

## Council Agenda

July 12, 2010 6:30 p.m., Council Chamber

### PRAYER AND PLEDGE OF ALLEGIANCE

### ROLL CALL

### CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

June 21, 2010 regular Council meeting

### ANNOUNCEMENTS:

### PUBLIC HEARINGS:

Approving an Industrial Facilities Tax Exemption Certificate for Prints Plus, Inc. located at 2301 N. Michigan.

### PERSONAL APPEARANCES:

### REMARKS OF COUNCIL:

### PETITIONS:

- 10-15 from Phillip Karwat, City Engineer, requesting that Weadock Avenue between Fitzhugh and Wadsworth be vacated.
- 10-16 from Phillip Karwat, City Engineer, requesting that Second Avenue between Fitzhugh and Wadsworth be vacated.
- 10-17 from Christopher G. Packard Sr., President, requesting that the Christian Youth Fellowship Association of Saginaw (CYFAS) be recognized as a nonprofit organization in the City of Saginaw.
- 10-18 from Terri Huebner, Vice President, requesting an Obsolete Property Rehabilitation Exemption Certificate for Central Property Development, Inc. located at 2115 Rust Avenue.
- 10-19 from John D.L. Humphreys, requesting to rename the Holland Street Bridge to the "G. Stewart Francke Bridge".

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

From the Council Boards and Commission Committee:

1. Consideration of reappointing Tina Marie Guterrez to the Public Libraries of Saginaw Board with a term to expire June 30, 2014.

REPORTS FROM MANAGER:

Management Update:

1. Financial update on fiscal year 2010 year-end close.

Recommended Actions:

1. Recommending that the Interlocal Agreement between the County of Saginaw and the City of Saginaw to receive and administer funds under the Byrne "JAG" Grant be approved and that the City Manager or his designee be authorized to execute it and any related documents. This agreement has been approved by the City Manager as to substance and the City Attorney as to form.
2. Recommending approval of the two-year extension of the Right of Way Telecommunications Permit with AT&T Michigan, and authorizing the City Manager or his designee to execute it and any related documents. This Agreement has been approved by the City Manager as to substance and the City Attorney as to form.
3. Recommending that payment be made to BS&A Software in the amount of \$3,405.00 for the renewal of annual software maintenance and support. The maintenance covers the Equalizer Assessing system, the main property assessing software used by the Fiscal Services Department, Assessor's Division, and includes all support and updates to the software for one year. Funds for this payment are budgeted and available in the Technical Services Operating Services Account, No. 658 1720 711 80 05.
4. Recommending that payment be made to Acom Solutions for the renewal of annual license fees, software/hardware maintenance and support and that a purchase order be approved and issued to them in the amount of \$4,749.00. Funds for this payment are budgeted and available in the Technical Services Operating Services Account, No. 658 1720 711 80 05.
5. Recommending that payments be made to SunGard Public Sector, Inc., for software maintenance and license fees in an amount not to exceed \$161,200.00, invoiced for maintenance and license fees on a quarterly basis. Funds for these payments are budgeted and available in the Technical Services Operating Services Account, No. 658 1720 711 80 05 (\$148,000.00) and Technical

Services Training and Development Account, No. 658 1720 711 80 90 (\$13,200.00).

6. Recommending that the low bid received from Environmental Consulting and Training of Michigan be accepted and that purchase orders be issued up to \$50,000.00 for fiscal year 2010-2011 for an asbestos survey contractor. Asbestos surveys are required as a part of our demolition process to determine the location and quantity of Asbestos Containing Materials (ACM) at each demolition site. Funds are budgeted and available in the Community Development Block Grant Codes Compliance Demolitions Account, No. 275 6572 761 80 25 (\$25,000.00) and NSPII Demolitions Account, No. 279 6551 761 80 25 (\$25,000.00).
7. Recommending that the low bid received from First Ward Community Center be accepted and a purchase order issued to them in the amount of \$17,259.00 for the Section Three Strategic Plan. Funds are budgeted in the NSPII Professional Services Account, No. 279 6551 761 80 01.
8. Recommending that the 3-year lease agreement for office space to be utilized by NSPII staff in the amount of \$54,000.00 with First Congregational Church be approved and that the City Manager or his designee be authorized to execute all necessary documents. This agreement has been approved by the City Manager as to substance and the City Attorney as to form. Funds are available in the Neighborhood Stabilization Fund NSPII Other Services Rent & Taxes Account, No. 279 6551 761 80 62.
9. Recommending that bids be accepted and individual purchase orders issued not to exceed \$2,000,000.00 for fiscal year 2010-2011 for demolitions contractors. Individual demolitions will be awarded based on low bid, the availability of the contractor to perform the work, the contractor must be current with the assigned work or the contractor can assist the City of Saginaw in meeting Section Three requirements. Funds are budgeted and available in the CDBG Fund Code Demolitions Account, No. 275 6511 761 80 25 (\$250,000.00), Neighborhood Stabilization Project Funds – NSPII – Demolition Account, No. 279 6511 761 80 25 (\$1,500,000.00), and General Fund Inspections Demolition Account, No. 101 3865 761 80 25 (\$250,000.00).
10. Recommending approval of five (5) Agreements with ADT Security Services, Inc. (“ADT”). Each Agreement is for a 5-year term. The total amount of these Agreements is \$70,130.00. Purchase orders will be issued for the annual maintenance and service fees in the amount of \$14,026.000 for each fiscal year (2011-2015). Funds for the Agreements are budgeted in the General Fund Building and Grounds Maintenance Account, No. 101 7575 821 80 05 (\$18,975.00 or \$3,795.00 per year), General Fund Police Building Maintenance Account, No. 101 3014 721 80 05 (\$14,065.00 or \$2,813.00 per year), Public

Works Building Operating Fund Account, No. 641 4439 811 80 05 (\$12,925.00 or \$2,585.00 per year), Water and Sewer Operation & Maintenance Fund Account, Nos. 591 4721 861 80 05 (\$12,082.00 or \$2,416.50 per year), and 590 4821 861 80 05 (\$12,082.50 or \$2,416.50 per year) for fiscal year 2011 and will be budgeted in the same accounts for the same amount for fiscal years 2012-2015.

11. Recommending that the low bid from Professional Service Industries for material testing be accepted and that the City Engineer be authorized to approve and issue individual purchase orders of varying amounts up to the authorized amount of \$24,965.00, from July 1, 2010 through June 30, 2013. Funds for these services are budgeted in various City departmental accounts for fiscal year 2011 and will be budgeted in those same accounts for fiscal years 2012 and 2013.
12. Recommending that a blanket purchase order be approved for Airgas Great Lakes in the amount of \$3,000.00 for the purchase of propane gas. Funds for this purchase are budgeted in the Major Streets – Routine Maintenance – Parts & Supplies Account, No. 202 4651 841 73 30 (\$1,500.00) and Local Streets – Routine Maintenance – Parts & Supplies Account, No. 203 4651 841 73 30 (\$1,500.00).
13. Recommending that the sole bid from Saginaw Asphalt be accepted and a blanket order be issued to them in the amount of \$293,700.00 for the purchase of an annual supply of hot and cold asphalt. Funds for this purchase is available in the Local and Major Streets Street and Road Materials Account Nos. 203 4651 841 83 40 (\$8,700.00), 202 4651 841 73 40 (\$60,000.00), and Water Operation and Maintenance and Sewer Operation and Maintenance Street and Road Materials Account Nos. 591 4721 861 73 40 (\$170,000.00) 590 4821 861 73 40 (\$55,000.00).
14. Recommending that a blanket purchase order be approved for Amerigas in the amount of \$4,000.00 for the purchase of propane gas. Funds are budgeted in the Rubbish Collection Parts and Supplies Account, No. 226 4587 841 73 30.
15. Recommending acceptance of the quote and issuance of a purchase order to Waste Management in an amount not to exceed \$20,000.00 for the purchase of mixed waste and recycling containers. Funds are budgeted in the Rubbish Collection Operating Services Account, No. 226 4582 841 80 05.
16. Recommending that the low bid received from Glidden Professional Paints be accepted and purchase orders be issued to them in the amount of \$1,850.00 for fiscal year 2011 and \$1,950.00 for fiscal year 2012 for the purchase of coal tar epoxy. Funds for this purchase are budgeted in the Sewer Operation and Maintenance Parts & Supplies Account, No. 590 4830 861 73 30 for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012.

