

Council Agenda

July 23, 2012 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

July 9, 2012 regular council meeting and closed session minutes.

ANNOUNCEMENTS:

PUBLIC HEARINGS:

Request from Crop Productions Services, Inc. to create an Industrial Development District at 1753 N. 6th Avenue, Saginaw, Michigan.

PERSONAL APPEARANCES:

(A list will be provided on Monday after 1:00 p.m.)

REMARKS OF COUNCIL:

PETITIONS:

12-22 from Bruce Miller, CFO, Fullerton Tool Co., requesting that the property bounded by Fraser St. and Queen St. be vacated.

12-23 from Bruce Miller, CFO, Fullerton Tool Co., requesting that the property bounded by King St. and Queen St. be vacated.

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

From the Council Boards and Commissions Committee:

Consideration of reappointing John Markey, Audrey Lewis, Barbara Roberts and Suzanne Skrelunas to the Saginaw Arts & Enrichment Commission with a term to expire June 30, 2015 respectively.

REPORTS FROM MANAGER:

Management Update:

1. Discussion of Strategic Planning Session Agenda

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2. Tentative contract for Wastewater Systems improvements

Recommended Actions:

1. Approval to amend the "Rules of Order of the Council of the City of Saginaw, Section 4: Order of Business," paragraph 1, as presented.
2. Approving the Lease Agreement with Saginaw County Community Mental Health Authority.
3. Approve and issue a purchase order to Non-Destructive Testing Services in the amount of \$2,250 for mandatory annual ladder testing for the Fire Department.
4. Approve and issue a blanket purchase order to Douglass Safety Systems in the amount of \$4,700 for the purchase of ISI parts for use by the Fire Department.
5. Approve and issue a blanket purchase order to Douglass Safety Systems, LLC in the amount of \$10,000 for the purchase of micro blaze-out foam for use by the Fire Department.
6. Approve and issue a blanket purchase order to Jerry's Tire of Saginaw, MI, in the amount of \$8,000 to purchase tires for the Community Public Safety – Fire fleet for fiscal year 2013.
7. Approve and issue a blanket purchase order to Diesel Truck Sales in the amount of \$35,000 for emergency repairs of the Fire Department's pumpers and aerial apparatus.
8. Approve and issue a blanket purchase order to Frontline Services in the amount of \$110,000 to meet the needs of the Fire Department's pumpers and aerial apparatus for emergency repairs and preventative maintenance.
9. Acceptance of the sole bid from Pine Environmental Services, Inc. and issuance of a purchase order to them in the amount of \$3,581.28 for a Reagent Distribution Plan for the Water Treatment Plant.
10. Approve and issue a purchase order to HACH Company in the amount of \$3,919 for fiscal year 2013, \$4,036.57 for fiscal year 2014 and \$4,157.66 for fiscal year 2015 for a Field Service Plan for the Water Treatment Plant.
11. Acceptance of the proposal and contract agreement from SolarBee, Inc. and issuance of a purchase order to them in the amount of \$6,864 for fiscal years 2013 – 2015 for a Maintenance and Support Plan for the Water Treatment Plant.

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12. Approve and issue purchase orders to local vendors in the amounts listed for various repairs of the City's fleet vehicles for fiscal year 2013.
13. Approve and issue purchase orders to the City's primary suppliers in the amounts listed for the purchase of a vast array of original equipment manufacturer/distributor vehicle parts and supplies for the maintenance of fleet vehicles.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing Mt. Olive Baptist Church, located at 1114 N. 6th St. to use amplifying equipment on August 12, 2012 for a "Praise in the Parking Lot" event.
2. Establishing an Industrial Development District for Crop Production Services at 1753 N. 6th Avenue.
3. Tentatively awarding a Construction Contract for Wastewater System Improvements to Davis Construction of Grand Rapids, Michigan, in the amount of \$2,291,000.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

CITY OF SAGINAW

NOTICE OF PUBLIC HEARING

In compliance with requirements of Act 168, P.A. 1974, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on the request from Crop Production Services, Inc. to create an Industrial Development District at 1753 N. 6th Avenue, Saginaw, Michigan.

