrete saws with trailers scheduled for replacement in 1995. These saws have extensive wear and fatigue to the power units, and frame structure, along with other mechanical issues that make the equipment expensive to maintain in useable condition. Operating efficiency, operator safety, and loss of productivity due to down time are also contributing factors to the need to replace these saws. These two (2) saws and trailers will be replaced with one (1) updated saw and matching trailer at this time using State bid pricing.

AIS Construction Equipment Company 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 available in the Major Street Fund - Routine Maintenance Division's, Maintenance Equipment Account No. 202-4651-978.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: 2016 Ace-Saginaw Asphalt Purchase Order Increase – ROW Division

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend that the annual purchase order no. 497098 with Ace-Saginaw Paving Company of Saginaw, MI be increased from \$45,000 to \$83,000, an increase of \$38,000 in FY 2016, to purchase hot and cold asphalt for street repairs.

Justification:

On May 27, 2014, Ace-Saginaw Paving Company submitted the only bid for asphalt materials for FY 2015 and FY 2016. To date, the Streets section has purchased \$37,000 of asphalt materials in FY 2016. It is estimated that they will require an additional \$38,000 worth of materials for the remainder of this fiscal year in order to continue making temporary and permanent road repairs. The Streets Section requires hot and cold asphalt for temporary and permanent repairs of City streets. The items as bid that will be used are cold patch at \$86.00 per ton, Hot Mix Asphalt 13A at \$51.00 per ton and Hot Mix Asphalt 36A at \$53.00 per ton.

Ace-Saginaw Paving Company 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 Local Streets Fund – Routine Maintenance Division's, Street and Road Material Account No. 203-4651-743.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Two (2) Portable Arrow Boards – ROW Division
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend that the low bid from Macallister Rentals, Midland, MI be accepted and a purchase order be issued to them in the amount of \$8,083.10 for two (2) portable lighted arrow boards for the Traffic Maintenance Section of the Right of Way Division.

Justification:

On November 10, 2015, the City received four (4) bids for two (2) portable lighted arrow boards to be used for traffic control for various special events and City departments working within the City Right of Way for the Traffic Maintenance Section of the Right of Way Division.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Macallister Rentals Midland, MI	\$8,083.10
Lightle Enterprises Frankfort, OH	\$8,182.00
Give'Em a Brake Safety Grandville, MI	\$8,500.00
AIS Construction Equip Williamsburg, MI	\$8,600.00

Macallister Rentals 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 available in the Major Streets Fund – Traffic Engineering Division's, Repairs and Replacements Account No. 202-4621-974.000 (\$3,233.24), Sewer Operations and Maintenance Fund – Engineering Division's, Repairs and Replacements Account No. 590-4811-974.000 (\$2,424.93), and Water Operations and Maintenance Fund – Engineering Division's, Repairs and Replacements Account No. 591-4711-974.000 (\$2,424.93).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Ductile Iron Pipe – Maintenance & Service Division
Prepared by: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend that the low bid from ETNA Supply of Grand Rapids MI, in the amount of \$26,351.80 be accepted and a purchase order be issued to them for an annual supply of Ductile Iron water main and water main fittings for the construction and maintenance of the Water Distribution and Transmission System for Fiscal year 2016.

Justification:

On September 1, 2015, bids were received for each annual supply of 920 feet of Class 52 Ductile Iron water main in various diameters and 30 Ductile Iron fittings for the Maintenance and Service Division. The water main fittings include crosses, tees, mechanical joint reducers, and joint bends in various sizes.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
ETNA Supply Grand Rapids, MI	\$26,351.80
Michigan Pipe and Valve Zilwaukee, MI	\$29,945.00
T & N Services Detroit, MI	\$31,850.00

ETNA Supply meets all requirements of § 14.23, "Vendors," of Purchasing, Contracting, and Selling Procedures," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinance 0-1.

Funds for this purchase budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000 and will be accounted for the Water Operations and Maintenance Fund - Water Shop Inventory Account No. 591-0000-110.002.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Jenway Spectrophotometer
Prepared by: Amanda Kiel, Water & Wastewater

Manager's Recommendation:

I recommend that the bid from Thomas Scientific of Swedesboro, NJ be accepted and a purchase order be approved and issued to them in the amount of \$2,363.64 for a Jenway Spectrophotometer for use in the Water Treatment Division.