17. Recommending that the bid received from Glidden Professional Paints be accepted and purchase orders be issued to them in the amount of \$8,669.08 for fiscal year 2011 and \$8,669.08 for fiscal year 2012 for the purchase of paint for the Wastewater Treatment Plant. Funds for this purchase are budgeted in the Sewer Operation and Maintenance Parts & Supplies Account, No. 590 4830 861 73 30 for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012.
18. Recommending that the quote from Super-Flite Oil Company, Inc. be accepted and that a purchase order be issued to them in the amount of \$13,731.25 for the purchase of coal slag. Funds for this purchase are budgeted in the Sewer Operation and Maintenance Parts & Supplies Account, No. 590 4830 861 73 30.
19. Recommending that the bid from Mead & Sons Contracting be accepted and purchase orders be approved and issued to them in the amount of \$16,800.00 for fiscal year 2011 and \$18,200.00 for fiscal year 2012 for the cost of annual dozing and grading. Funds for these purchases are budgeted in the Water Operation and Maintenance Operating Services Account, No. 591 4721 861 80 05 (\$8,400.00) and Sewer Operation and Maintenance Operating Services Account, No. 590 4821 861 80 05 (\$8,400.00) for fiscal year 2011 and will be budgeted in the same account numbers respectively in the amount of \$9,100 each for fiscal year 2012.
20. Recommending that the extension from PVS Technologies, Inc. be accepted and a purchase order be approved and issued to them in the amount of \$132,000.00. This is a price extension of the existing joint bid with other communities in the area and PVS Technologies, Inc. and for the purchase of ferric chloride. Funds for this purchase are budgeted in the Water Operation and Maintenance Chemicals Account, No. 591 4730 861 73 02.
21. Recommending that the low bid from Andersen Radio, Inc. for radio repair services be accepted and that purchase orders be issued to them in the amount of \$10,000.00 for fiscal year 2011, \$10,000.00 for fiscal year 2012 and \$10,000 for fiscal year 2013. The total bid amount exceeds the budget, but these bids were issued as an estimate of price per hour for repair on an as needed basis. Costs may be more or less than the total bid price. The total cost to date for fiscal year 2010 is \$5,599.38 and the total cost for fiscal year 2009 was \$6,979.39. Costs have not exceeded the budgeted amount of \$10,000.00 for the last two years, so it is recommended that \$10,000.00 for the purchase order be accepted. Funds for these purchases are budgeted in the Radio Operations Account, No. 660 4422 791 97 20 (\$10,000.00) for fiscal year 2011 and will be budgeted in the same account for fiscal years 2102 and 2013.
22. Recommending that a purchase order be issued to each vendor for a total of \$59,148.00 for the purchase of original equipment manufacturer vehicle parts

and supplies. The City's Municipal Garage requires the purchase of a vast array of original equipment manufacturer vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2010 to June 30, 2011. Funds for these purchases are budgeted in the Motor Pool Operation Motor Vehicle Supplies Account, No. 661 4480 841 73 12.

23. Recommending that a purchase order be issued to each vendor for a total of \$112,599.00 for various repairs to fleet vehicles. The City's Municipal Garage requires the services of vendors for various repairs from July 1, 2010 to June 30, 2011. Funds for these services are budgeted in the Motor Pool Operation Motor Vehicle Repairs Account, No. 661 4480 841 80 42.
24. Recommending that a purchase order be issued to each vendor for a total of \$174,040.00 for the purchase of original equipment manufacturer vehicle parts and supplies. The City's Municipal Garage requires the purchase of a vast array of original equipment manufacturer vehicle parts and supplies for the maintenance of fleet vehicles from July 1, 2010 to June 30, 2011. Funds for these purchases are budgeted in the Motor Pool Operation Motor Vehicle Supplies Account, No. 661 4480 841 73 12.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorization to permit the sale of alcoholic beverages by the Drunken Monkey Tattoo Shop on public property in the 300-block of South Hamilton between Van Buren and Cass Streets on July 30 and July 31, 2010.
2. Authorization to allow the Drunken Monkey Tattoo Shop to use amplifying equipment in the 300-block of South Hamilton between Van Buren and Cass Streets on July 30 and July 31, 2010.
3. Authorization to allow the use of amplifying equipment at the Boat Dock for a special event sponsored by Latrice Feltson on North Niagara on August 7, 2010.
4. Approval of Cities of Promise Grant Agreement for \$50,000 (# COP-2010-0387 SP 02) for additional walking paths and related improvements at Celebration Park.
5. Approval of an industrial facilities tax exemption certificate for Prints Plus, Inc. located at 2301 N. Michigan.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Coal Slag

**Manager's Recommendation:**

I recommend that the quote from Super-Flite Oil Company Inc. be accepted and that a purchase order be issued to them in the amount of \$13,731.25 for the purchase of coal slag.

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

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Parts and Supplies Account No. 590-4830-861.73-30.

**Justification:**

Coal slag is the media used in the sandblaster for cleaning and preparation prior to the recoating of metal structures throughout the facility. Sealed bids for this product were opened on May 18, 2010. Only one bid was received, from a vendor located in Iowa. The bid was rejected because the product they bid on was an unacceptable alternate to the two products that were specified and because the shipping costs alone were an estimated \$13,000.00. Super-Flite Oil Company is a local company from whom we can pickup the product as needed, eliminating shipping costs.

**Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Coal Tar Epoxy Purchase

**Manager's Recommendation:**

I recommend that the low bid received from Glidden Professional Paints be accepted and purchase orders be issued to them in the amount of \$1,850.00 for fiscal year 2011 and \$1,950.00 for fiscal year 2012 for the purchase of coal tar epoxy.

This vendor 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 budgeted in the Sewer Operation and Maintenance Parts and Supplies Account No. 590-4830-861.73-30 for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012.

**Justification:**

On June 29, 2010, the City received bids for the purchase of coal tar epoxy, which is used as a protective coating on metal to prevent corrosion. Following is a tabulation of the bids received:

	<u>FY2011</u>	<u>FY2012</u>
Glidden Professional Paints Saginaw, MI	\$1,850.00	\$1,950.00
Northeastern Paint Saginaw, MI	\$2,149.00	\$2,199.00

**Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Paint Purchase

**Manager's Recommendation:**

I recommend that the bid received from Glidden Professional Paints be accepted and purchase orders be issued to them in the amount of \$8,669.08 for fiscal year 2011 and \$8,669.08 for fiscal year 2012 for the purchase of paint for the Wastewater Treatment Plant.

