



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
February 19, 2024
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

1. 2024 Single Lot Assessment Tax Roll.

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the February 5, 2024 regular council meeting minutes.
2. Approve the Agreement with the County of Saginaw for the transfer of SLFRF funds to support the planning, development, and construction of utility and other infrastructure associated with the Medical Diamond Project.
3. Approve the MERS Health Care Savings Program Participation Agreement with the Command Officers Association of Michigan for the Human Resources Department.
4. Approve the Amendment to the Purchase and Development Agreement for 124 North Washington Avenue with the Downtown Area Development.
5. Approve the addition of specified vendors for roof replacements for the Saginaw Home Rehabilitation Roof Program.
6. Approve the Second Amendment to the Security Detail Agreement with Birch Park-2004 Limited Partnership to extend the Agreement for an additional three years for the Police Department.
7. Approve the purchase with Lansing Uniform Company for \$19,227 for FY 2025, pending budget approval, for police uniforms for the Police Department.
8. Approve the Fiscal Sponsorship Agreement with the Saginaw Community Foundation for possible capital improvement projects at Randall Wickes Children's Playground, aka Crayola Park.

9. Approve to increase the blanket purchase orders with various vendors by \$40,000, for a new total of \$87,000, for vehicle repair services for the Public Services Department, Motor Pool Division.
10. Approve the blanket purchase with MTech for \$40,000 for street sweeper repairs for the Public Services Department, Motor Pool Division.
11. Ratification of an emergency purchase with Jack Doheny Company for \$24,402 for repair to a 2016 Vactor Sewer Jet for the Publics Services Department, Maintenance and Service Division.
12. Approve the purchase with Altec Industries, Inc., a sole source, for \$3,977 for a replacement bucket for a 2019 aerial truck for the Public Services Department, Traffic Engineering Division.
13. Approve the purchase with National Business Furniture for \$2,914 for office furniture for the Public Services Department, Traffic Maintenance Division.
14. Approve the Marshall Campbell Company for \$9,000 for four lighted bollards on Houghton Avenue for the Public Services Department, Traffic Maintenance Division.
15. Approve the purchase with Anderson Radio, Inc. for \$360,361 for replacement of the two-way radio system for the Public Services Department, Right of Way Division.
16. Approve the purchase with Pinnacle Design for \$37,288 for the professional services associated with the renovation of the conference room and assistant superintendent's office for the Public Services Department, Maintenance and Service Division.
17. Approve the purchase with T.T. Technologies for \$4,435 for a 2-inch Grundomat 55P Horizontal Boring Tool for the Public Services Department, Maintenance and Service Division.
18. Ratification of a purchase with R.W. Mercer, Co for \$23,400 for replacement of the Water Treatment Plant's Underground Tank Leak detection monitoring system for the Water and Wastewater Treatment Services Department, Water Treatment Division.
19. Approve the purchase with Tintometer, Inc., a sole source, for \$63,277 for PTV 1000 Process Turbidimeters for the Water and Wastewater Treatment Services Department, Water Treatment Division.
20. Approve the purchase with System Specialties, Co., a sole source, for \$52,770 for three Rotork actuators and gearboxes for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.
21. Approve the purchase with Michigan Agribusiness Solutions for \$850,000 for FY 2025, pending budget approval, for biosolids removal and land application for the Water and Wastewater Services Department, Treatment and Pumping Division.
22. Approve the purchase with Global Environmental Consulting LLC for \$4,050 for FY 2025, pending budget approval, for whole effluent toxicity testing for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

ORDINANCE INTRODUCTION:

ORDINANCE ADOPTION:

RESOLUTIONS:

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

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.



