

# **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**

**Wednesday, August 8, 2018**

**5:00 PM**

**Agenda Amended to Include Reso No. 180349.1**

**Committee Room**

## **FINANCE COMMITTEE**

*Eric Mays, Chairperson, Ward 1*

*Maurice D. Davis, Ward 2  
Kate Fields, Ward 4  
Herbert J. Winfrey, Ward 6  
Allan Griggs, Ward 8*

*Santino J. Guerra, Ward 3  
Jerri Winfrey-Carter, Ward 5  
Monica Galloway, Ward 7  
Eva L. Worthing, Ward 9*

*Inez M. Brown, City Clerk*

## ROLL CALL

## EXECUTIVE SESSION

*Two Executive Sessions: 1. as requested by the Department of Law to request settlement authority on Clark v City of Flint et al, Case No. 18-cv-10485 (E.D. Mich., Hon. Bernard A. Friedman) and Middleton v City of Flint et al, Case No. 18-10484 (E.D. Mich. Hon. Laurie J. Michelson); and 2. as requested by Councilperson Kate Fields requesting that the Law Department update the City Council regarding Kincaid v City of Flint, Case No. 12-098490-CZ, and Shears v City of Flint, Case No. 14-103476-CZ.*

## SPECIAL ORDERS

**180393** Special Order/Fast Start Program

A Special Order as requested by Finance Director Hughey Newsome to discuss the Fast Start Program.

**180381** Special Order/Master Fee Schedule

A Special Order as requested by Councilperson Mays concerning the recently amended (Reso No. 180351 - adopted July 23, 2018) Master Fee Schedule that added fees for micro-cell equipment.

## RESOLUTIONS

**180264.1** Amended Resolution/Contract/City of Flint/Genesee County Land Bank (GCLB)/Demolition Reimbursement/Fire Insurance

An amended resolution resolving that the appropriate City Officials do all things necessary to enter into a contract with the Genesee County Land Bank (GCLB), in the amount of \$263,321.78, to allow the GCLB to request reimbursement after demolishing properties they own for which there is fire insurance held by the City of Flint's Division of Building Safety and Inspections, with funds available in Acct. No. 701.000.000-389.000. [NOTE: Resolution amended to change dollar amount from \$602,084.98 to \$263,321.78, as well as property listing.]

**180383** Dell Marketing, LP/Dell Edge Network Switches, Dell Core Network Switches & Sonic Wall Firewall

Resolution resolving that the Department of Purchases and Supplies is [authorized] to issue a purchase order to Dell Marketing, LP for Dell Edge Network Switches, Dell Core Network Switches and a Sonic Wall Firewall, as requested by Information Services, in an amount NOT-TO-EXCEED \$245,976.07 [Information Services Fund Acct. No. 636-228.100-977.000].

**180384** Three-Year Contract/DHT Transport, LLC/Disposal/Hauling/Transport/Sewage Sludge Cake

Resolution resolving that the proper city officials, upon City Council's approval, are hereby authorized to enter into a three-year contract with DHT Transport, LLC for the annual disposal/hauling/transport of sewage sludge cake, as requested by Utilities/Water Pollution Control, in an amount NOT-TO-EXCEED \$639,730.00 (\$208,000.00 for FY2019, \$213,200.00 for FY2019, and \$218,530.00 for FY2020, pending adoption of each year's respective budget [Sewer Fund Acct. No. 590-550.100-801.500].

**180385**      Annual Supply/Etna Supply/Water Main & Service Connector Parts

Resolution resolving that the Department of Purchases & Supplies is (authorized) to issue a purchase order to Etna Supply for (the annual supply of) water main and service parts, as requested by the Water Service Center, in an amount NOT-TO-EXCEED \$170,000.00 [Water Fund Acct. No. 591-540.202-726.000].

**180386**      Contract/Hatch Enterprises/50/50 Sidewalk Replacement Program

Resolution resolving that the proper city officials, upon City Council's approval, are hereby authorized to enter into a contract with Hatch Enterprises for the 50/50 sidewalk replacement program, as requested by Street Maintenance, in an amount NOT-TO-EXCEED \$125,000.00, pending adoption of the FY2018 budget [Major Street Fund Acct. No. 202-449.213-801.000 = \$25,000.00 and Local Street Fund Acct. No. 203-449.213-801.000 = \$100,000.00].

**180387**      Annual Supply/OfficeMax North America, Inc./Office Supplies/Various Departments

Resolution resolving that the Department of Purchases & Supplies is authorized to issue purchase orders to OfficeMax North America, Inc. for (the annual supply of) office supplies, as requested by various departments, in an amount NOT-TO-EXCEED \$129,440.00 for FY2019, and \$135,000.00 for FY2020 and 2021, depending on the adoption of each year's respective budget [General Fund, Major Street Fund, Local Street Fund, Police Fund, Drug Law Enforcement Fund, Sewer Fund, Water Fund, Fleet/Central Garage Fund and Other Grants Fund]; AND, resolving that the Finance Department has the discretion to spend an additional amount of no more than five (5) percent of the annual requested spend amount to OfficeMax North America, Inc. for unanticipated requests that may be submitted during the next year(s).

**180388**      Annual Supply/Solenis, LLC/Liquid Cationic Polymer

Resolution authorizing the Department of Purchases & Supplies, upon the City Council's approval, to issue a purchase order to Solenis, LLC for (the annual supply of) liquid cationic polymer grade, as requested by Water Pollution Control, in an amount NOT-TO-EXCEED \$93,000.00 [Sewer Fund Acct. No. 590-550.100-740.500].

**180389**      Three-Year Contract/Waste Management/Disposal/Biosolids Sludge Cake

Resolution resolving that the proper city officials, upon City Council's approval, are hereby authorized to enter into a three-year contract with Waste Management for the disposal of biosolids sludge cake, as requested by Utilities/Water Pollution Control, in an amount NOT-TO-EXCEED \$1,302,000.00 (\$420,000.00 for FY2019, \$432,200.00 for FY2019, and \$450,000.00 for FY2020, pending adoption of each year's respective budget [Sewer Fund Acct. No. 590-550.100-801.500].

**180390** Final Project Plan/Water System Improvements/Designation of Authorized Project Representative/Application/Drinking Water Revolving Loan Fund (DWRF)/Distribution System Improvements

Resolution resolving that the Director of the Department of Public Works (DPW Director), a position that is currently held by Robert Binscik, is designated as the authorized representative for all activities associated with the project referenced in this resolution, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water Revolving Loan Fund (DWRF) to assist in the implementation of the selected alternative. [NOTE: Authorities in the city have developed a proposed project plan to provide the required reliability and capacity in the city's water system through the replacement of water meters, renovations to the Dort reservoir and pumping system, renovation of the Cedar Street reservoir and pumping system, providing a secondary back-up water supply, construction of the northwest transmission main, construction of water quality monitoring facilities, replacement of selected water mains and construction of a permanent chemical feed building at the Water Treatment Plant and associated water system improvements. The project plan was presented at a Public Hearing on July 23, 2016.]

**180391** Budget Amendment/Transfer/Major Streets Fund/Traffic Engineering

Resolution resolving that the appropriate city officials are authorized to do all things necessary to amend the 2018-2019 adopted budget of the City of Flint (to add \$51,906.26 to the Traffic Engineering Department as follows): Major Street Fund Acct. No. 202-443.201-702.000 = \$44,838.56, Major Street Fund Acct. No. 202-443.201-719.100 = \$4,035.48, Major Street Fund Acct. No. 202-443.201-719.152 = \$1,928.49, and Major Street Fund Acct. No. 202-443.201-719.157 = \$1,103.74. Said funding is to come from the 202 Fund Balance. [NOTE: The Transportation Department's Traffic Engineering Division is requesting \$51,906.26 to cover the increase in wages for two Electricians and a Traffic Control Systems Foreman, and to reduce the position of Electrician, which is currently vacant, to a Sign/Signal Technician.]

**180349.1** Approval/City of Flint/Michigan Promise Zone

Resolution resolving that the Flint City Council approves the establishment of the City of Flint as a Michigan Promise Zone. [NOTE: Under the Michigan Promise Zone Authority Act, an eligible entity can be designated a Promise Zone, thus entitling the Zone to a percentage of State taxes which would, in turn, entitle

eligible school district students to financial assistance for post-secondary education. The City of Flint intends to establish the city as a Promise Zone under the Act to provide tuition at a Michigan post-secondary school for eligible students who meet the minimum eligibility criteria.]

## DISCUSSION ITEMS

**180365** Attendance Request/Discussion/Filling Budgeted Positions in Water/Sewer

Referral from Councilperson Mays to HUMAN RESOURCES/DEPARTMENT OF PUBLIC WORKS, re: He would like for Makini Jackson, Director of Human Resources, and Rob Binscik, Director of DPW, to attend the next Finance Committee meeting to discuss unfilled budgeted positions in water and sewer as identified on an organizational chart distributed at the last Finance Committee Meeting. [Referral Action Date: 7/18/2018 @ Finance Committee Meeting.]

**180369** Referral/Number of Employees Needed/Turning Water On and Off

Referral from Councilperson Mays to DEPARTMENT OF PUBLIC WORKS/FINANCE, re: He would like a breakdown of personnel needed to turn water on and then to turn water off. [Referral Action Date: 7/18/2018 @ Finance Committee Meeting.]

## OLD, OUTSTANDING DISCUSSION ITEMS

**170061** Referral/Copy/Public Relations Contract

Referral by Councilperson Fields to ADMIN/LEGAL, re: She would like a copy of the public relations contract that was entered into with pipe replacement funding. [Referral Action Date: 1/18/2017 @ Finance Committee Meeting.]

**170066** Referral/Business Customers/Legal Action/Multi-Unit Developments

Referral by Councilperson Mays to ADMIN/LEGAL, re: He would like the law department to provide information on how to pursue action against owners of multi-unit developments when the renters pay their water bills but the landlord does not, and if that can be written into an ordinance. [Referral Action Date: 1/18/2017 @ Finance Committee Meeting.]

**170388** Discussion Item/Ward Accounts

Discussion item from Councilperson Mays: He would like a discussion of ward accounts on the next Finance Committee Meeting agenda. [Referral Action Date: 7/6/2017 @ Finance Committee Meeting.]

**170390** Discussion Item/State of Michigan Reimbursements

Discussion item from Councilperson Mays: He would like a discussion item

about State of Michigan reimbursements to other city departments on the next Finance Committee Meeting agenda. [Referral Action Date: 7/6/2017 @ Finance Committee Meeting.]

**170420** Ordinances/Oversight/Residential Medical Marijuana

Referral by Councilperson Galloway to LAW/PLANNING & DEVELOPMENT: She would like to know if ordinances can be written for better oversight of residential medical marijuana. [Referral Action Date: 6/19/2017 @ Finance Committee Meeting.]

**170422** Copies/Bid/Contract/Martin Waymire

Referral by Councilperson Fields to GENERAL MCDANIEL: She would like copies of the bid and the contract for public relations firm Martin Waymire. [Referral Action Date: 6/19/2017 @ Finance Committee Meeting.]

**170424** Discussion Item/Water Assistance Program/Disadvantaged/Elderly Customers

Discussion item as requested by Councilperson Mays: He would like to talk about a water assistance program and/or agencies that can assist disadvantaged and/or elderly water customers. [Referral Action Date: 6/19/2017 @ Finance Committee Meeting.]

**170577** Reimbursements/State of Michigan/City of Flint Departments

Referral from Councilperson Mays to FINANCE DIRECTOR: Regarding State of Michigan reimbursements to all city departments except Finance (see Discussion Item 170390): What has been requested and what has been reimbursed? [Referral Action Date: 11/21/17 @ Finance Committee Meeting.]

**170601** Referral/2016 Tax Reverted Property/5306 North Street

Referral by Councilperson Mays to LEGAL: He would like to know how and when the ownership of 5306 North Street (old Jefferson Elementary School) will be returned to the 2nd Chance Church (5306 North Street was the only tax reverted property whose transfer from Genesee County the City of Flint did not object to in 2016). [Referral Action Date: 12/13/2017 @ Special City Council Meeting.]

**180001** Payments/State of Michigan's \$25 Million Discretionary Fund

Referral and discussion item from Councilperson Mays to FIN: How much money has been taken from the State of Michigan's \$25 million in discretionary funds and what was it used for? [Referral Action Date: 1/3/18 @ Finance Committee Meeting.]

**180002** Referral/Positions/Water Plant/Water Service Center/Wage Study

Referral by Councilperson Fields to HUMAN RESOURCES/WATER SERVICE

CENTER/DPW: She would like a list of all unfilled positions at the Water Plant and Water Service Center; she would like the list also to include what certifications are needed for each position, what the compensation packages are, and what the city has done so far to recruit for these positions. She is also asking if a wage study for City of Flint positions has been completed (or started). [Referral Action Date: 1/3/2018 @ Finance Committee Meeting.]

**180003** Referral/Change Orders/Fast Start Vendors

Referral by Councilperson Galloway to ADMIN/FIN: She would like a list of Change Orders -- and amount of increase for each Change Order -- for each company contracted to work on the Fast Start Program. [Referral Action Date: 1/3/2018 @ Finance Committee Meeting.]

**180015** Referral/List/Water Customers With Estimated Bills

Referral by Councilperson Mays to FIN: He would like a list of water customers who had estimated bills and then were hit with high bills when actual readings were used. He would also like to know if these customers still have "holds" on their accounts and if they are in danger of having their water shut off. [Referral Action Date: 1/3/2018 @ Finance Committee Meeting.]

**180016** Referral/List/FAQs/Water Residential Assistance Program (WRAP)

Referral by Councilperson Fields to FIN: She would like a list of FAQs (frequently asked questions) for the WRAP (Water Residential Assistance Program). [Referral Action Date: 1/3/2018 @ Finance Committee Meeting.]

**180019** Referral/City of Flint/How Much Unfilled Positions Are Worth

A referral by Councilperson Galloway for FINANCE/HUMAN RESOURCES: She would like to know how much the 87 unfilled positions in the City of Flint are worth. [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180020** Referral/Water Fund Revenues

A referral by Councilperson Griggs for FIN: He would like to know why revenue in the Water Fund increased in 2012. [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180021** Referral/Accounts/Long Outstanding Balance Sheet Account

A referral from Councilperson Galloway to FIN: She would like to know what the accounts are in the "Long Outstanding Balance Sheet Account" on Page 14 of the Audit Report Summary. [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180022** Referral/Information Requested of Community & Economic Development

A referral from Councilperson Galloway to FIN: She would like to know when

the information (that has not been received) was requested of the Community and Economic Development Division and why it hasn't been received yet (so that the Single Audit can be completed). [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180023** Referral/Breakdown/\$100,000.00 For Seven (7) Homes

A referral from Councilperson Guerra to FIN/LAW/PLANNING & DEVELOPMENT: He would like a breakdown of the \$100,000.00 that the city says is needed to secure the seven (7) homes that the city recently assumed ownership of and prepare them for transfer. [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180025** Referral/Copy/"Transfer of Property"

A referral from Councilperson Mays to LAW: He would like a copy of the Legal Department's interpretation of "Transfer of Property." [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180026** Referral/Explanation/Need for Security, Maintenance, Insurance, Etc./Seven (7) Recently Acquired Homes

A referral from Councilperson Mays to LAW: He would like a written basis for why the city needs security, maintenance, insurance, realtor fees, etc. on the seven homes that it recently assumed ownership of? [Referral Action Date: 1/17/2018 @ Finance Committee Meeting.]

**180051** Referral/Discussion Item/Citizens' Participation Plan/HUD Guidelines

Referral by Councilperson Fields to PLANNING & DEVELOPMENT: She would like a discussion item on the Citizens' Participation Plan. She would also like past Citizens' Participation Plans and HUD guidelines for such plans provided to the City Council. [Referral Action Date: 2/7/2018 @ Finance Committee Meeting.]

**180055** Referral/Reprogramming/Unspent CDBG Grant Funds/HUD Regulations/Email Exchange

Referral by Councilperson Galloway to PLANNING and DEVELOPMENT, re: She requests copies of the HUD rules/policies that govern the distribution and reprogramming of unspent CDBG grant funds. She also requests a copy of the email exchange between Interim Planning and Development Director Suzanne Wilcox and HUD representatives with regard to \$442,200.00 reprogrammed funds (See Resolution No. 180011, as adopted by the City Council on January 22, 2018). [Referral Action Date: 2/12/2018 @ Special Affairs Committee Meeting.]

**180057** Referral/Life Insurance/Short-Term Disability Insurance/Flint City Council

Referral by Councilperson Fields to CITY ATTORNEY/FINANCE, re: She



would like for the Legal and Finance departments to investigate what it would take to reinstitute the ability of the City Council to pay into a retirement benefits fund (life insurance; short-term disability insurance). [Referral Action Date: 2/12/2018 @ Special Affairs Committee Meeting.]

**180058**      Discussion Item/Guidelines for Granting Hardship Exemptions from Property Taxes/Attendance Request/Assessor Staci Bassi

Discussion Item as requested by Councilperson Galloway, with referral to ASSESSMENTS, re: She asks that City Assessor Staci Bassi attend the 2/21/2018 Governmental Operations Committee meeting in order to continue discussion about the guidelines for granting hardship exemptions from property taxes, including questions regarding (non) eligibility for renters (See Resolution No. 180037, as adopted by the City Council on February 12, 2018). [Referral Action Date: 2/12/2018 @ City Council Meeting.]

**180074**      Referral/Copies/Current & Revised/WIIN Project Plans

Referral by Councilperson Fields TO FINANCE/DPW, re: She would like copies of the plans, both old and new, for the WIIN grant, and a rationale for the amounts assigned to each. (For example, money allocated to the Water Plant was reduced after the city signed the long-term water deal with the Great Lakes Water Authority). [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180075**      Discussion Item/Water System Projects

A discussion item as proposed by Councilperson Fields, re: She would like to discuss water system projects at the next Finance Committee Meeting. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180076**      Referral/Last Appearance Date/Ret. Brig. Gen. Michael McDaniel

A referral by Councilperson Galloway to DPW, re: She would like to know when Ret. Brig. Gen. Michael McDaniel last appeared before Council. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180080**      Referral/Kellogg Grant/Entire Proposal

A referral from Councilperson Fields to ADMIN/LAW, re: She would like a copy of the entire Kellogg Grant proposal. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180083**      Referral/Executive Session/Water Crisis Lawsuits

A referral from Councilperson Mays to LAW, re: He requests an executive session on any outstanding litigation from the water crisis where the city and/or state are named as defendants. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180084** Referral/Police Department/Number of Lawsuits/Cost of Lawsuits

A referral from Councilperson Fields to LAW, re: She would like to know how many lawsuits there have been in the last two years involving the Flint Police Department, including the status for each and the total estimated cost. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180085** Referral/Employment Contract/Whitney Frasier-Jenkins

A referral from Councilperson Fields to LAW/HUMAN RESOURCES, re: She would like the employment contract for Whitney Frasier-Jenkins and a copy of her work log. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180142** Referral/Executive Session/Lawsuit Over Water Rates

A referral from Councilperson Fields to LAW, re: She requests an executive session on the lawsuit filed by former Councilperson Scott Kincaid regarding water rates. [Referral Action Date: 3/12/2018 @ Special Affairs Committee Meeting.]

**180160** Discussion Item/Itemized Water Fund Revenues & Expenditures

A discussion item as requested by Councilperson Mays regarding the city's Water Fund. He would like itemized revenues and expenditures. [Referral Action Date: 3/22/2018 @ Finance Committee Meeting.]

**180161** Referral/Justification/\$60 Service Fee

A referral as requested by Councilperson Fields to FIN: she would like justification for the \$60 ready-for-use charge on customers' water/sewer bills. [Referral Action Date: 3/22/2018 @ Finance Committee Meeting.]

**180180** Referral/Community Development Block Grant (CDBG) Money/Salvation Army

A referral as requested by Councilperson Mays to Planning & Development: He would like to know if Community Development Block Grant (CDBG) money can be given to the Salvation Army. [Referral Action Date: 4/4/2018 @ Finance Committee Meeting.]

**180181** Referral/Justification/\$75.00 Turn-On, Turn-Off Fee

A referral as requested by Councilperson Fields to FIN/DPW: She would like justification for charging customers \$75.00 to turn water on and \$75.00 to turn water off. [Referral Action Date: 4/4/2018 @ Finance Committee Meeting.]

**180182** Referral/Justification/Number of Personnel/Water Turn-Ons, Turn-Offs

A referral as requested by Councilperson Fields to FIN/DPW: She would like

to know how many people are needed to turn water on/off. [Referral Action Date: 4/4/2018 @ Finance Committee Meeting.]

**180203** Referral/Notice of Advancement/Interim City Treasurer

A referral as requested by Councilperson Fields to MAYOR/ADM: She would like to know why City Council was not notified that Amanda Trujillo is now Interim City Treasurer. [Referral Action Date: 4/18/2018 @ Finance Committee Meeting.]

**180204** Referral/Trial Water Shut-Off/Shut-On Policy

A referral as requested by Councilperson Fields to FIN: She would like to know how the new Trial Collection Policy for shutting water off and turning it back on it working. [Referral Action Date: 4/18/2018 @ Finance Committee Meeting.]

**180205** Referral/Itemized Billing Statements/Attorneys

A referral as requested by Councilperson Fields to FIN/LAW: She would like itemized billing statements for Attorney Kendall Williams and the Butzell Long Law Firm. [Referral Action Date: 4/18/2018 @ Finance Committee Meeting.]

**180206** Referral/Cost/Parliamentarian

A referral as requested by Councilperson Fields to CITY CLERK: She would like to know the cost for the City Council to hire a Parliamentarian. [Referral Action Date: 4/18/2018 @ Finance Committee Meeting.]

**180207** Referral/Executive Session/Water Lawsuit

A referral as requested by Councilperson Fields to LAW: She would like an executive session to update the City Council on the water lawsuit filed by former City Councilperson Scott Kincaid. [Referral Action Date: 4/18/2018 @ Finance Committee Meeting.]

**180233** Copy/Environmental Protection Agency (EPA)/Emergency Order

A referral from Councilperson Galloway to LEGAL: re, she would like a copy of the EPA emergency order given to each Councilperson. [Referral Action Date: 5/9/2018 @ Finance Committee Meeting.]

**180234** Update/Great Lakes Water Authority Contract

A referral from Councilperson Fields to LEGAL: re, she would like an update on the Great Lakes Water Authority (GLWA) contract, particularly the additional elements within the contract. [Referral Action Date: 5/9/2018 @ Finance Committee Meeting.]

**180272** Referral/Update/Restoration

Referral by Councilperson Worthing to DPW, re: She would like to know the current status of restoration efforts. [Referral Action Date: 6/25/2018 @ City Council Meeting.]

**180292** Referral/Billing Language Changes

Referral by Councilperson Mays to LEGAL/ADMIN/FINANCE, re: He would like to discuss the possibility of changing the language for utility shut-off notices and/or delinquent tax bills to change from "shall" to "may."

**180294** Referral/LED Street Lights

Referral by Councilpersons Fields and Guerra to ADMIN, re: An action plan and project steps (equipment and labor) concerning the LED street lights. [Referral Action Date: 6/20/2018 @ Finance Committee Meeting.]

**180297** Referral/Breakdown/Chief of Staff Budget

Referral by Councilperson Fields to FINANCE, re: She would like a detailed breakdown of the \$75,000.00 budgeted for the Chief of Staff, including how, who, when and the date it was spent. [Referral Action Date: 6/25/2018 @ Special Affairs Committee Meeting.]