This vendor 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 budgeted in the Sewer Operation and Maintenance Parts and Supplies Fund Account No. 590-4830-861.73-30 for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012.

**Justification:**

On May 11, 2010, the City received bids for the purchase of paint to be used throughout the Wastewater Treatment Plant. Six (6) vendors submitted sealed bids and one of them was disqualified because they submitted an alternate product without including the specifications as required. This requirement was specified because we have experienced problems with off brands of paint in the past. The following is a tabulation of the bids received:

	FY 2011	FY 2012
Self Serve Lumber Saginaw, MI	Disqualified	Disqualified

# COUNCIL COMMUNICATION

Glidden Professional Paints Saginaw, MI	\$8,669.08	\$8,669.08
Sherwin Williams Saginaw, MI	\$9,535.10	\$9,535.10
Northeastern Paint Saginaw, MI	\$11,165.90	\$11,165.90
Tiles In Style Saginaw, MI	\$12,567.60	\$13,128.20
Nelson Paint Saginaw, MI	\$16,232.60	\$16,662.60

## **Council Action**

Council \_\_\_\_\_ moved that the recommendation of the  
City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Annual Acom Solutions Renewal

**Manager's Recommendation:**

I recommend that payment be made to Acom Solutions for the renewal of annual license fees, software/hardware, maintenance and support. I also recommend that a purchase order be approved and issued to them in the amount of \$4,749.00. 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 Operating Services Account No. 658-1720-711.8005.

**Justification:**

Maintenance and license agreements require the periodic payment of fees. This annual renewal of license and maintenance fees is for a 12-month period and did not increase from last year. License fee payments are required to use copyrighted programs.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Annual BS&A Software maintenance/support renewal payment

**Manager's Recommendation:**

I recommend that payment be made to BS&A Software, in the amount of \$3,405.00, for the renewal of annual software maintenance/support. The maintenance covers the Equalizer Assessing system, the main property assessing software used by the Fiscal Services Department, Assessor's Division, and includes all support and updates to the software for 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 Operating Services Account No. 658-1720-711.80-05.

**Justification:**

The City annually renews our maintenance and license fees for BS&A Software. This annual renewal of maintenance and license fees is for a 12-month period.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** SunGard Public Sector Inc., Software Annual Maintenance and License Fee and Learning Subscription

**Manager's Recommendation:**

I recommend that payments be made to SunGard Public Sector Inc., for software maintenance and license fees, a Blended Web Learning +80 subscription and trainer travel expense reimbursement in a total amount not to exceed \$161,200.00, pursuant to the HTE Software License Agreement and Supplemental Software License and Services Agreement approved by City Council on October 27, 1997, as part of the IBM Technology Upgrade Plan. SunGard Public Sector Inc. invoices the City of Saginaw for maintenance and license fees on a quarterly basis.

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 these payments are budgeted and are available in the Technical Services Operating Services Account No. 658-1720-711.80-05 (\$148,000.00) and Technical Services Training and Development Account No. 658-1720-711.80-90 (\$13,200.00).

**Justification:**

Maintenance and license agreements require the periodic payment of fees. Maintenance agreements allow the City to obtain periodic software enhancements and use SunGard resources for problem support. License fee payments are required to use copyrighted programs. This communication covers quarterly payments for fiscal year

# COUNCIL COMMUNICATION

2011. Our agreement with SunGard Public Sector Inc., allows an annual increase in fees equal to the Consumer Price Index. This communication also covers payment for a Blended Web Learning +80 subscription and travel reimbursement to SunGard in the event travel to Saginaw is required for personalized training. The Learning subscription allows an unlimited number of City employees to participate in more than 400 live group web-based classes and 1,100 on demand web-based classes. Sessions are usually not more than 2 hours in duration and can be accessed from any workstation. No travel costs are incurred for Web-based training. Classes provide information about SunGard application features and processes, new product offerings, technical infrastructure and non-SunGard specific topics and services such as Word, Excel, time management and communication. This subscription also allows 80 hours of instructor-led training. The training method can be blended which means it can be done on site, over the phone or over the web.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Authorization to Allow the Sale of Alcoholic Beverages in the 300 Block of South Hamilton Between Van Buren and Cass Streets

**Manager's Recommendation:**

I recommend approval of a Resolution authorizing the sale of alcoholic beverages in the 300 Block of South Hamilton between Van Buren and Cass Streets, which is public property, during the annual Altered Skin Revolution fundraiser sponsored by the Drunken Monkey Tattoo Shop ("Drunken Monkey"), to be held on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010.

**Justification:**

On July 30<sup>th</sup> and July 31<sup>st</sup>, 2010, the annual Altered Skin Revolution fundraiser sponsored by the Drunken Monkey will be held in the 300 Block of South Hamilton, between Van Buren and Cass Streets. The Drunken Monkey has requested that the City allow it to provide alcoholic beverages to its guests for sale during this special event. Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances states that City Council can authorize the consumption of alcoholic beverages on public property if the vendor provides the following to the City:

- (1) The precise location where said beverages are to be sold and consumed;
- (2) The dates and times for said activities;
- (3) A proper state license for the sale and consumption of alcoholic beverages at the place and times listed in subsection (1) and (2) above;
- (4) Adequate public liability and property damage insurance for the benefit of the City with a company licensed to sell insurance by the state;
- (5) Such other insurance as the City Council deems adequate for the benefit of the City;



# COUNCIL COMMUNICATION

- (6) Adequate personnel to control the premises where the alcoholic beverages are to be sold and consumed; and
- (7) Such other reasonable requirements as said City Council deems appropriate.

The Drunken Monkey will provide the proper documents to the City by July 16, 2010. If it fails to provide the documentation by the date specified, the event sponsor will not be allowed to sell alcoholic beverages in the 300 Block of South Hamilton between Van Buren and Cass Streets on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010. The City has set insurance requirements and all insurance certificates must be reviewed and approved by the City Attorney prior to the event.

**Council Action:**

Council \_\_\_\_\_ moved the recommendation of the City Manager be approved and that a Resolution be adopted.

# COUNCIL COMMUNICATION

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

RESOLUTION TO PERMIT THE SALE OF ALCOHOLIC BEVERAGES

BY THE DRUNKEN MONKEY TATTOO SHOP ON PUBLIC PROPERTY IN THE

300 BLOCK OF SOUTH HAMILTON BETWEEN VAN BUREN AND CASS STREETS

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, the Drunken Monkey Tattoo Shop ("Drunken Monkey") plans to host its annual Altered Skin Revolution fundraiser in the 300 block of South Hamilton Street between Van Buren and Cass Streets on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010; and

WHEREAS, the Drunken Monkey has requested that it be allowed to sell alcoholic beverages on public property; and

WHEREAS, City Council can provide authorization for the sale of alcoholic beverages on public property; and

WHEREAS, the Drunken Monkey must provide certain documents prior to the event.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the sale of alcoholic beverages on public property during the Altered Skin Revolution fundraiser to be held on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010, in the 300 block of South Hamilton Street between Van Buren and Cass Streets, provided that the Drunken Monkey provides the mandatory information listed in Title XIII,

# COUNCIL COMMUNICATION

Section 132.01(C) of the Saginaw Code of Ordinances no later than July 16, 2010, to the proper City officials.

