

# **City of Flint, Michigan**

*Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
[www.cityofflint.com](http://www.cityofflint.com)*



## **Meeting Agenda - Final**

**Monday, December 20, 2021**

**5:00 PM**

***Agenda Amended to Include Resolution No. 210579***

### **ELECTRONIC PUBLIC MEETING**

### **FINANCE COMMITTEE**

***Tonya Burns, Chairperson, Ward 6  
Judy Priestley, Vice Chairperson, Ward 4***

***Eric Mays, Ward 1  
Quincy Murphy, Ward 3  
Allie Herkenroder, Ward 7***

***Ladel Lewis, Ward 2  
Jerri Winfrey-Carter, Ward 5  
Dennis Pfeiffer, Ward 8***

***Eva Worthing, Ward 9***

***Inez M. Brown, City Clerk***

***Davina Donahue, Deputy City Clerk***

**SPECIAL PUBLIC NOTICE -- ELECTRONIC PUBLIC MEETING****PUBLIC NOTICE  
FLINT CITY COUNCIL ELECTRONIC PUBLIC MEETING**

On Friday, October 5, 2020, the Michigan Supreme Court (MSC) issued an order declaring that the Emergency Powers of Governor (EPG) Act as an unconstitutional delegation of legislative authority, which was the primary authority relied on by Governor Whitmer for her COVID-19 related executive orders. Subsequently, Governor Whitmer requested that the MSC clarify that their order does not go into effect until October 30, 2020. On Monday October 12, 2020, the Michigan Supreme Court rejected Governor Whitmer's request to delay the effect of its decision to strike down the EPG. On, Tuesday, October 13, 2020, Senate Bill 1108 passed, amending the Open Meetings Act to allow municipalities to hold electronic meetings. On Friday, October 16, 2020, Governor Whitmer signed into law Senate Bill 1108 amending the Open Meetings Act. Subsequently, on December 22, 2020, Public Act 267 of 1976 was amended through Senate Bill 1246 extending the electronic meetings with no reason through March 31, 2021. The act also allows that after March 31, 2021, electronic meetings may be held if a local state of emergency was declared. On March 23, 2020, the Flint City Council extended Mayor Neeley's declaration of emergency indefinitely due to the COVID-19 pandemic. Therefore, this meeting will be held electronically.

Pursuant to Act 267 of the Public Acts of 1976 Open Meetings Act as amended, notice is hereby given that the Flint City Council will conduct four (4) regularly-scheduled committee meetings, to be held as follows:

**Flint City Council Committee Meetings  
(Finance, Governmental Operations, Legislative and Grants)  
Monday, December 20, 2021, at 5 p.m.**

**THESE MEETINGS WILL BE CONDUCTED ELECTRONICALLY**

1. The public and media may listen to the meeting online by live stream at <https://www.youtube.com/c/FlintCityCouncilMeetings> or through Start Meeting by dialing (617) 944-8177. (If unable to get through, please dial (206) 451-6011.)
2. In order to speak during the PUBLIC SPEAKING PERIOD of each meeting by telephone, participants will also call (617) 944-8177. (If unable to get through, please dial (206) 451-6011):
  - a. All callers will be queued and muted until the Public Speaking portion of each 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 two (2) minutes for public speaking during each meeting;
  - d. The speaker will be returned to mute after the 2 minutes have expired;
  - e. After the telephonic public speakers for each committee meeting are completed, emailed public comments will be read by the City Clerk. All emailed public comments will be timed for 2 minutes;
  - f. Per Rules Governing Meetings of the Council (Rule 7.1 VII), there will only be one speaking opportunity per speaker per meeting. Consequently, public participants who call in and speak during the public speaking period of the meetings WILL NOT have any written comments as submitted read by the City Clerk.
3. 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 p.m.
4. 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.  
If there are any questions concerning this notice, please direct them to City Council office at (810) 766-7418.

**A CITY COUNCIL MEETING WILL BE HELD IN PERSON IN CITY COUNCIL CHAMBERS  
IMMEDIATELY FOLLOWING THESE COMMITTEE MEETINGS.**

## ROLL CALL

## MEMBER REMOTE ANNOUNCEMENT

*Pursuant to the newly revised Open Meetings Act, each Council member shall state that they are attending the meeting remotely and shall state where he or she is physically located (county or city and state).*

## MEMBER CONTACT INFORMATION

*Eric Mays - (810) 922-4860; Ladel Lewis - llewis@cityofflint.com; Quincy Murphy - qmurphy@cityofflint.com; Judy Priestley - jpriestley@cityofflint.com; Jerri Winfrey-Carter - jwinfrey-carter@cityofflint.com; Tonya Burns - tburns@cityofflint.com; Allie Herkenroder - aherkenroder@cityofflihnt.com <mailto:aherkenroder@cityofflihnt.com>; Dennis Pfeiffer - dpfeiffer@cityofflint.com; Eva Worthing - eworthing@cityofflint.com.*

## PROCEDURES ON CONDUCTING ELECTRONIC MEETINGS

*All boards and commissions must adhere to all laws established under the Michigan Compiled Laws and in accordance with the revisions to the Open Meetings Act adopted in Senate Bill 1246, as passed on December 17, 2020, and signed into law on December 22, 2020, and subsequent amendments that may be adopted.*

## READING OF DISORDERLY PERSONS CITY CODE SUBSECTION

*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.*

## PUBLIC SPEAKING

*Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), two (2) minutes per speaker. Only one speaking opportunity per speaker.*

## COUNCIL RESPONSE

*Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), Councilpersons may respond to any public speaker, but only one response and only when all public speakers have been heard. Individual council response is limited to two minutes.*

## SPECIAL ORDER

**210278** Special Order/Flint Water Crisis Criminal Cases/Former Special Prosecutor Todd Flood

A Special Order as requested by Councilperson Mays to discuss Flint water crisis criminal cases with Former Special Prosecutor Todd Flood.

## RESOLUTIONS

**210540** Contractual Agreement/Ernst & Young/Management Services/American Rescue Act Plan (ARPA) Funds

Resolution resolving that the appropriate city officials, upon City Council's approval, are hereby authorized to do all things necessary to enter into and manage a contractual agreement with Ernst & Young for management services for the city's American Rescue Act Plan (ARPA) funds, including but not limited to compliance and implementation, in an amount NOT-TO-EXCEED \$3,994,074.00 for FY2022 through FY2027 [FUSDT-CSLFRF Professional Services Acct. No. 287-171.716-801.000.]

**210542** Contract/Garland/DBS, Inc./Roof Replacement/City Hall/South Building

Resolution resolving that the appropriate city officials, upon City Council's approval, are to do all things necessary to enter into a contract with Garland/DBS, Inc., for roof replacement at the South Building at City Hall, in an amount NOT-TO-EXCEED \$254,991.00, as requested by Facilities Maintenance [Public Improvement Fund Acct. No. 402-753.200-976.000.]

**210575** Three-Year Contract Extension/Innovative Software Services, Inc./Income Tax Services

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to do all things necessary to extend the contract with Innovative Software Services, Inc. for income tax processing, collection of income taxes, account reconciliation, compliance programs and issuance of refund checks for the City of Flint in an amount NOT-TO-EXCEED \$611,287.00 for FY2022, \$672,415.98 for FY2023, and \$739,657.58 for FY2024, pending adoption of each year's budget, as requested by Customer Service.

**210577** CO#1/Contract/Modern Concrete/Ready-Mix Concrete

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to issue change order #1 with Modern Concrete [to allow for the continuation of the sidewalk replacement program this Spring], in an amount NOT-TO-EXCEED \$332,300.00, for a total aggregate of \$332,300.00, as requested by Transportation [Local Street Fund Supplies Acct. No. 203-449.200-752.000.]

**210579** Budget Amendment/Transfer of Funds/Transportation Department/Department of Public Works/Transportation/Local Street Funds

Resolution resolving that the appropriate city officials, upon City Council's approval, are hereby authorized to do all things necessary to amend the FY2021-2022 budget of the City of Flint to reflect the changes requested (outlined in the Resolution) to the city's Department of Public Works/Transportation Local Street

Funds for a total change of \$1,000,000.00. [NOTE: According to the Staff Review, the additional funding is needed to cover all necessary requisitions in the Purchase Order System, and to complete local asphalt paving and local sidewalks, per ACT51 State requirements.]

**210580** CO#1/Contract/Sorensen Gross Construction Co./Dort Pump Station Rehabilitation

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to do all things necessary to enter into change order #1 with Sorensen Gross Construction Co. for the Dort Pump Station rehabilitation, in an amount NOT-TO-EXCEED \$420,547.47, and a total contract amount NOT-TO-EXCEED \$4,069,944.47 as requested by DPW [Water Infrastructure Improvements for the Nation (WIIN) Fund Acct. No. 496-552.000-801.076].

**210581** Contract/Spalding DeDecker/Construction Engineering Services/Miller Road Rehabilitation

Resolution resolving that the appropriate city officials, upon City Council's approval, are to do all things necessary to enter into a contract with Spalding DeDecker for construction engineering services for the Miller Road rehabilitation [from Hammerburg Road to Ballenger Highway], in an amount NOT-TO-EXCEED \$276,591.00, as requested by Transportation [Major Street Fund Acct. No. 202-441.702-801.000.]

**210582** CO#1/Ace-Saginaw Paving Co./Asphalt Paving Materials

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to issue change order #1 to Ace-Saginaw Paving Co. for asphalt paving materials, as requested by Transportation, in an amount NOT-TO-EXCEED \$850,000.00, and a total aggregate Purchase Order amount NOT-TO-EXCEED \$1,410,000.00 [Local Street Fund Acct. No. 203-449.201-782.000.]

**210585** Resolution of Support/Transportation Improvement Program (TIP) Projects/Genesee County Metropolitan Alliance/Improvements to Federal Aid Eligible Roads/City of Flint

Resolution resolving that this resolution is adopted to attest the city's support for the Draft List of Prioritized Projects for the FY2023-2026 Transportation Improvement Program (TIP) call for projects to secure funding for improvements to Federal-aid eligible roads within the City of Flint's jurisdiction. The city's estimated local match is in the amount of \$8,363,524.00, AND, resolving that this resolution attests the city's commitment to providing local funding for its share of projects selected for inclusion in the FY2023-2026 Transportation Improvement Program (TIP).

**210611** SF Mobile-Vision, Inc./One Hundred (100) Police Officer Body Cameras

Resolution resolving that the Division of Purchasing and Supplies, upon City Council's approval, is hereby authorized to issue a Purchase Order to SF Mobile Vision, Inc. for the purchase of [100] police officer body cameras, as requested by Police, in an amount NOT-TO-EXCEED \$209,052.00 [Police Equipment Grant SMDT-FDCVT21 Acct. No. 296-315.706-977.000 = \$107,982.00 and Police Equipment Fund Acct. No. 296-305.200-977.000 = \$101,070.00.]

## **DISCUSSION ITEMS**

## **ADJOURNMENT**



PROPOSAL# 22-512

RESOLUTION NO.: 210540  
PRESENTED: NOV - 3 2021  
ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ERNST & YOUNG FOR MANAGEMENT OF THE ARPA FUNDS**

The City of Flint Department of Purchases & Supplies solicited proposals for the American Rescue Plan Act Coronavirus Local Fiscal Recovery Funds as requested by the Finance Department in 2021. After thorough review of the eight proposals received by the Finance and Economic Development teams, the Finance team recommends awarding the contract for compliance and implementation of the ARPA funds to Ernst & Young. The contract with Ernst & Young would not exceed \$3,994,074 for FY2022 to FY2027.

The ARPA CLFRF grant budget was adopted with resolution 210280 for \$94,726,664. Per the US Treasury, "funds used in a manner consistent with the Interim Final Rule while the Interim Final Rule is effective will not be subject to recoupment."

This contract will use grant code FUSDT-CSLFRF and account 287-171.716-801.000 Professional Services.

Year	Amount
Year 1	\$ 1,150,650
Year 2	884,380
Year 3	738,025
Year 4	627,494
Year 5	593,525
<b>Aggregate Total</b>	<b>\$3,994,074</b>

IT IS RESOLVED, that the appropriate City officials are hereby authorized to do all things necessary to enter into and manage a contractual agreement with Ernst & Young for management services for the City's ARPA funds, including but not limited to compliance and implementation, in the amount not-to-exceed \$3,994,074.00 for the FY2022 to FY2027.

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Oct 27, 2021 15:21 EDT)

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J. F. Widigan

Robert Widigan, Interim Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Oct 27, 2021 17:08 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

APPROVED AS TO PURCHASING:

*Lauren Rowley*

Lauren Rowley, Purchasing Manager





# CITY OF FLINT

## STAFF REVIEW FORM

TODAY'S DATE: 10/26/2021

PREPARED BY: Vickie Foster, Dept. of Finance

AGENDA ITEM TITLE: Management of ARPA Funds

VENDOR NAME: Ernst & Young

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

After thorough review of the eight proposals received for RFP22-512, the Finance team recommends awarding the contract for compliance and implementation of the ARPA funds to Ernst & Young. The contract with Ernst & Young would not exceed \$3,994,074 for FY2022 to FY2027.

