



Saginaw City Council Agenda

1315 S. Washington Avenue
VIA TELECONFERENCE
PER EXECUTIVE ORDER 2020-129
July 13, 2020
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the June 22, 2020 regular council meeting minutes.
2. Approve the amendments to the FY 2021 Approved Budget to recognize changes that have occurred during the July period.
3. Approve the purchase with Chargepoint Partner-Future Energy for \$253,705 for two Direct Current Fast Charger electric vehicle charging equipment chargers and six Level two charging stations.
4. Approve the acceptance of the Charge Up Michigan Grant from the Michigan Department of Environment, Great Lakes and Energy for \$40,370 for reimbursement for the the qualified Direct Current Fast Charger electric vehicle charging equipment.
5. Approve the acceptance of the rebate from Consumers Energy- PowerMI Drive Program for \$110,000 for two Direct Current Fast Charger electric vehicle charging equipment chargers and six Level Two charging stations.
6. Approve the purchase with Republic Services for \$10,476 for FY 2021; and pending budget approval, \$10,685 for FY 2022 and \$10,899 for FY 2023, for annual trash pick-up services at select City-owned properties.
7. Approve the blanket purchase with Hoffman's Power Equipment, Inc. for \$5,000 for FY 2021; and pending budget approval, for FY 2022 and 2023, for lawn mower parts for the Facilities Division.
8. Ratification of a purchase with John E. Green Company for \$3,576 for repairs to the cooling system at the Police Department for the Facilities Division.

9. Approve the blanket purchase order with Larry's Auto Supply for \$3,500 for tools for the Motor Pool Division.
10. Approve the purchase with Wirt Saginaw Stone Dock for \$13,500 for crushed stone for the Durapatcher machine for the Streets Division.
11. Approve the purchase with Bit-Mat Products of Michigan for \$27,300 for tack coat and emulsified asphalt for the Durapatch machine for the Streets Division.
12. Ratification of a purchase with Top Flight Tree Removal, LLC for \$23,600 for tree services for the Streets Division.
13. Approve the purchase with Pomp's Tire Service for \$5,100 for FY 2021 for tire recycling for the Streets Division.
14. Ratification to increase a purchase order with J. Ranck Electric by \$7,965, for a new total of \$26,845, for additional labor and materials to construct two traffic signal strain pole foundations for the Traffic Maintenance Section, Right of Way Division.
15. Approve the annual purchase with Harlan Electrical Construction Company for \$20,000 for FY 2021; and pending budget approval, for FY 2022 and 2023, for emergency pole setting for the Traffic Maintenance Section, Right of Way Division.
16. Approve the purchase with Waste Management for \$13,500 for FY 2021; and pending budget approval, for \$14,220 FY 2022, for trash containers and disposal at the City's Convenience Station for the Streets Division.
17. Approve the blanket purchase order with Wohlfeil Hardware and Tools, Inc. for \$4,000 for FY 2021; and pending budget approval, for FY 2022 for miscellaneous supplies for the Maintenance and Service Division.
18. Approve the Cash Match Assurance Letter and purchase with Saginaw Metropolitan Planning Organization for \$28,061 for the City's portion of the required cash match for federal planning funds for FY 2021 for the Engineering Section, Right of Way Division. Further, approve a budget adjustment for FY 2021 to recognize these funds.
19. Approve the contract with J.R. Heineman and Sons, Inc. for \$328,900 for Water and Wasterwater administration building renovations for the Water and Wastewater Services Department.
20. Approve the blanket purchase order with the Clean Team, Inc. for \$10,000 for weekly disinfection of offices and common use areas for the Wastewater Treatment Division.
21. Ratiification of a purchase with USA Bluebook for \$8,237 for a pump for the Hoyt Park pump station for the Remote Facilities Division.
22. Approve the polling location agreement with SMG Worldwide Entertainment and Convention Venue Management.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Mayoral reappointment of Christopher Sheridan to the Saginaw Economic Development Corporation with a term to expire June 30, 2023.
2. Approve the Mayoral appointment of Monica Rozek to the Saginaw Economic Development Corporation with a term to expire June 30, 2023.
3. Approval of the Mayoral reappointment of Blanche Clark to the Saginaw Economic Development Corporation with a term to expire June 30, 2023.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

1. Establishment of a new polling location for the August 4 and the November 3, 2020 elections.

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JUNE 22, 2020, AT 6:30 P.M. VIA VIDEO/TELECONFERENCE PER GOVERNOR WHITMER'S EXECUTIVE ORDER 2020-129. THE MEETING WAS STREAMED LIVE VIA THE CITY'S WEBSITE AND ON SGTV.

ROLL CALL

Mayor Kloc called the meeting to order. Council Members present: Jamie Forbes, Annie Boensch, Autumn Scherzer, John Milne, Michael Balls, Bill Ostash, and Floyd Kloc: 7. Council Members absent: Reginald Williams II, and Brenda Moore: 2.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- The agenda has been revised to include consent item # 27 regarding the Plunkett & Cooney Agreement 2nd amendment.
- The filing deadline for 5 Council positions and 2 Saginaw Public School Board positions is July 21. Call 759.1480 for additional information and to obtain the required documents.

Council Members Williams and Moore joined the meeting at 6:31 p.m.

PUBLIC INPUT

Public Input that addressed the Council was: Alexander Verdoni, and Kimberly Mears.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Scherzer, Moore, Boensch, Forbes, Williams, Ostash, Balls, Milne, and Mayor Kloc.

REPORTS FROM CITY MANAGER

City Manager Morales provided updates on the revised Police Department's Use of Force Policy, the email address created for citizens to use regarding fireworks complaints which is stopthenoise@saginaw-mi.com, and that he is recommending to establish a permanent Citizen's Advisory Committee (CAC) per ordinance §13.08. Manager Morales reported that the Administrative Committee members will be Manager Morales, Police Chief Ruth, Attorney Lusk, Human Resource Director Jordan, Executive Assistant Davis serving as secretary, and Council Member Williams. This committee will prepare a resolution for consideration to formally form the CAC.

