

## COUNCIL AGENDA

For

August 28, 2006, 6:30 p.m., Council Chamber

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

ANNOUNCEMENTS:

1. Bob Frank, President of Germania Town and Country Club, and Pat Dye, Chairman, to accept proclamation recognizing the 150<sup>th</sup> anniversary of the Germania Town and Country Club.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

*(A list will be provided on Monday after 1:30 p.m.)*

REMARKS OF COUNCIL:

PETITIONS:

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES:

APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS:

1. Consideration of appointing Dawn M. Morrell and Kathleen L. Sunderman to the Saginaw County Enrichment Commission Board, with terms to expire June 30, 2009.
2. Consideration of appointing John Joseph Strzynski to the Stationary Engineers and Firemen Examining Board with a term to expire December 30, 2009.

REPORTS FROM MANAGER:

Management Update

1. Appointment of Dale Stanton as City Treasurer
2. Final report for Summer City Recreation program

Recommended Actions

1. Recommending approval of the proposed partial solution of a claim for a sewer backup at 204 Braley on July 12, 2006. The City of Saginaw will pay \$19,306.71 for property damage claims connected with the incident.
2. Recommending approval of the three-year service agreement with MCI Aquatic Management in the amount of \$3,300.00 annually totaling \$9,900.00. The agreement provides for the maintenance of four fountains located in the Lake Linton Reservoir. Further recommend that the City Manager be authorized to sign the agreement. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Building and Grounds Maintenance Operating Account No. 101 7575 821 8005.
3. Recommending that payment be made to Kennedy Industries, Inc. in the amount of \$3,885.00 for the emergency repair of an impeller at the Water Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Treatment Repairs and Replacements Account No. 591 4730 861 9720.
4. Recommending acceptance of the bid and issuance of purchase orders to Rapid Water Recovery System in the amount of \$21,150.00 for fiscal year 2006-07 and \$21,150.00 for fiscal year 2007-08 for large water meter testing. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water and Sewer Operating Account Nos. 591 4720 861 8005 and 590 4820 861 8005.
5. Recommending acceptance of the bid and issuance of purchase orders to Etna Supply in the amount of \$46,920.85 for fiscal year 2006-07 and \$50,017.60 for fiscal year 2007-08 for the purchase of an annual supply of water service boxes to be used by the Public Services Department, Maintenance and Service Division, in the construction and repair of the water distribution and transmission service. These vendors meet all requirements of the contract compliance provisions. Funds are available in the Water Parts Account No. 591 4721 861 7330 and will be accounted for through Water Stores Asset Account No. 591 0000 171 1130 for both fiscal years.

6. Recommending acceptance of the low bid and issuance of a purchase order to Michigan Police Equipment Co. in the amount of \$5,110.00 for the purchase of duty and practice ammunition for the police department. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Police Administrative Services Parts and Supplies Account No. 101 3012 721 7330.
7. Recommending acceptance of the bid and issuance of a purchase order to Superior Business Solutions in the amount of \$5,892.65 for the purchase of pressure seal and folding system. A pressure seal and folding system is required to fold and seal the checks and bills printed on pressure seal stock using the ACOM software package. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Information Services Computer Parts and Supplies Account No. 658 1720 711 9760 and funds for the maintenance are in the Information Services Operating Services Account No. 658 1720 711 8050.
8. Recommending that a purchase order be approved and issued to Douglass Safety Systems, Inc. in the amount of \$22,500.00 for various pieces of personal protective equipment to be used by the Fire Department. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Saginaw Fire Department Clothing Supplies Account No. 101 3751 751 7303.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. Motion to go into a closed session to discuss a written legal opinion on governmental immunity

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Partial Resolution of Sewer Claim

**Manager's Recommendation:**

I recommend approval of the proposed partial resolution of a claim for a sewer backup at 204 Bradley on July 12, 2006. This partial settlement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The owner of 204 Bradley suffered a sewer back in the basement of her home on July 12, 2006. She had no insurance and requires prompt action to be able to use the area again and to operate a day care center. The City of Saginaw will pay \$19,306.71 for property damage claims connected with the incident. Claims for lost income and other issues will be resolved through follow up negotiations.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** MCI Aquatic Management Service Agreement

**Manager's Recommendation:**

I recommend that the three-year service agreement with MCI Aquatic Management ("MCI") be approved. The total amount of the agreement is \$9,900.00. The City will pay MCI annual payments in the amount of \$3,300.00. In addition, it is recommended that City Council authorize the City Manager to sign the agreement. The agreement has been approved by me as to substance and the City Attorney as to form.