The public hearing will be held Monday, July 23, 2012, at 6:30 p.m. in the Council Chamber of the City Hall, 1315 S. Washington Ave., Saginaw, MI. The application and legal description of the property is on file in the Office of the City Clerk.

All interested persons are invited to attend this public hearing.

Janet Santos, CMC/MMC
City Clerk

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 AVE., 759-1480.

Posted: July 11, 2012

By: _____

CITY OF SAGINAW

1315 S. Washington
Saginaw, MI 48601

RECEIVED
CITY CLERK
CITY OF SAGINAW

JUL 11 2012

STREET/ALLEY VACATION REQUEST

PETITION # 12-22

<input checked="" type="checkbox"/> STREET	<u>Salt</u>	<input type="checkbox"/> ALLEY
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Bounded by: Fraser, Queen
_____, and _____

Streets in the City of Saginaw, Michigan. (Attach additional information, if necessary)

The undersigned abutting property owners, by execution hereof, agree to the vacation of the above-described street/alley.

NAME	ADDRESS	DATE
Fullerton Tool Co., Inc	121 Perry Street	7-11-12
All abutting property is owned by Fullerton Tool.		

To the best of my knowledge and belief, the above signatures represent all of the property abutting subject street/alley.

CIRCULATOR INFORMATION					
NAME:	<u>Fullerton Tool Co., Bruce Miller, CFO</u>		PHONE:	<u>989-799-4550</u>	
ADDRESS:	<u>121 Perry St.</u>	CITY:	<u>Saginaw</u>	STATE:	<u>MI</u>
				ZIP:	<u>48602</u>

Date: July 11, 2012 B. Miller
CIRCULATOR SIGNATURE

NOTE: The Planning Commission cannot recommend vacation of all or part of a street/alley to City Council when any abutting property owner who would be deprived of a substantial right of access to his/her property because of such vacation objects thereto. Therefore, any petition for vacation of all or any part of a street/alley should be signed by the owners of all property abutting on said street/alley, or should be accompanied by a statement from non-petitioning abutting owners indicating that they are not opposed to the proposed vacating of all or part of said street/alley.

If you have any questions, please contact the Planning and Zoning Division at (989) 769-1303.

CITY OF SAGINAW

1315 S. Washington
Saginaw, MI 48601

JUL 11 2012

STREET/ALLEY VACATION REQUEST

PETITION # 12-23

<input checked="checked" type="checkbox"/> STREET: <u>Dearborn</u>	<input type="checkbox"/> ALLEY
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Bounded by: King, Queen
 _____, and _____

Streets in the City of Saginaw, Michigan. (Attach additional information, if necessary)

The undersigned abutting property owners, by execution hereof, agree to the vacation of the above-described street/alley.

NAME	ADDRESS	DATE
Fullerton Tool Co., Inc	121 Perry St.	7-11-12
All abutting property is owned by Fullerton Tool.		

To the best of my knowledge and belief, the above signatures represent all of the property abutting subject street/alley.

CIRCULATOR INFORMATION			
NAME:	Fullerton Tool Co., Bruce Miller, CFU		PHONE:
ADDRESS:	CITY:	STATE:	ZIP:
121 Perry St.	Saginaw	MI	48602

Date: July 11, 2012



 CIRCULATOR SIGNATURE

NOTE: The Planning Commission cannot recommend vacation of all or part of a street/alley to City Council when any abutting property owner who would be deprived of a substantial right of access to his/her property because of such vacation objects thereto. Therefore, any petition for vacation of all or any part of a street/alley should be signed by the owners of all property abutting on said street/alley, or should be accompanied by a statement from non-petitioning abutting owners indicating that they are not opposed to the proposed vacating of all or part of said street/alley.

If you have any questions, please contact the Planning and Zoning Division at (989) 759-1303.