CONSENT AGENDA:

Mayor Kloc asked if there were any exceptions to the consent agenda. No exceptions were made.

1. Approve the June 8, 2020 regular council meeting minutes.
2. Approve insurance renewals with Saginaw Bay Underwriters under Argonaut Insurance Company, Arch Insurance Company, and BCS Insurance Company for \$451,560 for liability and vehicle policies effective July 2, 2020 through July 1, 2021.
3. Approve the amendments to the FY 2020 Approved Budget to recognize changes that have occurred during the June period.

-
4. Approve the professional services agreement with Full Steam Social Media for \$50,000 annually for FY 2021 through FY 2023, pending budget approval, to provide weekly social media stories, photos and related content.
 5. Approve the blanket purchase with Kay Communications, a sole source, for \$10,000 for in-car camera repairs and replacements for Saginaw Police Department for FY 2021.
 6. Approve the blanket purchase with CFS Inspections for \$2,200 for annual ground and aerial ladder testing for the Fire Department for FY 2021.
 7. Approve the blanket purchase with Douglass Safety Systems, a sole source, for \$15,000 for firefighting foam for the Fire Department for FY 2021.
 8. Approve the blanket purchase with Douglass Safety Systems, a sole source provider, for \$8,000 for self-contained breathing apparatus parts for the Fire Department for FY 2021.
 9. Approve the blanket purchase with Phoenix Safety Outfitters for \$25,000 for turnout gear for the Fire Department for FY 2021.
 10. Approve the blanket purchases to various vendors for a total of \$149,000 for apparatus services and repairs for the Fire Department for FY 2021.
 11. Approve the blanket purchases to various vendors for a total of \$13,000 for vehicle services and repairs for the Fire Department for FY 2021.
 12. Ratification of the purchases with Fassezke Glass & Mirror, Inc. for \$12,642 for safety measures to protect from the spread of COVID-19 in City facilities.
 13. Approve the purchase with Ultimate Landscaping, Inc. for \$10,000 for grass cutting services for the Facilities Weed Abatement Division.
 14. Approve the blanket purchases to various vendors for a total of \$94,700 for fleet vehicle services for the Garage Operations Division for FY 2021.
 15. Approve the blanket purchases to various vendors for a total of \$427,100 for vehicle parts and supplies for the Garage Operations Division for FY 2021.
 16. Approve the blanket purchase order to Larry's Auto Parts for \$4,000 for various fleet supplies for the Garage Operations Division for FY 2021.
 17. Approve the purchase with Great Lakes Window Cleaning for \$7,990 for annual window cleaning services for FY 2021.
 18. Approve the purchase with City Sewer Cleaners for \$4,600 for eight portable toilet rentals and services for FY2021.
 19. Approve the purchase order with Dover and Company for an amount not to exceed \$10,000 for annual overhead door maintenance service for the Facilities Division.

20. Approve the purchase with Otis Elevator for \$2,400 for Quarterly Elevator Inspection Services for FY 2021.
21. Ratification of the purchase with J. Ranck Electric for \$18,880 for labor and materials to construct two traffic signal strain pole foundations for the Traffic Maintenance Section, Right of Way Division.
22. Approve to increase the Professional Engineering Services Agreements with specific vendors by \$ 400,000, for a new annual amount not to exceed \$1,700,000, for FY 2020 through FY 2024, for services for the Engineering Section, Right of Way Division.
23. Approve the purchase with I.E. LLC for \$22,050 for compost grinding services for the Streets Division for FY 2021.
24. Approve the Agreement with the Saginaw County Road Commission for \$55,685 for the removal and reinstallation of a City of Saginaw water transmission main as part of Saginaw County Road Commission's Dixie Highway reconstruction project for the Public Services Department.
25. Approve the purchase with William W. Meyer and Sons, Inc. for \$3,498 for a replacement 8 vane steel rotor airlock for the pneumatic lime transfer system for the Water Treatment Division.
26. Approve the purchases to Raftelis Financial Consultants, Inc., Bendzinski & Co. Municipal Financial Advisors, and Dickinson Wright, PLLC, for an annual maximum of \$100,000 for FY 2021; and pending budget approval, for FY 2022 and FY 2023 for financial advisory and bond counsel services for the Water and Wastewater Treatment and Public Services Departments.
27. Approve the 2nd Amendment to the Plunkett and Cooney, P.C. Professional Legal Services Agreement.

Moved by Mayor Pro Tem Moore, seconded by Council Member Milne to approve consent agenda items 1 through 27 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Council Member Scherzer reported that the Saginaw Economic Development Corporation received business loan grant applications.

APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Mayor Kloc asked if there were any exceptions to the appointments. No exceptions were made.

1. Approve the Mayoral appointment of Kevin Rooker to the Saginaw Economic Development Corporation with a term to expire June 30, 2022.
2. Approve the Mayoral reappointment of James Graham to the Saginaw Economic Development Corporation with a term to expire June 30, 2023.

3. Approve the Mayoral reappointment of Craig Bell to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2023.
4. Approve the Mayoral reappointment of Leslie Tincknell to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2023.
5. Approve the Mayoral reappointment of Kristin Karwat to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2023.
6. Approve the Council reappointment of Diane Kloc to the Public Libraries of Saginaw with a term to expire June 30, 2024.
7. Approve the Mayoral reappointment of Joseph Turner to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2023.
8. Approve the Council appointment of Fenobia Dallas to the Board of Zoning Appeals with a term to expire December 31, 2021.
9. Approve the Mayoral reappointment of Clint Bryant to the Riverfront Development Commission with a term to expire April 1, 2025.
10. Approve the Mayoral reappointment of Burris Smith to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2023.

Moved by Council Member Scherzer, seconded by Mayor Pro Tem Moore to approve appointments 1 through 10 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

ORDINANCE INTRODUCTION:

Moved by Council Member Milne, seconded by Mayor Pro Tem Moore to introduce an ordinance to repeal Ordinance O-142 of "Table II: Street Vacations," of "Table of Special Ordinances," of the City of Saginaw Code of Ordinances, O-204. 9 ayes, 0 nays, 0 absent. Motion approved.

