

Council Agenda

March 24, 2008, 6:30 p.m., Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

PUBLIC HEARINGS:

ANNOUNCEMENTS:

PERSONAL APPEARANCES:

(A list will be provided on Monday)

REMARKS OF COUNCIL:

PETITIONS:

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

1. Consideration of reappointing Robert W. Roenicke, Kenneth Arthur Miner, Robert C. Orr and Richard C. Hahn to the Electrical Appeals Board with terms to expire December 31, 2010.
2. Consideration of reappointing Glen L. Fitkin to the Brownfield Redevelopment Authority with a term to expire December 31, 2010.

REPORTS FROM MANAGER:

Management Update:

1. Jay Beelman and Tracy Bonnell, Information Services Director, will discuss the CRM Constituent Relationship Management solutions.
3. Beth Church, Interim Human Resources Director, will discuss Police & Fire EEO Statistics Emergency Management.
4. Tim Genovese, Director of Emergency Management and Homeland Security, will discuss Saginaw County's Emergency Management procedures.

Recommended Actions:

1. Recommending acceptance of the only bid received from Computer Management in the amount of \$9,035.45 for the purchase of a Tape Library to be used by the Information Services Department. The new Tape Library will be replacing a unit that is 12 years old. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted and available in the Information Services Capital Office Equipment Account No. 658-1720-711.97.60.
2. Recommending approval of the Agreement with Capital Access, Inc. Further recommend that the remaining Saginaw Community Foundation ("SCF") planning grant funds be used for planning activities in the Neighborhood Revitalization Area and that the City Manager or his designee be authorized to execute the Agreement and any related documents with Capital Access.
3. Recommending that Council waive the potential conflict of interest present and allow the law firm of Braun, Kendrick, Finkbeiner, and P.L.C. to represent the City of Saginaw in a proposed development on Davenport Avenue with regard to the environmental issues present.
4. Recommending that the Substance Abuse Prevention Services Agreement with the Saginaw County Department of Public Health ("DPH") be approved. The purpose of this agreement is to develop and deliver prevention services to specific high-risk populations identified as underserved. Pursuant to the terms of the Agreement, the City will receive \$257,940.00 to conduct 3,561 units of service for a drug free community. The funds are specifically used by the Saginaw Police Department to fund its drug prevention efforts through the Family Initiative Program.
5. Recommending approval for the contract between the City of Saginaw and Pam Ginderske for the purpose of providing CPR and Automatic External Defibrillator (AED) training for the City's Fire Department in an amount not to exceed \$1,400.00. The certified trainers that were City employees have retired and the Fire Department must have a trainer. Funds are available in the Saginaw Fire Department's Training and Development Account No. 101-3752-751.80-01.
6. Recommending approval of a purchase order to Douglass Safety Systems, LLC in the amount of \$7,020.76 for the purchase of various sizes of fire attack and supply hose. This fire hose will be used in the extinguishment of fires and will replace hose that has been worn or damaged during fire suppression activities. Funds for this purchase are available in the Fire Department Suppression Parts and Supplies Account No. 101-3751-751.73.30.
7. Recommending acceptance of the low bid and issuance of a purchase order to Etna Supply Co. in the amount of \$3,521.55 for the purchase of pipe and fittings to be used by the Wastewater Treatment Division. The system was installed in

one channel using parts that were in stock and it works well. This pipe and fittings will be used to install the flushing system in the three remaining channels. Funds are available in the Wastewater Treatment Division Parts & Supplies Account No. 590-4830-961.73-30.