BUDGETED EXPENDITURE? YES

Dept.	Name of Account	Account Number	Grant Code	Amount
Finance	Professional Services	287-171.716-801.000	FUSDT-CSLFRF	3,994,074
GRAND TOTAL				3,994,074

PRE-ENCUMBERED? YES ☐ NO ☒ REQUISITION NO:

ACCOUNTING APPROVAL: Martita Moffett-Page  
Martita Moffett-Page (Oct 27, 2021 13:37 EDT) Date: \_\_\_\_\_  
Martita Moffett-Page, Grants Administrator

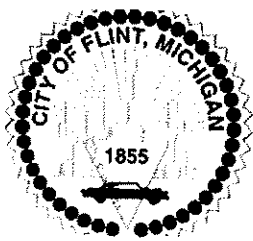
WILL YOUR DEPARTMENT NEED A CONTRACT? YES (see attached)

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)

Year 1 \$1,150,650 Year 2 \$884,380 Year 3 \$738,025 Year 4 \$627,494 Year 5 \$593,525

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

DEPARTMENTAL APPROVAL: Jennifer Ryan  
Jennifer Ryan (Oct 27, 2021 11:19 EDT) Date: \_\_\_\_\_  
Jennifer Ryan, Deputy Finance Director



Sheldon A. Neeley  
Mayor

## CITY OF FLINT Department of Finance

Clyde Edwards  
City Administrator

Robert J.F. Widigan  
Interim Chief Financial Officer

Jennifer Ryan  
Deputy Finance Director

### MEMORANDUM

TO: Lauren Rowley  
Purchasing Manager

FROM: Robert J.F. Widigan  
Interim Chief Financial Officer

DATE: October 21, 2021

SUBJECT: Management of American Rescue Plan Act (ARPA) Funds – Proposal #22000512

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The proposals received for RFP #22-512 were reviewed and discussed with Jennifer Ryan, Lottie Ferguson, Khalfani Stephens, Martita Moffett-Page, and Robert J.F. Widigan. Below is a summary of the results.

From our original Management of American Rescue Plan Act (ARPA) Funds RFP, we received eight (8) proposals (attached is a summary of all eight responses, titled "Flint ARPA Proposal Summary - FINAL"). The (8) proposal were from the following firms:

1. Witt O'Brien's, LLC - Washington, DC
2. Accutrak Consulting and Accounting Services PLLC - Chesterfield, MI
3. Ernst & Young LLP - Detroit, MI
4. Montgomery & Company, PLLC - Southfield, MI
5. MGT of America Consulting, LLC - Tampa, FL
6. Guidehouse, Inc. - Falls Church, VA
7. BLN Emergency Management - Wixom, MI
8. Tidal Basin Government Consulting, LLC - Utica, NY

From those eight (8) proposals, we focused on four (4). They were selected based on all of the following factors: total cost; subcontracting; proximity to Flint, MI or Genesee County, MI; experience working with other Michigan communities; and overall experience managing federal grants.

The four (4) selected were BLN, E&Y, Montgomery, and Tidal Basin. Jenn and I reached out to these companies with the following request:

"We would like to focus on Compliance and Implementation. Could you please provide the following information for both compliance and implementation separately?"

## Management Of American Rescue Plan Act (ARPA) Funds – Proposal #22000512 (continued)

- Can you describe how you see your firm defining and handling compliance/implementation?
- Can you refine your estimated cost for compliance/implementation (feel free to break it down by hourly and then a not to exceed rate)?
- Can you provide your estimated time spent on compliance/implementation?
- Can you provide an estimated team size for compliance/implementation?
- Can you describe your estimated presence in Flint and/or City Hall?"

Two of the four firms, E&Y and Montgomery, replied by the deadline of Monday (10/18); one of the four firms, BLN, replied on Tuesday (10/19) at 4:45 PM. These responses are attached.

- The response from BLN Emergency Management did not answer most of the questions sent. They did include a breakdown of their costs, with a lower total than their original proposal.
- The response from Montgomery & Company answered our questions and included a cost breakdown. Their proposed services, though, seem to be focused on project management and training.
- The response from Ernst & Young LLP answered our questions and included a cost breakdown. In addition to project management and training, as offered by Montgomery, E&Y offer a more hands-on approach. E&Y's cost breakdown included more hours and a lower average cost per hour. Additionally, E&Y has more relevant experience and extensive resources. Although we had limited the updated information to implementation and compliance, E&Y includes a leveraging component as part of their engagement; their team includes resources to check for related funding for projects.

Based on our review, we have selected Ernst & Young LLP as the vendor for the Management of ARPA RFP #22-512.



SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES  
For Management of American Rescue Plan Act (ARPA) Funds  
Proposal# 22000512

Approximate Annual Quantities – Not Guaranteed  
Furnish as requested for the period 7/1/21 – 6/30/22

**Bidder# 1: Witt O'Brien's, LLC**  
Washington, DC

Professional Services Estimate \$513,300.00

Travel / On-Site Support \$77,610.00

**Bidder# 2: Accutrak Consulting and Accounting Services PLLC**  
Chesterfield, MI

**Proposed Fee**

<b>Job Title</b>	<b>Fully Burdened Hourly Rate</b>
Subject Matter Expert	\$250
Project Manager	\$215
Senior Project Analyst	\$185
Project Analyst	\$135
Administrative Support	\$75

**Bidder# 3: Ernst & Young LLP**  
Detroit, MI

**Total Cost:**

Year 1: \$1,414,500.00

Year 2: \$ 884,380.00

Year 3: \$ 738,025.00

Year 4: \$ 627,494.00

Year 5: \$ 593,525.00

**TOTAL: \$4,247,924.00**

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



**Bidder# 4: Montgomery & Company, PLLC**  
**Southfield, MI**

**Total Cost:**

**Year 1: \$ 829,080.00**

**Year 2: \$ 829,080.00**

**Year 3: \$ 829,080.00**

**Year 4: \$ 829,080.00**

**Year 5: \$ 829,080.00**

**TOTAL: \$4,145,400.00**

**Bidder# 5: MGT of America Consulting, LLC**  
**Tampa, FL**

**Total Cost:**

**Year 1: \$ 201,916.00**

**Year 2: \$ 207,292.00**

**Year 3: \$ 213,436.00**

**Year 4: \$ 220,540.00**

**Year 5: \$ 226,492.00**

**TOTAL: \$1,069,676.00**

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



**Bidder# 6: Guidehouse, Inc.**  
**Falls Church, VA**

Proposed rates are based on a time and materials fee arrangement.

**Rate Card Sheet**

<b>Team Guidehouse Rate Sheet</b>					
<b>Position</b>	<b>Year 1 Hourly Rate</b>	<b>Year 2 Hourly Rate</b>	<b>Year 3 Hourly Rate</b>	<b>Year 4 Hourly Rate</b>	<b>Year 5 Hourly Rate</b>
Partner/Leader	\$325	\$335	\$345	\$355	\$366
Director	\$295	\$300	\$315	\$324	\$334
Manager	\$235	\$245	\$250	\$258	\$266
Senior Consultant	\$180	\$185	\$190	\$196	\$202
Consultant	\$150	\$155	\$160	\$165	\$170
Recovery Analyst III	\$125	\$130	\$135	\$136	\$143
Recovery Analyst II	\$65	\$70	\$75	\$77	\$79
Recovery Analyst I	\$45	\$50	\$55	\$57	\$59
Analyst	\$35	\$40	\$45	\$46	\$47

**Bidder# 7: BLN Emergency Management**  
**Wixom, MI**

**Total Cost:**

**Year 1: \$1,836,318.25**

**Year 2: \$1,737,618.25**

**Year 3: \$1,745,514.25**

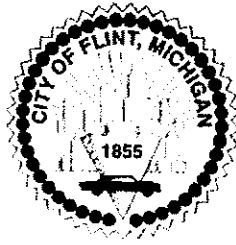
**Year 4: \$1,479,447.25**

**Year 5: \$ 765,811.00**

**TOTAL: \$7,564,709.00**

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



**Bidder# 8: Tidal Basin Government Consulting, LLC**  
**Utica, NY**

**Total Cost:**

**Year 1: \$1,255,450.00**

**Year 2: \$1,282,950.00**

**Year 3: \$1,282,950.00**

**Year 4: \$1,282,950.00**

**Year 5: \$1,282,950.00**

**TOTAL: \$6,387,250.00**

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



RESOLUTION NO.: 210280  
PRESENTED: JUN 14 2021  
ADOPTED: JUN 14 2021

**RESOLUTION AUTHORIZING THE AMENDMENT OF THE FY2020-21 BUDGET TO INCLUDE  
\$94,726,664 OF FUNDING FOR THE AMERICAN RESCUE PLAN ACT; CORONAVIRUS LOCAL FISCAL  
RECOVERY FUND FROM THE UNITED STATES DEPARTMENT OF TREASURY**

**BY THE MAYOR:**

As part of the American Rescue Plan Act, the City of Flint was awarded grant funding from the Coronavirus Local Fiscal Recovery Fund through the US Department of Treasury. The City's allocation of the funds totals \$94,726,664. The City received the first of two payments on May 19, 2021 for \$47,363,332.00; the second payment is expected in May 2022.

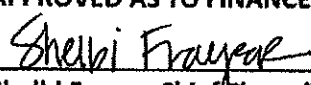
The period of performance for this award ends on December 31, 2026, and the City may use the award to cover eligible costs incurred during the period that begins on March 3, 2021 and ends on December 31, 2024. This grant is to address public health and economic impacts of the COVID-19 public health emergency and invest in infrastructure. The City will not expend funds until final rules have been issued by the U.S. Department of Treasury.

**IT IS RESOLVED** that the appropriate City officials are hereby authorized to do all things necessary to appropriate grant funding and abide by terms and conditions of the grant from the United States Department of Treasury for addressing the Public Health and Economic Impacts of the COVID-19 Public Health Emergency under grant code FUSDT-CSLFRF in the amount of \$94,726,664, and to make available in subsequent fiscal years any remaining funds that are still available from the grantor.

APPROVED AS TO FORM:

  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

  
Shelbi Frayer, Chief Financial Officer

FOR THE CITY OF FLINT:

  
Sheldon Neeley, Mayor

APPROVED BY CITY COUNCIL:

  
Kate Fields, City Council President



## **More Information on the Conclusion of the Public Comment Period and the Interim Final Rule on the Coronavirus State and Local Fiscal Recovery Funds**

The American Rescue Plan provides \$350 billion through the Coronavirus State and Local Fiscal Recovery Funds for eligible state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs. This funding is subject to the requirements specified in the Interim Final Rule adopted by Treasury, which describes whether a program, project, or service is an eligible use.

The Interim Final Rule took effect on May 17, 2021 and was open for public comment until July 16, 2021. Treasury welcomes the robust stakeholder feedback that was provided, with nearly 1,000 unique comments submitted. Treasury is committed to a prompt and thorough review of the comments and plans to adopt a final rule, which will respond to comments received. Treasury expects its review of comments to continue into the fall.

Until Treasury adopts a final rule and the final rule becomes effective, the Interim Final Rule is, and will remain, binding and effective. This means that recipients can and should rely on the Interim Final Rule to determine whether uses of funds are eligible under this program. Treasury encourages recipients to use funds to meet needs in their communities.

*Funds used in a manner consistent with the Interim Final Rule while the Interim Final Rule is effective will not be subject to recoupment.*

As noted above, the Interim Final Rule implements the four categories of eligible uses established under the American Rescue Plan Act, including by establishing criteria and considerations for recipients to determine whether a use is consistent with the Interim Final Rule. To provide clarity regarding eligible uses and help support recipients in responding to urgent needs, the Interim Final Rule includes a non-exclusive list of programs or services that are eligible as responding to the public health emergency and its negative economic impacts and a non-exclusive list of government services that may be funded to the extent of a government's reduction in revenue. At the end of this statement are examples that recipients may consider. Please note that not every eligible use is listed below, and recipients may use the Interim Final Rule to interpret whether their use of fund meet the criteria of what is eligible. It is possible for recipients to use funds in a manner that is not on the list below as long as it is consistent with guidance in the Interim Final Rule.

Additionally, recipients can use State and Local Fiscal Recovery Funds, up to their amount of revenue loss due to COVID-19, with broad discretion to provide government services. Some examples of government services include police, fire, and other public safety services, school or educational services, health services, environmental services, and maintenance or pay-go funded building of infrastructure including roads.

Finally, recipients may also consider FAQs issued by Treasury to help assess whether a project or service would be an eligible use of Coronavirus State and Local Fiscal Recovery Funds.

If recipients have interpretive questions regarding the Interim Final Rule, they may contact Treasury at [slfrp@treasury.gov](mailto:slfrp@treasury.gov). Treasury does not pre-approve specific uses of these funds.

