

Council Agenda

November 8, 2010 6:30 p.m., Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

October 25, 2010 regular Council meeting.

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

REMARKS OF COUNCIL:

PETITIONS:

10-28 from Timothy M. Lynch, Saginaw County Bar Association, requesting permission to erect a banner in the 500 block of Court St. from March 28, 2011 to April 28, 2011 for the purpose of promoting "Law Day" Celebration and events.

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 Darlean Carpenter to the Human Planning Commission with a term to expire November 8, 2012.
2. Consideration of reappointing Karen Marie Courneya to the STARS Board with a term to expire November 8, 2013.
3. Consideration of appointing Dorothy E. Webster to the Income Tax Board of Review to fill a vacancy with an indefinite term.
4. Consideration of appointing Gloria Snidersich to the Human Planning Commission with a term to expire November 8, 2012.
5. Consideration of appointing Colleen C. Sproul to the Human Planning Commission with a term to expire November 8, 2012.

REPORTS FROM MANAGER:

Management Update:

1. Detective Allen Rabideau will give an update on Arson Watch.
2. Cindy Winland, Brownfield Authority, will give an EPA announcement and update on the Grant and Saginaw Study Team for Infrastructure.

Recommended Actions:

1. Recommending approval of the contracts with the American Red Cross in the amounts of \$760.00 and \$600.00 and that the City Manager or his designee be authorized to execute these and any related documents. The American Red Cross will provide recertification training in Adult CPR/AED for the employees at the Water Treatment Plant in November, December and January so that both the maintenance and operations staff can attend.
2. Recommending that a purchase order be approved and issued to Computer Management Technologies as our designated IBM reseller in the amount of \$10,084.00 for the renewal of IBM hardware maintenance and software license fees for the City of Saginaw's AS400 system. The cost for renewal of the software and hardware maintenance coverage and license fees was approved as part of the fiscal year 2010-11 budget process. Funds are budgeted in the Department of Technical Services – Information Services Operating Services Account, No. 658 1720 711 8005.
3. Recommending that payment be made to Total Business Systems in the amount of \$2,413.50 for the emergency purchase of payroll checks, income tax checks and pressure seal forms. Funds for this purchase are budgeted in the General Fund – Department of Fiscal Services Office Supplies accounts for the Treasury Division Account No. 101-1743-711.7320 (\$1,515.40), Income Tax Division Account No. 101-1745-711.7320 (\$597.60), and the General Fund -City Clerk Office's Office Supplies Account No. 101-1730-701.7320 (\$300.50) totaling \$2,413.50.
4. Recommending acceptance of the quote received from Choice Office Products in the amount of \$2,863.88 and the quote from Office Depot in the amount of \$1,552.00 and issuance of a purchase order to them in the designated amounts for the purchase of office equipment for the Weed and Seed Office. Choice Office Products was the lowest bidder but did not have all the items necessary or requested in the bidding process. Office Depot is the lowest bidder on the items needed and is being used for the remainder of the items. Funds are available in the Community Policing Fund – Weed and Seed Division's Capital Outlay/Office Equipment Account, No. 260 3321 741 9760.

