

**REVISED COUNCIL AGENDA**  
September 26, 2016 – 6:30 p.m.  
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation honoring the life and service of Larry Coulouris.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

*(A list will be provided following submittal deadline.)*

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the minutes from the September 12, 2016 special meeting, closed session, and regular Council meeting.
2. Approve Petition 16-18 from Saginaw Arts and Enrichment Commission to erect a banner located at Court Street from November 9 through December 7, 2016 to promote the annual "Hollyday Fair."
3. Approve the agreement with Public Financial Management, Inc. for filing assistance services for \$1,000 for the filing of the Annual Disclosure Document.
4. Approve individual purchase orders to various vendors for a cumulative total of \$184,826 for FY 2017 for demolition work.
5. Approve a purchase order to Servpro for \$36,000 for hazardous material abatement services for FY 2017.
6. Approve a purchase order to AKT Peerless for \$30,000 for inspection of environmentally hazardous materials for residential and commercial demolitions for FY 2017.
7. Approve a purchase order to Bierlein Companies, Inc. for \$30,000 for grading, seeding, and landscaping of vacant lots in the City for FY 2017.

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8. Approve to increase the purchase orders to SMAC Testing, Inc. by \$54,500 for FY 2017, for a new total of \$84,442.50, to provide road resurfacing testing services.
9. Approve a purchase order to Detroit Salt Company for \$43,400 for early delivery of 1,000 tons of salt for FY 2017 for the Streets Section of the Right of Way Division.

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

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Resolution to approve the application for the Michigan Natural Resources Trust Fund Grant to create improvements at Ojibway Island.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

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 AVE., 759-1480.

# PROCLAMATION IN MEMORY OF LARRY COULOURIS

WHEREAS, on behalf of the Saginaw City Council, we offer our warmest condolences and heartfelt sympathy to the family of Larry Coulouris, whose rich and abundant life came to a close after 91 years, on August 30, 2016; and

WHEREAS, a beloved father, grandfather, and great grandfather, Larry leaves to cherish his memory his four children: Diana, Joanne, Andrew, and James; three granddaughters, one grandson and one great-granddaughter; and an entire community of family, friends, and colleagues; and

WHEREAS, Larry was born and raised in Winnipeg, Manitoba, Canada. Larry served in the Canadian Navy as a radio telegrapher and then attended McGill University in Montreal. Larry continued to visit his homeland of Canada, even making the 350 mile trip to Toronto on his own last summer; and

WHEREAS, Larry lived in Saginaw for the past 60 years. Larry became a fixture in downtown Saginaw as the owner and operator of Larry's Lounge for 45 years until his retirement in 2002. Larry's patrons enjoyed the pleasant atmosphere and Larry's amusing conversations at the bar; and

WHEREAS, many will remember Larry Coulouris for his devotion and loyalty to the City of Saginaw. Larry was elected to the Saginaw Charter Commission in November 2004 but resigned in 2005 to run for a seat on the Saginaw City Council. Larry was elected that year and actively served on City Council for ten years, until July 2016; and

WHEREAS, Larry took great pride in serving on City Council, including his term as Mayor Pro Tem from 2007 to 2009. Larry was active in community development, serving on the City Planning Commission and the Saginaw Economic Development Commission. He was also involved in his Neighborhood Association and volunteered for many City initiatives and projects, including the restoration of Deindorfer Woods; and

WHEREAS, Larry was instrumental in bringing Ontario Hockey League hockey to Saginaw and worked as a supporter of the various OHL hockey seasons since the 1970s. An avid hockey player himself, he played in three Senior Olympic Games and continued skating and officiating at the Saginaw Spirit games through the 2015 season; and

WHEREAS, there are many ways to remember our beloved friend and community servant, Larry Coulouris. Some have described him as a "classy guy," Saginaw's "Mr. Hockey." Others eloquently describe him as an "example of vigor, dedication and community involvement." Words cannot convey how Larry Coulouris enriched the lives of so many in this city. His death leaves our community with a deep feeling of sorrow for the loss of such an honored and respected citizen;

NOW, THEREFORE BE IT RESOLVED, I, Dennis D. Browning, Mayor of the City of Saginaw, hereby urge all citizens of Saginaw to recognize, honor, and celebrate the life, outstanding achievements, and contributions of Larry Coulouris to the City of Saginaw.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 26<sup>th</sup> day of September in the year of our Lord two thousand sixteen.



