Council Agenda

July 15, 2013 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Monica Duebbert, General Manager, Mid Michigan Waste Authority, regarding changes to curbside solid waste collection.

2. JoAnn Crary, President, Saginaw Future, Inc., regarding New ERA Community Group initiatives.

CONSENT AGENDA:

1. Approve the July 1, 2013 regular council meeting minutes.

2. Approve a purchase order to Acom Solutions, Inc. for $7,089 for the annual maintenance of software and hardware used in the Fiscal Services Department.

3. Approve to receive the donations from the Saginaw Community Foundation and Giamarco, Mullins, and Horton, LLC for adequate public safety coverage during the July 4th Fireworks Display. Further, approve a budget adjustment for Fiscal Year 2014 to increase the General Fund Revenue's Police Donation Account No. 101-0000-601.67-60 from $0 to $2,000. The increase in revenue will be offset by an increase to the Community Public Safety – Police Patrol Division's Overtime Account No. 101-3511-721.70-10 by the same amount.

4. Approve blanket purchase orders for Fiscal Year 2014 for various amounts to four of the City's primary suppliers of various services and repairs for the trucks and engines at the Fire Department.

5. Approve the Interlocal Agreement with Saginaw County for administration of the 2013 Byrne Justice Assistance Grant.

6. Approve a budget adjustment for Fiscal Year 2014 to increase the Federal Grants/JAG 2013 Revenue Account No. 263-0000-513.58-13 from $0 to $49,496. The increase in revenue will be offset by an increase in the Capital Outlay/Repairs and Replacements Account No. 263-3332-741.97-20 by the same amount.

7. Approve a blanket purchase order for Fiscal Year 2014 to Carrier & Gable, Inc. for $6,000 for repair costs of traffic signal equipment.

8. Approve separate blanket purchase orders for Fiscal Year 2014 to three of the City's primary suppliers of electrical parts and supplies for $3,000 each for the Traffic Maintenance Section of the Right of Way Division.

9. Approve a purchase order for Fiscal Year 2014 to HD Water Works Supply for $5,894 for 700 bags of Portland Cement for the Maintenance and Service Division.

10. Approve purchase orders for Fiscal Years 2014, 2015 and 2016 to TruGreen for $10,416 each for annual lawn services at select City properties for the Facilities Division.

11. Approve separate annual purchase orders for Fiscal Years 2014 and 2015 to TBF Graphics for $1,545 and a purchase order for Fiscal Year 2016 for $1,590 for the printing and mailing of the annual rubbish bills.

12. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Lansing Sanitary Supply for $8,200 for general janitorial supplies for the City's buildings and facilities.

13. Approve a purchase order to Etna Supply for $59,686.12 for 500 brass water parts for the Maintenance and Service Division.

14. Approve a purchase order for Fiscal Year 2014 to Hach Company, a sole source, for $3,312.68 for a Reagent Distribution Plan for the Water Treatment Plant.

15. Approve a purchase order for Fiscal Year 2014 to Michigan Department of Environmental Quality in the amount of $4,000 for laboratory analysis performed at the Water Treatment Plant.

16. Approve the contract agreement and issue a purchase order to Fedewa, Inc. for $77,400 for painting the Aqua Booster Station Ground Storage Tank at the Water Treatment Plant.

17. Approve Petition 13-08 from Montague Inn to display fireworks at 1581 S. Washington Avenue on Saturday, July 27, 2013 at 10:15 p.m.

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

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Adopt the Resolution authorizing the request to transfer ownership of a Class C licensed business located at 417 S. Michigan, from James Kokas to Saginaw Bar Ventures, Inc.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

Darnell Earley
City Manager

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REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, JULY 1, 2013, AT 6:30 P.M. IN THE COUNCIL CHAMBER OF CITY HALL.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member O'Neal offered a prayer and led the pledge of allegiance.

ROLL CALL

Mayor Branch called the meeting to order. Council Members present: Floyd Kloc, Amos O'Neal, Larry Coulouris, Mayor Pro Tem Dennis Browning, Norman Braddock and Mayor Gregory Branch - 6. Council Members absent: Annie Boensch, Daniel Fitzpatrick and Andrew Wendt - 3.

ANNOUNCEMENTS

City Clerk Janet Santos made the following announcements:

- the City is participating in the "America's Favorite Park" national grant contest. The public can vote daily for Ojibway Island by visiting the city's website,
- changes to the Weed Abatement Policy will affect the Local Streets only, with cutting of the parkways three feet behind the sidewalks and corner site clearance,
- nominating petitions are available for the 2013 City Election and must be filed with the City Clerk on or before August 13, 2013 at 4:00 p.m. and,
- City Hall will be closed July 4, 2013 for the Independence Day holiday.

PUBLIC HEARINGS

City Clerk Janet Santos announced the public hearing for the request to create an Obsolete Property Rehabilitation Act District at 301, 311 and 315 Court Street, 103 S. Niagara Street and 100 S. Hamilton Street. Mayor Branch called for comments. Kevin Camese, representative of Hall Commercial Properties, LLC, explained the project plans and the structural conditions in favor of the project. Mayor Branch called for comments two more times. No other comments were heard.