5. Recommending that Purchase Order No. 42234 issued to WW Grainger, Inc. in the amount of \$2,818.08 be approved for the emergency purchase of a lifeline retrieval device for the Wastewater Treatment Plant. Funds are available in the Sewer Operation and Maintenance Fund – Treatment and Pumping Division's Parts and Supplies Account, No. 590 4830 861 7330.
6. Recommending acceptance of the quote received from A/C Service and Repair, Inc. and issuance of a purchase order to them in the amount of \$6,800.00 for the purchase of a replacement butterfly valve for use by the Water Treatment Plant. Funds are budgeted in the Water Operations and Maintenance Fund – Treatment and Pumping Division's Capital Outlay/Repairs and Replacement Account, No. 591 4730 861 9720.
7. Recommending approval of an agreement with Raftelis Financial Consultants, Inc. in an amount not to exceed \$29,160.00 for financial consulting services relating to providing water service to new contract customers and the fiscal effect of the potential loss of a contract customer. The agreement has been approved by the City Manager as to substance and the City Attorney as to form. Funds are available in the Water Operation and Maintenance Fund – Administration's Professional Services Account, No. 591 4710 851 8001.
8. Recommending that a blanket purchase order be approved and issued to Airgas Great Lakes in the amount of \$2,300.00 for the rental of welding and cutting tanks for use by the Municipal Garage. Funds are budgeted in the Motor Pool Operation Parts & Supplies Account, No. 661 4480 841 7330.
9. Recommending that a purchase order be approved and issued to Young's Environmental Cleanup, Inc. in the amount of \$3,890.01 to clean up and dispose of flammable liquids and other dangerous materials from the site of a fire. Further recommend that the Rubbish Collection Fund – Environmental Improvement Division's Operating Services Account No. 226-4583-841.80-05 be increased from \$500 to \$4,390, which is an increase of \$3,890. This increase will cover the environmental cleanup. To offset the increase in the expenditure account, the Rubbish Collection Fund's Fund Balance Account No. 226-0000-680-00.00 should be increased by the same. Funds are available in the Rubbish Collection Fund – Environmental Improvement Division's Operating Services Account, No. 226 4583 841 8005.
10. Recommending acceptance of the bid and issuance of a purchase order to Acme Block and Supply in the amount of \$12,700.00 for the purchase of manhole blocks for use by the Right of Way, Maintenance and Service Division for construction and repair of the City's combined sewer system. Funds are available in the Sewer Operations and Maintenance Fund – Right of Way, Maintenance and Service Division Parts and Supplies Account, No. 590 4821 861 7330 and will be accounted for through the Water Inventory Account, No. 591 0000 171 1130.

11. Recommending that the Michigan Department of Transportation Cost Agreement No. 10-5550 be approved. Specifically, the parties agree to the road and bridge construction work along Veterans Memorial Parkway over Highway I-675. The estimated share is \$12,700.00. Funds are available in the Major Street Fund – Streets Projects Division’s Street Resurfacing Account, No. 202 4614 781 8046.
12. Recommending that the Michigan Department of Transportation Cost Agreement No. 10-5688 be approved. Specifically the parties agree to upgrade the traffic signal equipment and resurface the intersection at East Genesee Avenue and Hess Avenue. The City’s estimated share is \$58,900.00. Funds are available in the Major Streets Fund – Streets Projects Division’s Street Resurfacing Account, No. 202 4614 781 8046.
13. Recommending that the Michigan Department of Transportation Cost Agreement No. 10-5680. Specifically the parties agree to upgrade traffic signal equipment at Bay Street and Court Street to State Street. The City’s estimated share is \$79,900.00. Funds are available in the Major Streets Fund – Streets Projects Division’s Street Resurfacing Account, No. 202 4514 781 8046.
14. Recommending approval of the renewal of the Agreement for Professional Legal Services with VanOverbeke, Michaud & Timmony, P.C. This contract has been approved by the City Manager as to substance and the City Attorney as to form. The City is involved in a lawsuit involving police pension benefits and the Police and Fire Pension Board has recommended the law firm of VanOverbeke, Michaud & Timmony, P.C. to handle this matter. They specialize in public service pension issues. The City had a prior legal services agreement with this firm, which expired on June 30, 2010. This proposal is to renew this contract for another five-year term, from July 1, 2010 until June 30, 2015 at the rate of \$110.00 per hour.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Approving the City of Saginaw Apportionment of the Saginaw Area Storm Water Authority Annual Budget.
2. Approving MDOT Cost Agreement No. 10-5550 for Deck Replacement at I-675 and Veterans Memorial Parkway.
3. Approving MDOT Cost Agreement No. 10-5688 for Traffic Signal Equipment Upgrade and Resurfacing at East Genesee Avenue and Hess Avenue.

4. Approving MDOT Cost Agreement No. 10-5680 for Traffic Signal Upgrades on Bay Street and Court Street to State Street.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

From: The City Manager

Subject: IBM Software/Hardware Maintenance agreement annual renewal payment

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Computer Management Technologies, (in city business), as our designated IBM reseller, in the amount of \$10,084.00, for the renewal of IBM hardware maintenance and software license fees for the City of Saginaw's AS400 system. The cost for renewal of the software and hardware maintenance coverage and license fees was approved as part of the FY 2010-2011 budget process.

