

Council Agenda

December 21, 2015 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

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 December 7, 2015 regular council meeting minutes.
2. Approve the IBM Lease/Purchase Supplement, Lessee's Certificate and Lease Payment Schedule with IBM Credit LLC to lease PC's, laptops, servers and service maintenance as needed for the City.
3. Approve the payment to BS&A Software for \$82,904 for the renewal of annual software maintenance/support.
4. Approve a purchase order to Environmental Systems Research Institute for \$3,288 for specialized programming to assist the City's GIS Division with the completion of 'Saginaw Recycles' data collection program.
5. Approve the Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims Initiative Grant funded by the Department of Justice and administered by the International Association of Chiefs of Police; \$50,000 for FY 2016; \$125,000 for FY 2017; and \$125,000 for FY 2018 for a total of \$300,000 over a 3-year period. Further, approve a budget adjustment for FY 2016 to recognize these funds.
6. Approve a purchase order to The Omega Group, Inc. for \$13,650 for professional programming services for Premier RMS incident reporting software for the Police Department.

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7. Approve a purchase order to The Omega Group, Inc. for \$3,440 for annual software maintenance and support for CrimeView Police incident mapping software for the Police Department.
8. Approve a purchase order to Conserv GLAG Company for \$3,966.70 for carpet mats for the City Hall Building.
9. Approve a purchase order to Fasteners, Inc. for \$3,155 for a Multiquip Whiteman #MC94SH8 Cement Mixer for the Maintenance and Service Division.
10. Approve a purchase order to Tupes of Saginaw for \$2,369 for a HyperTherm Powermax 65, CSA, Plasma Cutter for the Maintenance and Service Division.
11. Approve the ratification for emergency purchase order no. 497999 for \$7,420 to Jack's Tree Service, Inc. for removal of two trees at the Japanese Cultural Center, Tea House, and Gardens of Saginaw.
12. Approve a purchase order to CorrPro Companies, Inc. for \$1,710 for FY 2016 for maintenance services of the cathodic protection systems in the Water Treatment Division; and pending budget approval, approve the bid from CorrPro Companies, Inc. for \$1,710 for FY 2017 and for \$1,710 for FY 2018 for the same services. Further, approve a purchase order to BGL Asset Services, LLC. for \$3,200 for FY 2016 for maintenance services of the cathodic protection systems in the Maintenance and Service Division; and pending budget approval, approve the bid from BGL Asset Services, LLC for \$3,300 for FY 2017 and \$3,400 for FY 2018 for the same services.
13. Approve a purchase order to Applied Industrial Technologies for \$2,869.83 for two valves and an electronic actuator for the 14th St. Retention Basin in the Remote Facilities Division.

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

1. Approve the Council reappointment of Susanna Sheltraw to the Human Planning Commission with a term to expire December 31, 2017.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing an Obsolete Property Rehabilitation Certificate at 3430 State Street.

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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., 989.759.1480.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, DECEMBER 7, 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 of the United States of America.

ROLL CALL

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

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- the City's Waste Convenience Station is open the second Saturday of the month for City residents to dispose of items such as building materials, recycling for glass, plastic and paper; and
- City Hall will be closed December 24 and 25th for the Christmas Holiday.

Mayor Browning introduced the Executive Director of Blue Line Police Canine, John Skalski. Mr. Skalski presented certificates of completion as Certified K-9 Handlers to Police Officer Jonathon Beyerlein and Brad Holp. Mr. Skalski presented a certificate of completion as a K-9 Trainer to Doug Stacer. Jody Wilk of the Saginaw Valley Police Canine Association read a special oath of office for the new K-9 officers, Cigan and Mitch. They completed the oath with a paw print signature.

Council Member Coulouris entered the meeting at 6:42 p.m.

Mayor Browning presented a certificate of recognition to Alex Prenzler of Boy Scout Troop 304 for obtaining the rank of Eagle Scout. He chose a beautification project of the riverbanks on Ojibway Island, which included raising \$2,600.00 to fund the project.