BE IT FURTHER RESOLVED, if the Drunken Monkey does not provide the documents by July 16, 2010, it will not be allowed to sell alcoholic beverages in the 300 block of South Hamilton between Van Buren and Cass Streets during the Altered Skin Revolution fundraiser.

BE IT FURTHER RESOLVED, that all insurance requirements have been set by the City and all insurance certificates must be reviewed and approved by the City Attorney prior to the event.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Authorization to Allow the Drunken Monkey Tattoo Shop to Use Amplifying Equipment in the 300 Block of South Hamilton Between Van Buren and Cass Streets

**Manager's Recommendation:**

I recommend approval of a Resolution authorizing the use of amplifying equipment for a special event sponsored by the Drunken Monkey Tattoo Shop ("Drunken Monkey") in the 300 Block of South Hamilton Street between Cass and Van Buren Streets, which is publicly owned property, on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010.

**Justification:**

On July 30<sup>th</sup> and July 31<sup>st</sup>, 2010, the Drunken Monkey will sponsor its annual fundraiser, Altered Skin Revolution, in the 300 Block of South Hamilton Street between Cass and Van Buren Streets, which is publicly owned property. The Drunken Monkey has requested pursuant to a Block Party Permit that the City allow it to use amplifying equipment during the fundraiser. Furthermore, per the Block Party Permit, the event sponsor obtained neighbors' signatures granting permission to close the streets on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010.

**Council Action:**

Council \_\_\_\_\_ moved the recommendation of the City Manager be approved and that a Resolution be adopted.

# COUNCIL COMMUNICATION

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

RESOLUTION TO AUTHORIZE THE DRUNKEN MONKEY TATTOO SHOP TO USE  
AMPLIFYING EQUIPMENT IN THE 300 BLOCK OF SOUTH HAMILTON BETWEEN  
VAN BUREN AND CASS STREETS

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, the Drunken Monkey Tattoo Shop ("Drunken Monkey") plans to host a fundraiser, Altered Skin Revolution, in the 300 Block of South Hamilton Street between Van Buren and Cass Streets on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010; and

WHEREAS, the Drunken Monkey has requested that it be allowed to use amplifying equipment during the fundraiser; and

WHEREAS, the Drunken Monkey obtained the signatures of neighboring residents; and

WHEREAS, City Council can provide authorization for the use of amplifying equipment on public property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment on public property during the fundraiser to be held on July 30<sup>th</sup> and July 31<sup>st</sup>, 2010, in the 300 Block of South Hamilton between Van Buren and Cass Streets.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Extension of Telecommunications Permit with AT&T

**Manager's Recommendation:**

I recommend approval of the two-year extension of the Right-of-Way Telecommunications Permit with AT&T Michigan and authorization for the City Manager or his designee to execute it and any related documents. This Agreement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

Michigan Bell Telephone Company, D/B/A AT&T Michigan, was granted a Right-of-Way Telecommunications Permit in 2008 pursuant to the Metropolitan Extension Telecommunications Right of Way Oversight Act ("METRO Act"); Act No. 48 of the Public Acts of 2002, as amended. The METRO Act determines all aspects of the permit and creates the METRO Authority that collects all fees paid by telecommunications providers and makes payments to municipalities.

The Agreement expired by its own terms on April 21, 2010, and this will extend the agreement another two years. The grant of this extension will not change the relationship between the parties, the requirements for constructing or maintaining lines in the public right-of-way or the payment of fees for their use.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation from the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Authorization to Allow the Use of Amplifying Equipment at the Boat Dock on North Niagara

**Manager's Recommendation:**

I recommend approval of a Resolution authorizing the use of amplifying equipment for a special event sponsored by Latrice Feltson at the Boat Dock on North Niagara, which is publicly owned property, on August 7, 2010.

**Justification:**

On August 7, 2010, Ms. Feltson plans to host a wedding reception on the Boat Dock on North Niagara, which is publicly owned property. Ms. Feltson has requested that the City allow her to use amplifying equipment during the Wedding Reception, provided that Ms. Feltson provides the mandatory insurance for the size of the crowd and because of the event is being held near the water. Ms. Feltson will provide the proper documents to the City by July 16, 2010. If she fails to provide the documentation by the date specified, she will not be allowed to host the Wedding Reception on August 7, 2010. The City has set insurance requirements and all insurance certificates must be reviewed and approved by the City Attorney prior to the event.

**Council Action:**

Council \_\_\_\_\_ moved the recommendation of the City Manager be approved and that a Resolution be adopted.

# COUNCIL COMMUNICATION

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

RESOLUTION TO AUTHORIZE THE USE OF AMPLIFYING EQUIPMENT AT THE  
BOAT DOCK ON NORTH NIAGARA

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, Latrice Feltson plans to host a Wedding Reception at the Boat Dock on North Niagara on August 7, 2010; and

WHEREAS, Ms. Feltson has requested that she be allowed to use amplifying equipment during the Wedding Reception; and

WHEREAS, City Council can provide authorization for the use of amplifying equipment on public property.

WHEREAS, Ms. Feltson must provide certain documents prior to the event.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment on public property during the Feltson Wedding Reception to be held on August 7, 2010, at the Boat Dock on North Niagara, provided that Ms. Feltson provides the mandatory insurance for the size of the crowd and because of the event is being held near the water.

BE IT FURTHER RESOLVED, if Ms. Feltson does not provide the documents by July 16, 2010, she will not be allowed to host the Wedding Reception on August 7, 2010, nor use sound amplifying equipment at the Boat Dock on North Niagara on public property during the Wedding Reception.

BE IT FURTHER RESOLVED, that all insurance requirements have been set by the City and all insurance certificates must be reviewed and approved by the City Attorney prior to the event.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Cities of Promise Grant - #COP-2010-0387 SP 02

**Manager's Recommendation:**

I recommend approval of the grant agreement between the Michigan State Housing and Development Authority ("MSHDA") and the City and that the Mayor be authorized to execute this agreement and all related documents. I have approved the Contract as to substance and the City Attorney as to form.

**Justification:**

MSHDA is providing a \$50,000 grant to the City. This grant will be used to provide additional walking paths and related improvements at Celebration Park, as part of the repurposing of the former Andersen Water Park located at 1830 Fordney Street. The terms of this grant agreement are between June 28, 2010 and December 31, 2010. The Cities of Promise panel recommended the grant allocation and use.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

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

RESOLUTION TO APPROVE CITIES OF PROMISE GRANT - #COP-2010-0387 SP

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, the City of Saginaw applied to the Michigan State Housing and Development Authority as part of the Governor's Cities of Promise Program for grant assistance to provide walking paths and related improvements at Celebration Park, as part of the repurposing of the former Andersen Water Park located at 1830 Fordney Street; and

WHEREAS, on June 28, 2010, the City of Saginaw was notified that it was successful in securing a grant for \$50,000;

NOW, THEREFORE, BE IT RESOLVED, that City Council of the City of Saginaw hereby gratefully accepts the award and all of the provisions of the grant agreement of The Cities of Promise, and;

BE IT FURTHER RESOLVED, that the Mayor or his designee be authorized to execute all grant documents.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** ADT Security Services, Inc. Agreements

**Manager's Recommendation:**

I recommend approval of five (5) Agreements with ADT Security Services, Inc. ("ADT"). Each Agreement is for a term of five (5) years. The total amount of the Agreements is \$70,130.00. Purchase orders will be issued for the annual maintenance and service fees in the following amounts: for fiscal year 2011 (\$14,026.00), fiscal year 2012 (\$14,026.00), fiscal year 2013 (\$14,026.00), fiscal year 2014 (\$14,026.00) and fiscal year 2015 (\$14,026.00). The Agreements have been approved by me as to substance and the City Attorney as to form.

