

Council Agenda

September 10, 2007, 6:30 p.m., Council Chamber

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

July 30, 2007 regular Council meeting.

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided on Monday)

REMARKS OF COUNCIL:

PETITIONS:

07-23 From Beverly Williams, 2208 Webber, requesting that the property abutting Webber St. located between Oakland St., and Sheridan St. be vacated.

07-24 From David S. Rifkin, Vice President, Rifkin Scrap Iron & Metal Company, requesting a 50%, 12-year personal property tax abatement on property.

07-25 From Rick Hayes, Freeland, MI, requesting permission for fireworks display on September 19, 2007 (rain date September 20, 2007) at the east side of Saginaw River between the Johnson St. Bridge and the I-675 Bridge.

07-26 From Rick Hayes, Freeland, MI, requesting permission for fireworks display on September 22, 2007 (rain date September 23, 2007) at the east side of Saginaw River between the Johnson St. Bridge and the I-675 Bridge.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES:

APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS:

REPORTS FROM MANAGER:

Management Update:

Recommended Actions:

1. Recommending approval of the request from White Star Liquor #3, LLC to transfer ownership of the 2007 SDD and SDM licensed business located at 1607 Bay, Saginaw, MI, Saginaw county, from McPhillips Enterprises, Inc.
2. Recommending Dale Berglund be appointed as officer delegate, and Grace Deleon be appointed as alternate officer delegate, Rick Massey, as employee delegate, and Wittye Wilson as alternate employee delegate to attend the Municipal Employees Retirement System's 61st Annual Meeting to be held September 18 – 20, 2007 in Kalamazoo, Michigan.
3. Recommending approval of the Grant Agreement and Work Plan with the State of Michigan, Department of State for Polling Place Accessibility under the Help America Vote Act (HAVA) and that the City Manager and/or his designee be authorized to execute this and any related agreements.
4. Recommending acceptance of the low bid and issuance of a purchase order to Kendall Electric in the amount of \$6,860.94 for the purchase of a replacement Uninterruptible Power Supply to be used by the Water Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Surplus Capital Outlay Repairs and Replacement Account No. 577 4740 881 9720.
5. Recommending acceptance of the low bid and issuance of a purchase order to Colwell Equipment in the amount of \$99,920.900 for the replacement of an asphalt spreader to be used for in-house street overlays/projects. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Motor Equipment Vehicle Replacement Account No. 661 4480 841 9741.
6. Recommending acceptance of the bid and issuance of a purchase order to Diesel Truck Sales in the amount of \$150,525.00 for the purchase of a Claw Truck to be used by the Right of Way Division, Streets Section. This equipment is used to pick up logs and brush as crews trim and remove limbs and trees from the right of way as well as storm damage cleanup. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Motor Equipment Vehicle Replacement Account No. 661 4480 841 9770.
7. Recommending acceptance of the low bid and issuance of a purchase order to Wieland Truck Sales in the amount of \$216,608.34 for the purchase of two snowplow trucks. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Motor Pool Operation Fund Account No. 661 4480 841 9741.

8. Recommending acceptance of task order no. 5 between the City of Saginaw and Greeley and Hansen LLC in the amount of \$259,208.00. The services associated with this task order include engineering design and construction services for interim chemical feed improvements to the water treatment facilities and conceptual planning for the remodel of the water treatment laboratory facilities. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Bond Construction Project Account No. 598 4741 881 8047.
9. Recommending acceptance of the bid and issuance of a purchase order to Universal Laundry Machinery in the amount of \$8,378.00 for the purchase of a washer/extractor for the fire department. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Fire Department Capital Outlay – Repairs and Replacements Account No. 101 3751 751 9720.
10. Recommending approval of the budget adjustment for the purchase of eight (8) police vehicles.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

From: The City Manager

Subject: Replacement Asphalt Paver

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Colwell Equipment in the amount of \$99,920.00 for an asphalt spreader.

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

Funds for this purchase are available in the Motor Equipment Vehicle Replacement Account No. 661-4480-841-9741.

Justification:

On August 14, 2007 bids were received for a replacement asphalt spreader that is used for in-house street overlays/projects. It is replacing a 14 year-old spreader.

Following is a tabulation of bids received.

Colwell Equipment Canton, MI	\$99,920.00
Michigan Cat Saginaw, MI (out-city)	\$104,500.00

Council Action:

Council_____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager
Subject: Replacement Claw Truck

Manager’s Recommendation:

I recommend that acceptance of the bid and issuance of a purchase order to Diesel Truck Sales in the amount of \$150,525.00 for the purchase of a Claw Truck to be used by the Right of Way Division, Streets Section.

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

Funds for this purchase are available in the Motor Equipment Vehicle Replacement Account No. 661-4480-841-9770.