**180298** Referral/Breakdown/Budgets/Mayor & City Administrator

Referral by Councilperson Fields to FINANCE, re: She would like a detailed, itemized breakdown of the budgets for Mayor and City Administrator, particularly for wages and salaries -- who they're for and how much each earns. [Referral Action Date: 6/25/2018 @ Special Affairs Committee Meeting.]

**180299** Referral/Itemized Billing/Butzel Long/Kendall Williams

Referral by Councilperson Fields to LEGAL, re: She asks again for itemized billing statements for Attorney Kendall Williams and the Butzell Long Law Firm going back two- and-one-half years. [Referral Action Date: 6/25/2018 @ Special Affairs Committee Meeting.]

**180300** Referral/Quarterly Budget Amendment Reports

Referral by Councilperson Fields to FINANCE, re: She would like to see quarterly budget amendment reports that are supposed to be supplied to City Council per the newly adopted City Charter. [Referral Action Date: 6/25/2018 @ Special Affairs Committee Meeting.]

**180301** Referral/Deadline/Amendments to City Charter

Referral by Councilperson Mays to LEGAL, re: He would like a "drop dead deadline" for putting amendments to the recently adopted City Charter on the November 2018 ballot. [Referral Action Date: 6/25/2018 @ City Council Meeting.]

- 180302**      Discussion Item/Budgetary Requirements/Ethics & Accountability Board
- Referral by Councilperson Mays to FINANCE, re: He would like to add a discussion about budgetary requirements as they relate to the Ethics and Accountability Board on the Finance Committee Agenda. [Referral Action Date: 6/25/2018 @ City Council Meeting.]
- 180303**      Referral/Budget Figures/April, May, June 2018
- Referral by Councilperson Galloway to FINANCE, re: She would like to see budget figures for the last three months of the last fiscal year in order to comply with the budget monitoring requirements set forth in the recently adopted City Charter. [Referral Action Date: 6/25/2018 @ City Council Meeting.]
- 180305**      Referral/Update/Blight Court
- Referral by Councilperson Winfrey to LEGAL, re: He would like an update on the Blight Court. [Referral Action Date: 6/20/2018 @ Finance Committee Meeting.]
- 180306**      Referral/Water/Sewer/Service Charges/Master Fee Schedule
- Referral by Councilperson Mays to FINANCE, re: He would like to discuss service charges for residential and commercial water users on the Master Fee Schedule. [Referral Action Date: 6/20/2018 @ Finance Committee Meeting.]
- 180353**      Referral/List or Map/Streets Contractors are Working On/Fast Start Program
- Referral by Councilperson Guerra to CITY ADMINISTRATOR, re: He would like a copy (list or map) of what streets contractors are working on now for the Fast Start Program, plus he would like to see periodic updates on the Finance Committee Meeting agenda. [Referral Action Date: 6/20/2018 @ Finance Committee Meeting.]
- 180354**      Referral/Increased Penalties/Additional Signage/Blight
- Referral by Councilperson Guerra to BLIGHT/POLICE, re: He would like to discuss adding additional signage and increasing penalties for dumping. [Referral Action Date: 6/20/2018 @ Finance Committee Meeting.]
- 180356**      Discussion Item/Investigative Hearing
- Councilperson Mays asked that a discussion item about the Investigative Hearing City Council members approved for financial issues related to the Water Crisis be placed on the Finance Committee Agenda. [Referral Action Date: 7/9/2018 @ Finance Committee Meeting.]
- 180365**      Attendance Request/Discussion/Filling Budgeted Positions in Water/Sewer

Referral from Councilperson Mays to HUMAN RESOURCES/DEPARTMENT OF PUBLIC WORKS, re: He would like for Makini Jackson, Director of Human Resources, and Rob Binscik, Director of DPW, to attend the next Finance Committee meeting to discuss unfilled budgeted positions in water and sewer as identified on an organizational chart distributed at the last Finance Committee Meeting. [Referral Action Date: 7/18/2018 @ Finance Committee Meeting.]

**180369** Referral/Number of Employees Needed/Turning Water On and Off

Referral from Councilperson Mays to DEPARTMENT OF PUBLIC WORKS/FINANCE, re: He would like a breakdown of personnel needed to turn water on and then to turn water off. [Referral Action Date: 7/18/2018 @ Finance Committee Meeting.]

## **NEW BUSINESS**

## **ADJOURNMENT**

180264.1

Resolution: \_\_\_\_\_

Presented: 7-23-2018

Adopted: \_\_\_\_\_

**Resolution, based on the Memorandum of Understanding in place between the City and the Genesee County Land Bank, to enter into a contract for \$263,321.78 to allow them to request reimbursement after demolishing properties they own for which there is fire insurance held by the City's Division of Building Safety and Inspections**

**By the Mayor:**

The Division of Building Safety and Inspections within the Department of Planning and Development has identified \$263,321.78 in fire insurance funds held by the city for properties owned by the Genesee County Land Bank (GCLB); and

Those funds can only be used to pay for the demolition cost of the property to which they are attached – legally they cannot be used for any other purpose; and

The existence of these funds has the potential to close the gap between existing resources that the GCLB has slated to demolish these buildings and the total cost, allowing for more dangerous buildings to be demolished without any financial outlay by the City; and

The City of Flint has a Memorandum of Understanding in place with the GCLB to allow for an executed contract to be put in place for the total amount of fire insurance settlement funds held for Authority-owned properties targeted for demolition to allow the City will reimburse the GCLB for demolition work undertaken on those properties for the lesser of the cost of demolition or the amount of funds held in escrow funds for the subject property; and

Entering into a contract with the GCLB for \$263,321.78 will allow them to request reimbursement after demolishing properties they own for which there is fire insurance held by the City's Division of Building Safety and Inspections; and

Funds are available in the 701.000.000-389.000 account; and

**IT IS RESOLVED**, that the above referenced contract will be approved and that the appropriate City of Flint officials are hereby authorized to do all things necessary to enter into contract with the GCLB in the amount of \$263,321.78 from account 701.000.000-389.000.

**APPROVED AS TO FORM:**

**APPROVED BY FINANCE:**

\_\_\_\_\_  
Angela Wheeler, Chief Legal Officer

\_\_\_\_\_  
Hughey Newsome, Chief Financial Officer

**ADMINISTRATION:**

**CITY COUNCIL:**

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**Dr. Karen W. Weaver, Mayor**

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**Herbert Winfrey, Council President**



## **RESOLUTION STAFF REVIEW**

**Date:**

July 23, 2018

**Agenda Item Title:**

Resolution, based on the Memorandum of Understanding in place between the City and the Genesee County Land Bank, to enter into a contract for \$263,321.78 to allow them to request reimbursement after demolishing properties they own for which there is fire insurance held by the City's Division of Building Safety and Inspections

**Prepared By:**

Suzanne Wilcox, Director, Planning and Development Department

**Background/Summary of Proposed Action:**

The Division of Building Safety and Inspections within the Department of Planning and Development has identified \$263,321.78 in fire insurance funds held by the city for properties owned by the Genesee County Land Bank (GCLB) and those funds can only be used to pay for the demolition cost of the property to which they are attached -- legally they cannot be used for any other purpose. By allowing the GCLB to demolish buildings they own with the understanding of being reimbursed by the fire insurance funds, it enables the demolition of more dangerous buildings without any financial outlay by the City.

The City of Flint has a Memorandum of Understanding in place with the GCLB (enclosed) to allow for an executed contract to be put in place for the total amount of fire insurance settlement funds held for GCLB-owned properties targeted for demolition to allow the City will reimburse the GCLB for demolition work undertaken on those properties for the lesser of the cost of demolition or the amount of funds held in escrow funds for the subject property.

**Financial Implications (i.e., budget, account information)**

Instead of these withheld insurance funds remaining unused by the City, they will be used for their specified purpose. The city has no financial outlay of funds.

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

**Pre-encumbered:**     Yes ☐    No ☒     **Requisition #** \_\_\_\_\_

701.000.000-389.000 (Reserve for Fire Escrow)

**Accounts Verified:** \_\_\_\_\_

**Other Implications:**            No other implications are known at this time.

**Staff Recommendation:**     Staff recommends approval of this resolution.

**APPROVAL**

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Director, Planning and Development

| ParcelNo      | PropertyAddress           | BondNo    | Held                | STATUS UPDATE  | FUNDING   |
|---------------|---------------------------|-----------|---------------------|----------------|-----------|
| 40-01-128-007 | 205 W JAMIESON ST         | B05-0117  | \$6,875.00          | Funded Demo    | HHF 4 5   |
| 40-01-154-018 | 311 W. Jackson Ave.       | B13-00055 | \$8,295.00          | Funded Demo    | HHF 4 5   |
| 40-01-252-051 | 2927 Bonbright St.        | B13-00051 | \$6,250.00          | Funded Demo    | HHF 4 5   |
| 40-01-254-013 | 402 E DARTMOUTH ST        | B09-0035  | \$5,718.12          | Funded Demo    | HHF 4 5   |
| 40-01-258-034 | 213 E. Baker St.          | B11-00051 | \$5,423.63          | Funded Demo    | HHF 4 5   |
| 40-01-355-021 | 516 W. Paterson St.       | B12-00040 | \$8,129.00          | Completed Demo | HHF 1 2 3 |
| 40-01-451-029 | 1913 Adams Ave.           | B11-00047 | \$1,682.00          | Completed Demo | HHF 1 2 3 |
| 40-02-177-012 | 1509 W. Dartmouth         | B07-0255  | \$3,937.50          | ON HOLD        | HHF 4 5   |
| 40-02-259-014 | 2535 Proctor Ave.         | B11-00038 | \$2,750.00          | Funded Demo    | HHF 4 5   |
| 40-02-456-001 | 1213 W. Paterson St.      | B07-0252  | \$7,304.00          | Completed Demo | HHF 1 2 3 |
| 40-02-477-002 | 913 W. Hamilton Ave.      | B15-00013 | \$8,426.00          | Funded Demo    | HHF 4 5   |
| 40-11-134-029 | 1409 Forest Hill Ave.     | B14-00028 | \$4,746.00          | Funded Demo    | HHF 4 5   |
| 40-11-204-005 | 2517 Concord St.          | B14-00020 | \$8,295.00          | Funded Demo    | HHF 4 5   |
| 40-11-280-032 | 1912 Prospect St.         | B06-0214  | \$2,334.00          | Completed Demo | MBEG      |
| 40-11-480-025 | 971 Perry St.             | B13-00036 | \$8,129.00          | Completed Demo | HHF 1 2 3 |
| 40-12-103-008 | 1618 Dupont St.           | B13-00017 | \$8,129.00          | Completed Demo | HHF 1 2 3 |
| 40-24-480-002 | 1325 Lincoln Ave.         | B10-0007  | \$2,231.25          | Completed Demo | HHF 1 2 3 |
| 41-04-177-027 | 3109 DAKOTA AVE           | B17-00003 | \$12,262.00         | Funded Demo    | HHF 4 5   |
| 41-04-460-008 | 3606 Churhill Ave.        | B14-00021 | \$4,086.00          | Funded Demo    | HHF 4 5   |
| 41-05-201-016 | 2205 Thom St.             | B12-00043 | \$3,750.00          | Completed Demo | HHF 4 5   |
| 41-05-302-020 | 1509 New York Ave.        | B11-00085 | \$5,080.92          | Completed Demo | NSP 1 2   |
| 41-05-381-014 | 1814 E. Hamilton Ave.     | B12-00049 | \$8,129.00          | Funded Demo    | HHF 4 5   |
| 41-05-401-025 | 2205 Deleware Ave.        | B12-00033 | \$7,873.00          | Completed Demo | HHF 1 2 3 |
| 41-08-106-005 | 1512 Illinois Ave.        | B12-00024 | \$6,667.50          | Completed Demo | HHF 1 2 3 |
| 41-08-210-004 | 2208 Wisconsin Ave.       | B11-00086 | \$3,750.00          | Completed Demo | HHF 1 2 3 |
| 41-08-256-007 | 2302 Nebraska Ave.        | B14-00024 | \$4,297.64          | Funded Demo    | HHF 4 5   |
| 41-16-378-020 | 1916 Tebo St.             | B13-00001 | \$2,937.50          | Completed Demo | HHF 1 2 3 |
| 41-17-381-018 | 2010 Burr Blvd.           | B12-00032 | \$9,248.00          | Completed Demo | NSP 1 2   |
| 41-29-104-051 | 4318 Red Arrow Rd.        | B08-0306  | \$7,443.00          | Completed Demo | HHF 1 2 3 |
| 41-30-158-005 | 853 Major St.             | B11-00073 | \$7,873.00          | Completed Demo | HHF 1 2 3 |
| 46-26-227-024 | 816 W. Alma Ave.          | B08-0322  | \$4,321.17          | Completed Demo | NSP 1 2   |
| 46-26-252-007 | 6406 Fleming Rd.          | B12-00006 | \$79.00             | Completed Demo | HHF 1 2 3 |
| 46-26-401-023 | 1220 W. Home Ave.         | B13-00050 | \$8,129.00          | Completed Demo | HHF 1 2 3 |
| 46-26-451-037 | 5219 Kermit St.           | B15-00001 | \$3,402.81          | Completed Demo | HHF 1 2 3 |
| 46-26-455-018 | 1301 Bolan Dr.            | B10-00050 | \$3,861.50          | Completed Demo | HHF 1 2 3 |
| 46-26-477-018 | 5513 Glenn Ave.           | B11-00044 | \$7,860.00          | Completed Demo | NSP 1 2   |
| 46-35-202-006 | 5114 Kermit St.           | B11-00064 | \$7,812.00          | Completed Demo | HHF 1 2 3 |
| 46-35-405-003 | 4026 Burgess St.          | B12-00054 | \$6,822.49          | Completed Demo | HHF 4 5   |
| 46-35-479-030 | 3705 RACE ST              | B16-00002 | \$7,873.00          | Funded Demo    | HHF 4 5   |
| 46-36-102-037 | 618 W. Morengo Ave.       | B06-0188  | \$1,000.00          | Completed Demo | HHF 1 2 3 |
| 46-36-203-021 | 230 E. Marengo Ave.       | B12-00056 | \$11,038.75         | ON HOLD        | HHF 4 5   |
| 46-36-229-008 | 406 E. Philadelphia Blvd. | B15-00017 | \$4,462.00          | Completed Demo | HHF 1 2 3 |
| 46-36-453-010 | 309 E. Van Wagoner Ave    | B06-0207  | \$7,304.00          | Completed Demo | NSP 1 2   |
| 47-31-378-011 | 836 Carton St.            | B07-0292  | \$7,304.00          | Funded Demo    | HHF 4 5   |
| <b>Total</b>  |                           |           | <b>\$263,321.78</b> |                |           |



**Dr. Karen W. Weaver**  
Mayor

**CITY OF FLINT**  
**DEPARTMENT OF PLANNING AND DEVELOPMENT**  
Division of Community and Economic Development



**Steve Branch**  
Interim City Administrator

**MEMORANDUM OF UNDERSTANDING**

WHEREAS, the Genesee County Land Bank Authority, a public body corporate organized pursuant to the Michigan Land Bank Fast Track Act, MCL 124.751-124.774, (the "Authority"), is available to demolish vacant and blighted structures in the City of Flint, (the "City"); and

WHEREAS, the City is participating in the fire insurance withholding program to escrow the lesser of 25% or the maximum withholding amount as allowed by Sections 500.2227 and 500.2845 of the Michigan Insurance code, of a fire insurance settlement for losses which meet established criteria to real property within the boundaries of the City of Flint; and

WHEREAS, the City has obtained through ordinance procedures the right to demolish structures located in the City of Flint with funds collected and escrowed; and

WHEREAS, the City represents and warrants that its ordinance procedures are valid; and

WHEREAS, the Authority obtains ownership of properties with escrowed funds through tax foreclosure; and

WHEREAS, the Authority is willing and able to allocate grant funding, if available, to complete the demolition of the properties if the amount set aside in escrow is insufficient; and

NOW THEREFORE, the City and Authority agree as follows:

1. The City may contract with the Authority to demolish selected properties not to exceed the amount of the escrow received by the City.
2. Once an executed contract exists for the total amount of fire insurance settlement funds held for Authority-owned properties targeted for demolition, the City will reimburse the Authority for demolition work undertaken on those properties for the lesser of the cost of demolition or the amount of funds held in escrow funds for the subject property.
3. The Authority will demolish the properties after first obtaining all necessary federal, state and local permits.
4. The Authority may leverage funds from grants received as available to complete the demolition of selected properties if the cost of demolition exceeds the escrow amount.



CITY OF FLINT  
DEPARTMENT OF PLANNING AND DEVELOPMENT  
Division of Community and Economic Development



**Dr. Karen W. Weaver**  
Mayor

**Steve Branch**  
Interim City Administrator

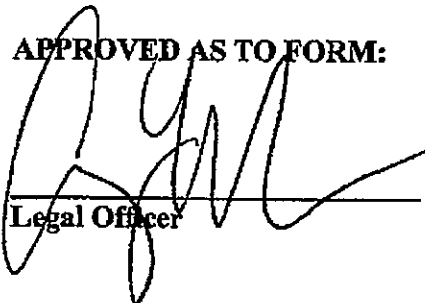
5. To the extent permitted by law, the City will defend, indemnify, and hold the Authority harmless from any and all claims brought against the Authority by any one challenging the legality of the demolition.
6. This agreement shall remain in effect in perpetuity or until such a time as either party terminates this agreement in writing via a thirty (30) day notice to the second party.

ACCEPTED: Genesee County Land Bank

BY: 

TITLE: Executive Director

APPROVED AS TO FORM:

  
Legal Officer

THE CITY OF FLINT  
A MUNICIPAL CORPORATION

BY: 

Dr. Karen W. Weaver  
Mayor



## Division of Community & Economic Development

Dr. Karen Weaver  
Mayor

Steve Branch  
Interim City Administrator

### Good Standing Certification

#### Applicant and/or Business Clearance

All applicants for City of Flint funded programs, including federal programs, must remain current and not in default on any obligations related to taxes, fines, penalties, water service, licenses or other forms of penalties.

APPLICANT NAME: Genesee County Land Bank Authority

HOME ADDRESS: \_\_\_\_\_

DBA: \_\_\_\_\_

BUSINESS ADDRESS: 452 S. Saginaw St., Flint MI 48502

Please include addresses of all properties in the name of other current and/or former businesses, parent company, subsidiaries and/or divisions. Also, please include all former names used while conducting business with the City.

~~This section to be completed by the Department of Finance - Customer Service Div.~~

Please check the following divisions for the status of current and delinquent obligations owed to the City of Flint. Please circle the appropriate response for each division.

WATER DIV.  
PROPERTY TAXES DIV.  
INCOME TAX DIV.  
ENFORCEMENT

CURRENT  
CURRENT  
CURRENT  
CURRENT

DELINQUENT  
DELINQUENT  
DELINQUENT  
DELINQUENT

~~This section to be completed by the Department of Community and Economic Development~~

DCED/EDC: CURRENT DELINQUENT  
(108 Loans, EDC loans, mortgage repayments, etc)

N/A

gd 12-5-17  
City of Flint DCED Representative and Date

If delinquencies exist, please indicate the date, type and amount of obligation:

[Signature] 12/05/17  
DCED Staff Person and Date

Karla Hower 11/30/17  
City of Flint Customer Serv. Representative and Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/12/2018PRODUCER (810)694-2050 FAX: (810)694-2055  
Lake Agency, Inc  
A Lighthouse Company  
1537 East Hill Road  
Grand Blanc MI 48439-5186

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED  
Berridge Place LLC And  
Genesee County Land Bank  
452 S. Saginaw St  
Flint MI 48502-1826

## INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: Home-Owners

26638

INSURER B: Accident Fund Ins Co of Amer

10166

INSURER C:

INSURER D:

INSURER E:

## COVERAGES

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

| INSR ADD'L LTR INSRD | TYPE OF INSURANCE  | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YYYY) | POLICY EXPIRATION DATE (MM/DD/YYYY) | LIMITS   |
|----------------------|--|---------------|------------------------------------|-------------------------------------|--|
| A                    | GENERAL LIABILITY  |               |                                    |                                     | EACH OCCURRENCE \$ 1,000,000   |
|                      | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY   |               |                                    |                                     | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000                                   |
|                      | <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR                           | 14051484      | 4/1/2018                           | 4/1/2019                            | MED EXP (Any one person) \$ 10,000   |
|                      |  |               |                                    |                                     | PERSONAL & ADV INJURY \$ 1,000,000   |
|                      |  |               |                                    |                                     | GENERAL AGGREGATE \$ 3,000,000   |
|                      | GEN'L AGGREGATE LIMIT APPLIES PER:   |               |                                    |                                     | PRODUCTS - COMP/OP AGG \$ 3,000,000  |
|                      | <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC |               |                                    |                                     |  |
| A                    | AUTOMOBILE LIABILITY   |               |                                    |                                     | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000                                       |
|                      | <input type="checkbox"/> ANY AUTO *  | 4797917900    | 4/1/2018                           | 4/1/2019                            | BODILY INJURY (Per person) \$  |
|                      | <input type="checkbox"/> ALL OWNED AUTOS   |               |                                    |                                     | BODILY INJURY (Per accident) \$  |
|                      | <input type="checkbox"/> SCHEDULED AUTOS   |               |                                    |                                     | PROPERTY DAMAGE (Per accident) \$  |
|                      | <input checked="" type="checkbox"/> HIRED AUTOS  |               |                                    |                                     |  |
|                      | <input checked="" type="checkbox"/> NON-OWNED AUTOS  |               |                                    |                                     |  |
|                      | GARAGE LIABILITY   |               |                                    |                                     | AUTO ONLY - EA ACCIDENT \$   |
|                      | <input type="checkbox"/> ANY AUTO  |               |                                    |                                     | OTHER THAN EA ACC AGG \$   |
|                      | EXCESS / UMBRELLA LIABILITY  |               |                                    |                                     | EACH OCCURRENCE \$   |
|                      | <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE                                      |               |                                    |                                     | AGGREGATE \$   |
|                      | <input type="checkbox"/> DEDUCTIBLE  |               |                                    |                                     | \$   |
|                      | RETENTION \$   |               |                                    |                                     | \$   |
| B                    | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  |               |                                    |                                     | <input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER |
|                      | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)                              | WCV6111174    | 4/26/2018                          | 4/26/2019                           | E.L. EACH ACCIDENT \$ 1,000,000  |
|                      | If yes, describe under SPECIAL PROVISIONS below  |               |                                    |                                     | E.L. DISEASE - EA EMPLOYEE \$ 1,000,000  |
|                      | OTHER  |               |                                    |                                     | E.L. DISEASE - POLICY LIMIT \$ 1,000,000   |

## DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The City of Flint and its officers, agents and employee's are added as additional insureds with respects to the above captioned general liability policy 30 days notice of cancellation included.