Mayor announced that the ordinance will be laid over under Charter provision.

Moved by Council Member Scherzer, seconded by Council Member Milne to introduce an ordinance to repeal Ordinance O-143 of "Table II: Street Vacations," of "Table Of Special Ordinances," of the City Of Saginaw Code of Ordinances, O-204. 9 ayes, 0 nays, 0 absent. Motion approved.

Mayor Kloc announced that the ordinance will be laid over under Charter provision.

ORDINANCE CONSIDERATION AND ADOPTION:

Moved by Mayor Pro Tem Moore, seconded by Council Member Ostash to adopt the ordinance to amend the official city map to rezone block 77, Penoyer Farm, City of Saginaw from R-1, Single-Family Residential to RMU-Int, Riverfront Mixed Use – Institutional. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Milne to adopt the ordinance to amend §118.04, "Sunset," of Chapter 118, "Prohibition of Marihuana Establishments and Facilities," of Title XI, "Business Regulations," of the City of Saginaw Code of Ordinances, O-204. 9 ayes, 0 nays, 0 absent. Motion approved.

RESOLUTIONS:

Moved by Council Member Milne, seconded by Mayor Pro Tem Moore to adopt the resolution to establish an Inter-municipality Committee for the purpose of transportation planning in the Saginaw area and governance of the Saginaw Metropolitan Planning Organization. 9 ayes, 0 nays, 0 absent. Motion approved.

MISCELLANEOUS BUSINESS

City Manager reported on the status of the assignment to create a committee to review the creation of a Human Rights Commission. Staff to serve on the committee will be the City Manager, City Attorney, applicable staff members and the Executive Assistant Davis to serve as secretary. Council consented to assigning Council Members Ostash, Williams and Balls to work on this committee.

Council consent was given to continue with virtual Council meetings for the safety and protection of all.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Mayor Pro Tem Moore to adjourn the meeting at 7:30 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by

Janet Santos, MiPMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: July Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend approval of the amendments to the 2020/2021 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of July.

Justification:

The 2020/2021 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2021 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for July, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

In review of the General Fund, it is recommended that this fund be increased by a net \$265,537, from \$36,273,633 to \$36,539,170.

- In December 2019, city council approved purchase order 0507536 to Dominion Voting Systems Inc. for the purchase of an adjudication module for the Elections Division. The purchase was split between two payments, with the first made in FY 2020. A budget adjustment is needed to recognize the second payment in the amount of \$12,864. This payment will be recognized in the Office of General Government, Elections Division, Office Equipment Account No. 101-1731-981.000 and will be offset by use of available fund balance.
- In June, the Fire Department received a stipend in the amount of \$430 from the "Sound Off" School Fire Safety Program. At the request of the department, these funds will be spent in FY 2021. Therefore, these funds have been restricted and will be recognized in current year. Funds will be recognized in the Community Public Safety – Fire, Fire Operations Division, Food Supplies Account No. 101-3551-731.000 and will be offset by use of restricted fund balance.
- On March 16, 2020, city council accepted a grant in the amount of \$25,000 from the Michigan Municipal League to assist with the City's 2020 Census Awareness Campaign efforts. As of June 30, \$13,022 remained unspent and became restricted fund balance. This budget adjustment recognizes these funds in FY 2021. The expenditures will be recognized in the Office of General Government, City Council Division, Public Meals Account No. 101-0101-961.000 in the amount of \$5,000 and the Marketing Account No. 101-0101-881.000 in the amount of \$8,022. These expenditures will be offset by use of restricted fund balance.

- In June 2020, city council approved purchase order 0508486 to Spicer Group Inc. for services related to the City's Master Plan update. This budget adjustment is to recognize the carryover of purchase order 0508486 in the amount of \$59,000. Expenditures will be recognized in the Department of Neighborhood Services and Inspections, Planning and Zoning Division, Professional Services Account No. 101-3863-801.000. An appropriation of fund balance will offset the increase in expenditures.
- In the city's continued effort to achieve its number one strategic goal of "Economic Development of its Urban Core", the city administration has been working on various projects in the Old Town and Downtown areas. Two of these projects have been ongoing since FY 2020 – these projects include the purchase and installation of electric charging stations as well as an update to the Tuscola Alleyway in the downtown. As such, restricted funds will be allocated for both of these projects that improve the aesthetic of the urban core. For these electric charging stations, \$53,335 will be allocated and for the Tuscola Alleyway renovation an allocation of \$126,886 will come from this fund. This is a total appropriation of \$180,221. These expenditures will be recognized in the Other General Fund Expenditures, Operating Transfers Division, Capital Improvements Fund Account No. 101-9660-999.401 and will be offset by use of restricted fund balance.

The Downtown Development Authority (DDA) 2011 Fund (259) should be increased from \$151,270 to \$251,270. This represents a \$100,000 increase. At the Downtown Development Authority meeting on June 23, 2020, the board agreed to contribute funds towards two projects that are being undertaken by the City. The first is the addition of charging stations for electric vehicles in various areas within the Old Town and Downtown areas. The second project is for the renovation of the Tuscola Alleyway. An appropriation of available fund balance will be utilized to cover these projects. In addition, expenditures will be recognized in the DDA Fund, Operating Transfers Division, Capital Project Fund Account No. 259-9660-999.401. This transfer will be made to the Capital Projects Fund (401).

The Capital Projects Fund (401) should be increased from \$476,854 to \$1,704,045, an increase of \$1,227,191.

