

## Council Agenda

July 26, 2010 6:30 p.m., Council Chamber

### PRAYER AND PLEDGE OF ALLEGIANCE

### ROLL CALL

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

July 12, 2010 regular Council meeting

### ANNOUNCEMENTS:

### PUBLIC HEARINGS:

### PERSONAL APPEARANCES:

### REMARKS OF COUNCIL:

### PETITIONS:

10-21 from Marsha Braun, Andersen Enrichment Center, requesting permission to erect a banner in the 500 block of Court Street from November 4, 2010 to December 3, 2010 for the purpose of promoting the annual Hollyday Fair.

10-22 from Charles McNair, 2824 Perkins, requesting permission to erect a banner in the 500 block of Court Street and the 1000 block of East Genesee Avenue from July 27, 2010 to August 11, 2010 for the purpose of promoting the 42<sup>nd</sup> annual African Cultural Festival.

### 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 Michael Emmenecker to the City Planning Commission with a term to expire December 31, 2012.

REPORTS FROM MANAGER:

Management Update:

Update on the Civic engagement Project with ICMA, Annie E. Casey Foundation and the Covenant Neighborhood Pilot Group.

Recommended Actions:

1. Recommending that a budget adjustment be completed to increase the Drug Forfeiture Fund's – Fund Equity revenue line item no. 264 0000 680 0000 from \$0 to \$85,000. This increase in revenue will be offset by an increase in the Drug Forfeiture's Parts and Supplies line item no. 264 3040 731 7330 by \$15,000 and the Drug Forfeiture's Capital Outlay/Vehicle line item no. 264 3040 731 9770 by \$70,000.
2. Recommending that Detective Sergeant Joseph Dutoi be allowed to attend the School of Staff and Command at Michigan State University in East Lansing at the approximate cost of \$2,500.00 for tuition, \$1,120.00 for lodging and \$535.00 for meals. The School of Staff and Command begins August 2010 and ends in December 2010. The City of Saginaw receives distributions of money from the State of Michigan in the spring and fall that are strictly designated for police officer training. Funds are available in the Department of Justice Grant Fund, Other Services/Training & Development Account, No. 263 3321 741 8090 (\$2,500.00), and the Police Training Fund Travel/Meals/Lodging Account, No. 261 3323 741 8091 (\$1,655.00)
3. Recommending that a purchase order be approved and issued to Douglass Safety Systems in the amount of \$7,414.00 for the purchase of ten (10) ISI Self-Contained Breathing Apparatus air cylinders for the fire department. Funds are budgeted in the Fire Department Operations Parts and Supplies Account, No. 101 3751 751 7330.
4. Recommending that a purchase order be approved and issued to HACH Company in the amount of \$2,997.92 for a Reagent Distribution Plan to be used by the Water Treatment Plant. Funds are budgeted in the Water Operation and Maintenance Treatment and Pumping, Operating Services Account, No. 591 4730 861 8005.
5. Recommending acceptance of the low bid and issuance of a purchase order to Key Chemical in the amount of \$134,316.00 for the supply and delivery of Hydrofluosilicic Acid for use by the Water Treatment Plant. The joint-bid includes the City of Midland and Bay Metro Water Treatment Plants. Hydrofluosilicic Acid is a liquid form of fluoride used in the treatment process to aid in the prevention