September 26, 2016

Dennis D. Browning, Mayor

*Councilpersons*

Floyd Kloc, Mayor Pro Tem  
Michael D. Balls, Annie Boensch,  
Clint Bryant, Daniel Fitzpatrick, John Humphreys,  
Brenda F. Moore and Demond L. Tibbs

Timothy Morales, City Manager

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, SEPTEMBER 12, 2016, AT 6:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 SOUTH WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Fitzpatrick offered a moment of silence in memory of past Councilman Larry Coulouris followed with a prayer and the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Mayor Pro Tem Floyd Kloc, Clint Bryant, Michael Balls, and Mayor Dennis Browning: 7. Council Members absent: Brenda Moore: 1.

PERSONAL APPEARANCES

There were no personal appearances.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to suspend the Council Rules of Order. 7 ayes, 0 nays, 1 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Fitzpatrick to go into a closed session under MCL 15.268(c) for a strategy session regarding negotiations of collective bargaining agreements, and under MCL 15.268(e) to consult with the City's attorney regarding trial or settlement strategy regarding pending litigation. Mayor Browning asked City Clerk Santos to conduct a roll call vote.

Ayes: Fitzpatrick, Tibbs, Boensch, Mayor Pro Tem Kloc, Balls, Bryant, Mayor Browning

Nays: None

Absent: Moore

Abstain: None

Motion approved.

Council entered a closed session at 6:05 p.m. and returned to Council Chamber at 6:29 p.m.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Balls to return to regular session. 7 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to approve the Collective Bargaining Agreement between the City of Saginaw and the Saginaw Police Department Command (COAM) Union. 7 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to approve the Collective Bargaining Agreement between the City of Saginaw and the Saginaw Police Department Patrol (POAM) Union contingent on the Union's ratification of said agreement. 7 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to approve the recommendation of legal counsel regarding litigation of Saginaw Retirees, LLC vs. the City of Saginaw. Mayor Browning asked City Clerk Santos to conduct a roll call vote.

Ayes: Boensch, Mayor Pro Tem Kloc, Balls, Bryant, Fitzpatrick, Tibbs

Nays: None

Absent: Moore

Abstain: Mayor Browning

Motion approved.

#### ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to adjourn the meeting at 6:38 p.m. 7 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC  
City Clerk

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, SEPTEMBER 12, 2016, AT 6:40 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 SOUTH WASHINGTON AVENUE, SAGINAW, MICHIGAN.

#### PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a moment of silence in memory of past Councilman Larry Coulouris followed by a prayer and the pledge of allegiance of the United States of America.

#### ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Mayor Pro Tem Floyd Kloc, Clint Bryant, Michael Balls, and Mayor Dennis Browning: 7. Council Members absent: Brenda Moore: 1.

#### ANNOUNCEMENTS

City Clerk Janet Santos made the following announcements:

- that a revised agenda has been distributed adding consent agenda items #12 and 13 regarding the Harvest Table Special Event.
- that the Saginaw County Solid Waste Management Planning Committee will conduct a Public Hearing regarding the proposed Solid Waste Processing Facility at 2130 E. Holland Avenue. The public hearing will be held tomorrow, Tuesday, Sept. 13 at 1:30 p.m. in the Saginaw County Courthouse Training Room located on the Lower Level.

Clerk Santos administered the official oath of office to appointed City Council Member John Humphreys. Council Member Humphreys took his seat at the Council table.

Mayor Browning read a proclamation declaring September 18-24, 2016 as Childhood Obesity Awareness Week.