- The City is installing charging stations for electric vehicles in various areas throughout the Downtown and Old Town areas. The total cost for this project is \$253,705 and will be recognized in the Capital Projects Fund, Parking Operations and Maintenance Division, Fixtures Account No. 401-3868-985.000. Revenues will be received from the following sources: \$103,335 in transfers into this fund from the General Fund (\$53,335) and the DDA 2011 Fund (\$50,000), which will be recognized in the Transfers from Other Funds Account No. 401-0000-699.000; \$40,370 in grant funds from the Michigan Department of Environment, Great Lakes, and Energy that will be recognized in the State Grants Account No. 401-0000-539.000; and \$110,000 in rebates from the Consumers Energy PowerMIDrive Program that will be recognized in the Reimbursement Account No. 401-0000-676.000.
- The City is in the process of completing a renovation of the Tuscola Alleyway in the downtown area. The total cost for this project is \$221,886 and will be recognized in

the Capital Projects Fund, Streets Projects Division, Construction Projects Account No. 401-4614-822.000. Revenues will be received through transfers from other funds, including the General Fund (\$126,886), the Major Streets Fund (\$45,000) and the DDA 2011 Fund (\$50,000). These funds will be recognized in the Transfers from Other Funds Account No. 401-0000-699.000.

- In May 2020, city council approved purchase order 0508283 to Dore & Associates Contracting for the demolition of Parking Ramp #1 located at 220 Baum St. This budget adjustment is to recognize the carryover of purchase order 0508283 in the amount of \$751,600. Expenditures will be recognized in the Capital Projects Fund, Parking Operations and Maintenance Division, Repair and Replacement Account No. 401-3868-974.000. An appropriation of restricted fund balance will offset the increase in expenditures.

In review of the Sewer Operations and Maintenance Fund (590), it is recommended that this fund should be increased by \$69,507, from \$24,582,148 to \$24,651,655.

- In April 2020, city council approved purchase order 0508215 to KSB Dubric Inc. for the purchase of sewage pump casings. This budget adjustment is to recognize the carryover of purchase order 0508215 in the amount of \$25,937. Expenditures will be recognized in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division, Repair and Replacement Account No. 590-4830-974.000. An appropriation of retained earnings will offset the increase in expenditures.
- In March 2020, city council approved purchase order 0507991 to Hamilton Electric for the repair of an ABS Scanpump. This budget adjustment is to recognize the carryover of purchase order 0507991. Expenditures will be recognized in the Sewer Operations and Maintenance Fund, Remote Facilities Division, Repair and Replacement Account No. 590-4835-974.000 in the amount of \$29,895. An appropriation of retained earnings will offset the increase in expenditures.
- In June 2020, city council approved purchase order 0508434 to Kendall Electric Inc. for the purchase of a pre-engineered Fastrac Drive. This budget adjustment is to recognize the carryover of purchase order 0508434 in the amount of \$13,675. Expenditures will be recognized in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division, Repairs and Replacement Account No. 590-4830-974.000. An appropriation of retained earnings will offset the increase in expenditures.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Electrical Vehicle Chargers
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend the approval of a purchase with Chargepoint Partner – Future Energy for \$253,705 for the purchase of two Direct Current Fast Charger electric vehicle charging equipment chargers and six Level Two charging stations.

Justification:

In January 2020, the City was notified of an opportunity to apply for funding from the Consumers Energy PowerMIDrive program. This program was designed to increase Electric Vehicle charging capability and make it easier for consumers to charge their vehicles. This program will also help improve the grid and control rates for all Consumer Energy customers. This program is a major step towards the future of the Consumers Energy's energy grid and the rapidly evolving way to travel.

In early February 2020, the city applied for the rebates with Consumers Energy - PowerMIDrive. In mid-February, the city was awarded \$30,000 for six Level Two charging stations and \$80,000 for two Direct Current Fast Charger (DCFC) electric vehicle charging equipment chargers that will be located in Old Town and Downtown through this program. In addition, an application was provided to the Department of Environment, Great Lakes and Energy (EGLE) for additional funds to cover the cost of two DCFC electric vehicle charging equipment chargers. In April 2020, the city was awarded \$40,370 in grant funds from EGLE. With the additional two sources of funding, the actual cost of this purchase to the city is a net \$103,335.

Listed below are the future locations of these charging stations:

- (2) DCFC electric vehicle charging equipment chargers at 110 South Hamilton Street
- (2) Level Two Chargers at 220 South Baum Street
- (2) Level Two Chargers at the SVRC Market Place Lot at 211 South Water Street
- (2) Level Two Chargers at the Retention Basin Parking Lot at 100 North Hamilton Street

Chargepoint is one of three vendors approved to use through the Consumers Energy PowerMIDrive Program. From our research, Chargepoint offered the most versatile and user friendly charging stations. They were also available on HGACBuy, a nationwide government procurement service.

This vendor meets all requirements of §14.33, "Vendors", of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing", of Title I, "Administrative Code" of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Capital Project Fund, Parking Operations and Maintenance Division, Fixture Account No. 401-3868-985.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Michigan Department of Environment, Great Lakes and Energy (EGLE) for the Charge Up Michigan Grant Agreement Award

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend the acceptance of \$40,370 reimbursement agreement grant from the Michigan Department of Environment, Great Lakes and Energy for the Charge up Michigan Grant for the qualified Direct Current Fast Charger electric vehicle charging equipment at 110 South Hamilton Street.

Justification:

In January 2020, the City was notified of an opportunity to apply for funding from the Consumers Energy PowerMIDrive program. This program was designed to increase Electric Vehicle charging capability and make it easier for consumers to charge their vehicles. This program will also help improve the grid and control rates for all Consumer Energy customers. This program is a major step towards the future of the Consumers Energy's energy grid and the rapidly evolving way to travel.

In February 2020, Consumer's Energy through its PowerMIDrive program awarded funding to the City for six Level Two charging stations and two DCFC charging stations that will be located in Old Town and Downtown. In addition, an application was provided to the Department of Environment, Great Lakes and Energy (EGLE) for additional funding to cover the cost of two DCFC charging station at 110 South Hamilton Street. This application was approved for \$40,370 and this council communication accepts the grant with EGLE.