Moved by Council Member Braddock, seconded by Council Member Kloc to close the public hearing. 6 ayes, 0 nays, 3 absent. Motion carried.

City Clerk Janet Santos announced the public hearing for the request to create a Commercial Rehabilitation Act District at 131 S. Franklin Street and 120, 122 and 126 S. Washington Avenue. Mayor Branch called for comments. Bill Ernat, Interim Director of Economic Development, explained the Bancroft Project, LLC rehabilitation project plans for the Bancroft & Eddy buildings and the need for parking and that a CRA district will assist with the success of the project. Mayor Branch called for comments two more times. No other comments were heard.

Council Member Wendt entered the meeting at 6:38 p.m.

Moved by Council Member Braddock, seconded by Council Member O'Neal to close the public hearing. 7 ayes, 0 nays, 2 absent. Motion carried.

PERSONAL APPEARANCES

The following persons addressed the Council: Demetrious Braddock, Bob Wagner, Patrick Beal, Terry Niederstadt, Rochelle Mann, Kevin Gregory, Debra Melkonian and Diane Herman.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Wendt, Braddock, Kloc, O'Neal, Coulouris, Mayor Pro Tem Browning and Mayor Branch.

REPORTS FROM CITY MANAGER

Management Update

City Manager Darnell Earley reported that in an effort to save City resources, donations were received to underwrite the expense of the public safety services for the 2013 Fireworks Event. Manager Earley introduced Mr. Todd Gregory, Senior Vice-President of First Merit Bank. Mr. Gregory expressed the appreciation of First Merit Bank being asked to participate. He introduced his associate, Kathleen McGraw. Ms. McGraw announced that the donation of $10,000 was possible due to the funding source of the Arnold and Gertrude Boutell Trust. Mr. Boutell was a City Council Member in 1936. City Manager Darnell Earley announced that $1,000 was also donated by the Community Foundation.

City Manager Darnell Earley announced that the City was awarded the SAFER grant. The funding received from this grant is allocated for the Fire Department and will allow firefighters to remain on active status. Manager Earley expressed his appreciation of the Office of Management and Budget and the Fire Department staff that worked diligently on the grant application process. The Fiscal Year 2014 budget will be amended accordingly.

City Manager Darnell Earley introduced Tim Morales, Deputy City Manager/Treasurer. Mr. Morales discussed the SAFER grant award and its financial affects to the 2013/2014 Fiscal Year Budget, the applicable consideration factors and as a result the potential budget amendments throughout the fiscal year.

City Manager Darnell Earley introduced Phil Ludos, Assistant City Manager – Public Safety. Mr. Ludos informed Council of the fire department staffing modifications due to the SAFER grant. Mr. Ludos reminded Council of the need for planning for capital equipment replacement and repair, fire station buildings maintenance and the review of a Saginaw County/Regional fire service. Mr. Ludos announced the promotion of Ralph Martin from Deputy Fire Marshal to Fire Marshal status.

City Manager Darnell Earley concluded his report by informing Council that the management staff is always in review of alternative and innovative ideas that provide sustainable measures in the best interest of the City.

Consent Agenda

Mayor Branch announced that Consent Agenda Item #8 was removed prior to the meeting for further review.

1. Approve the June 17, 2013 regular council meeting and closed session minutes.

2. Approve the six month extension to the Legal Services Agreement with Andre Borrello, Gilbert, Smith and Borrello, P.C., for professional legal services in the capacity of City Attorney through December 31, 2013.

3. Approve the sale of property at 76 W. Center Street for $40,000 to Eggers Excavating, LLC.

4. Approve the U.S. Department of Homeland Security FEMA – SAFER Grant for $2,317,587 for the personnel cost of 15 fire personnel for FY 2014 and FY 2015. Further, approve a budget adjustment for FY 2014 to increase the Homeland Security SAFER Grant Fund to $1,158,794.

5. Approve a purchase order to Graveco Software, Inc. for $4,994 for Loan Management Software for the Technical Services Department, the Community Block Development and the Saginaw Economic Development Staff.

6. Approve a blanket purchase order for FY 2014 to Jerry's Tire, a sole source, for $8,000 for tires for the Saginaw Fire Department fleet.

7. Approve a blanket purchase order for FY 2014 to Diesel Truck Sales, a sole source, for $35,000 for emergency repairs and preventative maintenance to the Saginaw Fire Department's six pumpers and three aerial apparatus.

8. REMOVED: *Approve a blanket purchase order for FY 2014 to Frontline Services, a sole source, for $110,000 for emergency repairs and preventative maintenance to the Saginaw Fire Department's six pumpers and three aerial apparatus.*

9. Approve a blanket purchase order to Douglass Safety Systems, LLC, a sole source, for $15,000 for protective clothing and equipment for the Saginaw Fire Department.

10. Approve a blanket purchase order to Douglass Safety Systems, LLC, a sole source, for $7,000 for ISI parts for the Saginaw Fire Department.

11. Approve a blanket purchase order to Douglass Safety Systems, LLC for $10,000 for Micro-Blaze Out foam for the Saginaw Fire Department.