## CERTIFICATE HOLDER

City of Flint  
1101 S. Saginaw St.  
Flint, MI 48501

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Cort Niemi/KHAMMO

**SAM Search Results**  
**List of records matching your search for :**

**Record Status: Active**  
**DUNS Number: 003805105**  
**Functional Area: Entity Management, Performance Information**

|                               |                           |                             |
|-------------------------------|---------------------------|-----------------------------|
| <b>ENTITY</b>                 | GENESEE COUNTY LAND BANK  | Status:Active               |
| DUNS: 003805105               | +4:                       | CAGE Code: 5BA47 DoDAAC:    |
| Expiration Date: Sep 20, 2018 | Has Active Exclusion?: No | Debt Subject to Offset?: No |
| Address: 452 S SAGINAW ST     |                           |                             |
| City: FLINT                   | State/Province: MICHIGAN  |                             |
| ZIP Code: 48502-1826          | Country: UNITED STATES    |                             |



18-000004  
(Bid #19000004)

180383  
SUBMISSION NO.: \_\_\_\_\_

PRESENTED: 8-8-18

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

**RESOLUTION TO DELL COMPUTERS**

BY THE CITY ADMINISTRATOR:

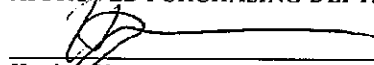
**RESOLUTION**

The Finance Department Division of Information Services has requested Dell Edge Network Switches, Dell Core Network Switches and a SonicWall Firewall; and

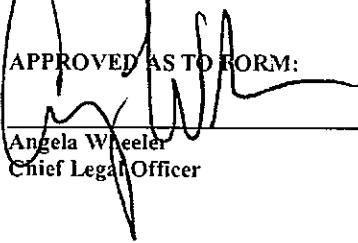
Dell Marketing, LP, One Dell Way, Round Rock, Texas was the lowest vendor to submit a price and has submitted a cost to purchase said Dell switches and firewall through the State of Michigan MiDeal program contract #071B6600111. Funding for said services will come from the following account: 636-228.100-977.000; and

IT IS RESOLVED, that the Department of Purchases and Supplies is to issue a purchase order to Dell Marketing, LP for Dell Edge Network Switches, Dell Core Network Switches and a SonicWall Firewall in the amount not to exceed \$245,976.07. (Information Services Fund – in the account listed above)

APPROVED PURCHASING DEPT.:


  
\_\_\_\_\_  
Hughy Newsome  
for Purchasing Department

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler  
Chief Legal Officer

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughy Newsome  
Chief Financial Officer

  
\_\_\_\_\_  
Steve Branch, City Administrator

## STAFF REVIEW

**DATE:** July 24, 2018

**Agenda Item Title:** Resolution to Dell for Switches and Firewall

**Prepared By:** V Foster

**Background/Summary of Proposed Action:**

Dell Marketing currently provides the City of Flint with its computers and networking systems. Dell is the recommended vendor under the MiDEAL Extended Purchasing Program (see Contract 071B6600111).

**Dell Edge Network Switches** - In order to upgrade the City's phone system, an upgrade of the Edge Network Switches to POE (Power Over Ethernet) switches is necessary. These switches are located throughout all of our buildings that allow network connectivity to computers and printers, as well as other networking devices. The new phones will connect to the edge switches as well to take advantage of VOIP (Voice Over IP) technology. The cost for this upgrade is \$160,917.93.

**Dell Core Network Switches** - The core switches reside in the Data Center and all closet switches connect to them. These switches are easily and inexpensively upgradeable, which should prevent the need to upgrade in the next 10 years. Dell is offering the equipment at a reduced price that includes a higher-end model for the price of the next lowest model. The cost of this upgrade is \$37,735.20.

**SonicWall Firewall** - The current firewall is difficult to manage. With the increased level of attacks the City faces, a firewall that the current staff can more easily configure and use to prevent these attacks from being successful is needed. This firewall will allow us to do that and is supported by Dell. The total cost will be \$47,322.94 for the upgrade of the firewall.

By going with all Dell switches, the City will have access to Dell's Open Manage Suite. This will allow the IT Department to manage both the Edge and Core switches from one interface. The total cost for all three purchases is \$245,976.07 and includes Dell's 5-year support and maintenance.

**Financial Implications**

None

**Pre-encumbered?** ☒ **Yes** Requisition #180001007

**Budgeted Expenditure?** Yes

**Account No.:** 636-228.100-977.000

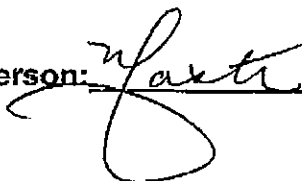
**Other Implications (i.e., collective bargaining):**

None

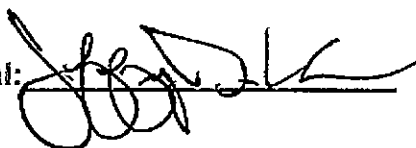
**Staff Recommendation:**

It is the recommendation of the Finance Department's IT Division that the City purchase the necessary equipment from Dell Marketing to upgrade its current networking system, phone switches, and firewall to ensure the highest level of service and protection, as per the attached quotes (30000025826881.5, 30000028530411.9, and 30000025830412.9).

**Staff Person:**



**Approval:**



18-6419

180384

(Purchasing No. 19000526)

SUBMISSION NO.: \_\_\_\_\_

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

8-8-18

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

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO DHT TRANSPORT LLC FOR HAULING OF SEWAGE SLUDGE**

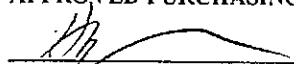
**RESOLUTION**

The Department of Purchases & Supplies has solicited proposals for a three year disposal hauling/transport of sewage sludge cake as requested by the Utilities Division Water Pollution Control; and

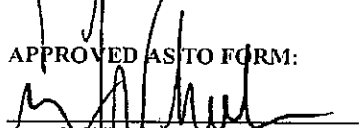
DHT Transport, LLC, 2695 W. Vassar Road, Reese, Michigan 48757 was the sole responsive proposer from solicitations for said requirements. Funding for said services will come from the following account: 590-550.100-801.500; and

IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are hereby authorized to enter into a three year contract with DHT Transport, LLC for the annual disposal hauling/transport of sewage sludge cake in an amount not to exceed \$639,730.00. (Sewer Fund) \$208,000 FY19 in the account reference above; \$213,200 pending adoption of the FY20 budget; \$218,530 pending adoption of the FY21 budget

APPROVED PURCHASING DEPT.:

  
\_\_\_\_\_  
Hughey Newsome  
for Purchasing Department

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler  
City Attorney

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughey Newsome  
Chief Financial Officer

  
\_\_\_\_\_  
Steve Branch, City Administrator

FY 19 – KRN

## RESOLUTION STAFF REVIEW

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July 3, 2018

**Agenda Item Title:** Biosolids Cake Hauling Services

**Background/Summary of Proposed Action:**

WPC is required to dispose of treated sludge offsite. Contracts are needed with a suitable licensed landfill and a hauling company to transport and dispose of the cake. WPC does not have the capacity to haul the cake to the landfill. Therefore it is imperative that an agreement for said services be available.

**Financial Implications:**

Please approve a three year agreement for Sludge Hauling for fiscal years 2019, 2020, and 2021. The FY2019 budgeted amount is \$208,000.00, future allocations to be determined upon budget adoption. Use account number 590-550.100-801.500.

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

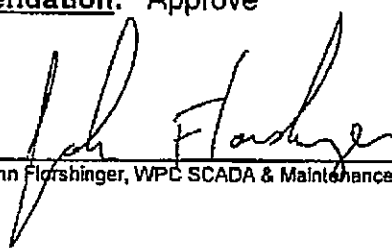
**Account No.:** 590-550.100-801.500 - \$208,000.00

**Pre-encumbered:** Yes: ☒ No: ☐ Requisition: 180000362

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

**Staff Recommendation:** Approve

**Staff Person:**

  
John Florshinger, WPC SCADA & Maintenance Supervisor

18-6420

180385

(Proposal #19000524)

SUBMISSION NO.: \_\_\_\_\_

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

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

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ETNA SUPPLY FOR WATER MAIN AND SERVICE CONNECTOR PARTS**

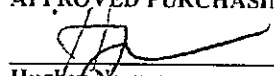
**RESOLUTION**

The Department of Purchases & Supplies has solicited proposals for water main and service connection parts as requested by Water Service Center; and

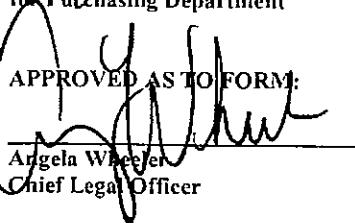
Etna Supply, 2395 Lapeer Rd., Flint, Michigan was the lowest responsive bidder from six (6) solicitations for said requirements. Funding for said services will come from the following account: 591-540.202-726.000; and

IT IS RESOLVED, that the Department of Purchases and Supplies is to issue a purchase order to Etna Supply for water main and service parts in an amount not to exceed \$170,000.00. (Water Fund - in the account reference above)

APPROVED PURCHASING DEPT.:

  
\_\_\_\_\_  
Hughley Newsome  
for Purchasing Department

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler  
Chief Legal Officer

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughley Newsome  
Chief Financial Officer

  
\_\_\_\_\_  
Steve Branch, City Administrator

FY 19 - KRN

## RESOLUTION STAFF REVIEW

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**DATE:** 4-6-18

**Agenda Item Title:** Water Main/Service Repair Parts

**Prepared By:** Cheri Priest, WSC Administrative Manager

**Background/Summary of Proposed Action:** The Water Department requests a purchase order be issued for the purchase of water main repair parts, service parts and any other items which may be required for the repair of water mains, hydrants and water services.

**Financial Implications:** Adequate funding has been allocated in the below listed account.

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

**Account No.:** 591-540.202-726-000 \$170,000.00

**Pre-encumbered?** Yes ☒ No ☐ Requisition # 180000564

**Other Implications (i.e., collective bargaining):**

**Staff Recommendation:** Recommend Approval

**Staff Person:** Robert Burch  
(Dept. Head or other authorized staff)

SEALED BIDS RECEIVED PURCHASING DEPARTMENT ON MAY 29, 2018  
FOR WATER MAIN & SERVICE CONNECTION PARTS  
PROPOSAL #18-571

| Core & Main<br>6575 23 Mile Rd.<br>Shelby Township, MI | Ferguson Waterworks<br>4540 Eagles Nest Court<br>Flushing, MI | Etna Supply<br>2395 Lapeer Rd.<br>Flint, MI |
|--|---|---|
| \$1,933.09*  | \$2,113.69<br>\$2,261.65**                                    | \$2,121.91                                  |

\* Did not bid as specified.

\*\* Local preference 7%

## MEMORANDUM

**TO:** Hughey Newsome  
Chief Financial Officer

**FROM:** Robert Binesik <sup>RB</sup>  
Director of Public Works

**DATE:** July 19, 2018

**SUBJECT:** Bid Recommendation –Water Service Repair Parts

Recommend that proposal #19-524 for the above items be awarded to Etna Supply Company. Per my department conversation with the lowest bidder, they advised that they quoted part prices for A Y McDonald (although the alternative parts being quoted is not noted on the bid as is required). The difference in the bids is approximately \$40.00 after the city discount. The Water Department is well established at this time using Ford parts and I would like to continue this practice.



18-0711

180386

(Purchasing No. 1700040)

SUBMISSION NO.: \_\_\_\_\_

PRESENTED: 8-8-18

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

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO HATCH ENTERPRISES FOR  
50/50 SIDEWALK REPLACEMENT PROGRAM**

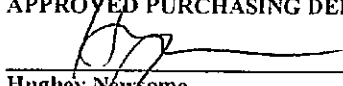
**RESOLUTION**

On July 12, 2017, the Proper City Officials were authorized to enter into a contract with Hatch Enterprises, 4463 Miller Rd., Flint, Michigan bids for the 50/50 sidewalk replacement program in the amount of \$125,000.00 as requested by the Street Maintenance Division; and

Hatch Enterprises has agreed to honor their pricing at the same terms and conditions through June 30, 2019. Funding for said services will come from the following accounts: 202-449.213-801.000 (\$25,000.00), 203-449.213-801.000 (\$100,000.00); and

IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are authorized to enter into change order #1 to the contract with Hatch Enterprises for 50/50 sidewalk replacement program at the same terms and conditions in the amount not to exceed \$125,000.00. (Major Street Fund, Local Street Fund - in the account reference above)

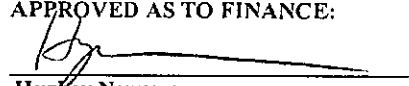
APPROVED PURCHASING DEPT.:

  
\_\_\_\_\_  
Hughley Newsome  
for Purchasing Department

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler  
Chief Legal Officer

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughley Newsome  
Chief Financial Officer

  
\_\_\_\_\_  
Steve Branch, City Administrator

## RESOLUTION STAFF REVIEW

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**DATE:** July 19, 2018

**Agenda Item Title:** Hatch Enterprises

**Prepared By:** Kathryn Neumann for Betty Wideman, Interim Transportation Director

**Background/Summary of Proposed Action:** The 50/50 sidewalk program allows residents to pay 50% of the cost of replacement sidewalks and the City picks up the other 50%. Sidewalk replacement bids were solicited in 2017 and the City received two bids and the award was split between the two bidders (Hatch Enterprises and KMI Road Maintenance). Both bidders were asked if they would extend their prices an additional year. KMI Road Maintenance declined and Hatch Enterprises agreed to extend their pricing through June 30, 2019.

**Financial Implications:** Funding is available in the account listed below.

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

**Account No.:** 202-449.213-801.000, 203-449.213-801.000

**Pre-encumbered?** Yes ☒ No ☐ Requisition # 18001006

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

**Staff Recommendation:** Recommend Approval

Staff Person: Betty J. Wideman  
Betty Wideman, Interim Transportation Director

18-6411

180387

(Proposal #190000528)

SUBMISSION NO. \_\_\_\_\_

PRESENTED: 8-8 18

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

**RESOLUTION TO OFFICEMAX NORTH AMERICA, INC. FOR OFFICE SUPPLIES**

BY THE CITY ADMINISTRATOR:

**RESOLUTION**


The Department of Purchases and Supplies is requesting the issuance of purchase orders to procure office supplies to various departments; and

The Department of Purchases & Supplies is requesting to enter into a three (3) year agreement for said supplies from OfficeMax North America, Inc., 260 Shuman Blvd., Naperville, Illinois 60563 through the Oakland County, MI Purchasing Division America Saves cooperative procurement contract #0003209 in the amount not to exceed \$129,240.00. Funding will come from account numbers: 101-101.100-726.000 (\$4,000), 101-171.100-726.000 (\$1,000), 101-172.100-726.000 (\$750), 101-191.100-726.000 (\$2,200), 101-191.201-726.000 (\$800), 101-215.200-726.000 (\$4,500), 101-253.200-726.000 (\$1,900), 101-253.202-726.000 (\$2,000), 101-253.203-726.000 (\$2,000), 101-253.204-726.000 (\$500), 101-257.100-726.000 (\$2,500), 101-262.100-726.000 (\$6,000), 101-262.100-726.000 (\$4,000), 101-266.100-726.000 (\$3,450), 101-270.100-726.000 (\$2,500), 101-302.100-726.000 (\$1,500), 101-305.200-726.000 (\$4,500), 101-308.200-726.000 (\$4,500), 101-308.202-726.000 (\$500), 101-315.100-726.000 (\$5,500), 101-337.100-726.000 (\$1,700), 101-371.209-726.000 (\$3,500), 202-442.100-726.000 (\$1,400), 202-443.201-726.000 (\$2,000), 203-449.201-726.000 (\$2,000), 207-315.204-726.000 (\$3,000), 226-528.201-726.000 (\$500), 265-308.206-726.000 (\$1,500), 274-748.100-726.000 (\$5,000), 296-649.500-726.000 (\$9,500), 296-171.500-726.000 (\$6,800), 296-691.400-726.000 (\$4,000), 296-721.200-726.000 (\$3,500), 542-371.100-726.000 (\$1,300), 542-748.139-726.000 (\$440), 542-748.140-726.000 (\$4,000), 590-540.208-726.000 (\$2,750), 591-540.202-726.000 (\$2,750), 590-550.100-726.000 (\$3,250), 590-550.202-726.000 (\$3,250), 591-536.100-726.000 (\$1,500), 591-545.200-726.000 (\$4,000), 636-228.100-726.000 (\$4,000), 661-451.100-726.000 (\$3,000); and

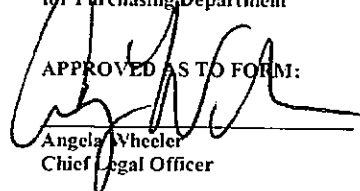
IT IS RESOLVED, That the Department of Purchases & Supplies is authorized to issue purchase orders to OfficeMax North America, Inc. for office supplies in an amount not to exceed 129,240.00 for FY19 and amounts not to exceed \$135,000.00 for FY20 and FY21. (General Fund, Major Street Fund, Local Street Fund, Police Fund, Drug Law Enforcement Fund, Sewer Fund, Water Fund, Fleet/Central Garage Fund, Other Grants Fund per the above)

BE IT FURTHER RESOLVED, that the Purchasing Department has the discretion to spend an additional amount of no more than 5% of the annual requested spend amount to OfficeMax North America, Inc. for unanticipated requests that may be submitted during the next year.

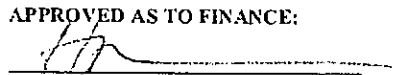
APPROVED PURCHASING DEPT.:

  
 Hughey Newsome  
 for Purchasing Department

APPROVED AS TO FORM:

  
 Angela Wheeler  
 Chief Legal Officer

APPROVED AS TO FINANCE:

  
 Hughey Newsome  
 Chief Financial Officer

  
 Steve Branch, City Administrator

FY19 - KRN

## RESOLUTION STAFF REVIEW

**DATE:** July 12, 2018

**Agenda Item Title:** Office Max North America, Inc.

**Prepared By:** Kathryn Neumann for Hughey Newsome

**Background/Summary of Proposed Action:**

The purpose of this resolution is to enter into a three year cooperative agreement with Office Depot/Office Max for office supplies. During FY18 the City of Flint participated in a State of Michigan contract with Staples Office Supply. After further communications with Staples and other competitors, the Purchasing Department has determined there would be potential additional savings in awarding new purchases to Office Depot/OfficeMax under a new three year agreement. This new agreement will match the agreement currently utilized by Oakland County, MI as part of their due diligence in procurement sourcing through the America Saves cooperative purchasing agreement (copy attached).

An evaluation by the Purchasing Department of 70 repetitively purchased items under the FY18 Staples agreement versus Office Depot/OfficeMax could have netted the City of Flint an additional 20% savings for the same purchases. This new contract offers 600 standard office supply items aggressively priced. Pricing for items other than the contract agreement items are web pricing less 20%. There is also a web price match for any pricing found cheaper elsewhere. Staples does not offer this service. The City of Flint is also allowed to customize pricing on an additional fifty (50) products most frequently used over and above the 600 standard supply items.

This program will rebate 1% of all purchases made through a full year back to the City of Flint. When comparing purchases made from the past year using Staples versus the new Office Depot/OfficeMax contract, the City of Flint will realize additional savings in office supply items. Based upon the previous year evaluation, there would have been an immediate savings of up to 20-22% under the new proposed agreement.