I have approved this agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Consumers Energy – PowerMIDrive Rebates
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager’s Recommendation:

I recommend the acceptance of \$110,000 in rebates from Consumers Energy – PowerMI Drive Program for the purchase of two Direct Current Fast Charger electric vehicle charging equipment chargers and six Level Two charging stations.

Justification:

In January 2020, the City was notified of an opportunity to apply for funding from the Consumers Energy PowerMIDrive program. This program was designed to increase Electrical Vehicle charging capability and make it easier for consumers to charge their vehicles. This program will also help improve the grid and control rates for all Consumer Energy customers. This program is a major step towards the future of the Consumers Energy’s energy grid and the rapidly evolving way to travel.

In early February 2020, the city applied for the rebates with Consumers Energy - PowerMIDrive. In mid-February, the city was awarded \$30,000 for six Level Two charging stations and \$80,000 for two Direct Current Fast Charger (DCFC) charging stations that will be located in Old Town and Downtown through this program.

Listed below are the future locations of these charging stations:

- (2) DC Fast Charger at 110 South Hamilton Street
- (2) Level Two Chargers at 220 South Baum Street
- (2) Level Two Chargers at the SVRC Market Place Lot at 211 South Water Street
- (2) Level Two Chargers at the Retention Basin Parking Lot at 100 North Hamilton Street

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Trash Pick-Up Services
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Republic Services for \$10,476.00 for FY 2021; and pending budget approval, for \$10,684.08 for FY 2022 and \$10,898.28 for FY 2023, for annual trash pick-up services.

Justification:

On June 16, 2020, three bids were received for the annual city-wide trash pick-up services at select City properties. This service requires Republic to deliver and pick-up trash containers to designated City-owned properties. The City properties that will receive these services are Police Department, Fire Stations No. 1–4, Andersen Enrichment Center, Maintenance & Services, Traffic Engineering, Water Treatment, Facilities Maintenance, Celebration Park, and Waste Water Treatment Plant. The following is a tabulation of the bids received:

<u>Vendor</u>		<u>Total</u>
Republic Services	FY 21	\$10,476.00
Flint, MI	FY 22	\$10,684.08
	FY 23	<u>\$10,898.28</u>
	Total	\$32,058.36
Waste Management	FY 21	\$12,632.64
Saginaw, MI (in city)	FY 22	\$13,011.72
	FY 23	<u>\$13,401.96</u>
	Total	\$39,046.32
Billy's Contracting	FY 21	\$15,264.00
Saginaw, MI (out city)	FY 22	\$15,264.00
	FY 23	<u>\$15,780.00</u>
	Total	\$46,308.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I "General Provisions," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in General Fund, Community Public Safety, Police, Building Management Division's, Operating Services, Account No. 101-3514-805.000 \$2,280.00,

General Fund, Community Public Safety, Fire, Fire Suppression Division's, Operating Services, Account No. 101-3551-805.000 \$1,296.00, General Fund, Department of Public Services, Facilities Division's, Operating Services, Account No. 101-7575-805.000 \$3,540.00, Major Street Fund, Traffic Engineering Division's, Operating Services, Account No. 202-4621-805.000 \$540.00, Andersen Enrichment Center Operations Fund, Operating Services Account No. 236-7540-805.000 \$540.00, General Fund, Celebration Park Division, Operating Services Account No. 101-7580-805.000 \$540, Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Operating Services, Account No. 590-4821-805.000 \$360.00, Water Operations and Maintenance Fund, Maintenance and Service Division's, Operating Services, Account No. 591-4721-805.000 \$360.00 and the Water Operations and Maintenance Fund, Treatment and Pumping Division's, Operating Services, Account No. 591-4730-805.000 \$1020.00 and pending approval, will be budgeted in the amount of \$10,685.04 and \$10,898.28 in the same account numbers respectively for FY 2022 and 2023.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket with Hoffman's Power Equipment
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend approval of a blanket purchase with Hoffman's Power Equipment, Inc. for \$5,000, and pending budget approval for the same amounts in FY 2022 and FY 2023, for lawn mower parts for the Facilities Division.

Justification:

Hoffman's Power Equipment, Inc. provides parts for eight weed abatement mowers. Facilities personnel are running into more complex type of repairs on the mowers due to the age, the newest mower was purchased in 2014. Hoffman's Power Equipment is the only local authorized dealer for the eXmark brand. Since these parts are necessary to properly maintain the City's mower fleet, it is in the best interest of the City to approve this request to maintain this equipment.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division's Parts and Supplies Account No. 101-7575-742.000 and will be budgeted in the same account for FY 2022 and FY 2023.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Chiller
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend ratification of the purchase with John E. Green Company for \$3,576.00 for emergency repairs to the cooling system at the Police Department for the Facilities Division.

Justification:

On June 16, 2020, emergency purchase order 508502 was issued to John E. Green Company to repair the chiller at the Police Department. The repairs include; removal and replacement of the condenser fan motor and blade and preventative maintenance. John E. Green Company is the current City approved vendor for these services. The necessary repairs have been made and the chiller has been returned to service.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Police, Police Building Management Division, Repairs and Replacement Account No. 101-3514-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order for Larry's Auto Supply
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a blanket purchase order with Larry's Auto Supply for \$3,500 for tools for the Motor Pool Division.

Justification:

The City's Municipal Garage mechanics are given a tool allowance at a yearly cost not to exceed \$500 per person, per the SEIU Hourly Bargaining Unit, Union Contract, Section 43, as follows:

For the Fleet Maintenance Technician III, Fleet Maintenance Technician II, Fleet Maintenance Technician I and Serviceperson Mechanic positions, the employer will continue to replace broken and worn out tools and contribute to the purchase of "updated" tools owned and used by the employees in these job classifications at a yearly cost not to exceed \$500 per person, per fiscal year. It is further understood that City employees shall be responsible for assigned tools lost or damaged through negligence of the employee. The allowance shall be distributed based on procedure currently in effect in the Division of Motor Equipment.