PUBLIC HEARINGS

City Clerk Janet Santos announced the public hearing regarding the Urban Cooperation Agreement with Kochville Township to provide plumbing and mechanical services. Mayor Browning called for comments three times. No comments were presented.

Moved by Council Member Kloc, seconded by Council Member Moore to close the public hearing. Discussion held. 8 ayes, 0 nays, 1 absent. Motion approved.

PERSONAL APPEARANCES

There were no personal appearances.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGERManagement Update

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

Consent Agenda

1. Approve the November 16, 2015 special meeting and regular council meeting minutes.
2. Approve the Polling Place Agreements with Word of Faith International, and Christ the Good Shepherd.
3. Approve the First Amendment to the Polling Place Agreement with the Saginaw Public School District.
4. Approve the amendments to the 2015/2016 Approved Budget to recognize any changes that have occurred during the October period.
5. Approve the First Amendment to the Saginaw County Municipal Agency User Renewal Agreement with the County of Saginaw to waive the annual user fee for the 2015 fiscal year.
6. Approve the sale of property at 2718 S. Washington to Faqir Singh for \$5,000.
7. Approve the Amendment to extend the Legal Services Agreement with Brian Elder to January 22, 2017 for the Community Development Block Grant and Saginaw Economic Development Corporation programs.
8. Approve a purchase order to Ricoh USA for \$37,293.60 for a five-year lease of three multi-function machines for the City Clerk's Office, Wastewater Treatment Plant and the Fire Department.
9. Approve the Urban Cooperative Agreement with Kochville Township to provide plumbing and mechanical inspections.
10. Approve a purchase order to Berger Chevrolet, Inc. at the State bid price of \$91,086 for two fully equipped 2016 Chevrolet Tahoe 4WD patrol vehicles for the Police Department.
11. Approve to amend purchase order no. 0496704 issued to Red Holman Buick GMC at the State bid price of \$45,343.15 for the purchase of a 2015 GMC Yukon 4X4, SLT Utility and change to Draper Chevrolet, Inc. for \$44,147.20 for a 2016 Chevrolet Tahoe 4X4, LT Utility for the Public Safety Fire Division.
12. Approve a purchase order to Bill Snethkamp Chrysler, Dodge, Jeep, Ram, at the State bid price of \$22,046 for a 2016 Dodge Grand Caravan for the Engineering Division.
13. Approve a purchase order to Red Holman GMC at the State bid price of \$86,695.20 for three 2016 GMC Sierra 1500 Double Cab 4X4 vehicles for the Engineering and Traffic Sections of the Right of Way Division.

14. Approve a purchase order to Michigan Cat at the State bid price of \$53,034 for a 2015 Caterpillar CB34B Utility Compactor for the Streets Section of the Right of Way Division.
15. Approve a purchase order to AIS Construction Equipment Company at the State bid price of \$6,924 for a 2015 Felling FT10 tilt equipment trailer for the Streets Section of the Right of Way Division.
16. Approve a purchase order to AIS Construction Equipment Company at the State bid price of \$37,118.65 for the purchase of a 2015 Husqvarna Concrete Saw and Felling tilt equipment trailer equipped as specified for the Streets Section of the Right of Way Division.
17. Approve to increase purchase order no. 497098 with Ace-Saginaw Paving Company by \$38,000, for a new total of \$83,000, to purchase hot and cold asphalt for the Right of Way Division.
18. Approve a purchase order to Macallister Rentals for \$8,083.10 for two portable lighted arrow boards for the Traffic Maintenance Section of the Right of Way Division.
19. Approve a purchase order to ETNA Supply for \$26,351.80 for an annual supply of Ductile Iron water main and water main fittings for the construction and maintenance of the Water Distribution and Transmission System for FY 2016.
20. Approve a purchase order to Thomas Scientific for \$2,363.64 for a Jenway spectrophotometer for use in the Water Treatment Division.
21. Approve a purchase order to VWR International for \$4,700.48 for a spectrophotometer for the laboratory at the Wastewater Treatment Division.
22. Approve the ratification of emergency purchase order no. 497897 to Hydro International, a sole source, for \$9,188.64 for a replacement belt for the grit snail at the Wastewater Treatment Division.
23. Approve to increase purchase order no. 497600 by \$1,285, for a new total of \$2,860.33, for a rebuild of the compressor unit of the Bauer compressed breathing air system for the Fire Department-Station 1.