#### PERSONAL APPEARANCES

The following personal appearances addressed City Council: Roy Robinson, Willie Page, Paul Virciglio, Lisa Kelly, Donna Branch, John Milne, Stella Payne, Kyle Kreager, Greg Branch, and Alex Mixer.

#### REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Balls, Mayor Pro Tem Kloc, Tibbs, Fitzpatrick, Humphreys, and Mayor Browning.

#### REPORTS FROM CITY MANAGER

City Manager Tim Morales provided informational updates on meetings and departmental projects.

Manager Morales introduced John Stemple, Chief Inspector, and DJ Bourdow of Billy's Contracting. Mr. Stemple explained that the Saginaw County Solid Waste Management Planning Committee public hearing regarding the proposed Solid Waste Processing Facility at 2130 E. Holland Avenue is regarding the approved business at that location. The business is Billy's Contracting. Mr. Bourdow presented an update of the operation of his business at this facility. The public hearing is one step in the approval process.

Manager Morales introduced Zachary Branigan, Executive Director of the Saginaw Basin Land Conservancy. Mr. Branigan updated Council regarding four improvement projects in the City.

CONSENT AGENDA:

1. Approve the August 22, 2016 closed session, committee of the whole, and regular council meeting minutes.
2. Approve the application for the Farmland and Open Space Preservation Program for agricultural property at 3300 Gabriel Road.
3. Approve a purchase order to Apollo Fire Equipment for \$2,193.75 for one positive pressure ventilation fan for the Fire Department.
4. Approve the agreement with Saginaw County Central Dispatch for \$2,606.15 for the first year startup costs and user fees for the "Emergency Reporting" records management system for the Fire Department for FY 2017.
5. Approve the proposal from Soil and Materials Engineers, Inc. for \$19,000 for professional services associated with continued environmental services and groundwater evaluations to address contamination at the Weiss Street site.
6. Approve the contract agreement with DC Byers for \$118,300 for repairs to the exterior wall, handicap ramp, and stairs at City Hall.
7. Approve the contract agreement with Ace-Saginaw Paving for \$191,824.52 for the Michigan Department of Transportation M-46 Holland Avenue Overlay Project, C-1633, with the City receiving an additional 7.5% administration fee in the amount of \$14,386.84. Further, approve a FY 2017 budget adjustment in the amount of \$206,211 to recognize these funds.
8. Approve ratification of emergency purchase order no. 499515 to Great Lakes Power Services, Inc. for \$6,050 for services and parts for the electrical switchgear on Diesel Generator #2 at the Water Treatment Division.
9. Approve a purchase order to JWC Environmental, a sole source, for \$8,598.43 for parts to rebuild the auger monster mechanism for the Wastewater Treatment Division.
10. Approve a purchase order to JWC Environmental, a sole source, for \$10,348.08 for two stainless steel chains to rebuild one fine bar screen mechanism for the Wastewater Treatment Division.
11. Approve a purchase order to DuBois-Cooper & Associates, a sole source, for \$17,700 for a replacement dewatering pump for the Salt/Fraser Retention and Treatment Basin for the Remote Facilities Division.
12. Approve the Resolution authorizing the use of amplifying equipment at the "Harvest Table" event on Water Street between Thompson Street and Janes Avenue on Sunday, September 18, 2016.

13. Approve the Resolution authorizing the sale and consumption of alcoholic beverages at the "Harvest Table" event on Water Street between Thompson Street and Janes Avenue on Sunday, September 18, 2016.

Moved by Council Member Balls, seconded by Council Member Boensch to approve consent agenda items 1 through 13 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

#### UNFINISHED BUSINESS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Fitzpatrick to adopt a resolution approving an emergency moratorium on demolition. Discussion was held.

Moved by Council Member Balls to call the question. The motion did not receive a second.

Council gave consent to allow Greg Branch, Chair of the Saginaw Historic Commission, address the Council.