The Municipal Garage mechanics have discussed and agreed that based upon the extremely high level of customer service, cost matching, and full product line offered by this in-city vendor; this is where they would like to use their annual tool allowance. This vendor offers, pertaining specifically to this tool allowance, complete cost matching of any tool found from any competing supplier. This blanket purchase order fulfills the City's bargaining agreement with employees for the purchase of new and specialized tools required for changes in industrial materials, electronic computer software and manufactured specifications, etc. Each one of the Garage's seven mechanics selects their individual tools. Establishing a blanket purchase order is the most cost effective and convenient way for the mechanic's to purchase individual tools via their allotted allowance.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division's, Mechanic Tool Allowance Account No. 661-4481-742.002.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Crushed Stone
Prepared by: Beth D. London, Public Service Department

Manager's Recommendation:

I recommend the approval of a purchase with Wirt Saginaw Stone Dock for \$13,500.00 for crushed stone for the Durapatcher Machine for the Streets Division.

Justification:

On June 30, 2020, the Streets Division received a sole bid from Wirt Saginaw Stone Dock for \$27.00 per ton for crushed stone. The Streets Division requires crushed limestone to make road repairs on City streets using the Durapatch machine. It is estimated that we will use 500 tons of crushed stone in FY 2021.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Streets Fund, Routine Maintenance Division, Street and Road Materials Account No. 202-4651-743.000 \$6,750, and the Local Streets Fund, Routine Maintenance Division, Street and Road Materials Account No. 203-4651-743.000 \$6,750.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Emulsified Asphalt and Tack Coat
Prepared by: Beth D. London, Public Service Department

Manager's Recommendation:

I recommend the approval of a purchase with Bit-Mat Products of Michigan, for \$27,300.00 for tack coat and emulsified asphalt for the Durapatch machine for the Streets Division.

Justification:

On June 30, 2020, the City received one bid for 10,000 gallons of HF RS-2 Anionic Emulsified Asphalt and 3,000 gallons of LTBC-2 Tack Coat. The Streets Division requires these materials to make road repairs on City streets using hot mix asphalt and the Durapatch machine. The following is a tabulation of the bid received:

<u>Vendor</u>	<u>Material</u>	<u>Unit Price</u>	<u>Total Cost</u>
Bit-Mat Products of Michigan	Emulsified Asphalt	\$2.10 / Gal	\$21,000.00
Bay City, Michigan	Tack Coat	\$2.10 / Gal	\$ 6,300.00
	Total Costs:		\$27,300.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Streets Fund, Routine Maintenance Division, Street and Road Materials Account No. 202-4651-743.000 \$18,795 and the Local Streets Fund, Routine Maintenance Division, Street and Road Materials Account No. 203-4651-743.000 \$8,505.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Emergency Tree Services
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend ratification of a purchase with Top Flight Tree Removal, LLC for \$23,600 for labor and equipment to perform emergency tree work for the Streets Division.

Justification:

A storm on June 10, 2020, caused extensive damage to right of way trees in the City of Saginaw. It is estimated that over 100 right of way trees fell or were uprooted and an additional 200 trees were damaged by the loss of large limbs. Numerous streets, sidewalks and driveways were blocked by fallen trees and branches. Trees fell on cars and homes on private property. Many trees were left with hanging branches creating hazardous conditions.

On Friday, June 12, 2020, Top Flight Tree Removal Service was hired to assist the City with the storm clean-up in the hard hit west side neighborhood bounded by Barnard Street, Weiss Street, Hill Street and Houghton Avenue. Crews spent two 10-hour days clearing and chipping trees and branches. The total labor and equipment cost for the work was \$23,600 and included 8 men, 2 chippers, 2 chipper trucks, 2 skid steers and 1 articulating loader on Friday, June 12, 2020, and 12 men, 3 chippers, 3 chipper trucks, 3 skid steers and 1 articulating loader on Saturday, June 13, 2020.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Street Fund, Routine Maintenance Division, Operating Services Account No. 202-4651-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase for Tire Recycling Services
Prepared by: Beth D. London, Public Services Department.

Manager's Recommendation:

I recommend the approval of a purchase with Pomp's Tire Service for \$5,100 for tire recycling for the Streets Division for FY 2021.

Justification:

On September 5, 2017, one bid was received from Pomp's Tire Service (formally known as Waddles Tire Service) for the recycling of discarded tires collected at the City Convenience Station and municipal garage, located at 1435 S. Washington Avenue for FY 2018, FY 2019 and FY 2020. Pomp's Tire Service has agreed to extend their FY 2020 bid price for FY 2021. This service requires the vendor to supply a minimum 40 foot trailer for collection and disposal of discarded tires. It is estimated that the 40 foot trailer will need to be emptied three times during FY 2021 at an annual cost of \$5,100.

<u>Vendor</u>	<u>FY 2020</u>	<u>FY 2021</u>
Pomp's Tire Service Brownstown, MI	\$1,700 / Load	\$1,700 / Load

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Rubbish Collection Fund, Sanitary Landfill Division's Operating Services Account No. 226-4584-805.000 \$4,080 and the Motor Pool Operation Fund, Garage Operations Operating Services Account No. 661-4481-805.000 \$1,020.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Traffic Signal Strain Pole Foundations
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend ratification of an increase to a purchase order with J. Ranck Electric by \$7,965, for a new total of \$26,845, for additional labor and materials to address unforeseen site conditions and conflicts while constructing two traffic signal strain pole foundations for the Traffic Maintenance Section, Right of Way Division.

Justification:

On June 22, 2020, Council ratified a purchase with J. Ranck Electric for \$18,880 for the installation of two traffic signal strain pole foundations at the intersection of Genesee Avenue and Niagara Street. During construction of the foundations, existing excavated material was determined to be non-hazardous contaminated material which must be hauled to a certified landfill by a certified hazmat driver. The contractor also had to cut and cap an abandoned water main and remove a sign foundation that were both in the way of the new traffic signal pole foundations. The cost included the disposal of the non-hazardous contaminated material, the cutting and capping of the pipe, and removal of the sign foundation.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Street Fund, Traffic Engineering Division, Operating Services Account No. 202-4621-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Pole Setting Purchase
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of an annual purchase with Harlan Electric Company for \$20,000 for FY 2021; and pending budget approval, for FY 2022 and FY 2023, for emergency pole setting for the Traffic Maintenance Section, Right of Way Division.