City of Saginaw

PUBLIC HEARING NOTICE

Pursuant to Title III, Administration, Chapter 33, "Taxation and Assessment," Section 33.22, "Assessment Roll Hearing and Confirmation," of the City of Saginaw Code of Ordinances, O-204, notice is hereby given that the Council of the City of Saginaw, Michigan, will meet in Council Chambers, Room 205, at **6:30 p.m. Monday, February 19, 2024**, and review the following single lot special assessment rolls:

1. Nuisances: Yard Violations, Board Ups, Site Obstructions, and Weed Cutting
2. False Alarms
3. Sewer Connections
4. Water Connections
5. Demolitions

Anyone objecting to such an assessment may appear in person at the hearing to protest or may file an objection in writing with the City Clerk prior to the close of said hearing, which written objection shall specify in what respect the objection is made. Postmark date will not be honored and no phone call objections will be accepted.

A written or personally spoken objection must be given at the public hearing in this assessment proceeding as required in order to appeal the amount of the special assessment to the Michigan State Tax Tribunal. Such appeal must be submitted within 30 days of City Council having approved the single lot special assessment tax roll. The single lot special assessment rolls are on file in the office of the City Clerk and are available for inspection during regular office hours up to the time of the hearing.

Kristine Bolzman, MiPMC/CMC
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:

By: _____

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, FEBRUARY 5, 2024, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Moore offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Moore called the meeting to order. Council Members present: Monique Silvia, Reggie Williams, Michael Balls, Annie Boensch, Michael Flores, George Copeland, Brenda Moore: 7. Council Members absent: Bill Ostash, Priscilla Garcia: 2.

ANNOUNCEMENTS

City Clerk Kristine Bolzman announced that the city convenience station will be open Saturday, February 10, from 8:00 a.m. to noon. City residents can drop off items not picked up at the curb and other miscellaneous bulky items.

Council Member Balls read a proclamation recognizing February 2024 as "Black History Month."

PUBLIC INPUT

Members of the public that addressed the Council: Steve Meyer, Lisa Purchase-Kelly, Ralph Martin, Crystal Sanders, Pam Ross-McClain, M.T. Thompson, Jr.

COUNCIL REMARKS

Remarks were heard from the following Council Members: Williams, Balls, Flores, Copeland, Silvia, Boensch, and Moore.

Council Member Copeland left the meeting at 7:03 p.m. and returned at 7:07 p.m.

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects.

CONSENT AGENDA:

Moved by Council Member Copeland, seconded by Council Member Williams to approve the consent agenda, allowing room for exceptions. An exception was made to item 7, 8, and 9. 7 ayes, 0 nays, 2 absent. Motion approved.

1. Approve the January 22, 2024 regular council meeting minutes.
2. Approve the amendments to the FY 2024 Approved Budget to recognize changes that have occurred during the November and December period.
3. Approve the acceptance of the Michigan Economic Development Corporation grant for zoning services in the amount of \$50,000. Further recommend a budget adjustment for FY 2024 to recognize these funds.
4. Approve the acceptance of the Michigan Department of Environmental, Great Lakes, and Energy grant in the amount of \$1,000,000 to facilitate the redevelopment at 1741 N. Niagara Street. Further, approve a budget adjustment for FY 2024 to recognize

these funds.