*Council Member Balls left the meeting at 9:22 p.m. and returned at 9:28 p.m.*

Discussion concluded. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Ayes: Mayor Pro Tem Kloc, Humphreys, Fitzpatrick  
Nays: Bryant, Balls, Tibbs, Boensch, Mayor Browning  
Absent: Moore  
Abstain: None  
Motion denied.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to urge the Land Bank to seriously consider any new proposals that have been made or discussed regarding salvaging the corner of Genesee Avenue and Franklin Street. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Ayes: Bryant, Humphreys, Fitzpatrick, Tibbs, Boensch, Mayor Pro Tem Kloc  
Nays: Balls, Mayor Browning  
Absent: Moore  
Abstain: None  
Motion approved.

#### ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Bryant to adjourn the meeting at 9:40 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC  
City Clerk



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**From:** Timothy Morales, City Manager

**Subject:** Agreement for Filing Assistance Services

**Prepared by:** Lynnette A. Hagen, Administrator of Utilities Accounts

**Manager's Recommendation:**

I recommend an Agreement with Public Financial Management, Inc. (PFM) for Filing Assistance Services in the amount of \$1,000 annually be approved. This agreement has been approved as to substance by the City Manager and form by the City Attorney. It is further recommended that the Mayor or his designee be authorized to execute this agreement on behalf of the City.

**Justification**

Stauder, BARCH & ASSOCIATES, Inc., has been filing the Annual Disclosure Document for the City of Saginaw since 2003 and is seeking a new agreement under the name of Public Financial Management, Inc. Under this agreement PFM will file the Annual Disclosure Agreement to the public via the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System. This filing is required under SEC regulations when cities issue municipal bonds publicly for bond amounts of \$1 million or greater. PFM will file the required information on behalf of the City of Saginaw, which includes annual financial information and operating data, audited financial statements, and Material Events Notices.

This vendor meets all requirements of §14.23, "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-1.

Funds for this agreement are available in the Water Operations and Maintenance Fund Administration Division's Service Fees Account No. (591-4710-824.000).

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager

**Subject:** Demolition Contractor

**Prepared by:** John Stemple, Chief Inspector

**Manager's Recommendation:**

I recommend the approval to award demolition services for fiscal year 2016-2017 by individual project and approve that purchase orders be issued to the applicable qualified vendor for a cumulative total of \$184,826.

**Justification:**

On September 6, 2016 the City received bids for demolition, curb replacements, concrete removal, tree removal, and debris removal for various buildings in the City. Bids were received from the following firms:

Rohde Bros. Excavating Inc.  
1240 N. Outer Drive  
Saginaw, MI 48601

Rodney Woods Builder  
2300 S. Thomas Rd.  
Saginaw, MI 48609

Martha Brown Custom Builders LLC (Disqualified)  
10076 Sheridan Road  
Burt, MI 48417

Bierlein Companies, Inc.  
2000 Bay City Road  
Midland, MI 48642

Mead & Sons Contracting, Inc.  
3330 Schust Rd.  
Saginaw, MI 48603

Due to anticipated volumes all work will be awarded to the highest qualified scoring bidder until such time that the highest scoring bidder cannot meet the volume demands as determined by the City. Work will then be awarded to the second highest scoring bidder and so on until such time that volume demands are met. All determinations as to whether a bidder can or will meet the volume demands shall be determined solely by the City.

All bids were evaluated based the firm's ability to meet production goals within timelines, demonstration of the firms understanding of the scope of work, readiness to proceed and availability to complete work assigned, the provision of a letter from the City or County indicating that the firm is a certified HUD Section 3 business concern, the firm is located within Saginaw County, and price.

The following is a table of the bids received:

	Rohde	Woods	Brown	Bierlein	Mead
Demo Building	.1375	.1425	.115	.14	.145
Foundation Removal	1.4	1.125	1.49	1.5	1
Tree Removal 6-12	160	80	100	100	125
Tree Removal 12-18	250	180	150	200	225
Tree Removal >18	550	500	425	300	450
Debris Removal	24	25.5	15	28	15
Fence Removal	24	25.5	12	28	15
Concrete Removal	.65	.675	.48	.7	.61
Well Removal	150	150	400	1200	200
Septic System Removal	380	450	250	600	350
Pumping Water from Basement	280	200	100	200	250
Curb Replacement	33	33	22	28	18.375
Sidewalk Replacement	5.5	4.05	3.65	5	3.85
Emergency Demolition	.225	.1050	.13	3.15	.1825
Prepare Lot for Landscaping	.27	.27	.125	.5	.195

The bid tabulations above reflect a two year average price and the evaluation as it pertains to price was based on the two year average.