Moved by Council Member Coulouris, seconded by Council Member Moore to approve consent agenda items 1 through 9, and 12 through 23 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Fitzpatrick to approve consent agenda items 10 and 11 as presented. 8 ayes, 0 nays, 1 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 Fitzpatrick to approve the following:

1. the Mayoral appointment of Jacob Shinnars to the Saginaw Riverfront Development Commission with a term to expire April 1, 2019.
2. the City Manager's reappointment of Lori Brown to the Brownfield Redevelopment Authority with a term to expire December 31, 2018.
3. the City Manager's reappointment of Robert Hanley to the City Planning Commission with a term to expire December 31, 2018.

8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Kloc to adjourn the meeting at 8:03 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Approval of IBM Lease/Purchase Supplement
Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend approval of the IBM Lease/Purchase Supplement, Lessee's Certificate and Lease Payment Schedule with IBM Credit LLC and the City of Saginaw to lease PC's, laptops, servers and service maintenance. I have approved the agreement as to substance and the City Attorney has approved as to form. It is further recommended that the City Manager or his designee be authorized to execute all documents pertaining to the current supplement and future Lease/Purchase Supplements, Lessee Certificates and Lease Payment Schedules under the IBM Master Lease Agreement.

Justification:

On October 19, 2015, The City of Saginaw and IBM Credit Corporation entered into an agreement for leasing PC's, laptops, servers and service maintenance as needed by the City. The IBM Master Lease Agreement is used in conjunction with an IBM Quarterly Lease Agreement when equipment models are updated and changed. A Lease/Supplement, Lease Payment Schedule and Lessee's Certificate is issued by IBM Credit LLC for signature whenever PC's, laptops, servers or service maintenance is leased. This lease agreement requires varying monthly payments be made on any equipment that has been leased or returned during the term of the lease. These payments are made by the Technical Services Department and then allocated to the proper departments and accounts during the annual budget procedure. This agreement does not have an expiration date but can be used by the City of Saginaw as needed.

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.

Council Action:

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

From: Timothy Morales, City Manager
Subject: BS&A Software Maintenance and Support Fee
Prepared by: Jeff Kloplic, Technical Services

Manager's Recommendation:

I recommend that payment be made to BS&A Software, in the amount of \$82,904.00, for the renewal of annual software maintenance/support. The maintenance covers the 20 software application used in City operations. Support includes all updates and help services to the software for one year.

Justification:

The City uses BS&A ERP (Enterprise Resource Planning) software to manage and integrate business process throughout all of its Departments and Divisions. The software applications range from purchase orders, citizens request for action, business licenses, to general ledger budgeting. The City annually renews our maintenance and license fees for BS&A Software. This annual renewal of maintenance and license fees is for a 12-month period.

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, Information Services Fund's 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: Environmental Systems Research Institute Professional Services Fee
Prepared by: Jeff Klopccic, Technical Services

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Environmental Systems Research Institute (ESRI) the City's GIS software provider in the amount of \$3,288.00. ESRI will be assisting the City's GIS Division with the completion of 'Saginaw Recycles' data collection program.

Justification:

Starting January 1, 2016 the Public Services Department, Streets Division will be providing Saginaw citizens recycling services. Part of the management for the recycling program will be collecting data on which properties are using the recycling services. The City's GIS Division has created a mobile web application that will allow drivers to log the information through a touch screen tablet with mapping and GPS technology. The final customization of the program requires specialized programming that will require ESRI staff to complete. This will be a one-time customization fee.