**Financial Implications:** Funding is available in the accounts listed below.

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


**Account No.:** The appropriate department's 726.000 account and

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

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

**Staff Recommendation:** Recommend Approval

**Staff Person:** \_\_\_\_\_

  
Hughey Newsome, Chief Financial Officer

| SKU    | Item Description                | Sell UOM | Qty | Avg Sell Price | Office Depot SKU | Office Depot UOM | Office Depot QTY | Office Depot Price | Comparison Savings |
|--------|---------------------------------|----------|-----|----------------|------------------|------------------|------------------|--------------------|--------------------|
| 13291  | PRTAWRT COLORCODE 1-1/4"RND GRN | PK       | 1   | \$4.69         | 943860           | PK               | 400              | \$4.29             |                    |
| 13292  | PRTAWRT COLORCODE 1-1/4"RND RED | PK       | 1   | \$4.69         | 943864           | PK               | 400              | \$4.99             |                    |
| 31307  | BIC ROUNDSTIC BP MED BLUE 60    | PK       | 1   | \$3.43         | 255876           | BX               | 60               | \$3.43             |                    |
| 31307  | BIC ROUNDSTIC BP MED BLUE 60    | PK       | 1   | \$3.43         | 255876           | BX               | 60               | \$3.43             |                    |
| 31307  | BIC ROUNDSTIC BP MED BLUE 60    | PK       | 2   | \$3.43         | 255876           | BX               | 60               | \$3.43             |                    |
| 45905  | LABEL 2020YG CODING RND YELGL   | PK       | 1   | \$4.60         | 943902           | PK               | 400              | \$4.99             |                    |
| 48466  | LABEL 2020OG CODING RND ORGLD   | PK       | 1   | \$4.69         | 943888           | PK               | 400              | \$5.29             |                    |
| 50551  | G2 GEL PEN BLU .7MM FINE PT     | PK       | 1   | \$30.89        | 790601           | DZ               | 12               | \$22.73            |                    |
| 50552  | G2 GEL PEN BLK .7MM FINE PT     | PK       | 1   | \$30.89        | 790761           | DZ               | 12               | \$19.96            |                    |
| 50552  | G2 GEL PEN BLK .7MM FINE PT     | PK       | 1   | \$30.89        | 790761           | DZ               | 12               | \$19.96            |                    |
| 72213  | HALF FOLD TOILET SEAT COVR DISP | EA       | 1   | \$6.49         | 533301           | EA               | 1                | \$5.97             |                    |
| 73627  | MARKER 24148 MARKMSTR JMB0 BK   | EA       | 2   | \$6.79         | 927590           | EA               | 1                | \$3.59             |                    |
| 82647  | STPLS STAN VIEW BNDR 2IN BLK    | EA       | 20  | \$6.23         | 326212           | EA               | 1                | \$6.10             |                    |
| 85620  | SPLS BULK MOUSEPAD LATTICE      | EA       | 1   | \$4.19         | 899507           | EA               | 1                | \$3.24             |                    |
| 101538 | EXAM GLOVE VYL PFREE LG 100/BX  | BX       | 1   | \$5.01         | 565562           | BX               | 100              | \$5.48             |                    |
| 102402 | STINER CHAIR                    | EA       | 1   | \$143.54       | 980707           | EA               | 1                | \$109.89           |                    |
| 102745 | TONER FMP COLLECTION            | EA       | 2   | \$20.99        | 860550           | EA               | 1                | \$12.08            |                    |
| 105791 | STICKIES 1.5X2 REC YLW 12PK     | DZ       | 1   | \$0.99         | 442306           | PK               | 12               | \$0.06             |                    |
| 107250 | SHARPIEWRTER MECH PENCIL 7MM 12 | DZ       | 1   | \$2.90         | 161529           | DZ               | 12               | \$2.36             |                    |
| 108230 | HP 950XL BLK/951 CLR INK 4PK    | PK       | 4   | \$93.99        | 434207           | EA               | 700              | \$88.57            |                    |
| 108230 | HP 950XL BLK/951 CLR INK 4PK    | PK       | 1   | \$93.99        | 434207           | EA               | 700              | \$88.57            |                    |
| 106985 | SF4 SPEEDPOINT STAPLES 5000CT   | BX       | 4   | \$1.82         | 221061           | BX               | 5000             | \$1.97             |                    |
| 106985 | SF4 SPEEDPOINT STAPLES 5000CT   | BX       | 2   | \$1.82         | 221061           | BX               | 5000             | \$1.97             |                    |
| 112276 | STAPLES STND STAPLES 25000CT    | PK       | 1   | \$5.82         | 432255           | PK               | 25000            | \$3.31             |                    |
| 112284 | 5000CT STANDARD STAPLES         | BX       | 2   | \$1.80         | 320960           | BX               | 5000             | \$0.81             |                    |
| 112284 | 5000CT STANDARD STAPLES         | BX       | 2   | \$1.80         | 320960           | BX               | 5000             | \$0.81             |                    |
| 112660 | STAPLES #33-RBRR ENDS 1/4 LB    | PK       | 3   | \$2.18         | 856333           | BG               | 212              | \$1.50             |                    |
| 113407 | STAPLES BRAND 26 TAB A-Z        | ST       | 2   | \$5.29         | 574698           | ST               | 1                | \$4.06             |                    |
| 116392 | BOSTON 1600 ELEC SHRPNR         | EA       | 1   | \$23.78        | 158949           | EA               | 1                | \$19.19            |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 1   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 3   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 4   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 4   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 1   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 1   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 15  | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 1   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 116657 | STPLS 3TAB FF LTR MANILA 100PK  | BX       | 5   | \$4.14         | 810838           | BX               | 100              | \$3.20             |                    |
| 124867 | WASTE 28QT BLACK PLASTIC        | EA       | 1   | \$4.14         | 566143           | EA               | 1                | \$3.61             |                    |
| 126987 | SPLS 8.5X14 COPY CS             | CT       | 1   | \$40.95        | 196643           | CT               | 5000             | \$40.25            |                    |
| 126987 | SPLS 8.5X14 COPY CS             | CT       | 2   | \$42.78        | 196643           | CT               | 5000             | \$42.10            |                    |
| 127035 | SPLS 8.5X14 COPY RM             | RM       | 4   | \$4.33         | 593395           | RM               | 500              | \$4.73             |                    |
| 127035 | SPLS 8.5X14 COPY RM             | RM       | 1   | \$4.33         | 593395           | RM               | 500              | \$4.73             |                    |
| 129684 | SCOTCH TAPE DISPENSER BLK       | EA       | 1   | \$8.54         | 173393           | EA               | 1                | \$9.70             |                    |
| 130074 | STAPLES BLACK TAPE DISPENSER    | EA       | 3   | \$2.46         | 173336           | EA               | 1                | \$1.81             |                    |
| 130674 | STAPLES BLACK TAPE DISPENSER    | EA       | 1   | \$2.46         | 173336           | EA               | 1                | \$1.81             |                    |
| 130674 | STAPLES BLACK TAPE DISPENSER    | EA       | 3   | \$2.46         | 173336           | EA               | 1                | \$1.81             |                    |
| 130674 | STAPLES BLACK TAPE DISPENSER    | EA       | 1   | \$2.46         | 173336           | EA               | 1                | \$1.81             |                    |
| 132741 | POST-IT LABEL ROLL PPK TIN      | EA       | 1   | \$5.99         | 563524           | PK               | 1                | \$5.99             |                    |
| 143297 | STAPLES #64-RBRR BND5 1/4 LB    | PK       | 1   | \$2.18         | 856657           | BG               | 118              | \$1.50             |                    |
| 163360 | SPLS 3TAB FF LGL MANILA 100PK   | BX       | 1   | \$11.03        | 810846           | BX               | 100              | \$5.73             |                    |
| 163360 | SPLS 3TAB FF LGL MANILA 100PK   | BX       | 9   | \$11.03        | 810846           | BX               | 100              | \$5.73             |                    |
| 163360 | SPLS 3TAB FF LGL MANILA 100PK   | BX       | 3   | \$11.03        | 810846           | BX               | 100              | \$5.73             |                    |
| 163360 | SPLS 3TAB FF LGL MANILA 100PK   | BX       | 1   | \$11.03        | 810846           | BX               | 100              | \$5.73             |                    |
| 163360 | SPLS 3TAB FF LGL MANILA 100PK   | BX       | 1   | \$11.03        | 810846           | BX               | 100              | \$5.73             |                    |
| 176511 | 2 1/4INX130 ADDING MACHINE RLS  | DZ       | 2   | \$7.39         | 108662           | PK               | 12               | \$4.54             |                    |
| 180989 | COLORX WIPES VALUE PK 2X75CT    | PK       | 1   | \$10.49        | 149407           | PK               | 150              | \$10.22            |                    |
| 199686 | SPLS 8OL SURGE 3300J 6FT BLACK  | EA       | 4   | \$21.62        | 960157           | EA               | 1                | \$20.01            |                    |
| 200428 | MODEL #50050 STPLS CARTRIDGE    | BX       | 1   | \$8.43         | 808725           | EA               | 1                | \$5.99             |                    |
| 201350 | STAPLES 1SUB 8X10.5 WIDE 6PK    | PK       | 3   | \$7.46         | 293799           | PK               | 6                | \$3.29             |                    |
| 202580 | CLEANR WINDEX TRGR 32OZ         | EA       | 1   | \$4.78         | 347930           | EA               | 1                | \$4.93             |                    |
| 209882 | AVY LSR LBL 3000PK 1X2 5/8      | BX       | 1   | \$23.84        | 364364           | BX               | 3000             | \$20.55            |                    |
| 209882 | AVY LSR LBL 3000PK 1X2 5/8      | BX       | 1   | \$23.84        | 364364           | BX               | 3000             | \$20.55            |                    |
| 211540 | SCOTCH 6PK 3/4X650 MAGIC TAPE   | PK       | 2   | \$9.41         | 259633           | PK               | 6                | \$9.30             |                    |
| 223164 | UNIVERSAL T.S. 3/8" RIBBON      | EA       | 4   | \$2.23         | 802660           | EA               | 1                | \$1.03             |                    |
| 225087 | SUPER SORTER BLACK MESH         | EA       | 1   | \$17.60        | 737851           | EA               | 1                | \$18.99            |                    |
| 225087 | SUPER SORTER BLACK MESH         | EA       | 1   | \$17.60        | 737851           | EA               | 1                | \$18.99            |                    |
| 225089 | WALLWORKS MESH 5 SLOT BLACK     | EA       | 1   | \$26.40        | 867535           | PK               | 3                | \$18.19            |                    |
| 225103 | MESH PENCIL CUP BLACK           | EA       | 1   | \$3.52         | 346437           | EA               | 1                | \$0.58             |                    |
| 225103 | MESH PENCIL CUP BLACK           | EA       | 2   | \$3.52         | 346437           | EA               | 1                | \$0.59             |                    |
| 225103 | MESH PENCIL CUP BLACK           | EA       | 1   | \$3.52         | 346437           | EA               | 1                | \$0.58             |                    |
| 226347 | CUP DODDAD SMALL MESH BLACK     | EA       | 1   | \$3.08         | 169972           | EA               | 1                | \$0.79             |                    |
| 233601 | 3X5 RULED INDX CRD 500 CT       | PK       | 5   | \$4.23         | 1376470          | PK               | 500              | \$1.55             |                    |
| 239855 | PILOT BETTER BP FN BLK DZ       | DZ       | 2   | \$13.99        | 169217           | DZ               | 12               | \$13.99            |                    |
| 267386 | READY INDEX A-Z COLOR 1PK       | ST       | 15  | \$3.18         | 470229           | ST               | 1                | \$2.70             |                    |
| 260828 | SPLS HNGPKT 3.5IN LTR STDGRN 4  | PK       | 5   | \$13.48        | 768830           | PK               | 4                | \$13.29            |                    |
| 263236 | LYSOL SPRAY FRESH SCENT 16 OZ   | EA       | 1   | \$7.35         | 422469           | EA               | 1                | \$6.49             |                    |
| 264184 | BLACK #747 FULL STRIP STAPLER   | EA       | 4   | \$20.99        | 808675           | EA               | 1                | \$16.40            |                    |
| 266262 | RECYCLED 1/5 STD GRN HANG-50PK  | BX       | 2   | \$5.88         | 810994           | BX               | 25               | \$9.35             |                    |
| 277417 | WWW LARGE DIGITAL WALL CLOCK    | EA       | 1   | \$87.98        | 750466           | EA               | 1                | \$68.29            |                    |
| 279358 | PAPERMATE INKJOY 550RT 0.7MM    | DZ       | 1   | \$21.29        | 556667           | DZ               | 12               | \$21.10            |                    |
| 285833 | SCOTCH 2RLS BOX SEALNG W/DSNPR  | PK       | 1   | \$28.39        | 443514           | ST               | 2                | \$26.29            |                    |
| 303628 | SHARPIE MARKR FINE BLK 5PK      | PK       | 1   | \$5.79         | 134000           | PK               | 5                | \$5.79             |                    |

Taking Care of Business

|        |                                 |    |    |          |         |    |      |          |
|--------|---------------------------------|----|----|----------|---------|----|------|----------|
| 317313 | STAPLES REMOVER CURVE HANDLE BK | EA | 2  | \$2.45   | 344734  | EA | 1    | \$0.87   |
| 317313 | STAPLES REMOVER CURVE HANDLE BK | EA | 3  | \$2.45   | 344734  | EA | 1    | \$0.87   |
| 321036 | PREMIUM CPU STD W/CASTERS       | EA | 51 | \$26.59  | 405128  | EA | 1    | \$23.89  |
| 321713 | ENTERED PREINKED STAMP          | EA | 2  | \$4.99   | 841434  | EA | 1    | \$3.90   |
| 321838 | PREINK STAMP REFILL INK BLUE    | EA | 1  | \$4.60   | 603314  | PK | 2    | \$4.99   |
| 324022 | TEMPUR-PEDIC 4000               | EA | 3  | \$349.99 | 100075  | EA | 1    | \$259.59 |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 2  | \$28.50  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 8  | \$28.98  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 13 | \$28.08  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 8  | \$28.08  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 9  | \$20.45  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 3  | \$29.45  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 5  | \$29.45  | 196517  | CT | 5000 | \$27.85  |
| 324791 | 8.5X11 COPY PAPER CS IP         | CT | 6  | \$29.45  | 196517  | CT | 5000 | \$27.85  |
| 326195 | SPLS ELECTRONICS DUSTER 7022PK  | PK | 1  | \$4.75   | 911220  | EA | 1    | \$3.77   |
| 326195 | SPLS ELECTRONICS DUSTER 7022PK  | PK | 1  | \$4.75   | 911220  | EA | 1    | \$3.77   |
| 343569 | INK JOY 300 RT BLUE MEDIUM      | DZ | 4  | \$2.90   | 778992  | DZ | 12   | \$2.92   |
| 354596 | LIFESAVERS PEPMINT 41 OZ BAG    | EA | 1  | \$8.39   | 270583  | EA | 1    | \$8.71   |
| 354597 | LIFESAVERS 5 FLAVOR 41 OZ BAG   | EA | 1  | \$8.39   | 506020  | EA | 1    | \$7.50   |
| 356332 | POWEREXTREME ELEC SHARPENER     | EA | 1  | \$24.96  | 595511  | EA | 1    | \$28.99  |
| 364530 | HP 951XL MAGENTA INK            | EA | 1  | \$24.49  | 782034  | EA | 1    | \$23.40  |
| 364831 | HP 951XL CYAN INK               | EA | 1  | \$28.47  | 781764  | EA | 1    | \$27.10  |
| 364832 | HP 951XL YELLOW INK             | EA | 1  | \$28.47  | 782043  | EA | 1    | \$27.10  |
| 364837 | HP 950XL BLACK INK              | EA | 1  | \$37.11  | 781692  | EA | 2300 | \$35.35  |
| 364837 | HP 950XL BLACK INK              | EA | 1  | \$37.11  | 781692  | EA | 2300 | \$35.35  |
| 364981 | HP 01 XL BK/BI STANDARD CLR/2PK | PK | 3  | \$51.99  | 493814  | PK | 165  | \$49.41  |
| 365929 | A7 WHITE ENVELOPE - 25/PK       | PK | 1  | \$3.29   | 242771  | PK | 25   | \$2.99   |
| 366838 | TIPPY MICRO GEL FINGERTIPS MED  | PK | 2  | \$11.38  | 339363  | PK | 1    | \$10.99  |
| 369657 | CLOXOX WIPES VALUE PK 3/35CT    | PK | 1  | \$8.06   | 149452  | PK | 105  | \$5.66   |
| 369657 | CLOXOX WIPES VALUE PK 3/35CT    | PK | 3  | \$7.81   | 149452  | PK | 105  | \$5.66   |
| 371638 | 17X22 LOGO PAD BLACK            | EA | 1  | \$32.09  | 104222  | EA | 1    | \$17.69  |
| 374815 | 1 IN WHITE BASIC BINDER         | EA | 4  | \$2.99   | 398291  | EA | 1    | \$1.66   |
| 374815 | 1 IN WHITE BASIC BINDER         | EA | 8  | \$2.99   | 398291  | EA | 1    | \$1.66   |
| 376423 | MAGIC TAPE 3/4 IN X 1000 IN     | PK | 1  | \$28.69  | 875250  | PK | 12   | \$23.33  |
| 378216 | PAD LETTER CANARY               | DZ | 1  | \$19.59  | 289771  | DZ | 12   | \$7.76   |
| 378819 | FASTENER PRONG BASE 2.75X2      | BX | 4  | \$4.07   | 102824  | BX | 100  | \$2.25   |
| 382855 | MOUSE PAD BK                    | EA | 1  | \$2.34   | 892915  | EA | 1    | \$0.75   |
| 383318 | STAPLES 24PK BIG RUBBERBANDS    | PK | 4  | \$2.18   | 230329  | PK | 50   | \$2.13   |
| 386291 | MAIL SEAL 1IN LBL               | PK | 4  | \$4.64   | 837423  | PK | 600  | \$4.63   |
| 386323 | POST-IT 3X3 POP LINED CNRY 6    | PK | 1  | \$5.32   | 285021  | PK | 6    | \$5.46   |
| 386581 | LABEL ADDRESS WHT 2 ROLLS/130   | BX | 10 | \$13.49  | 987253  | BX | 280  | \$7.42   |
| 387717 | REINFORCEMENT 9/16 CR 1M        | PK | 1  | \$6.02   | 844118  | PK | 1000 | \$4.30   |
| 392137 | AERAMAX 90 AIR PURIFIER         | EA | 1  | \$99.00  | 918582  | EA | 1    | \$112.50 |
| 392735 | 1 3/4IN SQUARE MAG CLIP 3PK     | PK | 2  | \$4.65   | 242787  | PK | 3    | \$1.49   |
| 392735 | 1 3/4IN SQUARE MAG CLIP 3PK     | PK | 5  | \$4.85   | 242787  | PK | 3    | \$1.49   |
| 393383 | SPLS MGNTC BULLDOG CLPS #1 3PK  | PK | 1  | \$3.12   | 242704  | PK | 3    | \$2.76   |
| 394047 | ULSR P&S ENV #10 WHT-100        | BX | 2  | \$8.17   | 330680  | BX | 100  | \$8.79   |
| 396411 | PILOT G2 REFILLS GEL FN BLK 2K  | PK | 1  | \$1.02   | 772141  | PK | 2    | \$0.99   |
| 397083 | STPLS 5X8 PASTEL PERF PAD 6     | PK | 1  | \$6.18   | 634277  | PK | 6    | \$9.17   |
| 398482 | HP 940XL BLK/940 CMY INK 4PK    | PK | 1  | \$110.99 | 155387  | PK | 600  | \$94.33  |
| 398780 | SPLS GOL POWERSTRIP 3FT BLACK   | EA | 21 | \$10.29  | 826785  | EA | 1    | \$7.27   |
| 408775 | CREST CERTIFICATION HOLDERS     | PK | 2  | \$5.99   | 497999  | PK | 5    | \$3.34   |
| 408823 | NOTE SEAL GOLD LBL              | PK | 4  | \$2.37   | 947871  | PK | 44   | \$1.81   |
| 409580 | RIBBON FOR ELEC TIME CLOCK      | EA | 1  | \$19.99  | 699818  | EA | 1    | \$13.97  |
| 410598 | PROCELL D CELL BATTERY          | BX | 3  | \$17.99  | 296365  | BX | 12   | \$17.59  |
| 411632 | UNIBALL 207 RT ULMIC .38 BLK 4  | PK | 1  | \$8.28   | 534442  | PK | 4    | \$8.99   |
| 412685 | STAPLES GRAPH PADS 5 5QINCH     | PK | 2  | \$9.24   | 941534  | EA | 1    | \$6.49   |
| 412685 | STAPLES GRAPH PADS 5 5QINCH     | PK | 1  | \$9.24   | 941534  | EA | 1    | \$6.49   |
| 413840 | REPLACEMENT RIBBON FOR 175      | EA | 1  | \$17.49  | 776745  | EA | 1    | \$15.00  |
| 418285 | LGL 5.25 EXP. WALLETS 10PK      | BX | 1  | \$24.77  | 502930  | EA | 1    | \$5.60   |
| 418335 | 5.25IN FILE PKCT LTR BRN 10     | BX | 1  | \$7.81   | 646871  | BX | 10   | \$7.56   |
| 418178 | SPLS HANG PKT 3.5IN LGL GRN 4   | PK | 5  | \$14.88  | 1387389 | PK | 4    | \$10.71  |
| 421818 | POST-IT 1.5X2 CAPE TOWN 12PK    | PK | 1  | \$4.75   | 561894  | DZ | 12   | \$4.88   |
| 423880 | HP 933XL MAGENTA INK            | EA | 3  | \$16.53  | 751108  | EA | 1    | \$15.74  |
| 423881 | HP 933XL CYAN INK               | EA | 3  | \$16.53  | 751060  | EA | 1    | \$15.74  |
| 423890 | HP 933XL YELLOW INK             | EA | 3  | \$16.53  | 751117  | EA | 1    | \$15.74  |
| 424964 | COFFEE-MATE FRNCH VAN 60CT      | BX | 5  | \$4.65   | 326901  | BX | 50   | \$4.52   |
| 426108 | TIGONDEROGA BLACK 12CT BOX #2   | DZ | 1  | \$3.78   | 305843  | DZ | 12   | \$3.29   |
| 428553 | POST-IT 1/2 FLAG BRIGHTS 4PK    | PK | 1  | \$2.88   | 369581  | PK | 140  | \$2.61   |
| 432659 | SEALING TAPE STRIPS 50CT        | PK | 2  | \$4.59   | 946251  | PK | 2    | \$3.84   |
| 433810 | UNIBALL VISION FINE BLK 12      | DZ | 1  | \$21.19  | 193080  | DZ | 12   | \$23.33  |
| 442801 | BIG ROUNDSTIC 9P MED BLK 60     | BX | 2  | \$3.43   | 584011  | BX | 60   | \$3.29   |
| 445267 | PUFFS BASIC FAMILY 3PK          | PK | 1  | \$7.25   | 319987  | PK | 3    | \$6.66   |
| 445597 | 10X15X2 OPENEND EXPAN EPPS      | PK | 1  | \$51.89  | 532038  | PK | 25   | \$46.89  |
| 446159 | JJ BAND-AID SHEER 100 ADHESIVE  | BX | 1  | \$5.59   | 564021  | BX | 100  | \$4.78   |
| 446159 | JJ BAND-AID SHEER 100 ADHESIVE  | BX | 1  | \$5.59   | 564021  | BX | 100  | \$4.78   |
| 446773 | DOORSTOP-BIG-GRY                | EA | 1  | \$4.09   | 409185  | EA | 1    | \$3.54   |
| 446781 | DOORSTOP-BIG-BRN                | EA | 1  | \$4.09   | 409193  | EA | 1    | \$3.54   |
| 447139 | 36X48 ECDMAY STD LIP CHRMAT     | EA | 1  | \$21.46  | 911900  | EA | 1    | \$8.53   |
| 448588 | POST-IT 1IN SIGN HERE YLW 2PK   | PK | 5  | \$8.99   | 850657  | PK | 2    | \$5.09   |
| 452823 | HP 15A BLACK TONER CARTRIDGE    | EA | 1  | \$54.24  | 727381  | EA | 2500 | \$52.88  |
| 458232 | STPLS 8IN CHROME LETTER OPENER  | EA | 2  | \$1.43   | 313692  | EA | 1    | \$1.28   |
| 464050 | BATTERY ALKALINE AA-36PK        | PK | 5  | \$20.03  | 1385290 | PK | 28   | \$14.83  |
| 464082 | BINDER CLIP MINI ASST COLORS    | PK | 2  | \$4.66   | 560349  | PK | 60   | \$4.89   |
| 466497 | STPLS 290 DESKTOP 12 DIGIT CAL  | EA | 1  | \$15.40  | 806918  | EA | 1    | \$7.89   |
| 466405 | SPLS MASKING TAPE 48MMX55M 2PK  | PK | 1  | \$2.92   | 886511  | RL | 1    | \$3.23   |
| 469280 | AVY LSR LBL 30UP 250-1 X 2 5/8  | BX | 2  | \$54.66  | 916403  | BX | 7500 | \$44.04  |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 2  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 1  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 6  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 1  | \$1.71   | 308478  | PK | 1000 | \$1.64   |