Because of the complexity and variation in demolition costs, in order to determine the lowest and best bid a scoring system was used to evaluate the bids of each of the contractors. An evaluation team made up of City staff which included the Chief Inspector, Deputy Chief Inspector, and Dangerous building inspector scored the bids as follows.

	Rohde	Bierlein	Mead	Woods
Evaluation Factors Maximum Points				
Ability to Meet Production Goals within Timelines** The bidder's demonstration of understanding of scope of work, readiness to proceed and availability to complete work assigned within timeframes required. Possible Points 40	35	40	25	30
HUD Section 3 Contractor provides letter from the City of Saginaw or Saginaw County certifying them as a Section 3 Business Concern. Possible Points 5	0	0	0	0
Local Contractor Points awarded to contractors that are located in Saginaw County Possible Points 5	5	0	5	5
Price The ability to demonstrate reasonable costs in performing scope of work identified in the RFP. Possible Points 50	41.38	39.12	50.00	45.13
<b>TOTAL</b>	<b>81.38</b>	<b>79.12</b>	<b>80.00</b>	<b>80.13</b>

Work will be awarded to contractors in the following order:

1. Rohde Brothers Excavating
2. Rodney Woods Builder
3. Mead
4. Bierlein

Please note that Martha Brown Custom Builders was not included in this evaluation due to the fact that this firm did not meet the minimum three years of experience requirement as required by the City of Saginaw, as well as the minimum requirements set by the Michigan State Housing and Development Authority.

The bids submitted by these firms meet City specifications and the contractors are currently in compliance with the City's dangerous building demolition contracting policy.

All vendors listed meet all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances 0-1.

Funds are budgeted and available in the Community Development Block Grant Fund – Special Project Division’s Demolitions Account No. 275-6511-816.000 for \$58,252.00 Neighborhood Stabilization Program Fund NSP 3 Division’s Demolitions Account No. 279-6552-816.000 for \$45,400.00 and the General Fund Inspections and Neighborhood Services Division’s Demolition Account No. 101-3865-816.000 for \$ 81,174.00.

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Hazardous Material Abatement Contractor  
**Prepared by:** John Stemple, Chief Inspector

**Manager's Recommendation:**

I recommend that the bid from Servpro be accepted and that a purchase order be approved and issued for hazardous materials abatement services in the amount of \$36,000 for fiscal year 2017.

**Justification:**

On September 6, 2016 the City received bids for the removal and abatement of hazardous materials for various buildings in the City. Bids were received from the following firms:

Quality Environmental Services, Inc  
P.O. Box 558  
Gladwin, MI 48624

Bierlein Companies, Inc.  
2000 Bay City Road  
Midland MI, 48642

Servpro  
470 North Adams St.  
Saginaw, MI 48604

Rightway Remediation Services, LLC  
4407 Center St.  
Saginaw, MI 48604

All bids were evaluated based the firm's ability to meet production goals within timelines, demonstration of the firms understanding of the scope of work, readiness to proceed and availability to complete work assigned, the provision of a letter from the City or County indicating that the firm is a certified HUD Section 3 business concern, the firm is located within Saginaw County, and price.

Because of the complexity and variation in abatement costs, in order to determine the lowest and best bid a scoring system was used to evaluate the bids of each of the contractors. An evaluation team made up of City staff which included the Chief Inspector, Deputy Chief Inspector, and Dangerous building inspector scored the bids as follows.