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 the Agreements are budgeted in the General Fund Building and Grounds Maintenance Account No. 101-7575-821.80-05 (\$18,975.00 or \$3,795.00 per year), General Fund Police Building Maintenance Account No. 101-3014-721.80-05 (\$14,065.00 or \$2,813.00 per year), Public Works Building Operation Fund Account No. 641-4439-811.80-05 (\$12,925.00 or \$2,585.00 per year), Water and Sewer Operation and Maintenance Fund Account Nos. 591-4721-861.80-05 (\$12,082.50 or \$2,416.50 per year) and 590-4821-861.80-05 (\$12,082.50 or \$2,416.50 per year) for fiscal year 2011 and will be budgeted in the same accounts for the same amounts for fiscal years 2012 - 2015.

# COUNCIL COMMUNICATION

## **Justification:**

On March 23, 2010, the City received proposals for five (5) Agreements with ADT for the access security systems at the following buildings: City Hall, Public Services, Maintenance and Services and the Police Station. A cost comparison shows no increase over the City's last Agreement with ADT. Reviews of the Agreements disclose they contain several terms that are not favorable to the City. Specifically, ADT disclaims all express and implied warranties of merchantability and fitness on parts installed and limits the City's remedies to repair and replacement. By law, the City would also be entitled to a refund as a remedy. ADT limits liability for third party claims to \$1,000.00 or 10% of the contract price, whichever is greater. ADT also restricts the City's statutory right to file a lawsuit based upon a breach of contract claim from six (6) years to one (1) year. It is recommended that the City accept the Agreements in their present form, as these terms and conditions are standard in the industry.

## **Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

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

## INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE

### FOR PRINTS PLUS, INC., 2301 N. MICHIGAN

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, Prints Plus, Inc, did on June 26, 2009, file its application for an Industrial Facilities Tax Exemption Certificate as provided by Act 198, P.A. of 1974, as amended, hereinafter referred to as the Act, receipt of said application having been reported to City Council on July 27, 2009, and said application being on file in City Clerk's File 09-15; and

WHEREAS, the Council has carefully considered said application and all information pertinent thereto.

NOW, THEREFORE, BE IT RESOLVED, that the Council hereby finds and determines as follows:

1. The Council of the City of Saginaw on May 1, 2006, on the petition of Prints Plus, Inc. did lawfully establish in the City of Saginaw, an Industrial Development District pursuant to the Act, said district comprising that certain piece or parcel of land in the State of Michigan, County of Saginaw and City of Saginaw under the City of Saginaw Tax Roll No. 13 0391 00000, commonly known as 2301 N. Michigan Avenue, Saginaw, Michigan.

2. Upon receiving all necessary information on the above-mentioned application for an Industrial Facilities Tax Exemption Certificate from Prints Plus, Inc., the City Clerk did notify in writing the Assessor of the City of Saginaw and the legislative body of each

# COUNCIL COMMUNICATION

taxing unit which levies ad valorem property taxes in the City of Saginaw, this being the governmental unit in which the facility for an Industrial Facilities Tax Exemption Certificate is sought to be located, said taxing units being the Saginaw City Assessor, Saginaw Intermediate School District, Saginaw Board of Education, County of Saginaw, Public Libraries of Saginaw, Delta College and Saginaw Transit Authority Regional Services, enclosing a copy of the above-described application for Industrial Facilities Tax Exemption Certificate and notifying each that it would be given an opportunity to be heard on this matter by the Council at its regular meeting on Monday, July 12, 2010.

3. The Council has on Monday, July 12, 2010, afforded Prints Plus, Inc., the Assessor of the City of Saginaw, and a representative of each affected taxing unit an opportunity for a hearing on the above-mentioned application for Industrial Facilities Tax Exemption Certificate, and the Council has given due consideration to all information presented at said hearing.

4. The City Assessor has heretofore determined and furnished to the Council the value of the property to which the above-mentioned application pertains, the aggregate state equalized valuation of real and personal property which would be exempt from ad valorem taxes under the Act in the City of Saginaw after granting the above-petitioned Industrial Facilities Tax Exemption Certificate and the sum of the state equalized valuation of the City of Saginaw and the aggregate state equalized valuation of real and personal property exempt from ad valorem taxes under the Act in the City of Saginaw.

5. Construction of the facility or installation of machine and equipment, which is the subject of the above-mentioned application, was not begun earlier than six (6)

# COUNCIL COMMUNICATION

months before the filing of the application for the Industrial Facilities Tax Exemption Certificate.

6. The application filed for the certificate indicates one (1) new job will be created and two (2) current jobs will be retained, in the City of Saginaw, this being the community in which the facility is situated.

7. The aggregate state equalized valuation of real and/or personal property exempt from ad valorem taxes under the Act in the City of Saginaw after granting the Industrial Facilities Tax Exemption Certificate applied for will not exceed 5% of an amount equal to the sum of the state equalized valuation of real and/or personal property exempt from ad valorem taxes under the Act in the City of Saginaw.

8. Granting of the Industrial Facilities Tax Exemption Certificate considered with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act. No. 255 of the Public Acts of 1978 shall not have the effect of substantially impeding the operation of local government or impairing the financial soundness of any unit of local government.

9. The aforementioned application complies in all respects with the applicable provisions of the Act, and all actions and proceedings necessary for the approval of said application by the Council of the City of Saginaw have been accomplished as required by said public act.

BE IT FURTHER RESOLVED, that the Council of the City of Saginaw does hereby approve the above-described application of Prints, Plus, Inc. for an Industrial Facilities Tax Exemption Certificate for a period of 12 years.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Material Testing

**Manager's Recommendation:**

I recommend that the low bid from Professional Service Industries, be accepted and that the City Engineer be authorized to approve and issue individual purchase orders of varying amounts up to the authorized amount of \$24,965.00, from July 1, 2010 through June 30, 2013.

This vendor 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 these services are budgeted in various City departmental accounts for fiscal year 2011 and will be budgeted in those same accounts for fiscal years 2012 and 2013.

**Justification:**

On June 29, 2010 the City received bids for Material Testing. These services are provided on an as needed basis. The testing services are necessary for quality control of major and local streets resurfacing projects and other city projects. Some projects will use Federal funds and the Federal Highway Administration requires that all construction materials be tested during production and placement.

Following is a tabulation of the bids received:

Professional Service Industries	FY 2011	\$24,965.00
Saginaw, MI	FY 2012	\$24,965.00
	FY 2013	\$24,965.00



# COUNCIL COMMUNICATION

SMAC Testing Saginaw, MI	FY 2011	\$27,840.00
	FY 2012	\$27,840.00
	FY 2013	\$27,840.00
Soil & Material Engineers Bay City, MI	FY 2011	\$27,450.00
	FY 2012	\$28,030.00
	FY 2013	\$28,610.00
Surveying Solutions Standish, MI	FY 2011	\$49,650.00
	FY 2012	\$49,650.00
	FY 2013	\$49,650.00

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation  
of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Demolition Contractor

**Manager's Recommendation:**

I recommend that the bids be accepted and that individual purchase orders be issued not to exceed \$2,000,000 for a demolition contractor. Individual demolitions will be awarded based on low bid, the availability of the contractor to perform the work, the contractor must be current with the assigned work or the contractor can assist the City of Saginaw in meeting Section 3 requirements.