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

Funds are available in the Recreation and Cultural, Building and Grounds Maintenance Operating Account No. 101-7575-821-8005.

**Justification:**

On June 28, 2000, the Saginaw Arts and Enrichment Commission, formerly known as the Saginaw Community Enrichment Commission, gifted four Millennium fountains to the City of Saginaw for the Lake Linton Reservoir. MCI was the vendor that installed the fountains. Since 2001, MCI has maintained the fountains pursuant to a service agreement. The agreement provides for several services including the fall removal of the fountains/aerators from the water, transportation to MCI's facility, cleaning/power washing, an inspection to determine if the fountains are in proper working order, inside heated storage and spring return and installation/start-up of all the units.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase of Pressure Seal & Folding System

**Manager's Recommendation:**

I recommend that the bid received from Superior Business Solutions be accepted and that a purchase order be issued to them in the amount of \$5,892.65.

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

Funds for the pressure sealer are available in the Information Services Computer Parts and Supplies Account No. 658-1720-711-9760 and funds for the maintenance are in the Information Services Operating Services Account No. 658-1720-711-8050.

**Justification:**

On August 15, 2006, the City received bids for the purchase of a pressure seal and folding system. A pressure seal and folding system is required to fold and seal the checks and bills printed on pressure seal stock using the ACOM software package. There is no cost comparison as this is a first time purchase. Following is a tabulation of the bids received, along with their respective annual maintenance:

	<u>Bid</u>	<u>Maintenance (annual)</u>
Superior Business Solutions Saginaw, MI	\$5,617.65	\$275.00
Direct Document Systems Irvine, CA	\$5,385.75	\$1,135.00
Total Business Systems Saginaw, MI	\$9,825.00	-
Automated Mailing Solutions	\$11,995.00	-

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Police Duty and Practice Ammunition

**Manager's Recommendation:**

I recommend that the low bid received from Michigan Police Equipment Co., Charlotte, MI, be accepted and that a purchase order be issued to them in the amount of \$5,110.00 for the purchase of duty and practice ammunition, listed as items number one (1) thru six (6) on the Bid Proposal.

The duty and training ammunition listed as items number seven (7) and eight (8) on the Bid Proposal will have to go through a re-bidding process due to the fact that Michigan Police Equipment Co. could only offer an "alternate brand ammunition". The Bid Proposal specified: **No Substitutions for Brand or Item Numbers.**

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

Funds for this purchase are budgeted in the Police Administrative Services Parts and Supplies Account No. 101-3012-721-7330.

**Justification:**

On August 8, 2006 the City received bids for the purchase of duty and practice ammunition for the Saginaw Police Department. The following is a tabulation of the bids received and reviewed by the Purchasing Committee:

# COUNCIL COMMUNICATION

## **Duty & Practice Ammunition**

Michigan Police Equipment Co.  
Charlotte, MI

\$10,056.00

**(Items 1 thru 6 are  
acceptable – total of \$5,110.00)**

Brownell's  
Montezuma, IA

No Bid

Duncan's Outdoor Shop  
Bay City, MI

Disqualified

### **Council Action:**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** WTP Emergency Impeller Repair Low Service Pump #3

**Manager's Recommendation:**

I recommend that payment be made to Kennedy Industries Inc., Milford, Michigan, in the amount of \$3,885.00 for the emergency repair of an impeller at the Water Treatment Plant.

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

Funds for this work are available in the Water Treatment Repairs and Replacements Account No. 591-4730-861.97-20.

**Justification:**

An emergency purchase order was issued to Kennedy Industries, Inc., in the amount of \$3,885.00. The work includes pick up, inspection, repair, dynamic balance and delivery of an impeller for low service pump number three. This pump is located in the pump station at the water treatment plant. Low service pumps are used to pump raw water out of the Lake Linton Raw Reservoir to supplement water received from the Saginaw Midland Pipeline. The raw water reservoirs also serve as a backup raw water supply for the water treatment plant. This pump is the size most often used when supplementing water received from the pipeline. The loss of this pump directly affects the efficiency with which we can supplement the raw water received.