	Quality	Bierlein	Rightway	Servpro
Evaluation Factors Maximum Points				
Ability to Meet Production Goals within Timelines** The bidder's demonstration of understanding of scope of work, readiness to proceed and availability to complete work assigned within timeframes required.				
Possible Points 40	25	40	25	35
HUD Section 3				
Contractor provides letter from the City of Saginaw or Saginaw County certifying them as a Section 3 Business Concern				
Possible Points 5	0	0	0	0
Local Contractor				
Points awarded to contractors that are located in Saginaw County				
Possible Points 5	0	0	5	5
Price				
The ability to demonstrate reasonable costs in performing scope of work identified in the RFP.				
Possible Points 50	34.32	35	50	48
<b>TOTAL</b>	<b>59.32</b>	<b>75.04</b>	<b>80.00</b>	<b>87.57</b>

The bids submitted by these firms meet City specifications and the contractors are currently in compliance with the City's dangerous building demolition contracting policy.

All vendors listed meet all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances 0-1.

Funds are budgeted and available in the Community Development Block Grant Fund Special Project Division's Demolitions Account No. 275-6511-816.000 for \$18,000 and General Fund Inspections and Neighborhood Services Division's Demolition Account No. 101-3865-816.000 for \$ 18,000.

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Inspection of Hazardous Materials  
**Prepared by:** John Stemple, Chief Inspector

**Manager's Recommendation:**

I recommend that the bid from AKT Peerless be accepted and that a purchase order be approved and issued for inspection of environmentally hazardous materials for residential and commercial demolitions in the amount of \$30,000 for fiscal year 2017.

**Justification:**

On September 6, 2016, the City received bids for Inspection of Environmentally Hazardous Materials for Residential and Commercial Demolitions. These inspections are required as a part of our demolition process to determine the location and quantity of Hazardous Materials at each demolition site. The results of these inspections are used by the abatement contractor to remove and dispose of these materials prior to demolition. AKT Peerless has experience working in our programs and is qualified to perform this service under Michigan Law. Bids were received by the following firms:

Environmental Testing and Consulting, Inc.  
38900 W. Huron River Dr.  
Romulus, MI 48174

PSI/Intertek  
218 E. Morely  
Saginaw, MI 48601

NOVA Consultants, Inc.  
21580 Novi Rd.  
Novi, MI 48375

Golder Associates Inc.  
27200 Haggerty Road  
Farmington Hills, MI 48331

ATC  
46555 Humboldt  
Suite 100  
Novi, MI 48377

ASTI Environmental  
10448 Citation Drive, Suite 100  
Brighton, MI 48116

AKT Peerless Environmental  
214 Janes Ave.  
Saginaw, MI 48607

Global Environmental Engineering, Inc.  
6140 Rashelle Drive, Suite 1  
Flint, MI 48507

All bids were evaluated based the firm's ability to meet production goals within timelines, demonstration of the firm's understanding of the scope of work, readiness to proceed and availability to complete work assigned, and price.

Because of the complexity and variation in costs, in order to determine the lowest and best bid a scoring system was used to evaluate the bids of each of the contractors. An evaluation team made up of City staff which included the Chief Inspector, Deputy Chief Inspector, and Dangerous Building Inspector scored the bids as follows:

Evaluation Factors Maximum Points	ENVIRONMENTAL TESTING AND CONSULTING	AKT PEERLESS	INTERTEK	GLOBAL	NOVA	GOLDER	ATC	ASTI
<p>Ability to Meet Production Goals within Timelines**</p> <p>The bidder's demonstration of understanding of scope of work, readiness to proceed and availability to complete work assigned within timeframes required.</p> <p>Possible Points 40</p>	40	40	40	35	20	35	40	35
<p>HUD Section 3</p> <p>Contractor provides letter from the City of Saginaw or Saginaw County certifying them as a Section 3 Business Concern</p> <p>Possible Points 5</p>	0	0	0	0	0	0	0	0
<p>Local Contractor</p> <p>Points awarded to contractors that are located in Saginaw County</p> <p>Possible Points 5</p>	5	5	0	5	0	0	0	0
<p>Price</p> <p>The ability to demonstrate reasonable costs in performing scope of work identified in the RFP.</p> <p>Possible Points 50</p>	36.71	50.00	37.54	32.17	23.15	19.64	48.41	32.36
<b>TOTAL</b>	<b>81.71</b>	<b>95.00</b>	<b>77.54</b>	<b>72.17</b>	<b>43.15</b>	<b>54.64</b>	<b>88.41</b>	<b>67.36</b>

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 0-1.

