

COUNCIL AGENDA

May 4, 2015
Council Chamber

5:00 P.M. COMMITTEE OF THE WHOLE MEETING

ROLL CALL:

REPORTS FROM MANAGER:

Management Update:

1. Overview of the Fiscal Year 2015-2016 Proposed Budget.

ADJOURN:

6:30 P.M. REGULAR MEETING

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation presented to the Saginaw Police Department designating May 7, 2015 as "Police Memorial Day."
2. Proclamation presented to recognize 2015 Saginaw Police Officer of the Year, Officer Anthony Teneyuque.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Water System Improvements Feasibility Study, Spicer Group (Consent Agenda Item no. 8).
2. Overview of Sewer Asset Management Plan Development, Greeley and Hansen (Consent Agenda Item no. 14).

COUNCIL AGENDA

May 4, 2015
Council Chamber

CONSENT AGENDA:

1. Approve the April 20, 2015 regular Council meeting minutes.
2. Approve Petition #15-06 to approve the capital expenditure items for the 2015-2016 Budget for Operations, Capital Improvement, and Debt Service for the Saginaw-Midland Municipal Water Supply Corporation.
3. Approve receiving the AED Unit device from the Pulse 3 Foundation for use at the City Hall building.
4. Approve a purchase order to Kustom Signals, Inc. for \$6,156 for four Raptor RP-1 Dual K-Band Radar units, at \$1,539 each, for the Police Department.
5. Approve the one-year telephone equipment maintenance agreements with I.T.I., Inc. and issue a purchase order for \$20,108.76 for the maintenance of telephone equipment at City Hall, Public Services, the Police Department, Maintenance and Services, the Water and Sewer Division, and the Water and Waste Water Treatment Plants.
6. Approve the Grass Cutting Services Agreement for \$45,000 with the Saginaw County Land Bank Authority from May 5, 2015 through July 31, 2015. Further, approve a budget adjustment for FY 2015 of \$30,000 to recognize a portion of these funds. The remaining portion of \$15,000 will be budgeted in FY 2016.
7. Approve a purchase order to Kluck Nursery for \$3,296 for the purchase of 21 various trees to be planted in the Downtown area for the Streets Division.
8. Approve the agreement with Spicer Group for \$134,323 to evaluate and recommend alternatives for water system improvements.
9. Approve the agreement with Tetra Tech for \$24,266 to perform a preliminary engineering study to identify the size and type of generator and electrical modifications required at each of the City's seven Retention and Treatment Basins in order to supply emergency power.
10. Approve a purchase order to Hydrodynamics, Inc., a sole source, for \$9,604.79 for an impeller and wear rings to repair a Fairbanks Morse pump for the Wastewater Treatment Division.
11. Approve a purchase order to The Macomb Group for \$9,790 for a roof top gas fired furnace for the Salt/Fraser Retention and Treatment Basin for the Wastewater Treatment Division.

COUNCIL AGENDA

May 4, 2015
Council Chamber

12. Approve ratification for emergency purchase order no. 496263 to Newark In One, for \$3,304.96 for four high ampere, deep cycle batteries for the Wastewater Treatment Division.
13. Approve a purchase order to A/C Service and Repair, Inc., a sole source, for \$14,200 for two rebuilt 36" Allis Chalmers Streamseal Butterfly Valves for the Water Treatment Division.
14. Approve the agreement with Greeley and Hansen and issue a purchase order in an amount not to exceed \$1,367,098, to provide an Asset Management Plan and develop an Asset Management Program for the City's Wastewater Treatment and Collection Systems.

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

1. Approve the Mayoral reappointment of Suzanne Mason to the Saginaw Arts & Enrichment Commission with a term to expire June 30, 2018.
2. Approve the Mayoral appointment of Alfred Vinson to the Local Officers Compensation Commission with a term to expire March 1, 2017.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. Consideration of motion to go into closed session to discuss pending litigation per MCL 15.268 Section 8.

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 AVENUE, 989.759.1480.

PUBLIC NOTICE

Saginaw City Council Committee of the Whole Meeting

The following notice is posted in compliance with the requirements of Act 267, P.A. 1976.

Notice is hereby given that there will be a City Council Committee of the Whole Meeting on Monday, May 4, 2015, at 5:00 p.m. for the purpose of hearing Fiscal Year 2015-2016 Budget presentations.