12. Approve a purchase order for FY 2014 to Continental Linen Services for $4,100 for the rental of linens and floor mats used at the Andersen Enrichment Center.

13. Adopt the Resolution authorizing the use of amplifying equipment at World Outreach campus for the Fall Family Fun Fest event on September 12-14, 2013.

14. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to McGard Special Products, a sole source, for $10,000 for locks and parts to operate hydrant locks for the Maintenance and Services Division.

15. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Grainger, Inc. for $7,700 for miscellaneous tools and supplies for the Maintenance and Service Division.

16. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Clark Hardware for $2,100 for miscellaneous supplies for the Maintenance and Service Division.

17. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Larry's Auto Supply for $5,000 for miscellaneous engine repair parts and supplies for the Maintenance and Services Division.

18. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Applied Industrial Technologies for $5,000 for valve replacement parts and supplies for the Maintenance and Service Division.

19. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Michigan Pipe and Valve for $2,500 for miscellaneous parts and supplies for the Maintenance and Service Division.

20. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to Michigan Meter, a sole source, for $6,000 for Neptune Meter parts and supplies for the Maintenance and Service Division.

21. Approve separate annual blanket purchase orders for Fiscal Years 2014 and 2015 to ETNA Supply, a sole source, for $8,000 for Sensus Meter parts and supplies for the Maintenance and Service Division.

22. Approve separate annual purchase orders for Fiscal Years 2014 and 2015 to Paragon Laboratories, Inc. for $4,690 for toxicity analysis for the Wastewater Treatment Division.

23. Approve a purchase order to Advanced Rehabilitation Technologies for $30,000 for relining of a 30,000 gallon underground fiberglass tank at the Wastewater Treatment Plant.

24. Approve a purchase order for FY 2014 to Banner Sales and Consulting for $3,370 for injection equipment and chemical for the treatment of emerald ash borer infestation at the Water Treatment Division.

Council Action:
Moved by Council Member Coulouris, seconded by Council Member Wendt to approve the remaining consent agenda items 1through 7 and 9 through 24 as presented. 7 ayes, 0 nays, 2 absent. Motion carried.

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

Moved by Council Member Braddock, seconded by Council Member Kloc to reappoint Kevin Rooker to the Saginaw Historic District Commission with a term to expire July 30, 2016. 7 ayes, 0 nays, 2 absent. Motion carried.

Moved by Mayor Branch, seconded by Council Member Coulouris to appoint John Moton, Jr. to the Saginaw Riverfront Development Commission with a term to expire July 1, 2018.

Mayor Branch asked the Clerk to conduct a roll call vote.
Ayes: Kloc, O'Neal, Coulouris, Mayor Pro Tem Browning, Braddock, Mayor Branch
Nays: Wendt
Absent: Boensch and Fitzpatrick
Abstain: None
Motion carried.

RESOLUTIONS

Moved by Council Member Kloc, seconded by Mayor Pro Tem Browning to adopt the resolution establishing an Obsolete Property Rehabilitation Act District located at 301, 311, and 315 Court Street, 103 S. Niagara Street and 100 S. Hamilton Street. 7 ayes, 0 nays, 2 absent. Motion carried.

Moved by Council Member Braddock, seconded by Council Member Wendt to adopt the resolution establishing Commercial Rehabilitation Act District located at 131 S. Franklin Street and 120, 122 and 126 S. Washington Avenue. 7 ayes, 0 nays, 2 absent. Motion carried.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Council Member O'Neal, seconded by Mayor Pro Tem Browning to approve the amended 2013 City Council meeting schedule, cancelling the July 26, 2013 Strategic Planning Session. 7 ayes, 0 nays, 2 absent. Motion carried.

ADJOURNMENT

Moved by Council Member Coulouris, seconded by Council Member Kloc to adjourn the meeting at 8:16 p.m. 7 ayes, 0 nays, 2 absent. Motion carried.

Janet Santos, CMC/MMC
City Clerk

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COUNCIL COMMUNICATION CC - 2

From: Darnell Earley, City Manager

Subject: Acom Solutions, Inc. Annual Software and Hardware Maintenance Renewal

Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend that payment be made to Acom Solutions, Inc., Long Beach, CA, for the renewal of annual license fees and software/hardware maintenance/support and that a purchase order be approved and issued to them in the total amount of $7,089.

Justification:

The license renewal and maintenance covers the Acom software and printers currently utilized by the Fiscal Services Department to create and print forms and checks. This payment extends our current coverage for a period of one year.

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

Funds for this payment are budgeted and available in the Technical Services – IS Fund, Operating Services Account No. 658-1720-711.80-05.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC- 3

From: Darnell Earley, City Manager

Subject: The 2013 City of Saginaw Firework Display Budget Adjustment

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

It is recommended that the Approved 2014 General Fund Revenue's Police Donation Account No. 101-0000-601.67-60 should be increased from $0 to $2,000. This increase is due to donations from the Saginaw Community Foundation and Giamarco, Mullins, and Horton, LLC. To offset the increase in revenues, the Community Public Safety – Police Patrol Division's Overtime Account No. 101-3511-721.70-10 should be increased by the same amount.