Funds are budgeted and available in the Community Development Block Grant Fund Special Project Division's Demolitions Account Number 275-6511-816.000 \$30,000.

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Landscaping Services for Vacant Lots  
**Prepared by:** John Stemple, Chief Inspector

**Manager's Recommendation:**

I recommend the bid from Bierlein Companies, Inc. be accepted and a purchase order be issued for grading, seeding, and landscaping of vacant lots in the City for fiscal year 2016-2017 for a cumulative total of \$30,000.

**Justification:**

On September 6, 2016 the City received bids for the grading, seeding, and landscaping of vacant lots for various properties in the City after demolition work has been completed. Bids were received from the following firms:

Bierlein Companies, Inc.  
2000 Bay City Road  
Midland MI, 48642

Tri-Valley Construction  
2363 S. Miller Rd.  
Saginaw, MI 48604

The Wash Boys  
1344 Bay Street  
Saginaw, MI 48602

All bids were evaluated based the firm's ability to meet production goals within timelines, demonstration of the firms understanding of the scope of work, readiness to proceed and availability to complete work assigned, the provision of a letter from the City or County indicating that the firm is a certified HUD Section 3 business concern, the firm is located within Saginaw County, and price.

The following is a table of the bids received:

	GRADING/SEEDING YEAR 1	GRADING/SEEDING YEAR 2	LANDSCAPING YEAR 1	LANDSCAPING YEAR 2
Bierlein Co.	.60	.62	.60	.62
Tri-Valley	.65		.65	
The Wash Boys	.69	.75	.72	.79

An evaluation team made up of City staff which included the Chief Inspector, Deputy Chief Inspector, and Dangerous building inspector scored the bids as follows.

				Bierlein	Tri-Valley	The Wash Boys
<b>Evaluation Factors Maximum Points</b>						
<b>Ability to Meet Production Goals within Timelines**</b>						
The bidder's demonstration of understanding of scope of work, readiness to proceed and availability to complete work assigned within timeframes required.						
<b>Possible Points 40</b>				<b>40</b>	<b>38</b>	<b>25</b>
<b>HUD Section 3</b>						
Contractor provides letter from the City of Saginaw or Saginaw County certifying them as a Section 3 Business Concern						
<b>Possible Points 5</b>				<b>0</b>	<b>0</b>	<b>0</b>
<b>Local Contractor</b>						
Points awarded to contractors that are located in Saginaw County						
<b>Possible Points 5</b>				<b>0</b>	<b>5</b>	<b>5</b>
<b>Price</b>						
The ability to demonstrate reasonable costs in performing scope of work identified in the RFP.						
<b>Possible Points 50</b>				<b>50</b>	<b>35</b>	<b>25</b>
<b>TOTAL</b>				<b>90</b>	<b>78</b>	<b>55</b>

The bids submitted by these firms meet City specifications and the contractors are currently in compliance with the City's dangerous building demolition contracting policy.

All vendors listed meet all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances 0-1.

Funds are budgeted and available in the Community Development Block Grant Fund Special Project Division's Demolitions Account No. 275-6511-816.000 for \$15,000.00 and General Fund Inspections and Neighborhood Services Division's Demolition Account No. 101-3865-816.000 for \$ 15,000.

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Material Testing Services – ROW Division  
**Prepared by:** Beth D. London, Public Services Department

**Manager’s Recommendation:**

I recommend that the annual FY 2017 purchase orders with SMAC Testing, Inc. of Saginaw, Michigan to provide material testing services, be increased by \$54,500 from \$29,942.50 to \$84,442.50.

