

City of Flint, Michigan

*Third Floor, City Hall
1101 S. Saginaw Street
Flint, Michigan 48502
www.cityofflint.com*



Meeting Agenda - Draft

Monday, June 22, 2020

5:30 PM

Council Chambers

CITY COUNCIL

*Monica Galloway, President, Ward 7
Maurice D. Davis, Vice President, Ward 2*

*Eric Mays, Ward 1
Kate Fields, Ward 4*

Herbert J. Winfrey, Ward 6

Eva L. Worthing, Ward 9

*Santino J. Guerra, Ward 3
Jerri Winfrey-Carter, Ward 5*

Allan Griggs, Ward 8

Inez M. Brown, City Clerk

Davina Donahue, Deputy Clerk

CALL TO ORDER

SPECIAL PUBLIC NOTICE - ELECTRONIC PUBLIC MEETING

On March 10, 2020, Governor Gretchen Whitmer declared a State of Emergency after two individuals were confirmed testing presumptively positive for COVID-19. On March 12, 2020, Mayor Sheldon A. Neeley declared a local State of Emergency to exist in the City of Flint, a result of the threat of COVID-19, and closed City Hall to the public effective March 17, 2020. On March 22, 2020, Mayor Neeley asked residents to participate in a voluntary shelter in place. On March 23, 2020, the City Council approved the continuation of the declaration of a local State of Emergency.

On June 5, 2020, Governor Whitmer instituted Executive Order No. 2020-115 (Temporary restrictions on certain events, gatherings, and businesses) in order to reaffirm, clarify and extend the suspension of activities not necessary to sustain or protect life. The order took immediate effect and rescinded EO 2020-110. On June 18, 2020, Governor Whitmer instituted Executive Order No. 2020-127 (Declaration of state of emergency and state of disaster related to the COVID-19 pandemic), which took immediate effect and rescinded EO 2020-99.

On June 18, 2020, Governor Whitmer instituted Executive Order No. 2020-129 (Temporary authorization of remote participation in public meeting and hearings and temporary relief from monthly meeting requirements for school boards), which extended the duration of remote meetings, and rescinded EO 2020-75. Therefore, in accordance with Governor Whitmer's Executive Order 2020-129 promoting the public health and safety of the state of Michigan and its residents, and allowing for electronic public meetings during this pandemic, the following meeting is scheduled electronically: Flint City Council Meeting, Monday, June 22, 2020, at 5:30 p.m.

1. The public and media may listen to the meeting online by live stream at www.youtube.com/user/spectacletv <<http://www.youtube.com/user/spectacletv>> or through Start Meeting Solution by dialing (617) 944-8177.
2. In order to speak during the PUBLIC HEARING PERIOD of the meeting by telephone, participants will also call (617) 944-8177:
 - a. All callers will be queued and muted until the Public Hearing portion of the agenda;
 - b. Public speakers will be unmuted in order and asked if they wish to address the City Council on THE SUBJECT OF THE PUBLIC HEARING SPECIFICALLY;
 - c. Public speakers should state and spell their name for the record and will be allowed ten (10) minutes to speak during the public hearing;
 - d. The speaker will be returned to mute after the 10 minutes have expired.
3. In order to speak during the PUBLIC SPEAKING PERIOD of the meeting by telephone, participants will also call (617) 944-8177:
 - a. All callers will be queued and muted until the Public Speaking portion of the agenda;
 - b. Public speakers will be unmuted in order and asked if they wish to address the City Council ON ANY SUBJECT;
 - c. Public speakers should state and spell their name for the record and will be allowed three (3) minutes for public speaking;
 - d. The speaker will be returned to mute after the 3 minutes have expired;
 - e. After the telephonic public speakers are completed, emailed public comments will be read by the City Clerk. All emailed public comments will be timed for 3 minutes;
 - f. Per Rules Governing Meetings of the Council (Rule 7.1 VII), there will only be one speaking opportunity per speaker. Consequently, public participants who call in and speak during the public speaking period of the meeting WILL NOT have written comments as submitted read by the City Clerk.
4. The public may send public comments by email to CouncilPublicComment@cityofflint.com <<mailto:CouncilPublicComment@cityofflint.com>> no later than 10 minutes prior to the meeting start time of 5:30 p.m.
5. Persons with disabilities may participate in the meeting by the above-mentioned means or by emailing a request for an accommodation to CouncilPublicComment@cityofflint.com <<mailto:CouncilPublicComment@cityofflint.com>>, with the subject line Request for Accommodation, or by contacting the City Clerk at (810) 766-7418 to request accommodation - including but not limited to interpreters.

ROLL CALL**PLEDGE OF ALLEGIANCE****PRAYER OR BLESSING****READING OF DISORDERLY PERSONS CITY CODE SUBSECTION**

Any person that persists in disrupting this meeting will be in violation of Flint City Code Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators shall be removed from meetings.

REQUEST FOR CHANGES AND/OR ADDITIONS TO AGENDA

Council shall vote to adopt any amended agenda.

SPECIAL ORDERS

200243 Special Order/Pipe Replacement Program

A Special Order as requested by Council President Monica Galloway to update City Council on the pipe replacement program.

PRESENTATION OF MINUTES**PUBLIC HEARINGS**

200235.6 Public Hearing/Ordinance No. 200235

A public hearing for Ordinance No. 200235, an ordinance to amend the Code of the City of Flint by amending Chapter 31 (General Offenses), Article I (In General), by the addition of Section 31-19.8 (Bias Crime Reporting). [NOTE: Ordinance to become effective on the thirtieth (30th) day after its enactment.]

PUBLIC SPEAKING**COUNCIL RESPONSE****PETITIONS AND UNOFFICIAL COMMUNICATIONS****COMMUNICATIONS (from Mayor and Other City Officials)****ADDITIONAL COMMUNICATIONS**

APPOINTMENTS

200265 Reappointment/Ethics and Accountability Board/Nicholas D'Aigle

Resolution resolving that the Flint City Council approves the reappointment of Nicholas D'Aigle (3206 Wyoming Avenue, Flint, MI 48506) to the Ethics and Accountability Board for a six-year term commencing June 25, 2020, and expiring June 26, 2026, as recommended by 4th Ward Councilperson Kate Fields. [NOTE: Mr. D'Aigle was appointed on June 25, 2018, to a two-year term that expires on June 25, 2020.]

200266 Appointment/Ethics and Accountability Board/Pastor Jeffrey Hawkins

Resolution resolving that Mayor Sheldon Neeley hereby appoints Pastor Jeffrey Hawkins (1410 Sunnyside Avenue, Flint, Michigan, 48503) to the Ethics and Accountability Board for a six-year term of office, commencing June 25, 2020, and expiring June 26, 2026. [NOTE: By way of background, Mr. Hawkins is replacing Loyce Driskell, whose term expired June 25, 2020.]

200268 Appointment/Ethics and Accountability Board/DeWaun E. Robinson

Resolution resolving that the Flint City Council hereby appoints DeWaun E. Robinson (1424 Garland Street, Flint, Michigan, 48503) to the Ethics and Accountability Board for a six-year term of office, commencing June 25, 2020, and expiring June 26, 2026, as recommended by 5th Ward Councilperson Jerri Winfrey-Carter. [NOTE: By way of background, Mr. Robinson is replacing Andrietta Dicks, who resigned in December 2019.]

RESOLUTIONS

200246 Annual Supply/Alexander Chemical Corp./Liquid Chlorine/Sodium Hypochlorite

Resolution resolving that the proper city officials, upon City Council's approval, approve Alexander Chemical Corp. for (the annual supply of) Liquid Chlorine/Sodium Hypochlorite for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount NOT-TO-EXCEED \$80,000.00 [Water Fund Acct. No. 591-545.200-740-500.] [NOTE: Resolution does not specify if this is a purchase order or contract.]

200247 Annual Supply/Shannon Chemical Corp./Phosphoric Acid 75 Percent NSF Grade

Resolution resolving that the proper city officials, upon City Council's approval, approve Shannon Chemical Corp. for (the annual supply of) Phosphoric Acid 75 percent NSF grade for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount NOT-TO-EXCEED \$75,000.00 [Water Fund Acct. No. 591-545.200-740.500.] [NOTE: Resolution does not specify if this is a contract or purchase order.]

200248 Annual Supply/Alexander Chemical Corp./Liquid Sulfur Dioxide

Resolution resolving that the proper city officials, upon City Council's approval, approve Alexander Chemical Corp. for (the annual supply of) liquid sulfur dioxide for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount NOT-TO-EXCEED \$38,000.00 [Sewer Fund Acct. No. 590-550.100-740-500.] [NOTE: Resolution does not specify if this is a purchase order or contract.]

200249 Annual Supply/PVS Nolwood Chemical, Inc./Liquid Ferrous (Aqueous Ferrous Chlorine)

Resolution resolving that the proper city officials, upon City Council's approval, approve PVS Nolwood Chemical, Inc. for (the annual supply of) liquid ferrous (aqueous ferrous chlorine) for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount not to exceed \$120,000.00 [Sewer Fund Acct. No. 590-550.100-740.500.] [NOTE: Resolution does not specify if this is a purchase order or contract.]

200250 Annual Supply/Polydyne Inc./Liquid Cationic Polymer (Emulsion)

Resolution resolving that the proper city officials, upon City Council's approval, approve Polydyne Inc. for (the annual supply of) liquid cationic polymer (emulsion) for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount NOT-TO-EXCEED \$98,000.00 [Water Fund Acct. No. 591-545.200-740.000.] [NOTE: Resolution does not specify if this is a purchase order or contract.]

200251 Annual Supply/Alexander Chemical Corp./Liquid Chlorine

Resolution resolving that the proper city officials, upon City Council's approval, approve Alexander Chemical Corp. for (the annual supply of) liquid chlorine for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount NOT-TO-EXCEED \$38,000.00 [Sewer Fund Acct. No. 590-550.100-740-500.] [NOTE: Resolution does not specify if this is a purchase order or contract.]

200252 Annual Supply/JCI Jones Chemicals, Inc./Sodium Hydroxide 25 Percent NSF Grade

Resolution resolving that the proper city officials, upon City Council's approval, approve JCI Jones Chemicals, Inc. for (the annual supply of) sodium hydroxide 25 percent NSF grade for two (2) fiscal years, as requested by Public Works and Utilities, in an annual amount NOT-TO-EXCEED \$150,000.00 [Water Fund Acct. No. 591-545.200-740.000.] [NOTE: Resolution does not specify if this is a purchase order or contract.]

200253 Annual Supply/Carrier & Gable/Traffic Signals/Repair Parts

Resolution resolving that the proper city officials, upon City Council's approval, approve Carrier & Gable for (the annual supply of) traffic signals and repair

parts for two (2) fiscal years, as requested by Transportation, in an annual amount NOT-TO-EXCEED \$120,000.00, and a revised aggregate amount of \$240,000.00 [Major Street Signal Parts & Equipment Fund Acct. No. 202-443.201-726.000 = \$100,000.00 and Major Street Controller Repair Fund Acct. No. 202-443.201-801.000 = \$20,000.00.] [NOTE: This resolution does not specify if it is a purchase order or contract.]

200254 Weinstein Electric/Additional Electrical Support Services

Resolution resolving that the proper city officials, upon City Council's approval, approve [a purchase order to] Weinstein Electric for electrical support services for two (2) fiscal years, as requested by Planning & Development, in an annual amount NOT-TO-EXCEED \$13,725.00, and an aggregate amount of \$83,933.00 [Streetlight Professional Services Acct. No. 219-443.206-801.000.] [NOTE: The resolution is for authorization for additional electrical support services for 30 decorative street lights for which the city is responsible for repairs.]

200255 Change Order #2/Two-Year Contract/Boyd's Lawn & Landscaping/Mowing Parks, Trails, Cemeteries, Centers & Triangles

Resolution resolving that the proper city officials, upon City Council's approval, are authorized to do all things necessary to enter into change order #2 to the contract with Boyd's Lawn & Landscaping for the third year of mowing parks, trails, cemeteries, centers and triangles, through June 30, 2021, in an amount NOT-TO-EXCEED \$154,500.00, and an aggregate amount of \$534,852.00, as requested by Planning & Development [Parks/Recreation Fund Acct. No. 208-752.102-801.000.]

200256 Contract/Garland/DBS, Inc./Roof Replacement/12th Street Garage/Salt Barn

Resolution resolving that the appropriate city officials are authorized to do all things necessary to enter into a contract with Garland/DBS, Inc for roof replacement at the 12th Street Garage and Salt Barn, as requested by Public Works, in an amount NOT-TO-EXCEED \$186,971.00 [Major Street Fund Acct. No. 449-203.976-000 = \$70,000.00 and Public Improvement Fund Acct. No. 753-200.976.000 = \$116,971.00.] [NOTE: Paragraph two states that "Royal Roofing Co. was the lowest bidder..."

200257 Contract/Rehmann Robson/City of Flint/FY2020 Audit

Resolution resolving that the appropriate city officials are authorized to do all things necessary to enter into a one-year contract with Rehmann Robson for auditing services for the FY2020 fiscal year, in the amount of \$250,000.00, plus out-of-pocket expenses [General Fund Acct. No. 101-101.100-801.000.]

200258 Multi-Year Contract/Rehmann Robson/City of Flint/Audits/FY2020-FY2022

Resolution resolving that the appropriate city officials are authorized to do all things necessary to enter into a three-year contract with Rehmann Robson for auditing services for the FY2020 fiscal year, in the amount of \$250,000.00, for FY2021,

in the amount of \$233,500.00, and for FY2022, in the amount of \$242,500, for a total contract price of \$701,000.00, plus out-of-pocket expenses [General Fund Acct. No. 101-101.100-801.000.]

- 200259** Purchase/Property/8537 Dort Highway/Mt. Morris/Construction/Secondary Water Source

Resolution resolving that the Flint City Council approves the purchase of 8537 Dort Highway, Mt. Morris, to complete the construction of the Secondary Water Source, in the amount of \$30,000.00, to be paid from Acct. No. 491-551.000-801.068.

- 200260** Purchase Agreement/CSX Transportation, Inc./Property for the Grand Traverse Greenway Trail Project

Resolution resolving that the Flint City Council approves entering into the Purchase Agreement between the City of Flint and CSX Transportation, Inc. with respect to the city's acquisition of four (4) parcels of real property consisting of 47.26 acres, more or less, AND, resolving that Mayor Sheldon Neeley shall have the authority to execute the Purchase Agreement, together with such ancillary documents and such immaterial modifications to the Purchase Agreement as he shall deem necessary or advisable in order to effectuate these resolutions, AND, resolving that all lawful conduct and actions of the employees, contractors and/or agents of the City of Flint to effectuate this resolution are hereby ratified, adopted, affirmed and approved. [NOTE: The City of Flint desires to extend the regional trail network and trails connected to the Flint River Trail and such desire has been cited as a priority in the City of Flint Parks & Recreation Department's Parks & Recreation Master Plan and the Imagine Flint Master Plan. To that end, the city has agreed to purchase four (4) parcels containing 47.26 acres, more or less, of real property from CSX Transportation, Inc. The total purchase price is \$525,000.00.]

- 200261** Acceptance of Payment/Genesee County Clerk/Register of Deeds/Notarized Affidavits/Addresses/FAST Start Program

Resolution that the appropriate city officials, upon City Council's approval, are authorized to do all things necessary to accept the funding for the stated purpose from the Genesee County Clerk-Register of Deeds, in the amount of \$12,000.00. [NOTE: Genesee County has developed the Genesee County Lead Pipe Software to create a record of city addresses serviced during the FAST Start pipe replacement program. The city has agreed to provide 5,000 notarized affidavits, obtained by Goyette Mechanical, the vendor that serviced the lines, to Genesee County for indexing. The Michigan Department of Transportation is funding the indexing work.]