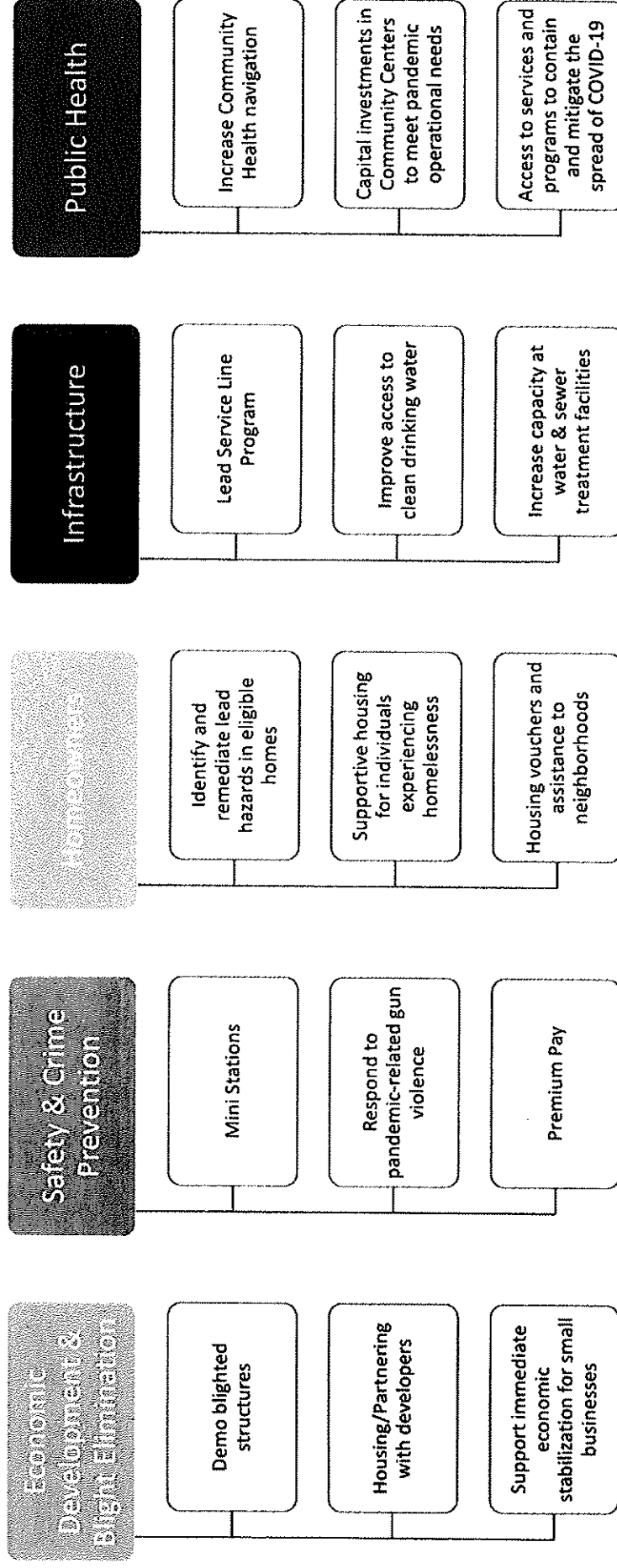
Treasury is committed to supporting recipients in helping to ensure a strong and equitable recovery and recipients are encouraged to use this relief to support urgent needs, including pandemic response efforts and supporting the immediate needs of households and businesses.

**Non-Exhaustive Examples of Funding Uses Eligible as Responding to the COVID-19 Public Health Emergency and Its Negative Economic Impacts**

- Expenses related to COVID–19 vaccination programs and sites
- Costs of providing COVID–19 testing and monitoring, contact tracing, and monitoring of case trends and genomic sequencing for variants
- COVID–19 related expenses in congregate living facilities, including skilled nursing facilities, long-term care facilities, incarceration settings, homeless shelters, residential foster care facilities, residential behavioral health treatment, and other group living facilities
- COVID–19-related expenses of public hospitals, clinics, and similar facilities
- Expenses of establishing temporary public medical facilities and other measures to increase COVID–19 treatment capacity
- Emergency medical response expenses, including emergency medical transportation, related to COVID–19
- Mental health treatment, substance misuse treatment, and other behavioral health services
- Assistance to unemployed workers, including services like job training to accelerate rehiring of unemployed workers
- Assistance to households or populations facing negative economic impacts, including food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; internet access or digital literacy assistance.
- Assistance to small businesses facing negative economic impacts, including to address financial hardship; implement COVID–19 prevention or mitigation tactics; or provide technical assistance, counseling, or other services to assist with business planning needs.
- For state, local, or Tribal governments, payroll and covered benefit expenses for public safety, public health, health care, human services, and similar employees responding to the COVID–19 public health emergency.
- Payroll, covered benefits, and other costs associated with rehiring public sector staff, up to the pre-pandemic staffing level of the government.
- When provided in a qualified census tract, to households living in a qualified census tract, by a Tribal government, or to other households, businesses, or populations disproportionately impacted by COVID–19, including programs or services that:
  - Facilitate access to health and social services, including assistance accessing public benefits or community violence intervention programs
  - Address housing insecurity, including support for individuals who are homeless and development of affordable housing
  - Address COVID– 19 impacts on education, including: new or expanded early learning services and services to address the academic, social, emotional, and mental health needs of students
  - Address the impacts of the COVID– 19 public health emergency on childhood health or welfare, including new or expanded childcare or home visiting programs.

# DRAFT

## ARPA Spending Categories

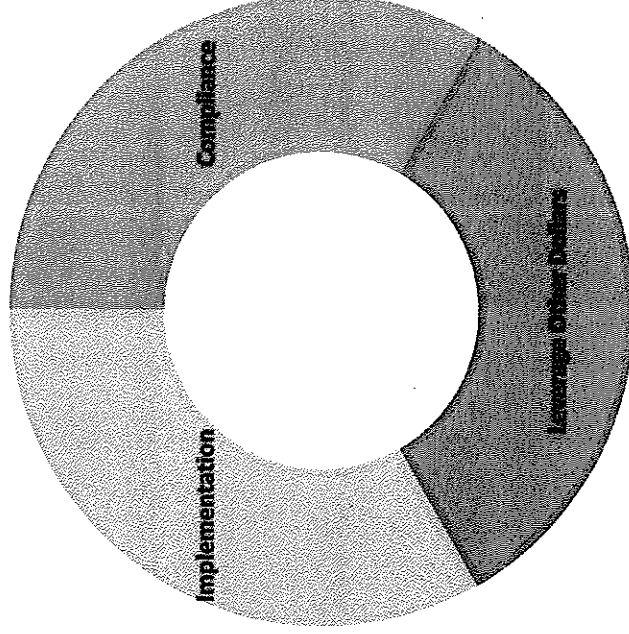


\*Subject to change based on community input and US Department of the Treasury Interim Final Rules

# DRAFT

## ARPA - FISCAL RECOVERY FUNDS INDIRECT DOLLARS - SPENDING PLAN

■ Compliance ■ Leverage Other Dollars ■ Implementation



**Compliance:** A third party firm to be our “watch dog” on these Federal funds. Responsible for all reporting, monitoring, and identifying justification for allowable costs.

**Implementation:** Additional staff/grantmakers to assist with early implementation of these dollars. Be the project manager for all identified projects

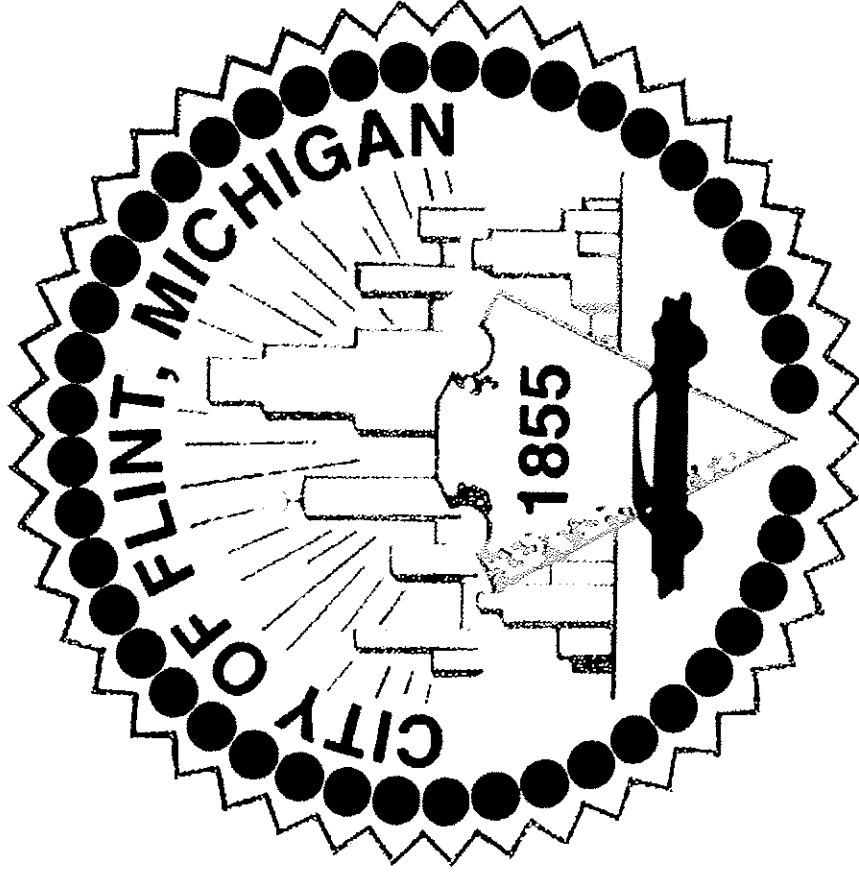
**Leverage other Dollars:** A third party firm to go after other ARPA dollars for the city. This could be matching grants, leveraging other foundations, etc.

# We Want To Hear From You!

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Residents can weigh in until **December 1, 2021**, with their thoughts in many ways:

- ☐ Vote in this poll: [surveymonkey.com/r/FlintFundingPriorities](https://surveymonkey.com/r/FlintFundingPriorities)
- ☐ Send an email to [input@cityofflint.com](mailto:input@cityofflint.com)
- ☐ Mail comments to:  
City of Flint Budget Input  
1101 S. Saginaw St. Room 203  
Flint, Michigan 48502
- ☐ Write comments and drop them off at Flint City Hall in the red drop box in front of the City Hall entrance.
- ☐ Call (810) 237-2000





RESOLUTION NO.: 210542

PRESENTED: NOV - 3 2021

ADOPTED: \_\_\_\_\_

PROPOSAL# 25-MI-210917

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO GARLAND/DBS, INC. FOR ROOF REPLACEMENT**  
**AT CITY HALL SOUTH BUILDING**

On October 7, 2021, The Facilities Maintenance Department submitted to the Purchasing Department, a cooperative bid that was administered by Garland/DBS, Inc. through a Master Intergovernmental Cooperative Purchasing Agreement (MICPA/OMNIA) for a roof replacement for the South Building at City Hall. The roof is in dire need of repair, as not doing so could potentially cause danger to citizens and employees.

WHEREAS, Lutz Roofing Co. was the lowest bidder from the (4) solicitations received. Funding for said services are budgeted, and will come from the following account:

Account Number	Account Name	Amount
402-753.200-976.000	Public Improvement Fund	\$ 254,991.00
	<b>FY22 GRAND TOTAL</b>	<b>\$254,991.00</b>

IT IS RESOLVED, that the Appropriate City Officials are to do all things necessary to enter into a contract with Garland/DBS, Inc. for roof replacement at the South Building at City Hall, in an amount not-to-exceed \$254,991.00 for the FY22 (07/01/21-06/30/22).

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Oct 26, 2021 12:07 EDT)

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J. F. Widigan

Robert Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D EDWARDS (Oct 26, 2021 12:24 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley  
Purchasing Manager



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** October 26, 2021

**BID/PROPOSAL#** Cooperative purchasing contract MICPA

**AGENDA ITEM TITLE:** Roof replacement on the South Building at City Hall

**PREPARED BY** Kathryn Neumann for Lee Osborne, Facilities Maintenance Operations Manager

**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 located on the South Building at City Hall. These roofs have needed replacement for several years. Garland/DBS, Inc. solicited bids through the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) and Lutz Roofing Co., Inc. was the lowest bidder from four solicitations.