5. Approve the grant award of \$10,900 from the 100 Club of Saginaw County to the Police Department for ear protection and rifle suppressor covers for the Police Emergency Services Team. Further, approve a budget adjustment for FY 2024 to recognize these funds.
6. Approve the purchase with William E. Walter, Inc. for \$3,450 for repair of the boiler at Station No. 1 for the Fire Department.
7. Ratification of a purchase with Diesel Truck Sales for \$12,081 for repairs to a 2008 Sterling Claw truck for the Public Services Department, Streets Division.
8. Approve the increase to the contract with L.A. Construction Corporation by \$140,851, for a new total of \$786,484, for the Meredith Street Reconstruction Project. for the Public Services Department, Engineering Division.
9. Approve the increase to the contract with Rohde Brothers Excavating, Inc. by \$300,000, for a new total of \$938,891, for the Symphony Lane Reconstruction project for the Public Services Department, Engineering Division.
10. Approve the acceptance of the Michigan Strategic Fund grant award for an amount not to exceed \$1,000,000 for the Symphony Lane construction project and the Memorial Cup Sculpture and authorize the City Manager to disburse funds related to this project and in accordance with the grant agreement. Further, approve a budget adjustment for FY 2024 to recognize these funds.
11. Approve the purchase with SUEZ SES North America, Inc., a sole source, for \$6,000 for the e.Ris Reporting Software Medium Partner renewal fee for the Water and Wastewater Treatment Services Department, Instrumentation and Process Controls Division.
12. Approve the purchase with Safety-Kleen Systems, Inc. for \$7,534 for the disposal of water treatment chemicals for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to approve consent agenda item 7 as presented. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council Member Copeland, seconded by Mayor Pro Tem Boensch to approve consent agenda item 8 as presented. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council Member Balls, seconded by Mayor Pro Tem Boensch to approve consent agenda item 9 as presented. 7 ayes, 0 nays, 2 absent. Motion approved.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Silvia, seconded by Council Member Williams to approve the following appointments:

1. Mayoral appointment of Benjamin Champagne to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2026.

2. Council reappointment of John Milne to the Citizens-Police Advisory Commission with a term to expire February 28, 2027.
 3. Council reappointment of Evelyn McGovern to the Citizens-Police Advisory Commission with a term to expire February 28, 2027.
- 7 ayes, 0 nays, 2 absent. Motion approved.

MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Boensch, seconded by Council Member Williams to go into closed session to discuss pending litigation in *Mixon v. City of Saginaw* per MCL 15.268(e).

Mayor Moore asked Clerk Bolzman to conduct a roll call vote.

Ayes: Silvia, Williams, Balls, Boensch, Flores, Copeland, Moore

Nays:

Absent: Ostash, Garcia

Motion approved.

Council entered closed session at 7:37 p.m.

Moved by Council Member Flores, seconded by Council Member Copeland to return to regular session at 7:57 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Copeland to approve legal action as discussed in closed session regarding the *Mixon* pending litigation. Mayor Moore asked Clerk Bolzman to conduct a roll call vote.

Ayes: Silvia, Balls, Copeland, Moore

Nays: Williams, Boensch, Flores

Absent: Ostash, Garcia

Motion approved.

ADJOURNMENT

Moved by Council Member Copeland, seconded by Council Member Silvia to adjourn the meeting at 7:59 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

Submitted by,

Kristine Bolzman, MiPMC/CMC
City Clerk

From: Timothy Morales, City Manager
Subject: Medical Diamond Project – Transfer of SLFRF Funds
Prepared by: Vicki Davis, City Manager's Office

Manager's Recommendation:

I recommend the approval of the Agreement with the County of Saginaw for the Transfer of SLFRF Funds to support the planning, development, and construction of utility and other infrastructure associated with the Medical Diamond project.

Justification:

The City of Saginaw has been awarded \$52,089,151 in American Rescue Plan Act (ARPA) funding from the federal government through the Coronavirus Local Fiscal Recovery Fund to support COVID-19 response efforts, which include, but are not limited to, strengthening support for vital public services. On November 28, 2022, Saginaw City Council approved the allocation of \$5,000,000 in ARPA funds to the Behavioral Health Clinic project in the City of Saginaw and in conjunction with the Saginaw County Health Department. The Saginaw County Board of Commissioners has also approved the allocation of \$5 million in ARPA funding to support related health care initiatives and the overall development of the Behavioral Health Clinic. This Behavioral Health Clinic will be a part of the CMU Medical Diamond Project.

The Saginaw County Board of Commissioners approved the Agreement for the Transfer of SLFRF Funds with the City on February 13, 2024. The County shall enter into this agreement with the City, transferring the \$5,000,000 from the County to the City for the planning, development, and construction of utility and other infrastructure associated with the Medical Diamond Project. The agreement shall be effective upon execution by all parties and end on December 31, 2026.