- 200262** Termination/Gas Transportation & Storage Agreement/City of Flint & Consumers Energy/Approval/Sales Rate Program Agreement

Resolution resolving that the appropriate city officials are hereby authorized to do all things necessary to terminate the Gas Transportation and Storage Agreement, with the intent to enter into the Sales Rate Program, between the City of Flint and

Consumers Energy, AND, resolving that the Department of Public Works Director and Water Pollution Control Manager be designated as the authorized representatives for all activities associated with intent to return DPW-WPC, G-4652 Beecher Road, Flint, to the Sales Rate Program. [NOTE: Since 1990, the City Council has approved Gas Transportation and Storage Agreements with Consumers Energy to support the Water Pollution Control Facilities' purchase of natural gas on the open market at a significant cost savings. The Department of Public Works/Water Pollution Control has since then reduced the consumption of natural gas usage by permanently decommissioning their incinerators. Additionally, the cost of natural gas has declined greatly. The current natural gas consumption projections support termination of the Gas Transportation and Storage Agreement. Consumers Energy has proposed a Sales Rate Program Agreement, which will no longer require the city to obtain natural gas on the open market.]

200263 Permanent Easement/Walking Path/Hurley Medical Center/In Honor of Alisa Stewart

Resolution resolving that the City Administrator is hereby authorized to do all [things] necessary to enter into an Easement and Walking Path with Hurley Medical Center [to honor Alisa Stewart, a Hurley employee who was killed in a car accident.] [NOTE: Hurley Medical Center will assume responsibility for construction of and maintenance for the walking path, as well as insurance and full liability.]

LIQUOR LICENSES

INTRODUCTION AND FIRST READING OF ORDINANCES

200267 Amendment/Ordinance/Chapter 18 (Taxation; Funds; Purchasing)/Article IV Purchases)/Addition of 18-21.14 (Sale of Personal Property)

An ordinance to amend the Code of the City of Flint by amending Chapter 18, (Taxation; Funds; Purchasing); Article IV, (Purchases); by the addition of Section 18-21.14, (Sale of City Personal Property).

SECOND READING AND ADOPTION OF ORDINANCES

200235 Ordinance/Amendment/Chapter 31 (General Offenses)/Article I (In General)/Section 31-19.8 (Bias Crime Reporting)

An ordinance to amend the Code of the City of Flint by amending Chapter 31 (General Offenses), Article I (In General), by the addition of Section 31-19.8 (Bias Crime Reporting).

NEW BUSINESS

FINAL COUNCIL COMMENTS

ADJOURNMENT

RESOLUTION: 200265

PRESENTED: 6-22-20

ADOPTED:

**RESOLUTION OF REAPPOINTMENT
TO THE ETHICS & ACCOUNTABILITY BOARD**

BY THE CITY COUNCIL:

The Ethics and Accountability Board was created in June 2018 pursuant to Sections 3-501 through 3-505 of the Flint City Charter; and

Eleven members were appointed at that time to staggering terms; Council members appointed one each and the Mayor appointed two; and

Nicholas D'Aigle (3206 Wyoming Avenue, Flint, MI 48506) was appointed June 25, 2018 to a two-year term that expires in 2020, and

Councilperson Kate Fields, Ward 4, has recommended the reappointment of Mr. D'Aigle.

THEREFORE, BE IT RESOLVED that the Flint City Council approves the reappointment of Nicholas D'Aigle to serve a six-year term on the Ethics and Accountability Board, commencing June 25, 2020, and expiring June 26, 2026.

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

APPROVED BY CITY COUNCIL:

RESOLUTION NO.:

200266

PRESENTED:

JUN 22 2020

ADOPTED:

**RESOLUTION RECOMMENDING THE APPOINTMENT OF PASTOR JEFFREY HAWKINS
IN REPLACING LOYCE DRISKILL TO THE ETHICS AND ACCOUNTABILITY BOARD**

BY THE MAYOR:

WHEREAS, pursuant to Sec. 3-501-3-505, of the new Flint City Charter adopted June, 2018, the Ethics and Accountability Board was created; and

WHEREAS, the Ethics and Accountability Board consists of eleven (11) members with two at-large members appointed by the Mayor and each Council-person appointing one resident from their respective ward.

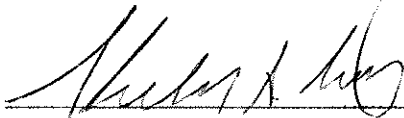
WHEREAS, Mayor Sheldon A. Neeley recommends the appointment of Pastor Jeffrey Hawkins (1410 Sunnyside Ave., Flint, Michigan 48503), to replace Loyce Driskill whose term expires on June 25, 2020.

NOW THEREFORE, BE IT RESOLVED, that Mayor Sheldon A. Neeley hereby appoints Pastor Jeffrey Hawkins (1410 Sunnyside Ave., Flint, Michigan 48503) to a six (6) year term of office commencing June 25, 2020, and expiring June 26, 2026.

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:


Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:

Monica Galloway, City Council President

RESOLUTION: 200268

PRESENTED: 6-22-20

ADOPTED:

**RESOLUTION OF APPOINTMENT
TO THE ETHICS & ACCOUNTABILITY BOARD**

BY THE CITY COUNCIL:

The Ethics and Accountability Board was created in June 2018 pursuant to Sections 3-501 through 3-505 of the Flint City Charter; and

Eleven members were appointed at that time to staggering terms; Council members appointed one each and the Mayor appointed two; and

Andrietta Dicks was appointed in June 2018 to a two-year term, expiring June 25, 2020; however, she resigned in December 2019, and

Councilperson Jerri Winfrey-Carter, Ward 5, has recommended the appointment of DeWaun E. Robinson to replace Ms. Dicks.

THEREFORE, BE IT RESOLVED that the Flint City Council approves the appointment of DeWaun E. Robinson to serve a six-year term on the Ethics and Accountability Board, commencing June 25, 2020, and expiring June 26, 2026.

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

APPROVED BY CITY COUNCIL:

Biographical

DeWaun E. Robinson
1424 Garland St. Flint, MI 48503
(313) 258-8967

dewaun.robinson1@gmail.com

Narrative:

Servant leader with exceptional professional talent in public administration, community development, outreach coordination, community-based public health, program and project-driven initiatives, technology and multi-media service. A supremely motivated team player focused on organizational strategic planning by cultivating relationships with existing and new potential partners, as well, implementing sound internal control systems for sustainability.

Community Leadership and Service (Bio)

DeWaun E. Robinson is a pro-active member of our community who currently serves as Chief Executive Officer at Artistic Visions Enterprise a multi-media company. There he facilitates the day-to-day operations for the overall vision of the group's mission. Artistic Visions Enterprise is a full-scale service company who specializes in systemic programming, photography, graphics designs, marketing and promotion, and event planning. The AVE brand is committed to serving its community through mentorship, voluntary work, philanthropic duties, excellence, dedication, and innovation. DeWaun previously served as the Chief Operations Officer for the Urban Renaissance Center (URC) developing programs, special projects, grant writing and management and creating the brand for the Non-Profit Organization.

Employment and Professional Roles:

Artistic Visions Enterprise

Flint, MI

Chief Executive Officer

01/2014 – Present

- Founded, owned, and operate an influential multi-media educational company from inception to completion.
- Created concepts, established business plan vision, developed infrastructure departments and directed the goal of the company's mission.
- Developed and implemented a strategic plan to reduce expenses, increase profitability, recruit revenue producers and administration staff, structure operations and information technology.
- Lead senior management in business level discussion and decisions involving business vision and strategy, enterprise decisions, standardization of best practices, and project governance oversight.
- Negotiate and executed new business partnership deals with non-profit government sectors, corporations and educational institutions to maximize company growth development.
- Manage and delegate roles and responsibilities for administration, legal, and financial functions for the overall vision of the company for day-to-day company expansion operation in services, marketing and advertisement, and community outreach.

Urban Renaissance Center

Flint, MI

Chief Operations Officer

06/2016 – 01/2018

- Design and implementing business strategies, core concepts, operation charts with plans, and procedures.
- Set comprehensive organizational goals for performance and growth including stability plan, strategic roadmap, and internal control systems.
- Established policies that promote company culture and vision.
- Oversee daily operation of the company and the work of department supervisors (programs, finances, neighborhood revitalization, and administration). Lead employees that encourages maximal performance and dedication. Provide mentoring as a cornerstone to the development of management team.
- Developed and implemented fundraising strategies and policies for efficient and effective fund management.
- Grant writing, proposal research, and reporting on grant funded programs and projects.
- Created program curriculum, organizations brand, operation measurements, and incited cultural and organizational change.
- Provided day-to-day leadership and management that reflects the organizations core values and mission.

Habitat for Humanity

Flint, MI

Community Engagement Liaison

10/2015 -7/2016

- Engage with, support, and provide technical assistance to community-based organizations and grassroots groups in the Foss Avenue, Civic Park and Grand Traverse District neighborhoods.
- Manage/facilitate neighborhood data collection and track baseline metrics for evaluating the impact of neighborhood revitalization activities in Civic Park, Grand Traverse District, and Foss Avenues neighborhoods.
- Develop marketing strategy plans for branding the target neighborhoods with publication material, programming and activation of public spaces that provides exposure to assets in the community.
- Support the efforts of the community and city-wide groups and/or initiatives that advance neighborhood revitalization in Flint and Genesee County.
- Recruit, train and lead volunteers to conduct community perception surveys in Foss Avenue, Civic Park, Grand Traverse neighborhoods.
- Plan and develop systematic structure for target neighborhoods including beautification projects, neighborhood/city wide cleanups also build participation in the community with residents.

Education and Training

INSTITUTION AND LOCATION	DEGREE (if applicable)	YEAR(s)	FIELD OF STUDY
Mott Community College Flint, MI	Associate of Applied Science	2 Years	Emphasis: CAD & Design/Business Management
Bellevue University Bellevue, Nebraska	Bachelors of Science	2 Years	Emphasis: Non-Profit Management/Business Administration

Committees and Community Board Service:

- Organizing Corps 2020
- Flint Housing Commissioner
- Black Lives Matter Michigan Leadership Team
- Black Lives Matter Flint Chapter (Lead)
- Genesee County Black Democratic Caucus
- National Community Based Organization Network (President)
- Community Based Organization Partners (CBOP)
- Certified with the State of Michigan for Recovery Coach w/ Youth & Adults through Genesee Health System
- Ambassador for the Chamber of Commerce
- Greater Flint Arts Council (GFAC) Board of Director
- Juneteenth Celebration of Genesee County (Chair)
- Certified Tourism Ambassador
- Gen Forward Philanthropist
- PHI ETA PSI Fraternity

CITY OF FLINT



PROPOSAL #21000500

RESOLUTION NO: 200246

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ALEXANDER CHEMICALS CORPORATION
FOR LIQUID CHLORINE/SODIUM HYPOCHLORITE**

The Division of Purchases & Supplies solicited proposals for Liquid Chlorine/Sodium Hypochlorite for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

Alexander Chemical Corporation, LaPorte, Indiana was the responsive bidder from three (3) solicitations for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPW	WATER FUND	591-545.200-740.000	N/A	\$80,000.00

IT IS RESOLVED, that the proper city officials, approve Alexander Chemical Corporation for Liquid Chlorine/Sodium Hypochlorite for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$80,000.00.

APPROVED AS TO PURCHASING:

Joyce A. McClane
Purchasing Manager

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

CITY COUNCIL:

Monica Galloway, Council President

APPROVED AS TO FINANCE:

Amanda Trujillo
Acting Chief Financial Officer

Clyde Edwards, City Administrator



CITY OF FLINT

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining):

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ **APPROVED** ☐ **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE:

Robert Binsch

(PLEASE TYPE NAME, TITLE)

P21-500 - LIQUID CHLORINE/SODIUM HYPOCHLORITE 12.5% @ WATER PLANT					
HEIGHT OF TOTES NOT TO EXCEED 50"					
TWO (2) YEARS					
COMPANY	Alexander Chemical Corporation	PVS Nolwood Chemicals, Inc	JCI OR Harold Marcus		
RATE PER GALLON (220 Gallon Spider Totes)	\$ 1.0346	\$ 3.78 (275 Gallon Tote)	\$ 0.98		
RATE PER DRUM (55-Gallon Drums)	\$ 1.0346	\$ 3.78	\$ 1.10		
CONTAINER DEPOSIT	N/A	N/A	NONE		
POINT OF SHIPMENT	Kingsbury, IN	Detroit, MI	Riverview, MI		
CARRIER	Circle Transport/Common Carriers	PVS Nolwood Chemicals, Inc.			
CITY, STATE	LaPorte, IN	Detroit, Michigan			

Bids must be reviewed and evaluated before award

CITY OF FLINT



PROPOSAL #21000501

RESOLUTION NO: 200247

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SHANNON CHEMICAL CORPORATION
FOR PHOSPHORIC ACID 75% NSF GRADE**

The Division of Purchases & Supplies solicited proposals for Phosphoric Acid 75% NSF Grade for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

Shannon Chemical Corporation, Malvern, PA was the responsive bidder from three (3) solicitations for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPW	WATER FUND	591-545.200-740.000	N/A	\$75,000.00

IT IS RESOLVED, that the proper city officials, approve Shannon Chemical Corporation for Phosphoric Acid 75% NSF Grade for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$75,000.00.

APPROVED AS TO PURCHASING:

Joyce A. McClane
Purchasing Manager

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Amanda Trujillo
Acting Chief Financial Officer

Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President

P21-501 - SUPPLY PHOSPHORIC ACID 75% NSF GRADE @ WATER PLANT
HEIGHT OF TOTES NOT TO EXCEED 50"
TWO (2) YEARS

COMPANY	Elhorn Engineering Company	Chemrite	Shannon Chemical Corporation
RATE PER GALLON (275 Gallon Totes)	\$ 7.4400	\$ 7.54	\$ 7.27
CONTAINER DEPOSIT	N/A	\$ -	No Charge
POINT OF SHIPMENT	Mason, MI	Savannah Georgia & Cleveland, OH	Exton, PA
CARRIER	Elhorn Company	Common Carrier	Malvern, PA
CITY, STATE	Mason, MI	Buford, GA	

Bids must be reviewed and evaluated before award



CITY OF FLINT

Department of Public Works

Sheldon A. Neeley
Mayor

Robert Bincsik
Director

DATE: June 3, 2020

TO: Joyce McClane
Purchasing Manager

FROM: Robert Bincsik
Director of Public Works

RE: Proposal 21000501 Phosphoric Acid 75% NSF Grade at Water Plant

Please be advised that after reviewing copies of sealed bids for Phosphoric Acid 75% NSF Grade, Shannon Chemical was selected as the lowest bidder. Shannon Chemical agrees to supply Phosphoric Acid 75% NSF Grade for a two (2) year period from July 1, 2020 - June 30, 2020 at \$7.27 (275 gallon totes).



CITY OF FLINT

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining):

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ **APPROVED** ☐ **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE: Robert Binish
(PLEASE TYPE NAME, TITLE)

CITY OF FLINT



PROPOSAL #21000502

RESOLUTION NO: 200248

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO ALEXANDER CHEMICAL CORPORATION FOR LIQUID SULFUR DIOXIDE

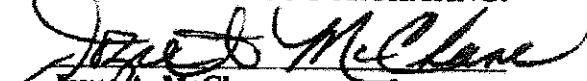
The Division of Purchases & Supplies solicited proposals for Liquid Sulfur Dioxide for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

Alexander Chemical Corporation, LaPorte, Indiana, was the responsive bidder from two (2) solicitations for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPW	WATER FUND	590-550.100-740.500	N/A	\$38,000.00

IT IS RESOLVED, that the proper city officials, approve Alexander Chemical Corporation for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$38,000.00 for Liquid Sulfur Dioxide.

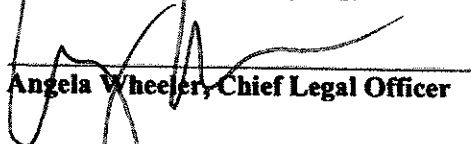
APPROVED AS TO PURCHASING:




Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:


Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator


CITY COUNCIL:

Monica Galloway, Council President

P21-502 - SUPPLY SULFUR DIOXIDE @ WATER POLLUTION CONTROL		
TWO (2) YEARS		
COMPANY	JCI Jones	Alexander Chemical Corporation
RATE PER 2000 POUND (1 TON) CYLINDER	\$ 615.00	\$ 610.00
CYLINDER DEPOSIT	NONE	N/A
POINT OF SHIPMENT	Riverview, MI	Kingsbury, IN
CARRIER	JCI	Circle Transport/Common Carrier
CITY, STATE	Riverview, MI	LaPorte, IN

Bids must be reviewed and evaluated before award

CITY OF FLINT



PROPOSAL #21000504

RESOLUTION NO: 200249

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO PVS NOLWOOD CHEMICAL INC FOR LIQUID FERROUS

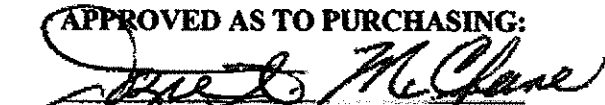
The Division of Purchases & Supplies solicited proposals for Liquid Ferrous for fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

PVS Nolwood Chemical Inc, Detroit, Michigan, was the only responsive bidder for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPW)	Chemicals	590-550.100-740.500	N/A	\$120,000.00

IT IS RESOLVED, that the proper city officials, approve PVS Nolwood Chemical Inc. for Liquid Ferrous two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$120,000.00.