The Committee of the Whole meeting will be held in the City Hall Council Chamber, Room 205, 1315 S. Washington Avenue.

Janet Santos, CMMC/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 AT 989.759.1480.

Posted: __April 24, 2015
By: ____jks_____

CITY OF SAGINAW PROCLAMATION

WHEREAS, the courageous men and women of the Saginaw City Police Department should be honored for the discipline and distinction they show in preserving the rights, freedom, and safety of all citizens of Saginaw; and

WHEREAS, it is important that all citizens know and understand the duties, hazards, responsibilities and sacrifices of these brave officers as they serve our community; and

WHEREAS, it is difficult to completely show our true appreciation for the services the men and women provide for the community. These brave officers often put their lives on the line to protect our citizens, sometimes making the ultimate sacrifice; and

WHEREAS, the President of the United States and Congress have designated May 11-15, 2015 as "National Police Week" to salute the men and women who do the difficult, dangerous, and often thankless work of safeguarding our communities. During this time we celebrate those who protect and serve us every minute of every day; and

WHEREAS, on Thursday May 7, 2015, the City of Saginaw will recognize the members of our police force and pay tribute to those officers who have laid down their lives in the performance of their duties. On this day, we will honor law enforcement officers both past and present who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to the residents of the City of Saginaw.

NOW, THEREFORE BE IT RESOLVED, I, Dennis D. Browning, on behalf of my fellow councilmembers, do hereby proclaim May 7, 2015, as

"Police Memorial Day"

in the City of Saginaw and urge all citizens to observe this day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice to their community or have become disabled in the performance of duty. I further encourage schools, businesses, religious institutions, service organizations and the community as a whole to recognize and pay respect to the survivors of our fallen heroes.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 4th day of May in the year of our Lord two thousand fifteen.



May 4, 2015

A handwritten signature in black ink, appearing to read "D. D. Browning".

Dennis D. Browning, Mayor

Councilpersons

*Amos O'Neal, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Larry Coulouris, Daniel Fitzpatrick,
Floyd Kloc, Brenda F. Moore and
Demond L. Tibbs*

Timothy Morales, City Manager

CITY OF SAGINAW PROCLAMATION

WHEREAS, Law enforcement officers of the City of Saginaw carry a tremendous responsibility to protect our citizens. They fulfill this responsibility diligently, with courage and commitment, often placing themselves in harm's way; and

WHEREAS, each year, one exemplary individual from the Saginaw Police Department is honored for the courage, discipline, and distinction they show in preserving the rights, freedom, and safety of the citizens of Saginaw; and

WHEREAS, Officer Anthony Teneyuque has earned the honor of **2015 Police Officer of the Year** for his thorough and proactive approach to policing and investigations. Officer Teneyuque is known for "going the extra mile," to ensure the innocent are protected and the City of Saginaw is safe for our citizens; and

WHEREAS, through the perseverance of Officer Teneyuque and others like him in the Saginaw Police Department, we are experiencing a drastic reduction in violent crimes in the City of Saginaw. Officer Anthony Teneyuque demonstrates hard work and dedication every day. He truly is an asset to the Saginaw Police Department and the citizens he serves;

NOW, THEREFORE BE IT RESOLVED, that I, Dennis D. Browning, Mayor of the City of Saginaw, hereby urge all citizens of Saginaw to recognize, honor, and celebrate the outstanding achievements and contributions that Saginaw Police Officer Anthony Teneyuque has made 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 4th day of May in the year of our Lord two thousand fifteen.



Dennis D. Browning, Mayor

Councilpersons

*Amos O'Neal, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Larry Coulouris, Daniel Fitzpatrick,
Floyd Kloc, Brenda F. Moore, and
Demond L. Tibbs*



May 4, 2015

Timothy Morales, City Manager

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, APRIL 20, 2015, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Larry Coulouris, Brenda Moore, Michael Balls and Mayor Dennis Browning - 7. Council Members absent: Mayor Pro Tem Amos O'Neal and Floyd Kloc - 2.