Justification:

On November 17, 2015, the City received bids for a Jenway 7305-01 UV/Vis spectrophotometer. The unit is used to test UV254, which is an indicator of organic matter in the raw water. The previous unit was purchased used two and one half years ago and it is not economical to repair it. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

Thomas Scientific Swedesboro, NJ	\$2,363.64
VWR International Suwanne, GA	\$2,385.70
Products Unlimited Justin, TX	\$3,187.00
Bayana Brothers Pittsburg, PA	\$3,260.05

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 – Treatment and Pumping Division's Laboratory Equipment Account No. 591-4730-977.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Laboratory Spectrophotometer
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend that the low bid from VWR International of Suwanee, GA be accepted and that a purchase order be issued to them in the amount of \$4,700.48 for the purchase of a new spectrophotometer for the laboratory at the Wastewater Treatment Division.

Justification:

MDEQ requires the daily analysis of wastewater for total phosphorus and low level chlorine residual. This analysis is done using a spectrophotometer. Over the last year the spectrophotometer in the Wastewater Treatment laboratory has been failing. The display has faded to the point that reading it is very difficult. Due to its age, there are no parts available for replacement. For this reason funds were identified for its replacement in the FY2016 budget. On November 17, 2015, sealed bids for the purchase of a new spectrophotometer were opened and are as follows:

VWR International Suwanee, GA	\$4,700.48
Thomas Scientific Swedesboro, NJ	\$4,904.25
Products Unlimited Justin, TX	\$5,255.67

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

Funds for this purchase are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Laboratory Equipment Account No. 590-4830-977.000 for Fiscal Year 2016.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase – Grit Snail Belt
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend ratification of emergency purchase order no. 497897 issued on November 17, 2015 to Hydro International of Hillsboro, OR, a sole source, in the amount of \$9,188.64 for the purchase of a replacement belt for the grit snail at the Wastewater Treatment Division.

Justification:

On November 15, 2015, three cleats tore off of the grit snail belt and the spare belt was installed. The Wastewater Treatment Plant has two grit snails which are basically a cleated conveyor that carry the grit removed in preliminary treatment to the roll off box for disposal at the landfill. During dry weather, only one grit snail is needed, but during wet weather both grit snails are needed. Because of the critical nature of this piece of equipment, we always keep a spare belt ready to go. On November 17, 2015, we received a quote in the amount of \$9,188.64 from Hydro International for a replacement belt. Hydro International is the manufacturer of the grit snail and the sole source for replacement parts.

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 available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-742.000 for Fiscal Year 2016.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Rebuild of Compressed Breathing Air System
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

It is recommended that purchase order no. 497600, issued on September 17, 2015 in the amount of \$1,575.33 to Douglass Safety Systems, Sanford, MI, be increased by \$1,285.00 for a total of \$2,860.33 for a rebuild of the compressor unit of the Bauer compressed breathing air system located at Station 1 for the Fire Department.

Justification:

Firefighters use compressed breathing air in the self-contained breathing apparatus (SCBA) they wear for respiratory protection while operating in hazardous environments like those found at structure fires. A compressed breathing air system is used to generate pressurized breathing air at pressures greater than 2200 psi which is used to fill the breathing air cylinders of SCBAs. The current unit is over 20 years old but in very good condition.

To delay the significant replacement cost and to extend the life, by 5 years or more, of the current compressed breathing air system the decision was made to overhaul the compressor portion of the current system located at Station 1. The purchase order was issued and parts were ordered for the rebuild. On November 24, 2015, the rebuild process was started. After disassembling the unit, it was discovered that a crankshaft bearing was in need of replacement. This discovery was not factored into the original cost of the rebuild and could not have been identified until the unit was disassembled. Even with the increased cost, a rebuild of the current unit is still the most cost effective option available to allow us to provide compressed breathing air for our firefighter's safety.

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 and available in the Community Public Safety – Fire, Fire Operation's Division's General Repairs Account No. 101 3551 930.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.