8. Recommending that the Garage Section of the Right of Way Division increase purchase order No. 34465 issued to A.I.S. Construction Equipment by \$6,000.00 and decrease purchase order No. 34471 issued to Scott Tire Sales by \$6,000.00. Funds are needed to purchase a Michigan front-end loader to assist in removing docks, loading materials and clearing snow out of parking lots. Funds for both purchase orders are encumbered in the Garage Motor Vehicle Supplies Account No. 661-4480-841.73-12.
9. Recommending acceptance of the only bid received and issuance of a purchase order to Doheney Supply, Northville, MI in the amount of \$46,680.00 for the purchase of a vacuum excavator for the Water Shop. Water and sewer crews when clearing valve boxes, vaults and excavating for minor water repairs, will use the vacuum excavator. Funds are available in the Public Services Maintenance Equipment Account No. 577-4740-881.97-41.
10. Recommending acceptance of the low quote from Keyes Trenching in the amount of \$551,941.00 and that a contract be awarded to them in this amount for the emergency repair of a 30-inch river crossing water main. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Surplus Repairs and Replacements Account No. 577-4740-881-9720.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Supporting the proposed computer modeling study of Low Impact Development in a District Combined Sewer Overflow.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Tape Library

Manager's Recommendation:

I recommend acceptance of the only bid received from Computer Management Technologies, Inc. (in-City) and issuance of a purchase order to them in the amount of \$9,035.45 for the purchase of a Tape Library.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for the Tape Library are budgeted and available in the Information Services Capital Office Equipment Account No. 658-1720-711.97-60.

Justification:

On March 11, 2008, the City received a bid for the purchase of a Tape Library. This new Tape Library will be used for nightly backups and system saves to the City's i5 system (AS400). It is replacing a unit that is 12 years old. With this purchase, Information Services will be able to backup the entire system on one tape, increase the uptime of the system by getting the backups and restores done quicker, and no longer purchase expensive tapes for an outdated technology.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Pipe and Fittings

Manager's Recommendation:

I recommend acceptance of the low bid and issuance of a purchase order to Etna Supply Co. in the amount of \$3,521.55 for the purchase of pipe and fittings to be used by the Wastewater Treatment Division.

This vendor meets all requirements of the Contract Compliance Provisions, Title1, Chapter 14 §14.35-14.44, of the Saginaw Code of Ordinances.

Funds are budgeted in the Wastewater Treatment Division Parts & Supplies Account No. 590-4830-861.73-30.

Justification:

On March 11, 2008, the City received bids for the purchase of pipe and fittings to be used at the Wastewater Treatment Plant. The Maintenance Department has designed a flushing system for our influent channels. We installed the system in one channel using parts we had in stock, and the system works well. This pipe and fittings will be used to install the flushing system in our three remaining channels. The bids are as follows:

Etna Supply Co. Grand Rapids, MI	\$3,521.55
Stephens Tile Birch Run, MI	\$5,895.25
Central States Manufacturing Summit, IL	\$7,966.21

Council Action

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Increase/Decrease of Purchase Orders

Manager's Recommendation:

I recommend that the Garage Section of the Right of Way Division increase purchase order No. 34465 issued to A.I.S. Construction Equipment by \$6,000.00 and decrease purchase order No. 34471 issued to Scott Tire Sales by \$6,000.00.

This vendor meets all requirements of Contract Compliance Provisions, Title 1, Chapter 14, § 14.35 - 14.44, of the Saginaw Code of Ordinances.

Funds for both purchase orders are encumbered in the Motor Vehicles Supplies Garage Account No. 661-4480-841-73-12.

Justification:

Additional funds are required to purchase a rebuilt motor for a Michigan front-end loader and to continue purchasing repair parts for the remainder of the year.

This Michigan loader will be used for various works such as removing docks, loading materials and clearing snow out of parking lots. Staff evaluated the integrity of the loaders frame, running gear and hinge points, and it was determined that we should purchase a rebuilt motor as opposed to purchasing a new loader.

Council Action:

Council _____ move that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Vacuum Excavator for Water Shop

Manager's Recommendation:

I recommend acceptance of the only bid received from Doheney Supply, Northville, MI and issuance of a purchase order to them in the amount of \$46,680.00 for the purchase of a vacuum excavator for the Water Shop.

This vendor meets all requirements of Contract Compliance Provisions, Title 1, Chapter 14, § 14.35 - 14.44, of the Saginaw Code of Ordinances.

Funds are budgeted in the Public Services Maintenance Equipment Account No. 577-4740-881.97-41.

Justification:

The vacuum excavator will be used by water and sewer crews, when cleaning valve boxes, vaults and excavating for minor water repairs.