- of dental cavities. Funds are budgeted in the Water Operation and Maintenance Treatment and Pumping Chemicals Account, No. 591 4730 861 7302.
6. Recommending acceptance of the offer from Continental Linen, Inc. to extend its prices for fiscal year 2010/11 and that a purchase order be approved and issued to them in the amount of \$4,000.00 for linen services provided to the Andersen Enrichment Center. Funds are budgeted in the Andersen Enrichment Center Operating Services Account, No. 236 7540 811 8005.
  7. Recommending acceptance of the lowest quote and issuance of a purchase order to B & K Appraisal in the amount of \$6,300.00 for appraisal services for municipal parking lots. Funds are budgeted in the Parking System Operations Account, No. 516 7510 761 8005.
  8. Recommending acceptance of the low bid and issuance of purchase orders to First Class Tire Shredders in the amount of \$9,800.00 for fiscal year 2010/2011 and \$9,800.00 for fiscal year 2011/2012 for providing trailer service to the Environmental Section to dispose of used tires when they are discarded improperly. Funds are budgeted in the Rubbish Collection Sanitary Landfill Operating Services Account, No. 226 4584 841 8005.
  9. Recommending acceptance of the sole bid and issuance of a purchase order to LaFarge North America in the amount of \$16,180.00 for fiscal year 2010/2011 and \$16,850.00 for fiscal year 2011/2012 for a two-year supply of mason sand and gravel to be used in the construction and repair of the water distribution and sewage collection system. Funds are budgeted in the Water Operation and Maintenance Parts and Supplies Account, No. 591 4721 861 7330 (\$8,090.00) and Sewer Operation and Maintenance Parts and Supplies Account, No. 590 4821 861 7330 (\$8,090.00) for fiscal year 2011 and will be budgeted respectively in the same account numbers in the amount of \$16,850.00 for fiscal year 2012.
  10. Recommending acceptance of the low bid from Billy's Contracting and issuance of blanket purchase orders to them in an amount not to exceed \$23,700.00 for fiscal year 2011 in an amount not to exceed \$23,700.00 for fiscal year 2012 for the removal of 1,200 yards of catch basins and main line sewer debris annually. Funds are budgeted in the Sewer Funds Maintenance & Service Division Operating Services Account, No. 590 4821 861 8005 for fiscal year 2011 and will be budgeted in the same account in the amount of \$73,700.00 for fiscal year 2012.
  11. Recommending acceptance of the sole bid and issuance of blanket purchase orders to Waste Management in an amount not to exceed \$100,000.00 for fiscal year 2011 and in an amount not to exceed \$100,000.00 for fiscal year 2012 for the removal of approximately 4,100 yards of street sweeping debris annually. Funds are budgeted in the Sewer Fund Catch Basins Division Operating

Services Account, No. 590 4822 861 8005 for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing the Mayor, on behalf of the Saginaw Depot Preservation Corporation, to sign the Michigan Council for Arts & Cultural Affairs final grant report for the Saginaw Depot Preservation Corporation.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Andersen Enrichment Center Linen Service

**Manager's Recommendation:**

I recommend that the offer from Continental Linen, Inc. to extend its prices for fiscal year 2010/2011 be accepted and a purchase order be approved and issued to them in the amount of \$4,000 for fiscal year 2010/2011.

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 service are available in the Andersen Enrichment Center Operating Services Account, No. 236-7540-811.80-05.

**Justification:**

This extension will allow Andersen Enrichment Center to meet the needs of the customers on a continual basis until the end of fiscal year 2011. At customers request, linen services are provided to accommodate their special event requirements. The customer pays linen costs at the time of building rental. The Andersen Enrichment Center requested the extension to hold the current prices through fiscal year 2010/2011.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Appraisal Services for Parking Lots

**Manager's Recommendation:**

I recommend acceptance of the lowest quote received from B & K Appraisal, Linwood, MI be accepted and issuance of a purchase order to them in the amount of \$6,300 for appraisal services for municipal parking lots.

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 are available in the Parking System Operations Account, No. 516-7510-761.80-05.

**Justification:**

The City of Saginaw plans to discontinue municipal parking services. Before selling any parking lots, it will be important to know the value of these assets. The lots to be appraised are as follows:

<u>Facility</u>	<u>Location</u>
Parking Deck 1	220 S. Franklin
Lot 4	212 N. Jefferson
Lot 10	309 S. Water
Lot 23	124 Franklin
Lot 28	400 E. Genesee
Lot 32	235 S. Washington
Lot 35	100 S. Weadock
Lot 37	420 S. Washington
MESC Lot	200 N. Weadock
Fordney Lot	101 S. Hamilton

# COUNCIL COMMUNICATION

Listed below are the quotes that were received:

B & K Linwood, MI	\$ 6,300.00
Farmers National Company Lapeer, MI	\$10,000.00
Piazza Appraisal Service Saginaw, MI	\$10,600.00 (not to exceed)

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Plant Hydrofluosilicic Acid Purchase, Joint-Bid

**Manager's Recommendation:**

I recommend that the low bid from Key Chemical be accepted and a purchase order be approved and issued to them in the amount of \$134,316.00 for the supply and delivery of Hydrofluosilicic Acid.