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, GIS, Operating Services Account No. 650-1738-805.000

Council Action:

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

From: Timothy Morales, City Manager
Subject: Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims (ELERV) Initiative

Prepared by: Sienna Rendon, Community Public Safety – Police

Manager’s Recommendation:

I recommend the City Council approve the Service, Support & Justice: A Strategy to Enhance Law Enforcement Response to Victims (“ELERV”) Initiative. This grant is funded by the Department of Justice and administered by the International Association of Chiefs of Police (“IACP”) and will be broken down as follows: \$50,000 for FY 2016; \$125,000 for FY 2017; and \$125,000 for FY 2018 for a total of \$300,000 over a 3-year period. This Agreement has been approved by the City Manager as to substance and the City Attorney as to form. Further, it is recommended that the Mayor or his designee be authorized to sign the agreement.

It is also recommended that a budget adjustment be completed to increase the Police ELERV Grant Fund’s Other Federal Grants Revenue Account No (267-0000-501.027) from \$0 to \$50,000. To offset this increase in revenues will be an increase to the Police ELERV Grant Salaries Account No (267-3341-702.000) by \$50,000.

Justification:

This Agreement between the Saginaw Police Department and the International Association of Chiefs of Police for work to be performed under the U.S. Department of Justice, Office for Victims of Crime, will be used to offset personnel and other operational costs related to the ELERV initiative – up to \$100,000 per year for a total of three years. The ELERV initiative is part of a national strategy for creating comprehensive cultural transformation within the law enforcement community in the United States, helping to move forward a philosophy and practice of enhanced victim response. The Saginaw Police Department will be asked to collect data and provide access related to the implementation of the ELERV strategy. The term or period of this Agreement shall commence on October 1, 2015, and continue through September 30, 2016, at which time the IACP will apply for supplemental funding through the Victims of Crime (DOJ).

Council Action:

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

From: Timothy Morales, City Manager
Subject: The Omega Group Professional Programming Services for CrimeView Software Configuration

Prepared by: Sienna Rendon, Community Public Safety – Police

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to The Omega Group, Inc. in the amount of \$13,650.00, for professional programming services for the software connection and configuration to the City’s new Police incident reporting software Premier RMS.

Justification:

On November 1, 2015 Saginaw County moved its records management system (RMS) to Motorola’s Premier RMS. With this software transition the City lost its existing connection to The Omega Group’s CrimeView incident mapping software. The Saginaw Police Department has requested that the Omega Group reconfigure CrimeView software and its associated databases to its new reporting software Premier RMS. The City’s Police Department has been utilizing CrimeView for the past thirteen years for crime incident mapping and analysis. This will be a one-time configuration fee.

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 and available in the Community Public Safety – Police, Police Investigation Division’s Professional Services Account No. 101-3513-801.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: CrimeView Police Incident Mapping Software Annual Maintenance Fee
Prepared by: Sienna Rendon, Community Public Safety – Police

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to The Omega Group, Inc. in the amount of \$3,440.00 for annual software maintenance and support for CrimeView Police incident mapping software.

Justification:

Personnel from Police Department and the GIS division utilize CrimeView mapping software for crime analysis, hot spot mapping, incident location and the City’s crime free lease addendums rental notification system. Saginaw County’s Computer Aided Dispatch (CAD) 911 call records are automatically imported into CrimeView’s mapping application for geographic visualization of incidents. The maintenance fee also includes all new software updates and allows City staff to use the Omega Group’s phone and email support.

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 and available in the Community Public Safety – Police, Police Investigation Division’s Professional Services Account No. 101-3513-801.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: City Hall Carpet Matting – Facilities Division
Prepared by: Bruce Caradine, Public Services Department

Manager’s Recommendation:

I recommend the low bid from Conserv GLAG Company, Sidney, Nebraska, be accepted and a purchase order be issued to them in the amount of \$3,966.70 for the purchase of carpet mats to be located in the City Hall Building.