APPROVED AS TO PURCHASING:



Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:


Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President

P21-504 - AQUEOUS FERROUS CHLORINE @ WATER POLLUTION CONTROL	
TWO (2) YEARS	
COMPANY	PVS Chemicals
RATE PER POUND	\$ 0.59
POINT OF SHIPMENT	Detroit, MI
CARRIER (See other details)	PVS Transportation
CITY, STATE	Detroit, MI

Bids must be reviewed and evaluated before award

CITY OF FLINT



PROPOSAL #21000505

RESOLUTION NO: 200750

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO POLYDYNE, INC FOR LIQUID CATIONIC POLYMER (EMULSION)


The Division of Purchases & Supplies solicited proposals for Liquid Cationic Polymer (Emulsion) for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

Polydne, Inc., Detroit, Michigan was the only responsive bidder for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPW	WATER FUND	591-545.200-740.000	N/A	\$98,000.00

IT IS RESOLVED, that the proper city officials, approve Polydne, Inc., for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$98,000.00 for Liquid Cationic Polymer (Emulsion).


APPROVED AS TO PURCHASING:




Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:


Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator


CITY COUNCIL:

Monica Galloway, Council President

P21-505 - LIQUID CATIONIC FOR GRAVITY BELT THICKENER @ WATER POLLUTION CONTROL**TWO (2) YEARS**

COMPANY	Polydyne Inc	
270 Gallon Carboys (totes)	\$	1.180
	(Per Lb)	
Less than 4500 gallons via tanker, each load	\$	1.180
	(Per Lb)	
4500 gallons via tanker, each load	\$	1.140
	(Per Lb)	
POINT OF SHIPMENT	Rice GA	
CARRIER	Common Carriers	
CITY, STATE	Detroit, MI	

Bids must be reviewed and evaluated before award recommendation

CITY OF FLINT



PROPOSAL #21000509

RESOLUTION NO: **200251**

PRESENTED: **JUN 22 2020**

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO ALEXANDER CHEMICAL CORPORATION FOR LIQUID CHLORINE

The Division of Purchases & Supplies solicited proposals for Liquid Chlorine for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

Alexander Chemical Corporation, LaPorte, Indiana, was the responsive bidder from two (2) solicitations for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
(DPW)	WATER FUND	590-550.100-740.500	N/A	\$38,000.00

IT IS RESOLVED, that the proper city officials, approve Alexander Chemical Corporation for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$38,000.00 for Liquid Chlorine.

APPROVED AS TO PURCHASING:


Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:

Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President



Joyce McCane - COF 02 01 20

CITY OF FLINT
DEPARTMENT OF FINANCE
Division of Purchases SuppliesBID DUE DATE:
05/06/20

P21-509 - SUPPLY LIQUID CHLORINE @ WATER POLLUTION CONTROL TWO (2) YEARS		
COMPANY	JCI Jones	Alexander Chemical Corporation
RATE PER 2000 POUND (1 TON) CYLINDER	\$ 444.00	\$ 420.00
CYLINDER DEPOSIT	NONE	N/A
POINT OF SHIPMENT	Riverview, MI	Kingsbury, IN
CARRIER	JCI	Circle Transport/Common Carrier
CITY, STATE	Riverview, MI	LaPorte, IN

Bids must be reviewed and evaluated before award recommendation

CITY OF FLINT



PROPOSAL #21000513

RESOLUTION NO: 200252

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO JCI – JONES CHEMICALS, INC FOR SODIUM HYDROXIDE 25% NSF GRADE

The Division of Purchases & Supplies solicited proposals for Sodium Hydroxide 25% NSF Grade for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22 as requested by the Department of Public Works & Utilities.

JCI-Jones Chemicals, Inc., Riverview, Michigan was the lowest responsive bidder from three (3) solicitations for said requirements. Funding for said services will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPW	WATER FUND	591-545.200-740.000	N/A	\$150,000.00

IT IS RESOLVED, that the proper city officials, approve JCI-Jones Chemicals Inc., for Sodium Hydroxide 25% NSF Grade for two (2) fiscal year periods beginning 07/01/20 and ending 6/30/22, for FY20/21 annual amount not to exceed \$150,000.00.

APPROVED AS TO PURCHASING:

Joyce A. McClane
Purchasing Manager

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

CITY COUNCIL:

Monica Galloway, Council President

APPROVED AS TO FINANCE:

Amanda Trujillo
Acting Chief Financial Officer

Clyde Edwards, City Administrator

Joyce A. McClane

CITY OF FLINT
DEPARTMENT OF FINANCE
Division of Purchases Supplies

BID DUE DATE:
05/06/20

P21-513 - SODIUM HYDROXIDE 25% NSF GRADE @ WATER PLANT
HEIGHT OF TOTES NOT TO EXCEED 50"
TWO (2) YEARS

COMPANY	PVS Nolwood Chemicals, Inc	JCI - Jones Chemicals, Inc.	Alexander Chemical Corporation
RATE PER GALLON (275 Gallon Totes)	\$ 3.93	\$ 1.15	1.7134
CONTAINER DEPOSIT	N/A	NONE	N/A
POINT OF SHIPMENT	Detroit, MI	Riverview, MI	Kingsbury, IN
CARRIER	PVS Nolwood, Inc	Common Carrier	Circle Transport/Common Carrier
CITY, STATE	Detroit, MI	Riverview, MI	LaPorte

Bids must be reviewed and evaluated before award



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: June 4, 2020

BID/PROPOSAL# 21000513

AGENDA ITEM TITLE: Sodium Hydroxide 25% NSF for Water Treatment Plant

PREPARED BY: Yolanda Gray

VENDOR NAME: JCI Jones Chemicals

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The Water Treatment Plant utilizes a number of chemicals for water treatment. Bids were solicited to supply sodium hydroxide 25% NSF grade to the Water Treatment Plant for two (2) years. After reviewing, JCI Jones was the lowest competitive and selected to provide sodium hydroxide 25% NSF grade for two (2) years.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Fund	Account Number	Grant Code	Amount
591	Water Fund	545.200-740.000		\$150,000.00
		FY21 GRAND TOTAL		\$ 150,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 20003162

ACCOUNTING APPROVAL: Jolanda Gray Date: 6-4-2020

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☐
(If yes, please indicate how many years for the contract) YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)



CITY OF FLINT

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining):

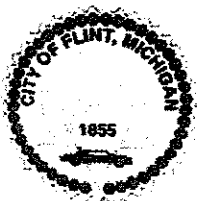
STAFF RECOMMENDATION: (PLEASE SELECT): ☒ **APPROVED** ☐ **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE:

Robert Biniak

(PLEASE TYPE NAME, TITLE)

CITY OF FLINT



PROPOSAL #20000535

RESOLUTION NO:

200253

PRESENTED:

JUN 22 2020

ADOPTED:

BY THE CITY ADMINISTRATOR:

RESOLUTION TO CARRIER & GABLE FOR TRAFFIC SIGNAL & REPAIR PARTS

The Division of Purchases & Supplies solicited proposals for FY19/20 for a two (2) year period beginning 07/01/19 and ending 6/30/21 for Traffic Signal and Repair Parts.


One (1) proposal was submitted. Carrier & Gable was the responsive bidder and has been a valuable vendor for years. The amount of \$120,000.00 was budgeted and pre-encumbered using purchase order 19-001881(FY19/20).

Funding for said services for FY20/21 - 2nd year is available in the following account:

Dept.	Name/Description of Account	Account #	Grant #	Amount
DPW	Signal Parts & Equipment	202-443.201-726.000	N/A	\$ 100,000.00
DPW	Controller Repair	202-443.201-801.000	N/A	\$ 20,000.00

IT IS RESOLVED, that the Proper City Officials, approve Carrier & Gable for Traffic Signal and Repair Parts for a two-year period beginning 07/01/2019 and ending 6/30/21, in the annual amount of \$120,000.00 with a revised aggregate amount of \$240,000.00.

APPROVED AS TO PURCHASING:


Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:



Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator

CITY COUNCIL:


Monica Galloway, Council President

RESOLUTION STAFF REVIEW

DATE: September 16, 2019

Agenda Item Title: AUTHORIZATION TO APPROVE A PURCHASE ORDER IN THE AMOUNT OF \$120,000 WITH CARRIER & GABLE FOR TRAFFIC SIGNAL REPAIR PARTS.

Prepared By: Sherri Tolbert

Background/Summary of Proposed Action: This requisition is for traffic signal parts & repairs.

Financial Implications: This is a budgeted expense.

Budgeted Expenditure? Yes ☒ No ☐ Please explain if no:

Account No.: 202-443.201-726.000 (\$100,000) & 202-443.201-801.000 (\$20,000)

Pre-encumbered? Yes ☒ No ☐ Requisition 190002070

Other Implications (i.e., collective bargaining): None

Staff Recommendation: Recommend Approval

Staff Person:

Betty J. Wideman
Betty Wideman, Transportation Division Manager

PROPOSAL #20000535 - 2 YR. SUPPLY OF VARIOUS TRAFFIC SIGNAL PARTS & CONTROLLER REPAIR SERVICES	
CARRIER & GABLE, INC	
TOTAL YEAR 1	TOTAL YEAR 2
\$ 122,966.25	\$ 129,067.55

PLEASE NOTE:

EVALUATION OF PROPOSAL: In the City's evaluation of proposals, at minimum: cost, serviceability, financial stability, and all requirements set forth in this document shall be considered as selection and award criteria unless otherwise specified.

DEPARTMENT OF TRANSPORTATION
TRAFFIC ENGINEERING DIVISION
702 W. Twelfth St
Flint, MI 48502

MEMORANDUM

TO: Joyce A. McClane
Purchasing Manager

THRU: Betty Wideman *BW*
Transportation Director

FROM: Sherri Tolbert
Traffic Control Systems Coordinator

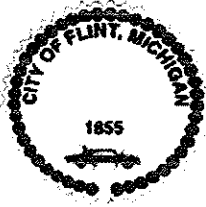
DATE: September 16, 2019

SUBJECT: BIDS FOR TRAFFIC SIGNAL REPAIR PARTS

Having reviewed the quotes in response to this bid request, of the two bids submitted, Carrier & Gable Inc. is the only bid for Eagle/Brown signal equipment and controllers. Therefore, I recommend accepting the bid from Carrier & Gable Inc.

If you have any questions please call me at ext. 2812.

SAT/sat



Dr. Karen Weaver
Mayor

CITY OF FLINT

Department of Purchases & Supplies

July 18, 2019

TO: Betty Wideman
Transportation Director

FROM: Joyce A. McClane
Purchasing Manager

SUBJECT: SEALED BIDS

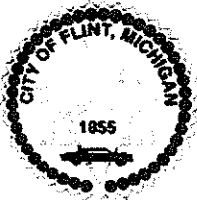
Attached is one (1) sealed bid that were received for Proposal #20-535- 2 yr. supply of Various Traffic Signal Parts & Controller Repair Services. These copies are yours to keep. These bids were opened on June 27, 2019.

If you decide to move forward with this bid, please attach a staff resolution form when you send back your recommendation.

Also, make sure that your requisition has been updated and pre-encumbered with the correct price. If your recommendation is under \$10,000.00, you do not need to include a staff resolution form.

Please note: if your project is being funded by any grants issued by the federal government, you must go to www.epis.gov to ensure that the selected vendor has not been debarred.

CITY OF FLINT



PROPOSAL #20000544

RESOLUTION NO: 200254

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO WEINSTEIN ELECTRIC FOR ELECTRICAL SUPPORT SERVICES

The Division of Purchases & Supplies solicited proposals for FY19/20 for a two (2) year period beginning 07/01/19 and ending 6/30/21 for Electrical Support Services.

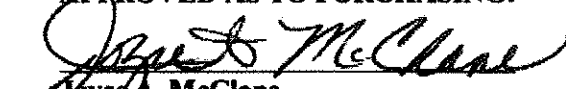
Two (2) proposals were submitted. Weinstein Electric was the lowest responsive bidder for said services as requested by Public Works & Utilities. Purchase orders were pre-encumbered in the amount of \$70,208.00.

This request is for authorization for additional electrical support services for several decorative street lights for which the City is responsible for repairs. Approximately thirty streetlights are currently non-functioning. Funding for said services are available in the following account:

Dept.	Name of Account	Account #	Grant #	Amount
DPD	Streetlights Professional Services	219-443.206-801.000	N/A	\$ 13,725.00

IT IS RESOLVED, that the Proper City Officials, approve Weinstein Electric for Electrical Support Services for a two-year period beginning 07/01/2019 and ending 6/30/21 and additional electrical support for thirty streetlights currently nonfunctioning in the amount of \$13,725.00 with a revised aggregate amount of \$83,933.00.

APPROVED AS TO PURCHASING:



Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:


Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President

06/14/2020

VENDOR ACTIVITY REPORT FOR CITY OF FLINT

Post Date	Req #	PO #	Status	Description	Amount
0000000203 WEINSTEIN ELECTRIC COMPANY					
11/06/2019	190002061	19-002120	Partial	ELECTRICAL SUPPORT AS NEEDED - WEINSTEIN	58,312.00
05/05/2020	200003100	20-002464	Open	ELECTRICAL UPGRADE IN THE NEW OMBUDSMAN'S OFFIC	11,896.00
Total:					70,208.00



CITY OF FLINT

DEPARTMENT OF PUBLIC WORKS

Dr. Karen W. Weaver
Mayor

Robert Bincsik
Director of Public Works

November 5, 2019

TO: Joyce A. McClane
Purchasing Manager

FROM: Robert Bincsik, Director *RB*
Public Works & Utilities

SUBJECT: RECOMMENDATION – ELECTRICAL SUPPORT – PROPOSAL #20-544

I have carefully reviewed the bids received for electrical support services. I am recommending the low bidder, Weinstein Electric, in the amount not to exceed \$40,000.00.

I am requesting a purchase order in the amount not to exceed \$40,000.00. Requisition #19002061 has been pre-encumbered.

If you have any questions or concerns, feel free to give me a call at 810 577-8267.

/km



RESOLUTION NO.: 200255

PRESENTED: JUN 22 2020

ADOPTED: _____

CHANGE ORDER #2: RESOLUTION APPROVING EXTENSION OF CONTRACT WITH BOYD'S LAWN AND LANDSCAPING FOR MOWING OF PARKS, TRAILS, CEMETERIES, CENTERS AND TRIANGLES

BY THE MAYOR:

WHEREAS, On February 14, 2018, the City of Flint entered into a contract with Boyd's Lawn and Landscaping, 5103 W. Coldwater Rd., Flint, Michigan (resolution #180054) for the mowing of parks, trails, cemeteries, centers, and triangles for the first phase of a five year period (2018-2022) in the amount of \$120,600.00 as requested by Planning & Development; and

WHEREAS, The Department of Planning & Development is requesting the third year of mowing through June 30, 2021 in the amount of \$154,500.00. Funding for said services will come from the following account: 208-752.102-801.000 (Park/Recreation Fund); and

IT IS RESOLVED that appropriate City Officials are authorized to do all things necessary to enter into change order #2 to the contract with Boyd's Lawn & Landscaping for the third year of mowing parks, trails, cemeteries, centers, and triangles through June 30, 2021 in the amount not to exceed \$154,500.00 and an aggregate amount of \$534,852.00.