From: Darnell Earley, City Manager

Subject: Consent Agenda/Proposed Amendment to Rules of Order

Prepared by: Janet Santos, CMC/MMC, City Clerk and Andre Borrello, City Attorney

Recommendation:

Amend the Rules of Order of the Council of the City of Saginaw, "Section 4: Order of Business," paragraph 1, to read as follows in its entirety:

1. The regular order of business shall be as follows:
 - (a) Roll Call
 - (b) Announcements (awards/proclamations/recognitions/presentations)
 - (c) Public Hearings
 - (d) Personal Appearances
 - (e) Remarks of Council
 - (f) Reports from Manager
 - (i) Management Update
 - (ii) Consent Agenda (minutes/petitions/appointments/items of routine business)
 - (iii) Recommended Actions
 - (g) Reports from Boards, Commissions and Committees
 - (h) Introduction of Ordinances
 - (i) Consideration and Passing of Ordinances
 - (j) Resolutions
 - (k) Unfinished Business
 - (l) Motions and Miscellaneous Business
 - (m) Adjournment

Justification:

As the City continues its effort toward greater efficiency in delivering public services, I am recommending a change to the Council's Rules of Order to incorporate a Consent Agenda so that consideration of routine matters be considered in a more efficient and expeditious manner. This format will align the City with current agenda styles and practices established in many municipalities across the state. This recommendation includes the allowance for any Councilperson to remove any matter from the Consent Agenda so that such matter would be subject to full discussion. The Michigan Municipal League describes:

A Consent Agenda contains routine items which do not need further discussion. The whole group of items is approved in one motion and one roll call vote. In the minutes, the actions passed in the Consent Agenda are recorded individually. If discussion of an item is desired, it can be

removed from the Consent Agenda and discussed immediately after approval of the Consent Agenda or in its normal sequence on the agenda.¹

Under this recommendation, the printed Council Agenda will contain the following notice:

All matters listed under Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. Members of the public or staff may request that any matter on the Consent Agenda be removed and placed elsewhere on the agenda for discussion. Removal of any matter from the Consent Agenda will be accomplished by request of any Councilperson, at which time such matter will be placed on the regular agenda and subject to full discussion.

Although Consent Agenda matters will not be read aloud at meetings, they will be summarized individually in writing on the Council Agenda. The Consent Agenda items will be displayed on the screen in the Council Chamber and on webcasts and telecasts during the meetings. Council agendas are available on the City website and at City Hall. These established processes will continue to provide the public with full access to all information and business being conducted at meetings, while efficiently expediting business.

According to the "Rules of Order of Council, Section 17: Amendment," the rules may be amended by the affirmative vote of six Councilmembers, notice having been given in writing of proposed alteration or amendment at a previous session." Written notice with a presentation was provided by City Clerk Janet Santos at the session held on July 9, 2012.

Council Action:

Council Member _____ moved, seconded by Council Member _____ to approve the amendment of the "Rules of Order of the Council of the City of Saginaw, Section 4: Order of Business," paragraph 1.

¹ Michigan Municipal League, *Meetings: Agendas and Minutes*, Revised January 2005, p 5.

From: Darnell Earley, City Manager

Subject: Lease Agreement with Saginaw County Community Mental Health Authority

Prepared by: Bill Ernat, Department of Development

Manager's Recommendation:

I recommend that the Lease Agreement ("Agreement") between the City of Saginaw ("City") and Saginaw County Community Mental Health Authority be approved and the documents be executed as necessary. I have approved the Agreement as to substance and the City Attorney has approved as to form.

Justification:

The Saginaw County Community Mental Health Authority ("SCCMHA") is seeking to lease 1901 Maple Street, Saginaw, more commonly known as the Merrill Park Recreation Center from the City of Saginaw, for the purpose of developing a family resource and recreation center to provide community-based services. Occupation of this facility would allow the SCCMHA to expand into this neighborhood. This is consistent with our strategy to work with community organizations to utilize vacant facilities.