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 service are budgeted and available in the Department of Technical Services - Information Services Operating Services Account, No. 658-1720-711.80-05.

Justification:

This renewal covers annual software and hardware maintenance for the IBM AS400 computer operating system software, license programs, licensing, support and upgrades as well as hardware repairs.

Model 520 AS400 Hardware Maintenance	\$6,499.00
Model 520 AS400 Software Maintenance	\$3,585.00
Total	\$10,084.00

This is an on-going agreement with IBM, renewable upon annual payment budgeted in the appropriate account each fiscal year.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Michigan Department of Transportation Cost Agreement Number 10-5550

Manager's Recommendation:

I recommend that the Michigan Department of Transportation ("MDOT") Cost Agreement ("Agreement"), Number 10-5550 be approved. The Agreement is approved by the City Manager as to substance and the City Attorney as to form. A resolution to approve the Agreement appears under the regular order of business.

Funds for the City's share are available in the Major Street Fund - Streets Projects Division's Street Resurfacing Account, No. 202-4614-781.80-46 (\$23,200.00). The Project Number is ST 1102 in FY 2010-11.

Justification:

Transmitted herewith is a proposed Cost Agreement (City Clerk's File No. _____) with MDOT for the purpose of setting forth the rights and obligations of the parties. Specifically, the parties agree to the road and bridge construction work along Veterans Memorial Parkway over Highway I-675. The improvements include, but are not limited to, replacement work on the structure that carries northbound Veterans Memorial Parkway over Highway I-675, including approach and resurfacing work on the structure, which carries southbound Veterans Memorial Parkway over Highway I-675 that is located within the corporate limits of the City.

The total project is estimated to cost \$1,858,300.00. Federal funds will pay \$1,672,400.00, MDOT funds will pay \$162,700.00 and the City's estimated share is \$12,700.00. Pursuant to MCL 247.651c, the City is responsible for 12.5% and MDOT is responsible for 87.5% of balance remaining after Federal Aid Funds. As part of this Agreement, the City shall make available to the project, at no cost, all lands required thereof, now owned by it or under its control for purposes of completing the project.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Michigan Department of Transportation Cost Agreement Number 10-5680

Manager's Recommendation:

I recommend that the Michigan Department of Transportation ("MDOT") Cost Agreement ("Agreement"), Number 10-5680 be approved. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. A resolution to approve the Agreement appears under the regular order of business.

Funds for the City's share are available in the Major Streets Fund - Streets Projects Division's Street Resurfacing Account, No. 202-4614-781.80-46 (\$79,900). The Project Number is TS 1001 in FY 2010-11.

Justification:

Transmitted herewith is a proposed Cost Agreement (City Clerk's File No. _____) with the Michigan Department of Transportation (MDOT) for the purpose of establishing the rights and obligations of the parties agreeing to the upgrade of traffic signal equipment at Bay Street and Court Street to State Street. Specifically, the work includes traffic signal upgrades and the replacement of permanent signs, pavement marks and sidewalk ramps, together with other necessary related work. The total project is estimated to cost \$399,500.00. Surface Transportation Program (STP) – Safety – Hazard Elimination Funds will pay \$319,600.00 and the City's estimated share is \$79,900.00. The City of Saginaw is responsible for any cost overruns in excess of \$399,500.00.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Michigan Department of Transportation Cost Agreement Number 10-5688

Manager's Recommendation:

I recommend that the Michigan Department of Transportation ("MDOT") Cost Agreement ("Agreement"), Number 10-5688 be approved. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. A resolution to approve the Agreement appears under the regular order of business.

Funds for the City's share are available in the Major Streets Fund - Streets Projects Division's Street Resurfacing Account, No. 202-4614-781.80-46 (\$58,900). The Project Number is TS 1002 in FY 2010-11.