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 Water Operation and Maintenance, Treatment and Pumping Chemicals Account, No. 591-4730-861.73-02.

**Justification:**

On June 1, 2010, a joint-bid was received for the supply and delivery of 182 tons of Hydrofluosilicic Acid from July 1, 2010 through June 30, 2011. The joint-bid includes the City of Midland and Bay Metro Water Treatment Plants. Hydrofluosilicic Acid is a liquid form of fluoride used in the treatment process to aid in the prevention of dental cavities. The low bid price of \$738.00 per ton is a decrease of 8.3% over the price paid for the same chemical during fiscal year 2010. Following is a tabulation of the bids that were received.

	<u>Per Ton</u>	<u>Total Bid</u>
Key Chemical Waxhaw, NC	\$738.00	\$134,316.00
Solvay Flourides. Houston, TX	\$953.00	\$173,446.00

**Council Action:**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Budget Adjustment Drug Forfeiture

**Manager's Recommendation:**

It is recommended that a budget adjustment be completed to increase the Drug Forfeiture Fund's – Fund Equity revenue line item 264-0000-680.00-00 from \$0 to \$85,000.00, which equates to an \$85,000.00 increase. This increase in revenue will be offset by an increase in the Drug Forfeiture's - Parts and Supplies line item no. 264-3040-731.73-30 by \$15,000.00 and the Drug Forfeiture's – Capital Outlay / Vehicles line item no. 264-3040-731.97-70 by \$70,000.

**Justification:**

The adjustment is due to additional equipment needed by the Saginaw Police Department which, when purchased, will exceed the amount budgeted for the fiscal year 2011. The additional equipment consists of two Chevrolet Tahoes for the K9 officers, rebuilding department handguns, Tasers and ammunition, and law enforcement targets for the Saginaw Police Department's firing range.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** ROW Annual Supply of Mason Sand and 60/40 Gravel

**Manager's Recommendation:**

I recommend that the sole bid from LaFarge North America be accepted and purchase orders be approved and issued to them in the amount of \$16,180.00 for fiscal year 2011 and \$16,850.00 for fiscal year 2012.

This vendor 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 0-1.

Funds for these purchases are budgeted in Water Operation and Maintenance Parts and Supplies Account, No. 591-4721-861.73-30 (\$8,090.00) and Sewer Operation and Maintenance Parts and Supplies Account, No. 590-4821-861.73-30 (\$8,090.00) for fiscal year 2011 and will be budgeted respectively in the same account numbers in the amount of \$16,850.00 for fiscal year 2012.

**Justification:**

The Right of Way Division, Maintenance & Service Section, received one bid for a two-year supply of mason sand and gravel to be used in the construction and repair of the water distribution and sewage collection systems.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** ROW Streets Sweeping Debris

**Manager's Recommendation:**

I recommend that the sole bid from Waste Management be accepted and blanket purchase orders be approved and issued to them in an amount not to exceed \$100,000.00 for fiscal year 2011 and in an amount not to exceed \$100,000.00 for fiscal year 2012.

This vendor 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 0-1.

Funds for these purchases are budgeted in the Sewer Fund Catch Basins Division Operating Services Account, No. 590-4822-861.80-05 for fiscal year 2011 and will be budgeted in the same account for fiscal year 2012.

**Justification:**

The Right of Way Division, Streets Section, received bids from one vendor to remove approximately 4,100 yards of street sweeping debris annually.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** ROW Catch Basin and Main Line Sewer Debris Hauling

**Manager's Recommendation:**

I recommend that the bid from Billy's Contracting be accepted and blanket purchase orders be issued to them in an amount not to exceed \$23,700.00 for fiscal year 2011 and in an amount not to exceed \$23,700.00 for fiscal year 2012.