**FINANCIAL IMPLICATIONS:** There is money in the account listed below.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
402	Public Improvement Fund	753.200-976.000		\$254,991.00
FY20 GRAND TOTAL				\$ 254,991.00

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 220005106

**ACCOUNTING APPROVAL:** Jennifer Ryan **Date:** \_\_\_\_\_

**WILL YOUR DEPARTMENT NEED A CONTRACT?** YES ☒ NO ☐

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

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

**DEPARTMENT HEAD SIGNATURE:** Lee Osborne  
(Lee Osborne, Facilities Maintenance Operations Manager)



## THE GARLAND COMPANY, INC.

### PERFORMANCE ROOFING AND FLOORING SYSTEMS

3800 EAST 91 STREET • CLEVELAND, OHIO 44105-2197  
PHONE: (216) 641-7500 • FAX: (216) 641-0633  
NATIONWIDE: 1-800-321-9336

10-10-21

Lee Osborne  
City of Flint  
1101 Saginaw St.  
Flint, MI 48502

Mr. Lee Osborne,

The City's Roofing assets are routinely inspected to establish a priority list for future capital funding and required scopes of work. Over the past decade, multiple older roofing assets have successfully been replaced throughout the City of Flint. Recent investigations revealed significant deterioration of the roofing components on the South Building housing the Development, Planning, Design and various other city run entities. Due to the condition and design of the previously installed roof, full replacement is the only option. Technical specifications based on design constraints, environment, roof access and longevity were established to generate a base-line for new roof installation; ensuring consistent bid quality and raising standards to current building code where possible. Pre-qualified roofing contractors were contacted for interest and a pre-bid has been completed for competitive bidding.

#### Bid Results

The project-specific Bid Set including scope of work, technical specifications, construction details and detailed installation instructions for competitive bids was provided to the roofing contractors. Each of the responsive bids received were from reputable roofing firms who have demonstrated the capability and capacity of completing the scope of work in a safe and timely manner. We recommend proceeding with the award to low responsive bidder, Lutz Roofing, for the South Building Roof Replacement Project with the low responsive bid of \$249,991. (Utilizing the largest Public Purchasing Co-Op, Omnia Partners, resulted in additional discounts for the City of Flint.)

**Lutz Roofing**  
\$249,991

**Royal Roofing**  
\$290,888

**National Roofing**  
\$375,358

**T.F. Beck**  
\$501,529

Over the past six months, we've noticed the pandemic creating inconsistent bid results and uncertainty in the construction industry. This uncertainty along with contractor back-log, material cost increases and extremely long material lead-times, has resulted in the need for most municipalities to secure contractor scheduling six to twelve months ahead of the project start date. Since Lutz's responsive bid is significant more economical than other responsive bids, we recommend providing the contractor with a formal acceptance at this time, even though the work shall not be completed until the Spring/Summer of 2022. Providing acceptance now eliminates additional material cost increases set for 2022 (anticipated at \$50,000+ specific to this project) and establishes a project timeline to allow contractors to secure material lead-times which have increased to six months or more. Delaying acceptance will prevent this project from completion in the 2022 calendar year and create potential safety concerns for building occupants.

Should you have any additional questions, please do not hesitate to call us directly.

Sincerely, your Garland Team,

Brad Konvolinka  
The Garland Company, Inc.





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



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

City of Flint  
Flint City Hall  
1101 Saginaw St  
Flint, MI 48503

**Date Submitted: 10/07/2021**  
**Proposal #: 25-MI-210917**  
**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: Base Bid - City Hall South Building (Section A, A2 & B)**

1. Remove ballasted EPDM roof and insulation down to existing vapor barrier.
2. Repair vapor barrier and/or concrete at provided line-item costs as needed. Approval from owner required prior to the acceptance of all change orders.
3. Remove debris and ensure surface is dry; apply asphaltic roof primer to deck at specified rate.
4. Install two layers of 2.6" polyisocyanurate insulation in hot asphalt, staggering joints throughout.
5. Install wood nailer at perimeter to meet new roof line at fastener pattern provided.
6. Install 1/4:12 tapered polyisocyanurate insulation around perimeter of roof extending 4' onto the field.
7. Install 1/2:12 slope tapered saddles between drain sumps.
8. Attach a 1/2" pre-primed recovery board in insulation adhesive.
9. Install fiberglass reinforced SBS modified base sheet specified in hot asphalt. Base sheet to be installed in a shingle fashion starting at the low point.
10. Install fiberglass/polyester reinforced SBS modified smooth cap sheet specified in hot asphalt.
11. Using a notched squeegee, apply cold-process, polymer modified flood-coat at specified rate and immediately broadcast pea gravel per specifications.

12. Flashing to be comprised of fiberglass reinforced SBS modified base and fiberglass/polyester reinforced SBS modified mineral cap sheet installed in trowel-grade flashing adhesive.
13. Sump all drains at 8' diameter using ¼ : 12 slope; install new pans and gravel stop.
14. New edge metal to be fabricated and installed per wind up-lift calculations and local code.
15. Apply two coats of aluminized surface protection to all exposed flashings, drain assemblies and rooftop penetrations.
16. Replace (16) existing pipe supports with composite supports; secure to electrical conduit.
17. Furnish and install new roof hatch to replace existing.
18. 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.
19. 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.
20. Contractor to provide a written (2) year workmanship warranty to manufacturer. The manufacturer is to provide a single (30) year warranty directly to the City of Flint which includes materials and labor.

**Attachment C: Bid Form - Line Item Pricing Breakdown**

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.16	Tear-off & Dispose of Debris: SYSTEM TYPE Ballasted Single-Ply W/ Insulation - Concrete Deck	\$ 2.58	9,150	SF	\$ 23,607
6.10.01	Roof Deck and Insulation Option: CONCRETE ROOF DECK - COLD PROCESS APPLICATION INSULATION OPTION: Adhere Polyisocyanurate in Insulation Adhesive / Adhere High Density Asphalt Coated Wood Fiber with Insulation Adhesive to Provide an Average R-Value of 20 In Compliance FM 1-90 Requirements	\$ 4.78	9,150	SF	\$ 43,737
12.01.02	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 Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lb/in tensile	\$ 3.18	9,150	SF	\$ 29,097

12.07.02	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 Hot ASTM D 312 Type III or IV Asphalt, Flood Coat & Aggregate in Hot Modified Coal Tar Pitch: ROOFING MEMBRANE & COATING OPTION ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 220 lbf/in tensile, Flood Coat in Modified Hot Coal Tar Pitch With 2000% Elongation	\$ 7.80	9,150	SF	\$ 71,370
12.07.06	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 Hot ASTM D 312 Type III or IV Asphalt, Flood Coat & Aggregate in Hot Modified Coal Tar Pitch: COATING OPTION: Add/Deduct for Installing Flood Coat in Cold Process Coal Tar Pitch	\$ (0.68)	9,150	SF	\$ (6,222)
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	\$ 14.00	1,000	SF	\$ 14,000
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	\$ 6.50	1,000	SF	\$ 6,500
5.10	Coat New Roofing With Elastomeric Coating: ROOF SYSTEM TYPE Apply an Aluminum Coating per Specifications (3/4 Gallon per Square per Coat - 2 Coats Required) - Smooth or Mineral Surfaced Modified	\$ 1.80	1,000	SF	\$ 1,800
	Metal Stretch-Out: 24 Gauge Kynar Gravel Stop with Four (4) Bends	\$ 13.27	520	LF	\$ 6,900
	Metal Stretch-Out: 24 Gauge Kynar Drip Edge with Three (3) Bends	\$ 12.02	80	LF	\$ 962

	Metal Stretch-Out: 24 Gauge Kynar Fascia with Two (2) Bends	\$ 12.47	120	LF	\$ 1,496
	<b>Sub Total Prior to Multipliers</b>				<b>\$ 193,247</b>
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	\$ 193,247	%	\$ 34,785
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	\$ 193,247	%	\$ 28,987
	<b>Total After Multipliers</b>				<b>\$ 257,019</b>

**Base Bid Total Maximum Price of Line Items under the MICPA:** \$ 257,019  
**Proposal Price Based Upon Market Experience:** \$ 249,991

**Garland/DBS Price Based Upon Local Market Competition:**

<b>Lutz Roofing Co., Inc.</b>	<b>\$ 249,991</b>
<b>Royal Roofing Co., Inc.</b>	<b>\$ 290,888</b>
<b>National Roofing &amp; Sheet Metal Co., Inc.</b>	<b>\$ 375,358</b>
<b>T.F. Beck Roofing &amp; Sheet Metal</b>	<b>\$ 501,529</b>

**Unforeseen Site Conditions:**

Roof Hatch	\$ 1,425.00	Each
Drain Replacement	\$ 2,109.00	Each

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

**Clarifications/Exclusions:**

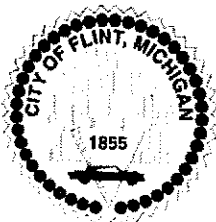
1. Permits are excluded.
2. Bonds are included.
3. Plumbing, Mechanical, Electrical work is excluded.
4. Masonry work is excluded.
5. Interior Temporary protection is excluded.
6. Any work not exclusively described in the above proposal scope of work is excluded.

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.: 210575PRESENTED: DEC - 8 2021

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION FOR PROFESSIONAL SERVICES AGREEMENT WITH INNOVATIVE SOFTWARE SERVICES, INC.**

The City of Flint Customer Service Center uses Innovative Software for Income tax processing, collection of income taxes, account reconciliation, compliance programs and issuance of refund checks for the City of Flint, making it a sole source for the listed services. A Resolution was adopted in 2013 to enter into a professional services agreement with Innovative Software Services, Inc.

On July 1, 2021, Innovative Software Services, Inc., P.O. Box 70, Eaton Rapids, MI 48827 provided the city with an updated quote for the next three (3) years based on 2020 Calendar year tax data.

Whereas, The Customer Service Department requests that we continue the contract with Innovative Software Services at for the next three (3) Years. Amounts to come from accounts as show below:

Account Number	Account Name	Amount
101-253.201-801.000	Customer Service Income Tax- Professional Services	FY22 TOTAL \$611,287.25
101-253.201-801.000	Customer Service Income Tax- Professional Services	FY23 TOTAL \$672,415.98
101-253.201-801.000	Customer Service Income Tax- Professional Services	FY24 TOTAL \$739,657.58
	<b>(3) YEAR GRAND TOTAL</b>	<b>\$2,023,360.81</b>

IT IS RESOLVED, that the appropriate city officials are to do all things necessary to extend their contract with Innovative Software Services Inc. for income tax processing, collection of income taxes, account reconciliation, compliance programs and issuance of refund checks for the City of Flint in the amount not-to-exceed \$611,287.00 for Fiscal Year 2022 (07/01/21-06/30/22), an amount not-to-exceed \$672,415.98 for Fiscal Year 2023 (07/01/22-06/30/23) pending budget adoption, and an amount not-to-exceed \$739,657.58 for Fiscal Year 2024 (07/01/23-06/30/24) pending budget adoption.

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov 29, 2021 11:24 EST)

Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Nov 29, 2021 16:32 EST)

Clyde Edwards, City Administrator

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley  
Purchasing Manager

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan (Nov 29, 2021 10:40 EST)

Robert J.F. Widigan, Chief Financial Officer

APPROVED BY CITY COUNCIL:

\_\_\_\_\_  
Eric Mays, City Council President



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 10/12/21

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** INCOME TAX PROCESSING FOR CITY OF FLINT

**PREPARED BY:** Patrice Ellison, Finance/Customer Service Center  
(Please type name and Department)

**VENDOR NAME:** INNOVATIVE SOFTWARE

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

To continue to pay Innovative Software for processing and collection of income taxes, receipt of payments, account reconciliation, compliance programs and issue refund checks for the City of Flint. Innovative Software is compatible with our city income tax system and is set to our specifications making them a necessary sole source for the city's income tax processing needs.

**FINANCIAL IMPLICATIONS:** \$2,023,360.81

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

Dept.	Name of Account	Account Number	Grant Code	Amount
<b>FY'22</b>				
FIN/ CSC	CUSTOMER SERVICE INCOME TAX - PROFESSIONAL SERVICES	101.253-201.801.000		\$611,287.25
<b>FY'23</b>				
FIN/ CSC	CUSTOMER SERVICE INCOME TAX - PROFESSIONAL SERVICES	101.253-201.801.000		\$672,415.98
<b>FY'24</b>				
FIN/ CSC	CUSTOMER SERVICE INCOME TAX - PROFESSIONAL SERVICES	101.253-201.801.000		\$739,657.58
		<b>GRAND TOTAL</b>		<b>\$2,023,360.81</b>



## CITY OF FLINT

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 210004140

ACCOUNTING APPROVAL: \_\_\_\_\_ Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☒ NO ☐

(If yes, please indicate how many years for the contract) Continuous Agreement 3 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) ADD %10 MORE EACH YEAR

BUDGET YEAR 1 \$611,287.25

BUDGET YEAR 2 \$672,415.98

BUDGET YEAR 3 \$739,657.58

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

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

DEPARTMENT HEAD SIGNATURE: Amanda Trujillo  
AMANDA TRUJILLO  
CITY TREASURER





# Innovative Software Services, Inc.

P.O. Box 70 Eaton Rapids, MI 48827 Phone (517) 6635710 Fax (517) 6636141

July 1, 2021

Mr. Sheldon Neeley  
1101 S Saginaw St.  
Flint, Michigan 48501

Dear Mr. Neeley:

I have prepared the estimate for continued income tax processing for the next three years. The estimate is based upon 2020 calendar year tax data.