Justification:

Transmitted herewith is a proposed Cost Agreement (City Clerk's File No. _____) with MDOT for the purpose of establishing the rights and obligations of the parties. Specifically, the parties agree to upgrade the traffic signal equipment and resurface the intersection at East Genesee Avenue and Hess Avenue. Additional work includes Hot Mix Asphalt (HMA) paving, the installation of concrete sidewalks and ADA sidewalk ramps and the resurfacing of pavement marks, together with other necessary related work. The total project is estimated to cost \$294,600.00. Surface Transportation Program (STP) – Safety – Hazard Elimination Funds will pay \$235,700.00 and the City's estimated share is \$58,900.00. The City of Saginaw is responsible for any cost overruns in excess of \$294,600.00.

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 MDOT COST AGREEMENT
NUMBER 10-5680 FOR TRAFFIC SIGNAL UPGRADES ON BAY STREET AND
COURT STREET TO STATE STREET**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Cost Agreement, Number 10-5680, has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the upgrading of traffic signal equipment on Bay Street and Court Street to State Street. The work includes replacement of permanent signs, pavement marks and sidewalk ramps, together with other necessary related work; and

WHEREAS, the Agreement has been approved by the City Manager as to substance and by the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that City officials be authorized to execute this Agreement on behalf of the City of Saginaw.

COUNCIL COMMUNICATION

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

**RESOLUTION TO APPROVE MDOT COST AGREEMENT
NUMBER 10-5688 FOR TRAFFIC SIGNAL EQUIPMENT UPGRADE AND
RESURFACING AT EAST GENESEE AVENUE AND HESS AVENUE**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Cost Agreement, Number 10-5688, has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the upgrading of traffic signal equipment and resurfacing at the intersection of East Genesee Avenue and Hess Avenue. The work will include Hot Mix Asphalt (HMA) paving, the installation of concrete sidewalks and ADA sidewalk ramps, resurfacing pavement marks, together with other necessary related work; and

WHEREAS, the Agreement has been approved by the City Manager as to substance and by the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that City officials be authorized to execute this Agreement on behalf of the City of Saginaw.

COUNCIL COMMUNICATION

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

**RESOLUTION TO APPROVE MDOT COST AGREEMENT
NUMBER 10-5550 FOR DECK REPLACEMENT AT I-675 AND VETERANS
MEMORIAL PARKWAY**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Cost Agreement, Number 10-5550, has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the replacement work on the structure that carries northbound Veterans Memorial Parkway over Highway I-675, including but not limited to, approach and resurfacing work on the part of the structure which carries southbound Veterans Memorial Parkway over Highway I-675 and is located within the corporate limits of the City; and

WHEREAS, the Agreement has been approved by the City Manager as to substance and by the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that City officials be authorized to execute this Agreement on behalf of the City of Saginaw.

COUNCIL COMMUNICATION

From: The City Manager

Subject: American Red Cross Training Contracts

Manager's Recommendation:

I recommend that the contracts with the American Red Cross be approved in the amounts of \$760.00 and \$600.00 and that the City Manager or his designee be authorized to execute these and any related documents. The contracts have been approved by the City Manager as to substance and by the City Attorney as to form.

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

Funds for this service are budgeted in the Water Operations and Maintenance Fund – Treatment and Pumping Division's Training and Development Account, No. 591-4730-861.80-90.

Justification:

On October 15, 2010, the City received two contracts from the Red Cross to provide recertification training in Adult CPR/AED for the employees at the Water Treatment Plant. Recertification is required each year. There are two contracts, one to provide training in November and December and the second for training in January so that both the maintenance and operations staff can attend.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Welding & Cutting Tank Rentals

Manager's Recommendation:

I recommend that a blanket purchase order be approved and issued to Airgas Great Lakes in the amount of \$2,300.00 for the rental of welding and cutting tanks.

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 Motor Pool Operation Parts & Supplies Account, No. 661-4480-841.73-30.

Justification:

Tank rentals are for welding and cutting parts in the City's Municipal Garage. At this time, it's necessary to establish an annual purchase order for tank rental currently being billed separately from the acetylene and oxygen.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Emergency Spill Response

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Young's Environmental Cleanup, Inc. for \$3,890.01 to cleanup and dispose of flammable liquids and other dangerous materials from the site of a fire.