Justification:

On August 14, 2007, bids were received on a replacement claw truck for the Right of Way Division, Streets Section. This unit is replacing a 1988 model that is completely worn out. This equipment is used to pick up logs and brush as crews trim and remove limbs and trees from the right of way as well as storm damage cleanup. It is recommended to award the bid to Diesel Truck Sales in the amount of \$150,525.00 because Wieland Truck Sales is more when the in-City formula is applied. Following is a tabulation of the bids received.

Wieland Sales (original bid)	\$149,500.00
Saginaw, MI (outside-city)	
(plus City Base Bus. calculation).....	\$ 4,525.00
Total	\$153,925.00
Diesel Truck Sales	\$150,525.00
Saginaw, MI (in-city)	

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Uninterruptible Power Supply (UPS)

Manager's Recommendation:

I recommend that the bid received from Kendall Electric be accepted and a purchase order be issued to them in the amount of \$6,860.94 for the purchase of an Uninterruptible Power Supply.

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

Funds for these items are available in the Water Surplus Capital Outlay Repairs and Replacement Account No. 577-4740-881 97-20.

Justification:

On August 14, 2007, bids were received for replacement of a failing UPS for the Supervisory Control and Data Acquisition (S.C.A.D.A.) at the Water Treatment Plant.

Following is a tabulation of the bids submitted:

Kendall Electric Saginaw, MI	\$ 6,860.94
Standard Electric Saginaw, MI	\$11,994.00

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Liquor License for 1607 Bay

Manager's Recommendation:

I recommend approval of the request from White Star Liquor #3, LLC to transfer ownership of the 2007 SDD and SDM licensed business located at 1607 Bay, Saginaw, MI, 48602, Saginaw County, from McPhillips Enterprises, Inc.

Justification:

On or about May 14, 2007, the City received notice from the Michigan Liquor Control Commission of the request from White Star Liquor #3, LLC to transfer ownership of the 2007 SDD and SDM licensed business located at 1607 Bay, Saginaw, MI, 48602, Saginaw County, from McPhillips Enterprises, Inc.

The City of Saginaw Fire Prevention, City Building Inspections Division and the Michigan Department of Agriculture have completed the necessary inspections and have approved 1607 Bay for the license as required by Chapter 110, "General Provisions," of Title XI, "Business Regulations" of the Saginaw Code of Ordinances. Under Chapter 111, "Alcoholic Beverages," §111.11, "Application for License," the City Manager is to review all applications and departmental reports and give his recommendation to City Council of his approval or disapproval of the license. Since the necessary requirements have been met by White Star Liquor #3, I hereby recommend approval of the request to transfer ownership of the 2007 SDD and SDM licensed business located at 1607 Bay.

Council Action:

Council_____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Snow Plow Trucks Purchase

Manager's Recommendation:

I recommend that a purchase order be issued to Wieland Truck Sales in the amount of \$216,608.34 for the purchase of two snowplow trucks.

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

Funds for this purchase are available in the Motor Pool Operation Fund Account No. 661-4480-841-9741.

Justification:

On August 24, 2007, bids were received on replacement plow trucks for the Streets Section of the Right of Way Division. These trucks are replacing plow trucks that are an average of 12 years old. Diesel Truck Sales is a city based small business, however, in this instance, their bid does not meet specification as to ground clearance.

Following is a tabulation of the bids received:

Wieland Sales Bay City, MI	\$216,608.34
Diesel Truck Sales Saginaw, MI	\$221,938.00 (does not meet spec.)

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Budget Adjustment – Police Vehicles

Manager's Recommendation:

It is recommended that a budget adjustment be completed for the purchase of eight Police vehicles.

The Operating Transfer to the Motor Pool Account No. 101-9660-771.87-12 will be increased by \$5,301.00 (from \$0.00 to \$5,301.00). This will increase the revenue account – Transfers From Other Funds Account No. 661-0000-691.69-01 in the Motor Pool Fund from \$474,195.00 to \$479,496.00. The revenue account will be offset by an increase to expenditures, Capital Outlay - Vehicle Account No. 661-4480-841.97-70 by \$5,301.00.

Justification:

This adjustment reflects receipt of a reimbursement check from the City's Insurance Company for the payoff of two totaled police vehicles.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Municipal Employees Retirement 61st Annual Meeting

Manager's Recommendation:

I recommend Dale Berglund be appointed as officer delegate, and Grace DeLeon be appointed as alternate officer delegate, and Rick Massey, as employee delegate, and Wittye Wilson as alternate employee delegate, to attend the Municipal Employees Retirement System's 61st Annual Meeting to be held September 18-20, 2007, in Kalamazoo, Michigan.