ANNOUNCEMENTS

City Clerk Janet Santos made the following announcements:

- Curbside recycling now eliminates sorting requirements.
- Curbside yard waste pick-up started April 1 and runs through November.
- The Waste Collection Convenience Station will be open Saturday, May 9 to City residents for disposal of items such as building materials.
- A revised agenda has been issued with the removal of item # 5 under "Reports from Boards; Commissions and Committees, and Appointment of Board and Commission Members."

Council Member Tibbs read and presented a proclamation declaring May 1, 2015 as "Law Day." The proclamation was received by Christopher Enge, of the Saginaw County Bar Association.

Mayor Browning read and presented a proclamation in recognition of the Arthur Hill High School boys basketball team's successful 2014-2015 season. The proclamation was received by the Coach, Assistant Coaches and the team members present.

PERSONAL APPEARANCES

The following persons addressed the Council: Nathaniel Woods, Cathy Wagener, Debra Melkonian, Deanna Virciglio, Kim Nothelfer, Paul Osborn, Mark Oberschmidt, Brittany Jones, Dawn Goodrow, Jose Barajas, Ramiro Guerra, David Conner and Larry Campbell.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Moore, Coulouris, Boensch, Tibbs, Fitzpatrick, Balls and Mayor Browning.

REPORTS FROM CITY MANAGER

Management Update

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

City Manager Morales introduced Technical Services Director, Jeff Kloplic. Mr. Kloplic presented information on the Saginaw Riverfront Development website project. The website is expected to be in use shortly displaying details and links to the various

activities and events in association with the Downtown and Old Town areas.

City Manager Morales introduced Matthew Lane and Tom Miller, Jr. They shared information regarding the "Saginaw Soup" event. Information included its inception and growth to include business and community participation.

Council Member Balls left the meeting at 8:09 p.m.

City Manager Morales introduced Director of Public Services, Phil Karwat. Mr. Karwat presented details and cost savings by returning the recycling and yard waste program in-house.

Mayor Browning left the meeting at 8:45 p.m. and returned at 8:47 p.m.

Consent Agenda

1. Approve the minutes from the April 6, 2015 regular Council meeting.
2. Approve Petition 15-04 from MacDonald Broadcasting/WKCQ to erect a banner at Court Street, May 22 to June 20, 2015, to promote the KCQ Country Music Fest Concert.
3. Approve Petition 15-05 from Saginaw County Community Mental Health Authority to erect banners located at South Michigan and East Genesee Avenue, May 1 to May 31, 2015, to promote May as "Mental Health Awareness Month."
4. Approve the Saginaw County Community Mental Health Authority/Mid-State Health Network Treatment and Prevention Services Grant for the amount of \$58,040, with \$29,020 for FY 2015, and \$29,020 for FY 2016. Further, approve a budget adjustment for FY 2015 to recognize these funds.
5. Approve a purchase order to O'Connor's Carpet One for \$2,961.45 for carpet for the Police Department.
6. Approve a purchase order to Linwood Beach Marina for \$5,549 for the purchase and installation of a 50 HP Mercury outboard motor for the rescue boat for the Fire Department.
7. Approve the five-year Internet Service Agreement with ACD.net for an annual amount of \$7,319.40, and the total amount of \$36,597, for Internet Service and Domain hosting; and, approve a purchase order to ACD.net for \$1,000 to run a fiber into City Hall and for related network equipment.
8. Approve the Ojibway Island User Agreement with La Union Civica Mexicana for the Cinco de Mayo Parade Festival on May 2, 2015.

9. Approve the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act permit extension with Michigan Bell Telephone Company, d/b/a AT&T of Michigan, for a four-year term to end on April 30, 2019.
10. Approve a purchase order to Marshall Campbell for \$13,526.50 for 26 Lumecon Ring of Fire Decorative LED light fixtures to retrofit the street lights on E. Genesee Avenue or Washington Avenue near the Bancroft and Eddy buildings for the Right of Way Division.
11. Approve ratification for emergency purchase order #496306 and the payment to Mid-State Asbestos, Inc. for \$2,100 for remediation in the Office of Management and Budget Conference Room.

Moved by Council Member Coulouris, seconded by Council Member Moore to approve consent agenda items 1 through 11 as presented. 6 ayes, 0 nays, 3 absent. Motion approved.