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 Funds Maintenance & Service Division Operating Services Account, No. 590-4821-861-80-05 for fiscal year 2011 and will be budgeted in the same account in the amount of \$23,700.00 for fiscal year 2012.

**Justification:**

The Right of Way Division, Maintenance and Service Section, received bids from four vendors to remove 1,200 yards of catch basins and main line sewer debris annually. This material is generated from cleaning catch basins and main line sewers.

Following is tabulation of the bids received:

Billy's Contracting	\$23,700.00	First Year
Carrollton, MI	<u>\$23,700.00</u>	Second Year
Total	\$47,400.00	
Waste Management	\$32,904.00	First Year
Saginaw, MI	<u>\$33,876.00</u>	Second Year
Total	\$66,780.00	

# COUNCIL COMMUNICATION

Republic Services	\$32,160.00	First Year
Pinconning, MI	<u>\$33,132.00</u>	Second Year
Total	\$65,292.00	
Republic Services	\$43,420.00	First Year
Pinconning, MI	<u>\$43,420.00</u>	Second Year
Total	\$86,840.00	

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** HACH Reagent Distribution Plan

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to HACH Company in the amount of \$2,997.92.

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 Water Operation and Maintenance, Treatment and Pumping, Operating Services Account, No. 591-4730-861.80-05.

**Justification:**

The Water Treatment Plant performs Total Organic Carbon (TOC), Free Chlorine Residual (Cl-) and Turbidity analyses using HACH Company on-line and benchtop instruments. TOC analysis of finished water is an indication of water quality. The Environmental Protection Agency (EPA) and Michigan Department of Natural Resources and Environment (MDNRE) require continuous and periodic Free Chlorine and Turbidity analyses. The requested reagents are on a one-year Reagent Distribution Plan (RDP) for automatic quarterly delivery, and include shipping costs. Since these analyzers require the use of HACH Company chemical reagents, the competitive bidding process was foregone.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** SCBA Air Cylinders

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Douglass Safety Systems in the amount of \$7,414.00 for the purchase of ten (10) ISI Self-Contained Breathing Apparatus air cylinders for the fire department.

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 Saginaw Code of Ordinances O-1.

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

**Justification:**

Self-Contained Breathing Apparatus are used as personal protective equipment that is worn in hazardous environments. These new ISI air cylinders are part of a replacement plan that will replace those that have reached the manufacturer's recommended service life. Douglass Safety Systems is the sole supplier of these ISI air cylinders.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Bid for Tire Shredding

**Manager's Recommendation:**

I recommend that the bid from First Class Tire Shredders be accepted and purchase orders be issued in the amounts of \$9,800.00 for fiscal year 2010/2011 and \$9,800.00 for fiscal year 2010/2012.

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 Rubbish Collection Sanitary Landfill Operating Services Account, No. 226-4584-841.80-05.

**Justification:**

The Environmental Section disposes of used tires when they are discarded improperly and the trailer service fulfills this requirement. Following is a tabulation of the bids received.

First Class Tire Shredders	1 <sup>st</sup> year	\$9,800.00
Clio, MI	2 <sup>nd</sup> year	\$9,800.00
Waddles Tire Service	1 <sup>st</sup> year	\$15,600.00
Brownstown, MI	2 <sup>nd</sup> year	\$15,600.00
Billy's Contracting	1 <sup>st</sup> year	\$17,660.40
Carrollton, MI	2 <sup>nd</sup> year	\$18,148.20

**Council Action**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Saginaw Depot Preservation Corporation

**Manager's Recommendation:**

It is recommended that the highest elected official, the Mayor be authorized, on behalf of the Saginaw Depot Preservation Corporation, to sign the Michigan Council for Arts & Cultural Affairs (MCACA) final grant report for the Saginaw Depot Preservation Corporation to close out the grant agreement .