APPROVED AS TO FINANCE:

Amanda Trujillo
Amanda Trujillo
Deputy Finance Director

APPROVED AS TO FORM:

Angela Wheeler
Angela Wheeler
Chief Legal Officer

ADMINISTRATION:

Sheldon Neeley
Mayor

Sheldon Neeley

CITY COUNCIL:

Monica Galloway
City Council President



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 06/11/2020

BID/PROPOSAL#: N/A

AGENDA ITEM TITLE: CHANGE ORDER #2: RESOLUTION APPROVING EXTENSION OF CONTRACT WITH BOYD'S LAWN AND LANDSCAPING FOR MOWING OF PARKS, TRAILS, CEMETERIES, CENTERS AND TRIANGLES

PREPARED BY: Alissa Paquette, Planning

VENDOR NAME: Boyd's Lawn and Landscaping

BACKGROUND/SUMMARY OF PROPOSED ACTION:

On February 14, 2018, the Proper City Officials were authorized to enter into a contract with Boyd's Lawn and Landscaping, 5103 W. Coldwater Rd., Flint, Michigan (resolution #180054) for the mowing of parks, trails, cemeteries, centers, and triangles for the first phase of a five-year period (2018-2022) in the amount of \$120,600.00 as requested by Planning & Development. This contract period was April 2018 to November 2018.

On March 25, 2019, the Department of Planning & Development was authorized to enter into the second year of mowing through June 30, 2020 in the amount of \$259,752.00. The proper City Officials, upon City Council's approval, were authorized to enter into change order #1 of the contract with Boyd's Lawn & Landscaping for the second year of services from April 2019 through June 30, 2020 for an aggregate amount of \$380,352.00.

The Department of Planning & Development is requesting to enter the third phase of mowing for July 1, 2020 through June 30, 2021 in the amount of \$154,500.00.

FINANCIAL IMPLICATIONS: This delivers no impact to the City's General Fund accounts.

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
DPD	Park/Recreation Fund	208-752.102-801.000	N/A	\$154,500.00
		FY19/20 GRAND TOTAL		\$154,500.00

PRE-ENCUMBERED? YES ☐ NO ☒ REQUISITION NO: 200003363

Funds cannot be encumbered until the FY2021 budget is uploaded.

ACCOUNTING APPROVAL: Mary Jarvis Date: 06/12/2020



CITY OF FLINT

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒
(If yes, please indicate how many years for the contract) YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

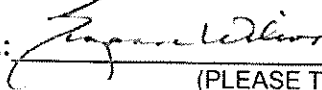
BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining):

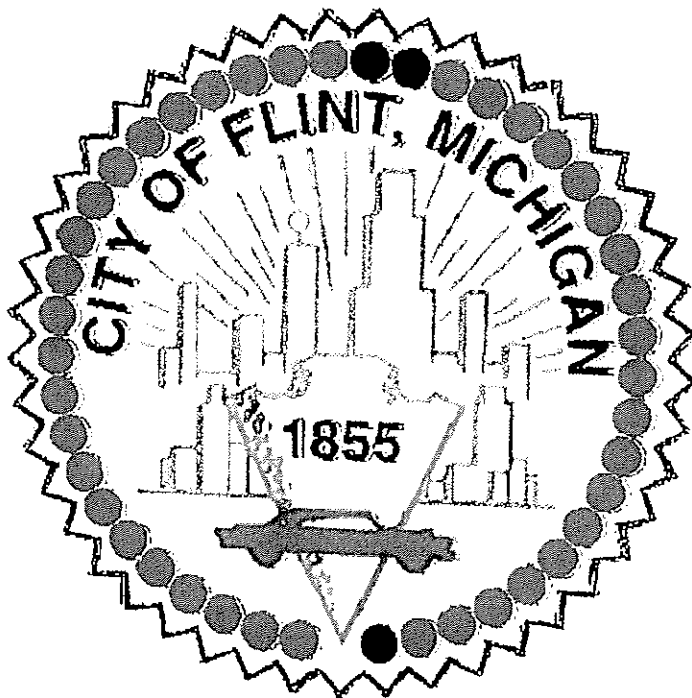
STAFF RECOMMENDATION: (PLEASE SELECT): ☒ **APPROVED** ☐ **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE:  Director, Department of Planning and Dev.
(PLEASE TYPE NAME, TITLE)

DPD

18-007

CITY OF FLINT MICHIGAN



Boyd's Lawn & Landscaping
FY 2017-18
Parks Mowing & Trimming Services
\$120,600.00

CONTRACTS

(Purchasing #18000027)

190103
SUBMISSION NO.:

PRESENTED: 3-21-19

ADOPTED: 3-25-2019

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO BOYD'S LAWN & LANDSCAPING FOR MOWING OF PARKS, TRAILS,
CEMETERIES, CENTERS AND TRIANGLES**

RESOLUTION

On February 14, 2018, the Proper City Officials were authorized to enter into a contract with Boyd's Lawn & Landscaping, 5103 W. Coldwater Rd., Flint, Michigan (resolution #180054) for the mowing of parks, trails, cemeteries, centers and triangles for the first year of a five year period in the amount of \$120,600.00 as requested by Planning & Development; and

The Department of Planning & Development has requested the second year of mowing through June 30, 2020 in the amount of \$259,752.00. Funding for said services will come from the following account: 208-752.102-801.000; and

IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are hereby authorized to enter into change order #1 to the contract with Boyd's Lawn & Landscaping for the second year of mowing parks, trails, cemeteries, centers and triangles through June 30, 2020 in the amount not to exceed \$259,752.00 and an aggregate amount of \$380,352.00. (Park/Recreation Fund) \$86,574.00 FY19, \$173,148.00 pending adoption of the FY20 budget

APPROVED PURCHASING DEPT


Bryan B. Bond
Interim Purchasing Manager


APPROVED AS TO FINANCE:


Hughey Newsome
Chief Financial Officer

APPROVED AS TO FORM:


Angela Coates
Chief Legal Officer


Steve Branch, City Administrator


Herbert J. Winfrey, President
City Council

CHANGE ORDER

SUBMISSION NO.: 190103

ADOPTED DATE: 3-25-2019

NAME OF PROJECT: Park Mowing and Trimming Services

19-60 83

CONTRACTOR: Boyd's Lawn and Landscaping

The following changes are hereby made to the contract document:

The Department of Planning & Development was authorized by the Flint City Council on March 25th to enter into the second year of a five year contract with Boyd's Lawn and Landscaping for mowing of parks, trails, cemeteries, centers, and triangles in the amount not to exceed \$259,752.00 with a revised aggregate amount of \$380,352.00. This contract will cover mowing and trimming services until June 30th, 2020 and includes additional properties. Resolution #190103 is attached as is a Notice to Enter into Contract from the City's Purchasing Manager.

CHANGE TO CONTRACT PRICE

ORIGINAL CONTRACT AMOUNT: \$ 120,600.00

CURRENT CONTRACT AMOUNT ADJUSTED BY
PREVIOUS CHANGE ORDERS: \$ 0.00

THE CONTRACT AMOUNT DUE TO THIS CHANGE
ORDER WILL BE INCREASED BY: \$ 259,752.00

THE NEW CONTRACT AMOUNT DUE TO THIS
CHANGE ORDER WILL BE: \$ 380,352.00

CONTRACT TIME CHANGE -

ACCEPTED: CONTRACTOR

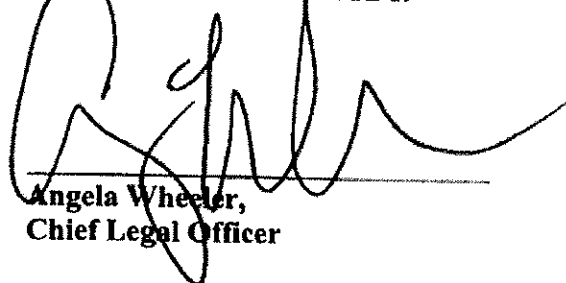
FIRM: Boyd's Lawn and Landscaping

BY: Jan Boyd


TITLE: Owner

ADDRESS: 5103 W Coldwater Rd Flint MI

APPROVED AS TO FORM:


Angela Wheeler,
Chief Legal Officer

THE CITY OF FLINT
A MUNICIPAL CORPORATION

BY: 
Dr. Karen W. Weaver,
Mayor



CITY OF FLINT

Department of Purchases & Supplies

Dr. Karen Weaver
Mayor

Joyce A. McClane
Purchasing Manager

April 11, 2019

TO: Suzanne Wilcox, Director
Planning & Development

FROM: Joyce A. McClane *JAM*
Purchasing Manager

SUBJECT: NOTICE TO ENTER INTO A CONTRACT – BOYD'S LAWN & LANDSCAPING

Please be advised that the abovementioned vendor has been approved by City Council on March 25, 2019 for change order #1 to the contract for the second year of a three year mowing of parks, trails, cemeteries, centers and triangles in an amount not to exceed \$259,752.00 and a revised aggregate amount of \$380,352.00. You are now authorized to enter into a contract with Boyd's Lawn & Landscaping.

If you have any questions, please feel free to give me a call.

Attachment

**CITY OF FLINT CONTRACT WITH
Boyd's Lawn and Landscaping**

The purpose of this agreement is to enter into a contract to provide equipment and mowing & trimming services for parks, traffic triangles, and traffic medians (hereinafter "Services") for the City of Flint (hereinafter "City") and Boyd's Lawn and Landscaping. (hereinafter "Contractor").

Applicable Law: This contract shall be governed by and interpreted according to the laws of the State of Michigan pertaining to contracts made and to be performed in this state.

Arbitration: Contractor agrees that for all claims, disputes, and other matters arising out of or relating to this agreement, Contractor must request the City's consent to arbitrate within 30 days from the date the Contractor knows or should have known the facts giving rise to the claim, dispute or question.

(a) Notice of a request for arbitration must be submitted in writing by certified mail or personal service upon the City Attorney.

(b) Within 60 days from the date a request for arbitration is received by the City, the City shall inform Contractor whether it agrees to arbitrate. If the City does not consent, Contractor may proceed with an action in a court of competent jurisdiction within the State of Michigan. If the City does consent, then within 30 days of the consent each party shall submit to the other the name of one person to serve as an arbitrator. The two arbitrators together shall then select a third person, the three together shall then serve as a panel in all proceedings. Any unanimous decision of the three arbitrators shall be a final binding decision. The City's failure to respond to a timely, conforming request for arbitration is deemed consent to arbitration.

(c) The costs of the arbitration shall be split and borne equally between the parties and such costs are not subject to shifting by the arbitrator.

(d) Contractor's failure to comply with any portion (including timeliness) of this provision shall be deemed a permanent waiver and forfeiture of the claim, dispute, or question.

(e) These provisions shall survive the termination or expiration of this agreement.

City Income Tax Withholding: Contractor and any subcontractor engaged in this contract shall withhold from each payment to his employees the City income tax on all of their compensation subject to tax, after giving effect to exemptions, as follows:

(a) Residents of the City:

At a rate equal to 1% of all compensation paid to the employee who is a resident of the City of Flint.

(b) Non-residents:

At a rate equal to ½ % of the compensation paid to the employee for work done or services performed in the City of Flint.

These taxes shall be held in trust and paid over to the City of Flint in accordance with City ordinances and State law. Any failure to do so shall constitute a substantial and material breach of this contract.

Compensation: The City shall pay for requested services as have been set forth herein, a total contract price not to exceed \$120,600.00 upon submission of proper invoices, releases, affidavits, and the like. Contractor recognizes that the City does not guarantee it will require any set amount of services. Contractor's services will be utilized as needed and as determined solely by the City of Flint. Contractor expressly recognizes that it has no right to payment of any amount exceeding \$120,600.00. Contractor agrees that oral agreements by City officials to pay a greater amount are not binding.

I. Contractor shall submit itemized invoices on a monthly basis for all services provided under this Agreement identifying:

- (a) The date of service
- (b) The name of person providing the service and a general description of the service provided
- (c) The unit rate and the total amount due. Invoices shall be submitted to by e-mail to: accountspayable@cityofflint.com and Amoore@cityofflint.com (City of Flint, Planner II)

It is solely within the discretion of the City as to whether Contractor has provided a proper invoice. The City may require additional information or waive requirements as it sees fit. The City will notify the Contractor of any errors or lack of sufficient documentation within 14 days of receipt of the invoice.

Contract Documents: The invitation for bids, instructions to bidders, proposal, affidavit, addenda (if any), statement of bidder's qualifications (when required), general conditions, special conditions, performance bond, labor and material payment bond, insurance certificates, technical specifications, and drawings, together with this agreement, form the contract, and they are as fully a part of the contract as if attached hereto or repeated herein.

Disclaimer of Contractual Relationship With Subcontractors: Nothing contained in the Contract Documents shall create any contractual relationship between the City and any Subcontractor or Sub-subcontractor.

Effective Date: This contract shall be effective upon the date that it is executed by all parties and presented to the City of Flint Clerk.

Certification, Licensing, Debarment, Suspension and Other Responsibilities: Contractor warrants and certifies that Contractor and/or any of its principals are properly certified and licensed to perform the duties required by this contract in accord with laws, rules,

and regulations, and is not presently debarred, suspended, proposed for debarment or declared ineligible for the award of any Federal contracts by any Federal agency. Contractor may not continue to or be compensated for any work performed during any time period where the debarment, suspension or ineligibility described above exists or may arise in the course of Contractor contractual relationship with the City. Failure to comply with this section constitutes a material breach of this Contract. Should it be determined that contractor performed work under this contract while in non-compliance with this provision, Contractor agrees to reimburse the City for any costs that the City must repay to any and all entities.

Force Majeure: Neither party shall be responsible for damages or delays caused by Force Majeure or other events beyond the control of the other party and which could not reasonably have been anticipated or prevented. For purposes of this Agreement, Force Majeure includes, but is not limited to, adverse weather conditions, floods, epidemics, war, riot, strikes, lockouts, and other industrial disturbances; unknown site conditions, accidents, sabotage, fire, and acts of God. Should Force Majeure occur, the parties shall mutually agree on the terms and conditions upon which the services may continue.

Good Standing: Contractor must remain current and not be in default of any obligations due the City of Flint, including the payment of taxes, fines, penalties, licenses, or other monies due the City of Flint. Violations of this clause shall constitute a substantial and material breach of this contract. Such breach shall constitute good cause for the termination of this contract should the City of Flint decide to terminate on such basis.

Hold Harmless and Indemnification: To the fullest extent permitted by law, Contractor agrees to defend, pay on behalf of, indemnify, and hold harmless the City, its elected and appointed officials, employees, volunteers and others working on behalf of the City, against any and all claims, demands, suits, or losses, including all costs connected therewith, and for any and all damages which may be asserted, claimed, or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on behalf of the City, arising out of this Agreement, including but not limited to those by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, including those which may arise as a result of Contractor's acts, omissions, faults, and negligence or that of any of his employees, agents, and representatives. Should the Contractor fail to indemnify the City in the above-mentioned circumstances, the City may deduct the cost that it incurs from amounts owing under the Agreement without prior notice. These provisions shall survive the termination on expiration of this agreement.

Independent Contractor: No provision of this contract shall be construed as creating an employer-employee relationship. It is hereby expressly understood and agreed that Contractor is an "independent contractor" as that phrase has been defined and interpreted by the courts of the State of Michigan and, as such, Contractor is not entitled to any benefits not otherwise specified herein.

Insurance/Worker's Compensation: Contractor shall not commence work under this contract until he has procured and provided evidence of the insurance required under this

section. All coverage shall be obtained from insurance companies licensed and authorized to do business in the State of Michigan unless otherwise approved by the City's Risk Manager. Policies shall be reviewed by the City's Risk Manager for completeness and limits of coverage. All coverage shall be with insurance carriers acceptable to the City of Flint. Contractor shall maintain the following insurance coverage for the duration of the contract.

(a) Commercial General Liability coverage of not less than one million dollars (\$1,000,000) combined single limit with the City of Flint, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, named as "Additional Insureds." This coverage shall be written on an ISO occurrence basis form and shall include: Bodily Injury, Personal Injury, Property Damage, Contractual Liability, Products and Completed Operations, Independent Contractors; Broad Form Commercial General Liability Endorsement, (XCU) Exclusions deleted and a per contract aggregate coverage. This coverage shall be primary to the Additional Insureds, and not contributing with any other insurance or similar protection available to the Additional Insureds, whether said other available coverage be primary, contributing, or excess.

(b) Workers Compensation Insurance in accordance with Michigan statutory requirements, including Employers Liability coverage.