Justification:

On July 1, 2013, the City of Saginaw received $1,000 donations from the Saginaw Community Foundation and Giamarco, Mullins, and Horton, LLC to assist in providing adequate public safety coverage during the July 4th Fireworks Display, sponsored by the Fireworks Board. This budget adjustment will recognize these donations to the Community Public Safety – Police overtime cost.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 4

From: Darnell Earley, City Manager

Subject: Blanket Purchase Orders for Truck Repairs & Service

Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager's Recommendation:

I recommend that blanket purchase orders be issued to each of the vendors listed below throughout Fiscal Year 2014 for truck repair services that will be needed to maintain and operate all fire apparatus and to ensure that the Saginaw Fire Department carries out fire services in a timely manner.

Justification:

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

All Auto Truck Service Saginaw, MI	$5,000
Scientific Brake Saginaw, MI	$50,000
M & R Electronics Saginaw, MI	$10,000
Frontline Services Freeland, MI	$20,000

These vendors meet all requirements of §14.23, "Vendors", 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 Community Public Safety – Fire Apparatus Operation/Maintenance Motor Vehicle Repairs Account No. 101-3554-751.80-42.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 5

From: Darnell Earley, City Manager

Subject: 2013 Justice Assistance Grant (JAG)

Prepared by: Sienna Rendon, Community Public Safety – Police

Manager's Recommendation:

I recommend approval of the Interlocal Agreement between the City of Saginaw ("City") and County of Saginaw ("County") for administration of the 2013 Byrne Justice Assistance Grant (JAG) and distribution of proceeds. I have approved the Interlocal Agreement as to substance and the City Attorney as to form.

Justification:

The City and County are required to enter into an Interlocal Agreement ("Agreement") before the disbursement of the 2013 Byrne JAG Grant. The Agreement sets forth the rights and obligations of the parties. The City and County have negotiated the division of the 2013 JAG grant. Pursuant to the terms of the Agreement, the County will serve as facilitator and fiduciary of the $98,992 grant. The City will receive $49,496, which is fifty percent of the total award. The County's portion will be used to pay for the Area Records Management fees, in-car camera systems, and the maintenance of a sworn Deputy's position. Meanwhile, the City will allocate its portion to the renewal of the Mobile Data Terminal (MDTs) replacement cost and to its Area Records Management (ARMS) support fees related to participation in the county-wide data/records information sharing network.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 6

From: Darnell Earley, City Manager

Subject: Budget Adjustment – 2013 Justice Assistance Grant (JAG)

Prepared by: Sienna Rendon, Community Public Safety – Police

Manager's Recommendation:

It is recommended that a budget adjustment be completed to increase the Department of Justice - JAG 2013 Revenue Account No. 263-0000-513.58-13 from $0 to $49,496. This increase in revenue will be offset by an increase to the Department of Justice - JAG 2013 Division's Repairs and Replacements Account No. 263-3332-741.97- 20 by the same amount.

Justification:

This budget adjustment is necessary to recognize the 2013 Justice Assistance Grant as well as the costs related the replacement of the Mobile Data Terminals (MDTs) in the amount of $42,000 and to the Area Records Management (ARMS) support fees related to participation in the county-wide data/records information sharing network in the amount of 7,496.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 7

From: Darnell Earley, City Manager

Subject: Blanket Purchase Order with Carrier & Gable - ROW Division

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend that a blanket purchase order be approved and issued to Carrier & Gable, Inc., Farmington Hills, MI., in the amount of $6,000 to cover repair costs of traffic signal equipment from July 1, 2013 through June 30, 2014.

Justification:

On February 6, 1996, City Council approved a procedure for repairing traffic signal controller equipment. City staff does routine repair and maintenance of these solid-state devices. Sometimes complex repairs must be done by the manufacturer's authorized service representative. Carrier & Gable, Inc. is Michigan's authorized service representative and offers standard pricing for each type of repair. After sufficient experience with repairing these devices, City staff estimates annual cost for such services is $6,000. Since this service is necessary to properly maintain the City's traffic signal system, and because Carrier & Gable, Inc. is the only authorized service representative in the region, it is in the best interest of the City to continue this procedure from July 1, 2013 through June 30, 2014.

Carrier & Gable, Inc. meets all requirements of §14.23, "Vendors", 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 available in the Major Streets Fund - Traffic Engineering Division's Parts and Supplies Account No. 202-4621-791-73.30 ($3,000) and the Local Streets Fund - Traffic Engineering Division's Parts and Supplies Account No. 203-4621-791-73.30 ($3,000).

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC – 8

From: Darnell Earley, City Manager

Subject: Blanket Purchase Orders for Electric Parts - ROW Division

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend that individual blanket purchase orders for Fiscal Year 2014 be approved and issued in the amount of $3,000 each, for a total amount of $9,000, to the City's primary suppliers of electrical parts and supplies from July 1, 2013 through June 30, 2014 for the Traffic Maintenance Section of the Right of Way Division.