**Justification:**

On June 28, 2016, the City received three bids for various construction materials testing services to be provided on an as needed basis. SMAC Testing, Inc. provided the lowest bid. The testing services are necessary for quality control for road resurfacing, road reconstruction, and water and sewer construction projects. Some projects use federal funds and the Federal Highway Administration requires that all construction materials be tested by certified labs during production and placement.

An increased amount of testing services are required in FY 2017 due to an increase in the amount of contracted road, water and sewer projects and in-house road repairs, and the large volume of permanent road patches being placed by Water and Sewer Maintenance.

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

Funds for this increase are available in the Major Street Fund – Street Projects Division’s Professional Services Account No. 202-4614-801.000 (\$25,000), Major Street Fund – Engineering Administration Division’s Professional Services Account No. 202-4612-801.000 (\$2,000), Sewer Operations and Maintenance Fund – Surplus Division’s Professional Services Account No. 590-4840-801.000 (\$10,000), Sewer Operations and Maintenance Fund – Engineering Administration Division’s Professional Services Account No. 590-4811-801.000 (\$2,000), Water Operations and Maintenance Fund – Surplus Division’s Professional Services Account No. 591-4740-822.000 (\$15,000), and Water Operations and Maintenance Fund – Engineering Division’s Professional Services Account No. 591-4711-801.000 (\$500).

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Early Salt for Delivery for Streets FY 2017 – ROW Division  
**Prepared by:** Beth D. London, Public Services Department

**Manager’s Recommendation:**

I recommend that the bid from Detroit Salt Co., Detroit, Michigan, be accepted at the State bid price, and that a purchase order be issued in the amount of \$43,400 for early delivery of 1000 tons of salt for FY 2017.

**Justification:**

On April 18, 1977, City Council approved a cooperative purchasing agreement with the State of Michigan, which allows the City to purchase material and equipment at State bid pricing. The City has used this agreement to purchase road salt for ice control in the past. In May of 2016, the City placed an order for 1000 tons of early delivery salt for this fall.

Detroit Salt Company of Detroit, Michigan was the low bidder on the State bid for early delivery salt for 2016 at \$43.40 per ton. This price per ton includes the salt, weighing and loading, handling and the truck freight charges. This is comparable to a price of \$60.74 per ton for the bulk shipment of 1,000 tons of early delivery salt received in November of 2015 and \$60.04 per ton for the bulk shipment of 1,750 tons of back-up delivery salt received in April of 2016.

Detroit Salt Company meets all requirements of §14.23, "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-1.

Funds for this purchase are budgeted in the Major Streets Fund – Winter Maintenance Division’s, Street and Road Materials Account No. 202-4655-743.000 (\$17,360.00), Local Streets Fund – Winter Maintenance Division’s Street and Road Materials Account No. 203-4655-743.000 (\$6,510.00), and Major Streets Fund - State Winter Maintenance Division’s Street and Road Materials Account No. 202-4692-743.000 (\$19,530.00).

**Council Action:**

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to approve the recommendation from the City Manager



**Michigan Natural Resources Trust Fund Grant**  
**Ojibway Island Improvements**

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

**WHEREAS:** the City of Saginaw supports the submission of an application titled, "Ojibway Island Improvements" to the Michigan Natural Resources Trust Fund for development of ADA restroom improvements, pedestrian bridge improvement, electrical upgrades, and path improvements at Ojibway Island; and

**WHEREAS:** the proposed project complies with the City of Saginaw's Approved 5-Year Recreation Master Plan; and

**WHEREAS:** the City of Saginaw has made a financial commitment to the project in the amount of \$105,000 matching funds, in cash and/or force account.

**NOW, THEREFORE, BE IT RESOLVED,** by the Council of the City of Saginaw:

The City Manager is authorized to submit a Michigan Natural Resources Trust Fund Application for \$245,000, and further resolves to make available its financial obligation amount of \$105,000 (30% match) of a total \$350,000 project cost, during the 2017-2018 fiscal year.

Ayes:  
Nays:  
Absent:  
Abstain:

**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 September 26, 2016; 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, CMMC/CMC/MMC  
City Clerk