|        |                                 |    |    |          |         |    |      |          |
|--------|---------------------------------|----|----|----------|---------|----|------|----------|
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 1  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 1  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 1  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472480 | STAPLES #1 PPR CLP 1000CT       | PK | 2  | \$1.71   | 308478  | PK | 1000 | \$1.64   |
| 472506 | STAPLES JMB PPR CLP 1000CT      | PK | 1  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472506 | STAPLES JMB PPR CLP 1000CT      | PK | 1  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472506 | STAPLES JMB PPR CLP 1000CT      | PK | 1  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472508 | STAPLES JMB PPR CLP 1000CT      | PK | 6  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472508 | STAPLES JMB PPR CLP 1000CT      | PK | 1  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472506 | STAPLES JMB PPR CLP 1000CT      | PK | 1  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472514 | STAPLES JMB PPR CLP 1000CT      | PK | 1  | \$5.77   | 308239  | PK | 1000 | \$5.15   |
| 472514 | STAPLES JMB PPR CLP 1000CT      | PK | 2  | \$5.88   | 308114  | PK | 1000 | \$4.01   |
| 474462 | PENTEL TWIST ERASE III .8MM 2   | PK | 1  | \$10.58  | 9039781 | PK | 2    | \$6.54   |
| 474821 | HP 57 TRICOLOR INK CARTRIDGE    | EA | 1  | \$47.57  | 154805  | EA | 500  | \$41.62  |
| 477820 | RULER 12 WOODEN                 | EA | 4  | \$1.39   | 279744  | EA | 1    | \$0.40   |
| 477931 | MINI BINDER CLIPS               | DZ | 5  | \$1.49   | 909309  | BX | 12   | \$0.94   |
| 478791 | ENV. RED1 FILE CLASP 12X9       | BX | 10 | \$18.98  | 774931  | BX | 100  | \$20.49  |
| 479509 | DISC CDR 52X 80MIN 100SP        | PK | 1  | \$14.38  | 314264  | PK | 100  | \$11.84  |
| 479509 | DISC CDR 52X 80MIN 100SP        | PK | 10 | \$14.38  | 314264  | PK | 100  | \$11.84  |
| 479872 | SPLS INKLSR LBL 30UP25-1X2 5/8  | BX | 2  | \$6.73   | 612222  | PK | 750  | \$6.37   |
| 480118 | STAPLES 500CT PUSH PINS ASST    | PK | 1  | \$6.99   | 1378954 | BX | 250  | \$3.75   |
| 481321 | STAPLES ASST.MED BNDR CLP 24CT  | PK | 1  | \$5.22   | 561348  | PK | 24   | \$3.99   |
| 481559 | WIRE ORGANIZER CLIPS BLACK      | PK | 1  | \$2.91   | 253801  | PK | 8    | \$2.91   |
| 483072 | SCOTCH PKGNG TAPE 48MMX50M 6PK  | PK | 2  | \$20.78  | 363792  | PK | 6    | \$20.76  |
| 485669 | PEN RET BLPT EASYTCH MD BLE DZ  | DZ | 1  | \$7.95   | 106541  | DZ | 12   | \$9.04   |
| 486965 | SIMPLY NOTES 3X3 YELLOW 16PK    | PK | 1  | \$3.36   | 420994  | PK | 18   | \$2.42   |
| 487348 | TYLENOL EXTRA STRENGTH 500BX    | BX | 4  | \$31.82  | 564070  | BX | 50   | \$14.89  |
| 488010 | TITANIUM SHEARS 8IN STRAIGHT    | EA | 2  | \$6.05   | 432212  | EA | 1    | \$6.00   |
| 488897 | NEOGEL ROLLER BLK INK FINE PT   | DZ | 1  | \$11.99  | 534124  | DZ | 12   | \$12.49  |
| 489583 | LABELS 1-1/3X4 250 SHTS         | BX | 1  | \$45.07  | 941026  | PK | 1400 | \$9.14   |
| 490888 | STAPLES GREEN COVER STOCK       | PK | 1  | \$4.91   | 875025  | PK | 250  | \$5.37   |
| 492072 | SPLS 8.5X11 30% REC COPY CS     | CT | 2  | \$30.90  | 116945  | CT | 5000 | \$30.00  |
| 492072 | SPLS 8.5X11 30% REC COPY CS     | CT | 1  | \$31.30  | 118946  | CT | 5000 | \$34.88  |
| 492907 | STAPLES HVY DUTY 6POCN 100BX    | BX | 4  | \$3.20   | 508490  | PK | 100  | \$3.00   |
| 493542 | STAPLES HEAVY DUTY FORK 100BX   | BX | 3  | \$3.20   | 508506  | PK | 100  | \$3.00   |
| 493942 | STAPLES HEAVY DUTY FORK 100BX   | BX | 2  | \$3.20   | 508508  | PK | 100  | \$3.00   |
| 495396 | VELOCITY GEL RETRACTABLE PEN    | DZ | 4  | \$6.22   | 855567  | DZ | 12   | \$5.15   |
| 495492 | SCOTCH SHP TAPE 2 X 800 6PK     | PK | 1  | \$12.48  | 444970  | PK | 6    | \$12.48  |
| 500173 | PENCIL CLR ERASABLE BLE         | DZ | 1  | \$10.18  | 484048  | DZ | 12   | \$7.69   |
| 500975 | MARKER UNI PAINT MED YELLOW     | EA | 2  | \$4.69   | 138885  | EA | 1    | \$4.39   |
| 502328 | TAB DIVD CPR REINF STAB CLRD    | ST | 7  | \$0.78   | 933366  | ST | 1    | \$0.53   |
| 503243 | REPT COVR PRSBD 3 IN LTR DKBLE  | EA | 38 | \$1.37   | 934331  | EA | 1    | \$1.03   |
| 504100 | DESK PAD PLN 75SHT 22X17 WE     | EA | 1  | \$16.78  | 668826  | EA | 1    | \$11.50  |
| 504401 | STAPLES MOVE&STORE TAPE 6PK     | PK | 1  | \$23.99  | 275316  | PK | 6    | \$23.99  |
| 504571 | STAPLER ELECTRIC FULL 30SHT GY  | EA | 1  | \$198.99 | 425900  | EA | 1    | \$219.99 |
| 505055 | 25FT MEASURING TAPE             | EA | 3  | \$27.67  | 788674  | EA | 1    | \$9.09   |
| 505154 | RUBBER FINGER #11 1/2 MED DZ    | DZ | 1  | \$1.31   | 313519  | BX | 12   | \$1.43   |
| 505154 | RUBBER FINGER #11 1/2 MED DZ    | DZ | 1  | \$1.31   | 313519  | BX | 12   | \$1.43   |
| 505377 | FOLDERS HANGING 5FOPKT TEAL     | BX | 2  | \$20.99  | 572808  | BX | 25   | \$18.88  |
| 505445 | POCKETS 3.5 EXP FILE LETTER     | BX | 1  | \$55.39  | 206620  | BX | 25   | \$19.93  |
| 508638 | SCOTCH CLR DUCT TPE 1.08INX20YD | RL | 1  | \$7.99   | 959284  | RL | 1    | \$5.30   |
| 508638 | RCRD BK 500PG 35LN              | EA | 4  | \$48.49  | 943142  | EA | 1    | \$41.58  |
| 511089 | RETRACTABLE ID HOLDER 6PK       | PK | 1  | \$3.74   | 344346  | PK | 4    | \$3.74   |
| 511508 | SPLS INKLSR LBL 80UP25-RET ADD  | BX | 1  | \$8.73   | 612101  | PK | 2000 | \$6.37   |
| 511514 | HVY DUTY PLASTIC KNIFE 100BX    | BX | 1  | \$3.20   | 685858  | PK | 100  | \$3.00   |
| 511947 | AVRYPRINTABLE TABS 1.75 IN WE   | PK | 2  | \$10.04  | 110164  | PK | 80   | \$6.41   |
| 514879 | CANON P170 PRINTING CALCULATOR  | EA | 1  | \$44.85  | 581016  | EA | 1    | \$29.71  |
| 516331 | HP 12A BLACK TONER CARTRIDGE    | EA | 1  | \$73.78  | 154414  | EA | 2000 | \$55.63  |
| 516331 | HP 12A BLACK TONER CARTRIDGE    | EA | 1  | \$73.78  | 154414  | EA | 2000 | \$55.63  |
| 516691 | PINE SOL CLEANER PINE 14OZ      | EA | 1  | \$12.59  | 287849  | EA | 1    | \$9.99   |
| 518718 | INVISIBLE TAPE 18PK 30X         | PK | 1  | \$14.88  | 520496  | PK | 8    | \$15.00  |
| 519018 | STAPLES 10PK CORRECTION ROLLER  | PK | 1  | \$5.67   | 842057  | PK | 2    | \$4.79   |
| 519018 | STAPLES 10PK CORRECTION ROLLER  | PK | 1  | \$5.67   | 842057  | PK | 2    | \$4.79   |
| 519018 | STAPLES 10PK CORRECTION ROLLER  | PK | 2  | \$5.67   | 842057  | PK | 2    | \$4.79   |
| 519018 | STAPLES 10PK CORRECTION ROLLER  | PK | 1  | \$5.67   | 842057  | PK | 2    | \$4.79   |
| 519018 | STAPLES 10PK CORRECTION ROLLER  | PK | 5  | \$5.67   | 842057  | PK | 2    | \$4.79   |
| 519018 | STAPLES 10PK CORRECTION ROLLER  | PK | 3  | \$5.67   | 842057  | PK | 2    | \$4.79   |
| 522839 | CASIO 18MM-BLK/WHIT             | PK | 1  | \$44.99  | 542233  | PK | 2    | \$44.99  |
| 525923 | CLIP PAPER STL GIANT .045       | BX | 2  | \$1.39   | 429175  | BX | 100  | \$1.39   |
| 525923 | CLIP PAPER STL GIANT .045       | BX | 2  | \$1.39   | 429175  | BX | 100  | \$1.39   |
| 627085 | AAG 17-STYLE DESK CAL BASE      | EA | 1  | \$20.60  | 677674  | EA | 1    | \$10.05  |
| 634719 | 7.5X10.5 BRN KFT ENV #20 100CT  | BX | 7  | \$9.40   | 330776  | BX | 100  | \$6.98   |
| 637001 | RIBBON PRINTER EPSON H00CRB BK  | EA | 5  | \$3.40   | 470280  | EA | 1    | \$2.88   |
| 638124 | LABELS CLR CODING RND 1 1/4 DI  | PK | 1  | \$5.88   | 943878  | PK | 400  | \$5.19   |
| 639033 | SPLENDANO CALORIE SWEETNER      | BX | 1  | \$11.71  | 943504  | BX | 400  | \$10.40  |
| 663228 | PEN RETR Z-GRIP 1.0MM BLACK     | DZ | 10 | \$2.78   | 288517  | DZ | 12   | \$2.62   |
| 663228 | PEN RETR Z-GRIP 1.0MM BLACK     | DZ | 2  | \$2.78   | 288517  | DZ | 12   | \$2.62   |
| 665282 | OFFICESUITE PREM MONITOR RISER  | EA | 1  | \$30.52  | 513072  | EA | 1    | \$41.50  |
| 665771 | STICKIES 3X3 POP VTRCLR 6PK     | PK | 2  | \$10.40  | 723688  | PK | 12   | \$5.65   |
| 666942 | CLIP MINI BINDER 9/16 BK 14CT   | PK | 2  | \$8.74   | 400866  | PK | 60   | \$3.99   |
| 668942 | CLIP MINI BINDER 9/16 BK 14CT   | PK | 1  | \$8.74   | 400866  | PK | 60   | \$3.99   |
| 687671 | VERBATIM STORE N GO USB 3PK     | EA | 1  | \$36.50  | 592036  | PK | 2    | \$13.69  |
| 687710 | JETSTREAM REFILL 1.0MM BLK 2PK  | PK | 4  | \$4.89   | 626088  | PK | 2    | \$4.99   |
| 688627 | PEN BP RT FLEX ELITE PINE BK    | DZ | 1  | \$14.98  | 524962  | DZ | 12   | \$6.02   |
| 689121 | HP BROCHURE MATTE 8.5X11 150CT  | PK | 1  | \$27.40  | 504488  | PK | 150  | \$27.49  |
| 678153 | NOTE STAPLES 3X3 BOLD ASSORTED  | DZ | 3  | \$8.40   | 843796  | PK | 1200 | \$8.78   |
| 678510 | SG TWIN PKT FLDR W/FAST GREEN   | BX | 3  | \$7.78   | 988071  | PK | 10   | \$2.81   |
| 678762 | NESH 3-TIER CLIP DISH           | EA | 1  | \$9.79   | 827408  | EA | 1    | \$9.79   |
| 682820 | 12 OZ PLASTIC CUP               | PK | 2  | \$2.29   | 651895  | PK | 60   | \$2.62   |
| 689119 | SHEET 62047 PROT LEGAL          | BX | 8  | \$21.69  | 458711  | BX | 50   | \$22.19  |
| 682156 | SCOTCH ADHESIVE PUTTY 2OZ       | EA | 1  | \$3.09   | 584296  | EA | 1    | \$1.48   |

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|         |                                 |    |    |          |         |    |      |          |
|---------|---------------------------------|----|----|----------|---------|----|------|----------|
| 808268  | TISSUE FACIAL KLEENEX 2PLY      | CT | 1  | \$39.70  | 1385335 | CT | 36   | \$39.98  |
| 808401  | RSVP RETRACTABLE BALLPOINT PE   | DZ | 4  | \$5.85   | 110727  | DZ | 12   | \$5.15   |
| 808401  | RSVP RETRACTABLE BALLPOINT PE   | DZ | 1  | \$5.85   | 110727  | DZ | 12   | \$5.15   |
| 808592  | STAPLES RUBBERBANDS #18/1-LB    | PK | 3  | \$4.18   | 855730  | BG | 1750 | \$2.87   |
| 808659  | STAPLES RUBBERBANDS #84/1-LB    | PK | 7  | \$4.18   | 855948  | BG | 440  | \$4.45   |
| 808659  | STAPLES RUBBERBANDS #84/1-LB    | PK | 1  | \$4.18   | 855948  | BG | 440  | \$4.45   |
| 811028  | PAD LEGAL 5X8 ASSORTED 2 EA GR  | PK | 1  | \$12.89  | 708687  | PK | 6    | \$10.39  |
| 811165  | PAD MESSAGE IMPORTANT 4.25X5.5  | PK | 1  | \$7.49   | 307264  | DZ | 12   | \$3.41   |
| 811392  | FLDR HANGING LETTER 1/8 MAROON  | BX | 1  | \$10.98  | 572891  | BX | 25   | \$18.09  |
| 812048  | TAPE CELLO 3/4X36YDS CL         | PK | 1  | \$17.90  | 587620  | PK | 6    | \$12.66  |
| 812457  | QP 5X9 CLEARCLASP ENVE          | BX | 1  | \$17.34  | 564887  | BX | 100  | \$15.99  |
| 814120  | CLIP BARREL NO2 2.25IN MAGNETI  | PK | 1  | \$9.65   | 242785  | PK | 3    | \$0.98   |
| 815038  | MASKING TAPE 6PK .75INX60YD     | PK | 1  | \$18.79  | 688529  | RL | 1    | \$1.21   |
| 818124  | 20/20L PAPER PUNCH              | EA | 1  | \$23.34  | 711044  | EA | 1    | \$26.83  |
| 818209  | OFFSTAMP NUMBERER               | EA | 1  | \$11.35  | 603454  | EA | 1    | \$6.09   |
| 818249  | GIANT FOOT ORANGE DOORSTOP      | EA | 1  | \$7.49   | 874028  | EA | 1    | \$5.89   |
| 818249  | GIANT FOOT ORANGE DOORSTOP      | EA | 3  | \$7.49   | 874028  | EA | 1    | \$5.89   |
| 818726  | DUSTER SET WPAN WHITE           | EA | 1  | \$11.73  | 604220  | EA | 1    | \$5.66   |
| 824219  | SCOTCH SHIPTAPE 1.88INX22.2YDS  | RL | 1  | \$3.19   | 650457  | RL | 1    | \$1.90   |
| 827733  | MESH LETTER TRAY-BLACK          | EA | 1  | \$12.16  | 180352  | EA | 1    | \$9.50   |
| 831229  | STAPLER DESKTP BE/BK            | EA | 1  | \$20.99  | 923312  | EA | 1    | \$15.73  |
| 831227  | POUCH LUG TAGLOOP 25/PACK       | PK | 4  | \$13.09  | 953151  | PK | 25   | \$13.00  |
| 831283  | PAD LGL RL PERF LTR CY          | DZ | 2  | \$15.89  | 983447  | DZ | 12   | \$7.48   |
| 831594  | STAPLES SM BINDERCLIPS 40CT     | PK | 1  | \$4.63   | 420415  | BX | 12   | \$1.09   |
| 831594  | STAPLES SM BINDERCLIPS 40CT     | PK | 1  | \$4.63   | 420415  | BX | 12   | \$1.09   |
| 831602  | STAPLES MED BINDERCLIPS 24CT    | PK | 1  | \$2.99   | 428431  | BX | 12   | \$1.88   |
| 831602  | STAPLES MED BINDERCLIPS 24CT    | PK | 1  | \$2.99   | 429431  | BX | 12   | \$1.99   |
| 831810  | STAPLES LGE BINDERCLIPS 12CT    | PK | 1  | \$1.49   | 308857  | BX | 12   | \$1.53   |
| 831810  | STAPLES LGE BINDERCLIPS 12CT    | PK | 4  | \$1.49   | 308857  | BX | 12   | \$1.53   |
| 831810  | STAPLES LGE BINDERCLIPS 12CT    | PK | 1  | \$1.49   | 308857  | BX | 22   | \$1.53   |
| 831810  | STAPLES LGE BINDERCLIPS 12CT    | PK | 2  | \$1.49   | 308857  | BX | 12   | \$1.53   |
| 844280  | POST-IT .5IN SIGN HERE AST 4PK  | PK | 8  | \$3.35   | 750067  | PK | 4    | \$3.54   |
| 844200  | POST-IT .5IN SIGN HERE AST 4PK  | PK | 1  | \$3.35   | 750067  | PK | 4    | \$3.54   |
| 847689  | COVER TOILET SEAT 125/PK        | PK | 2  | \$9.79   | 602960  | PK | 1    | \$0.95   |
| 848944  | T-CELL REFILL CITRUS 6PCS       | CT | 1  | \$58.25  | 716163  | CA | 6    | \$67.88  |
| 848944  | TCELL DISPENSER WHITE           | EA | 2  | \$11.26  | 567778  | EA | 1    | \$10.84  |
| 863057  | HP 61XL BLACK INK               | EA | 8  | \$28.97  | 523958  | EA | 480  | \$28.40  |
| 863058  | HP 61XL COLOR INK               | EA | 2  | \$34.01  | 524022  | EA | 330  | \$33.25  |
| 863061  | HP 61 TRICOLOR INK CARTRIDGE    | EA | 3  | \$20.71  | 523932  | EA | 165  | \$19.72  |
| 867251  | IBM WRTR 8WHEELWRTR SUPER       | EA | 8  | \$7.49   | 802702  | EA | 1    | \$5.00   |
| 873960  | POSTIT NOTES 3X5 JAPUR ULTRA    | PK | 1  | \$12.09  | 515553  | PK | 5    | \$9.84   |
| 880224  | SCOTCH SURE STRT PT W LRG DISP  | EA | 8  | \$4.59   | 814052  | RL | 1    | \$3.89   |
| 886374  | GLUE STICK JUMBO 6PK            | PK | 1  | \$8.30   | 571111  | PK | 3    | \$2.55   |
| 887398  | 360 COUNT PARTY PACK CLEAR HD   | PK | 1  | \$10.82  | 885878  | PK | 150  | \$5.54   |
| 887488  | RCY PLAS LRG MAGAZINE FILE BLX  | EA | 6  | \$7.67   | 186556  | EA | 1    | \$4.50   |
| 887556  | NTBK PKT FRW AST 3PK            | PK | 4  | \$3.84   | 784426  | PK | 3    | \$1.13   |
| 889186  | EXPANDABLE WALL PKT LTR SMOKE   | EA | 1  | \$5.48   | 860185  | EA | 1    | \$5.50   |
| 889603  | BROTHER TM50 HY BLACK TONER     | EA | 1  | \$46.57  | 865789  | EA | 2600 | \$45.80  |
| 894677  | HEAVY DUTY VIEW BINDER 4 PERI   | EA | 1  | \$17.99  | 303196  | EA | 1    | \$15.49  |
| 898111  | 2-SIDED TIME CARDS E79-100      | PK | 4  | \$12.90  | 748304  | PK | 100  | \$8.00   |
| 901538  | SHARPENER ELEC PENCIL BK        | EA | 1  | \$23.29  | 850381  | EA | 1    | \$20.99  |
| 901561  | MOISTENER FNGRTP 3/8OZ 3PK      | PK | 1  | \$4.89   | 458547  | PK | 3    | \$1.67   |
| 902679  | HP 61 BLKCLR COMBO PACK         | PK | 1  | \$37.79  | 598319  | PK | 165  | \$35.00  |
| 905424  | LINEN CLEAR FRONT RC NAVY 5PK   | PK | 2  | \$10.49  | 934760  | EA | 1    | \$2.48   |
| 912181  | G2 RT GEL ULTRA FINE ASST 4PK   | PK | 1  | \$6.99   | 544355  | PK | 4    | \$6.49   |
| 913154  | HYGIENIC SORTKWK 1-3/4 OZ/ZPK   | PK | 1  | \$6.29   | 468554  | PK | 2    | \$3.89   |
| 917913  | BROTHER TZE-1312PK 12MM BLKCLR  | PK | 2  | \$23.44  | 873201  | PK | 2    | \$13.62  |
| 919143  | REST PHONE GEL PADDED BK        | EA | 3  | \$10.49  | 201523  | EA | 1    | \$7.49   |
| 920280  | DATE STAMP 6MM                  | EA | 1  | \$6.10   | 603398  | EA | 1    | \$5.98   |
| 928565  | TARGUS UNIVERSL TABLET STYLUS   | EA | 5  | \$10.49  | 581538  | EA | 1    | \$11.16  |
| 937875  | BARD CHAIR                      | EA | 2  | \$242.50 | 495508  | EA | 1    | \$134.99 |
| 938398  | ONE TOUCH PREMIUM STAPLES 5000  | BX | 1  | \$1.85   | 344279  | BX | 5000 | \$1.10   |
| 938358  | ONE TOUCH PREMIUM STAPLES 5000  | BX | 2  | \$1.85   | 344279  | BX | 5000 | \$1.10   |
| 938358  | ONE TOUCH PREMIUM STAPLES 5000  | BX | 4  | \$1.85   | 344279  | BX | 5000 | \$1.10   |
| 946173  | PORTABLE FILE BOX WITH ORG TOP  | EA | 1  | \$18.89  | 346375  | EA | 1    | \$15.89  |
| 959094  | SPLS WRLS OPTICAL BLK MSE       | EA | 2  | \$13.09  | 822324  | EA | 1    | \$9.09   |
| 959797  | SCOTCH-BRIGHT HWY DTY SPNGE 6PK | PK | 1  | \$8.69   | 647363  | PK | 6    | \$5.66   |
| 962284  | SG TWIN PKT FLDR W/FAST BLUE    | BX | 1  | \$8.49   | 433573  | PK | 10   | \$8.39   |
| 990110  | HYKEN BLACK CHAIR               | EA | 1  | \$166.50 | 785204  | EA | 1    | \$164.88 |
| 1005400 | BROTHER DR630 DRUM UNIT         | EA | 1  | \$71.39  | 578108  | EA | 1    | \$70.90  |
| 1005409 | BROTHER TN690 BLK TONER HY      | EA | 2  | \$46.57  | 576080  | EA | 2600 | \$45.80  |
| 1020304 | BATTERY QUANTUM ALK C 12BX      | BX | 2  | \$31.49  | 545145  | BX | 12   | \$18.50  |
| 1020307 | BATTERY QUANTUM ALK D 12BX      | BX | 2  | \$31.49  | 545046  | BX | 12   | \$16.50  |
| 1027868 | 144 BUSINESS CARD HOLDER        | EA | 1  | \$16.49  | 420093  | EA | 1    | \$18.49  |
| 1074269 | BROTHER HL-L2320D               | EA | 1  | \$99.99  | 733061  | EA | 1    | \$99.99  |
| 1074269 | BROTHER HL-L2320D               | EA | 1  | \$99.99  | 733061  | EA | 1    | \$99.99  |
| 1175284 | ATOMIC TIME CLOCK AND STAMP     | EA | 1  | \$156.20 | 971827  | EA | 1    | \$177.50 |
| 1179572 | SAN/HAND ALC GEL WIPE 1620CT    | CT | 3  | \$100.69 | 886864  | EA | 1    | \$17.79  |
| 1241345 | COUNTERTOP WATER DISPENSER      | EA | 1  | \$84.29  | 682747  | EA | 1    | \$71.09  |
| 1337760 | COFFEE CONDIMENT POD ORGANIZER  | EA | 1  | \$18.69  | 904592  | EA | 1    | \$14.99  |
| 1434007 | HEAVY DUTY ASSORTED FOLDER8     | PK | 10 | \$12.59  | 273823  | PK | 6    | \$4.39   |
| 1548747 | STAPLES 8GB FLASH DRIVE 2.0     | EA | 3  | \$9.49   | 274574  | EA | 1    | \$6.39   |
| 1548749 | STAPLES 32GB FLASH DRIVE 2.0    | EA | 1  | \$15.49  | 145148  | EA | 1    | \$10.99  |
| 1588049 | STAPLES INSTANT HD SNTZR 8OZ    | EA | 1  | \$1.70   | 734082  | EA | 1    | \$1.01   |
| 1588049 | STAPLES INSTANT HD SNTZR 8OZ    | EA | 5  | \$1.79   | 734082  | EA | 1    | \$1.01   |
| 1588050 | STAPLES HD SNTZR W/ALOE 8OZ     | EA | 10 | \$1.79   | 887858  | EA | 1    | \$1.83   |
| 1671990 | STAPLES 84GB FLASH DRIVE 3.0    | EA | 1  | \$31.49  | 567826  | EA | 1    | \$18.89  |
| 1586359 | HP 201X BLACK HIGH YIELD TN     | EA | 1  | \$83.30  | 470809  | EA | 2800 | \$82.90  |
| 1693846 | DIGITAL TIMER                   | EA | 3  | \$7.19   | 899942  | EA | 1    | \$6.29   |
| 1612002 | HP 63XL BLACK/63 COLOR INK 2PK  | PK | 3  | \$58.09  | 506684  | EA | 1    | \$49.22  |
| 1684943 | 5 INCH SCISSORS NAVY            | EA | 1  | \$1.99   | 972029  | EA | 1    | \$1.50   |