Justification:

The Municipal Employees Retirement Act provides that an annual meeting shall be held for representatives of participating municipalities for the purpose of selecting nominees for membership on the retirement board and to transact such business as may be required for the proper operation of the retirement system. The annual meeting for 2007 has been scheduled for September 18-20, 2007, in Kalamazoo, Michigan.

The officer delegate and alternate officer delegate are recommended based on appointing criteria. The employee delegate and employee alternate delegate are elected in accordance with the Act that requires the City Clerk to hold a secret ballot election for all eligible MERS members. Such an election was held. Upon conclusion, votes were counted and tallied resulting in Rick Massey receiving the highest number of votes and Wittye Wilson the second highest.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Grant from State of Michigan for Polling Place Accessibility Improvements

Manager's Recommendation:

I recommend approval of the Grant Agreement and Work Plan with the State of Michigan, Department of State for Polling Place Accessibility under the Help America Vote Act (HAVA) and that I and/or my designee be authorized to execute this and any related agreements.

Justification:

The City Clerk received notice from the Michigan Department of State (MDS) on or about August 1, 2007 that under the Help America Vote Act (HAVA) the City is entitled to receive grant monies for Polling Place Accessibility to meet the requirements of the American with Disabilities Act (ADA).

In September 2006, the City's 20 polling locations were evaluated with regard to accessibility for persons with disabilities according to ADA guidelines. These evaluations were provided to the MDS, along with an estimated cost for repairs to bring each polling location into compliance.

Upon review of the evaluations, the MDS determined the authorized improvement for each polling place and the authorized award amount for each improvement granted for a total amount of \$19,205.00. The City will need to obtain permission from the Saginaw Public School District and the owners of the various other public buildings to make the necessary improvements. The City will also be responsible for soliciting competitive bids, contracting and ensuring the completion of each individual improvement, including overseeing contractual agreements with any subcontractor, and maintaining subcontractor performance records.

Any changes or modifications to the work plan must have the prior written approval from the MDS. The City must comply with all directives, guidelines and policy statements related to the Polling Place Accessibility Improvement Program issued by the MDS.

The grant program is by reimbursement only and will be issued per polling place for the lesser of the actual expenditures of each individual improvement or the amount

COUNCIL COMMUNICATION

awarded for each individual improvement. Upon receiving the grant award for improvements, the City must agree to use the polling location(s) for a minimum of three even-year November general election cycles.

The grant applicant must also certify compliance with all regulations, policies, guidelines and requirements imposed by the United States Department of Health and Human Services; and all legal and administrative requirements as they relate to the agreement. The City shall indemnify the MDS and shall hold them, their officers, agents, and employees harmless against any and all liability, loss and damages sustained by the recipient under this grant program.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Approval of Greeley and Hansen Task Order Number 5

Manager's Recommendation:

I recommend that task order number 5 between the City of Saginaw and Greeley and Hansen LLC be accepted and that a purchase order be approved and issued to them in the amount of \$259,208.00.

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

Funds for these services are available in the Water Bond Construction Project Account No. 598-4741-881.80-47 for fiscal year 2007/2008.

Justification:

On June 5, 2006, City Council approved an agreement with Greeley and Hansen LLC. The agreement involved the completion of various task orders in order to eventually develop a water system master plan and design a chemical feed upgrade. The agreement was for a term of 3 years and a not to exceed amount of \$2,000,000.00. Task order number 5 is being submitted for acceptance under the terms of the agreement. The services associated with this task order include engineering design and construction services for interim chemical feed improvements to the water treatment facilities and conceptual planning for the remodel of the water treatment laboratory facilities. These interim improvements and conceptual design are necessary to evaluate and make knowledgeable choices for long-term improvements and to improve overall safety in the disinfection system of the water treatment facilities.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Washer Extractor for Turnout Gear

Manager's Recommendation:

I recommend acceptance of the bid and issuance of a purchase order to Universal Laundry Machinery in the amount of \$8,378.00 for a new washer/extractor for the Saginaw Fire Department.

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

Funds for this purchase are budgeted and available in the Fire Department's Capital Outlay – Repairs and Replacements Account No. 101-3751-751-9720.

Justification:

The Fire Department requests the purchase of a new washer/extractor for firefighter protective equipment. This will replace a 15 year old worn out machine that is out of service at Station #2. This machine is used to wash and remove contaminants that could reduce the effectiveness of the turnout gear. It also prolongs the life of their turnout gear and keeps the visibility brighter when working during nighttime emergencies.

Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

Universal Laundry Machinery (Speed Queen) Westland, MI	\$7,962.00
Universal Laundry Machinery (Unimac) Westland, MI	\$8,378.00
Ohio Laundry (Speed Queen) (Sand Lake, MI)	\$8,463.00

In reviewing the bids, the Unimac model was chosen because it includes features such as thermal cool down and temperature control fill that the Speed Queen model does not have.

Council Action:

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