Justification:

Since June 26, 2000, City Council has approved a procedure for purchasing electrical parts for Traffic Maintenance. Traffic Maintenance requires the purchase of a vast array of electrical parts and supplies for maintaining the City's electrical devices such as traffic signals and streetlights. There is no feasible means to predetermine quantities and type of parts that will be needed in any given time period because these are random repairs. Issuing individual purchase orders for the many items purchased is costly and administratively time consuming. Traffic Maintenance personnel will price quote items and award purchases to the lowest and best vendor for each item. The parts and supplies will be ordered from the successful bidder and billed to the respective purchase order. It is in the best interest of the City to continue this procedure from July 1, 2013 through June 30, 2014, in order to make repairs to the traffic signal and street lighting systems as quickly as possible.

Marshall E Campbell Company Saginaw (in-city)	$3,000
Standard Electric Company Saginaw (out-city)	$3,000
Kendall Electric Saginaw (out-city)	$3,000

Marshall E Campbell Company, Standard Electric Company and Kendall Electric meet all requirements of §14.23, "Vendors", 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 available in the Major Streets Fund - Traffic Engineering Division's Parts and Supplies Account No. 202-4621-791-73.30 ($4,500) and the Local Streets Fund - Traffic Engineering Division's Parts and Supplies Account No. 203-4621-791-73.30 ($4,500).

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

From: Darnell Early, City Manager

Subject: Annual Supply of Portland Cement – Maintenance and Service

Prepared By: John Premo, Public Services Department

Manager's Recommendation:

I recommend that the low bid from HD Water Works Supply, Canton, MI, be accepted and a purchase order approved and issued to them for Fiscal Year 2014 in the amount of $5,894 for 700 bags of Portland Cement for the Maintenance and Service Division.

Justification:

On June 18, 2013, bids were received for Portland Cement. The Maintenance and Service Division uses Portland Cement with Mason Sand and Gravel to make concrete and mortar for repairs and to build structures for the water distribution and sewage collection system throughout our service area. For example, the cement is used to reset and rebuild manholes, catch basins, castings, rebuild air relief manholes on the water transmission system, restrains hydrants with a cement foundation and provide support for the hydrant's break away design when struck during an accident. A cost comparison of last year's price shows a 2% decrease from previous year's price. The following is a tabulation of the bids received:

	Unit Price	Total Price
HD Water Works Supply Canton, MI	$8.42	$ 5,894
Home Depot Saginaw, MI (out City)	$8.60	$ 6,020
Sabiston Builders Supply Warren, MI	$8.95	$ 6,265
Srvan Brick & Stone Bay City, MI	$9.70	$ 6,790
United Procurement Oak Leaf, TX	$15.36	$10,752

HD Water Works Supply 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 Ordinance O-1.

Funds for this purchase are budgeted in the Water Operation and Maintenance Fund – Maintenance and Service Division's Parts and Supplies Account No. 591-4721-861.73-30 ($2,947) and the Sewer Operation and Maintenance Fund – Maintenance and Service Division's Parts and Supplies Account No. 590-4821-861.73-30 ($2,947) and will be accounted for in the Water Inventory Account No. 591-0000-171.73-30.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC – 10

From: Darnell Earley, City Manager

Subject: Annual Lawn Services – Facilities Division

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend that purchase orders for Fiscal Years 2014, 2015 and 2016 be approved and issued in the amount of $10,416 to TruGreen, of Saginaw, MI, the lowest bidder, for annual lawn services. This is the first year of a three year contract.

Justification:

On April 9, 2013, sealed bids were received for annual lawn services at select City properties. This service requires TruGreen to apply an early spring fertilization treatment, summer weed control treatment and a fall crabgrass control treatment to designated City-owned properties. The City properties that will receive these treatments are City Hall, Public Services, Police Department, Celebration Park and Forest Lawn Cemetery. The Facilities Division provides seasonal lawn services for select City properties from April to September in an attempt to keep lawns presentable. Following is a tabulation of the bids received:

TruGreen	FY14	$10,416
Saginaw, MI (out City)	FY15	$10,416
	FY16	$10,416
Bell Landscaping	FY14	$13,370
Saginaw, MI (out City)	FY15	$13,370
	FY16	$13,370
Village Green	FY14	$15,622
Bay City, MI	FY15	$15,622
	FY16	$15,622
United Lawnscape	FY14	$17,138
Washington, MI	FY15	$17,138
	FY16	$17,138

TruGreen 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 following: General Fund - Department of Public Services – Facilities Division's, Operating Services Account No. 101-7575-821-

80.05 ($375), General Fund - Department of Public Services - Cemeteries Division's, Operating Services Account No. 101-1747-821-80.05 ($8,976), General Fund - Department of Community Public Safety - Police Building Management Division's, Operating Services Account No. 101-3514-821-80.05 ($105), Public Works Building Fund – Public Works Building Division's, Operating Services Account No. 641-4439-811-80.05 ($687), and Celebration Park Fund - Celebrations Division's, Operating Services Account No. 508-7580-831-80.05 ($273). Funds will be budgeted in the same account for the same amount for Fiscal Years 2015 and 2016.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

From: Darnell Earley, City Manager

Subject: Printing and Mailing of Rubbish Bills (P-1153-13)

Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend the low bid from TBF Graphics, Saginaw MI (in City), be accepted and that purchase orders be approved and issued to them in the amount of $1,545 for Fiscal Years 2014 and 2015, and in the amount of $1,590 for Fiscal Year 2016 for the printing and mailing of the annual rubbish bills.