Additionally, I recommend that the Rubbish Collection Fund – Environmental Improvement Division's Operating Services Account No. 226-4583-841.80-05 should be increased from \$500 to \$4,390, which is an increase of \$3,890. This increase will cover the environmental cleanup. To offset the increase in the expenditure account, the Rubbish Collection Fund's Fund Balance Account No. 226-0000-680-00.00 should be increased by the same.

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 available in the Rubbish Collection Fund - Environmental Improvement Division's Operating Services Account No. 226-4583-841.80-05.

Justification:

On July 21, 2010, Young's Environmental Cleanup, Inc. was called in by the Saginaw Fire Department to cleanup and dispose of flammable liquids and other dangerous materials from the site of a fire. This was an unplanned cleanup; therefore, funds are being transferred from the fund balance in the Rubbish Fund to cover the cost.

Council Action

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Emergency Purchase Life Line Retrieval Device

Manager's Recommendation:

I recommend that purchase order number 42234 to WW Grainger, Inc. be approved in the amount of \$2,818.08 for the emergency purchase of a life line retrieval device 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 available in the Sewer Operation and Maintenance Fund – Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-861.73-30

Justification:

On October 19, 2010 the City of Saginaw received a quote from WW Grainger, Inc. for a Life Line Rescue/Retrieval Device for the Wastewater Treatment Plant. Because these are safety devices, an emergency purchase order was requested. Quotes were received from four suppliers: Accurate Safety, Lab Safety Supply, McMaster Carr, and WW Grainger. WW Grainger had the lowest price and was awarded the purchase order on October 22, 2010.

The manufacturer must certify the rescue/retrieval devices used at the plant every two years. When the manufacturer of our retrieval devices was contacted for re-certification we were told that our retrieval devices were outdated and could not be re-certified. These devices are used to secure personnel who must enter confined spaces so they can be safely pulled out of the confined space from above if necessary. .

Council Action

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

COUNCIL COMMUNICATION

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

A Resolution Approving The City Of Saginaw
Apportionment Of The Saginaw Area Storm Water Authority Annual Budget

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the City of Saginaw has previously joined the Saginaw Area Storm Water Authority, hereafter "Authority," and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

WHEREAS, two-thirds (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority; and WHEREAS, the Authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority;

NOW THEREFORE, BE IT RESOLVED,

1. The City of Saginaw apportionment of the 2011 annual operational costs for the Authority is accepted and approved as presented.
2. The City of Saginaw 2011 annual budget, for the Authority is accepted and approved as presented.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Payroll Checks, Income Tax Checks, Pressure Sealed Forms

Manager's Recommendation:

I recommend that payment be made to Total Business Systems in the amount of \$2,413.50 for the emergency purchase of payroll checks, income tax checks and pressure seal forms.

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 General Fund – Department of Fiscal Services Office Supplies accounts for the Treasury Division Account No. 101-1743-711.7320 (\$1,515.40), Income Tax Division Account No.101-1745-711.7320 (\$597.60), and the General Fund -City Clerk Office's Office Supplies Account No. 101-1730-701.7320 (\$300.50) totaling \$2,413.50.

Justification:

On July 27, 2010, the City received bids for payroll and income tax refund checks and pressure seal forms. These checks and forms are used for printing regular and pension payroll bi-weekly and weekly checks and direct deposit pension and regular payroll checks. This bid also includes income tax refund checks for the 2010 Income Tax season. The City Clerk's Office also uses the pressure seal forms for printing and mailing of business licenses and rental registrations. Following is a tabulation of the bids received:

Superior Business Solutions Saginaw, MI	\$2,599.00
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COUNCIL COMMUNICATION

TBF Graphics \$2,634.00
Saginaw, MI

Total Business Systems, Inc. \$2,413.50
Alma, MI 48801

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: High Service Pump Butterfly Valve

Manager's Recommendation:

I recommend that the quote from A/C Service and Repair, Inc. be accepted and that a purchase order be approved and issued to them in the amount of \$6,800.00 for the purchase of a replacement butterfly valve for use by the Water Treatment Plant.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedures," 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 Operations and Maintenance Fund – Treatment and Pumping Division's Capital Outlay/Repairs and Replacement Account No. 591-4730-861.97-20.