|             |   |    |     |             |         |    |            |          |
|-------------|---|----|-----|-------------|---------|----|------------|----------|
| 1705832     | SEB REMAN DELL B1260 HYTNR BLK              | EA | 1   | \$77.49     | 762344  | EA | 1          | \$67.28  |
| 1705832     | SEB REMAN DELL B1260 HYTNR BLK              | EA | 2   | \$77.49     | 762344  | EA | 1          | \$67.28  |
| 1738763     | CR COSMIC BLACK FLORAL SCISSOR              | EA | 1   | \$5.49      | 811267  | EA | 1          | \$6.00   |
| 1739537     | STAPLES PAPER NAPKIN 400PK                  | PK | 1   | \$4.48      | 509336  | PK | 400        | \$2.42   |
| 1788845     | FASTENER SELF ADHESIVE 2.75X2               | PK | 2   | \$6.86      | 441771  | EA | 100        | \$2.72   |
| 1824040     | 2 STEP ALUMINUM STOOL                       | EA | 1   | \$31.19     | 652038  | EA | 1          | \$31.49  |
| 1842982     | BOUNTY 12 MEGA PAPER TOWEL                  | PK | 3   | \$20.45     | 133977  | EA | 8          | \$17.60  |
| 1888618     | ODOR ELIMINATOR COOL/CLEAN EA               | EA | 1   | \$6.44      | 211180  | EA | 1          | \$4.33   |
| 1888618     | UTW 15FT CORD PROTECTOR-BLACK               | EA | 1   | \$36.99     | 381148  | EA | 1          | \$37.99  |
| 1932213     | SEB BROTHER TN860 TONER BLK HY              | EA | 13  | \$48.59     | 844487  | EA | 1          | \$37.97  |
| 1990394     | HP952 COLOR CMY INK CART 3PK                | PK | 1   | \$58.99     | 472576  | EA | 1          | \$41.99  |
| 2002713     | HP952XL BLACK HY INK CART                   | EA | 1   | \$41.99     | 380433  | EA | 1          | \$29.39  |
| 2002713     | HP952XL BLACK HY INK CART                   | EA | 1   | \$43.99     | 380433  | EA | 1          | \$29.39  |
| 2035289     | HP 952XL BLK/952 CLR INK 4PK                | PK | 4   | \$104.74    | 431632  | EA | 1          | \$88.37  |
| 2035289     | HP 952XL BLK/952 CLR INK 4PK                | PK | 0   | \$105.99    | 431632  | EA | 1          | \$88.37  |
| 2035289     | HP 952XL BLK/952 CLR INK 4PK                | PK | 2   | \$105.99    | 431632  | EA | 1          | \$88.37  |
| 2072174     | HYPER TANK CHISEL YLW 12PK                  | DZ | 1   | \$3.93      | 128844  | DZ | 12         | \$3.54   |
| 2072174     | HYPER TANK CHISEL YLW 12PK                  | DZ | 2   | \$3.93      | 128844  | DZ | 12         | \$3.54   |
| 2072175     | HYPER TANK CHISEL ASST 12PK                 | PK | 1   | \$3.93      | 128853  | DZ | 12         | \$3.54   |
| 2072175     | HYPER TANK CHISEL ASST 12PK                 | PK | 1   | \$3.93      | 128853  | DZ | 12         | \$3.54   |
| 2072175     | HYPER TANK CHISEL ASST 12PK                 | PK | 2   | \$3.93      | 128853  | DZ | 12         | \$3.54   |
| 2094890     | SPLS HDMI CABLE 8FT                         | EA | 1   | \$34.99     | 674416  | EA | 1          | \$17.29  |
| 2126028     | LYSOL DISINFECTING WIPE 4X80CT              | PK | 1   | \$14.99     | 140580  | PK | 240        | \$10.70  |
| 2145184     | HP 902XL BLK/902 CLR INK 4PK                | PK | 6   | \$68.09     | 633334  | EA | 1          | \$64.90  |
| 2145185     | HP 902 INK CART COLOR CMY 3PK               | PK | 2   | \$30.99     | 761911  | EA | 1          | \$30.20  |
| 2216517     | REALLY USEFUL 17L BOX 4/PACK                | PK | 11  | \$71.99     | 659276  | EA | 1          | \$13.99  |
| 2230147     | LETTER BROCHURE HOLDER                      | EA | 2   | \$36.19     | 655898  | EA | 7          | \$34.99  |
| 2257053     | WASHBURN BLACK CHAIR                        | EA | 2   | \$135.96    | 753486  | EA | 1          | \$139.99 |
| 2401814     | 2018 AAG PURPLE FLORAL 22X17                | EA | 2   | \$18.99     | 9757443 | EA | 1          | \$15.76  |
| 2401814     | 2018 AAG PURPLE FLORAL 22X17                | EA | 1   | \$18.99     | 9757443 | EA | 1          | \$15.76  |
| 2401814     | 2018 AAG PURPLE FLORAL 22X17                | EA | 1   | \$18.99     | 9757443 | EA | 1          | \$15.76  |
| 2401814     | 2018 AAG PURPLE FLORAL 22X17                | EA | 1   | \$15.99     | 9757443 | EA | 1          | \$15.76  |
| 2401840     | 2018 AAG MTH PLUNO WAL 12X17                | EA | 1   | \$9.26      | 218147  | EA | 1          | \$8.80   |
| 2401840     | 2018 AAG MTH PLUNO WAL 12X17                | EA | 1   | \$9.26      | 218147  | EA | 1          | \$8.80   |
| 2401840     | 2018 AAG MTH PLUNO WAL 12X17                | EA | 3   | \$9.26      | 218147  | EA | 1          | \$8.80   |
| 2401840     | 2018 AAG MTH PLUNO WAL 12X17                | EA | 3   | \$9.26      | 218147  | EA | 1          | \$8.80   |
| 2401885     | 2018 ATAGLNC DAILY 24HOUR 6X9               | EA | 1   | \$38.99     | 9309400 | EA | 1          | \$37.99  |
| 2401888     | 2018 ATAGLNC DAILY BLACK 6X9                | EA | 1   | \$24.79     | 9931248 | EA | 1          | \$24.03  |
| 2402352     | HP 63 BLACK INK 2/PACK                      | PK | 1   | \$33.99     | 585086  | EA | 1          | \$33.20  |
| 2413706     | 2018 AAG YRLY ERAS WALL 48X32               | EA | 1   | \$39.99     | 6710315 | EA | 1          | \$34.95  |
| 2413707     | 2018 AAG YRLY VERT ERAS 48X32               | EA | 1   | \$39.99     | 9272105 | EA | 1          | \$38.85  |
| 2428579     | PC LAPT IMAC MONITOR ORG BK                 | EA | 1   | \$18.19     | 972224  | EA | 1          | \$18.19  |
| 2447659     | SD AY18 STPL DP 22X17                       | EA | 2   | \$9.49      | 609717  | EA | 1          | \$10.49  |
| 2447659     | AY18 ATAGLNC WALL 15X23                     | EA | 1   | \$22.89     | 255968  | EA | 1          | \$20.99  |
| 2483411     | JOLLY RANCHER ASST BAG 85LB                 | EA | 1   | \$19.68     | 358762  | BG | 1          | \$12.14  |
| 2483531     | DISINFCT WIPES FRESH SCNT 75/PK             | EA | 1   | \$4.49      | 237154  | EA | 75         | \$3.88   |
| 2483531     | DISINFCT WIPES FRESH SCNT 75/PK             | EA | 2   | \$4.89      | 237154  | EA | 75         | \$3.88   |
| 2519636     | FEBREZE AIR LINESKY 2PK 8.8OZ               | PK | 1   | \$6.49      | 755833  | EA | 1          | \$6.49   |
| 2519843     | USB 2.0 (GREY) 16GB SPACK BULK              | EA | 1   | \$39.99     | 457558  | EA | 1          | \$38.89  |
| 2813467     | 16GB STORE N GO USB                         | PK | 1   | \$39.99     | 933374  | PK | 3          | \$24.95  |
| 2861487     | AVERY ASSORTED KEY TAGS 50 PK               | EA | 6   | \$10.29     | 877704  | PK | 50         | \$9.98   |
| 2861487     | AVERY ASSORTED KEY TAGS 50 PK               | EA | 10  | \$10.29     | 877704  | PK | 50         | \$9.98   |
| 2876457     | 2018 STAPLES CHEVRON WKLY 8X11              | EA | 1   | \$22.99     | 541607  | EA | 1          | \$10.00  |
| 2881006     | 2018 STAPLES MNTHLY BLACK 8X11              | EA | 3   | \$12.49     | 876304  | EA | 1          | \$11.50  |
| 2881006     | 2018 STAPLES WEEKLY BLACK 8X11              | EA | 1   | \$18.99     | 451768  | EA | 1          | \$13.60  |
| 2881178     | 2018 AAG YR WALL CAL 24X36                  | EA | 1   | \$19.29     | 7026442 | EA | 1          | \$18.71  |
| 2881178     | 2018 AAG YR WALL CAL 24 X36                 | EA | 8   | \$19.29     | 7026442 | EA | 1          | \$18.71  |
| 2891525     | 2018 ATAGLNC PLAN BK DAILY 6X9              | EA | 1   | \$20.40     | 9889081 | EA | 1          | \$25.83  |
| 2728768     | FABRIC DOWNY APRIL FRESH 27OZ               | EA | 2   | \$8.49      | 755983  | EA | 1          | \$7.29   |
| IM1M12US850 | IM 1M12US850 - 3PK 4GB FLASH DRIVE COMBO    | IN | 1   | \$14.99     | 879618  | EA | 1          | \$8.39   |
| IM1M1DP6523 | IM 1M1DP6523 - THERMAL LAMINATOR BUNDLE 9IN | EA | 1   | \$50.39     | 148614  | EA | 1          | \$34.99  |
| USDLNCC1    | US USDLNCC1 - COVER,FLR CORD,LT DTY,BK      | EA | 6   | \$14.49     | 732681  | EA | 1          | \$10.91  |
| USDLNCC1    | US USDLNCC1 - COVER,FLR CORD,LT DTY,BK      | EA | 8   | \$14.49     | 732681  | EA | 1          | \$10.91  |
| USUNV20013  | US USUNV20013 - CUP,MESH PENCIL,BK          | EA | 1   | \$8.66      | 1374868 | EA | 1          | \$4.98   |
|             |   |    | 131 | \$10,421.85 |         |    | \$8,590.77 |          |


**OAKLAND COUNTY  
PURCHASING DIVISION**

Executive Office Building 41 West  
2100 Pontiac Lake Rd.  
Lower Level  
Waterford MI 48328-0462  
Main Phone 248/858-0511  
www.oakgov.com/purchasing/

OfficeMax North America Inc  
Matthew A Drawbaugh  
13301 Stephens Rd  
Warren MI 48089

**CONTRACT**

Dispatch via Print

|                               |                  |                   |
|-------------------------------|------------------|-------------------|
| Contract ID                   |                  | Page              |
| 00000000000000000000000003557 |                  | 1 of 3            |
| Contract Dates                | F.O.B.           | Terms             |
| 06/01/2011 to 06/30/2018      | DEST             | NET 30            |
| Buyer                         | Phone            | Email             |
| Scott Guzzys                  | 248/858-5484     | guzzys@oakgov.com |
| Description:                  | Contract Maximum |                   |
| Office Supplies - COOP - P    | 5,333,790.81     |                   |

Vendor ID 0000005228  
Phone: Matthew A Drawbaugh  
Fax: 800/921-2222 matthew.drawbaugh@officedepot.com

Tax Exempt ID: 38-6004876

| Line # | Item Number        | Item/Description | Category Co | Item UOM | Contract Price |
|--------|--------------------|------------------|-------------|----------|----------------|
| 1      | 000000000000030943 | Office Supplies  | 44120000    | EA       | 1.00           |

America Saves Agreement

2012/08/02 CJB  
CO 02X

The County will assign a new contract number to current contract #003209.  
By signing this amendment, you are giving confirmation of new tax ID  
#34-1573735, official name change of "OfficeMax North America, Inc." and  
new address located at 260 Shuman Blvd., Naperville, IL., 60563.  
All terms, conditions, exhibits and amendments incorporated in contract #003209 will now be incorporated into the new  
contract number #003557.  
Going forward, all future documentation will show "OfficeMax North America Inc."

2012/08/02 CJB  
Re-issued Contract, due to name and tax ID # change

2012/08/23 CJB  
CO 03  
Add the following language to the contract:  
By Amendment 01 dated February 14, 2012 the parties replaced a paragraph on page 19, Exhibit II with the following  
paragraph:

"Pricing for off-core items appearing in the full line OfficeMax catalog will range in discount from current  
manufacturers list from 30% to 50% as listed in the following table. The discounts quoted will be honored on every item  
with the exception of items that fall below a 10% margin floor."

The County and Contractor acknowledge and agree that a sentence was omitted from the paragraph. Therefore, the parties  
agree to add the following sentence at the end of said paragraph effective retroactive to the effective date of  
Amendment 01 (February 14, 2012): "Note: List price can change at any time."

This amendment includes Attachment A, America Saves Core List 3Q Adjustments 7-12, titled Oakland County Core Items  
-07-01-2012. This includes items that prices were: increased, decreased, or deleted and replaced. This list is effective  
07-01-2012.

Oakland County issued RFP-Event # 002200 for system furniture and accessories. OfficeMax responded and was considered.  
The County has added the response pricing to the America Saves contract as Attachment B, titled OM Workspace Furniture  
Price List. All brands and lines listed maintain a minimum of a 52% discount from current list price for small  
quantity purchases. Additional discounts can be negotiated on larger purchases. This attachment also includes hourly  
rates for design and installation, and includes warehouse storage rates. Entities are to contact their local OfficeMax  
representative for final pricing discounts and logistics.

Special terms applicable to all furniture orders shall be included with each OM Workspace furniture proposal."

2013/04/15 CLA  
CO 04

Extended the contract expiration date from 05-31-2014 to 05-31-2016.  
The Contractor shall maintain pricing on all Core office supply items until 12/31/13 as described in Attachment A, Core  
Pricing Sheet 1-1-13. This excludes core items beginning with the Merchandise Class Prefix's P1, S1 & S5. These are  
paper, paper related and toner products. These items will be reviewed in July. If a core office supply item cost  
decreases in the July review; the item price shall decrease also at that time.  
Normal six month Core Pricing office adjustments shall start again on 1-1-2014.  
Non-Core or Off Contract pricing effective 1-1-2013 is described in Attachment B - Off Contract Pricing List 1-1-13.

Authorized Signature


**OAKLAND COUNTY  
PURCHASING DIVISION**

Executive Office Building 41 West  
2100 Pontiac Lake Rd.

Lower Level

Waterford MI 48328-0462

Main Phone 248/858-0511

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OfficeMax North America Inc

Matthew A Drawbaugh

13301 Stephens Rd

Warren MI 48089

**CONTRACT**
**Dispatch via Print**

|  |                       |                                  |
|--|-----------------------|----------------------------------|
| Contract ID<br>00000000000000000000003557  |                       | Page<br>2 of 3                   |
| Contract Dates<br>06/01/2011 to 06/30/2018 |                       | Terms<br>NET 30                  |
| Buyer<br>Scott Guzzys                      | Phone<br>248/858-5484 | Email<br>guzzys@oakgov.com       |
| Description:<br>Office Supplies - COOP - P |                       | Contract Maximum<br>5,333,790.81 |

Vendor ID 0000005228

Phone:

Fax:

800/921-2222

Matthew A Drawbaugh

matthew.drawbaugh@officedepot.com

Tax Exempt ID: 38-6004876

| Line # | Item Number | Item/Description | Category Co | Item UOM | Contract Price |
|--------|-------------|------------------|-------------|----------|----------------|
|--------|-------------|------------------|-------------|----------|----------------|

2013/06/20 CJB

CO 05

Add a new price list to the contract:

This amendment and Attachment A, titled America Saves- Base Core Items, only includes price decreases, additions, deletions and replacement items to the base core list, effective 07-01-2013. The remainder of the list stays the same.

2014/02/21 CJB

CO 06

The County and the Contractor through negotiations have made the following changes to the contract to for 2014. These changes take effect on 01-01-14.

The Amendment includes and incorporates Attachment A titled "2014 1st Quarter Core List" and Attachment B "Core Items Removed for 2014"

A. Due to catalog and stocking changes, approximately 30 items will be removed from the Core Items list in Attachment B titled "Core Items Removed for 2014"

B. Approximately 96 items on the Core Item list will be increased as agreed upon.

C. Copy paper items for this quarter will remain the same.

D. Approximately 31 new technology products will be added to the Core Items list.

E. Approximately 14 off core items will be added to the Core items list.

F. Approximately 17 alternate products are being added as less expensive alternates.

Paper market changes are being addressed in this amendment for 2014. The Contractor may adjust the cost of paper items of America Saves clients who have paper items priced lower than the main core list of pricing. These cost changes will NOT go higher than the main core list pricing for paper.

For any America Saves clients who have customer specific core items NOT on the main core list of Oakland County/America Saves, the Contractor may request a change to the price to better align with the actual cost. All requests for these price changes have to be agreed upon by the America Saves client prior to implementation.

2014/08/05 CJB

CO 07

The County and the Contractor through negotiations have made the following changes to the contract for 2014. These changes take effect on 07-13-14.

The Amendment includes and incorporates Attachment A titled "2014 3rd Quarter Core List" and Attachment B "Core Items Removed for 2014, 3rd and 4th quarters.

The item P10X9001CTN, 20lb Copy Paper, will be priced \$32.70/CT on October 1, 2014

The pricing for the 5 new furniture skus are for basic dock or just inside main entrance delivery only. No installation or removal from container delivery is included in the price. Please call your America Saves representative for a quote if removal, special delivery, or installation is required.

2015/06/09 CJB

CO 08

Update Core Pricing list, effective 4-6-2015 per the attached PDF titled "Quarter 1 and 2 of 2015 Core Pricing Update."

2015/09/14 AEC

CO 09

Extend the contract expiration date from 5/31/2016 to 6/30/2018.

2016/04/29 CJB

Per SNG

Add new Price List to contract:

America Saves Price Adjustment to Core Items Effective 05-01-2016

Authorized Signature

Executive Office Building 41 West  
2100 Pontiac Lake Rd.  
Lower Level  
Waterford MI 48328-0462  
Main Phone 248/858-0511  
[www.oakgov.com/purchasing/](http://www.oakgov.com/purchasing/)

|   |                                   |   |
|---|-----------------------------------|---|
| <b>Contract ID</b><br>000000000000000000003557    |                                   | <b>Page</b><br>3 of 3                   |
| <b>Contract Dates</b><br>06/01/2011 to 06/30/2018 |                                   | <b>F.O.B.</b><br>DEST                   |
| <b>Buyer</b><br>Scott Guzzy                       |                                   | <b>Terms</b><br>NET 30                  |
| <b>Phone</b><br>248/858-5484                      | <b>Email</b><br>guzzys@oakgov.com |   |
| <b>Description:</b><br>Office Supplies - COOP - P |                                   | <b>Contract Maximum</b><br>5,333,790.81 |

| Line # | Item Number | Item/Description | Category Co | Item UOM | Contract Price |
|--------|-------------|------------------|-------------|----------|----------------|
|--------|-------------|------------------|-------------|----------|----------------|

**Authorized Signature**



L. BROOKS PATTERSON-COUNTY EXECUTIVE  
**OAKLAND COUNTY  
PURCHASING DIVISION**

**EXHIBIT II**

**SCOPE OF CONTRACTOR'S SERVICES**

The Contractor shall supply and deliver specified office supplies, stationary and other items selected from the lists in Exhibit III, titled Core Product Item List, and Exhibit IV, titled Print Supply Item List, (all incorporated and made a part of this Agreement by reference) ("Products" and "Services") and/or the printed OfficeMax Products Supply Catalogue and items contained in OfficeMax Web Site, to designated Oakland County Facilities, for the prices set forth therein. Other catalogues or products may be offered during the term of the Contract at separately negotiated pricing between the Parties. The OfficeMax Products Supply Catalogue and OfficeMax Web Site shall have a complete description of each item.

Contractor will be solely responsible for maintenance of the Core Product Item List, Print Supply Item list, or electronic catalogues, and will document all additions, deletion, manufacturers' discontinuance of products/equipment, and all associated variables including pricing revisions. Any changes, substitutions, additions, deletions and/or pricing revisions must be reviewed by the COUNTY and Contractor and documented in writing prior to any inclusion to the Oakland County Core Product Item List, or Print Supply Item List.

This Contract is "piggy-back able" to any agency or organization that the Contractor qualifies.

Quarterly, or at least annually, Contractor will prepare and distribute an Oakland County Core Product Items, and Print Supply Items list electronically. These lists may be revised on a quarterly basis. The electronic catalogue shall have a complete description of each item. Core Product Items and pricing, including sku pricing will be reviewed and changed every 6 months based on product cost changes and market conditions. The first review will be done in December 2011 for January 2012 new product and pricing for Core Items.

For purposes of this contract "Net Purchases" shall mean the aggregate purchase from the Contractor of all Products under this Contract, net of (i) returns/cancelled orders, (ii) applicable taxes, (iii) credits, and (iv) shipping/handling fees separately billed.

Pricing for off-core items appearing in the full line OfficeMax catalog will range in discount from current manufactures list from 30% to 50% as listed in the following table. There will not be a margin floor on any items in the full-line OfficeMax catalog. The discounts quoted will be honored on every item. Note: List price can change at anytime.

|  |     |
|--|-----|
| Office Products- A4,A6,A7,A8,A9,B1,<br>B2,B3,B4,B5,G8,H1,H2,H3,H4,J1,J2,K1,K3,K4,K5,L1,L5,L9 | 50% |
| M2,M5,R1,R2,S6,W1,W2,W5  | 50% |
| Toner- S1,S5   | 30% |
| Paper, Copy & Wide Format- P1,P8   | 35% |



L. BROOKS PATTERSON-COUNTY EXECUTIVE  
**OAKLAND COUNTY**  
**PURCHASING DIVISION**

|  |             |
|--|-------------|
| Furniture-E1,E2,E3,E4,E5,E6,E7,E8,E9,J4,K7,L8,M1,M3,M4,M6,M7,M9                            | 35%         |
| Technology- Q3,Q8,Q9,S2,S7,S9  | 30%         |
| Adhesives-A1/Filing Supplies-F1,F2,F3,F4,F5,F7,F8/Writing Instruments-N1,N2,N3,N4,N5,N6,N9 | 40%         |
| Indexes-L3/Paper Products-A2,P2,P3,P4,P5,P6,P7/Restroom Supplies-W3                        | 45%/40%/40% |
| Binders&Supplies-L2/Labels-A5  | 40%/42%     |

**Payment Terms** Payment must be made via EFT or Procurement Card (P-Card) to receive any incentive or discount. The Contractor will coordinate with the County establishing a P-Card payment process that is efficient, compliant and auditable. Normal payment terms are daily billing net 30 days and summary billing net 10 days.