I have approved the agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Command Officers Association of Michigan MERS Health Care Savings Program Participation Agreement

Prepared by: Grace DeLeon, Director of Human Resources

Manager's Recommendation:

I recommend the approval of the Municipal Employees' Retirement System Health Care Savings Program Participation Agreement with the Command Officers Association of Michigan for the Human Services Department.

Justification:

On December 26, 2023, the City of Saginaw was presented with a decision and award from an Act 312 arbitration filed by the Command Officers Association of Michigan. The arbitration panel awarded the union's request to modify its current Health Care Savings Plan from an employee flat contribution rate of \$15 per bi-weekly pay and an employer contribution of \$125 per month to a new employee flat contribution of \$20 per bi-weekly pay and an employer contribution of \$150 per month. The Act 312 arbitration ruling is binding and Council is required to approve the new agreement.

I have approved this agreement as to form and the City Attorney as to substance.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Amendment to Extend Purchase and Development Agreement Lease Agreement with Downtown Area Development

Prepared by: Cassi Zimmerman, Planning and Economic Development

Manager's Recommendation:

I the approval of the Amendment to the Purchase and Development Agreement for 124 North Washington Avenue with the Downtown Area Development.

Justification:

A Purchase and Development Agreement was entered into on February 19, 2018, between the City and the Downtown Area Development. The agreement relates to the property located at 124 N. Washington Avenue, Saginaw, Michigan 48607.

Work is being performed to bring the building back to productive use. The amendment extends each development benchmark by five years from the original date established in the agreement.

I have approved this amendment as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: 2nd Amended Roof Contractor Bid Awards

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the additional vendors as listed below for roof replacements for the Saginaw Home Rehabilitation Program.

Justification:

On September 26, 2022, City Council approved an allocation of \$3.8 million of American Rescue Plan Act (ARPA) funds to improve residential properties on owner occupied houses, which would include improvements to furnaces, roofs, and windows.

In addition, on September 25, 2023, City Council reallocated an additional \$4 million in ARPA funding for the Home Rehab Program, taking the total to \$7.8 million for this program. The additional \$4 million allows the City to provide additional furnace, roof and window replacements.

On January 30, 2024, the City Purchasing Division received three qualified bids for the ARPA roof replacement program. The bids were reviewed, and the contractors listed below will be added to the approved list of vendors for this program. Federal procurement rules require the City to prepare a preliminary cost estimate to determine reasonableness. Individual roof replacement jobs to be awarded will be based on low bids, the contractors' availability to perform the work, and the contractor must be current with its existing project assignments. Additional vendors are necessary due to the volume of roofs that are still in need of completion for this program.

Upper Echelon Builders LLC
Flint, MI

Storm Masters Exteriors
Freeland, MI

29 Five Homes, Inc
Brownstown, MI

These vendors meet all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the American Rescue Plan Act Grant Fund, Public Health Division, Grant Disbursement Account No. 285-1778-965.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Second Amendment to Security Detail Agreement –Birch Park
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the Second Amendment to the Security Detail Agreement with Birch Park-2004 Limited Dividend Housing Association Limited Partnership to extend the agreement for an additional three years for the Police Department.

Justification:

On April 13, 2020, City Council approved the Security Detail Agreement (Agreement) with Birch Park-2004 Limited Dividend Housing Association Limited Partnership (Client) for additional security services at the Birch Park Apartments, located within the City at 3000 Birch Park Drive, to obtain the services of the Saginaw Police Department (SPD) to ensure safety and order. Under the terms and conditions outlined within the Agreement, SPD furnishes law enforcement officers at times and dates as determined by the SPD Chief of Police and Birch Park's Regional Property Manager. The term of the Agreement was for one year, with the option that it may be extended upon the mutual written agreement of both parties. On April 12, 2021, the agreement was extended for three years, with the option that it may be extended upon the mutual written agreement of both parties.

SPD and Client mutually agree that the Agreement is to be extended for a period of three years. In all other respects, the terms and conditions of the Agreement shall continue unchanged and in full force and effect.