REPORTS FROM BOARDS; COMMISSIONS AND COMMITTEES, AND APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Moore, seconded by Council Member Boensch to approve the following:

- the City Manager's reappointment of Michael Hanley to the Downtown Development Authority with a term to expire April 2, 2019.
- the Mayoral reappointment of Carol Cottrell to the Saginaw Riverfront Development Commission with a term to expire April 1, 2020.
- the Mayoral reappointment of Thelma Ruffin to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2018.
- the Mayoral reappointment of Barbara Roberts to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2018.

6 ayes, 0 nays, 3 absent. Motion approved.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Tibbs, seconded by Council Member Boensch to adopt an ordinance to amend §151.095 "Findings and Purpose," §151.096 "Definitions," §151.097 "Non-Owner Occupied Property - Prohibited Conduct," §151.098 "Non-Owner Occupied Property - Registry," §151.099 "Unoccupied Property Registry," §151.100 "Violation/Abatement," and §151.101 "Fees," of Chapter 151 "Housing Regulations," Title XV "Land Usage," of the City of Saginaw Code of Ordinances O-1. 6 ayes, 0 nays, 3 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Moore, seconded by Council Member Boensch to adopt the resolution to seek FY 2018 Local Bridge Program Funds from the Michigan Department of Transportation for preventative maintenance on the Center Street, Court Street, and Johnson Street Bridges. 6 ayes, 0 nays, 3 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Moore to adjourn the meeting at 9:04 p.m. 6 ayes, 0 nays, 3 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

RECEIVED
CITY CLERK
CITY OF SAGINAW

APR 20 2015



4678 S. THREE MILE ROAD • BAY CITY, MI 48706 • PH. 989-684-2220 • FAX 989-684-7741

April 16, 2015

Ms. Janet Santos, City Clerk
City of Saginaw
1315 S. Washington
Saginaw, MI 48601

15-06

Dear Ms. Santos:

Please be advised that the Board of Trustees of the Saginaw-Midland Municipal Water Supply Corporation, at their regular meeting this date have approved the 2015-2016 Operating, Capital Improvement, and Debt Service Budgets for the Corporation.

In accordance with the 1946 agreement between the City of Saginaw and the City of Midland, it is necessary for capital improvement expense to be additionally approved by the governing bodies of both owner Cities.

The Management and Board of Trustees of the Saginaw-Midland Municipal Water Supply Corporation; therefore, recommend that the City of Saginaw approve the capital expenditure items as shown on the attached Budget for Capital Improvement and Emergency Repair Fund in the amount of \$181,000 for the 2015-2016 budget year, with a fund income allocation set at \$.0125 per 1,000 gallons pumped.

We request that this petition for approval be advanced to the council as soon as possible in order to meet our June 30, 2015, budget deadline. Please notify our office when Saginaw-Midland's Budget for Capital Improvement and Emergency Repair Fund has been approved. Thank you for your efforts in this regard.

Sincerely yours,

A handwritten signature in black ink that reads "Michael Quinnell".

Michael Quinnell,
Manager

MQ:kj

Enc.

**SAGINAW-MIDLAND MUNICIPAL WATER SUPPLY CORPORATION
2015-2016 FISCAL YEAR**

BUDGET FOR CAPITAL IMPROVEMENT AND EMERGENCY REPAIR FUND

I.	Projected I&ER Fund Ending Balance (June 30, 2015)	\$1,250,453
II.	Proposed Improvement Expenses for 2015-2016 Fiscal Year	
	a. Replacement of one (1) valve on 48" pipeline - AuGres Area (Carryover from 2014-2015)	\$65,000
	b. Replace corroded Whitestone well house lintel and tuck/grin mortar joints (Carryover from 2014-2015)	\$30,000
	c. Procure new cast iron gear sets for 48" line valves	\$35,000
	d. Replace SCADA computers and update software - all three (3) plants (Carryover from 2014-2015)	\$26,000
	e. Install 24" access manhole on 60" pipe to allow for repair/ adjustments of butterfly valves at Pinconning (Carryover from 2014-2015)	\$25,000
		<hr/> (\$181,000)
III.	Projected Improvement Income for the 2015-2016 Fiscal Year	
	a. Income forecasted (\$0.0125 per 1000 gallons)	\$187,500
	b. Projected interest income	<hr/> \$2,000
		<hr/> \$189,500
IV.	Projected I&ER Fund Ending Balance (June 30, 2016)	<hr/> <u>\$1,258,953</u>

From: Timothy Morales, City Manager
Subject: Donation of Automated External Defibrillator Unit from Pulse 3 Foundation
Prepared by: Debbie Buck, Executive Assistant/Public Information Officer

Manager's Recommendation:

I recommend the acceptance and approval of the donation of an automated external defibrillator (AED) unit from the Pulse 3 Foundation, valued at approximately \$1,500. This lifesaving unit will be installed at City Hall on the first floor to be used in emergency situations.