(c) Commercial Automobile Insurance in the amount of not less than \$1,000,000 combined single limit per accident with the City of Flint, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, named as "Additional Insureds." This coverage shall be written on ISO business auto forms covering Automobile Liability, code "any auto."

(d) Professional Liability - Errors and Omissions. All projects involving the use of Architects, civil engineers, landscape design specialists, and other professional services must provide the City of Flint with evidence of Professional Liability coverage in an amount not less than one million dollars (\$1,000,000). Evidence of this coverage must be provided for a minimum of three years after project completion. Any deductibles or self-insured retention must be declared to and approved by the City. In addition, the total dollar value of all claims paid out on the policy shall be declared. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retention with respect to the City, its officials, employees, agents and volunteers; or Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim, administration, and defense expenses.

Contractor shall furnish the City with two certificates of insurance for all coverage requested with original endorsements for those policies requiring the Additional Insureds. All certificates of insurance must provide the City of Flint with not less than 30 days advance written notice in the event of cancellation, non-payment of premium, non-renewal, or any material change in policy coverage. In addition, the wording "Endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind

upon the company, its agents or representatives" must be removed from the standard ACORD cancellation statement. These certificates must identify the City of Flint, Risk Management Division, as the "Certificate Holder." Contractor must provide, upon request, certified copies of all insurance policies. If any of the above policies are due to expire during the term of this contract, Contractor shall deliver renewal certificates and copies of the new policies to the City of Flint at least ten days prior to the expiration date. Contractor shall ensure that all subcontractors utilized obtain and maintain all insurance coverage required by this provision.

Laws and Ordinances: Contractor shall obey and abide by all of the laws, rules and regulations of the Federal Government, State of Michigan, Genesee County and the City of Flint, applicable to the performance of this agreement, including, but not limited to, labor laws, and laws regulating or applying to public improvements.

Modifications: Any modifications to this contract must be in writing and signed by the parties or the authorized employee, officer, board or council representative of the parties authorized to make such contractual modifications under State law and local ordinances.

No Third-Party Beneficiary: No contractor, subcontractor, mechanic, materialman, laborer, vendor, or other person dealing with the principal Contractor shall be, nor shall any of them be deemed to be, third-party beneficiaries of this contract, but each such person shall be deemed to have agreed (a) that they shall look to the principal Contractor as their sole source of recovery if not paid, and (b) except as otherwise agreed to by the principal Contractor and any such person in writing, they may not enter any claim or bring any such action against the City under any circumstances. Except as provided by law, or as otherwise agreed to in writing between the City and such person, each such person shall be deemed to have waived in writing all rights to seek redress from the City under any circumstances whatsoever.

Non-Assignability: Contractor shall not assign or transfer any interest in this contract without the prior written consent of the City provided, however, that claims for money due or to become due to Contractor from the City under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

Non-Disclosure/Confidentiality: Contractor agrees that the documents identified herein as the contract documents are confidential information intended for the sole use of the City and that Contractor will not disclose any such information, or in any other way make such documents public, without the express written approval of the City or the order of the court of appropriate jurisdiction or as required by the laws of the State of Michigan.

Non-Discrimination: Contractor shall not discriminate against any employee or applicant for employment with respect to hiring or tenure; terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment, because of race, color, creed, religion, ancestry, national origin, age, sex, height, weight, disability or other physical impairment, marital status, or status with respect to public assistance.

Notices: Notices to the City of Flint shall be deemed sufficient if in writing and mailed,

postage prepaid, addressed to Adam Moore, Planner II, City of Flint, 1101 S. Saginaw Street, Room B17, Flint, Michigan 48502 and Inez Brown, City Clerk, City of Flint, 1101 S. Saginaw Street, Flint, Michigan 48502, or to such other address as may be designated in writing by the City from time to time. Notices to Contractor shall be deemed sufficient if in writing and mailed, postage prepaid, addressed to 5103 W. Coldwater Rd. Flint, MI 48504, or to such other address as may be designated in writing by Contractor from time to time.

R-12 Prevailing Wages: Contractor is aware of City of Flint Resolution #R-12 dated April 8, 1991, which is hereby incorporated by reference, and agrees to abide by all of the applicable covenants and requirements set forth in said resolution.

Records Property of City: All documents, information, reports and the like prepared or generated by Contractor as a result of this contract shall become the sole property of the City of Flint.

Scope of Services: Contractor shall provide all of the materials, equipment, supplies, tools, superintendence and other accessories and services necessary to complete the project in accordance with the proposals submitted opened on February 2, 2018.

Work will be conducted between the spring and fall of 2018 and may be subject for individual annual renewal in 2019, 2020, 2021, and 2022. It is the City's intention that parks, cemeteries, trails, medians, and traffic triangles will be mowed bi-weekly at least 14 times a year with 6 optional mows used at the City's discretion, however, no minimum amount of work is guaranteed. City Hall and fire stations will be mowed weekly, or at the City's discretion. Work done around fire stations and City Hall will be managed by the Department of Public Works.

Location of Services: Parks

ZONE 1 (Northwest)		Single Cut		Double Cut	
Bassett Park	\$	450.00	\$	900.00	
McClellan Park	\$	20.00	\$	40.00	
Clara Hilborn Park	\$	140.00	\$	280.00	
Fleming Park	\$	40.00	\$	80.00	
Hasselbring Park	\$	450.00	\$	900.00	
Iroquois Park	\$	120.00	\$	240.00	
Martin Park	\$	50.00	\$	100.00	
Sarvis Park	\$	150.00	\$	300.00	
Wilkins Park	\$	20.00	\$	40.00	
ZONE 1 (Northwest) Total	\$	1,440.00	\$	2,880.00	
ZONE 2 (West)					
Cronin Derby Downs	\$	140.00	\$	280.00	
Dort Park	\$	40.00	\$	80.00	
Dougherty Park	\$	10.00	\$	20.00	
Durant Park	\$	40.00	\$	80.00	
Eldorado Vista Park	\$	80.00	\$	160.00	
Genesee Valley Trail Margins	\$	20.00	\$	40.00	

Gerholz Park	\$	30.00	\$	60.00
Hardenbrook Park	\$	50.00	\$	100.00
Mann Hall Park	\$	20.00	\$	40.00
McCallum Park	\$	15.00	\$	30.00
Metawanenee Park	\$	15.00	\$	30.00
Oak Park	\$	120.00	\$	240.00
Ramona Park	\$	15.00	\$	30.00
Sarginson Park	\$	60.00	\$	120.00
ZONE 2 (West) Total	\$	655.00	\$	1,310.00

ZONE 3 (East)

Bundy Park	\$	15.00	\$	30.00
Amos Park	\$	7.50	\$	15.00
Avondale Cemetery	\$	225.00	\$	450.00
Cook Park	\$	225.00	\$	450.00
Delaware Park	\$	7.50	\$	15.00
Kearsley Park	\$	450.00	\$	900.00
Longway Park	\$	400.00	\$	800.00
Polk Park	\$	7.50	\$	15.00
Rollingwood	\$	125.00	\$	250.00
Whaley Park	\$	450.00	\$	900.00
ZONE 3 (East) Total	\$	1,912.50	\$	3,825.00

ZONE 4 (Southeast)

Aldrich Park	\$	35.00	\$	70.00
Atherton Park	\$	135.00	\$	270.00
Burroughs Park	\$	150.00	\$	300.00
Farnumwood Park	\$	150.00	\$	300.00
Pierce Park	\$	30.00	\$	60.00
Windiate Park	\$	140.00	\$	280.00
Woodlawn Park	\$	75.00	\$	150.00
ZONE 4 (Southeast) Total	\$	715.00	\$	1,430.00

ZONE 6 (Municipal Buildings)

City Hall & Fire Station #1	\$	100.00	\$	200.00
Fire Station #3	\$	15.00	\$	30.00
Fire Station #5	\$	5.00	\$	10.00
Fire Station #8	\$	15.00	\$	30.00
Fire Station #6	\$	5.00	\$	10.00
ZONE 6 (Municipal Buildings) Total	\$	140.00	\$	280.00

ZONE 8 (Street Triangles)

12th/Grand Traverse	\$	5.00	\$	10.00
8th & 9th Corners and Triangles	\$	5.00	\$	10.00
Atherton Triangle	\$	2.50	\$	5.00
Beech/Wellington/Church	\$	2.50	\$	5.00
Beecher Triangle	\$	5.00	\$	10.00
Broadway Blvd	\$	40.00	\$	80.00
Burr Blvd	\$	20.00	\$	40.00
Cadillac Triangle	\$	2.50	\$	5.00
Chavez/Kearsley Park Triangle	\$	2.50	\$	5.00
Chester Simmons Triangle	\$	35.00	\$	70.00
Chevrolet Medians	\$	70.00	\$	140.00
Chevrolet Blvd	\$	70.00	\$	140.00
Chicago Triangles	\$	5.00	\$	10.00
	\$	2.50	\$	5.00
	\$	2.50	\$	5.00
Civic Park Triangles	\$	5.00	\$	10.00
	\$	5.00	\$	10.00
Colorado Triangle	\$	2.50	\$	5.00
Commonwealth Triangles	\$	25.00	\$	50.00
	\$	5.00	\$	10.00
	\$	5.00	\$	10.00
Davison/Lewis Triangle	\$	5.00	\$	10.00
Dayton Blvd	\$	40.00	\$	80.00
Dayton Triangles	\$	5.00	\$	10.00
Dort/Leith	\$	20.00	\$	40.00
Dupont Blvd	\$	40.00	\$	80.00
E. Court & 5th, Lapper & 5th Triangles	\$	40.00	\$	80.00
East Lawn Triangles	\$	5.00	\$	10.00
Fenton/Atherton Triangle	\$	2.50	\$	5.00
Forest Hill Blvd	\$	40.00	\$	80.00
Grand Traverse Triangle	\$	20.00	\$	40.00
Hamilton Blvd	\$	60.00	\$	120.00
Hamilton Triangle	\$	40.00	\$	80.00
Hammerburg Triangle	\$	2.50	\$	5.00
James P Cole Blvd	\$	100.00	\$	200.00
James P Cole Triangle	\$	2.50	\$	5.00
Kearsley Park Triangle	\$	2.50	\$	5.00
Linsey Blvd	\$	10.00	\$	20.00
Lippincott Blvd	\$	40.00	\$	80.00
Longway Blvd and Triangles	\$	80.00	\$	160.00
	\$	2.50	\$	5.00
	\$	2.50	\$	5.00
Mackin/Dupont Triangle	\$	2.50	\$	5.00

Mott Park Triangles	\$	5.00	\$	10.00
	\$	2.50	\$	5.00
	\$	2.50	\$	5.00
North Street Medians	\$	20.00	\$	40.00
North/South Chavez	\$	20.00	\$	40.00
	\$	20.00	\$	40.00
Ogema Triangle	\$	2.50	\$	5.00
Paterson Medians	\$	20.00	\$	40.00
Perry Street Triangles	\$	20.00	\$	40.00
	\$	5.00	\$	10.00
Ramsey Triangle	\$	2.50	\$	5.00
Riverside Triangle	\$	40.00	\$	80.00
S. Saginaw Median	\$	10.00	\$	20.00
Saginaw/University	\$	2.50	\$	5.00
Saginaw/Atherton Triangle	\$	2.50	\$	5.00
Stevenson/5th Triangle	\$	5.00	\$	10.00
Triangle on Greenway and Welch	\$	10.00	\$	20.00
Victoria Triangle	\$	2.50	\$	5.00
Wyoming Triangle	\$	2.50	\$	5.00
Welch Medians	\$	10.00	\$	20.00
ZONE 8 (Street Triangles)				
Total	\$	1,085.00	\$	2,170.00

The City of Flint reserves the right to remove assigned properties with 30 days prior notice.

Severability: In the event that any provision contained herein shall be determined by a court or administrative tribunal to be contrary to a provision of state or federal law or to be unenforceable for any reason, then, to the extent necessary and possible to render the remainder of this Agreement enforceable, such provision may be modified or severed by such court or administrative tribunal so as to, as nearly as possible, carry out the intention of the parties hereto, considering the purpose of the entire Agreement in relation to such provision. The invalidation of one or more terms of this contract shall not affect the validity of the remaining terms.

Standards of Performance: Contractor agrees to exercise independent judgment and to perform its duties under this contract in accordance with sound professional practices. The City is relying upon the professional reputation, experience, certification, and ability of Contractor. Contractor agrees that all of the obligations required by him under this Contract shall be performed by him or by others employed by him and working under his direction and control. The continued effectiveness of this contract during its term or any renewal term shall be contingent upon Contractor maintaining his certification in accordance with the requirements of State law.

Work shall be conducted with the utmost professionalism and care and shall include:

- Routine lawn mowing, trimming and edging are required to maintain a manicured, uniform, dense stand of turf during the entire mowing season. **Mowing blades shall be set between 2.5 and 3 inches.**
- All turf areas shall be completely mowed and left without clippings or rolled grass after each scheduled cut.
- All mowing shall be done with clean, freshly sharpened and properly adjusted rotary mulching/recycling or reel type mowing equipment.
- All play equipment, trees, buildings, fencing, light poles, downed limbs, pavilions and other obstacles shall be weed whipped and trimmed after each scheduled cut.
- Sidewalks, walkways, parking lots, and curb lines shall be trimmed/edged after each scheduled cut. All trimmings on parking lots, sidewalks, walkways, basketball/tennis courts, curb lines or other hard surfaces shall be eliminated by whatever means are available to the Contractor and at no expense to the City. Clippings shall not be blown into the street.
- Mowing direction shall be varied with each mowing to change the patterns of wear and cut. Mow no closer than 4" to trees or park equipment or other obstacles. Trimming shall be completed around trees, etc. so as to avoid damage.
- **If grass clippings left by the mowing lay on top of the grass and become unsightly the clippings shall be eliminated by whatever means are available to the Contractor and at no expense to the City. Clippings shall not be blown into the streets.**
- Normal, everyday litter shall be removed prior to mowing. The City of Flint shall be contacted immediately if large quantities of illegal dumped debris are present.
- Clippings and related mowing and maintenance waste from all walks, grounds cover beds, parking lots and drives, etc. shall be removed from the site before mowing is considered complete and before the Contractor leaves the job site. Contractor is responsible for proper, legal disposal of waste.
- Under no circumstances are areas with saturated soils to be mowed that will result in destruction of turf or the soil profile by mowing equipment. In the event of wet conditions, which prevent full service on the property, the City of Flint is to be notified.
- **Unless explicitly instructed in writing, wet areas, low-lying areas, heavily wooded areas, or areas of rough terrain are to be trimmed.**
- The City of Flint may make temporary signage available for the contractor to mark areas that are "too wet to mow" to provide communication to residents.

Evaluation:

Each contractor will be evaluated on a monthly basis to ensure proper performance of their work. Appendix A contains a sample of the evaluation standards for each property.

Contractor's performance will be reviewed every month to evaluate their performance based on standards in the RFP and contract. A total of 10 points are available for each property based on the criteria below. Scores of 0 to 5 will result in Unsatisfactory rating, 6 to 7 Needs Improvement, and 8 or above Satisfactory.

All property scores will be averaged into one monthly score, which will determine if the contractor's performance is Unsatisfactory, Needs Improvement, or Satisfactory.

A monthly average of Unsatisfactory twice over the season or Needs Improvement 5 times over the season will result in a formal Notice of Complaint by the City of Flint. Contractors will have 30 days to remedy the poor performance that resulted in Notice of Complaint. Failure to do so may be used as cause to terminate the contract with the vendor.

Property scores of Unsatisfactory for any one single property 3 times in one season will also result a formal Notice of Complaint by the City of Flint. Failure to remedy the poor performance at that property may be used as cause to terminate the contract with the vendor.

Frequency of Mowing/Scheduling:

Mowing will be conducted at the discretion of the City of Flint.