Justification:

On July 2, 2013, the City received three-year bids for printing and mailing of the 2014, 2015 and 2016 annual rubbish bills. These services are necessary for the mailing of the rubbish bills to the residents of the City of Saginaw. Cost comparisons show a 2.7% increase from the previous year's cost for service. The following is a tabulation of the bids received:

TBF Graphics	FY14	$1,545
Saginaw, MI (in-city)	FY15	$1,545
	FY16	$1,590
Postal Pros, Inc	FY14	$1,638
dba/Documents Southwest	FY15	$1,638
Albuqureque, NM	FY16	$1,638
TGI Direct	FY14	$2,057
Flint, MI	FY15	$2,057
	FY16	$2,057
Allegra Print & Mail	FY14	$2,087.17
Lansing, MI	FY15	$2,087.17
	FY16	$2,087.17
Moonlight BPO	FY14	$2,275
Bend OR	FY15	$2,275
	FY16	$2,275
The Date Center, LLC	FY14	$3,003
Salt Lake, UT	FY15	$3,003
	FY16	$3,003

TBF Graphics 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 service are budgeted in the Rubbish Collection Fund – Administration Division’s, Operating Services Account No. 226-4581-841.80-05 for fiscal year 2014, and will be budgeted in the corresponding amounts and same account for fiscal year 2015 and 2016.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 12

From: Darnell Earley, City Manager

Subject: Blanket Purchase Order for Janitorial Supplies – Facilities Division

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend that the bid from Lansing Sanitary Supply, Lansing, MI, the State of Michigan's primary supplier for general janitorial supplies, be accepted using State bid prices and that separate blanket purchase orders be approved and issued to them in the amount of $8,200 for Fiscal Years 2014 and 2015. This is the second year of a three year contract for this vendor with the State of Michigan.

Justification:

The Facilities Division requires the purchase of select standard janitorial products throughout the fiscal year to maintain the City's buildings and facilities. One efficient way to do this is to take advantage of the State of Michigan's competitive bid pricing process where the State has used their economy of scale to get the best price for the general janitorial supplies for all state agencies and has extended these prices to local and state-wide City municipalities. The State of Michigan's State contract bid #07B2200248 is the contract that was awarded to Lansing Sanitary Supply of Lansing, MI.

Examples of supplies purchased under this blanket includes: toilet paper, paper hand towels, liquid hand soap, mops, brooms, buckets and detergent cleaners.

Lansing Sanitary Supply 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 General Fund - Department of Public Services - Facilities Division's, Cleaning Supplies Account No. 101-7575-821-73.10 ($5,330) 65%, Public Works Fund – Department of Public Service Facilities Division Cleaning Supplies Account No. 641-4439-811-73.10 ($2,000) 25% and Celebration Park Fund – Department of Public Services Celebrations Division Cleaning Supplies Account No. 508-7580-831-73.10 ($870) 10%. Funds will be budgeted in the same amounts and accounts for Fiscal Year 2015.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC- 13

From: Darnell Earley, City Manager

Subject: Annual Supply of Brass Water Fittings – Maintenance & Service

Prepared by: John Premo, Public Services Department

Manager's Recommendation:

I recommend that the low bid from Etna Supply, Grand Rapids, MI, be accepted and a purchase order be approved and issued to them in the amount of $59,686.12 for brass water parts for the Maintenance and Service Division.

Justification:

On June 18, 2013, bids were received for the annual supply of over 5,000 brass water parts for use in the Maintenance and Service Division for the construction and maintenance of the water distribution and transmission systems. The brass water parts include but are not limited to the following items: curb stops, corporation stops, saddles, fittings, brass plugs, etc. These supplies are used for emergencies and day-to-day maintenance and repairs to restore the City's water services year round and to reduce the amount of time water customers are inconvenienced. A cost comparison shows a decrease of 3% from the previous purchase. These brass fittings meet the 2014 lead standard for potable water. The following is a tabulation of the bids received:

Etna Supply Grand Rapids, MI	$59,686.12
SLC Meter Davis Burg, MI	$62,340.37
Michigan Pipe and Valve Zilwaukee, MI	$63,970.00

Etna Supply 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 Water Operation and Maintenance Fund – Maintenance and Service Division's Parts and Supplies Account No. 591-4721-861.73-30 and will be accounted for in the Maintenance and Service Division Water Inventory Account No. 591-0000-171.73-30.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 14

From: Darnell Earley, City Manager

Subject: HACH Reagent Distribution Plan

Prepared by: Amanda Kiel, Water & Wastewater

Manager's Recommendation:

I recommend that the low bid from Hach Company of Loveland, CO, a sole source, be accepted and a purchase order for Fiscal Year 2014 be approved and issued to them in the amount of $3,312.68 for a Reagent Distribution Plan for the Water Treatment Plant.