The Center was previously occupied by the Boys and Girls Club of Saginaw, which also had a lease agreement with the City. The lease with the Boys and Girls Club included a provision to maintain the building, which subsequently included the installation of a new boiler system. Since the building has become vacant, some vandalism has occurred. Having an occupant in the building lowers our basic maintenance obligation for the building and grounds.

The SCCMHA is proposing to lease the building for \$1.00 annually, with a similar provision to that of the Boys and Girls Club, as they will also be responsible for all maintenance of the building and the immediate grounds including the parking lot. They are anticipating the expenditure of approximately \$50,000 in maintenance repairs and remodeling. SCCMHA will also be responsible for maintaining the insurance on the property and will indemnify the City from any liability. SCCMHA will not be able to sublease the building without a thirty-day notice provided to the City for approval.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Annual Ladder Testing 2012
Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to Non-Destructive Testing Services in the amount of \$2,250.00 for annual ladder testing for the Saginaw Fire Department.

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

Funds for this purchase are budgeted and available in the Community Public Safety - Fire Motor Vehicles Repairs Account No. 101-3554-751.80-42.

Justification:

Aerial and ground ladder inspection and testing is required annually by MIOSHA. The purchase amount is based on three aerial ladders and total feet of ground ladders. Group pricing in conjunction with Saginaw County Fire Chiefs (SCFC) allows Community Public Safety – Fire to benefit from reduced pricing. Non-Destructive Testing Services was the successful bidder in 2007, creating a 5-year purchase agreement.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Douglass Safety Systems – ISI Parts
Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager’s Recommendation:

I recommend that a blanket purchase order be approved and issued to Douglass Safety Systems, LLC in the amount of \$4,700.00 for the purchase of ISI Parts for fiscal year 2013.

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 and available in the Community Public Safety – Fire Suppression Parts and Supplies Account No. 101-3551-751.73-30.

Justification:

The Community Public Safety - Fire Operations Division uses ISI self-contained breathing equipment exclusively, and Douglass Safety Systems is a sole source provider of ISI parts.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Douglass Safety Systems – Micro Blaze-Out Foam
Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager’s Recommendation:

I recommend that a blanket purchase order be approved and issued to Douglass Safety Systems LLC in the amount of \$10,000.00 for the purchase of Micro Blaze-Out Foam for fiscal year 2013.

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 and available in the Community Public Safety – Fire Suppression Parts and Supplies Account No. 101-3551-751.73-30.

Justification:

The Community Public Safety - Fire Operations Division uses Micro Blaze-Out Foam that enhances penetration of water during extinguishment and is also biodegradable and can be used for hazardous waste cleanup.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Jerry's Tire – Apparatus Tires
Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager's Recommendation:

I recommend that a blanket purchase order be approved and issued to Jerry's Tire of Saginaw, MI, in the amount of \$8,000.00 for tires for the Community Public Safety - Fire fleet for fiscal year 2013.

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 Community Public Safety – Fire Apparatus Operation/Maintenance Motor Vehicle Supplies Account No. 101-3554-751.73-12.

Justification:

Maintaining proper care of tires on Community Public Safety - Fire apparatus is necessary and critical for the safety of department personnel and the residents of the City of Saginaw and in maintaining critical service levels. Jerry's Tire is a sole source provider.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Diesel Truck Sales – Apparatus Repairs
Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager’s Recommendation:

I recommend that a blanket purchase order be issued to Diesel Truck Sales of Saginaw, MI, in the amount of \$35,000.00 to meet the needs of the department’s six pumpers and three aerial apparatus for emergency repairs and preventative maintenance for fiscal year 2013.

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 repairs and vehicle maintenance are budgeted in the Community Public Safety – Fire Apparatus Operation/Maintenance Motor Vehicle Repairs Account No. 101-3554-751.80-42.

Justification:

Outside vendor services are used to mechanically maintain and repair the Community Public Safety – Fire fleet. Diesel Truck possesses the expertise and certifications necessary for fire apparatus repairs and is a sole source provider in the immediate area, to handle springs and suspension repairs. (Frontline does not have the ability to handle this type of repair).