**Justification:**

On August 11, 2008, City Council approved the grant agreement for City of Saginaw to be the administrator in compliance with State regulations for the Saginaw Depot Preservation Corporation to receive a \$25,000 grant with an equal cash match of \$12,500, and an in-kind match of \$12,500, for a total of a \$50,000 grant agreement from MCACA for the purpose of planning for and securing a building for a theatre/concert space; and to perform the initial steps of implementation.

The City has already approved and disbursed \$21,000 to the Saginaw Depot Preservation Corporation for grant conforming expenditures. There is still \$4,000 in the City of Saginaw account number 101-0000-511-5109 (State grants) that will need to be disbursed to the Saginaw Depot Preservation Corporation from account number 101-3863-761-8001 upon grant closure.

**Council Action:**

This Council Communication is for explanation purposes only of the attached Resolution to be adopted.

# COUNCIL COMMUNICATION

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

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

**AUTHORIZING THE MAYOR TO SIGN THE MICHIGAN COUNCIL FOR  
ARTS & CULTURAL AFFAIRS (MCACA) FINAL REPORT FOR  
THE SAGINAW PRESERVATION CORPORATION**

WHEREAS, on June 04, 2007, the City Council approved the grant application for the City of Saginaw to be the administrator in compliance with the State regulations for the Saginaw Depot Preservation Corporation grant agreement from the Michigan Council for Arts & Cultural Affairs (MCACA) Capital Improvement Program as requested by the Saginaw Depot Preservation Corporation; and

WHEREAS, On August 11, 2008, the City Council approved for the City of Saginaw to be the administrator for the Saginaw Depot Preservation Corporation to receive a \$25,000 grant with an equal cash match of \$12,500, and an in-kind match of \$12,500, for a total of a \$50,000 from MCACA for the purpose of planning for and securing a building for a theatre/concert space; and to perform the initial steps of implementation.

WHEREAS, the City of Saginaw via the Saginaw Depot Preservation Corporation was granted \$50,000 from the Michigan Council for Arts & Cultural Affairs and an equal match was required; and

WHEREAS, the Saginaw Depot Preservation Corporation project provided the entire match with no matching funds required by the City of Saginaw; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council for the City of Saginaw by this Resolution does hereby approve that the highest elected official, the

# COUNCIL COMMUNICATION

Mayor be authorized, on behalf of the Saginaw Depot Preservation Corporation, to sign the Michigan Council for Arts & Cultural Affairs (MCACA) final grant report for the Saginaw Depot Preservation Corporation to close out the grant agreement.

BE IT FURTHER RESOLVED, that the City disburses to the Saginaw Depot Preservation Corporation the remaining \$4,000 for approved expenditures from the City of Saginaw account number 101-0000-511-5109 (State grants) to the expense account 101-3863-761-8001 for the Saginaw Depot Preservation Corporation.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** School of Staff and Command

**Manager's Recommendation:**

I recommend that Detective Sergeant Joseph Dutoi be allowed to attend the School of Staff and Command at Michigan State University in East Lansing at the approximate cost of \$2,500.00 for tuition, \$1,120.00 for lodging and \$535.00 for meals. The School of Staff and Command begins August of 2010 and ends in December of 2010, with classes being held one week per month.

Funds for this training are available in the Department Of Justice Grant Fund, Other Services / Training & Development Account, No. 263-3321-741.80-90 (\$2,500.00), and the Police Training Fund Travel/Meals/Lodging Account, No. 261-3323-741.80-91 (\$1,655.00).

**Justification:**

The City of Saginaw receives distributions of money from the State of Michigan in the spring and fall that are strictly designated for Police Officer Training. The Michigan Commission on Law Enforcement Standards has approved this training for use of this money.

The Michigan State University School of Staff and Command is a 400-hour problem-based course that utilizes a blend of classroom facilitated learning and cutting edge distance learning technologies. Problem-based learning represents the next generation in law enforcement training by fostering critical thinking, and employing learning philosophies appropriate in today's law enforcement world.

**Council Action:**

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