- Contractor shall be assigned properties to be maintained by the City of Flint.
- Mowing, trimming, edging and clipping removal shall occur approximately every 14 days or as scheduled by the City of Flint. Please see above for general standards of service.
- It is the City's intention to cut the grass at least 14 times between March and December. Up to 6 individual, optional cuts or special event cuts are available to be used if requested in writing by the City.
- Contractor may request an additional cut, double cut, or special event cut, however, that work is to be completed with expressed written verification and approval of the City of Flint.
- Contractor will provide the City of Flint a weekly schedule as to which day of the week each property shall be mowed. The City of Flint shall be alerted by e-mail if weather delays the mowing, or changes to the schedule are requested.
- It is the City will mow each property 14 times per a season. No additional mowing shall occur on a property unless special event mows are requested by the City of Flint and/or double cuts are requested by the vendor. Please see below for information on double cuts or special event requests.
- It is the City's intention that parks will be cut at least 6 to 8 times prior to June 30th, 2018, though work is weather dependent and to be done at the City's discretion.
- It is the City's intention that parks will be cut 8 to 12 times after June 30th, 2018, though work is weather dependent and to be done at the City's discretion.
- **While the City does not guarantee any minimum amount of work, the Contract expresses acknowledges that payment is not to exceed any amount above \$120,600.00.**
- If the City experiences periods of extreme rain, heat or drought, a City representative will notify selected contractor to authorize the frequency of mowing.

Special Events:

At times the City of Flint may contact the contractor to perform a one time off schedule mow for a special event. Requests from the City will be made with at least five days prior to the special event. Special event cuts (also known as optional cuts) are to be billed to the City at the single cut rate.

Double Cuts:

At times the contractor may feel as though multiple cuts are necessary to meet contract standards due to high grass conditions. In this event the contractor may request a double cut. Double cuts shall only be conducted with expressed written/e-mailed consent of the City of Flint. Contractors may provide a double cut mowing price in their proposals.

Communication:

Contractors are required to contact assigned City of Flint representative by e-mail by noon every Monday on a weekly basis to provide an update on mowing completed the week before and an estimated schedule of work to be conducted over the next week. Any changes from the previous week's schedule should be noted and any problems or interruptions with service should be noted. Monthly evaluations from the City of Flint will be emailed to contractor's assigned representatives by the 1st of every month after work has begun.

Notice to Proceed:

No work shall commence without the expressed consent of the City of Flint. Each contractor is requested to attend a pre-service meeting to discuss services to be provided.

Subcontracting: No subcontract work, if permitted by the City, shall be started prior to the written approval of the subcontractor by the City. The City reserves the right to accept or reject any subcontractor.

Termination: This contract may be terminated by either party hereto by submitting a notice of termination to the other party. Such notice shall be in writing and shall be effective 30 days from the date it is submitted unless otherwise agreed to by the parties hereto. Contractor, upon receiving such notice and prorated payment upon termination of this contract shall give to the City all pertinent records, data, and information created up to the date of termination to which the City, under the terms of this contract, is entitled.

Time of Performance: Contractor's services shall commence immediately upon receipt of the notice to proceed and shall be carried out forthwith and without reasonable delay.

Union Compliance: Contractor agrees to comply with all regulations and requirements of any national or local union(s) that may have jurisdiction over any of the materials, facilities, services, or personnel to be furnished by the City. However, this provision does not apply if its application would violate Public Act 98 of 2011.

Waiver: Failure of the City to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement shall not be deemed a waiver of any term, covenant, or condition. Any waiver or relinquishment of any right or power hereunder at any one or more times shall not be deemed a waiver or relinquishment of that right or power at any other time.

Whole Agreement: This written agreement and the documents cited herein embody the entire agreement between the parties. Any additions, deletions or modifications hereto must be in writing and signed by both parties.

List of Appendixes:

Appendix A: Mowing Evaluation

Appendix B: Contractor Bid Submission

{Signature Page Follows}

IN WITNESS WHEREOF, the parties have executed this contract this March 27, 2018. of JP

CONTRACTOR:

Jason Bagel

Print Name: Jason Bagel

Its Owner

WITNESS(ES):

Mohamed Ali

Print Name:

CITY OF FLINT, a Michigan Municipal Corp.:

Karen Weaver
Dr. Karen Weaver, Mayor

APPROVED AS TO FORM:

Angela Wheeler
Angela Wheeler, Chief Legal Officer

APPENDIX A: CITY OF FLINT MOWING MONTHLY PERFORMANCE EVALUATION

Contractor: _____ Rating: Unsatisfactory Needs Improvement
Satisfactory

Property: _____ Date Scheduled for Service: _____ Date Evaluated: _____

Monthly Mowing Performance Evaluation:

Contractor's performance will be reviewed every month to evaluate their performance based on standards in the RFP and contract. A total of 10 points are available for each property based on the criteria below. Scores of 0 to 5 will result in an Unsatisfactory rating, 6 to 7 means Needs Improvement, and 8 or above is Satisfactory.

All property scores will be averaged into one monthly score, which will determine if the contractor's performance is Unsatisfactory, Needs Improvement, or Satisfactory.

A monthly average of Unsatisfactory twice over the season or Needs Improvement 5 times over the season will result in a formal Notice of Complaint by the City of Flint. Contractors will have 30 days to remedy the poor performance. Failure to do so may be used as cause to terminate the contract with the vendor.

Property scores of Unsatisfactory for any one single property 3 times in one season will also result a formal Notice of Complaint by the City of Flint. Failure to remedy the poor performance at that property may be used as cause to terminate the contract with the vendor.

Evaluation Criteria:

- All turf grass areas mowed evenly per schedule and contract standards (3 points)
- Communication of weekly schedules and monthly invoicing completed as required (1)
- All turf areas are free of heavy clippings or rolled grass (1)
- All fence lines, trees, equipment, buildings, picnic areas or other obstructions trimmed/edged (1)
- All inaccessible areas by mower must be trimmed with no high grass present (1)
- All parking lots, sidewalks, walkways, basketball/tennis courts, curb lines or other hard surfaces trimmed/edged (1)
- All clippings or debris removed from streets, sidewalks, courts or other hard surfaces (1)
- No wheel ruts, turf scrapping, damage to trees or equipment noticed (1)

Notes:

Evaluator: _____ Further action necessary? _____

Appendix B: Contractor Bid Submission Dated 1/27/18

Boyd's Lawn and Landscaping

5103 W Coldwater Rd.

Flint, MI

810-429-5616

Boyd's Lawn and Landscaping is a veteran owned individual small business and has been in business since 2011.

We have done business with the City of Flint DPW for weed abatement since 2011, and cut the city's parks for the past two years and have over 10 years of experience cutting the parks while working with J&M tree service as the foreman, GTJ Consulting performing work on properties for Fannie Mae.

We have cut the parks for the City of Flint for the last 2 years
We have been cutting weed abatement for the City of Flint since 2011

I personally have been performing this type of work for 26 years and have been cutting and trimming the parks since 2003, while working in other capacities before starting this company.

We fully understand the grass cutting criteria set forth in this contract and have the ability to perform them in a timely and efficient manner.

We own 7 Zero turn mowers and are able to cut up to 150 acres of grass each day, totaling 750 acres in a 5 day window.

61" Scag Turf Tiger II
2- 60" Exmark Zero Turn
2- 60" Toro Zero turns
52" Scag Tiger Cat
52" Kubota

Chris Jens GTJ Consulting, 586-293 8200
Mike Patterson Guardian Asset Management 908-313-2696
Betty Wideman City of Flint DPW, 810-766-7343

Thank you for allowing us to provide you with the best service possible.

Jason Boyd

Owner



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 10/22/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER


 Insureon (SIN Insurance Holdings LLC.)
 1101 Central Expy South, Suite 250
 Allen, TX 75013

CONTACT

NAME

PHONE

FAX

ADDRESS

800-688-1984

(877) 826-9087

INSURER(S) AFFERED COVERAGE

NAIC #

INSURER A: Security National Insurance Company

19879

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

 Boyd's lawn and landscaping
 1093 Corydon dr
 Mount Morris, MI 48458

COVERAGES

CERTIFICATE NUMBER

REVISION NUMBER

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURER	TYPE OF INSURANCE	ADDITIONAL	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMITS
LTR		NO		(MM/DD/YYYY)	(MM/DD/YYYY)	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Yes	NA105034500	8/22/2017	8/22/2018	EACH OCCURRENCE
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER					DAMAGE TO RENTED
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PREMISES (EA occurrence)
	OTHER					\$ 170,000
	AUTOMOBILE LIABILITY					MED EXP (Any one person)
	ANY AUTO					\$ 5,000
	ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				PERSONAL & AUTO INJURY
	LEASED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				\$ 1,000,000
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				GENERAL AGGREGATE
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				\$ 2,000,000
	DED	RETENTION				PRODUCTS - COMFYOP AGG
	WORKERS COMPENSATION					\$
	AND EMPLOYERS LIABILITY					\$
	ANY PROPERTY PARTNERSHIP/EXECUTIVE OFFICER/DIRECTOR LIABILITY (Mandatory in MI)	<input type="checkbox"/> Y/N				COMBINED SINGLE LIMIT (EA accident)
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A				\$
						BOODY INJURY (Per person)
						\$
						BOODY INJURY (Per accident)
						\$
						PROPERTY DAMAGE (Per accident)
						\$
						EACH OCCURRENCE
						\$
						AGGREGATE
						\$
						\$
						PER STATUTE
						OTHER
						\$
						E.L. EACH ACCIDENT
						\$
						E.L. DISEASE - EA EMPLOYEES
						\$
						E.L. DISEASE - POLICY LIMIT
						\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be checked if more space is required)

The City of Flint and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, are named as Additional Insured as their interests may appear in regard to general liability and automobile liability.

CERTIFICATE HOLDER

 City of Flint
 1101 S. Saginaw st., 3rd Floor
 Flint, MI 48502

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

CITY OF FLINT



PROPOSAL #21000553

RESOLUTION NO:

200256

PRESENTED:

JUN 22 2020

PRESENTED:

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO GARLAND/DBS, INC FOR ROOF REPLACEMENT
AT 12TH STREET GARAGE AND SALT BARN**

RESOLUTION

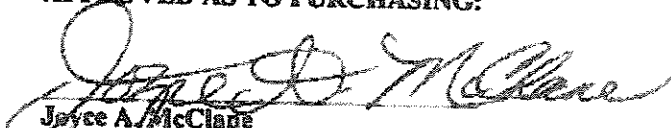
On June 5, 2020, the Department of Public Works submitted to Purchasing a cooperative bid that was administered by Garland/DBS, Inc through a Master Intergovernmental Cooperative Purchasing Agreement (MICPA) for a roof replacement for the Salt Storage Barn at the 12th street garage. The roofs have needed replacement for several years.

Royal Roofing Co., Inc. was the lowest bidder for both roofs from five solicitations. Funding for said services are budgeted and will come from the following accounts:

Dept.	Name of Account	Account #	Grant #	Amount
202	Major Street Fund	449.203-976.000	N/A	\$70,000.00
402	Public Improvement Fund	753.200-976.000	N/A	\$116,971.00

IT IS RESOLVED, appropriate City Officials are to do all things necessary to enter into a contract with Garland/DBS, Inc. for roof replacement at the 12th Street Garage and Salt Barn in an amount not-to-exceed \$186,971.00 FY20 21.

APPROVED AS TO PURCHASING:


Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:


Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:

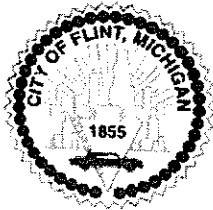

Angela Wheeler, Chief Legal Officer


Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President

FY19-20 JAM
06-10-20



CITY OF FLINT

Department of Public Works & Utilities

Sheldon A. Neeley
Mayor

Robert Bincsik
Director

June 4, 2020

TO: Joyce A. McClane
Purchasing Manager

FROM: Robert Bincsik, Director
Public Works & Utilities **RB**

SUBJECT: RECOMMENDATION – ROOF REPLACEMENTS AT THE 12TH STREET
GARAGE AND SALT STORAGE BARN

The Department of Public Works received bids for various roof repairs/replacements through the Master Intergovernmental Cooperative Purchasing Agreement (MICPA). I have carefully reviewed the bids received by Garland/DBS, Inc. and am recommending the award for the Salt Storage Barn to T.F. Beck in the amount of \$123,981.00 and the 12th St. Garage roof to Royal Roofing, in the amount not to exceed \$62,990.00. Garland, DBS/Inc. will be the administrator of said contract and will oversee the project. The resolution and contract must be made out to Garland, DBS/Inc.

Requisition #20003288 has been pre-encumbered. If you have any questions or concerns, feel free to give me a call at 810 577-8267.

/krm



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: June 5, 2020

BID/PROPOSAL# Cooperative purchasing contract MICPA

AGENDA ITEM TITLE: Roof replacement at 12th St. Garage and Salt Barn

PREPARED BY Kathryn Neumann for Robert Bincsik, Director of Public Works

VENDOR NAME: Garland/DBS, Inc.

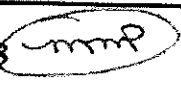
BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose of this resolution is to award a contract to Garland/DBS, Inc. for the replacement of a roof at the 12th St. Garage and the Salt Barn. These roofs have needed replacement for several years. Garland/DBS, Inc. solicited bids through the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) and Royal Roofing Co., Inc. was the lowest bidder for both roofs from five solicitations.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Major Street Fund	449.203-976.000		\$ 70,000.00
402	Public Improvement Fund	753.200-976.000		\$116,971.00
FY20 GRAND TOTAL				\$ 186,971.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 20003288 

ACCOUNTING APPROVAL: _____ **Date:** _____

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☐

(If yes, please indicate how many years for the contract) _____ YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)



CITY OF FLINT

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (*i.e.*, *collective bargaining*):

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ APPROVED ☐ NOT APPROVED

DEPARTMENT HEAD SIGNATURE:

Robert Bincsik

(Robert Bincsik, Director of Public Works)



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Flint
Brennan, Hasselbring & 12th Street Garage Project

Brennan Community Center
1301 Pingree Avenue
Flint, MI 48503

Hasselbring Community Center
1002 W Home Avenue
Flint, MI 48505

12th Street Garage
702 W 12th Street
Flint, MI 48503

Date Submitted: 05/20/2020
Proposal #: 25-MI-200440
MICPA # PW1925

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work: Brennan Community Center - Sections C & D

1. Remove existing PVC & BUR/EPDM system and insulation down to the metal decking.
2. Inspect the metal deck for deficiencies and replace at the unit cost listed on the Bid Form.
3. Mechanically fasten two layers of 2.6" polyisocyanurate insulation throughout, staggering joints. (Section D Only: Mechanically fasten 1/8:12 tapered insulation above base)
4. Adhere 1/2" pre-primed, SecuRock recovery board per specifications in insulation adhesive.
5. Install fiberglass reinforced SBS modified base sheet specified in cold-process adhesive. Base sheet to be installed in a shingle fashion starting at the low point.
6. Install fiberglass/polyester reinforced SBS modified smooth cap sheet specified in cold-process adhesive.
7. Using a notched squeegee, apply cold-process, polymer modified flood-coat at specified rate and immediately broadcast 3/8" double-washed, pea gravel per specifications.
8. Flashing to be comprised of fiberglass reinforced SBS modified base and fiberglass/polyester reinforced SBS modified mineral cap sheet installed in cold-process flashing adhesive.
9. Sump all drains at 8' diameter using 1/4:12 slope; install new pans and gravel stop.
10. New edge metal to be installed per wind up-lift calculations and local code.
11. Install new reglet-mounted counter-flashing and edge metal, matching existing color, throughout.
12. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
13. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
14. Contractor to provide a written (3) year workmanship warranty to manufacturer. Manufacturer to provide a direct warranty upon completion.