Innovative Software Services, Inc. in working with City of Flint staff has resulted in an increase in collections over the years and we look forward to increasing collections even more. All cities are unique, but in one case we achieved revenue growth from 8 million in 2008 to over 17 million 2020 and we are still growing that revenue stream even larger today.

Innovative Software Services utilizes advanced Windows® technology in the development of software designed for state and local governments and private industry. Among our products is CityTax™, the most flexible and modern income tax processing software on the market today.

Enclosed you will find several CityTax Processing™ documents for your review:

1. Description of Service Options
2. Processing Proposal
3. Revised CityTax Service Agreement.
4. References

Please let me know your thoughts. If you have questions or concerns, please contact me at 517-663-5710.

Sincerely,

Rick Carpenter, President

Enclosures (2)



**Innovative Software Services, Inc.**

P.O. Box 70 Eaton Rapids, MI 48827 Phone (517) 663-5710 Fax (517) 663-6141

# **CityTax Processing City of Flint Description of Services**

• • • • •  
*"The Local Income Tax Solution"*

*July 1, 2021*

## ***Introduction***

The following is an outline that describes each function contained within the proposal that Innovative Software Services, Inc. will provide to the City of Flint.

## ***Preface***

If the City of Flint decides to retain staff of their own and to have the mail delivered directly to the City of Flint, then an average of two days each week a certified courier will pick up and deliver all documents received by the City of Flint. If it is agreed upon that all mailings will be delivered directly to a PO Box supplied by Innovative Software Services, Inc. the courier service will not take place and federal express will be used for minor mailing quantities, such as tax related documents dropped off directly to the City of Flint by taxpayers.

With exception of payments, all processing will be completed within two weeks of the date of delivery. Payments will be processed and deposited into the City of Flint's bank account within two days of receipt; except in very rare cases such as bank holidays, tax filing deadline day, withholding deadline day, etc.

Innovative Software Services, Inc. will not represent the City of Flint for disputes of tax payers who have appealed to board of review, tax tribunal, or state tax commission or any other municipal matters. Innovative Software Services, Inc. will supply all required documentation and aid in advising city personnel in these matters.

Innovative Software Services, Inc. will not respond to press inquiries concerning the income tax operation. Innovative Software Service, Inc. will supply all required documentation requested by the City of Flint.

The audit criteria used in all facets of income tax processing must be defined and provided by the City of Flint.

The City of Flint will be responsible for designing and distributing all tax forms. Innovative Software Services, Inc. will provided any data required for the printing process such as names, addresses, etc.

## ***Entering Tax Returns***

This process covers entry of all basic tax return form information and a general review of the returns. This process does include the opening of mail, sorting and batching of returns.

## ***Auditing of Resident/Non Resident Tax Returns***

This process covers all audit procedures for Resident and Non Resident Tax Returns as defined by the City of Flint.

## ***Auditing of Corporate Tax Returns***

This process covers all audit procedures for all Corporate, Partnership, and Business Tax Returns as defined by the City of Flint.

## ***Refunds (All Types)***

This process covers all refund processing for the City of Flint. This does include the actual printing of checks.

## ***1099 Processing***

This process covers all printing and electronic submission of 1099s.

### ***Letters and Invoice Processing***

This process covers all printing and mailing of the City of Flint defined letter and invoice procedures. This also includes the State tape process and any additional interface methods defined by the City of Flint.

### ***Payment Processing***

This procedure covers entry of all payments into the CityTax system. In addition, this covers the daily deposits.

### ***W2 Posting***

This process covers all posting of all W2 information as specified by the City of Flint received via Employers or Employees.

### ***W3 Reconciliation***

This process covers the reconciliation of Employer W3 submissions.

### ***Annual Employee Staffing***

If the City of Flint decides to outsource all functions of the Local Income Tax Processing and elects not to retain at least one (1) staff member qualified as a Tax Administrator, then an Annual staffing charge will be imposed.

### ***Annual Administration Cost***

The annual administration cost covers all hardware and software upgrades, telephone and administration. This fee is imposed if the City of Flint decides to outsource all facets of the Local Income Tax Processing operation including the scenario whereas the City of Flint retains an income tax administrator of their own.

### ***Mailing Costs***

All mailing costs shall be covered by the City of Flint and will be charged back to the City of Flint on an as incurred basis. An estimated mailing cost based upon all processes is outlined in this proposal.

### ***Data Backups***

Database snapshots are performed throughout the day and also a full backup is performed every business night. Backups are stored in a secure environment.

### ***Duties/Issues that must be conducted by the City of Flint include***

- Make the final determination concerning non-routine audit adjustments.
- Pursue the final stages of collections of amounts due.
- Waiver of penalty and interest.
- Conduct Board of Review Cases.
- Design and update tax forms.
- Determine all income tax policies.
- Answer all inquiries concerning income tax revenue.
- Approve payment plans not determined to be standard as defined by the City of Flint
- Make determination concerning accounts receivable write offs.

***If the City of Flint elects to retain one (1) income tax employee with local tax administration qualifications the following duties will be conducted by that employee:***

- Make the final determination concerning non-routine audit adjustments.
- Pursue the final stages of collections of amount due (including NSF replacement).
- Deal with taxpayer phone calls and visits.
- Reconcile payment information received daily from Innovative Software Services, Inc with Accounting/Treasury.
- Conduct annual compliance testing.
- Register new employers.
- Waive penalty and interest.
- Conduct Board of Review Cases.
- Design and update tax forms.

***Annual Software Support***

The Annual Software Support will be reduced by the amount shown in the proposal.

# CityTax Processing

**“The Local Income Tax Solution”**

**City of Flint  
Proposal**

Process	Quantity	Price	Discount	Extended Price
Entering Returns (All Types)	25,702	\$1.65	\$0.00	\$42,408.30
Auditing Resident / Non Resident Returns	42,960	\$1.30	\$0.00	\$55,848.00
Auditing Corporate Returns	1,468	\$3.35	\$0.00	\$4,917.80
Refunds (All Types)	9,000	\$0.60	\$0.00	\$5,400.00
1099 Processing	9,549	\$0.60	\$0.00	\$5,729.40
Letters and Bills Processing	50,000	\$0.60	\$0.00	\$30,000.00
Payment Processing	42,914	\$0.45	\$0.00	\$19,311.30
W2 Posting	99,829	\$0.45	\$0.00	\$44,923.05
Bad Address Changes	7,500	\$0.75	\$0.00	\$5,625.00
W3 Reconciliation	4,000	\$12.35	\$0.00	\$49,400.00
Imaging - 1040 and Corporate Forms per page	290,391	\$0.20	\$0.00	\$58,078.20
State Tape Processing	1	\$17,500.00	\$0.00	\$17,500.00
CityTax Annual Maintenance Costs	1	\$28,858.00	\$17,314.80	\$11,543.20
Annual Admin (Tel, Fax, Systems, Courier)	1	\$64,500.00	\$0.00	\$64,500.00
E-Filing	17,258	\$3.50	\$0.00	\$60,403.00
<b>Estimated Processing Total</b>				<b>\$475,587.25</b>
Annual Employee Staffing Cost	1	\$92,700.00	\$0.00	\$92,700.00
Printed Forms-1040 & 1099 & Refund Checks	1	\$9,500.00	\$0.00	\$9,500.00
Envelopes/Paper/Checks	1	\$3,500.00	\$0.00	\$3,500.00
Mailing Cost as Incurred	1	\$30,000.00	\$0.00	\$30,000.00
<b>Total Estimate</b>				<b>\$611,287.25</b>

**\*\*Proposal valid for 60 days\*\***



RESOLUTION NO.: 210577

PRESENTED: DEC - 8 2021

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**CHANGE ORDER RESOLUTION TO MODERN INDUSTRIES INC. FOR READY MIX CONCRETE**

WHEREAS, City Council adopted Resolution #210358 on August 10, 2021 for the purchase of ready mix concrete and concrete supplies for FY2022, for an amount not to exceed \$182,300.00.

WHEREAS, The City of Flint Department of Transportation has performed an aggressive sidewalk replacement program this far in FY22. When the FY22 budget was originally prepared, sidewalk replacement decisions were not yet made or budgeted for.

WHEREAS, The City of Flint Department of Transportation is requesting additional monies in an amount not-to-exceed \$150,00.00 For FY22, for Modern Industries, Inc., G 3275 W Pasadena Ave. Flint, MI, 48504, to allow for the continuation of the sidewalk replacement program in the upcoming Spring. The additional requested funds will come from the following account:

Account Number	Account Name	Amount
203-449.200-752.000	Concrete	\$150,000.00

IT IS RESOLVED, that the appropriate City Officials are authorized to issue a Change Order to Modern Industries Inc. in an amount not-to-exceed \$150,000.00 for FY22 for the total aggregate Purchase Order amount not-to-exceed \$332,300.00 for Fiscal Year 2022 (07/01/21 - 06/30/22).

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov 30, 2021 16:30 EST)  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan (Nov 30, 2021 16:17 EST)  
Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Dec 1, 2021 09:30 EST)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_  
Eric Mays, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley  
Lauren Rowley, Purchasing Manager



## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** November 29, 2021

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** Concrete

**PREPARED BY** Kathryn Neumann for John Daly, Director of Transportation

**VENDOR NAME:** Modern Concrete

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The City of Flint performed an aggressive sidewalk replacement program – replacing sidewalks impacted by city owned trees in the right-of-way. When the budget was prepared almost a year ago, the decision for the City to replace sidewalks had not been made. Part of Act 51 monies (the state money that funds Street Maintenance) requires the City of Flint use a percentage of the money on non-motorized activities. One non-motorized activity is the replacement of sidewalks. This year, Street Maintenance had a crew that was dedicated to the replacement of sidewalk squares. Since July 1, 2021, approximately 700 squares were replaced. This additional money will allow the sidewalk program to continue in the spring of 2022.

**FINANCIAL IMPLICATIONS:** There is money in the accounts listed below

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Streets	Concrete	203-449.200-752.000		\$ 150,000.00
		<b>FY22 GRAND TOTAL</b>		<b>\$ 150,000.00</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 210005242

**ACCOUNTING APPROVAL:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

**OTHER IMPLICATIONS (i.e., collective bargaining):** None

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

**DEPARTMENT HEAD SIGNATURE:** \_\_\_\_\_

*John H. Daly III*  
John H. Daly III (Nov 29, 2021 12:55 EST)

(John Daly, Director of Transportation)





RESOLUTION NO.: 210358

PRESENTED: AUG - 4 2021

ADOPTED: AUG 10 2021

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO MODERN CONCRETE FOR READY MIX CONCRETE**

WHEREAS, the Transportation Department awarded the bid for ready mix concrete to Modern Industries for FY2020 and FY2021. Modern Industries requested a price increase of five percent for FY2022. The Transportation Department discussed this proposed increase with Finance and Legal, and researched price changes in the industry. The Transportation Department recommends to extend the contract with Modern Industries, 3275 W Pasadena Ave, Flint, MI, for ready mix concrete for FY2022 for an amount not to exceed \$182,300.00, including a five percent increase to the 2020 pricing.

Account Number	Account Name	Amount
<b><u>Sidewalks, Street Cuts, Driveways</u></b>		
202-449.200-752.000	Supplies	\$ 2,700.00
203-449.200-752.000	Supplies	15,000.00
202-449.201-752.000	Supplies	32,000.00
203-449.201-752.000	Supplies	50,000.00
202-449.203-752.000	Supplies	6,000.00
203-449.203-752.000	Supplies	10,800.00
202-449.211-752.000	Supplies	12,800.00
203-449.211-752.000	Supplies	25,000.00
<b><u>Water Service Center</u></b>		
590-540.208-752.000	Supplies	28,000.00
<b>FY2022 GRAND TOTAL</b>		<b>\$ 182,300.00</b>

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to extend the contract with Modern Industries to provide ready mix concrete for FY2022 for the amount not to exceed \$182,300.00.