Due to the volume of demolitions which need to occur in a short time period, it is recommend that all bids be accepted with work being awarded to the low bidder. If the contractor does not have the wherewithal to complete the work in a timely manner, at which point work would then begin to be awarded to the next lowest bidder until such time that the low bidder becomes current with assigned work. Furthermore, Section 3 of the HUD regulations requires that the City of Saginaw provide assistance to and foster the building of capacity for any contractors located with the City of Saginaw.

The City of Saginaw intends to, for any contractors, who qualifies under this section, to the greatest extent possible work towards compliance with this section. Additionally, any contractor that is awarded work, particularly under NSP II shall be responsible for compliance with Section 3 HUD regulations.

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 are budgeted and available in the CDBG Fund Code Demolitions Account No. 275-6511-761.80-25 (\$250,000.00), Neighborhood Stabilization Project Funds NSP II Demolition Account No. 279-6551-761.80-25 (\$1,500,000.00), and General Fund Inspections Demolition Account No. 101-3865-761.80-25 (\$250,000.00).

**Justification:**

On June 8, 2010, the City received bids for demolition, transit siding removal and disposal, asbestos removal and disposal, replacements, concrete removal, tree

# COUNCIL COMMUNICATION

removal, and debris removal for various buildings in the City. Following is a tabulation of the bids received:

	Rohde Brothers	Braddock Demolition	Billy's Contracting	S C Environmental	Mead	Bierlien Companies	Dore & Associates
Demo Building	.126175	.14	.14935	.143788	.141368	.19055	.12875
Foundation Removal	1.59135	1.40	1.03	.143788	1.5553	.2884	.206
Transite Siding Removal	.927	1.20	.7725	.9167	1.236	.8755	1.0197
ACM Floor Tile Removal	.927	.7	.8755	.6077	1.4935	.5665	.9785
ACM Caulk Removal	32.96	14	36.05	30.8897	43.775	10.3	46.35
ACM Pipe Insulation Removal	3.6874	4.49	4.635	7.1997	3.7595	4.635	8.24
ACM Duct Insulation Removal	3.6874	4.49	4.635	2.0497	3.7595	4.635	8.24
ACM Duct Tape Removal	3.6874	5	4.635	2.0497	3.5535	2.06	8.24
ACM Pipe Joint Removal	10.30	8	4.635	7.1997	8.858	4.635	10.3
ACM Drywall Removal	1.4729	1	1.3905	3.0797	1.53985	3.605	2.8325
ACM Hard Plaster Removal	1.4729	1	1.442	3.0797	2.06	4.635	4.8925
ACM Attic Insulation Removal	5.7783	1.15	5.665	5.1397	4.5835	4.635	4.3775
Tree Removal 12" – 18"	206	180	309	282.22	396.55	154.5	463.5
Tree Removal > 18"	412	220	1030	488.22	551.05	226.6	721
Debris Removal	25.75	22	15.45	24.72	6.1285	18.54	25.75
Concrete Removal	.69525	.65	.412	.6077	.721	.5047	.5665
Curb Replacement	17.51	5.8	13.39	13.1222	11.7935	14.42	15.45
Lot Grading & Seeding	.103	.1	.1545	.0927	.14935	.1236	.2266
Concrete Replacement	3.8625	2.5	6.6950	5.1397	2.49775	3.605	5.15

# COUNCIL COMMUNICATION

\*\*\* Five Vendors were disqualified for various reasons.

The bid tabulations above reflect a two-year average price and additionally it reflects a three percent (3%) advantage for Braddock Demolition because this business is located within the City limits.

Because of the complexity and variation in demolition costs in order to determine the lowest and best bid a scoring system was used to evaluate the bids of each of the contractors. An evaluation team made up of City staff, which included the Development Director, Licensed Inspector, and dangerous building inspector scored the bids as follows.

Bidder	Score
Rohde Brothers Excavation	106.75
Bierlien Companies	89.25
S C Environmental	89.1
Braddock Demolition	86.25
Billy's Contracting	81.5
Mead	73.5
Dore & Associates	69.5
Owens Contracting	Disqualified
Skabardis Builders	Disqualified
Able Demolition	Disqualified
Martha Brown	Disqualified
Beal Inc.	Disqualified

The bids submitted by these firms meet City specifications and the contractors are currently in compliance with the City's dangerous building demolition contracting policy.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Office Space Lease

**Manager's Recommendation:**

It is recommended that the lease agreement with First Congregational Church be approved and that the City Manager or his designee be authorized to execute all documents necessary. This lease agreement is subject to approval by the City Manager as to substance and the City Attorney as to form.

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

Funds are available in the Neighborhood Stabilization Fund (NSPII) Other Services Rent and Taxes Account No. 279-6551-761.80-62.

**Justification:**

On April 13, 2010 the City of Saginaw received bids for leased office space. This office space is to be utilized by Neighborhood Stabilization Program II (NSP II) staff. Following is a tabulation of the bids received:

	<u>Total Cost</u>
First Congregational Church 403 S. Jefferson, Saginaw	\$54,000.00
SSP Associates 1100 S. Washington, Saginaw	\$90,000.00

The above numbers reflect the total cost for the lease with a term of three (3) years. First Congregational Church meets the Department of Development requirements.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Asbestos Survey Contractor

**Manager's Recommendation:**

I recommend that the low bid from Environmental Consulting and Training of MI be accepted and that purchase orders be issued up to \$50,000.00 for an asbestos survey contractor.

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

Funds are budgeted and available in the Community Development Block Grant Codes Compliance Demolitions Account No. 275-6572-761.80-25 (\$25,000), and NSPII Demolitions Account No. 279-6551-761.80-25 (\$25,000).

**Justification:**

On June 8, 2010, the City received bids for asbestos surveys. Asbestos surveys are required as a part of our demolition process to determine the location and quantity of Asbestos Containing Materials (ACM) at each demolition site. These surveys are then used by the demolition contractor to perform the ACM abatement prior to demolition. Environmental Consulting and Training of MI has experience working in our program and is qualified to perform this service under Michigan Law. Following is a tabulation of the bids received:

# COUNCIL COMMUNICATION

Company	Address	Bid Amount
Environmental Consulting & Training of MI	P.O. Box 520 Chesaning, MI 48616	\$145/ per address
Red Cedar Consulting	P.O. Box 13216 Lansing, MI 48901	\$350/ per address
Arch Environmental Group	23937 Research Dr. Farmington Hills, MI 48335	\$369/ per address
ATC Associates Inc.	46555 Humbolot Dr. Novi, MI 48377	\$425/ per address
Compli Chek	2709 Geert Court Lansing, MI 48910	\$450/ per address
Beal Inc.	221 Felch Ann Arbor, MI 48103	\$450/ per address
Bonus Environmental	P.O. Box 121 Mt. Pleasant, MI 48804	\$575/ per address
Applied Science and Technology Inc.	10448 Citation Dr. Suite 100 Brighton, MI 48116	\$600/ per address
Environmental Testing & Consulting Group	38900 Huron River Dr. Romulus, MI 48174	\$600/ per address
AKT Peerless Environmental & Energy Services	214 Janes Saginaw, MI 48607	\$685/ per address
Professional Service Ind. Inc.	1901 S. Meyers Road Oakbrook Terrace, IL 60181	\$749/ per address
Bierlein Companies, Inc.	2000 Bay City Rd. Midland, MI 48642	\$935/ per address

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Ferric Chloride Purchase

**Manager's Recommendation:**

I recommend that the extension from PVS Technologies, Inc be accepted and a purchase order be approved and issued to them in the amount of \$132,000.00 for the purchase of ferric chloride.