Justification:

On October 20, 2015, the City received bids for the purchase of over 1,700 square feet of carpet mats to be used at City Hall. The current carpet mats at City Hall are extremely worn and do not all match in size and color. The purchase and placement of new mats will aesthetically enhance the appearance of the first floor of the building. The bids were evaluated on a lump sum price basis.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Conserv GLAG Company Sidney, Nebraska	\$3,966.70
Cintas Corporation Swartz Creek, MI	\$5,610.00

Conserv GLAG 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 General Fund - Department of Public Services - Facilities Division’s, Operating Services Account No. 101-7575-805.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Purchase of Cement Mixer – Maintenance and Service Division
Prepared by: Josh Hoffman, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Fasteners, Inc., Saginaw, MI, be accepted and a purchase order be issued to them in the amount of \$3,155.00 for the purchase of a Multiquip Whiteman #MC94SH8 Cement Mixer – Maintenance and Service Division.

Justification:

On November 11, 2015, bids were received for the purchase of a Multiquip Whiteman #MC94SH8 Cement Mixer. This Cement Mixer will replace an existing 1996 Stone Cement Mixer, which is no longer manufactured and many of the replacement parts are no longer available. The Maintenance and Service Division uses a Cement Mixer for mixing mortar for construction of storm catch basins and sanitary manholes on the combined storm and sanitary sewer system, it will also be utilized for mixing cement for thrust blocking on the water distribution system.

The following is tabulation of bids received:

<u>Vendor</u>	<u>Cost</u>
Fastener, Inc. Saginaw, MI (out-city)	\$3,155.00
Ashyana, LLC. Pittsburgh, PA	\$3,256.61
Cougar Sales & Rental Novi, MI	\$3,334.13
Contractors Connection Shelby Twp. MI	\$3,368.00
WW Grainger Northbrook, IL	\$4,032.91

Fasteners, Inc. meets all requirements of § 14.23, “Vendors,” of Purchasing, Contracting, and Selling Procedures,” of Chapter 14, “Finance and Purchasing,” of Title 1, “General Provisions” of the Saginaw Code of Ordinance 0-1.

Funds for this purchase budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's, Capital less than \$5,000 Account No. 591-4721-971.000 in the amount of \$1,577.50 and budgeted in the Sewer Operation and Maintenance Fund, Maintenance and Service Division's, Capital less than \$5,000 Account No. 590-4821-971.000 in the amount of \$1,577.50.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Purchase of a Plasma Cutter – Maintenance and Service Division
Prepared by: Josh Hoffman, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Tupes of Saginaw, Saginaw, MI, be accepted and a purchase order be issued to them in the amount of \$2,369.00 for the purchase of a HyperTherm Powermax 65, CSA, Plasma Cutter for the Maintenance and Service Division.

Justification:

On October 27, 2015, bids were received for the purchase of HyperTherm Powermax 65, CSA Plasma Cutter. This purchase will be a direct replacement for the out of service Plasma Cutter (15+ years old) used for cutting and fabricating miscellaneous parts out of steel for use in the maintenance of the City’s water distribution and sewer collection system.

The following is a tabulation of bids received:

<u>Vendor</u>	<u>Cost</u>
Tupes of Saginaw Saginaw, MI (out-city)	\$2,369.00
Airgas Saginaw, MI (out-city)	\$2,434.78

Tupes of Saginaw meets all requirements of § 14.23, “Vendors,” of Purchasing, Contracting, and Selling Procedures,” of Chapter 14, “Finance and Purchasing,” of Title I, “General Provisions” of the Saginaw Code of Ordinance 0-1.

Funds for this purchase are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division’s, Capital less than \$5,000 Account No. 591-4721-971.000 in the amount of \$1,184.50, and budgeted in the Sewer Operation and Maintenance Fund, Maintenance and Service Division’s, Capital less than \$5,000 Account No. 590-4821-971.000 in the amount of \$1,184.50.

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 – Japanese Tea House Tree Removal

Prepared by: Bruce Caradine, Public Services Department

Manager’s Recommendation:

I recommend ratification for emergency purchase order no. 497999 in the amount of \$7,420 issued on December 10, 2015 to Jack’s Tree Service, Inc., Saginaw, MI, for removal of two (2) trees at the Japanese Cultural Center, Tea House, and Gardens of Saginaw.