Justification:

On May 21, 2013, the City received a bid for Hach chemical reagents. The Water Treatment Plant performs Total Organic Carbon (TOC), Turbidity and Free Chlorine Residual (Cl-) analyses using HACH Company on-line and benchtop instruments, making them a sole source. TOC analysis of finished water is an indication of water quality. The Environmental Protection Agency (EPA) and Michigan Department of Environmental Quality (MDEQ) require continuous and periodic Free Chlorine analyses. The requested reagents are on a one-year Reagent Distribution Plan (RDP) for automatic quarterly delivery and include shipping costs.

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 available in the Water Operation and Maintenance Fund, Treatment and Pumping Division's Operating Services Account No. 591-4730-861.80-05.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 15

From: Darnell Earley, City Manager

Subject: MDEQ Laboratory Analysis

Prepared by: Amanda Kiel, Water and Wastewater

Manager's Recommendation:

I recommend that a purchase order for Fiscal Year 2014 be approved and issued to the Michigan Department of Environmental Quality in the amount of $4,000 for laboratory analysis performed at the Water Treatment Plant.

Justification:

The Water Treatment Plant is mandated to perform various routine tests as a result of several Environmental Protection Agency (EPA) and Michigan Department of Environmental Quality (MDEQ) regulatory requirements. Copies of the results must be furnished to the MDEQ and local county health departments. The MDEQ laboratory performs most of the required testing in their laboratory and sends copies of the results to the appropriate regulatory agencies. Further, any alternate laboratories would have to be certified by the MDEQ to perform the analysis.

Due to the fact that the MDEQ requires submittal of this information and performs the analysis in their laboratory, the competitive bidding process was forgone. The cost for analysis of the required tests at the MDEQ laboratory is comparable to other private laboratories. For example, the bulk of the cost is for disinfection by-products, with a current MDEQ paired-sample price of $175 per pair. Past and current quotes and past bid prices were $200 or more per pair at private laboratories.

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 available in the Water Operation and Maintenance Fund, Treatment and Pumping Division's Operating Services Account No. 591-4730-861.80-05.

Council Action:

Moved by Council Member_____, seconded by Council Member _____to approve the recommendation from the City Manager.

COUNCIL COMMUNICATION CC - 16

From: Darnell Earley, City Manager

Subject: Aqua Ground Storage Tank Paint Project

Prepared by: Paul Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend that the low bid from Fedewa, Inc. in the amount of $77,400 be accepted and a contract awarded to them for painting the Aqua Booster Station Ground Storage Tank at the Water Treatment Plant. The contract is approved by the City Manager as to substance and the City Attorney as to form.

Justification:

On February 19, 2013, the City received bids for a painting project related to the Water Treatment Plant's Aqua Booster Station Ground Storage Tank (GST). Inspections were done in 2005 and 2010. Recommendations were included in the inspection reports for rehabilitation of the existing exterior coatings. This project includes refurbishment of existing exterior coatings and safety improvements. Coatings on the metal infrastructure protect it from damaging corrosion, which increases its expected life and reduces overall costs by preserving the existing materials. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

	Total Bid
Fedewa, Inc. Hastings, MI	$ 77,400
Industrial Painting Co. Taylor, MI	$ 87,300
L.C. United Painting Co. Sterling Heights, MI	$115,000
Seven Brothers Painting Shelby Twp., MI	$116,700
George Kountoupes Painting Co. Lincoln Park, MI	$117,500
Horizon Brothers Painting Howell, MI	$182,000

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 are budgeted in the Water Operation and Maintenance Fund, Surplus Division's Capital Outlay Repairs and Replacements Account Number 591-4740-881.97-20.

Council Action:

Moved by Council Member _____, seconded by Council Member_____ that the recommendation of the City Manager be approved.

#13-08

2013

RECEIVED
CITY CLERK
CITY OF SAGINAW

JUL 11 2013

Application for Fireworks Other Than Consumer or Low Impact

Michigan Department of Licensing & Regulatory Affairs
Bureau of Fire Services
P.O. Box 30700
Lansing MI 48909
(517) 241-8847

Authority: 2011 PA 256 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

☐ Agricultural or wildlife fireworks ☐ Articles Pyrotechnic ☐ Display Fireworks
☐ Special effects manufactured for outdoor pest control or agricultural purposes ☐ Public Display ☒ Private Display

NAME OF APPLICANT: Montague Inn	ADDRESS: 1581 S. Washington	AGE (18 or over): yes
IF A CORPORATION, NAME OF PRESIDENT: Chinu Mridha	ADDRESS: 1581 S. Washington	
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT	ADDRESS	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR: RAYMOND A MEYER	ADDRESS: 7183 DUTCH Rd.	AGE (18 or over): 66
NO. YEARS EXPERIENCE: 32 / NO. DISPLAYS: 78	WHERE: Z. Walker, Alpena, Marquette, MT Pleasant, Escanaba	
NAME OF ASSISTANT: CHRIS Roemer	ADDRESS: 23 Valentine Court	AGE: 52
NAME OF OTHER ASSISTANT	ADDRESS	AGE