Attachment C: Bid Form - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.09	Tear-off & Dispose of Debris: SYSTEM TYPE Single-Ply W/ Insulation - Metal Deck	\$ 1.71	2,500	SF	\$ 4,275
6.06.01	Roof Deck and Insulation Option: METAL ROOF DECK - COLD PROCESS APPLICATION INSULATION OPTION: Mechanically Fasten Polyisocyanurate / Adhere High Density Asphalt Coated Wood Fiber with Insulation Adhesive to Provide an Average R-Value of 20 In Compliance FM 1-90 Requirements	\$ 3.07	2,500	SF	\$ 7,675
4.24	Insulation Recovery Board & Insulations Options: INSULATION SUBSTITUTION OPTION Substitute 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) in Place of the Wood Fiber or Perlite - Adhered with Insulation Adhesive	\$ 0.63	2,500	SF	\$ 1,575

12.02.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Cold Process Modified Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lbf/in tensile	\$ 3.00	2,500	SF	\$ 7,500
12.10.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Cap Sheet, Set in Cold Process Asphalt, Flood Coat & Aggregate in Cold Applied Modified Coal Tar Pitch and Aggregate: ROOFING MEMBRANE & COATING OPTION ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 220 lbf/in tensile	\$ 7.71	2,500	SF	\$ 19,275
20.01.02	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt FLASHING OPTION: BASE PLY: SBS Modified Fiberglass Reinforced Base Flashing Ply w/ Tensile Strength of 100 lbf/in tensile (ASTM D 5147); TOP PLY: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 13.33	500	SF	\$ 6,665
20.01.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt PER SQUARE FOOT COSTS - INSTALLING IN COLD PROCESS FLASHING ADHESIVE Substitute Hot Asphalt Application for Cold Process Flashing Adhesive Application	\$ 6.19	500	SF	\$ 3,095
	Metal Stretch-Out: 8" 24 Gauge Kynar Gravel Stop with Four (4) Bends	\$ 11.90	210	LF	\$ 2,499
	Metal Stretch-Out: 16" 24 Gauge Kynar Coping with Four (4) Bends	\$ 15.14	10	LF	\$ 151
	Sub Total Prior to Multipliers				\$ 52,710

22.06	MULTIPLIER - ROOF OR WALLS HAVE LARGE AMOUNT OF PENETRATIONS / ROOF TOP OBSTRUCTIONS Multiplier is applied when labor production is effected a large number of roof penetrations, a limited amount of open roof areas or low overhead clearance requiring more hand work. Situations include, but are not limited to rooftop penetrations like: soil stacks, sky lights, roof drains, exhaust vents, HVAC equipment, etc. or rooftop obstructions such as: pipes, duct work, electrical wires, hoses or raised equipment, etc.	30	\$52,710	%	\$ 15,813
22.18	MULTIPLIER - ROOF SIZE IS GREATER THAN 2,000 SF, BUT LESS THAN 3,000 SF Multiplier is applied when Roof Size is greater than 2,000 SF, but less than 3,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across a very small roof area resulting in fixed costs having a significant impact on the overall job costs	30	\$52,710	%	\$ 15,813
Total After Multipliers					\$ 84,337

Total Maximum Price of Line Items under the MICPA: \$ 84,337
Proposal Price Based Upon Market Experience: \$ 68,598

Garland/DBS Price Based Upon Local Market Competition:

Royal Roofing Co., Inc.	\$ 68,598
Lutz Roofing Company, Inc.	\$ 87,280
National Roofing & Sheet Metal Company Inc.	\$ 97,106
TF Beck Roofing and Sheet Metal	\$ 113,619
Schena Roofing	\$ 113,656

Unforeseen Site Conditions (Royal Roofing Co., Inc.):

Wood Blocking (Nailer) Replacement (per Linear Foot)	\$ 3.42
Decking Replacement (per Square Foot)	\$ 7.41

Scope of Work: Hasselbring Senior Center - Section A

1. Remove existing compromised sealant from roof top penetrations.
2. Install new rubber pipe boots at soil / heat stacks.
3. Roof surface and flashings to be cleaned using power washer (2000 psi) and 10% SimpleGreen or TSP solution. Soft bristle broom to be utilized to remove debris and scale from rooftop surface where necessary.
4. Apply RustGo Primer to entire roof surface at specific rate. Adhere UniBond 6" seam tape over ridge-cap seams and eaves joints. Apply White-Knight Plus Base over seam tape.
5. Apply White-Knight Plus Base, embed Grip Polyester Soft and an additional layer of White-Knight Plus Base to the base of all rooftop penetrations. Allow 24 hours to cure.
6. Apply White-Knight Plus top coat over all areas of roof at specified rate of 2.0 gallons per square.

7. Contractor to replace any missing fasteners prior to the installation of the restoration roof coating.
8. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
9. Contractor to provide a written (2) year workmanship warranty to manufacturer. The manufacturer is to provide a warranty coverage directly to the owner.

Attachment C: Bid Form - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
15.01	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : PREPARE METAL ROOF FOR RESTORATION BY WIRE BRUSHING ROOF SURFACE Wire Brush Metal Roof Surface to Remove Loose Paint, Rust or Expose Bare Metal	\$ 1.95	10,800	SF	\$ 21,060
15.07	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : RESTORATION OF A METAL ROOF SYSTEM WITH SINGLE-COMPONENT URETHANE Prepare Metal Roof Surface by Scraping, Sanding, Wire Brush or Blasting (USE SEPARATE LINE ITEM FOR BLASTING OR WIRE BRUSHING); Clean with TSP or Simple Green, Apply Primer with Rust Inhibiting and Chemical Corrosion Resistance at a Rate of 1/4 Gallon per Square; Wait at least 3 Hours for Primer to Dry; Strip in Seams, Around Penetrations and Fasteners with a Single-Component, Aliphatic Urethane at a Rate of 2 Gallons per Square / Reinforcement / 1 Gallon per Square (3 Gallons per Square on All Stripped in Areas) USE SEPARATE LINE ITEM; Wait 24-48 Hours; Apply Single-Component, Aliphatic Urethane as a Base Coat at a Rate of 1.5 Gallons per Square and Top Coat at a Rate of 1.0 Gallon per Square Over the Entire Roof According to Manufacturer's Specifications.	\$ 5.55	10,800	SF	\$ 59,940
	Sub Total Prior to Multipliers				\$ 81,000
22.21	MULTIPLIER - ROOF SIZE IS GREATER THAN 10,000 SF, BUT LESS THAN 20,000 SF Multiplier is applied when Roof Size is greater than 10,000 SF, but less than 20,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across more of an average roof area resulting in fixed costs being a slightly larger portion of the overall job costs	8	\$81,000	%	\$ 6,480
	Total After Multipliers				\$ 87,480

Total Maximum Price of Line Items under the MICPA:

\$ 87,480

Proposal Price Based Upon Market Experience:

\$ 75,990

Garland/DBS Price Based Upon Local Market Competition:

Royal Roofing Co., Inc.	\$ 75,990
National Roofing & Sheet Metal Company Inc.	\$ 86,686
Schena Roofing	\$ 95,597
TF Beck Roofing and Sheet Metal	\$ 96,085
Lutz Roofing Company, Inc.	\$ 102,241

Scope of Work: Hasselbring Senior Center - Section B

1. Remove existing PVC system and insulation down to the decking.
2. Inspect the metal deck for deficiencies and replace at the unit cost listed on the Bid Form.
3. Mechanically fasten two layers of 2.6" polyisocyanurate insulation throughout, staggering joints.
4. Adhere ½" pre-primed, SecuRock recovery board per specifications.
5. Install fiberglass reinforced SBS modified base sheet specified in cold-process adhesive. Base sheet to be installed in a shingle fashion starting at the low point.
6. Install fiberglass/polyester reinforced SBS modified smooth cap sheet specified in cold-process adhesive.
7. Using a notched squeegee, apply cold-process, polymer modified flood-coat at specified rate and immediately broadcast 3/8" double-washed, pea gravel per specifications.
8. Flashing to be comprised of fiberglass reinforced SBS modified base and fiberglass/polyester reinforced SBS modified mineral cap sheet installed in cold-process flashing adhesive.
9. Sump all drains at 8' diameter using ¼:12 slope; install new pans and gravel stop.
10. New edge metal to be installed per wind up-lift calculations and local code. New gutter and downspout to be installed.
11. Install new reglet-mounted counter-flashing and edge metal, matching existing color, throughout.
12. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
13. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
14. Contractor to provide a written (3) year workmanship warranty to manufacturer. Manufacturer to provide a direct warranty upon completion.

Attachment C: Bid Form - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.09	Tear-off & Dispose of Debris: SYSTEM TYPE Single-Ply W/ Insulation - Metal Deck	\$ 1.71	966	SF	\$ 1,652

6.06.01	Roof Deck and Insulation Option: METAL ROOF DECK - COLD PROCESS APPLICATION INSULATION OPTION: Mechanically Fasten Polyisocyanurate / Adhere High Density Asphalt Coated Wood Fiber with Insulation Adhesive to Provide an Average R-Value of 20 In Compliance FM 1-90 Requirements	\$ 3.07	966	SF	\$ 2,966
4.24	Insulation Recovery Board & Insulations Options: INSULATION SUBSTITUTION OPTION Substitute 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) in Place of the Wood Fiber or Perlite - Adhered with Insulation Adhesive	\$ 0.63	966	SF	\$ 609
12.02.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Cold Process Modified Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lb/in tensile	\$ 3.00	966	SF	\$ 2,898
12.10.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Cap Sheet, Set in Cold Process Asphalt, Flood Coat & Aggregate in Cold Applied Modified Coal Tar Pitch and Aggregate: ROOFING MEMBRANE & COATING OPTION ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 220 lb/in tensile	\$ 7.71	966	SF	\$ 7,448
20.01.02	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt FLASHING OPTION: BASE PLY: SBS Modified Fiberglass Reinforced Base Flashing Ply w/ Tensile Strength of 100 lb/in tensile (ASTM D 5147); TOP PLY: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lb/in tensile	\$ 13.33	400	SF	\$ 5,332
20.01.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt PER SQUARE FOOT COSTS - INSTALLING IN COLD PROCESS FLASHING ADHESIVE Substitute Hot Asphalt Application for Cold Process Flashing Adhesive Application	\$ 6.19	400	SF	\$ 2,476
	Metal Stretch-Out: 6" 24 Gauge Kynar Drip Edge with Four (4) Bends	\$ 10.70	20	LF	\$ 214

	Metal Stretch-Out: 18" 24 Gauge Kynar Coping with Four (4) Bends	\$ 15.81	70	LF	\$ 1,107
	Sub Total Prior to Multipliers				\$ 24,701
22.16	MULTIPLIER - ROOF SIZE IS GREATER THAN 500 SF, BUT LESS THAN 1,000 SF Multiplier is applied when Roof Size is greater than 500 SF, but less than 1,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across a very small roof area resulting in fixed costs having a significant impact on the overall job costs				
	Total After Multipliers	90	\$24,701	%	\$ 22,231
					\$ 46,931

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 46,931
Proposal Price Based Upon Market Experience: \$ 32,417

Garland/DBS Price Based Upon Local Market Competition:

Royal Roofing Co., Inc.	\$ 32,417
Lutz Roofing Company, Inc.	\$ 46,129
National Roofing & Sheet Metal Company Inc.	\$ 53,056
TF Beck Roofing and Sheet Metal	\$ 54,986
Schena Roofing	\$ 66,655

Unforeseen Site Conditions (Royal Roofing Co., Inc.):

Wood Blocking (Nailer) Replacement (per Linear Foot)	\$ 3.42
Decking Replacement (per Square Foot)	\$ 7.41

Scope of Work: 12th Street Garage - Salt Barn Section A

1. Remove existing shingle, metal trim and accessories down to the substrate. Inspection the substrate for saturation and replace in kind at the pricing established on the Bid Form.
2. Apply seal-adhered AquaShield underlayment to all areas of substrate including field of roof.
3. Install 24-gauge accessory trim throughout in Dark Bronze.
4. Install asphaltic dimensional shingles to dry/clean vapor barrier per specifications.
5. Primary roofing manufacturer to provide quality assurance inspections per specifications.
6. Clean up all debris and damage done to grounds, building and roof top (if any). Charcoal filters to be utilized at intakes the duration of the project where required.
7. Contractor to provide 2-year workmanship and material warranty to owner upon completion.

Attachment C: Bid Form - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.29	Tear-off & Dispose of Debris: SYSTEM TYPE Dimensional/Architectural Shingle Roof - Wood Deck	\$ 0.92	10,000	SF	\$ 9,200

16.07	INSTALLATION OF SHAKE, TILE, OR SHINGLE ROOF SYSTEMS: ADD/DEDUCT TO INSTALL SELF-ADHERING UNDERLAYMENT OVER ENTIRE ROOF - Install Self-Adhering Underlayment on Entire Roof Deck	\$ 1.78	10,000	SF	\$ 17,800
16.03	INSTALLATION OF SHAKE, TILE, OR SHINGLE ROOF SYSTEMS: INSTALL NEW DIMENSIONAL SHINGLE ROOF SYSTEM - New Dimensional Shingle Roof System with Base Sheet as an Underlayment; Install Self-Adhering Underlayment on All Eaves, Peaks & Valleys	\$ 5.88	10,000	SF	\$ 58,800
	Metal Stretch-Out: 6" 24 Gauge Kynar Drip Edge with Two (2) Bends	\$ 10.30	300	LF	\$ 3,090
	Sub Total Prior to Multipliers				\$ 88,890
22.08	MULTIPLIER - ROOF HEIGHT IS GREATER THAN 20 FT, BUT LESS THAN OR EQUAL TO 50 FT STORIES Multiplier is applied when labor production is effected by the roof height. This multiplier applies to roof heights that exceed an estimated 2 stories, but are less than or equal to an estimated 5 stories. Additional roof height can require increased safety requirements, larger lift equipment, tie-offs, etc.	18	\$ 88,890	%	\$ 16,000
22.14	MULTIPLIER - ROOF HAS GREATER THAN 8/12 SLOPE Multiplier is applied when Roof Area has a Greater than 8/12 Slope; Very steep slopes have a greater impact on overall labor production and require additional safety precautions.	40	\$ 88,890	%	\$ 35,556
22.21	MULTIPLIER - ROOF SIZE IS GREATER THAN 10,000 SF, BUT LESS THAN 20,000 SF Multiplier is applied when Roof Size is greater than 10,000 SF, but less than 20,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across more of an average roof area resulting in fixed costs being a slightly larger portion of the overall job costs	8	\$ 88,890	%	\$ 7,111
	Total After Multipliers				\$ 147,557

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 147,557
Proposal Price Based Upon Market Experience: \$ 123,981

Garland/DBS Price Based Upon Local Market Competition:

TF Beck Roofing and Sheet Metal	\$ 123,981
Royal Roofing Co., Inc.	\$ 139,722
National Roofing & Sheet Metal Company Inc.	\$ 145,215
Schena Roofing	\$ 160,337
Lutz Roofing Company, Inc.	Declined to Bid

Scope of Work: 12th Street Garage - Garage Section C

1. Remove existing compromised EPDM Flashing at knee wall and replaced with cured 60 mil EPDM running the length of the transition.
2. Install new rubber pipe boots at soil / heat stacks.
3. Remove existing EPDM and insulation on from the high side of the two mechanical units. Install polyisocyanurate flute fill insulation and new EPDM membrane ensuring properly secure to ridge cap. (EPDM cover to receive base and top coat at specified rate)
4. Roof surface and flashings to be cleaned using power washer (2000 psi) and 10% SimpleGreen or TSP solution. Soft bristle broom to be utilized to remove debris and scale from rooftop surface where necessary.
5. Apply RustGo primer to entire roof at specified rate. Adhere UniBond 6" seam tape over ridge-cap seams and eaves joints. Apply White-Knight Plus basecoat over seam tape.
6. Apply White-Knight Plus base coat, embed Grip Polyester Soft and an additional layer of White-Knight Plus base coat to the base of all rooftop penetrations. Allow 24 hours to cure.
7. Apply White-Knight Plus top coat over all areas of roof at specified rate of 2.0 gallons per square.
8. Contractor to replace any missing fasteners prior to the installation of the restoration roof coating.
9. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
10. Contractor to provide a written (2) year workmanship warranty to manufacturer. The manufacturer is to provide a warranty coverage directly to the owner.