If Oakland County spends less than \$75,000 per year Contractor will add a 5% markup over the "core item" pricing applied.

**Volume Incentives** shall be provided, based upon total annual Net Purchases as follows This applies to all entities that piggyback off of this contract on their individual total annual Net Purchases:

| <u>Annual Net Purchases</u> | <u>Incentive</u> |
|-----------------------------|------------------|
| \$0 to \$150,000            | 1%               |
| \$150,001 to \$500,000      | 2%               |
| \$500,001 to \$1,000,000    | 3%               |
| \$1,000,000 and over        | 4%               |

**Average Order Size Incentive** If the average order size is \$299 or more, County will receive an additional annual rebate equal to 1% of Net Purchases. The average order size will be calculated annually from the previous twelve months orders.

Oakland County, as Lead Agency for the OfficeMax America Saves municipal piggyback agreement, is entitled to a ¼% administration fee of all Net Purchases by participating agencies.

Volume Incentives described in Exhibit II: (i) are based on County executing this Agreement; (ii) are conditional on County paying all invoices according to the agreed upon terms; and (iii) will be calculated against total paid invoices and only on Net Sales occurring while this Agreement is in full force and effect. County will be eligible for such incentives provided that County continuously maintains a current and in good standing account. All incentives are subject to and require that ninety percent (90%) of invoices are paid according to the terms of this Agreement. If ninety percent (90%) of invoices are not paid according to the terms and conditions outlined in this Agreement, no incentive shall be paid for the applicable measurement period and will not be paid retroactively. Should outstanding invoices exist, Contractor reserves the right to issue payment for incentives against outstanding invoices in lieu of paying the incentive directly to County.

Contractor shall indicate Core Product and Printer Supply Item List items on the OfficeMax Internet item list.

Contractor shall coordinate with County regarding internet order procedures and training.



L. BROOKS PATTERSON-COUNTY EXECUTIVE  
**OAKLAND COUNTY  
PURCHASING DIVISION**

Contractor shall accept and process Internet and authorized, approved fax orders from County locations identified in Exhibit V.

Except as otherwise provided herein, Contractor shall provide next-delivery day order delivery to ordering locations identified in Exhibit V.

Deliveries shall be made to each ordering location with a signature obtained on the manifest. Packing list shall be with merchandise. Contractor will retain manifest for support of the invoice inquiries.

Contractor shall apply the appropriate, agreed-upon discount to purchases made under this Contract.

Sales and delivery to locations outside of the contiguous United States may be subject to different or additional terms and conditions.

Contractor shall maintain inventory levels of items shown in County Core Item (Exhibit III) and Printer Supply Item (Exhibit IV) Lists which will insure a 98.5% fill rate.

Contractor shall provide the following usage reports. Upon the reasonable request of County and subject to Contractor's capabilities, the Contractor will supply at no cost custom reports needed for internal use:

- a) Month and year-to-date sales for each authorized cost center;
- b) Monthly and year-to-date usage reports ranked in descending order for units and dollars for Contract Items and all items;
- c) Accounts payable with twice monthly summary invoice supported with listed invoices, in agreed-upon format, and credit memos;
- d) Accounts payable with twice monthly statement;
- e) Month and year-to-date items ordered by department code.

All product returns shall be made in accordance with Contractor's Return Policy as set forth below. The County will call Contractor's Customer Service, and Customer Service will issue a return/credit authorization number ("ATR") to County for items returned pursuant to Contractor's return policy. Any items returned pursuant to this section will be picked up on the next day's delivery. Contractor shall issue a credit memo with invoice by Ordering Division, purchase order number, and ATR number. Refunds for credit card purchases will only be refunded to the same card used for the original purchase.

#### **Return Policy**

##### **Office Supplies**

Office supplies may be returned for a full refund within 30 days of the original purchase date with the original sales receipt (sales receipt~ includes register receipt or delivery packing list) or exchanged for an identical item regardless of when you made your purchase. Supply returns without a receipt/packing list will be eligible for an exact-item exchange or a Merchandise Credit for the lowest sales price in the past 60 days. Items no longer stocked by OfficeMax will not be eligible for return.

##### **Ink /Toner**

Ink/toner may be returned in the original, unopened packaging within 30 days of the original purchase date with the original sales receipt. Opened ink/toner or ink/toner without a receipt will be eligible for an exact-item exchange or a Merchandise Credit for the lowest sales price in the past 60 days. Ink and toner no longer stocked by OfficeMax will not be eligible for return.





L. BROOKS PATTERSON-COUNTY EXECUTIVE  
**OAKLAND COUNTY  
PURCHASING DIVISION**

#### **Technology**

OfficeMax will only accept the return of technology products in the original packaging (including all accessories and manuals) with the original sales receipt within 14 days of the original purchase date. Opened technology returned within the 14-day period with the original sales receipt will be subject to a 15% restocking fee. Defective technology items with the original sales receipt may be exchanged for the same item within 14 days of the original purchase date. Technology items consist of, but may not be limited to, computers (desktop, laptop or netbook), monitors, digital cameras, hard drives, business machines, networking equipment, projectors, cash registers, digital picture frames, shredders, telephones, computer peripherals and accessories.

#### **Software**

Software may be returned in the original, unopened packaging within 14 days of the original purchase date with the original sales receipt. Opened software can only be exchanged for the identical title, with new software unsealed at the time of exchange to complete the return.

#### **Furniture**

Furniture may be returned in the original packaging (including all components and manuals) with the original sales receipt within 14 days of the original purchase date. Special order, manufacturer-direct, custom and preassembled furniture is not eligible for return.

#### **Gift Cards/Prepaid Cards**

Prepaid phone cards, OfficeMax gift cards and other gift cards purchased through OfficeMax are not eligible for return. Prepaid cards and gift cards are not redeemable for cash (unless required by law) and are subject to the terms and conditions stated on the individual card.

#### **Refunds**

Refunds will be made in the same form of payment used for the purchase (checks over \$250 will be refunded via a mail check to the customer). Refunds for credit card purchases will only be refunded to the same card used for the original purchase. For customers buying on account, a credit will be issued to that account.

Authorized returns without the original sales receipt will be issued a Merchandise Credit. Any such return is subject to verification and will require a valid State Identification Card, Driver's License, Passport or Military ID. (Merchandise Credits are not eligible for use on the purchase of other gift cards or prepaid cards, or redeemable for cash unless otherwise required by law.)

# America Saves<sup>SM</sup>



**americasaves<sup>SM</sup>**

A workplace savings program created and owned by OfficeMax®

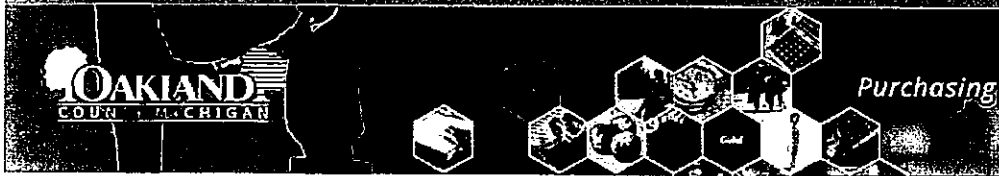
## Program Overview 2016

## About America Saves



- America Saves is a cooperative arrangement based on the contract OfficeMax has with Oakland County, Michigan
- The lead agency is Oakland County, MI
- No participation fees
- Ability to audit
- Due Diligence publicly posted at [www.oakgov.com](http://www.oakgov.com)
- Eligible Agencies
  - K-12 Institutions and Systems (Public and Private)
  - Higher Education Institutions and Systems (Public and Private)
  - City/Local Government
  - States
  - Non Profits
  - Special Districts and Other Public Agencies

## About America Saves



### America Saves Program

August 13, 2015 - Oakland County Board of Commissioners approved by resolution, the America Saves Program cooperative contract be extended until May 31, 2018. Contract amendment language is being prepared and will be placed on this website for review shortly. Please contact Scott Guzzy at [guzzys@oakgov.com](mailto:guzzys@oakgov.com), with any questions.

Oakland County recognizes the benefits and savings that extended purchasing programs can offer to counties, cities, villages and townships. An RFP was issued in February of 2011 electronically via the Michigan Trade Network (MITN) site. The RFP was evaluated by the County and additional members of the MITN group. OfficeMax was chosen for the award. Therefore, the County is extending its *Office Supply Contract* with OfficeMax to all governmental agencies that wish to participate.

a) Participants may purchase products on the same terms, covenants, conditions, and pricing as Oakland County, subject to any applicable laws, regulations and ordinances of the *State of Purchase*.

#### Contact Person:

Scott Guzzy, [guzzys@oakgov.com](mailto:guzzys@oakgov.com)

Purchasing Administrator

Phone: 248-858-5484

Fax: 248-858-1677

### America Saves Program

- Contract documents
- Contact information
- Program link:  
[https://www.oakgov.com/purchasing/Pages/cooperative\\_purchasing/ass\\_program.aspx](https://www.oakgov.com/purchasing/Pages/cooperative_purchasing/ass_program.aspx)

#### Original Contract Documents:

- [003557 OfficeMax Supply Contract](#)
- [003557 Exhibit 2 Scope of Services](#)
- [003557 Exhibit 3 Core List](#)
- [003557 Exhibit 4 Printer Supplies](#)
- [003557 Exhibit 5 Location List](#)
- [003557 OfficeMax Workspace Furniture Price List](#)

#### Updated Contract Documents:

- [003557 OfficeMax Current System Contract](#)
- [003557 Amendment 01 dated 2/14/12](#)
- [003557 Amendment 02x dated 7/30/12](#)
- [003557 Amendment 03 dated 6/15/12](#)
- [003557 Amendment 04 dated 54/10/13](#)
- [003557 Amendment 05 dated 06/20/13](#)
- [003557 Amendment 06 dated 02/19/14](#)
- [003557 Amendment 07 dated 07/23/14](#)
- [003557 America Saves Price Adjustment to Core Items Effective 7/1/14](#)
- [003557 Exhibit 3 Core List Effective 07/01/12](#)
- [003557 Exhibit 3 Core List Effective 11/01/12](#)
- [003557 Exhibit 3 Core List Effective 01/01/14](#)
- [003557 Exhibit 3 Core List Effective 08/01/14](#)
- [003557 Exhibit 3, Core Items REMOVED from List Effective 06/01/14](#)

**Office DEPOT OfficeMax**

## Benefits of a Cooperative Contract



- Strategic value and times savings
- Reduces the cost of goods and services by leveraging the purchasing power of public agencies
- Voluntary and open membership
- Delivers significant time efficiencies in terms of contract development
- Cooperatives utilize a competitive bidding process that meets the procurement standards or requirements for purchasing professionals
- Provides access to the combined knowledge of all its members tapping in to best practices

## Program Structure

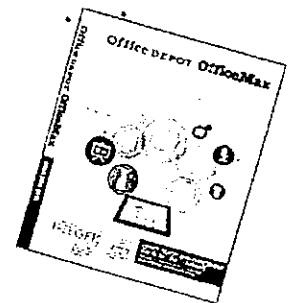


### Core pricing:

- Expanded Core List – 690+ items; aggressively priced

### Other catalog items:

- Discounts range from 30% to 50%



**Office DEPOT OfficeMax**

## Rebate Incentives



| Annual sales volume | Rebate |
|---------------------|--------|
| \$0 - \$150K        | 1%     |
| \$150K - \$500K     | 2%     |
| \$500K - \$1M       | 3%     |
| \$1M +              | 4%     |

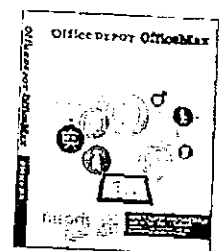
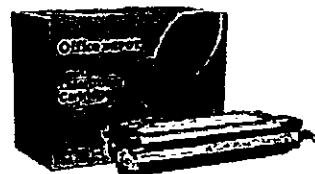
### Order Size Incentive:

- On orders between \$200 and \$1000, a 1% price reduction will occur at the time of order. *\*Certain restrictions apply*

# Pricing Updates



| Category           | America Saves  |
|--------------------|----------------|
| Core list          | Every 6 months |
| Paper              | Every 6 months |
| Toner              | Every 6 months |
| Balance of Catalog | Every 6 months |





Questions?



# **Office DEPOT<sub>®</sub>** **OfficeMax<sup>®</sup>**

## **Additional Supporting Material**

## Cost Saving Solutions

We are your one-stop resource for customized products and services designed behind the scenes — from maintaining healthy and comfortable environments to copying, printing and finishing documents to keeping everyone in your institution connected.

- Copy & Print Depot™
- Managed Print Services
- Cleaning and breakroom essentials
- Furniture
- Office furniture without limits
- Technology

*COPY &  
PRINT DEPOT  
MANAGED PRINT  
SERVICES*

*CLEANING AND  
BREAKROOM  
ESSENTIALS*

*FURNITURE*

*OFFICE FURNITURE  
WITHOUT LIMITS*

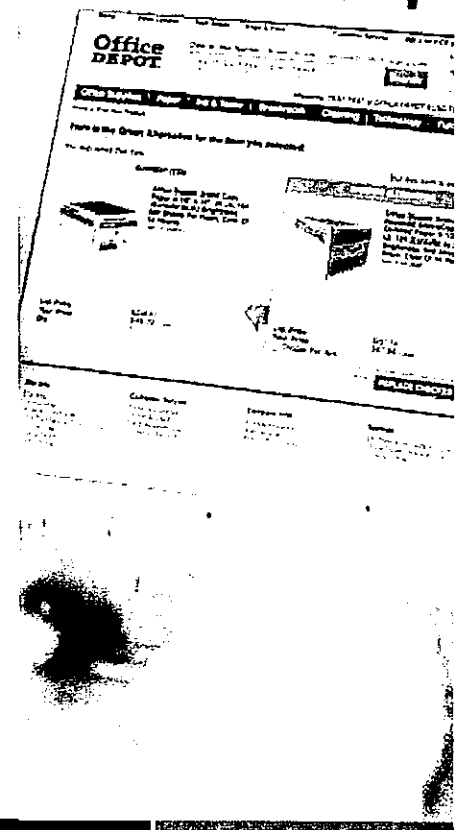
*TECHNOLOGY*

# Continuous Cost Savings

## Select Cart

We help you identify additional savings opportunities through our Select Cart technology. This helpful online tool gives you suggestions to the items already in your shopping cart.

- Provides the choice of a comparable, lower-priced product from one of our Office Depot® brands when one is available
- Offers greener alternatives when non-green items are selected
- Great for setting purchasing standards within your organization



Office DEPOT OfficeMax

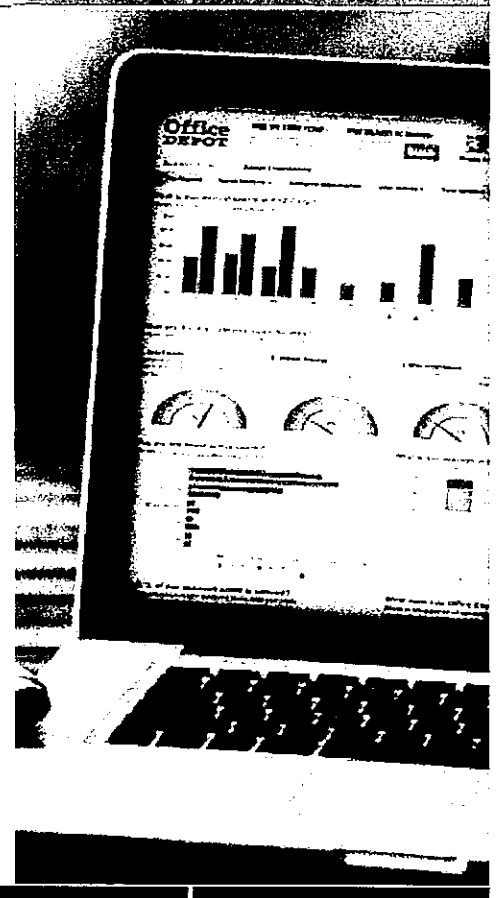
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## Continuous Cost Savings

### Office Depot® Dashboard

Our exclusive and innovative self-service tool gives you real-time access to your important account information and spending patterns so you can quickly identify savings opportunities and manage your bottom line.

- Displays monthly and year-to-date spend analysis by ship-to, cost center and user
  - Annual Spend
  - Spend By Category and User
  - Snapshot of User Activity
  - Average Order Value (AOV)
  - Savings Tracking
  - Loss Savings



**Office DEPOT OfficeMax**

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# Select Cart & Environmental Reporting

## Select Cart Savings

### Dashboard

| Dashboard        | Spend Analysis |          | User Activity |         | Savings Opportunities |                         |
|------------------|----------------|----------|---------------|---------|-----------------------|-------------------------|
| User             | March          |          |               |         | Missed                | Total Potential Savings |
|                  | Offers         | Accepted | %             | Savings |                       |                         |
| Sally Jones      | 100            | 50       | 50.0%         | \$500   | \$500                 | \$1,000                 |
| Sally Jones      | 100            | 50       | 50.0%         | \$500   | \$500                 | \$1,000                 |
| Bob Smith        | 100            | 50       | 50.0%         | \$500   | \$500                 | \$1,000                 |
| Bob Smith        | 100            | 50       | 50.0%         | \$500   | \$500                 | \$1,000                 |
| Bob Smith        | 100            | 50       | 50.0%         | \$500   | \$500                 | \$1,000                 |
| Gilbert Fillmore | 100            | 50       | 50.0%         | \$500   | \$500                 | \$1,000                 |

Show 20 Per Page

Result 1 - 20 of 9955

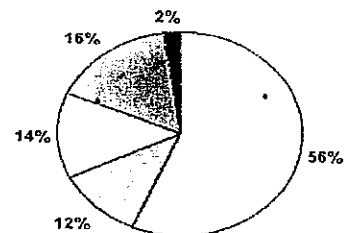
## Environmental

### Spend by Type

|                                    |    |           |      |
|------------------------------------|----|-----------|------|
| Recycled / Remanufactured Products | \$ | 723,471   | 29%  |
| Other Green Attributes Products    | \$ | 82,074    | 3%   |
| ► Total Green Spend                | \$ | 805,545   | 32%  |
| Non-Green / Meets Norms Products   | \$ | 1,703,494 | 68%  |
| ► Total Spend                      | \$ | 2,509,039 | 100% |

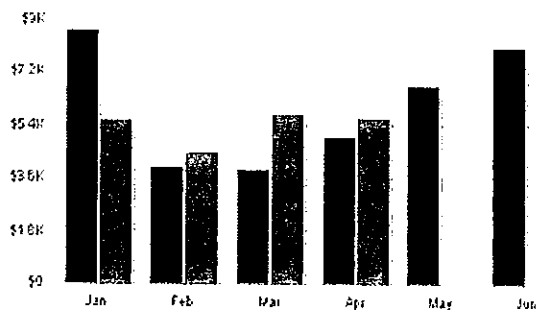
### Spend by Office Depot GreenerOffice™ Ratings

|                                 |    |         |     |
|---------------------------------|----|---------|-----|
| Dark Green Products             | \$ | 62,381  | 2%  |
| Mid and Dark Green Products     | \$ | 465,654 | 19% |
| Light, Mid, Dark Green Products | \$ | 805,545 | 32% |

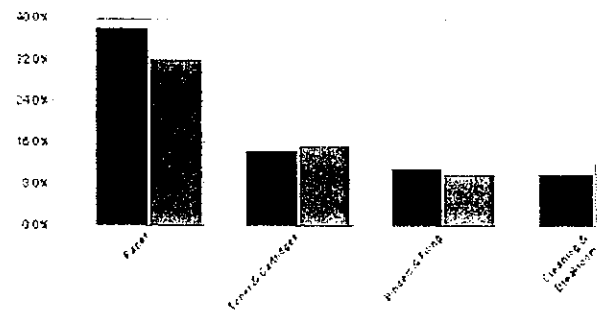


# Office Depot® Dashboard

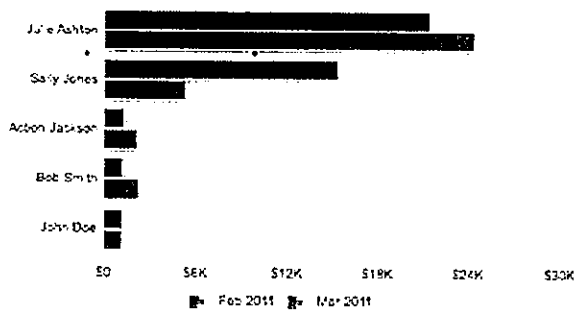
## Annual Spend



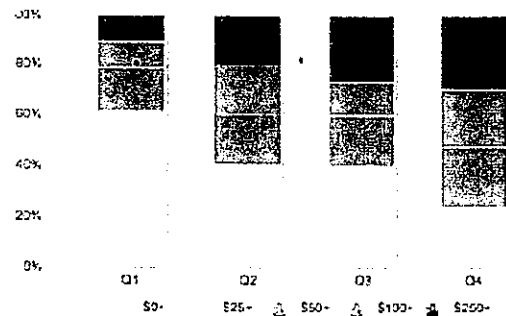
## Product Category



## User Spend



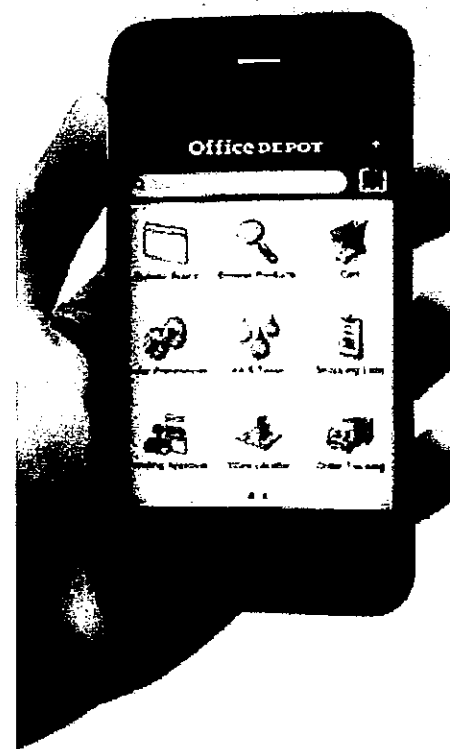
## Average Order Size



## Multi-channel ordering and purchasing.

The freedom and flexibility to shop four different ways. Best of all, custom discounted pricing whichever way you choose.

- **Online at [business.officedepot.com](http://business.officedepot.com)**
  - Order from one of the world's largest e-commerce retailers, with contract customer access to Web-less pricing.
- **Catalogs**
  - Shop our comprehensive solutions catalog The Green Book®, our specialized HUB Catalog and more.
- **Solutions app**
  - Order on the go with our simple-to-use app designed for tablets and iPhone® and Android™ phones.
- **In store**
  - Need it now? Shop at more than 1,100 stores in North America and more than 400 stores internationally.