Council Action:

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

From: Darnell Earley, City Manager
Subject: Frontline Services – Apparatus Repairs
Prepared by: Sienna Rendon, Community Public Safety – Fire

Manager’s Recommendation:

I recommend that a blanket purchase order be issued to Frontline Services of Freeland, MI, in the amount of \$110,000.00 to meet the needs of the department’s six pumpers and three aerial apparatus for emergency repairs and preventative maintenance for fiscal year 2013.

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 repairs and vehicle maintenance are budgeted in the Community Public Safety – Fire Apparatus Operation/Maintenance Motor Vehicle Repairs Account No. 101-3554-751.80-42.

Justification:

Outside vendor services are used to mechanically maintain and repair the Community Public Safety – Fire fleet. This vendor possesses the expertise and “certifications” necessary for fire apparatus repairs and is the sole source provider in the immediate area.

Council Action:

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

From: Darnell Earley, City Manager
Subject: HACH Reagent Distribution Plan
Prepared by: Amanda Kiel, Water and Wastewater

Manager's Recommendation:

I recommend that the sole bid from Pine Environmental Services, Inc. of Windsor, NJ be accepted and a purchase order be approved and issued to them in the amount of \$3,581.28 for a Reagent Distribution Plan.

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

Funds for this purchase are available in the Water Operation and Maintenance Fund – Treatment and Pumping Division's Operating Services Account No. 591-4730-861.80-05.

Justification:

On May 16, 2012, the City received a bid for HACH chemical reagents for fiscal year 2013. The Water Treatment Plant performs Total Organic Carbon (TOC) and Free Chlorine Residual (Cl-) analyses using HACH Company on-line and benchtop instruments. TOC analysis of finished water is an indication of water quality. The Environmental Protection Agency (EPA) and Michigan Department of Environmental Quality (MDEQ) requires continuous and periodic Free Chlorine analyses. The requested reagents are on a one-year Reagent Distribution Plan (RDP) for automatic quarterly delivery, and include shipping costs.

Council Action:

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

From: Darnell Earley, City Manager
Subject: HACH TOC Field Service Plan
Prepared by: Amanda Kiel, Water and Wastewater

Manager's Recommendation:

I recommend that a purchase order be approved and issued to HACH Company in the amount of \$3,919.00 for fiscal year 2013, \$4,036.57 for fiscal year 2014 and \$4,157.66 for fiscal year 2015 for a Field Service Plan.

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

Funds for this purchase are available in the Water Operation and Maintenance Fund – Treatment and Pumping Division's Operating Services Account No. 591-4730-861.80-05 for Fiscal Year 2013 and will be budgeted in this account for Fiscal Years' 2014 and 2015.

Justification:

The Water Treatment Plant performs Total Organic Carbon (TOC) analyses using a HACH Company on-line instrument. TOC analysis of finished water is an indication of water quality and this type of testing is recommended by state regulatory agencies to assess water quality. This on-line instrument receives periodic servicing by a HACH technician under a Field Service Plan (FSP), which will provide quarterly servicing, calibration and all replacement and repair parts. The first year quoted price is a 5.6% increase from the price paid during fiscal year 2012. The quote received is a 3-year agreement, with a 3% increase the second and third years.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Water Treatment Division, SolarBee Maintenance and Service Plan
Prepared by: Paul D. Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend that the proposal and contract agreement from SolarBee, Inc., be accepted and that a purchase order be approved and issued to them in the amount of \$6,864.00 for fiscal years 2013, 2014 and 2015. The Proposal and Contract Agreement have been approved by me 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 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 Water Operations and Maintenance Fund, Treatment and Pumping Division's Service Fees Account Number 591-4730-861.80-63.