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler / Jul 29, 2021 17:27 EDT

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Shelbi Frayer  
Shelbi Frayer / Jul 29, 2021 16:34 EDT

Shelbi Frayer, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde D Edwards  
CLYDE D EDWARDS / Jul 29, 2021 17:45 EDT

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Kate Fields

Kate Fields, City Council President

RESOLUTION NO.: 210579PRESENTED: DEC - 8 2021

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

RESOLUTION AUTHORIZING APPROPRIATE CITY OFFICIALS TO DO ALL THINGS NECESSARY TO  
PROCESS A BUDGET AMENDMENT TO TRANSFER FUNDS WITHIN THE DPW - TRANSPORTATION  
DIVISION FOR SHORTAGES IN THE LOCAL STREET FUNDS

To maintain a balanced departmental budget, it is necessary that appropriated funding be increased and adjusted within the Department of Public Works, Transportation Division budget in the amount of \$1,000,000.00 to cover Local Street Fund (203) funds into the following account number:

Dept.	Name of Account	Account Number	Grant Code	Amount
203	Asphalt	449.201-782.000	N/A	850,000.00
203	Supplies – Sidewalks	449.200-782.000	N/A	150,000.00
FY21/22 GRAND TOTAL				\$1,000,000.00

Per Public Act 51, Major and Local Street Funds are restricted funds. Use of Major and Local Street Funds are limited to transportation purposes. The failure to use these funds will result in the reduction of future funds that the City may have been entitled to for the period of one year. The FY2020 audited fund balance for these funds is \$21,004,481.

In accordance with Budget Ordinance #3856 adopted 1-25-15, budget amendments in excess of \$25,000 shall be submitted to City Council for its approval;

**IT IS RESOLVED**, that the appropriate city officials are hereby authorized to do all things necessary to amend the 2021-2022 budget of the City of Flint to reflect the changes requested above to the City's DPW – Transportation Local Street Fund (203) for a total change of \$1,000,000.00.

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov 23, 2021 10:05 EST)

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J. F. Widigan  
Robert J. F. Widigan (Nov 23, 2021 16:10 EST)

Robert J. F. Widigan, Chief Financial Officer

APPROVED FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Nov 23, 2021 10:01 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:

Eric Mays  
Eric Mays, Council President

FY22 - KRN

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** November 17, 2021

**BID/PROPOSAL#** N/A

**AGENDA ITEM TITLE:** Budget amendment

**PREPARED BY** Kathryn Neumann for Michael J. Brown, Director of Public Works

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Department of Public Works is requesting a Budget Amendment to request additional funding for DPW – Street Maintenance Division asphalt and concrete accounts. This is to cover all necessary requisitions in the P.O. System and to complete local asphalt paving and local sidewalks per ACT51 State Requirements. The City has performed an aggressive paving schedule this year, paving approximately 21 miles of local roads. Per ACT51, a percentage of the money the City receives from the State of Michigan must be used for non-motorized activities. This year, the City had a crew dedicated to the replacement of sidewalk squares that have been impacted by City trees and therefore, more concrete was used. Since the City hadn't had a dedicated sidewalk crew in many years, an exact amount of concrete needed was unknown. The City replaced approximately 700 sidewalk squares this calendar year.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
203	Local Street Fund	449.201-782.000		\$ 850,000.00
203	Local Street Fund	449.200-782.000		\$ 150,000.00
<b>FY22 GRAND TOTAL</b>				<b>\$1,000,000.00</b>

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

**ACCOUNTING APPROVAL:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

**OTHER IMPLICATIONS (i.e., collective bargaining):** None

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

**DEPARTMENT HEAD SIGNATURE:**

Michael J. Brown

Michael J. Brown (Nov 17, 2021 09:12 EST)

Michael J. Brown, Director of Public Works



PROPOSAL# 21-572

RESOLUTION NO.: 210580

PRESENTED: DEC - 8 2021

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SORENSON GROSS FOR CHANGE ORDER #1 FOR DORT PUMP STATION  
REHABILITATION**

On March 3, 2021, Flint City Council approved Resolution #210103 to enter into an agreement with Sorenson Gross to complete rehabilitation work on the Dort Pump Station at the Water Treatment Plant in an amount not-to-exceed \$3,649,397.00.

Whereas, completion of the work at the Dort Pump Station is requiring additional services to the rehabilitation project including secondary water interconnect, isolate pumps, sandblasting and repainting, electrical materials, reinforcing steel material and masonry repairs at an additional cost of \$420,547.47.

Whereas, the Water Treatment Plant is requesting an authorization to enter into Change Order #1 with Sorenson Gross, 3407 Torrey Rd., Flint, MI., 48507 to come from the following WINN account:

Account Number	Account Name	Grant Code	Amount
496-552.000-801.076	Dort -Cedar Pump Station	FEPA18WIIN-1	\$420,547.47
		<b>FY22 GRAND TOTAL</b>	<b>\$420,547.47</b>

IT IS RESOLVED, that the Appropriate City Officials are to do all things necessary to enter into Change Order #1 with Sorenson Gross for the Dort Pump Station Rehabilitation project, in a Change Order amount for additional services not-to-exceed \$420,547.47, with a total contract amount not-to-exceed \$4,069,944.47 for FY22 (07/01/21-06/30/22).

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov 29, 2021 11:28 EST)

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan (Nov 29, 2021 15:43 EST)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Nov 29, 2021 16:24 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Eric Mays  
Eric Mays, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley  
Purchasing Manager



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** November 11, 2021

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** Resolution Authorizing Appropriate City Officials to Enter Into a Change Order#1 Contract with Sorensen Gross for the Dort Pump Station Rehabilitation

**PREPARED BY:** Yolanda Gray, Department of Public Works Accounting Supervisor

**VENDOR NAME:** Sorensen Gross

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

On March 3, 2021, Flint City Council approved Resolution #210103 to enter into an agreement with Sorensen Gross to complete rehabilitation work on the Dort Pump Station at the Water Treatment Plant in an amount not to exceed \$3,649,397.00. In order to complete the rehabilitation additional services are required: secondary water interconnect, isolate pumps, sandblasting and repainting, electrical material, reinforcing steel material, and masonry repairs. These additional services are not to exceed \$420,547.47 with a total contract price not to exceed \$4,069,944.47. Funding is available in WIIN account 496-552.000-801.076 FEPA18 WIIN-1

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
496	Dort-Cedar Pump Station	496-552.000-801.076	FEPA18WIIN-1	\$420,547.47
FY22 GRAND TOTAL				\$420,547.47

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 220005196

**ACCOUNTING APPROVAL:** Yolanda Gray **Date:** 11/11/21

**WILL YOUR DEPARTMENT NEED A CONTRACT?** YES ☒ NO ☐

(If yes, please indicate how many years for the contract)  
complete by 6/30/22

YEARS change order services should be

**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**



## CITY OF FLINT

BUDGET YEAR 2

---

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE:

Scott Dungee 11/11/2021  
(PLEASE TYPE NAME, TITLE)

## CHANGE ORDER NO.: 1

Owner:	City of Flint	Owner's Project No.:	21000572
Engineer:	DLZ	Engineer's Project No.:	1949-018800
Contractor:	Sorensen Gross	Contractor's Project No.:	88101
Project:	Dort Pump Station Rehabilitation		
Contract Name:	Dort Pump Station Rehabilitation		
Date Issued:	11/9/21	Effective Date of Directive:	11/9/21

The Contract is modified as follows upon execution of this Change Order:

### Description:

This Change Order includes cost for Field Bulletin #1, Field Bulletin #2, and increases in costs for electrical materials due to the COVID-19 pandemic from Bid time until Contract Award. The following is a breakdown of each cost:

1. Field Bulletin #1 – Additional scope for the Secondary Water Interconnect at the 36" PCCP water main. Changes include:
  - a. The removal of the 36"x36"x24" tapping sleeve
  - b. Addition of a 36"x36"x24" FLxFLxFL tee
  - c. Revise connection including PCCP to DIP adaptor on both sides of the 36" solid sleeve couple to the west of the tee
  - d. And a 36" AWWA butterfly valve added to the east of the tee
  - e. Total increase in cost equals **\$80,836.00.**
2. Field Bulletin #2 – Additional scope to isolate pumps #7 & #8 on the discharge header due to the existing butterfly valve in the yard not existing or being incased in concrete. Changes include:
  - a. The removal of existing concrete, hatch, and stairs at entrance to dry well
  - b. Installation of line-stop with restraint on the 42" discharge header in dry well
  - c. Installation of new 42" butterfly valve upstream of line-stop
  - d. Installation of small ladder inside dry well between levels
  - e. Installation of concrete lid for dry well, installation of ladder with fall arrest system and access hatch, and replacement of stairs at entrance door.
  - f. Total Increase in cost equals **\$223,151.00.**
3. Field Bulletin #3 – Additional scope for sandblasting and repainting the 42" discharge header for pumps #1 & #2 in the dry well north of the main building. Changes include:
  - a. Sandblast and cleanup of discharge header
  - b. Painting of discharge header at all sandblasted areas
  - c. Replacement of corroded nipples and fittings connected to the discharge header
  - d. Replacement of corroded bolts and nuts on the butterfly valve for the interconnect.
  - e. Total Increase in cost equals **\$50,722.00.**
4. Electrical material cost increases (see attached breakdown in backup.zip). Material costs for all industries vary from week to week or month to month. There were significant cost increases for electrical materials from the time of bid to when the project commenced.
  - a. Total Increase in cost equals **\$46,722.47.**
5. Reinforcing steel material cost increases.
  - a. Total Increase in cost equals **\$9,169.00.**
6. Masonry repairs additional scope. The masons (DC Byers) requested a review of the scope of work on the project as they found additional brick mortar joint repair, limestone panel joint repair, and patching of limestone at the top of the walls. DLZ concurred with their extra

EJCDC® C-941, Change Order.

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scope as the extra freeze/thaw cycle since our initial inspection caused additional damage to the existing structure.

a. Total Increase in cost equals \$9,947.00.

The total cost increase via this Change Order is \$420,547.47.

Attachments:

Backup.zip

Change in Contract Price		Change in Contract Times (State Contract Times as either a specific date or a number of days)	
Original Contract Price:		Original Contract Times:	
\$ 3,649,397.00		Phase I Substantial Completion:	11/9/2021
		Phase II Substantial Completion:	3/6/2022
		Ready for final payment:	4/6/2022
No previously approved Directives:		Increase/Decrease from previously approved Directives:	
\$ 0		Phase I Substantial Completion:	31 Working Days
		Phase II Substantial Completion:	31 Working Days
		Ready for final payment:	29 Working Days
Contract Price prior to this Directive:		Contract Times prior to this Directive:	
\$ 3,649,397.00		Phase I Substantial Completion:	12/28/2021
		Phase II Substantial Completion:	4/19/2022
		Ready for final payment:	5/17/2022
Increase this Directive:		Increase/Decrease this Directive:	
\$ 420,547.47		Phase I Substantial Completion:	0
		Phase II Substantial Completion:	0
		Ready for final payment:	0
Contract Price incorporating this Directive:		Contract Times with all approved Directive:	
\$ 4,069,944.47		Phase I Substantial Completion:	12/28/2021
		Phase II Substantial Completion:	4/19/2022
		Ready for final payment:	5/17/2022

<b>Recommended by Engineer (if required)</b>		<b>Authorized by Owner</b>
By: <u>Brian Bachler, PE</u>	<u>Brian Bachler</u>	_____
Title: <u>Project Construction Manager</u>	_____	_____
Date: <u>11/9/2021</u>	_____	_____
<b>Authorized by Owner</b>		<b>Approved by Funding Agency (if applicable)</b>
By: _____	_____	_____
Title: _____	_____	_____
Date: _____	_____	_____





## CITY OF FLINT

210103

PROPOSAL #21000572

RESOLUTION NO: \_\_\_\_\_

PRESENTED: MAR - 3 2021ADOPTED: MAR 15 2021

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SORENSEN GROSS COMPANY FOR THE  
DORT PUMP STATION REHABILITATION**

The Finance Department - Division of Purchases and Supplies solicited proposals for the Dort Pump Station Rehabilitation, a project for the Water System Infrastructure Improvements for the Nation (WIIN); and

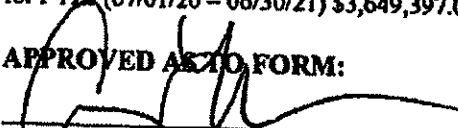
Sorensen Gross Company, 3407 Torrey Road, Flint, Michigan 48507, was the low bidder from twenty (20) solicitations for said requirements based on highest score and lowest price.

Funding for said services are available in the following account for FY21 (07/01/20 - 06/30/21):

Account Number	Account Name	Amount
496-552.000-801.076 FEPA18WIIN1	Dort Pumping Station	\$ 3,649,397.00
<b>FY21 (07/01/20 - 06/30/21) Total</b>		<b>\$ 3,649,397.00</b>

IT IS RESOLVED that the appropriate City officials are authorized to do all things necessary to issue a contract to Sorensen Gross Company for Dort Pump Station Rehabilitation in the amount not to exceed for FY21 (07/01/20 - 06/30/21) \$3,649,397.00.

APPROVED AS TO FORM:

  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

  
Amanda Trujillo, Acting Chief Financial Officer

FOR THE CITY OF FLINT:

  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

  
Kate Fields, City Council President

APPROVED AS TO PURCHASING:

  
Joyce A. McClane, Purchasing Manager



PROPOSAL# 22-509

RESOLUTION NO.: 210581  
PRESENTED: DEC - 8 2021  
ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SPAULDING DEDECKER FOR MILLER RD. CONSTRUCTION ENGINEERING SERVICES**

The Finance Department- Division of Purchases & Supplies solicited proposals for qualified engineers for the Construction Engineering services to rehabilitate Miller Road from Hammerburg to Ballenger Highway. This will include the resurfacing of the road along with sidewalk replacements.