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

Funds for this purchase are budgeted in the Water Operation and Maintenance Chemicals Account No. 591-4730-861.73-02.

**Justification:**

On May 28, 2010, a letter was received from PVS Technologies, Inc. formally offering a contract extension at the same price for the communities of Midland, Bay City and Bay County for Ferric Chloride. The Saginaw Water Plant entered into a joint-bid with these communities, for this chemical. Our current supplier is already PVS Technologies and they offered the same pricing as the extension price for these other communities. Liquid Ferric Chloride is used as a coagulant in the treatment process. The cost is a 6.9% increase over the price paid for the same chemical during fiscal year 2010.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Annual Dozing and Grading

**Manager's Recommendation:**

I recommend that the bid from Mead & Sons Contracting be accepted and purchase orders be approved and issued to them in the amount of \$16,800.00 for fiscal year 2011 and \$18,200.00 for fiscal year 2012 for the cost of annual dozing and grading.

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

Funds for these purchases are budgeted in the Water Operation and Maintenance Operating Services Account No. 591-4721-861.80-05 (\$8,400.00) and Sewer Operation and Maintenance Operating Services Account No. 590-4821-861.80-05 (\$8,400.00) for fiscal year 2011 and will be budgeted in the same account numbers respectively in the amount of \$9,100.00 for fiscal year 2012.

**Justification:**

The Right of Way Division, Maintenance and Service Section, received bids for an annual amount of dozing and grading on an "as needed" basis. Following is a tabulation of the bids received.

Mead and Sons Contracting	\$16,800.00	FY 2011
Saginaw, MI	<u>\$18,200.00</u>	FY 2012
Total	\$35,000.00	
Land Development Contractors	\$27,900.00	FY 2011
Saginaw, MI	<u>\$29,300.00</u>	FY 2012
Total	\$57,200.00	

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Section Three Strategic Plan

**Manager’s Recommendation:**

I recommend that the low bid from First Ward Community Center be accepted and a purchase order be issued to them in the amount of \$17,259.00 for the Section Three Strategic Plan.

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 NSPII Professional Services Account No. 279-6551-761-8001.

**Justification:**

The Department of Development solicited quotes for a Section Three Strategic Plan to address the specific requirements of the NSPII grant.

The NPSII program requires the City to deliver a comprehensive plan to meet the Section Three requirements in individual employment, contracts, and job training for Section Three residents. Following is a tabulation of the bids received:

	<u>Total Cost</u>
First Ward Community Center Saginaw, MI	\$17,259.00
Robert McDuffy Consulting & Tax Service LLC Saginaw, MI	\$45,000.00

**Council Action:**

Council \_\_\_\_\_ moved that the communication from the City Manager be received and filed.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Propane Gas

**Manager's Recommendation:**

I recommend that a blanket purchase order be approved for Amerigas in the amount of \$4,000.00 for the purchase of propane gas.

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 Rubbish Collection Parts and Supplies Account No. 226-4587-841.73-30.

**Justification:**

The Right of Way Division, Compost Site Section, uses propane gas to heat its facility on Veteran's Memorial Highway. Past usage of propane gas and price increases dictate the need to establish an annual purchase order to ensure an adequate supply for the year.

**Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Radio Repair Services

**Manager's Recommendation:**

I recommend that the low bid from Anderson Radio, Inc., be accepted and that purchase orders be issued to them in the amount of \$10,000.00 for fiscal year 2011, \$10,000.00 for fiscal year 2012 and \$10,000.00 for fiscal year 2013 for radio repair services.

The bids were issued as an estimate of price per hour for repair on an as needed basis. Costs may be more or less than the total bid price. The total cost to date for fiscal year 2010 is \$5,599.38 and the total cost for fiscal year 2009 was only \$6,979.39. Since costs have not exceeded the budget amount of \$10,000.00 for the last two years, it is recommended that \$10,000.00 for the purchase order be accepted.

This vendor 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 these purchases are budgeted in the Radio Operations Account No. 660-4422-791.97-20 (\$10,000.00) for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012 and fiscal year 2013.

**Justification:**

On June 8, 2010 the City received bids for radio repair services. The services quoted were per each and hourly rates on an "as needed basis" to service the equipment used citywide, including radio base stations and antennas. These services include all radio communication equipment for various city departments.

# COUNCIL COMMUNICATION

Following is a tabulation of the bids received:

Anderson Radio	FY 2011	\$16,800.00
Bay City, MI	FY 2012	\$16,800.00
	FY 2013	\$16,800.00
Comsource Inc.	FY 2011	\$21,180.00
Rochester Hills, MI	FY 2012	\$21,180.00
	FY 2013	\$21,180.00

## **Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Original Equipment Manufacturer Vehicle Parts & Supplies

**Manager's Recommendation:**

I recommend that a purchase order be issued to each vendor listed below for the amounts listed, totaling \$59,148.00 for the purchase of original equipment manufacturer vehicle parts and supplies.

These vendors meet 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 these purchases are budgeted in the Motor Pool Operation Motor Vehicle Supplies Account No. 661-4480-841.73-12.

**Justification:**

The City's Municipal Garage requires the purchase of a vast array of Original Equipment Manufacturer vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2010 to June 30, 2011. A yearly contract proposal is not feasible because there is no easy way to determine the quantities and parts that will be required in any given time period. Issuing individual purchase orders is costly and administratively time consuming; therefore, as in past years, we are requesting authorization to issue blanket purchase orders as follows:

AirGas Saginaw, MI	\$ 6,400.00
Alro Steel Bay City, MI	\$ 4,400.00

# COUNCIL COMMUNICATION

Bader Bros Inc. Birch Run, MI	\$ 3,400.00
Bushey's Radiator & Glass Saginaw, MI (in-city)	\$ 2,000.00
Draper Chevrolet Saginaw, MI	\$ 4,249.00
Graff Truck Center Saginaw, MI	\$ 7,000.00
Martin Chevrolet Saginaw, MI	\$ 9,999.00
McDonald Pontiac/GMC Saginaw, MI	\$ 3,000.00
Michigan Cat Saginaw, MI	\$5,400.00
Mid State Bolt & Screw Company Saginaw, MI	\$ 2,900.00
Scientific Brake & Equipment Company Saginaw, MI (in-city)	\$ 3,150.00
Thelen Chrysler Dodge Saginaw, MI	\$ 2, 250.00
Vic Canever Chevrolet Flint, MI	\$ 2,500.00
Weiland Truck Center Saginaw, MI	\$ 2,500.00

Garage personnel will price quote each item and determine the lowest and best vendor. The purchases will then be made and billed to the appropriate purchase order.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Annual Supply of Hot and Cold Asphalt

**Manager's Recommendation:**

I recommend that the sole bid from Saginaw Asphalt be accepted and a blanket order be issued to them in the amount of \$293,700.00 for the purchase of an annual supply of hot and cold asphalt.

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 Local and Major Streets Street and Road Materials Account Nos. 203-4651-841.73-40 (\$8,700.00), 202-4651-841.73-40 (\$60,000.00), and Water Operation and Maintenance and Sewer Operation and Maintenance Street and Road Materials Account Nos. 591-4721-861.73-40 (\$170,000.00), 590-4821-861.73-40 (\$55,000.00).