Justification:

On June 16, 2020, the City received three bids for pole setting for FY2021, FY2022, and FY2023. These services are provided on an as-needed basis for the Traffic Maintenance Section to replace streetlights and traffic signal poles damaged during storms or by vehicular accidents and other incidents. The pole setting costs include the cost to transport the pole from the Traffic Maintenance yard, digging the hole, and setting the pole. Some of these costs will be reimbursed through successful claims against City property damage offenders.

Bid quantities are given for bidding purposes only and do not constitute a minimum or maximum quantity that will be used. Based on current bid prices and past annual quantities used, it is estimated that less than \$20,000 annually will be needed for emergency streetlight and traffic signal pole replacements or removals for the next three years. The following is a tabulation of the bids received:

<u>Vendor</u>		<u>Cost</u>
Harlan Electric Company Rochester Hills, MI	FY21	\$54,389.15
	FY22	\$55,573.54
	FY23	\$56,665.07
J Ranck Electric, Inc Mt. Pleasant, MI	FY21	\$65,300.00
	FY22	\$65,300.00
	FY23	\$65,300.00
Rauhorn Electric, Inc Bruce Township, MI	FY21	\$83,700.00
	FY22	\$92,070.00
	FY23	\$101,277.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Department of Public Services General Fund, Street Lighting Division, Operating Services Account No. 101-4620-805.000 \$14,000, Major Streets Fund, Traffic Engineering Division, Operating Services Account No. 202-4621-805.000 \$4,000, and Local Streets Fund, Traffic Engineering Division, Operating Services Account No. 203-4621-805.000 \$2,000, and will be budgeted in the same accounts for FY 2022 and FY 2023, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Convenience Station Containers and Trash Disposal
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Waste Management for \$13,500.00 for FY 2021 and \$14,220.00 for FY 2022, pending budget approval, for trash containers and trash disposal at the City's Convenience Station for the Streets Division.

Justification:

On June 2, 2020, the City received a total of four bids, two of which were qualified, for the containers and disposal of trash collected at the City of Saginaw Convenience Station, located at 1435 S. Washington Avenue. This service requires the vendor to supply 40 cubic yard containers each month for collection of trash at the Convenience Station. It is estimated that 36 containers will be utilized every fiscal year.

Republic Services was the as-read low bidder with a bid of \$13,500.00 for FY 2021 and 14,220.00 for FY 2022. Waste Management was the second low bidder with a bid of \$13,892.04 for FY 2021 and \$14,308.92 for FY 2022. Waste Management's FY 2021 bid was 2.9% higher than the low bid and their FY 2022 bid was 0.6% higher than the low bid. In accordance with Chapter 14, Section 14.36 "Preference for Local Bidders" of the City Ordinances, Waste Management, an in city bidder, has the option of matching the low bid if their bid is within 5% of the low bid. Waste Management agreed to match the low bid of \$13,500.00 for FY 2021 and 14,220.00 for FY 2022. The following is a tabulation of the bids received:

<u>Vendor</u>		<u>Disposal Cost Per 40 Cyd / Container</u>	<u>Total Bid</u>
Waste Management	FY 2021	\$375.00	\$13,500.00
Saginaw, MI	FY 2022	\$395.00	\$14,220.00
Republic Services	FY 2021	\$375.00	\$13,500.00
Flint, MI	FY 2022	\$395.00	\$14,220.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the FY 2021 Rubbish Collection Fund, Rubbish Collection Division's Operating Services Account No. 226-4582-805.000 and will be budgeted in the same account for FY 2022, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order for Wohlfeil Hardware & Tools
Prepared by: Wayne W. Tornberg II, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with Wohlfeil Hardware & Tools, for \$4,000.00, and pending budget approval for \$4,000 FY 2022, for the purchase of miscellaneous supplies for the Maintenance and Service Division.

Justification:

The Maintenance and Service Division requires miscellaneous supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. This allows the Maintenance and Service Division to purchase items that include Stihl chainsaws and chop saws, small engine repair parts, belts, and other equipment parts required to complete water and sewer work without having to establish a purchase order each time for products that Wohlfeil Hardware & Tools supplies. Wohlfeil Hardware & Tools offers, through Stihl, a 20% discount on all Stihl products to Government and Nonprofit Organizations.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000 \$2,000.00 Sewer Operations and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000 \$2,000.00 and will be budgeted in the same accounts for FY 2022 pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Cash Match Assurance Letter and Payment
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of the Cash Match Assurance Letter and payment to the Saginaw Metropolitan Planning Organization (MPO) for \$28,060.50 for the City's portion of the required cash match for federal planning funds for FY 2021 for the Engineering Section, Right of Way Division.

It is further recommended that a budget adjustment be completed to increase the Major Street Fund Revenues, Reimbursements Account No. 202-0000-676.000 from \$0 to \$28,061, which is a \$28,061 increase. This increase is necessary in order to recognize the reimbursements from the Saginaw MPO for the time City staff spends collecting traffic count data, conducting traffic studies, developing the Transportation Improvement Plan and Road Asset Management Plan. This increase in revenue will be offset by an increase to the Major Street Fund, Engineering Administration Division, Operating Services Account No. 202-4612-805.000 by the same amount.

Justification:

The Metropolitan Planning Organization for Saginaw County, SMATS, is funded with federal urban road planning funds in the amount of \$253,087. Receipt of these funds require a local match of 18.15% or \$56,121 of the total planning cost of \$309,208. The Saginaw County Road Commission and the City of Saginaw are the only local road agencies that receive federal urban local road funds in Saginaw County and are each required to pay half of the local match. In the past, the City provided their match with in-kind services by collecting traffic count data, conducting traffic studies, developing the Transportation Improvement Plan and road asset management plan. Beginning with the FY 2021 federal fiscal year which begins on October 1, 2020, a cash match will be required. The City will still provide in-kind services and be reimbursed for these services quarterly.