Justification:

A quote for supply of an Allis Chalmers replacement butterfly valve for the Water Treatment Plant was received in the amount of \$6,800 on July 28, 2010. The valve is for one of the high service pumps that is leaking and is an exact replacement for the valve in place. An exact replacement is necessary in order for the valve stem to match up to the valve actuator.

A/C Service and Repair, Inc. is the sole source distributor for Allis Chalmers valves.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Office Equipment for Weed and Seed Office

Manager's Recommendation:

I recommend that the quote from Choice Office Products, Saginaw, MI in the amount \$2,863.88, and the quote from Office Depot, Cincinnati, OH in the amount of \$1,552.00 be accepted and a purchase order be issued to them in the designated amounts.

These vendors meet all the 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 are available in the Community Policing Fund - Weed and Seed Division's, Capital Outlay/Office Equipment Account Number 260-3321-741.9760.

Justification:

This office furniture is required to expand the services provided to include tutoring and Phase II of DEFY (Drug Education for Youth), to meet the identified outcomes for the Weed and Seed Initiatives.

Choice Office Products was the lowest bidder but did not have all the items necessary or requested in the bidding process. Choice is being utilized for the items they could provide and Office Depot is being used for the remainder of the items, and Office Depot is the lowest bidder on the items needed. Following is a tabulation of the bids received:

Choice Office Products Saginaw, MI	\$2,863.88
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COUNCIL COMMUNICATION

Office Depot Cincinnati, OH	\$4,231.72
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Pinnacle Design Saginaw, MI	\$5,475.92
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Burskee, LLC Saginaw, MI	\$6,418.31
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Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: ROW Annual Supply Of Manhole Blocks

Manager's Recommendation:

I recommend acceptance of acceptance of the bid received from Acme Block and Supply and issuance of a purchase order to them in the amount of \$12,700.00 for the purchase of manhole blocks.

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 Sewer Operations and Maintenance Fund - Right of Way, Maintenance and Service Division Parts and Supplies Account, No. 590-4821-861.73-30 and will be accounted for through the Water Inventory Account, No. 591-0000-171.11-30.

Justification:

The Right of Way, Maintenance and Service Division, received bids from two vendors for an annual supply of manhole blocks to be used in the construction and repair of the City's combined sewer system. Acme Block's bid met all of the City's requirements. Michigan Pipe and Valve did not supply the concrete block test data sheet, as the bid required. Therefore, they did not meet the bid specifications. Following is a tabulation of the bids received:

Michigan Pipe and Valve Mt. Pleasant, MI	\$10,584.00
Acme Block and Supply Saginaw, MI	\$12,700.00

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Raftelis Financial Consultants, Inc. Agreement

Manager's Recommendation:

I recommend approval of an agreement with Raftelis Financial Consultants, Inc. ("Raftelis") in an amount not to exceed \$29,160.00 for financial consulting services. The agreement is approved by the City Manager as to substance and is subject to the City Attorney's approval 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 are available in the Water Operation and Maintenance Fund – Administration's Professional Services Acct. No. 591-4710-851.80-01 for Fiscal Year 2011.

Justification:

On November 2, 2010, Raftelis submitted a proposal to provide financial consulting services to the City. Raftelis will provide consulting services relating to providing water service to new contract customers and the fiscal effect of the potential loss of a contract customer. These services will be performed on an as-needed basis upon notification by the City and a mutually agreed upon scope of work. Raftelis has performed related financial services for the City in the past and developed the current rate model being utilized for the City's retail and wholesale rates.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: VanOverbeke, Michaud & Timmony, P.C. Agreement.

Manager's Recommendation:

I recommend approval of the renewal of the Agreement for Professional Legal Services with VanOverbeke, Michaud & Timmony, P.C. This contract has been approved by the City Manager as to substance and the City Attorney as to form.

Justification:

The City is involved in a lawsuit involving police pension benefits. The Police and Fire Pension Board has recommended the law firm of VanOverbeke, Michaud & Timmony, P.C. to handle this matter. They specialize in public service pension issues. The City had a prior legal services agreement with this firm, which expired on June 30, 2010. This proposal is to renew this contract for another 5-year term, from July 1, 2010 until June 30, 2015. The rate will continue at \$110 per hour.

Council Action:

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