Spaulding DeDecker, 905 South Blvd, Rochester, Michigan, 48307 was selected as the lowest responsive bidder from the three (3) solicitations received.

Whereas, The City of Flint Department of Transportation is requesting a contract be awarded to Spaulding DeDecker for construction engineering services in an amount not-to-exceed \$276,591.00 for FY22 (07/01/21-06/30/22). Funding for said services will come from the following account:

Account Number	Account Name	Amount
202-441.702-801.000	Major Street Fund	\$ 276,591.00
	<b>FY22 GRAND TOTAL</b>	<b>\$276,591.00</b>

IT IS RESOLVED, that the appropriate city officials are to do all things necessary to enter into a contract with Spaulding DeDecker for construction engineering services, for Miller Road rehabilitation in the amount not-to-exceed \$276,591.00 for FY22 (07/01/21-06/30/22).

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov 29, 2021 11:20 EST)

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan (Nov 27, 2021 10:46 EST)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Nov 29, 2021 16:31 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Eric Mays, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley  
Purchasing Manager



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE** November 10, 2021

**BID/PROPOSAL#** 22-509

**AGENDA ITEM TITLE:** CE Services Miller Rd.

**PREPARED BY** Mark Adas, City Engineer, for John Daly, Director of Transportation

**VENDOR NAME:** Spalding DeDecker

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The purpose of this resolution is to award a contract to Spalding DeDecker for the Construction Engineering (CE) services to rehabilitate Miller Rd. from Hammerberg to Ballenger Hwy. Miller Rd. will be resurfaced, along with sidewalk replacements.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Major Street Fund	441.702-801.000		\$276,591.00
		<b>FY22 GRAND TOTAL</b>		<b>\$ 276,591.00</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 220005186

**ACCOUNTING APPROVAL:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

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

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

**DEPARTMENT HEAD SIGNATURE:** \_\_\_\_\_  
*John H. Daly III*  
John H. Daly III (Nov 10, 2021 09:38 EST)  
(John H. Daly, III, Transportation Director)



Sheldon Neeley  
Mayor


**CITY OF FLINT, MICHIGAN**  
**Department of Public Works**

Clyde Edwards  
City Administrator

Michael J Brown  
Director

November 10, 2021

**TO:** Lauren Rowley  
Purchasing Manager

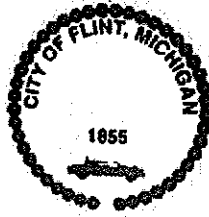
**FROM:** Mark Adas   
City Engineer

**SUBJECT:** RECOMMENDATION -CE SERVICES FOR MILLER RD. REHABILITATION,  
PROPOSAL #22-509

A committee carefully reviewed the bids received for the CE Services for Miller Rd. Rehabilitation. I am recommending the lowest responsive bidder with the highest score - Spalding DeDecker, in the amount not to exceed \$276,591.00. I have attached a copy of the staff review to requisition #220005186.

If you have any questions or concerns, feel free to give me a call at ext. 2801.

/km



SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES  
MILLER ROAD CONSTRUCTION ENGINEERING  
PROPOSAL# 22000509

Bidder #1: Spaulding DeDecker		Rochester Hills, MI.
Grand Total		\$276,591.00
*Tabulations done by City of Flint Purchasing Department		
Bidder #2: Wade Trim, Inc.		Flint, MI.
Grand Total		(Fixed Fee Estimates) \$338,000.00
*Tabulations done by City of Flint Purchasing Department		
Bidder #3: DL2		Lansing, MI
Grand Total		\$271,642.60
*Tabulations done by City of Flint Purchasing Department		

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**  
*Bid results posted are before evaluation team review and award recommendation.*

**❖ EXHIBIT A - SUBMITTAL WITH DETAILED SUMMARY OF PRICING****PROPOSAL NO. 22000509  
MILLER ROAD-CONSTRUCTION ENGINEERING****SECTION I****1.1 INTRODUCTION**

The City of Flint has procured the Miller Road Rehabilitation project through MDOT's Local Agency Program (LAP). The project limits are Miller Road from Ballenger Highway to Hammerberg Road. The project is an MDOT 3R roadway rehabilitation project including curb and gutter replacement, HMA resurfacing, ADA sidewalk ramps and storm catch basin and storm sewer replacement. The project is planned for an August (October) bid opening with fall and spring construction.

**1.2 SCOPE OF WORK**

Consultant should provide all work necessary to administer a construction contract through MDOT'S LAP program guidelines including the following:

**Provide construction surveying and layout**

- Curb and gutter stakes every fifty (50) feet or less.
- Curb and gutters high and low points to be staked
- Storm Sewer Structure offset stakes
- Storm Sewer Pipe grade stakes as needed.
- Sidewalk stakes every fifty (50) feet or less.
- All changes in sidewalk grades shall be staked.
- Driveway stakes if needed.
- ADA sidewalk ramp stakes.
- All additional grade staking required for Construction of the project.
- All underground structures or utilities uncovered during construction will be surveyed (X, Y and Z at the point of location).

**Construction Administration Services in accordance with MDOT requirements for Federal Aid including, but not Limited to, the following:**

- Bi-weekly pay estimates
- Contract modifications
- Shop drawings review
- Material source list review
- Prevailing wage rate interviews and wage rate reviews
- All MDOT reports for this project
- Verify that contractor has all permits needed before starting, including Genesee County SESC Permits.

- Coordinate, lead and provide meeting minutes for the pre-construction meeting as well as bi-weekly progress meetings onsite.
- The engineering firm will inspect, keep records and notify Contractor and City of Flint of any issues with the SESC.

**Comprehensive Photographic documentation with the following:**

- Pre-construction digital photographic documentation of the construction site and at selected milestones
- Documentation inclusive of electronic indexing, navigation, hosting, storage, and remote access, as applicable, throughout construction;
- Security of information

**Construction Inspection Services**

- Full-time inspection based on a 30-week construction duration
- Inspection based on 60 hours per week on-site
- Mileage shall be included in the hourly rates for the Construction Engineering for this project including inspection
- Inspector will ensure construction plans and specifications are followed unless changes are approved by City Engineer
- Construction materials testing in accordance with MDOT frequency guidelines  
All testing results will be reported to the City Engineer within a week of receiving test results including the location of the test

**As-built Record Documentation**

- GPS accuracy shall be within 4 cm
- All sanitary sewer covers, storm cover, water main valve boxes/vaults covers and private utility covers disturbed within the project limits shall be identified and surveyed or GPS in X & Y coordinates to the center of the cover and noted on as-builts
- Storm sewer inverts, location, and length to be GPS in X, Y, & Z coordinates
- All changes from original plans must be noted on the as-builts
- Contractors names, addresses, and type of work done shall be added within the first three sheets with the starting date and the date of completion
- Listing of all GPS points and identification shall be digitally submitted to the City in a form that is compatible with ArcGIS
- As-built records and drawings shall be sent in hard copy and digital form that is compatible with the City Works program
- As-built records shall be given to City within thirty (30) days of completion of the Project
- Consulting Construction Engineer will verify that As-builts records are accurate
- Electronic copies of all digital photos from the project shall be indexed with time and location and sent to the City within thirty (30) days of completion of the project.

**\*PLEASE CAREFULLY REVIEW AND INSPECT THE DOCUMENTATION IMMEDIATELY FOLLOWING THIS RFP INCLUDING PROJECT SPECS, MAPS, SCORING GUIDELINE, BID SHEETS AND PLANS PROVIDED.**



RESOLUTION NO.: 210582

PRESENTED: DEC - 8 2021

ADOPTED: \_\_\_\_\_

PROPOSAL# 21-514

BY THE CITY ADMINISTRATOR:

**CHANGE ORDER RESOLUTION TO ACE SAGINAW PAVING COMPANY FOR ASPHALT PAVING MATERIALS**

WHEREAS, The City of Flint Department of Purchases & Supplies solicited bids for the City of Flint Department of Transportation and Water Service Center for asphalt paving materials in 2020 and Ace Paving, 115 S. Averill Ave. Flint MI, was the awarded as the responsive bidder for a two-year agreement. This year, City Council adopted resolution #210448 to proceed into year (2) of said contract for FY22 in an amount not-to-exceed \$560,000.00.

WHEREAS, The Department of Public Works, Transportation Division, has performed an aggressive FY22 paving schedule in response to lead line replacement projects and resurfacing of local roads. When the FY22 budget was prepared, the decision for the city to complete paving of local roads was not yet decided on or budgeted for.

WHEREAS, The Transportation Department is requesting additional monies for FY22, in an amount not-to-exceed \$850,000.00, for paving materials in response to the substantial FY22 paving schedule. The additional monies to Ace Saginaw Paving Company for asphalt paving materials for FY22 will come from the following accounts:

Account Number	Account Name	Amount
203-449.201-782.000	Asphalt	850,000.00

IT IS RESOLVED, that the appropriate City Officials are authorized to issue a Change Order to Ace Saginaw Paving Company for asphalt materials, in an amount not-to-exceed \$850,000.00 for FY22 for the total aggregate Purchase Order amount not-to-exceed \$1,410,000.00 for FY22 (07/01/21 - 06/30/22).

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov 30, 2021 16:29 EST)

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan (Nov 30, 2021 16:17 EST)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Nov 30, 2021 16:47 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_  
Eric Mays, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley  
Purchasing Manager





## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** November 24, 2021

**BID/PROPOSAL#** 21-514

**AGENDA ITEM TITLE:** Asphalt

**PREPARED BY** Kathryn Neumann for John Daly, Director of Transportation

**VENDOR NAME:** Ace Asphalt

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The City of Flint performed an aggressive paving schedule this year, resurfacing approximately 21 miles of local roads and provided extensive support to the lead line restoration program. When the budget was prepared almost a year ago, the decision for the City to pave local roads had not been made. The City of Flint had not resurfaced local roads in several years. This amount of asphalt will allow the paving to continue in the spring of 2022.

**FINANCIAL IMPLICATIONS:** There is money in the accounts listed below

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Streets	Asphalt	203-449.201-782.000		\$ 850,000.00
		<b>FY22 GRAND TOTAL</b>		<b>\$ 850,000.00</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 210005241

**ACCOUNTING APPROVAL:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

**OTHER IMPLICATIONS (i.e., collective bargaining):** None

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

**DEPARTMENT HEAD SIGNATURE:** \_\_\_\_\_  
*John H. Daly III*  
John H. Daly III (Nov 24, 2021 15:30 EST)  
(John Daly, Director of Transportation)



RESOLUTION NO.: 210448  
PRESENTED: SEP 22 2021  
ADOPTED: SEP 28 2021

PROPOSAL# 21-514  
BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ACE SAGINAW PAVING COMPANY FOR ASPHALT PAVING MATERIALS**

The City of Flint Department of Purchases & Supplies solicited bids for the City of Flint Department of Transportation and Water Service Center for asphalt paving materials in 2020.

Whereas, Ace Paving Saginaw, 115 S. Averill Ave. Flint, MI was the responsive bidder rewarded for the two (2) year proposal. Resolution #200375 was adopted to proceed into this contract on September 14, 2020. Ace Saginaw Paving Co. is also the sole local vendor for asphalt paving supplies.

Whereas, The Department of Public Works and Water Service Center is requesting to enter into year (2) of a two-year bid contract with Ace Saginaw Paving Company for asphalt paving materials for the City of Flint, to be taken out of the following accounts:

Account Number	Account Name	Amount
202-449.201-782.000	Asphalt	\$95,000.00
203-449.201-782.000		\$358,500.00
202-449.203-782.000		\$13,500.00
203-449.203-782.000		\$12,000.00
203-449.211-782.000		\$9,000.00
203-449.211-782.000		\$12,000.00
590-540.208-782.000		\$30,000.00
591-540.202-782.000		\$30,000.00
	<b>FY22 GRAND TOTAL</b>	<b>\$560,000.00</b>

IT IS RESOLVED, that the appropriate city officials are to do all things necessary to continue the current contract with Ace Saginaw Paving, Company, Flint MI, for asphalt paving materials for FY22 (07/01/21-06/30/22) in an amount not-to-exceed \$560,000.00.

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J. F. Widigan  
Robert Widigan, Interim Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CLYDE D. EDWARDS Sec 17, 1921 (1) 31 EDT  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Kate Fields  
Kate Fields, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley  
Lauren Rowley  
Purchasing Manager



RESOLUTION NO.: 210585  
PRESENTED: DEC - 8 2021  
ADOPTED: \_\_\_\_\_

**Resolution of Support for FY2023-2025 Transportation Improvement Program (TIP) Projects to Secure Funding for Improvements to Federal Aid Eligible Roads within the City of Flint's Jurisdiction**

BY THE CITY ADMINISTRATOR:

The Genesee County Metropolitan Alliance, along with staff from the Genesee County Metropolitan Planning Commission (GCMPC) issued a call for projects to be submitted for funding consideration under the FY2023-2025 Genesee County Transportation Improvement Program (TIP).