Council Action:

Council _____ move that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Capital Access Inc. Agreement

Manager's Recommendation:

It is recommended that the Agreement with Capital Access Inc. ("Capital Access") be approved. In addition, it is recommended that the remaining Saginaw Community Foundation ("SCF") planning grant funds be used for planning activities in the Neighborhood Revitalization Area. Furthermore, it is recommended that the City Manager or his designee be authorized to execute the Agreement and any related documents with Capital Access. The Agreement is subject to the City Manager's approval as to substance and the City Attorney as to form.

Justification:

Several years ago, the City received grants from the Saginaw Community Foundation ("SCF") for planning activities in the amount of \$20,000.00, which have not been utilized. In September 2007, the Michigan State Housing and Development Authority ("MSHDA") approved a grant in the amount of \$75,000.00 to fund planning activities in the Neighborhood Revitalization Area. These funds require a local match of \$20,000.00. The SCF has agreed that the City can use the remaining funds as a local match for the MSHDA grant. Council must approve both the Capital Access Agreement and the transfer of funds in the amount of \$20,000.00 to this project.

Council Action:

Council _____ moved that the recommendation from the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Saginaw County Substance Abuse Prevention Services Agreement

Manager's Recommendation:

I recommend that the Substance Abuse Prevention Services Agreement with the Saginaw County Department of Public Health ("DPH") be approved. The Agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

During the past several years the DPH and City have entered into an agreement regarding Substance Abuse Prevention Services. The purpose of the agreement is to develop and deliver prevention services to specific high risk populations identified as underserved and provided in a variety of settings. Pursuant to the terms of the agreement, the City will receive \$257,940.00 to conduct 3,561 units of service for a drug free community. The funds are specifically used by the Saginaw Police Department to fund its drug prevention efforts through the Family Youth Initiative program.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Keyes Trenching Contract

Manager's Recommendation:

I recommend that the low quote from Keyes Trenching in the amount of \$551,941.00 be accepted and a contract awarded to it in that amount be approved. Contract documents (City Clerk's File _____) have been signed by the contractor. The contract is subject to approval by me as to substance and the City Attorney as to form.

Funds for this contract are available in the Water Surplus Repairs and Replacements Fund, Account Number 577-4740-881-9720.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Justification:

On February 22, 2008, the City received quotes for the emergency repair of a 30 inch river crossing water main. This project will repair a leaking 30 inch transmission water main on the west side of the Saginaw River, south of the Holland Street Bridge. During a recent inspection of the valve vaults located in this area, it was determined that one of the two existing 30 inch water mains was leaking and in need of immediate repair. Bids were not taken due to the short turn around time required for this project.

Following is a tabulation of the quotes received and reviewed by the Purchasing Committee:

Keyes Trenching
Freeland, MI

\$ 551,941.00

COUNCIL COMMUNICATION

Champagne & Marx (Out City) \$ 556,467.39
Saginaw, MI

Rohde Brothers Excavating, Inc. (Out City) \$ 571,241.00
Saginaw, MI

American Excavating (Out City) \$ 581,991.00
Saginaw, MI

Council Action:

Council _____ moved that the recommendation of the City
Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Pam Ginderske Training Contract

Manager's Recommendation:

I recommend approval of the contract between the City of Saginaw and Pam Ginderske for the purpose of providing CPR and Automatic External Defibrillator (AED) training for the City's Fire Department in an amount not to exceed \$1,400.00.

The agreement has been approved by the City Manager as to substance and the City Attorney as to form.

Funds for this purpose are available in the Saginaw Fire Department's Training and Development Account No. 101-3752-751.80-01.

Justification:

The City's Fire Department employees provide CPR and AED services. The certified trainers that were City employees have retired. Therefore, the Fire Department must hire a trainer. The contractor, Pam Ginderske, is a certified CPR and AED trainer and has been employed with the American Heart Association for at least eleven (11) years. She has conducted training for the City for the past several years.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Saginaw Fire Department Attack and Supply Hose

Manager's Recommendation:

I recommend approval of the bid and issuance of a purchase order to Douglass Safety Systems, LLC in the amount of \$7,020.76 for the purchase of various sizes of fire attack and supply hose.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44 of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted and available in the Fire Department Suppression Parts and Supplies Account No. 101-3751-751.73-30.