Attachment C: Bid Form - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
15.01	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : PREPARE METAL ROOF FOR RESTORATION BY WIRE BRUSHING ROOF SURFACE Wire Brush Metal Roof Surface to Remove Loose Paint, Rust or Expose Bare Metal	\$ 1.95	8,500	SF	\$ 16,575

15.07	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : RESTORATION OF A METAL ROOF SYSTEM WITH SINGLE-COMPONENT URETHANE Prepare Metal Roof Surface by Scraping, Sanding, Wire Brush or Blasting (USE SEPARATE LINE ITEM FOR BLASTING OR WIRE BRUSHING); Clean with TSP or Simple Green, Apply Primer with Rust Inhibiting and Chemical Corrosion Resistance at a Rate of 1/4 Gallon per Square; Wait at least 3 Hours for Primer to Dry; Strip in Seams, Around Penetrations and Fasteners with a Single-Component, Aliphatic Urethane at a Rate of 2 Gallons per Square / Reinforcement / 1 Gallon per Square (3 Gallons per Square on All Stripped in Areas) USE SEPARATE LINE ITEM; Wait 24-48 Hours; Apply Single-Component, Aliphatic Urethane as a Base Coat at a Rate of 1.5 Gallons per Square and Top Coat at a Rate of 1.0 Gallon per Square Over the Entire Roof According to Manufacturer's Specifications.	\$ 5.55	8,500	SF	\$ 47,175
	Sub Total Prior to Multipliers				\$ 63,750
22.08	MULTIPLIER - ROOF HEIGHT IS GREATER THAN 20 FT, BUT LESS THAN OR EQUAL TO 50 FT STORIES Multiplier is applied when labor production is effected by the roof height. This multiplier applies to roof heights that exceed an estimated 2 stories, but are less than or equal to an estimated 5 stories. Additional roof height can require increased safety requirements, larger lift equipment, tie-offs, etc.	18	\$ 63,750	%	\$ 11,475
22.20	MULTIPLIER - ROOF SIZE IS GREATER THAN 5,000 SF, BUT LESS THAN 10,000 SF Multiplier is applied when Roof Size is greater than 5,000 SF, but less than 10,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across a smaller roof area resulting in fixed costs being a larger portion of the overall job costs	15	\$ 63,750	%	\$ 9,563
	Total After Multipliers				\$ 84,788

Base Bid Total Maximum Price of Line Items under the MICPA: **\$ 84,788**

Proposal Price Based Upon Market Experience: **\$ 62,990**

Garland/DBS Price Based Upon Local Market Competition:

Royal Roofing Co., Inc.	\$ 62,990
National Roofing & Sheet Metal Company Inc.	\$ 73,262
TF Beck Roofing and Sheet Metal	\$ 83,482
Schena Roofing	\$ 87,129
Lutz Roofing Company, Inc.	\$ 93,670

Scope of Work: City Hall - Walkway Repair

1. Remove and dispose of existing (remaining) EPDM membrane over structural concrete in designated area.
2. Brush clean existing concrete and prepare substrate for installation of adhesive and membrane.
3. Furnish and install new 45 mil EPDM covering over the concrete areas indicated.
4. Secure perimeter using termination bar and sealant where applicable.
5. Install new termination bar, waterblock and lap sealant over horizontal and vertical termination points.
6. Repair existing pitch-pans throughout.
7. Clean up all debris and damage done to grounds and building.

Attachment C: Bid Form - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.12	Tear-off & Dispose of Debris: SYSTEM TYPE Single-Ply W/ Insulation - Concrete Deck	\$ 1.71	6,500	SF	\$ 11,115
17.04.02	FULLY ADHERED SINGLE-PLY ROOF SYSTEMS: CONCRETE DECK - SINGLE-PLY APPLICATION INSULATION OPTION: Minimal Insulation - Must Adhere 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) in Insulation Adhesive to Provide an Average R-Value of 20	\$ 1.75	6,500	SF	\$ 11,375
17.05.01	FULLY ADHERED SINGLE-PLY ROOF SYSTEMS: ROOF CONFIGURATION: Fully Adhered Single-Ply Roof System Installed Over Prepared Surface or Insulation SINGLE-PLY ROOF TYPE: ASTM D 4637 - Ethylene Propylene Diene Terpolymer (EPDM) - 45 Mil Thickness	\$ 1.68	6,500	SF	\$ 10,920
	Sub Total Prior to Multipliers				\$ 33,410
22.20	MULTIPLIER - ROOF SIZE IS GREATER THAN 5,000 SF, BUT LESS THAN 10,000 SF Multiplier is applied when Roof Size is greater than 5,000 SF, but less than 10,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across a smaller roof area resulting in fixed costs being a larger portion of the overall job costs	15	\$33,410	%	\$ 5,012
	Total After Multipliers				\$ 38,422

Total Maximum Price of Line Items under the MICPA: \$ 38,422
Proposal Price Based Upon Market Experience: \$ 36,172

Garland/DBS Price Based Upon Local Market Competition:

Royal Roofing Co., Inc.	\$ 36,172
Lutz Roofing Company, Inc.	\$ 52,334
National Roofing & Sheet Metal Company Inc.	\$ 57,767
TF Beck Roofing and Sheet Metal	\$ 62,192
Schena Roofing	\$ 64,865

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid 60 days from proposal date listed above.

Clarifications/Exclusions:

1. Permits are included.
2. Bonds are included.
3. Plumbing, Mechanical, Electrical work is excluded.
4. Masonry work is excluded.
5. Interior Temporary protection is excluded.
6. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Matt Egan

Matt Egan
Garland/DBS, Inc.
(216) 430-3662



RESOLUTION NO.: 200257

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE COUNCIL:

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER INTO A CONTRACT
FOR AUDITING SERVICES WITH REHMANN ROBSON FOR THE FY2020 AUDIT**

WHEREAS, on August 12, 2019, Flint City Council adopted resolution #10319.1 to enter into an agreement with Robson Rehmann to conduct the FY2019 financial audit.

WHEREAS, due to time constraints and the health pandemic the City of Flint is currently facing, the Department of Finance is requesting to enter into a one-year agreement with Robson Rehmann to conduct the FY2020 financial audit. Robson Rehmann is a qualified firm and is willing to again provide audit services to the City of Flint in accordance with generally accepted government auditing standards (GAGAS). Robson Rehmann has submitted a proposal that includes a one-year option for the FY2020 financial audit for a fee of \$250,000.00 plus out-of-pocket expenses. Funding for this request will come from account number: 101-101.100-801.000; and

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to enter into a one-year contract with Rehmann Robson for auditing services for the FY2020 fiscal year in the amount of \$250,000.00 plus out-of-pocket expenses.

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:


Angela Wheeler (Jun 19, 2020 13:27 EDT)

Angela Wheeler, Chief Legal Officer


Amanda Trujillo (Jun 19, 2020 12:36 EDT)

Amanda Trujillo, Interim Chief Finance Officer

CITY COUNCIL:

Monica Galloway, Council President

June 18, 2020

Kate Fields
Finance Committee Chair
City of Flint
1101 S. Saginaw St.
Flint, MI 48502

Dear Ms. Fields,

Based on our conversation, we are submitting a proposal to audit the financial statements of the City of Flint for the year ended June 30, 2020, with an alternative three-year option for the years ending June 30, 2020-2022. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance. In addition, we will assist the City in preparing its Comprehensive Annual Financial Report. Our audit will encompass the City and its related component units (DDA and EDC) as well as federal award compliance (Single Audit).

Our proposal assumes that the City will have an appropriate level of staff (either City employees or supplemental employees provided by outside contractors) to provide the necessary resources to have the audit completed in a timely manner and that we will receive a reasonably adjusted trial balance with all accounts reconciled and supported by appropriate documentation before we start the audit fieldwork. This level of advanced preparation is essential to an efficient audit process, as trying to audit a moving target is inherently difficult and costly. Based on the assumption that City will have the necessary staff to appropriately prepare for the audit, our fees quoted below include an audit preparation discount of 15%. In any year of this proposal where the City does not have the necessary staff (internal or external) to appropriately prepare for the audit, the below fees will be increased by 15%. This is in addition to any change orders that the City may separately approve for our assistance in preparing a reasonable adjusted trial balance.

Given the substantial time and effort associated with a one-year engagement, we are offering either a one-year contract option or a three-year contract option, which would provide cost savings to the City by amortizing certain costs over several years. For context, the Government Finance Officers Association has issued a best practice, *Audit Procurement*, that states, "governmental entities should enter into multi-year agreements of at least five years in duration when obtaining the services of independent auditors".

- Option 1 - a one-year contract for the year ended June 30, 2020, the estimated fee would be \$250,000 plus out-of-pocket expenses.


- Option 2 - a three-year option for the years ended June 30, 2020-2022, the fees would be as follows, plus out-of-pocket expenses:

2020	\$	225,000
2021		233,500
2022		242,500

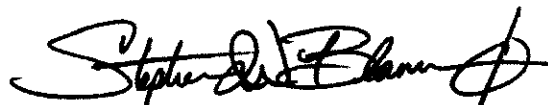
The quoted fees are based on professional standards effective as of the date of this proposal. The fees quoted may be subject to renegotiation if significant changes in professional standards or reporting requirements make our initial estimate of hours to complete the audit unrealistic. If any such changes occur, we will discuss the reasons with the City and arrive at a new fee arrangement prior to incurring any additional charges. These quoted fees include a single audit with up to three major programs. If additional major programs are required to be tested in accordance with the Uniform Guidance, our fee will be increased by \$7,500 for each major program in excess of three. If we are requested to perform any tasks outside the normal scope of an audit, we will discuss the related circumstances with City Council Finance Committee chair and arrive at a fee estimate for the additional requested assistance, which may or may not occur before we incur additional time. In these circumstances, we will issue a change order form to document the agreement between the City and Rehmann.

This proposal is based on the following required factors:

- Once we have entered into a contract, we will meet with the City and develop a mutually agreed upon milestone timeline for the entire audit process that will allow for issuance of the City's reports no later than December 23 of each year of the contract.
- Once this timeline is set, if the City is not able to meet certain milestones in the agreed upon timeframe and the audit cannot be issued by December 23 of each year, then the audit will not be completed and issued until subsequent to December 31 (i.e., it is understood that Rehmann staff will be unavailable during the holidays).
- The City will provide reasonably adjusted trial balances, schedule of expenditures of federal awards, general ledger detail and substantially all supporting documentation one week before the agreed upon fieldwork date.
- The City staff (and outside contractors) will be responsive to all audit requests and provide necessary information in a timely manner.



Douglas Deeter, CPA
Principal



Stephen W. Blann, CPA, CGFM, CGMA
Principal

Accepted by City of Flint:

- ☐ Option 1 - The City has chosen the one-year contract (year ended June 30, 2020 only).
- ☐ Option 2 - The City has chosen the three-year contract (years ended June 30, 2020-2022).

If the City elects Option 2 and decides to terminate the contract prior to the end of the third year, an early termination fee of \$16,000 per year remaining on the contract at the time of termination will be due and payable at the time of cancellation.

Signature

Printed name

Title

Signature

Printed name

Title



RESOLUTION NO.: 200258

PRESENTED: JUN 22 2020

ADOPTED: _____

BY THE COUNCIL:

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER INTO A
CONTRACT FOR AUDITING SERVICES WITH REHMANN ROBSON FOR THE
FY2020, FY2021, and FY2022 AUDITS**


WHEREAS, on August 12, 2019, Flint City Council adopted resolution #10319.1 to enter into an agreement with Robson Rehmann to conduct the FY2019 financial audit.

WHEREAS, due to time constraints and the health pandemic the City of Flint is currently facing, the Department of Finance is requesting to enter into a three-year agreement with Robson Rehmann to conduct the FY2020 financial audit. Robson Rehmann is a qualified firm and is willing to again provide audit services to the City of Flint in accordance with generally accepted government auditing standards (GAGAS). Additionally, Robson Rehmann has submitted a proposal that includes a three-year option as follows: Year #1 (FY2020) \$225,000.00; Year #2 (FY2021) \$233,500; and Year #3 (FY2022) \$242,500, for a total contract amount of \$701,000.00, plus out-of-pocket expenses. Funding for this request will come from account number: 101-101.100-801.000; and

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to enter into a three-year contract with Rehmann Robson for auditing services for FY2020 for the amount of \$225,000.00, FY2021 for the amount of \$233,500.00, and FY2022 for the amount of \$242,500.00 for a total contract price of \$701,000.00, plus out-of-pocket expenses.

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:


Angela Wheeler (Jun 19, 2020 13:28 EDT)

Angela Wheeler, Chief Legal Officer


Amanda Trujillo (Jun 19, 2020 12:38 EDT)

Amanda Trujillo, Interim Chief Finance Officer

CITY COUNCIL:

Monica Galloway, Council President

June 18, 2020

Kate Fields
Finance Committee Chair
City of Flint
1101 S. Saginaw St.
Flint, MI 48502

Dear Ms. Fields,

Based on our conversation, we are submitting a proposal to audit the financial statements of the City of Flint for the year ended June 30, 2020, with an alternative three-year option for the years ending June 30, 2020-2022. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance. In addition, we will assist the City in preparing its Comprehensive Annual Financial Report. Our audit will encompass the City and its related component units (DDA and EDC) as well as federal award compliance (Single Audit).

Our proposal assumes that the City will have an appropriate level of staff (either City employees or supplemental employees provided by outside contractors) to provide the necessary resources to have the audit completed in a timely manner and that we will receive a reasonably adjusted trial balance with all accounts reconciled and supported by appropriate documentation before we start the audit fieldwork. This level of advanced preparation is essential to an efficient audit process, as trying to audit a moving target is inherently difficult and costly. Based on the assumption that City will have the necessary staff to appropriately prepare for the audit, our fees quoted below include an audit preparation discount of 15%. In any year of this proposal where the City does not have the necessary staff (internal or external) to appropriately prepare for the audit, the below fees will be increased by 15%. This is in addition to any change orders that the City may separately approve for our assistance in preparing a reasonable adjusted trial balance.

Given the substantial time and effort associated with a one-year engagement, we are offering either a one-year contract option or a three-year contract option, which would provide cost savings to the City by amortizing certain costs over several years. For context, the Government Finance Officers Association has issued a best practice, *Audit Procurement*, that states, "governmental entities should enter into multi-year agreements of at least five years in duration when obtaining the services of independent auditors".

- Option 1 - a one-year contract for the year ended June 30, 2020, the estimated fee would be \$250,000 plus out-of-pocket expenses.

- Option 2 - a three-year option for the years ended June 30, 2020-2022, the fees would be as follows, plus out-of-pocket expenses:

2020	\$	225,000
2021		233,500
2022		242,500

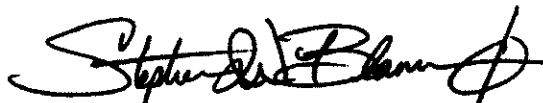
The quoted fees are based on professional standards effective as of the date of this proposal. The fees quoted may be subject to renegotiation if significant changes in professional standards or reporting requirements make our initial estimate of hours to complete the audit unrealistic. If any such changes occur, we will discuss the reasons with the City and arrive at a new fee arrangement prior to incurring any additional charges. These quoted fees include a single audit with up to three major programs. If additional major programs are required to be tested in accordance with the Uniform Guidance, our fee will be increased by \$7,500 for each major program in excess of three. If we are requested to perform any tasks outside the normal scope of an audit, we will discuss the related circumstances with City Council Finance Committee chair and arrive at a fee estimate for the additional requested assistance, which may or may not occur before we incur additional time. In these circumstances, we will issue a change order form to document the agreement between the City and Rehmann.

This proposal is based on the following required factors:

- Once we have entered into a contract, we will meet with the City and develop a mutually agreed upon milestone timeline for the entire audit process that will allow for issuance of the City's reports no later than December 23 of each year of the contract.
- Once this timeline is set, if the City is not able to meet certain milestones in the agreed upon timeframe and the audit cannot be issued by December 23 of each year, then the audit will not be completed and issued until subsequent to December 31 (i.e., it is understood that Rehmann staff will be unavailable during the holidays).
- The City will provide reasonably adjusted trial balances, schedule of expenditures of federal awards, general ledger detail and substantially all supporting documentation one week before the agreed upon fieldwork date.
- The City staff (and outside contractors) will be responsive to all audit requests and provide necessary information in a timely manner.



Douglas Deeter, CPA
Principal



Stephen W. Blann, CPA, CGFM, CGMA
Principal

Accepted by City of Flint:

- ☐ Option 1 - The City has chosen the one-year contract (year ended June 30, 2020 only).
- ☐ Option 2 - The City has chosen the three-year contract (years ended June 30, 2020-2022).

If the City elects Option 2 and decides to terminate the contract prior to the end of the third year, an early termination fee of \$16,000 per year remaining on the contract at the time of termination will be due and payable at the time of cancellation.

Signature

Printed name

Title

Signature

Printed name

Title