Justification:

The City of Saginaw submitted an application to the Pulse 3 Foundation for an AED unit on February 17, 2015. The submission of this application was approved by City Council in a motion made by Mayor Pro Tem O'Neal on February 16, 2015. This unit was provided from the Pulse 3 Foundation through the proceeds raised from Shocks & Saves®, a charity hockey game organized in partnership with Mobile Medical Response, the Saginaw Spirit and Detroit Red Wing Jiri Fischer, a sudden cardiac arrest survivor. This lifesaving unit will be installed at City Hall on the first floor to be used in emergency situations.

AEDs make it possible for more people to respond to a medical emergency where defibrillation is required. AEDs should be part of emergency response programs that also include rapid use of 9-1-1 and prompt delivery of cardio pulmonary resuscitation (CPR). All three of these activities are vital to improving survival from cardiac arrest. When trained personnel use an AED and administer CPR within the first few minutes of a victim's collapse, the victim's chances of survival increase dramatically. City Hall is a public building open for business from 8:00 am to 5:00 pm Monday through Friday, and also the location for many public meetings held in the evenings. In addition to City employees, thousands of residents, business owners, and community stakeholders come to City Hall on a weekly basis. City Hall does not currently have a lifesaving AED unit on site.

As stated in the grant application, the City of Saginaw agrees to mount and maintain the unit in an easily accessible location and to train on emergency procedures related to AED use. Robert Weaver of the Fire Department, who is also a certified Basic Life Support instructor with the American Red Cross, has been designated as the AED coordinator for the City. The City Manager's office will work with Firefighter Weaver to coordinate the training of City Hall employees on the AED use.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Raptor Radars
Prepared by: Sienna Rendon, Community Public Safety – Police

Manager’s Recommendation:

It is recommended the State bid be accepted and that a purchase order be approved and issued to Kustom Signals, Inc. of Lenexa, KS, in the amount of \$6,156 for the purchase of four (4) new Raptor RP-1 Dual K-Band Radar units at \$1,539 each for the Police Department.

Justification:

The Saginaw Police Department would like to purchase four (4) new Raptor Radars, one for each new police vehicle. There are several older units (15+ years) at the department in which we are no longer able to obtain parts and are overdue for replacement. These devices are used for speed measurement and quickly acquire targets at great ranges. Directional capability allows our police officers to monitor vehicles approaching or receding. Raptor Radars are used by police officers around the world and provide the performance needed for agency success. Kustom Signals, Inc. was awarded the State bid contract to provide these radars for all police agencies in the State of Michigan.

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 purchase are available in the Community Public Safety – Police Capital Outlay/Less Than \$5,000 Account No. 101-3514-971.000 in the amount of \$6,156 pursuant to the State bid.

Council Action:

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

From: Timothy Morales, City Manager
Subject: I.T.I, Inc., Phone Maintenance Agreements
Prepared by: Jeff Klopocic, Technical Services Department

Manager's Recommendation:

I recommend that the phone equipment maintenance agreements with I.T.I., Inc. be approved and that a purchase order be approved and issued to them in the amount of \$20,108.76. It is further recommended that the City Manager or his designee be authorized and directed to execute the ten maintenance agreements. These agreements were approved by the City Manager as to substance and the City Attorney as to form.

Justification:

The I.T.I Agreements cover the telephone equipment located at the City Hall, Public Services, Police Department, Maintenance & Service Water & Sewer Division and the Water and Waste Water Treatment Plants for a one-year period. The agreements cover all service under normal wear and tear including parts, labor and travel time. It also includes free user training, no charge for service related software updates, free loaner equipment and 24 hour, seven day service without paying any after-hour premium.

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 payment are budgeted and available in the Technical Services, IS, Operating Services Account No. 658-1720-805.000.