I have approved the agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Police Uniform Purchase
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of a purchase with Lansing Uniform Company for \$19,226.20 for FY 2025, pending budget approval, for police uniforms for the Police Department.

Justification:

On April 6, 2021, the Police Department received bids for police uniforms. Lansing Uniform Company was awarded the bid for FY 2022 through FY 2024 and has agreed to extend their FY 2024 bid price for FY 2025.

All sworn patrol officers are required to be outfitted with Saginaw Police Department uniforms which include pants, short and long sleeve shirts, jackets, coats, hats, and ties.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Community Public Safety – Police, Police Building Management Division, Clothing Supplies, Account No. 101-3514-728.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Approval of the Fiscal Sponsorship Agreement with the Saginaw Community Foundation

Prepared by: Phillip Karwat, Public Services Director

Manager's Recommendation:

I recommend the approval of the Fiscal Sponsorship Agreement with the Saginaw Community Foundation for possible capital improvement projects at Randall Wickes Children's Playground (Crayola Park) within the City.

Justification:

The Public Services Department is, to the best of its ability and based on funding availability, maintaining the facility located at 1721 Fordney Street, known as the Randall Wickes Childrens Playground, or better known as Crayola Park. The existing playground constructed in 1997 and 1998 contains approximately 6 acres of land. The playground was installed in the late 1990's with a cost of around \$450,000. The park is over 25 years old and many of the play features and amenities need replacement and capital improvements with estimates in excess of \$500,000. The Rotary Club of Saginaw has expressed interest in working with the City in attempts to help secure funding for upgrades to the park. There are currently no monies available or budgeted for capital improvements. Any capital needs would have to come from the City's General fund dollars.

In an attempt to secure future funds for capital improvements, the members of the Rotary Club of Saginaw and the City will work towards applying for possible grants available through the Saginaw Community Foundation (SCF). Any grants received from them, or others will be accepted, deposited, and invested by SCF to be used by the City at the Randall Wickes Children's Playground, in accordance with this Fiscal Sponsorship Agreement. The Rotary Club of Saginaw has been meeting with the SCF and are only willing to work with the City towards fund raising and park improvements utilizing SCF as the Fiduciary of funds raised.

I have approved the Fiscal Sponsorship Agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Increase Blanket Purchase Orders – Vehicle Repair Services
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval to increase blanket purchase orders issued to various vendors by \$40,000, for a new total of \$87,000, for vehicle repair services for the Public Services Department, Motor Pool Division.

Justification:

In FY 2024, a purchase order was issued in the amount of \$38,000.00 to Wieland Truck. We have spent \$35,030.63 to date with a balance of \$2,969.37. Two trucks are out for repair with an estimate totaling \$2,000.00. The City's Municipal Garage requires the services of this vendor for various repairs of Class 7 and up Navistar trucks from July 1, 2023, to June 30, 2024.

In FY 2024, a purchase order was issued in the amount of \$9,000.00 to A.I.S. Construction Equipment. The Garage has spent \$8,520.86 to date, leaving a balance of \$479.14 with five months left in the current fiscal year. Two back-hoes are out for repairs estimated at \$8,757.00. The Garage requires the services of this vendor for repairs of construction type vehicles.

Due to the staffing shortage in the Motor Pool, vendors are used for the outsourcing of maintenance and repairs of City vehicles.

The original blanket PO information is as follows:

<u>PO Number</u>	<u>Vendor</u>	<u>Current Amount</u>	<u>Recommended Increase</u>	<u>New Total Amount</u>
516425	A.I.S. Construction Equipment	\$9,000	\$25,000	\$34,000
516435	Wieland Truck	\$38,000	\$15,000	\$53,000

These vendors meet all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in Motor Pool Operation Fund, Garage Operations Division Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order
Prepared by: Daniel Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval of a blanket purchase with MTech Company for \$40,000 for street sweeper repairs for the Public Services Department, Motor Pool Division.