Justification:

The Water Treatment Plant currently owns three SolarBee Water Re-circulation Units. These units preserve and enhance raw water quality in our storage reservoirs. The use of these units has resulted in on-going savings in terms of energy and chemical costs. The Maintenance and Support Plan (MASP) includes twice yearly servicing by SolarBee technicians for preventative maintenance and repair and includes all travel parts and labor. The cost of the MASP is ~ 30% of the cost normally required if service is scheduled on an as-needed basis. The MASP also provides water quality monitoring, additional service, if required, and unit repositioning, due to high wind flood or ice events at no extra charge. In case of vandalism, travel and labor costs will be provided and the owner is responsible for parts. The MASP is only available through SolarBee, Inc. The cost listed represents a 13.4% increase since the last three-year agreement for fiscal years 2010, 2011 and 2012.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Blanket Purchase Orders for Services of Local Vendors
Prepared by: Al Orr, Public Services Department

Manager’s Recommendation:

I recommend that purchase orders be approved and issued to the City’s primary suppliers of local fleet vehicle vendors in the listed amounts below from July 1, 2012 through June 30, 2013.

These vendors meet all requirements, of §14.23, “Vendors,” of “Purchasing, Contracting, and Selling Procedure,” of Chapter 14, “Finance and Purchasing” of “Title 1, “General Provisions” of the Saginaw Code of Ordinances O-1.

Funds for these services are budgeted in Motor Pool Operation Fund – Garage Division's Motor Vehicle Repairs Account No. 661-4480-841.80-42.

Justification:

The City’s Municipal Garage requires the services of local vendors for various repairs of fleet vehicles from July 1, 2012 to June 30, 2013. There is no feasible means to predetermine what type of services will be needed to include suspension, engine and upholstery repairs, etc. These are random services that are needed in any given time period. Issuing individual purchase orders is costly and administratively time consuming. This will be a 2.5% decrease from last year’s request. The Municipal Garage personnel will price quote services and award blanket purchase orders to the lowest and best vendor for each service. The services will be ordered from the successful bidder and billed to the respective purchase order. Therefore, it is clearly in the best interest of the City to continue this procedure from July 1, 2012 through June 30, 2013 as follows:

Bushey Radiator Midland, MI	\$ 2,000.00
Bushey’s Radiator & Glass Saginaw, MI (in-city)	\$ 2,300.00
Diesel Truck Sales Saginaw, MI (in-city)	\$ 4,000.00
Discount Transmissions Saginaw, MI (in-city)	\$ 7,000.00

General Top & Trim Saginaw, MI (in-city)	\$ 3,300.00
Graff Truck Center Saginaw, MI (out-city)	\$ 5,000.00
Martin Chevrolet Saginaw, MI (out-city)	\$ 5,000.00
Mike's Wrecker Saginaw, MI (in-city)	\$ 2,600.00
Northwest Tire & Service Saginaw, MI (in-city)	\$ 3,300.00
Tire Centers LLC Saginaw, MI	\$ 7,000.00
Tuffy Muffler Saginaw, MI (in-city)	\$ 5,000.00

Council Action:

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

From: Darnell Earley, City Manager
Subject: Blanket Purchase Orders for Vehicle Parts & Supplies
Prepared by: Al Orr, Public Services Department

Manager’s Recommendation:

I recommend that purchase orders be approved and issued to the City’s primary suppliers of vehicle parts and supplies in the listed amounts below from July 1, 2012 through June 30, 2013.

These vendors meet all requirements of §14.23, “Vendors,” of “Purchasing, contracting, and Selling Procedure,” of Chapter 14, “Finance and Purchasing” of Title 1, “General Provisions” of the Saginaw Code of Ordinances 0-1.

Funds for these purchases are budgeted in the Motor Pool Operation Fund – Garage Division's Motor Vehicle Supplies Account, No. 661-4480-841.73-12.