Justification:

On November 19, 2015, the City called Jack’s Tree Service, Inc. (out-of-city) for an emergency to remove a tree that had split apart during a recent high wind storm. A large portion of the tree was lying over the top of the Tea House with the probability of breaking off from the remainder of the tree trunk and causing extensive damage to the Tea House. Time was of the essence therefore, no additional quotes were received. A portion that split from a large silver maple tree to the south of the building fell to the north and was tangled in branches from a large oak tree just north of the building. It was imperative that we dispatch a crew immediately to address this matter. A crane had to be used to remove large branches hanging over the Tea House to prevent potential damage to the building. The City does not own a crane and Jacks Tree Service was called immediately and an emergency purchase order was issued.

Jack’s Tree Service, Inc. 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 following account General Fund - Department of Public Services - Facilities Division's, Professional Services Account No. 101-7575-801.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Cathodic Protection Maintenance Services Joint Bid
Prepared by: Ted Bomba, Water and Wastewater

Manager's Recommendation:

I recommend that the low bid from CorrPro Companies, Inc., Medina, OH, be accepted and that a purchase order be approved and issued to them in the amount of \$1,710.00 each for Fiscal Years' 2016, 2017 and 2018, for a total bid amount of \$5,130.00, for maintenance services of the cathodic protection systems in the Water Treatment Division; pending approval of the FY2017 and FY2018 budgets.

I also recommend that the low bid from BGL Asset Services, LLC., Mt. Pleasant, MI, be accepted and that a purchase order be approved and issued to them in the amount of \$3,200.00 for Fiscal Year 2016, \$3,300.00 for FY 2017 and \$3,400.00 for FY 2018, for a total bid amount of \$9,900.00, for maintenance services of the cathodic protection systems in the Maintenance & Service Division; pending approval of the FY2017 and FY2018 budgets.

Justification:

On August 11, 2015, the City of Saginaw received bids for services to be performed involving the maintenance of cathodic protection systems for the Water Treatment and Maintenance and Service Divisions respectively. Work for the Water Treatment Division includes maintenance of cathodic protection systems in the ground storage reservoirs at two booster stations and the elevated wash water tower at the water treatment plant. The work for the Maintenance and Service Division includes maintenance of a cathodic protection system for the twin 30" water mains crossing under the Saginaw River.

Cathodic protection systems extend the life of metallic components and provide for more efficient use of existing infrastructure by effectively reducing the capital outlay necessary for repair and replacement. Following is a tabulation of the bids received:

<u>Water Treatment Division</u>	<u>Total Bid</u>
CorrPro Companies, Inc. Medina, OH	\$5,130.00
BGL Asset Services, L.L.C. Mt. Pleasant, MI	\$9,900.00

<u>Maintenance & Service Division</u>	<u>Total Bid</u>
BGL Asset Services, L.L.C. Mt. Pleasant, MI	\$9,900.00
CorrPro Companies, Inc. Medina, OH	\$10,585.00

These vendors 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 O-1.

Funds for this purchase are budgeted in the Water Operations and Maintenance Fund, Treatment & Pumping Division's Service Fees Account No. 591-4730-824.000 (\$5,130) and the Maintenance and Service Division's Operating Services Account No. 591-4721-805.000 (\$9,900) for Fiscal Year 2016. Funds will be budgeted in the same accounts for subsequent fiscal years as approved, pending approval of future year budgets.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Control Valves and Actuator
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend that the low bid from Applied Industrial Technologies of Saginaw, MI be accepted and a purchase order be issued to them in the amount of \$2,869.83 to supply two valves and an electronic actuator for use at the 14th St. Retention Basin in the Remote Facilities Division.