**Justification:**

The Department of Public Services, Right of Way Division, requires hot and cold asphalt for temporary and permanent repairs of streets and water and sewer excavations. Saginaw Asphalt submitted the only bid for these materials. Following is a tabulation of the bids received:

Saginaw Asphalt Saginaw, MI	
Hot Mix 13A	\$ 54,800.00
Hot Mix 36A	\$ 90,900.00
Cold Patch CP-5	\$110,500.00
Cold Patch CP-6&7	<u>\$ 37,500.00</u>
Total	\$293,700.00

**Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Original Equipment Manufacturer Vehicle Parts & Supplies

**Manager's Recommendation:**

I recommend that a purchase order be issued to each vendor listed below for the amounts listed, totaling \$174,040.00 for the purchase of original equipment manufacturer vehicle parts and supplies.

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

Funds for these purchases are budgeted in the Motor Pool Operation Motor Vehicle Supplies Account No. 661-4480-841.73-12.

**Justification:**

The City's Municipal Garage requires the purchase of a vast array of Original Equipment Manufacturer vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2010 to June 30, 2011. A yearly contract proposal is not feasible because there is no easy way to determine the quantities and parts that will be required in any given time period. Issuing individual purchase orders is costly and administratively time consuming; therefore, as in past years, we are requesting authorization to issue blanket purchase orders as follows:

Spartan Distributors Detroit, MI	\$4,000.00
Scientific Brake & Equipment Saginaw, MI (in-city)	\$10,000.00
Diesel Truck Sales Saginaw, MI (in-city)	\$5,000.00

# COUNCIL COMMUNICATION

AIS Bridgeport, MI	\$10,000.00
Ritter Tech Saginaw, MI (in-city)	\$2,990.00
Mid-State Bolt Flint, MI	\$2,900.00
Bridgeport Equipment Bridgeport, MI	\$11,500.00
Flint New Holland Burton, MI	\$10,000.00
Fecon (Screener) Cincinnati, OH	\$5,000.00
Weller's Truck Parts Grand Rapids, MI	\$5,000.00
Bell Equipment Lake Orion, MI	\$19,000.00
Larry's Auto Saginaw, MI (in-city)	\$38,000.00
Scott Tire Sales Saginaw, MI (in-city)	\$39,250.00
Consumer Auto Parts Saginaw, MI (in-city)	\$7,900.00
Larry Auto (Mechanics Allowance 7x\$500) Saginaw, MI (in-city)	\$3,500.00

Garage personnel will price quote each item and determine the lowest and best vendor. The purchases will then be made and billed to individual purchase order.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Services of Local Vendors

**Manager's Recommendation:**

I recommend that a purchase order be issued to each vendor below for the amounts listed, totaling \$112,599.00 for various repairs of fleet vehicles.

These vendors meet 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 these services are budgeted in the Motor Pool Operation Motor Vehicle Repairs Account No. 661-4480-841.80-42.

**Justification:**

The City's Municipal Garage requires the services of vendors for the various repairs of fleet vehicles from July 1, 2010 to June 30, 2011. A yearly contract proposal is not feasible because there is no easy way to determine the quantities and types of repairs that will be required in any given time period. Issuing individual purchase orders is costly and administratively time consuming; therefore, as in past years, we are requesting authorization to issue blanket purchase orders as follows:

Discount Transmissions Saginaw, MI (in-city)	\$ 7,000.00
Mike's Wrecker Saginaw, MI (in-city)	\$ 2,600.00
Draper Chevrolet Saginaw, MI	\$ 4,500.00
Martin Chevrolet Saginaw, MI	\$ 9,000.00

# COUNCIL COMMUNICATION

McDonald Pontiac/GMC Saginaw, MI	\$ 4,000.00
Diesel Truck Sales Saginaw, MI (in-city)	\$ 5,000.00
Graff Truck Center Saginaw, MI	\$ 7,000.00
Bushey's Radiator & Glass Saginaw, MI (in-city)	\$ 4,600.00
Tuffy Muffler Saginaw, MI (in-city)	\$9,000.00
Michigan Truck Spring Saginaw, MI (in-city)	\$6,000.00
Scott Tire Sales Saginaw, MI (in-city)	\$ 39,500.00
Tri-City Suspension & Brake Saginaw, MI	\$5,000.00
Vic Canever Chevrolet Flint, MI	\$3,000.00
McDonald Ford Saginaw, MI	\$2,500.00
Bushey Radiator Midland, MI	\$3,899.00

Garage personnel will price quote each repair and determine the lowest and best vendor. The purchases will then be made and billed to the appropriate purchase order.

**Council Action:**

Council\_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Propane Gas

**Manager's Recommendation:**

I recommend that a blanket purchase order be approved for Airgas Great Lakes in the amount of \$3,000.00 for the purchase of propane gas.

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

Funds for this purchase are budgeted in the Major Streets Routine Maintenance Parts & Supplies Account No. 202-4651-841.73-30 (\$1,500.00) and Local Streets Routine Maintenance Parts & Supplies Account No. 203-4651-841.73-30 (\$1,500.00).

**Justification:**

The Right of Way Division, Streets Section, uses propane gas to heat the asphalt that is used for filling potholes, crack filling and paving throughout the City.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Mixed Waste and Recycling Containers

**Manager's Recommendation:**

I recommend acceptance of a quote and issuance of a purchase order to Waste Management in an amount not to exceed \$20,000.00 for the purchase of mixed waste and recycling containers.

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 Rubbish Collection Operating Services, Account No. 226-4582-841.80-05.

**Justification:**

Waste Management is our current provider for curbside rubbish and yard waste pickup through 2014, with a contract through the Mid Michigan Waste Authority, of which the City of Saginaw is a member. The Streets Section of the Right of Way Division is continuing operations of the convenience station at the Public Works Service Center. A 30-yard mixed waste container and a 25 cubic yard compartmentalized recycling box with monthly pickup will be available for residents on a monthly basis. The schedule is based on 12 monthly pickups with 2 additional pickups for cleanup weeks. Additional funds are included for containers and boxes if the demand presents itself. The initial costs are as follows:

30 Yard Container	Rent \$50.00/Monthly	\$600.00
	Haul and Disposal/Load (\$283.25x14)	\$3,965.50

# COUNCIL COMMUNICATION

25 Yard Recycling	Rent \$100.00/Monthly	\$1,200.00
	Haul to FCR (231.75 x 14)	<u>\$3,244.50</u>
	Total	\$9,010.00

## Council Action

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Interlocal Agreement for Byrne Grant Funds

**Recommendation:**

I recommend that the Interlocal Agreement between the County of Saginaw and the City of Saginaw receive and administer funds under the Byrne “JAG” Grant be approved and that the City Manager or his designee be authorized to execute it and any related documents. The agreement is approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The County of Saginaw has applied for funds from the State of Michigan pursuant to the 2010 Byrne Justice Administration Grant. It has done so on behalf of the County and the City of Saginaw, with the plan to allocate \$102,800 for the County and \$104,906 for the City. The City funds are designated for purchase and maintenance of vehicles and traffic enforcement equipment. Before the grant is approved and the funds are received, each entity must execute an Interlocal Agreement, providing for the administration and reporting requirements in this grant. A copy of the agreement is attached.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation from the City Manager be approved.