Justification:

Currently five of the six street sweepers are out of service due to some needed repairs. The total cost of the current estimates provided by MTech is \$35,340.65 for the repairs. Street sweepers are used to sweep the city streets which helps reduce dirt and debris from entering the sewer system. All street sweepers need to be functioning for the spring sweeping season. Due to the staffing shortage in the Motor Pool Division, the City is utilizing MTech for street sweeper repairs.

<u>Vendor</u>	<u>Cost</u>
MTech Company Cleveland, OH	\$40,000

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operation's Division Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase – Repair Services
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend ratification of an emergency purchase with Jack Doheny Company for \$24,401.57 for repair to a 2016 Vactor Sewer Jet for the Public Services Department, Maintenance and Service Division.

Justification:

On February 1, 2024, emergency purchase order #518225 was issued to Jack Doheny Company for repairs needed on the 2016 Vactor sewer jet #57-840. The sewer jets are used year-round for water line material verifications and sewer cleanings. The Maintenance and Service Division is required to verify the material of all water service lines by October of 2024 and needed this sewer jet back in service as soon as possible. Due to staffing shortages in the Motor Pool, it was decided that the fastest way to get this sewer jet back in service was to send it out for repairs to Jack Doheny Company, the authorized service provider for Vactor equipment in the Midwest region.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in Motor Pool Operation Fund, Garage Operations Division Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Bucket for Aerial Truck
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Altec Industries, Inc., a sole source, for \$3,976.43 for a replacement bucket for a 2019 aerial truck for the Public Services Department, Traffic Engineering Division.

Justification:

On January 23, 2024, the City received a quote for a replacement bucket for the 2019 aerial truck #30-0848 for the Traffic Division. The bucket developed a crack which spread and tore the entire bucket control panel off the bucket, requiring replacement of the entire bucket. The Traffic Division uses this truck to maintain the City's street lights, traffic signals, and wiring throughout the city. Altec is the only vendor that manufactures the buckets to fit this type of equipment.

<u>Vendor</u>	<u>Cost</u>
Altec Industries, Inc. Birmingham, AL	\$3,976.43

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division Motor Vehicle Supplies Account No. 661-4481-737.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Office Furniture for Traffic Engineering
Prepared by: Joe Nugent, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with National Business Furniture for \$2,913.20 for office furniture for the Public Services Department, Traffic Maintenance Division.

Justification:

On February 5, 2024, National Business Furniture provided a quote for the replacement of the Traffic Maintenance Division's office furniture. National Business Furniture's furniture has proven to be durable and of high quality. Their office products come with a lifetime guarantee and provide continuity with the office remodel.

The items included in this quote are a compact L desk and a two-drawer lateral file cabinet that will replace outdated office furniture that is not suitable for computers and current office equipment requirements.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Street Fund, Traffic Engineering Division Capital Outlay less than \$5,000 Account No. 202-4621-971.000 \$2,913.20.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Street Light Parts and Supplies
Prepared by: Joseph Nugent, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Marshall Campbell Company for \$9,000 for four lighted bollards on Houghton Avenue for the Public Services Department, Traffic Maintenance Section.

Justification:

On January 12, 2024, the City received a quote to replace four lighted bollards. The Traffic Maintenance Section maintains and repairs nearly 7,000 lights throughout the city. These bollards are located on the boulevard on Houghton Avenue by the helicopter pad of Covenant hospital. The Traffic Maintenance Section will be replacing all four bollards due to damage and the fact that the existing ones are no longer being manufactured by Whatley, Inc. Other vendors could not meet the specifications of the existing bollards. The bollards we are requesting to purchase are the closest in design, shape, and size to match the other eight bollards in the same area.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services Street Lighting Division Parts and Supplies Account No. 101-4620-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Public Services Radio System Replacement
Prepared by: Joe Nugent, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Anderson Radio, Inc. for \$360,360.85 for the replacement of the two-way radio system of the Public Services Department, Right of Way Division.