Council Action:

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

From: Timothy Morales, City Manager

Subject: Saginaw County Lank Bank Authority Grass Cutting Services Agreement and Budget Adjustment

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend that the Grass Cutting Services Agreement with the Saginaw County Land Bank Authority be approved. The term of the Agreement is from May 5, 2015 through July 31, 2015. In addition, the amount of the Agreement is \$45,000. The Agreement has been approved by me as to substance and the City Attorney as to form. I further recommend that the Director of Public Services or his designee be authorized to sign the Agreement and any other related documents.

It is also recommended that a budget adjustment be completed to increase the General Fund – Saginaw County Account No. 101-0000-674-003 from \$45,000 to \$75,000, an increase of \$30,000. This increase in revenues will be offset by an increase in the General Fund –Department of Public Services - Abatement of Nuisances Division's, Employment Agency Fees Account No. 101-7571-804.000 by \$30,000 in Fiscal Year 2015. The remaining portion of \$15,000 will be budgeted in the same amount and same accounts as shown above in Fiscal Year 2016.

Justification:

The SCLBA has collaborated with the City of Saginaw since 2010 to provide grass cutting services for SCLBA vacant properties. Based upon the City's prior performance, the parties have agreed to enter into this Agreement for the City to provide services for the beginning of the 2015 grass cutting season (May 5, 2015 through July 31, 2015). Specifically, the City will provide grass cutting services for cutting the right of way's and corner clearances for properties abutting City of Saginaw streets. The additional monies will allow the City of Saginaw to hire five temporary employees in order to provide five two-man grass cutting crews for the beginning of the season. In addition, the City will prepare and provide reports to the SCLBA regarding its grass cutting activities. The season historically begins the middle of April and ends October 31, depending on the weather.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Tree Bid for Downtown Area Project – ROW Division
Prepared By: Beth D. London, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Kluck Nursery, Saginaw, MI be accepted and a purchase order be approved and issued to them in an amount of \$3,296 for 21 various trees to be planted in the Downtown Area.

Justification:

On April 21, 2015, the City received four bids for various types of trees. These trees are being purchased to replace trees that have been removed due to the emerald ash bore infestation.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Species</u>	<u>Unit Price</u>	<u>Cost</u>
Kluck Nursery Saginaw, MI (out of city)	Lilac (8)	\$198	\$1,386
	Serviceberry (7)	\$140	\$ 980
	Acer Plat Crimson King (6)	\$145	\$ 870
	Shipping		<u>\$ 60</u>
	Total		\$3,296
Schichtels' Nursery Springville, NY (out of city)	Redbuds (7)	\$160	\$1,120
	Serviceberry (7)	\$180	\$1,260
	Acer Plat Crimson King (6)	\$140	\$ 840
	Shipping		<u>\$1,100</u>
	Total		\$4,320
Agroscaping Inc. Swartz Creek, MI (out of city)	Redbuds (7)	\$275	\$1,925
	Serviceberry (7)	\$255	\$1,785
	Acer Plat Crimson King (6)	\$265	\$1,590
	Shipping		<u>\$ 250</u>
	Total		\$5,550
Shemin Nursery Pontiac, MI (out of city)	Redbuds (7)	\$395	\$2,765
	Serviceberry (7)	\$275	\$1,925
	Acer Plat Crimson King (6)	\$195	\$1,170
	Shipping		<u>\$ 385</u>
	Total		\$6,245

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

Funds for this purchase are budgeted in the Major Streets Fund – Routine Maintenance Division's Nursery Account No. 202-4651-738.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Spicer Group Davis Road Agreement
Prepared by: Paul Reinsch, Water and Wastewater/Public Services

Manager's Recommendation:

I recommend that the agreement between the City of Saginaw and Spicer Group be accepted and that a purchase order be approved and issued to them in the amount of \$134,323. The agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

The Saginaw County Road Commission plans to conduct road reconstruction on Davis Road in Saginaw County, Kochville Township, between Pierce and Tittabawassee Roads in calendar year 2018. This work will directly impact our raw 48" and finished 36" water transmission mains. The mains are located in the road right of way and have minimal cover.