Justification:

This fire hose will be used in the extinguishment of fires and will replace hose that has been worn or damaged during fire suppression activities.

Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

Douglass Safety Systems, LLC Sanford, MI	\$7,020.76
First Choice Fire & Safety Marietta, GA	\$7,985.00
Great Lakes Emergency Products Linden, MI	\$8,384.25

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From The City Manager

Subject Waiving a Potential Conflict of Interest

Manager's Recommendation

I recommend that Council waive the potential conflict of interest present and allow the law firm of Braun, Kendrick, Finkbeiner, and P.L.C. to represent the City of Saginaw in a proposed development on Davenport Avenue with regard to the environmental issues present.

Justification

The City of Saginaw has been negotiating with an investment group for the potential redevelopment of property along Davenport Avenue, near the former Tri-Cap building. This area is subject to various environmental concerns that need to be addressed as part of the project.

The City of Saginaw has previously retained attorney Glenn L. Fitkin of the local law firm of Braun, Kendrick, Finkbeiner, P.L.C. in this area of law and wishes to use his services for this project as well. That firm has previously represented one of the individuals in the investment group on an unrelated matter, and has obtained his waiver to advise the City on the environmental issues. Mr. Fitkin will not represent the City with respect to the negotiations with the group. No adverse effects are expected, but Braun, Kendrick, Finkbeiner, P.L.C. is obligated by ethical considerations to obtain the City's authorization prior to proceeding.

Braun, Kendrick, Finkbeiner, P.L.C. requests that City Council confirm the City of Saginaw's waiver of the potential conflict of interest in this matter.

Council Actions

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From The City Manager

Subject Supporting a Study for a Combined Sewer Overflow District

Manager's Recommendation

I recommend that Council pass the attached resolution demonstrating support for a proposed computer modeling study of Low Impact Development in a Combined Sewer Overflow District.

Justification

Russell Beaubien of Spicer Engineering is seeking a grant to conduct a computer study of Low Impact Development in a Combined Sewer Overflow District. The purpose of the study is to determine the best practices in development to reduce the negative effects of storm water runoff. Some of the standard methods include rain gardens and other green spaces to reduce the rate of runoff and the potential for untreated discharges. Mr. Beaubien has selected the City's Fitzhugh CSO for this study and applied to the Saginaw Bay Watershed Initiative Network for funding.

The Network has asked him to obtain a showing of support from the City of Saginaw, as an indication that the City may actually consider implementation of recommendations. This will assist Mr. Beaubien in his application. This demonstration of support does not obligate the City to adopt or accept any of the potential findings of the study. The City has the option to consider the merits of any suggestions against any economic disincentive it may create for redevelopment.

This proposal has been reviewed by the Planning Commission and is recommending approval of the proposed resolution in support of the study.

Council Actions

A Resolution is on the agenda and no separate action need be taken on this Council Communication.

COUNCIL COMMUNICATION

Resolution in Support of Combined Sewer Overflow Study

Manager's Recommendation: Approval of the resolution as follows:

Council _____ offered and moved adoption of the following resolution:

WHEREAS, Russell Beaubien of Spicer Engineering is interested in developing a computer model to study the effects of Low Impact Development ("LID") in a Combined Sewer Overflow ("CSO") District. Mr. Beaubien has selected the City's Fitzhugh CSO as the model, and the results of the study would provide the City guidance in best practices for use in future redevelopment of the area to delay or minimize the peak runoff from a precipitation event; and

WHEREAS, Mr. Beaubien has applied for a grant from the Saginaw Bay Watershed Initiative Network ("SBWIN") to fund this project; and

WHEREAS, The SBWIN has requested Mr. Beaubien to provide a resolution of support from the City of Saginaw, and an indication that the City would evaluate the study for possible future implementation; and

WHEREAS, this resolution does not commit the City of Saginaw to any course of action with regard to implementation.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw supports this project and requests that the Saginaw Bay Watershed Initiative Network consider funding this project