Justification:

On January 10, 2024, the City received a quote for replacing the two-way radio system. The new system will include both mobile and handheld radios, and a new Turbo Net communication, allowing users to communicate via desktop computers to the radio system, with GPS capabilities. This purchase is through the State of Michigan MIDEAL state bid pricing, contract #190000001544.

The existing two-way radio system purchased in 2013 is used for daily communication between office staff and work crews in the Public Services and Water and Wastewater Departments and has surpassed its life expectancy. The replacement system will service 107 mobile radios, 87 portable radios, and 20 desktop controls, including accessories, installation, and programming equipment. It has been confirmed that Motorola no longer supports our radio system software version and parts are not available to repair the existing radios.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Radio Operation Fund, Radio Operation Division Parts and Supplies Account No. 660-4422-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Office Furniture Purchase, Maintenance and Service Division
Prepared by: Wayne Tornberg II, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Pinnacle Design for \$37,287.87 for the professional services associated with the renovation of the conference room and assistant superintendent's office, and in addition, chairs for the employee breakroom for the Public Services Department, Maintenance and Service Division.

Justification:

On January 23, 2024, Pinnacle Design provided a quote for paint, carpet, and new office furniture for the renovation of the Maintenance and Service Division's Conference Room and Assistant Superintendent office areas, as well as replacement chairs for the employee break room. The current office furniture is over 30 years old and needs replacement.

Pinnacle Design has provided a design plan which includes the construction and design oversight to reconfigure these workspaces. This new design will better utilize the office workspace and upgrade storage for record keeping.

The renovation includes a new desk, conference table, storage cabinets and chairs for office space and 40 chairs for the employee break room. Also included is wallpaper removal, painting, and new carpet for the office spaces.

Pinnacle Design and the City of Saginaw are participants in US Communities Contracts which is a program by which the product and services are bid to vendors on a national basis. Therefore, an additional bidding process is not required. Pinnacle Design is a local vendor in Saginaw Township and has been doing business in Saginaw and the surrounding area for over 35 years.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division, Office Equipment Account No. 591-4721-981.000 \$18,643.93 and the Sewer Operations and Maintenance Fund, Maintenance and Service Division, Office Equipment Account No. 590-4821-981.000 \$18,643.94.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Horizontal Boring Tool – Maintenance and Service Division
Prepared by: Wayne Tornberg II, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with T.T. Technologies for \$4,435.00 for a 2-inch Grundomat 55P horizontal boring tool for the Public Services Department, Maintenance and Service Division.

Justification:

On January 30, 2024, the Maintenance and Service Division received bids for the purchase of a 2-inch Grundomat 55P horizontal boring tool to be utilized for the installation of new water service connections, and extensions in various sizes from $\frac{3}{4}$ inch to 1.5-inch in diameter, throughout the City's water distribution system. This boring tool will be a direct replacement of an older unit that is broken beyond repair. This boring tool is a frontline piece of equipment that is used regularly by the Water Service Line replacement crew within the Maintenance and Service Division. Following is a listing of the bids received:

<u>Vendor</u>	<u>Cost</u>
T.T. Technologies, Inc. Aurora, IL.	\$4,435.00
Holzberg Communications, Inc. Totowa, N.J.	\$5,418.00
USA Bluebook Waukegan, IL.	\$5,448.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operation and Maintenance Fund, Lead & Copper Service Line Maintenance Division, Capital Outlay less than \$5000 Account No. 591-4722-971.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification for Underground Tank Leak Detection System
Prepared by: Theodore Bomba, Water and Wastewater

Manager's Recommendation:

I recommend ratification of an emergency purchase with R. W. Mercer Co. for \$23,400.00 for replacement of the Water Treatment Plant's Underground Tank Leak Detection Monitoring System for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