The City of Flint, Transportation Division, submitted three (3) applications that were included in the Draft List of Prioritized Projects.

The Department of Public Works, Transportation Division, is requesting that this resolution be adopted to attest the city's support for the following projects and certifies that it will provide the estimated local match dollars. The requested projects are: the reconstruction of Welch Blvd, from M. L. King to 80 ft. west of Dupont St.; the reconstruction of Welch Blvd 80 ft. west of Dupont St. to Ballenger Hwy and the reconstruction of Welch Blvd. from Ballenger Hwy. to Clio Rd. for a total estimated cost of \$16,617,414.00.

**IT IS RESOLVED**, That this resolution is adopted to attest the City's support for the Draft List of Prioritized Projects for the FY2023-2025 Transportation Improvement Program (TIP) call for projects to secure funding for improvements to Federal-aid eligible roads within the City of Flint's jurisdiction. The City of Flint's estimated local match is in the amount of \$8,363,524.00

**IT IS FURTHER RESOLVED**, That this resolution attests the City's commitment to providing local funding for its share of projects selected for inclusion in the FY2023-2026 Transportation Improvement Program.

APPROVED AS TO FINANCE:

Robert J. F. Widigan  
Robert J. F. Widigan (Nov. 30, 2021 12:09 EST)

Robert J. F. Widigan, Chief Financial Officer  
Chief Financial Officer

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Nov. 30, 2021 13:23 EST)

Angela Wheeler  
Chief Legal Officer

CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Dec. 1, 2021 13:30 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:

\_\_\_\_\_  
Eric Mays, Council President

FY21 – KRN

## RESOLUTION STAFF REVIEW

**DATE:** November 29, 2021

**Agenda Item Title:** Resolution of Support for FY2023-2026 Transportation Improvement program (TIP) Projects to Secure Funding for Improvements to Federal Aid Eligible Roads within the City of Flint's Jurisdiction

**Prepared By:** Kathryn Neumann/Mark Adas, City Engineer for John Daly

**Background/Summary of Proposed Action:**

Pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads. Proposed road projects that will be paid with the use of Federal funds must be programmed with the Federal Highway Administration (FHWA) for implementation with the use of Federal funds under Federal programs.

Federal law requires that a Metropolitan Planning Organizations (MPO) be designed for each metropolitan urbanized area. The MPO is responsible for overseeing transportation projects and the processes that make them happen. The Genesee County Metropolitan Planning Commission (GCMPC) is the Metropolitan Planning Organization (MPO) for the region that includes the City of Flint. The Genesee County Metropolitan Alliance, along with staff from the Genesee County Metropolitan Planning Commission (GCMPC) issued a call for projects to be submitted for Federal funding consideration under the FY2023-2026 Genesee County Transportation Improvement Program (TIP). The City of Flint, Department of Transportation, has submitted three applications in response to the call for projects. All three project included the reconstruction of Welch Blvd, from M. L. King to 80 ft. west of Dupont St.; the reconstruction of Welch Blvd from 80 ft. west of Dupont St. to Ballenger Hwy and the reconstruction of Welch Blvd. from Ballenger Hwy. to Clio Rd. These projects were researched and picked by the City Engineer, Mark Adas.

The Department of Public Works, Transportation Division, is requesting that this resolution be adopted to attest the City's support for the Draft List of Prioritized Projects for the FY2023-2026 Transportation Improvement Program (TIP) call for projects to secure funding for improvements to Federal-aid eligible roads within the City of Flint's jurisdiction.

**Financial Implications:** Millions of dollars in Federal funds have been secured for various road projects and these three projects were requested to be included on behalf of the City of Flint to be included in the TIP for FY2023-2026.

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

**Account No.:** 202-441.702-801.000

**Pre-encumbered?** Yes ☐ No ☒ Requisition #

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

**Staff Recommendation:** Recommend Approval

**Staff Person:** John H. Daly III  
John H. Daly III (Nov 30, 2021 09:36 EST)

John Daly, Director of Transportation



RESOLUTION NO.: 210611

PRESENTED: DEC 20 2021

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SF MOBILE-VISION INC. FOR POLICE OFFICER BODY CAMERAS**

The City of Flint Police Department is requesting the purchase of one hundred (100) Police Officer Body Cameras from SF Mobile-Vision, Inc. for the protection of both officers and citizens.

WHEREAS, The City of Flint Police Department currently uses SF Mobile-Vision Inc., Rockaway, NJ, as a vendor for police cruiser cameras and other components. These particular body cameras work with other features associated with the other SF Mobile Vision components that exist in the Police Department.

WHEREAS, The Police Department is requesting the purchase of these body cameras, in an amount not-to-exceed \$209,052.00 for FY22(07/01/21-06/30/22). The Funds will come from the following account(s):

Account Number	Account Name/ Grant Code	Amount
296-315.706-977.000	Equipment/ SMDT-FDCVT21	\$ 107,982.00
296-305.200-977.000	Equipment/LGunSales	\$ 101,070.00
<b>FY22 GRAND TOTAL</b>		<b>\$ 209,052.00</b>

IT IS RESOLVED, That the Division of Purchases and Supplies, upon City Council's approval, is hereby authorized to issue a Purchase Order to SF Mobile Vision, for the purchase of police officer body cameras in an amount not-to-exceed \$209,052.00 for FY22 (07/01/21-06/30/22).

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler (Dec 10, 2021 12:53 EST)  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan (Dec 10, 2021 12:08 EST)  
Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Dec 10, 2021 14:20 EST)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_  
Eric Mays, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley  
Lauren Rowley, Purchasing Manager



## CITY OF FLINT

### STAFF REVIEW FORM

TODAY'S DATE: 12/02/2021

BID/PROPOSAL#

AGENDA ITEM TITLE: Officer Body Cameras

PREPARED BY: Rick Johnson, Police Department

VENDOR NAME: SF Mobile-Vision

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Flint Police Department is requesting for approval for Purchasing to cut a Purchase Order to acquire 100 Body camera's for the Flint Police Department officers. These cameras are for the protection of our officers as well as the citizen. The Police cruisers currently have SF Mobile-Vision Computers and In-Car cameras and would like to add this other component of the Body Cams to this system. These body cameras work with other features associated with the other SF-Mobile Vision components.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Police	Equipment	296-315-706-977.000	SMDT-FDCVT21	\$107,982.00
Police	:Equipment	296-305.200-977.000	LGunSales	\$101,070.00
FY22 GRAND TOTAL				\$209,052.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 220005255

ACCOUNTING APPROVAL: Rick Johnson  
Rick Johnson (Dec 2, 2021 13:46 EST) Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

OTHER IMPLICATIONS (i.e., collective bargaining): None

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

DEPARTMENT HEAD SIGNATURE: Terence Green  
Terence Green (Dec 2, 2021 14:03 EST)  
Terence Green, Chief of Police

COBAN Technologies, Inc.  
SF Mobile-Vision, Inc.  
11375 W. Sam Houston Pkwy S., Suite 800  
Houston, Texas 77031-2348  
United States

Ship To  
Chimene Hill  
Flint Police Department (Flint, MI)  
210 East 5th Street  
Flint, Michigan 48502  
United States  
(810) 237-6882  
chill@cityofflint.com

Quote:

**Q-18910-1**  
Budgetary

Date:  
Expires On:

**10/7/2021, 1:31 PM**  
**12/6/2021**

Phone: (281) 925-0488  
Fax: (281) 925-0535  
Email: SFLE-Sales@safefleet.net

Bill To  
Flint Police Department (Flint, MI)  
210 East 5th Street  
Flint, Michigan 48502  
United States

*Going with this Quote*

SALESPERSON	EXT	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Michael Ciesiga	x	mike.ciesiga@safefleet.net		Net 30

3 year plan, includes:

- New Body Worn Camera after 24 months
- All Software & Hardware Coverage for the length of the plan

**X2 BODY CAMERA w/ 3year Technology Service Plan**

The Digital Evidence Software will require an update to software release 4.4.3 or greater for FOCUS X2 Body Camera support.

Installation of Vehicle Docks is not included.

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0114348	FOCUS-11-00	FOCUS X2 BODY WORN CAMERA PACKAGE Includes: - FOCUS X2 Body Worn Camera - Single Office Dock & Power Supply - USB Cable - Magnetic Uniform Mount	USD 545.00	100	USD 54,500.00
QL-0114353	FOCUS-02-00	FOCUS BWC VEHICLE INTEGRATION DOCK  Automatic vehicle trigger activation and temporary in-field charging Playback, tagging, and Wi-Fi upload through COBAN In-Car Video System	USD 450.00	27	USD 12,150.00
QL-0114354	FOCUS-03-00	FOCUS BWC 8-BAY DOCKING STATION PACKAGE Includes: • AC Adapter • Ethernet Cable	USD 1,295.00	13	USD 16,835.00
QL-0114355	WARR-X1-TSP3	BWC 3-YEAR TECHNOLOGY SERVICE PLAN Includes: • 3-year Software Right To Use license, Maintenance, and Technical Support • 3-year Hardware Warranty and Technical Support • Replacement camera at the end of 24 months • 5% Spare Cameras (minimum purchase of 20 BWC)	USD 915.00	100	USD 91,500.00
QL-0114356	LFEE-054	SHIPPING - Body Worn Camera / Office, Vehicle, or Partner Dock for BWC / Misc. equipment	USD 15.00	127	USD 1,905.00
QL-0114357	LFEE-053	SHIPPING - 8-Bay Docking Station for BWC or 10-Bay Wireless Microphone Charging Bank	USD 25.00	13	USD 325.00

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0114358	LSET-17	BACKOFFICE SETUP PACKAGE A Includes: • 2 Days remote and on-site project deployment • Back office configuration and setup • Admin and User Training  Project Deployment, Single Platform On-site / Remote Project Implementation	USD 3,150.00	1	USD 3,150.00
QL-0114360	FOCUS-11-08	FOCUS X2 BWC IR CLIP CAMERA	USD 184.00	10	USD 1,840.00
X2 BODY CAMERA w/ 3year Technology Service Plan TOTAL:					USD 182,205.00

Redaction - 3 Year

Includes:

• 3 Years of Licensing for Redaction License

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0114349	WLIC-27	COMMAND REDACT SOFTWARE - 3 YEAR • 3 Years Stand-Alone • Perpetual Software License and Warranty with Three Year Software Maintenance and Technical Support • 1 Simultaneous Stand-Alone User Perpetual	USD 7,750.00	1	USD 7,750.00
QL-0114359	WS58203T3YR	Redact Workstation, Dell, 5820 Tower, U2719D Monitor	USD 6,960.00	1	USD 6,960.00
QL-0114350	LFEE-055	SHIPPING - Back Office Hardware • Per Server / Redact Engine	USD 350.00	1	USD 350.00
Redaction - 3 Year TOTAL:					USD 15,060.00

OPTIONAL 3 Year Items

\*\* NOT INCLUDED IN FINAL PRICE \*\*

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0114351	WARR-X1-8BAYTSP3	FOCUS BWC 8-BAY DOCK 3-YEAR TECHNOLOGY SERVICE PLAN  3-year hardware service plan with technology upgrade protection	USD 564.00	13	USD 7,332.00
QL-0114352	WARR-X1-ICADTSP3	BWC VEHICLE DOCK 3-YEAR TECHNOLOGY SERVICE PLAN  3-year hardware service plan with technology upgrade protection	USD 165.00	27	USD 4,455.00
OPTIONAL 3 Year Items TOTAL:					USD 11,787.00

Get 100 new cameras after 2yrs.

TOTAL: USD 197,265.00				
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#### Terms & Conditions

Applicable sales taxes are not reflected on this proposal, and will be included on the invoice. In the event Sales Tax is requested to be listed on the proposal, it will be the responsibility of the Agency to provide the current Tax rate and amount. Any purchases that are exempt from Sales Tax must be accompanied by a tax exemption and/ or re-seller certificate.

This quote is presented to the customer under the condition that it remains a valid quote for only 60 days after the stated Quote Date, after which the quote becomes null and void.

This quote is for estimation purposes and is not a guarantee of cost for services. Quote is based on current information from client about the project requirements. Actual cost may change once project elements are finalized or negotiated. Client will be notified of any changes in cost prior to them being incurred.

Please email or fax a signed copy of this quotation and other referenced documents to SFLE-Sales@safefleet.net or (281) 925-0535. Safe Fleet Law Enforcement order requests above \$2,500.00 require an Agency issued Purchase Order prior to processing.

COBAN Technologies, Inc.  
11375 W. Sam Houston Pkwy S., Suite 800

w/ station warty 209,052.00