Kennedy Industries, Inc. were chosen because they are specialists in work involving pump and valve repairs and are well respected in the field.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Large Water Meter Testing

**Manager's Recommendation:**

I recommend the bid from Rapid Water Recovery System be accepted and a purchase order issued to them in the amount of \$21,150.00 for FY 2006/07 and \$21,150.00 for FY 2007-08 totaling \$42,300.00 for large water meter testing.

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

Funds for this purchase are budgeted in the Water and Sewer Operating Account Nos. 591-4720-861-8005 and 590-4820-861-8005.

**Justification:**

On July 11, 2006, the Public Services Department, Maintenance and Service Division, received two bids for annual testing and repair of large water meters. A cost comparison shows an average 18% increase over the previous purchase for this service. Following is a tabulation of the bids received.

<b><u>Vendor:</u></b>	<b>FIRST YEAR</b>	<b>SECOND YEAR</b>	<b>TOTAL</b>
Rapid Water Recovery Systems Armuchee, Georgia	\$21,150.00	\$21,150.00	\$42,300.00
Hydro Meter Pontiac, Michigan	\$28,320.00	\$28,965.00	\$57,285.00

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Personal Protective Equipment/Saginaw Fire Department

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Douglass Safety Systems, Inc. in the amount of \$22,500.00 for various pieces of Personal Protective Equipment (Turnout Gear).

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

Funds are budgeted in the Saginaw Fire Department Clothing Supplies Account No. 101-3751-751.73-03.

**Justification:**

The Saginaw Fire Department annually purchases personal protective equipment for its firefighters to replace old and/or damaged gear. Douglass Safety Systems, Inc. is the sole source in the State of Michigan for this purchase.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Annual Supply of Water Service Boxes

**Manager's Recommendation:**

I recommend acceptance of the bid for water service boxes from Etna Supply for Fiscal Year 2006/2007 and the bid from National Water Works for Fiscal Year 2007/2008 and purchase orders be issued to them in the amounts of \$46,920.85 and \$50,017.60 respectively.

These vendors meet all the requirements of the Contract Compliance Provisions Title 1, Chapter 14 § 14.35 – 14.44 of the Saginaw Code of Ordinances.

Funds for this purchase are available in Water Parts Account No. 591-4721-861.73-30 and will be accounted for through Water Stores Asset Account No. 591-0000-171.11-30 for FY 2006/2007 and FY 2007/2008.

**Justification:**

On August 1, 2006, bids were received from three vendors for annual supplies of water service boxes and other water parts to be used by the Public Services Department, Maintenance and Service Division, in the construction and repair of the water distribution and transmission system. Only one vendor provided complete bids for both years requested. An average cost comparison shows a 1% increase for the first year and a 7.5% increase for the second year. Following is a tabulation of the bids submitted:

**FY 2006/2007**

<u>Group</u>	<u>National Waterworks Shelby Twp, MI</u>	<u>Etna Grand Rapids, MI</u>	<u>EJIW Sunfield, MI</u>
#1	\$38,896.00	\$37,110.00	No bid

# COUNCIL COMMUNICATION

<u>Group</u>	<u>National Waterworks</u>	<u>Etna</u>	<u>EJIW</u>
#2	3,155.68	3,120.90	No bid
#3	2,258.92	1,084.60	No bid
#4	<u>5,707.00</u>	<u>5,605.35</u>	<u>5,105.85</u>
Total:	\$50,017.60	\$46,920.85	\$5,105.85

## **FY 2007/2008**

<u>Group</u>	<u>National Waterworks</u>	<u>Etna</u>	<u>EJIW</u>
#1	\$42,902.50	No bid	No bid
#2	3,279.20	\$ 3,440.95	No bid
#3	2,487.30	1,206.80	No bid
#4	<u>5,921.94</u>	<u>\$ 6,228.80</u>	No bid
Total	\$54,590.94	\$10,876.55	

## **Council Action:**

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