The City solicited technical and cost proposals "Invitation Only" using the "Qualifications Based Selection Process" from thirteen engineering firms experienced in the multi-disciplinary areas necessary. On February 6, 2015, the City received proposals from five firms/teams to conduct an evaluation of the conditions that exist and make initial recommendations for solutions that will provide the most appropriate approach for reliability, feasibility, and value. A panel of City officials reviewed and evaluated the qualifications submitted from each firm/team. The panel ranked each firm/team using the City's Qualifications Based Selection criteria listed in Administrative Regulation No. 4-7, Section 1-4. The three highest-ranking firms/teams were invited to an interview. On March 2 & 3, 2015, the City interviewed three firms/teams. The firms/teams were scored individually by the panel members. On March 3, 2015, the panel met to discuss their individual rankings and the Spicer Group/Tetra Tech Team received the highest overall ranking. On March 5, 2015, a memo was sent to all firms interviewed stating that the City would be entering into negotiations with the Spicer Group/Tetra Tech Team. Over the course of several weeks, the scope of work and terms of the agreement have been negotiated.

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 are budgeted in the Water Operations and Maintenance Fund, Treatment & Pumping Division's Engineering Services Account No. 591-4730-802.000 for Fiscal Year 2015.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Generator Engineering Study
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend that the agreement between the City of Saginaw and Tetra Tech be accepted and a purchase order be approved and issued to them in the amount of \$24,266 to perform a preliminary engineering study to identify the size and type of generator and electrical modifications required at each of the City's seven Retention and Treatment Basins in order to supply emergency power. The agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

The Wastewater Treatment Plant has seven Retention and Treatment Basins to provide treatment of flows in excess of the Wastewater Treatment Plant's capacity. All of the basins were built with two separate power feeds to provide reliability. During the last five years, Consumers Energy has begun to charge the city a fee to maintain these two feeds, making generators a cost effective alternative. On February 9, 2015, the City opened Request for Proposals from two firms and the team of Tetra Tech and Spicer Engineering was scored as the best proposal by the review panel. A follow up interview was held with representatives from the City, Tetra Tech, and Spicer Engineering. During the interview it was determined that the best course of action was to complete the preliminary study and then request a proposal for design and construction engineering.

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 project are available and are available in the Sewer Operations and Maintenance Fund Surplus Division's Engineering Services Account No. 590-4840-802.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Pump Impeller and Wear Rings, Sole Source
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend that the sole source quote from Hydrodynamics, Inc., a sole source, of Waterford, MI be accepted and a purchase order be issued to them in the amount of \$9,604.79 for an impeller and wear rings to repair a Fairbanks Morse pump for the Wastewater Treatment Division.

Justification:

The Wastewater Treatment Plant has five Return Activated Sludge Pumps which return solids from the final clarifier to the aeration basins for further treatment. In early March, one of these pumps failed and maintenance staff discovered that the impeller and wear rings need to be replaced. Fairbanks Morse is the manufacturer of these pumps and our raw sewage pumps. In the mid 1980's, Fairbanks Morse discontinued manufacture of wastewater pumps and parts and ABBA Pump Parts Co. bought the patterns for Fairbanks Morse Pumps. On March 2, 2015, we received a quote from Hydrodynamics, Inc. in the amount of \$9,604.79 for the impeller and wear ring needed to repair this pump. Hydrodynamics is the local representative for ABBA Pump Parts Co. and a sole source for these parts.

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 purchase are available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Repairs and Replacements Account No. 590-4830-974.000

Council Action:

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

From: Timothy Morales, City Manager
Subject: Gas Furnace Purchase
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend that the low bid from The Macomb Group of Midland, MI be accepted and that a purchase order be issued to them in the amount of \$9,790 for the purchase of a roof top gas fired furnace for the Salt/Fraser Retention and Treatment Basin (RTB).

Justification:

In February of this year, the roof top gas fired furnace installed in the early 1990’s at the Salt/Fraser RTB, failed. Investigation by the maintenance staff revealed that the heat exchanger is cracked and the unit will need to be replaced. By purchasing a direct replacement, maintenance staff will be able to handle the installation in-house. Sealed bids were opened on April 7, 2015 and the results are as follows:

The Macomb Group Midland, MI	\$ 9,790.00
Answer Heating and Cooling Freeland, MI	\$13,946.00

This vendor 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 purchase are available in Sewer Operations and Maintenance Fund, Remote Facilities’ Division’s Repairs and Replacements Account No. 590-4835-974.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase – Deep Cycle Batteries
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend ratification of emergency purchase order no. 496263 to Newark In One, Chicago, IL, in the amount of \$3,304.96, issued on March 25, 2015, for the purchase of four high ampere, deep cycle batteries for the Wastewater Treatment Division.