On February 5, 2024, emergency purchase order #518231 was issued to R. W. Mercer Co. for the purchase of a new underground tank leak detection monitoring system that monitors 2 generator fuel tanks and 1 chemical tank. The tank monitoring system on the two underground diesel tanks has failed. Leak detection monitoring of underground storage tanks is required by the State of Michigan for the tanks to remain in service. The new monitoring equipment replaces and combines 2 obsolete monitoring systems into 1. Quotes were requested from firms specializing in this equipment. Following is a summary of the quotes received:

<u>Vendor</u>	<u>Total</u>
R. W. Mercer Co. Saginaw, MI (out City)	\$23,400
Oscar W. Larson Co. Grand Rapids, MI	\$24,800

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment and Pumping Division Repairs and Replacements Account No. 591-4730-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: PTV 1000 Process Turbidimeters
Prepared by: Eden Willcox, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Tintometer, Inc., a sole source, for \$63,276.50 for twelve PTV 1000 Process Turbidimeters and required operating supplies for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

On January 23, 2024, the City received a quote for twelve PTV 1000 Process Turbidimeters and required operating supplies. These units are used for continuous turbidity monitoring. Continuous monitoring of turbidity at the filters, confluent filter effluent, and finished water is required by Michigan Department of Environment, Great Lakes and Energy for regulatory compliance.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operation and Maintenance Fund, Treatment and Pumping Division's Laboratory Equipment Account No. 591-4730-977.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rotork Actuator's and Gearboxes
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with System Specialties Co., a sole source, for \$52,770.00 for three Rotork actuators and gearboxes for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

Justification:

In the 1990's the Wastewater Treatment Plant and Retention Treatment Basins were automated with a computer system called Supervisory Control and Data Acquisition (SCADA). In conjunction with this technological upgrade, gates and valves were retrofitted with actuators to enable automated control using the SCADA system. These actuators are beginning to fail and have been scheduled to be replaced as a part of the Capital Improvement Plan.

Rotork is the leader among actuators and has provided decades of uninterrupted, reliable service. System Specialties Co. is the manufacturer's representative and the sole source for Rotork. On January 25, 2024, a sole source quote was received from System Specialties Co. to replace three actuators and gearboxes.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Surplus Division Repairs and Replacements Account No. 590-4840-974.000 for \$22,770.00 and the Treatment and Pumping Division Repairs and Replacements Account No. 590-4830-974.000 for \$30,000.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Biosolids Land Application
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Michigan Agribusiness Solutions for \$850,000.00 for FY 2025, pending budget approval, for biosolids removal and land application for the Water and Wastewater Services Department, Treatment and Pumping Division.

Justification:

On February 25, 2020, the Water and Wastewater Treatment Services Department received bids for biosolids removal and land application. Michigan Agribusiness Solutions was awarded the bid for FY 2021 through FY 2023 and agreed to extend their FY 2023 bid prices for FY 2024. Michigan Agribusiness has agreed to further extend their FY 2023 bid prices for FY 2025 while providing an additional 1% discount for ACH payments.

Biosolids are the settleable (stabilized) nutrient rich materials that are removed from wastewater and used as fertilizer. It is estimated that the process of land application will recycle 20.5 million gallons of biosolids each year.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division Operating Services Account No. 590-4830-805.000 for FY 2025, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: 1-Year Extension of Whole Effluent Toxicity Testing
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Global Environmental Consulting LLC for \$4,050.00 for FY 2025, pending budget approval, for Whole Effluent Toxicity Testing for the Water and Wastewater Services Department, Treatment and Pumping Division.

Justification:

On April 13, 2021, the City received one, two-year bid, for nine annual tests for the Wastewater Treatment Division, as required by our National Pollutant Discharge Elimination System Permit. Global Environmental Consulting LLC was the lone bidder and was awarded the bid. This bid price was extended for FY 2024 which was approved by Council on March 6, 2023, and now Global Environmental Consulting has once again agreed to extend their FY 2023 bid pricing for FY 2025. All pricing and testing requirements will remain unchanged.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division Operating Services Account No. 590-4830-805.000 for FY 2025, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.