EXACT LOCATION OF PROPOSED DISPLAY: 1581 S. Washington Saginaw, Mi - S/W corner - at property near River
DATE OF PROPOSED DISPLAY: 7-27-2013
TIME OF PROPOSED DISPLAY: 10:15 PM

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT
Truck with Trailer

AMOUNT OF BOND OR INSURANCE (To be set by local government)	NAME OF BONDING CORPORATION OR INSURANCE COMPANY
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY	

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED
30	Multi Shot Boxed Items 1.4G & 1.3G
6	2" Diameter Roman Candles
36	2½" Diameter Aerial Shells

SIGNATURE OF APPLICANT: Joann L Aman
DATE: 7-11-13

BFS 999 rev 01/11/2013

2013

Permit for Fireworks Other Then Consumer or Low Impact
Michigan Department of Licensing & Regulatory Affairs
Bureau of Fire Services
P.O. Box 30700
Lansing MI 48909
(517) 241-8847

Authority: 2011 PA 256 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

Private Display

ISSUED TO

AGE (18 or over)

ADDRESS

NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION

ADDRESS

NUMBER AND TYPES OF FIREWORKS

30 Multi Shot Boxed Items 1.4G & 1.3G
6 2" Diameter Roman Candles
36 2 1/2 Diameter Aerial Shells

EXACT LOCATION OF DISPLAY OR USE
1581 S. Washington, Saginaw S/W corner of Property By River

CITY, VILLAGE, TOWNSHIP
Saginaw, MI

DATE
7-27-13

TIME
10:15

BOND OR INSURANCE FILED
☐ YES ☐ NO

AMOUNT

Issued by action of the Legislative Body of a

☐ City ☐ Village ☐ Township of _____ on the _____ day of

_____
(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID FOR THE YEAR SHOWN ONLY

COUNCIL COMMUNICATION R - 1

From: Darnell Earley, City Manager

Subject: Liquor License for 417 S. Michigan Avenue

Prepared by: Elizabeth Finazzi, City Clerk's Office

Manager's Recommendation:

I recommend approval of the request to transfer ownership of a Class C licensed business located at 417 S. Michigan, Saginaw, MI, 48602, Saginaw County, from James Kokas to Saginaw Bar Ventures, Inc., to be held in conjunction with a new SDM license and a Sunday Sales Permit.

Justification:

On or about June 27, 2012, the City received a local government notification application for departmental review requesting to transfer ownership of a Class C license at 417 S. Michigan Avenue (aka 415 S. Michigan Avenue). This type of license allows for the sale of beer, wine, liquor and mixed spirit drinks for consumption on the premises. The applicant is also requesting a new SDM license which permits the sale of beer or wine, or both, at retail for consumption off the licensed premises. Per changes in State law, transfers in license ownership or location do not require local approval. Notification to the local governing body provides an opportunity to provide information to be considered at the State level.

Saginaw Bar Ventures, Inc. represented by David Kuligowski, the sole stock holder in the corporation, has applied for a City of Saginaw General Business License to operate a bar at this location. The property was previously occupied by Alexander's Lounge and the Locker Room Sports Pub, which both operated as bars.

The Saginaw County Health Department, City of Saginaw Fire Prevention, City Police Department and the City Building Inspections Division have completed their respective inspections and have approved 417 S. Michigan Avenue for the license transfer as required by Chapter 110, "General Provisions," of the Title XI, "Business Regulations" of the Saginaw Code of Ordinances. Under Chapter III, "Alcoholic Beverages," §111.11, "Application for License," the City Manager is to review all applications and departmental reports and give recommendation to the City Council of approval or disapproval of the license. Since the necessary requirements have been met by Saginaw Bar Ventures, Inc., I hereby recommend approval of the request to transfer location and ownership of a Class C licensed business with new SDM license and Sunday Sales Permit, from James Kokas, to Saginaw Bar Ventures Inc., 417 S. Michigan Ave, Saginaw, MI 48602.

Council Action:

This communication is for explanation purposes of the resolution to be adopted.

RESOLUTION R - 1

TRANSFERRING OWNERSHIP OF A CLASS C LIQUOR LICENSE AT 417 S. MICHIGAN AVENUE

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

WHEREAS, on or about June 27, 2012, the City Clerk's Office received a local government approval application for a liquor license transfer; and

WHEREAS, said notice was to transfer ownership of a Class C licensed business located at 417 S. Michigan, Saginaw, MI 48602, Saginaw County, from James Kokas to Saginaw Bar Ventures, Inc., to be held in conjunction with a new SDM license and Sunday Sales Permit; and

WHEREAS, the Saginaw County Health Department, City of Saginaw Fire Prevention, City Police Department and the City Building Inspections Division have conducted their respective inspections and have determined compliance of the applicable codes at 417 S. Michigan Ave.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw approves the request to transfer ownership of a Class C licensed business located at 417 S. Michigan, Saginaw, MI 48602, Saginaw County, from James Kokas to Saginaw Bar Ventures, Inc., to be held in conjunction with a new SDM license and Sunday Sales Permit.

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 July 15, 2013; 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, CMC/MMC
City Clerk