Justification:

The City’s Municipal Garage requires the purchase of a vast array of original equipment manufacturer/distributor vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2012 to June 30, 2013. There is no feasible means to predetermine quantities and type of parts that will be needed in any given time period because these are random repairs. Issuing individual purchase orders for many items purchased is costly and administratively time consuming. The Municipal Garage personnel will price quote items and award purchases to the lowest and best vendor for each item. This will be a 14.8% decrease from last year’s request. The parts and supplies will be ordered from the successful bidder and billed to the respective purchase order. Therefore, it is clearly in the best interest of the City to continue this procedure from July 1, 2012 through June 30, 2013 as follows:

AirGas Saginaw, MI (out-city)	\$ 4,300.00
AIS Bridgeport, MI	\$15,000.00
Alro Steel Bay City, MI	\$ 4,400.00
Bell Equipment Lake Orion, MI	\$19,000.00

Bridgeport Equipment Bridgeport, MI	\$11,500.00
Bushey's Radiator & Glass Saginaw, MI (in-city)	\$ 2,200.00
Consumer Auto Parts Saginaw, MI (in-city)	\$11,400.00
Diesel Truck Sales Saginaw, MI (in-city)	\$ 6,500.00
Draper Chevrolet Saginaw, MI (out-city)	\$ 2,500.00
Fecon (Screener) Cincinnati, OH	\$ 5,000.00
Flint New Holland Burton, MI	\$10,000.00
Garber Chrysler Dodge Jeep Ram Saginaw, MI (out-city)	\$ 2,200.00
Graff Truck Center Saginaw, MI (out-city)	\$ 5,000.00
Larry's Auto Saginaw, MI (in-city)	\$56,000.00
Martin Chevrolet Saginaw, MI (out-city)	\$15,000.00
McDonald Ford Saginaw, MI (out-city)	\$ 2,500.00
McDonald Pontiac/GMC Saginaw, MI (out-city)	\$ 7,000.00
Meekhof Tire Sales Saginaw, MI (out-city)	\$10,000.00
Michigan Cat Saginaw, MI (out-city)	\$ 6,400.00

Michigan Truck Spring Saginaw, MI (out-city)	\$ 5,000.00
Mid State Bolt & Screw Company Saginaw, MI (out-city)	\$ 2,900.00
Ritter Tech Saginaw, MI (out-city)	\$ 5,000.00
Scientific Brake & Equipment (truck) Saginaw, MI (in-city)	\$13,500.00
Spartan Distributors Detroit, MI	\$ 4,000.00
Tri-County Equipment Saginaw, MI (out-city)	\$ 4,500.00
Vic Canever Chevrolet Flint, MI	\$ 3,500.00
Weiland Truck Center Saginaw, MI (out-city)	\$ 4,500.00
Weller's Truck Parts Grand Rapids, MI	\$ 5,000.00

Council Action:

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

From: Darnell Earley, City Manager

Subject: Authorization for Mt. Olive Baptist Church to Use Amplifying Equipment during their Event

Prepared by: Evelyn McGovern, Public Services Department

Manager's Recommendation:

I recommend approval of the Resolution authorizing the use of amplifying equipment for the Praise In The Parking Lot event on August 12, 2012. The event will be held in the church parking lot located at 1114 N. 6th Street between the hours of 10:30 a.m. and 3:00 p.m.

Justification:

On August 12, 2012, Mt. Olive Baptist Church will host Praise In The Parking Lot event at Mt. Olive Baptist Church, and they have requested permission to use amplifying equipment during the event.

In accordance with Title IX, "General Regulations" of Chapter 99, "Special Event," §99.21, "Use of Sound Amplifying Equipment," if an event sponsor intends to use sound amplifying equipment, the event sponsor is required to obtain approval from City Council.

Council Action:

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

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

**RESOLUTION TO AUTHORIZE MT. OLIVE BAPTIST CHURCH TO USE
AMPLIFYING EQUIPMENT ON AUGUST 12, 2012 FOR A PRAISE IN THE PARKING
LOT EVENT LOCATED AT 1114 N. 6TH STREET**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the Mt. Olive Baptist Church plans to hold their annual Praise In The Parking Lot event on August 12, 2012; and

WHEREAS, the Mt. Olive Baptist Church has requested permission to use amplifying equipment between the hours of 10:30 a.m. and 3:00 p.m.; and

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

THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment during the Praise In The Parking Lot event to be held on August 12, 2012, between the hours of 10:30 a.m. and 3:00 p.m. at 1114 N. 6th Street.