Justification:

The chlorine feed systems at six of our retention and treatment basins were designed to feed chlorine with pumps that feed chlorine in proportion to the incoming flow. The retention and treatment basins staff suggested that we should be able to feed chlorine by gravity using control valves to regulate the feed based on the incoming flow. Over the last several years we have modified the chlorine feed systems at the Emerson, Hancock, Salt/Fraser, and Fitzhugh Retention Basins and the results have been positive. Eliminating chlorine feed pumps and the air compressors which run them saves on both energy and maintenance costs. On December 1, 2015, sealed bids were opened for the control valves and actuator needed to modify the 14th St. Basin. Following is a summary of the bids received:

Applied Industrial Technologies Saginaw, MI	\$2,869.83
The Macomb Group Midland, MI	\$2,990.83
Motion Industries Saginaw, MI	\$4,469.93

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

Funds for this purchase are available in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Parts and Supplies Account No. 590-4835-742-000.

Council Action:

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

OBSOLETE PROPERTY REHABILITATION CERTIFICATE FOR PROPERTY AT 3430 STATE STREET

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

WHEREAS: under P.A. 146 of 2000, as amended, the City of Saginaw is a Qualified Local Government Unit eligible to establish one or more Obsolete Property Rehabilitation (OPRA) Districts and approve applications for Obsolete Property Rehabilitation Exemption Certificates; and

WHEREAS: the Saginaw City Council approved the formation of an OPRA District at 3430 State Street, TAX ID 13-0537-00000, "the facility", on April 6, 2015, following a public hearing pursuant to Section 3 of P.A. 146 of 2000, as amended; and

WHEREAS: the taxable value of this exemption plus the aggregate taxable value of property already exempt does not exceed 5% of the total taxable value of the City of Saginaw; and

WHEREAS: the applicant, Foods, LLC, is not delinquent in any taxes related to the facility; and

WHEREAS: the applicant has provided all required items listed under the application instructions to the City of Saginaw; and

WHEREAS: the facility has been deemed obsolete by the City of Saginaw pursuant to Section 2(h) of P.A. 146 of 2000, as amended; and

WHEREAS: the application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility within the meaning of P.A. 146 of 2000, as amended, situated within an OPRA District; and

WHEREAS: the commencement of the rehabilitation of the facility did not occur before establishment of the Obsolete Property Rehabilitation District; and

WHEREAS: the facility is located within an Obsolete Property Rehabilitation District and its rehabilitation will constitute a rehabilitated facility pursuant to P.A. 146 of 2000, as amended; and

WHEREAS: the completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to revitalize an urban area; and

WHEREAS: the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by Section 2(1) of P.A. 146 of 2000, as amended; and

WHEREAS: on June 22, 2015, the Council afforded the applicant, the Assessor of the City of Saginaw, a representative of each affected taxing unit and the general public, an opportunity to be heard on the above-mentioned application for an OPRA Certificate at 3430 State Street, as provided by Section 4(2) of P.A. 146 of 2000, as amended, and

the Council has given due consideration to all information presented at said hearing; and

WHEREAS: the City of Saginaw is stipulating that the applicant complete the rehabilitation by September 2015; and

WHEREAS: on June 22, 2015, the City of Saginaw adopted a resolution granting an Obsolete Property Rehabilitation Act Exemption Certificate, and this resolution is being presented for further clarification as to the applicant's ability to extend the term of such certificate; and

WHEREAS: the applicant has requested an exemption for a period of ten (10) years, and the certificate shall be in effect for a period of ten (10) years, and at the end of the initial period the City of Saginaw may consider granting the applicant an extension, the necessity of which will be determined by reviewing a variety of factors including the progress of the rehabilitation and obtainment of expected project outcomes as delineated in the original application.

NOW, THEREFORE, BE IT RESOLVED that the City of Saginaw hereby grants an Obsolete Property Rehabilitation Act Exemption Certificate, pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described below located at 3430 State Street, Saginaw, Michigan, for a period of ten (10) years.

ASSESSOR'S FILE #: 13-0537-00000

OUTLOT A EXE. E. 427 FT, DAVENSIDE, ALSO INCLUDING N 20 FT OF VACATED STATE ST LYING ADJACENT THERETO.

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 December 21, 2015; 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