Justification:

On March 19, 2015, we received a quote in the amount of \$3,304.96 from Newark In One for the replacement of four batteries The Wastewater Plant has a bank of 20 batteries which power the exciters to provide the extra current required to start our six raw sewage pumps. Staff was experiencing difficulty starting the raw sewage pumps. Upon further investigation of the electrical system, it was discovered that the poles on one battery were corroded and four other batteries were weak. We replaced the corroded battery with one we had in stock and, due to the criticality of this system, requested an emergency purchase order to replace the weak batteries.

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 purchase are available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-742.000 for Fiscal Year 2015.

Council Action:

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

From: Timothy Morales, City Manager
Subject: 36" Refurbished Discharge Butterfly Valve
Prepared by: Paul Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend that the sole source quote be accepted and a purchase order issued to A/C Service and Repair, Inc. of York, PA, in the amount of \$14,200 for the purchase of (2) rebuilt 36" Allis Chalmers Streamseal Butterfly Valves for the Water Treatment Division.

Justification:

A quote was received on April 20, 2015 in the amount of \$14,200 for two 36" Allis Chalmers rebuilt surplus butterfly valves. One valve will be used to replace a failed gate valve located on the Court 1 Discharge for the High Service Pump Station. The other will be placed in inventory as a spare. There are 5 other 36" Allis Chalmers valves with Limatorque actuators on the Water Treatment Plant's discharge system. A/C Service and Repair, Inc. is the sole supplier of the rebuilt Allis Chalmers valves, which are no longer in production. Purchasing valves by a different manufacturer would require some retrofitting and additional cost.

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 purchase are budgeted in the Water Operations and Maintenance Fund, Treatment & Pumping Division's Repairs and Replacements Account No. 591-4730-974.000 for Fiscal Year 2014.

Council Action:

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

From: Timothy Morales, City Manager
Subject: SAW Grant Engineering Services
Prepared by: Brian Baldwin, Water and Wastewater/Public Services

Manager's Recommendation:

I recommend that the agreement between the City of Saginaw and Greeley and Hansen be accepted and a purchase order be approved and issued to them in an amount not to exceed \$1,367,098, to provide an Asset Management Plan and develop an Asset Management Program for the City's Wastewater Treatment and Collection Systems. These costs will be reimbursed with grant funds through the Michigan Department of Environmental Quality's Stormwater and Wastewater Asset Management Program (SAW) to the City of Saginaw. The agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

In November of 2013, City Council passed a resolution authorizing the Department of Water and Wastewater Services to apply for a grant through the Michigan Department of Environmental Quality's Stormwater and Wastewater Asset Management Program (SAW), and appointing Kimberly Mason (Director of Water and Wastewater Services) as the City's Authorized Representative. On November 12, 2014, the City was awarded a grant in the amount of \$1,999,943 through the SAW Grant program. Funds through this grant are to be used to identify, assess the condition of, assign a criticality to, and develop a financial plan to maintain all of the City's assets related to wastewater treatment, wastewater collection, wastewater pumping stations, and retention and treatment basins. In February of 2014, the City received three proposals to provide an asset management plan and work with City staff to develop an asset management program. The proposals were reviewed, and evaluated by a Review Panel made up of; Kimberly Mason (Director of Water and Wastewater Services), Phil Karwat (Director of Public Services), Paul Reinsch (Superintendent of Water Treatment and Field Operations), Brian Baldwin (Superintendent of Wastewater Treatment), and Andy Biddle (Wastewater Treatment Engineer). All three firms were then invited to make a presentation and be interviewed by the Review Panel. The Review Panel evaluated, scored, and ranked each firm based on their presentation and interview. As a result of this process, the Review Panel selected Greeley and Hansen, the highest ranking firm.

This vendor meets all the 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 project will be available in the Sewer Operations and Maintenance Fund, Surplus Division's Engineering Services Account No. 590-4840-802.000, pending City Council Approval of the Fiscal Year 2016 Budget.

Council Action:

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