18-6418

180388

(Proposal #19000507)

SUBMISSION NO.: \_\_\_\_\_

PRESENTED: 8-8-18

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

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SOLENIS LLC FOR  
LIQUID CATIONIC POLYMER (EMULSION)**

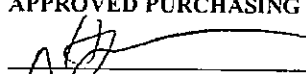
**RESOLUTION**

The Department of Purchases & Supplies has solicited bids for liquid cationic polymer (emulsion) as requested by the Water Pollution Control Facilities; and

Solenis, LLC, 3 Beaver Valley Rd., Wilmington, DE was the low bidder from four (4) solicitations for said requirements. Funding for said services will come from the following account: 590-550.100-740.500; and

IT IS RESOLVED, that the Department of Purchases and Supplies is authorized to issue a purchase order to Solenis, LLC for liquid cationic polymer grade in an amount not to exceed \$93,000.00. (Sewer Fund - in the account reference above)


APPROVED PURCHASING DEPT.:

  
\_\_\_\_\_  
Hughie Newsome  
for Purchasing Department

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler  
Chief Legal Officer

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughie Newsome  
Chief Financial Officer

  
\_\_\_\_\_  
Steve Branch, City Administrator

FY 19 - KRN

## RESOLUTION STAFF REVIEW

July 20, 2018

**Agenda Item Title:** Filter Belt Press Liquid Emulsion Cationic Polymer: Solenis LLC  
BID P19-507, Requisition 180000343

**Submitted By:** Robert J. Case, WPC Supervisor

**Background/Summary of Proposed Action:**

The Water Pollution Control Facility operates a sludge dewatering process as part of its solids disposal program. Liquid Emulsion type cationic polymer is required to dewater sludge prior to transport to landfill. Solids disposal is necessary to operate the plant and fulfill the requirements of WPC's National Pollution Discharge Elimination System (NPDES) permit.

**Financial Implications:**

Please issue a purchase order in the FY 2019 approved budget amount of \$93,000.00 for the annual supply of Liquid Cationic Emulsion Polymer. Use account 590-550.100-740.500 when issuing this purchase order.

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

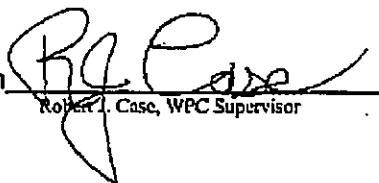
**Account No.:** 590-550.100-740.500

**Pre-encumbered?** Yes ☒ No ☐ Requisition: 180000343

**Other Implications (i.e., collective bargaining):**

**Staff Recommendation:** Approve

**Staff Person**

  
Robert J. Case, WPC Supervisor

**Water Pollution Control  
BIOSOLIDS DEWATERING POLYMER  
BID ANALYSIS SUMMARY**

| VENDOR                             | PRODUCT            | Raw Price, lb.<br>In Totes | Raw Price, lb.<br>Bulk Tanker | Usage Rate<br>lbs/wet ton | Usage Rate<br>lbs/dry ton | Cost, wet ton<br>Bulk Tanker | Cost, dry ton<br>Bulk Tanker | Spec<br>Compliant |
|------------------------------------|--------------------|----------------------------|-------------------------------|---------------------------|---------------------------|------------------------------|------------------------------|-------------------|
| Solenis, LLC<br>usage data         | Praestol K-260-FL  | 1.200                      | 1.130                         | 7.596                     | 37.115                    | \$68.58                      | \$41.94                      | yes               |
| Polydyne, Inc.<br>sample submitted | Clarifloc CE-2064  | 1.120                      | 1.020                         | 16.750                    | 56.750                    | \$17.09                      | \$57.89                      | no                |
| BASF, Inc.<br>Usage data           | BASF Zetag 8847FSB | 0.974                      | 0.914                         | 10.754                    | 50.786                    | \$9.83                       | \$46.42                      |                   |
|                                    |                    |                            |                               |                           |                           |                              |                              |                   |

18 - 6414

180389

(Proposal #19000526)

SUBMISSION NO.: \_\_\_\_\_

PRESENTED: 8-8-18

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

**RESOLUTION TO WASTE MANAGEMENT/VENICE PARK LANDFILL FOR THREE (3) YR.  
BIOSOLIDS SLUDGE DISPOSAL SERVICES**

BY THE CITY ADMINISTRATOR

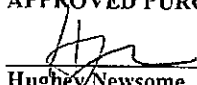
**RESOLUTION**

The Department of Purchases & Supplies has solicited proposals for a three (3) yr. biosolids sludge disposal and waste hauling services agreement for removal of the sludge cake from the Utilities Water Pollution Control Facility's biosolids loading facility; and

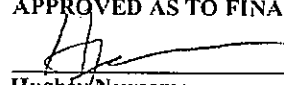
Waste Management, 4143 Rathbun Rd., Birch Run, Michigan was the best total cost solution for landfill disposal fees in conjunction with transportation/hauling fees with the city's recommended sludge hauling contractor for a three (3) year period and was the sole bidder. The funding for this request will come from the following account number: 590-550.100-801.500; and

IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are authorized to enter into a three (3) yr. contract with Waste Management for the disposal of the biosolids sludge cake the amount of \$1,302,000. \$420,000.00 FY19, \$432,000.00 pending the adoption of FY20 \$450,000.00 pending adoption of the FY21 budget (Sewer Fund)

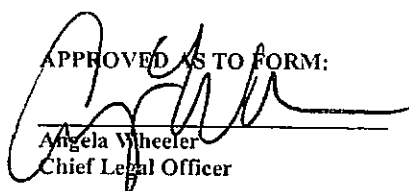
APPROVED PURCHASING DEPT.:

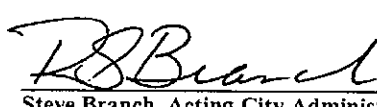
  
\_\_\_\_\_  
Hughie Newsome  
for Purchasing Department

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughie Newsome  
Chief Financial Officer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler  
Chief Legal Officer

  
\_\_\_\_\_  
Steve Branch, Acting City Administrator

CITY COUNCIL:

\_\_\_\_\_  
Herbert J. Winfrey, Council President

FY19 - KRN

## RESOLUTION STAFF REVIEW

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July 3, 2018

**Agenda Item Title:** Biosolids Cake Landfill Disposal Services

**Background/Summary of Proposed Action:**

WPC is required to dispose of treated sludge offsite. Contracts are needed with a suitable licensed landfill and a hauling company to transport and dispose of the cake. WPC does not have the capacity to store the cake. Therefore it is imperative that an agreement for said services be available.

**Financial Implications:**

Please approve a three year agreement for Sludge Hauling for fiscal years 2019, 2020, and 2021. The FY2019 budgeted amount is \$420,000.00, future allocations to be determined upon budget adoption. Use account number 590-550.100-801.500.

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

**Account No.:** 590-550.100-801.500 - \$420,000.00

**Pre-encumbered:** Yes: ☒ No: ☐ Requisition: 180000361

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

**Staff Recommendation:** Approve

**Staff Person:**

  
John Florshinger, WPC SCADA & Maintenance Supervisor

180390

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

PRESENTED: 8-8-2018

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

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN  
FOR WATER SYSTEM IMPROVEMENTS AND  
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

The City of Flint recognizes the need to make improvements to its existing water treatment and distribution system; and,

Authorities at the City have developed a proposed project plan to provide the required reliability and capacity in the City's water system through the replacement of water meters, renovations to the Dort reservoir and pumping system, renovation of the Cedar Street reservoir and pumping system, providing a secondary back-up water supply, construction of the northwest transmission main, construction of water quality monitoring facilities, replacement of selected water mains, and construction of a permanent chemical feed building at the water treatment plant and associated water system improvements; and,

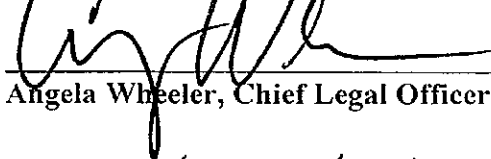
The said Project Plan was presented at a Public Hearing held on July 23, 2018 and all public comments have been considered and addressed; and,

The City of Flint resolved to accept the project plan on July 23, 2018 via a Flint City Council resolution after recommendation from Mayor Karen Weaver; and,

The execution of the project plan requires a designated authorized representative,

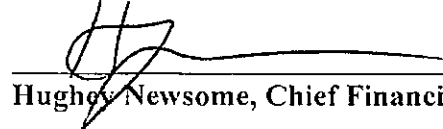
IT IS RESOLVED, that the Director of the Department of Public Works (DPW Director), a position currently held by Robert Bincsik, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water Revolving Fund Loans to assist in the implementation of the selected alternative.

APPROVED AS TO FORM:

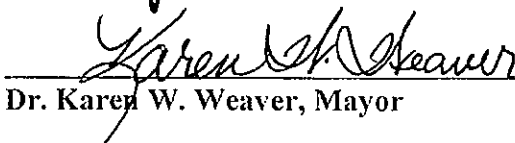


Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:



Hugh Newsome, Chief Financial Officer



Dr. Karen W. Weaver, Mayor

CITY COUNCIL:

\_\_\_\_\_  
Herbert Winfrey, Council President

180391

SUBMISSION NO.: \_\_\_\_\_

PRESENTED: 8-8-18

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

**RESOLUTION AUTHORIZING THE AMENDMENT OF THE 2018-2019 ADOPTED BUDGET  
FOR DPW AND TRAFFIC ENGINEERING REALLOCATION OF WAGES AND FRINGES**

BY THE MAYOR:

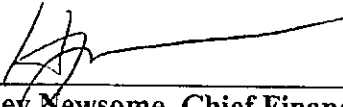
The Transportation Department's Traffic Engineering Division is requesting the use of Fund Balance in the amount of \$51,906.26 to cover the increase in wages of two vacant Electricians and Traffic Control Systems Foreman positions and reduce an Electrician position that is currently vacant to a Sign/Signal Technician.

In accordance with Budget Ordinance #3856 adopted 1-25-15, transfers from Fund Balance qualify as budget amendments and shall be submitted to City Council for its approval; and

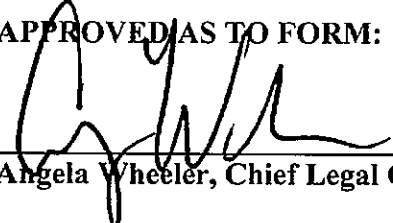
The Department of Public Works & Transportation requests that the budget amendment and reallocation of wages & fringes take place so that qualified personnel can be retained and recruited;

IT IS RESOLVED, that the appropriate city officials are hereby authorized to do all things necessary to amend the 2018-2019 budget of the City of Flint for the Traffic Engineering Department line items 202-443.201-702.000 (\$44,838.56), 202-443.201-719.100 (\$4,035.48), 202-443.201-719.152 (\$1,928.49) and 202-443.201-719.157 (\$1,103.74) for a total of \$51,906.27. Said funding is to come from the 202 Fund Balance. The SCADA Technician position will be removed from DPW to cover the changes in wages and fringes for the reclassification as outlined above.

APPROVED AS TO FINANCE:

  
Hughey Newsome, Chief Financial Officer

APPROVED AS TO FORM:

  
Angela Wheeler, Chief Legal Officer

  
Dr. Karen Weaver, Mayor

CITY COUNCIL:

18-6412

## **RESOLUTION STAFF REVIEW**

**Date:** July 12, 2018

**Agenda Item Title:** The Department of Public Works Reallocation of Wages and Fringes for its Water Pollution Control and Traffic Engineering Divisions

**Background/Summary of Proposed Action:**

In order to attract and retain employees for skilled trade positions, the Department of Public Works' (DPW) Transportation Division has proposed wage adjustments in the Electrical, Instrumentation and Traffic Control Systems classifications. The skills associated with these positions are in high-demand and are critical to the overall DPW and Traffic Engineering operations.

Due to automation and other factors, and with a limited supply, it has become increasingly difficult to fill the growing number of vacancies at the current pay scale for Electrical, Instrumentation and Traffic Control Systems positions. As a result, current employees are leaving for better opportunities. Though the Human Resource Department has been actively recruiting for these positions since 2016, there have been very few applications received and no new hires. The wages offered for these positions are not competitive with market rates offered in Genesee County.

In order to adequately budget for the wage adjustments, the Water Pollution Control Division is removing the SCADA Technician from the Water Pollution Control Division's budget to cover the changes in wages and fringes for the 2 Electrician positions (1 is vacant), Electrical Foreman position, and the 2 Utilities Instrumentation Technicians (1 is vacant).

DPW is requesting to change the wage levels related to Electrical and Instrumentation classifications. These changes would allow the City to attract more qualified candidates and retain employees. The alternative to filling these positions would be to outsource the work. However, the cost of outsourcing would be far more expensive as compared to the cost of hiring employees to fill the current vacancies at a higher wage (see attached).

**Financial Implications:**

Increased wages for these positions will help the City avoid the high cost of outsourcing. There is adequate funding for this allocation in the Major Street Fund.

**Budgeted Expenditure?** Yes ☐ No ☒

**Please explain if no:**

After failed recruitment attempts, the DPW is requesting to modify an approved budget of which the wage levels of Electrical and Instrumentation skilled classifications will be increased. The higher rate of pay will help in attracting qualified candidates. By doing so, the City will avoid costly full-time outsourcing of positions. Outsourcing the work of these classifications would be more costly than increasing wages. Additional funding is necessary the proposed changes (see attached).

**Account No.:** #202-443.201-702.000 (\$44,838.56), 202-443.201-719.100 (\$4,035.48), 202-443.201-719.152 (\$1,928.49) and 202-443.201-719.157 (\$1,103.74) for a total of \$51,906.27

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

**Staff Recommendation:** Approve

**Staff Person:** Robert Bincsik  
(Robert Bincsik, DPW Director)



**WATER POLLUTION CONTROL**  
**Electrical, SCADA, and Instrumentation Wage Comparison**

| Union<br>OR<br>Contractor                       | Level | Classification                                  | REG Rate         | With<br>Fringes<br>(DB) | OT Rate          | Call-In Rate     | Yearly Allocation<br>(40 Hrs per week) |
|---|-------|---|------------------|-------------------------|------------------|------------------|--|
| <b>Newark Electric Bid</b>                      |       | <b>Electrical Contractor - FOREMAN</b>          | <b>\$ 83.40</b>  | <b>\$ 89.40</b>         | <b>\$ 129.00</b> | <b>\$ 172.60</b> | <b>\$ 179,712.00</b>                   |
| 1799  | 28    | Current Electrical Foreman                      | \$ 30.56         | \$ 45.59                | \$ 45.84         | \$ 37.35         | \$ 93,735.19                           |
| <b>Newark Electric Bid</b>                      |       | <b>Electrical Contractor</b>                    | <b>\$ 81.00</b>  | <b>\$ 81.00</b>         | <b>\$ 121.50</b> | <b>\$ 162.00</b> | <b>\$ 168,480.00</b>                   |
| 1600  | 28    | Current Electrician                             | \$ 24.90         | \$ 37.15                | \$ 37.35         | \$ 37.35         | \$ 76,388.18                           |
| <b>UES SCADA</b>                                |       | <b>Instrumentation Contractor</b>               | <b>\$ 136.00</b> | <b>\$ 136.00</b>        | <b>\$ 209.00</b> | <b>\$ 272.00</b> | <b>\$ 282,620.00</b>                   |
| <b>SW Controls</b>                              |       | <b>Instrumentation Contractor</b>               | <b>\$ 125.00</b> | <b>\$ 125.00</b>        | <b>\$ 187.50</b> | <b>\$ 250.00</b> | <b>\$ 260,000.00</b>                   |
| Genesee County                                  |       | Instrumentation Technician w/ COF Fringe        | \$ 31.56         | \$ 47.09                | \$ 47.34         | \$ 63.12         | \$ 97,942.04                           |
| 1600  | 28    | Current Instrumentation Technician              | \$ 24.90         | \$ 37.15                | \$ 37.35         | \$ 37.35         | \$ 76,382.04                           |
| Genesee County                                  |       | Instrumentation Assistant w/ COF Fringe         | \$ 26.55         | \$ 39.61                | \$ 39.83         | \$ 53.10         | \$ 82,394.21                           |
| 1600  | 18    | Current Instrumentation Trainee Rate w/ Fringes | \$ 17.54         | \$ 26.18                | \$ 26.32         | \$ 35.09         | \$ 53,817.13                           |
| Proposed Level Reallocations (includes MDOs)    |       |   |                  |                         |                  |                  | \$ 664,137.28                          |
| Yearly Cost Savings Reallocation vs Contracting |       |   |                  |                         |                  |                  | \$ 347,236.31                          |

7/10/2018

**DEPARTMENT OF PUBLIC WORKS**  
**ELECTRICAL AND INSTRUMENTATION WAGE REALLOCATION PROPOSAL**

|       |                  |                   |                                  | WAGES               |                      |                |  | FY 19 APPROVED BUDGET<br>AMOUNT |              |               | AMOUNT OF BUDGET<br>INCREASE (DECREASE) |  |
|-------|------------------|-------------------|----------------------------------|---------------------|----------------------|----------------|--|---------------------------------|--------------|---------------|---|--|
| Union | Current<br>Level | Proposed<br>Level | Classification                   | CURRENT<br>(hourly) | PROPOSED<br>(hourly) | FY 19          |  | WAGES                           | FRINGES      | TOTAL         | FY 19                                   |  |
| 1799  | 28               |                   | Electrical Foreman               | \$ 30.557           |                      | \$ 166,682.61  |  | \$ 63,558.56                    | \$ 92,443.27 | \$ 156,001.83 | \$ 10,680.78                            |  |
| 1600  | 18               |                   | Instrumentation Trainee (VACANT) | \$ 17.544           |                      | \$ 76,905.43   |  | \$ 51,796.16                    | \$ 25,109.27 | \$ 76,905.43  | \$                                      |  |
| 1600  | 28               |                   | Instrumentation Technician       | \$ 25.509           |                      | \$ 163,034.68  |  | \$ 53,058.72                    | \$ 91,498.28 | \$ 144,557.00 | \$ 18,477.66                            |  |
| 1600  | 28               |                   | SCADA Technician (VACANT)        | \$ 24.902           |                      | \$ (76,905.43) |  | \$ 51,796.16                    | \$ 25,109.27 | \$ 76,905.43  | \$ (76,905.43)                          |  |
| 1600  | 28               |                   | Utilities Electrician (VACANT)   | \$ 24.902           |                      | \$ 96,598.12   |  | \$ 51,796.16                    | \$ 25,109.27 | \$ 76,905.43  | \$ 19,692.69                            |  |
| 1600  | 28               |                   | Utilities Electrician            | \$ 25.509           |                      | \$ 98,580.76   |  | \$ 53,058.72                    | \$ 25,349.16 | \$ 78,407.88  | \$ 20,172.88                            |  |
| COST  |                  |                   |                                  |                     |                      | \$ 524,896.17  |  | FY 19 APPROVED BUDGET           |              | \$ 609,683.00 | \$ (7,881.40)                           |  |

| TRAFFIC ENGINEERING |               |                |                                       | WAGES            |                   | FY 19 APPROVED BUDGET AMOUNT |  |                       |               | AMOUNT OF BUDGET INCREASE (DECREASE) |              |  |
|---------------------|---------------|----------------|---------------------------------------|------------------|-------------------|------------------------------|--|-----------------------|---------------|--------------------------------------|--------------|--|
| Union               | Current Level | Proposed Level | Classification                        | CURRENT (hourly) | PROPOSED (hourly) | FY 19                        |  | WAGES                 | FRINGES       | TOTAL                                | FY 19        |  |
| 1799                | 30            |                | *Traffic Control Sys Foreman (VACANT) | \$ 31.280        |                   | \$ 98,622.84                 |  | \$ 62,400.00          | \$ 27,124.00  | \$ 89,524.00                         | \$ 9,098.84  |  |
| 1600                | 28            |                | Electrician                           | \$ 26.020        |                   | \$ 172,583.33                |  | \$ 54,121.60          | \$ 102,638.94 | \$ 156,760.54                        | \$ 15,822.79 |  |
| 1600                | 28            |                | Electrician                           | \$ 26.020        |                   | \$ 96,947.12                 |  | \$ 46,797.92          | \$ 24,159.60  | \$ 70,957.52                         | \$ 25,989.60 |  |
| 1600                | 28            |                | **Sign and Signal Technician (VACANT) | \$ 24.902        |                   | \$ 71,952.56                 |  | \$ 46,797.92          | \$ 24,159.60  | \$ 70,957.52                         | \$ 995.03    |  |
| COST                |               |                |                                       |                  |                   | \$ 440,105.84                |  | FY 19 APPROVED BUDGET |               | \$ 388,199.58                        | \$ 51,906.26 |  |

\* Formerly Traffic Control Systems Coordinator  
 \*\* Formerly Electrician

| Fringe Category                          | FY2019    |
|--|-----------|
| Direct Fringe                            | 9.0%      |
| Indirect Fringe                          | \$ 13,768 |
| Defined Benefit                          | \$ 84,000 |
| Hybrid DC                                | 6.36%     |
| Hybrid DB                                | 3.64%     |
| Healthcare Savings Plan (New Hires Only) | \$ 1,500  |

180349.1

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

PRESENTED: 8-8-2018

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

**RESOLUTION REGARDING THE CITY OF FLINT'S INTENT TO ESTABLISH A  
MICHIGAN PROMISE ZONE**

**BY THE MAYOR:**

**WHEREAS,** On January 13, 2009, the Michigan Promise Zone Authority Act, Act No. 549 of 2008, became effective; and

**WHEREAS,** Under this Act an eligible entity can be designated a Promise Zone thus entitling the Zone to a percentage of State taxes which would, in turn, entitle eligible school district students to financial assistance for post-secondary education.

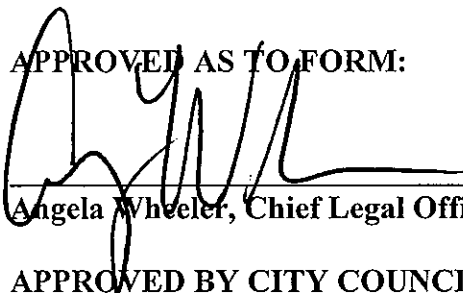
**WHEREAS,** A public hearing was held on Monday, August 13, 2018 to provide the opportunity for public comment on the proposed Resolution to establish The City of Flint as a Michigan Promise Zone.

**WHEREAS,** The City of Flint has the intent to establish the City of Flint as a Promise Zone under the Act to provide tuition at a Michigan post-secondary school for eligible students who meet the minimum eligibility criteria.

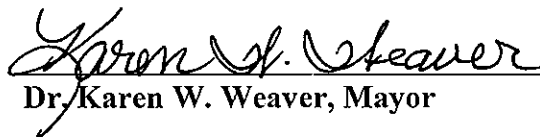
**WHEREAS,** Mayor, Dr. Karen W. Weaver recommends the approval of the establishment of the City of Flint as a Michigan Promise Zone.

**THEREFORE, BE IT RESOLVED** that the Flint City Council approves the establishment of the City of Flint as a Michigan Promise Zone.

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Angela Wheeler, Chief Legal Officer

**FOR THE CITY OF FLINT:**

  
\_\_\_\_\_  
Dr. Karen W. Weaver, Mayor

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
Herbert Winfrey, City Council President