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

**RESOLUTION ESTABLISHING AN INDUSTRIAL DEVELOPMENT DISTRICT FOR
CROP PRODUCTION SERVICES AT 1753 N. 6TH AVENUE**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, pursuant to Act 198 of the Public Acts of 1974, as amended, City Council has the authority to establish "Industrial Development Districts" within the City of Saginaw; and

WHEREAS, on June 15, 2012, Crop Production Services filed a letter with the City Clerk requesting that City Council establish an Industrial Development District on its property located at 1753 N. 6th Avenue; and

WHEREAS, the City Assessor has confirmed that Crop Production Services is the owner of 75% or more of the property in the proposed Industrial Development District; and

WHEREAS, construction, acquisitions, alterations, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice was given to the property owner within the proposed Industrial Development District by certified mail and to the public and taxpayers by posting the Notice of Hearing in the City Clerk's Office; and

WHEREAS, the public hearing was held on July 23, 2012 and the owner of the real property in the proposed district and all residents and taxpayers of the City of Saginaw desiring to be heard on the matter were given the right to appear, and those who did appear were heard; and

WHEREAS, the City Council deems it to be in the public's interest of the City of Saginaw to establish the Industrial Development District as proposed, pursuant to Act 198, P.A. of 1974, as amended.

NOW, THEREFORE, BE IT RESOLVED, that City Council of the City of Saginaw hereby establishes an Industrial Development District pursuant to Act 198, P.A. of 1974, as amended, said District to be comprised of that piece or parcel of land in the City of Saginaw, County of Saginaw, State of Michigan, described as follows:

1753 6th AVENUE

PARCEL NUMBER: 01 0937 00000

A PARCEL OF LAND IN SECS.7 & 18, T.12, N.R.5, E.,VIZ.COMG. AT N.1/4 CORNER OF SAID SEC.18, THENCE W.ALONG N.LINE OF SAID SEC.18 TO A LINE PARL.TO & 63 FT.W.OF N.& S.1/4 LINE OF SAID SEC.18,THENCE S.ALONG SAID PARL.LINE 106.45FT.TO POINT OF BEG.THENCE N.ALONG A LINE PARL.TO & 63 FTW.OF N.& S.1/4 LINE OF SAID SECS 7 & 18,850 FT.THENCE N.89 DEG.57 MIN.28 SEC.W.187 FT.,THENCE N.35 DEG.59 MIN.45SEC.W.TO A LINE PARL.TO & 120 FT.S.ELY.OF CHANNEL LINE OF SAGINAW RIVER THENCE S.54 DEG.00 MIN.15 SEC.W.ALONG SAID PARL.LINE 720 FT.,THENCE S.35 DEG.59 MIN.45 SEC.E. 926.14 FT., THENCE N.50 DEG.35 MIN.21 SEC.E.220.32 FT., THENCE S.89 DEG.57 MIN.28 SEC.E.187 FT.TO POINT OF BEG.

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

**A RESOLUTION TO TENTATIVELY AWARD
A CONSTRUCTION CONTRACT
FOR WASTEWATER SYSTEM IMPROVEMENTS**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the City of Saginaw wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project was formally adopted on June 15, 2009 and a supplement published on February 12, 2012; it will be funded through Michigan's State Revolving fund (SRF) Program; and

WHEREAS, the City of Saginaw has sought and received construction bids for the proposed improvements and has received a bid in the amount of \$2,291,000.00 from Davis Construction of Grand Rapids, MI; and

WHEREAS, the project engineer, Tetra Tech, Inc., has recommended awarding the contract to Davis Construction;

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw tentatively awards the contract for construction of the proposed wastewater system improvements project to Davis Construction, contingent upon successful financial arrangements with the State Revolving fund Program.