The United States Department of Transportation (USDOT) relies on the MPO to ensure that road and transit projects that use federal funds are products of a credible planning process and meet local priorities. The role of the MPO is to develop and maintain a Transportation Improvement Plan (TIP) for the area that supports locally developed road and transit improvement plans and projects. USDOT will not approve federal funding for urban road and transit projects unless they have been approved by the MPO and are on the MPO's TIP.

Funds are budgeted in the Major Street Fund, Engineering Administration Division, Operating Services Account No. 202-4612-805.000.

I have approved the Letter as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Water and Wastewater Treatment Administration Bldg. (C-1662)
Prepared by: Paul Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend approval of contract C-1662 with J. R. Heineman & Sons, Inc. for \$328,900 for Water and Wastewater Administration Building Renovations for the Department of Water and Wastewater Treatment Services.

Justification:

On June 23, 2020, the City received four bids for renovations to convert the former Raptor Center Building at 1830 Fordney Street to the Water and Wastewater Treatment Services Administration Building. The work includes site improvements, selective demolition, exterior and interior building improvements, HVAC, plumbing, electrical and security improvements, as well as furnishing, fixtures and equipment. Following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
J.R. Heineman & Sons, Inc. Saginaw, MI (In-City)	\$328,900
Gerald G. Bergman, Inc. Saginaw, MI (In-City)	\$336,000
Wobig Construction, Inc. Saginaw, MI (In-City)	\$338,833
Serenus Johnson Construction, Inc. Bay City, MI	\$376,600

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Surplus Division's Construction Projects Account No. 590-4840-822.000 \$164,450 and Water Operations and Maintenance Fund, Surplus Division's Construction Projects Account No. 591-4740-822.000 \$164,450.

I have approved the contract as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Cleaning Services Purchase Order
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a blanket purchase order with Clean Team, Inc. for \$10,000.00 for weekly disinfection of offices and common use areas for the Wastewater Treatment Division.

Justification:

In response to the COVID-19 pandemic, the Wastewater Treatment Division contracted with Clean Team, Inc. to disinfect all common use areas of the Wastewater Treatment plant on a weekly basis. The cost of the weekly disinfection is \$350.00. Due to the uncertain nature of the pandemic and the possibility of resurgence, we would like to continue the weekly disinfections throughout FY 2021, as needed.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Operating Services Account No. 590-4830-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase - Hoyt Park Replacement Pump
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend ratification of an emergency purchase with USA Bluebook for \$8,236.79 for a new pump at the Hoyt Park pump station for the Remote Facilities Division.

Justification:

On June 18 and 19, 2020, quotes were received for a sewage pump for the Hoyt Park pump station. Hoyt Park lies in a low area that collects water runoff from the Saginaw Children's Zoo and other surrounding areas. In order to utilize the ball fields, a pump station was installed to help remove ground water from the site. This pump station is maintained by the Remote Facilities Division. On June 18, 2020, staff noticed that the pump was not working. They removed it from service and determined the pump motor windings were shorted to ground and the pump required replacement. In order to return the station to service as quickly as possible, quotes were obtained and emergency purchase order #508557 was issued on July 1, 2020. The quotes are as follows:

USA Bluebook Gurnee, IL	\$8,236.79
Grainger Saginaw, MI	\$8,978.55

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Repairs and Replacements Account No. 590-4835-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Polling Location Agreement

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend approval of the polling location agreement with SMG Worldwide Entertainment and Convention Venue Management.

Justification:

On July 6, 2020, the City Clerk was notified that the current polling location for precinct 3 is terminating the existing polling location agreement. Due to the emergency nature of the situation, the City Clerk immediately conducted a review of potential polling locations according to Election law, Public Act 116 of 1954, as amended. The City Clerk and I recommend approval to change the polling location for precinct 3 to the DOW Event Center. SMG Worldwide Entertainment and Convention Venue Management (SMG) is the managing company for the DOW Event Center facility. Therefore, the use agreement must be with SMG. A polling place agreement is required by the Bureau of Elections for each polling location agency so the obligations, responsibilities and understandings of the parties in conducting elections remain clearly defined.

The term of the agreement will commence upon execution and will be utilized for the August 4 and November 3, 2020 Elections. A renewal option will be considered for future use.

The City agrees to pay a rental fee of \$250.00 following each Election for the use of the facility. Funds for the rental fees are budgeted annually in the General Fund, Election Division Account No. 101-1731-945.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

EMERGENCY ELECTION POLLING LOCATION CHANGE

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: on July 6, 2020, the City Clerk received written notice that the current polling location for precinct 3 has withdrawn from the agreement to use their facility as a polling location; and

WHEREAS: the City Clerk immediately conducted a review of the potential polling locations according to Election Law, Public Act 116 of 1954, as amended; and

WHEREAS: according to MCL 168.662, the City Council has the responsibility to approve polling locations; and

WHEREAS: a polling location agreement with the new polling location will be presented to Council for approval; and

WHEREAS: due to the situation the City Clerk recommends to the City Council to proceed with an emergency polling location change for precinct 3, at a minimum, for August 4 and the November 3, 2020 elections; and

WHEREAS: per the State Election Law, the City Clerk shall notify all applicable voters of the City of Saginaw by publishing a notice in a newspaper of general circulation and by mailing new voter registration cards as notice of such.

NOW, THEREFORE, BE IT RESOLVED, the polling location shall be established at the minimum for August 4 and the November 3, 2020 elections as follows:

#	CURRENT LOCATION	CHANGE TO	ADDRESS
3	WORD OF FAITH	DOW Event Center	303 Johnson Street

All prior resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Ayes:
Nays:
Absent:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on July 13, 2020; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, MiPMC/MMC
City Clerk