

OFFICE OF THE CITY COUNCIL



**MEMORANDUM**

To: Whom It May Concern  
From: Jasmine Green - City Council Secretary *JG*  
Date: March 25, 2025  
RE: **CITY COUNCIL APPROVED RESOLUTIONS/ORDINANCES**  
**(March 24, 2025)**

The attached copies of City Council APPROVED resolutions and ordinances (as listed below) are being distributed to you as a matter of record.

Agenda items that were FAILED and/or POSTPONED INDEFINITELY/DROPPED by council are noted here as well. Thank you.

**RESOLUTIONS (as ADOPTED by City Council – March 24, 2025)**

**250093-T    250094-T    250095-T**

**NOTE:**

**ORDINANCES (as ADOPTED by City Council – March 24, 2025)**

*NOTE: (Every adopted ordinance is subject to veto by the Mayor)*

**MISC AGENDA ITEMS (as FAILED or POSTPONED INDEFINITELY/DROPPED by City Council – March 24, 2025)**

**FAILED –**

**POSTPONED INDEFINITELY –**

**MUNICIPAL CENTER**

1101 S. SAGINAW STREET

FLINT, MICHIGAN 48502

(810) 766-7418

FAX (810) 766-7480



RESOLUTION NO.: 250093-T  
PRESENTED: 3-19-2025  
ADOPTED: MAR 24 2025

BY THE CITY ADMINISTRATOR:

**Resolution to Wade Trim Contract for a Traffic Signal Warrant Study  
And Signal Optimization Proposal**

The City of Flint, Department of Public Works, Traffic Engineering Division, has solicited a proposal from Wade Trim, Inc., 555 S. Saginaw St., Suite 201, Flint, Michigan for a traffic signal warrant study and signal optimization proposal through the State of Michigan's MiDeal Contract #00997.

This study will make recommendations based on evaluating one hundred and eighty signalized intersections located in the City of Flint. The process includes conducting a signal warrant analysis at 25 signalized intersections and collecting traffic data for the remaining 160 signalized intersections in order. There is a budgeted expenditure with adequate funding for said study from the listed accounts:

Account Number	Account Name	Amount
202-447.201-801.000	Professional Services	\$ 257,400.00
	<b>FY25 GRAND TOTAL</b>	<b>\$ 257,400.00</b>

**IT IS RESOLVED**, that the Proper City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Wade Trim for a traffic signal warrant study, in an amount not to exceed \$257,400.00.

**FOR THE CITY OF FLINT:**

Clyde D. Edwards / A0401  
Clyde D. Edwards / A0401 (Mar 3, 2025 12:01 EST)

Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

**APPROVED AS TO FORM:**

JoAnne Gurley  
JoAnne Gurley (Feb 27, 2025 18:28 EST)

JoAnne Gurley, City Attorney

**APPROVED AS TO FINANCE:**

Phillip Moore  
Phillip Moore (Feb 27, 2025 09:49 EST)

Phillip Moore, Chief Financial Officer

**APPROVED AS TO PURCHASING:**

Lauren Rowley

Lauren Rowley, Purchasing Manager



## CITY OF FLINT

### **\*\* STAFF REVIEW FORM \*\***

*October 9 , 2024*

**TODAY'S DATE:** February 26, 2025

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** Traffic Signal Warranty Study and Signal Optimization Proposal

**PREPARED BY:** Kathryn Neumann for Rodney McGaha, Director of Transportation

**VENDOR NAME:** Wade Trim

#### **Section I: BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Wade Trim proposes to assist the City of Flint with traffic signal engineering services through three main tasks:

1. Traffic Data Collection: Analyze 180 intersections, including 25 for signal warrant studies and 160 for peak-hour traffic counts. Pedestrian and Bike data will also be collected.
2. Signal Warrant Analysis: Assess 25 intersections per Michigan traffic standards (MMUTCD) to determine signal removal eligibility, evaluate stop control options, and ensure pedestrian safety accommodations. A three-year crash data safety analysis will be included.
3. Signal Optimization Peak Hour Analysis: Collect manual turning movement counts at the study intersection approaches listed below on weekdays (Tuesday, Wednesday, or Thursday) during non-holiday week times when school is in session. Morning, off-peak, and afternoon peak hours from 6:00 to 9:00 a.m., 11:00 a.m. to 1:00 p.m., and 2:00 to 6:00 p.m. will be used to collect the vehicle and pedestrian counts.

*Please see the attached proposal for more information.*

#### **Section II. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES**



## CITY OF FLINT

### **\*\* STAFF REVIEW FORM \*\***

October 9 , 2024

Fiscal Year	Account	FY GL Allocation	FY PO Amount	FY Expensed	Resolution
FY24	202-450.202-801.000	\$3,192,000	\$44,700	\$44,677	
FY24	202-450.100-801.000	\$51,000	\$52,000	\$49,875	
FY23	202-450.202-801.000	\$8,470,000	\$1,249,680	\$1,067,756	220427
FY22	202-450.202-801.000		\$118,000	\$117,925	210040

The City of Flint has used Wade Trim for decades for engineering services on various major projects. They are part of MiDeal, contract 00997.

#### Section III.

**POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:**

The proposed traffic signal engineering services by Wade Trim will benefit Flint residents by improving traffic flow, reducing congestion, and enhancing safety for drivers, pedestrians, and cyclists. Optimized signals and potential removals will lower maintenance costs, reduce emissions, and support environmental sustainability. Data-driven insights will enable smarter infrastructure investments, supporting future development and mobility needs.

#### Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

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



## CITY OF FLINT

### **\*\* STAFF REVIEW FORM \*\***

October 9, 2024

Dept.	Name of Account	Account Number	Grant Code	Amount
TE	Professional Services	202-447.201-801.000		\$257,400.00
		FY25 GRAND TOTAL		\$257,400.00

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

BUDGET YEAR 1 \$

BUDGET YEAR 2

BUDGET YEAR 3

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

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 250009812

ACCOUNTING APPROVAL: Jo Janiski Jo Janiski (Feb 26, 2025 15:22 EST) Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☒ NO ☐

#### Section V: RESOLUTION DEFENSE TEAM:

*(Places of the names of those who can defend this resolution at City Council)*

	NAME	PHONE NUMBER
1	Rodney McGaha	810 691-3106
2	Jo Janiski	810-210-9889
3	Kenneth Manwell	810 577-8211

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

DEPARTMENT HEAD SIGNATURE: Rodney McGaha  
Rodney McGaha (Feb 27, 2025 09:12 EST)  
*(Rodney McGaha, Director of Transportation)*

ADMINISTRATION APPROVAL: Clyde D. Edwards / A0401  
Clyde D. Edwards / A0401 (Mar 3, 2025 12:01 EST)



Wade Trim, Inc.  
555 S. Saginaw Street, Suite 201 • Flint, MI 48502  
810.235.2555 • [www.wadetrim.com](http://www.wadetrim.com)

February 14, 2025

City of Flint – Department of Public Works  
1101 South Saginaw Street  
Flint, MI 48502

Attention: Rodney McGaha, Director of Transportation  
Jo Janiski, Transportation Accounting Coordinator

Re: Traffic Signal Warrant Study and Signal Optimization Proposal  
City of Flint, Genesee County, Michigan

Dear Rodney and Jo:

Wade Trim is pleased to submit the following proposal to assist the City of Flint with traffic signal engineering services. Our understanding and proposed scope of services is detailed below in accordance our discussion with your team for collection of traffic data, conducting signal warrant analyses to determine whether unnecessary traffic signals can be removed, and finally conducting a City-wide traffic signal optimization evaluation for all intersections with traffic signals that will be retained.

#### **PROJECT UNDERSTANDING**

The three major task orders are as outlined below:

1. Traffic Data Collection
2. Signal Warrant Analysis
3. City-Wide Traffic Signal Optimization Analysis

#### **SCOPE OF SERVICES**

##### **Task 1 – Traffic Data Collection**

Based on discussions with City staff, the Transportation Department estimates a total of 180 intersections to be analyzed as part of this project.

- **Warrant Data:** Up to 25 intersections will be analyzed for signal warrants. Sixteen-hour traffic volume counts will be collected at all legs of the intersections to be identified by the City of Flint Transportation Department. As discussed with the City team at the scope meeting in January of 2025, it was estimated that approximately 25 locations were observed by the City to have lower volumes that may be candidates for traffic signal removal based on MMUTCD Signal Warrant findings. Pedestrian counts will also be collected at these locations for use in the pedestrian warrant evaluation. The counts will be taken in early May of 2025 to capture peak traffic and pedestrian movements and will be collected by our data collection subconsultant, Quality Counts.
- **Modeling Data:** The remaining intersections will be analyzed for peak hours to perform a City-wide Signal Optimization Study. For the purposes of this proposal, it is estimated that 20 of the 25 signals analyzed for warrants will be recommended for signal removals. The remaining estimated 160 intersections (180 total signals – 20 signals removed) will require peak hour turning movement counts. Our subconsultant, Quality Counts, will collect manual turning movement counts at the study intersection approaches listed below on weekdays (Tuesday, Wednesday, or Thursday) during non-holiday week times when school is in session. Morning, off-peak, and afternoon peak hours from 6:00 to 9:00 a.m., 11:00 a.m. to 1:00 p.m., and 2:00 to 6:00 p.m. will be used to collect the vehicle and pedestrian counts.

Task 1 covers all necessary traffic data collection for the subsequent signal warrant and signal optimization analysis.

### Task 2 – Signal Warrant Analysis

As noted above, signal warrant analyses will be conducted for up to 25 intersections. The Signal Warrant Analysis will be conducted following *Michigan Manual on Uniform Traffic Control Devices* standards primarily utilizing the MDOT Signal Warrant Analysis Spreadsheet. For those intersections that are signalized, the warrants will be reviewed for justification of signal removal.

Upon recommending removal of any signal, a determination needs to be made whether a two-way or four-way stop should be installed at the intersection and will be evaluated for MMUTCD multi-way stop control criteria. In addition to the warrant criteria, engineering judgement is used to determine whether the signal or stop control is an appropriate treatment. Another important consideration in selecting the four-way vs. two-way stop is sight distance at the intersection. With on-street parking on many locations in close proximity, sight distance from the stop bars may be constrained when parked vehicles are present. In addition, buildings located close to the intersections in these areas may limit sight distances to oncoming vehicles and pedestrians. Measurements and field observations will be conducted at each intersection.

Where signals are removed, an analysis will also be conducted to make sure the non-motorized accommodations are placed in accordance with current standards, that they appropriately address the needs of the users, and provide for the safe and efficient movement of vehicles and non-motorized traffic. The *Michigan Manual on Uniform Traffic Control Devices, 2009 Edition*; *NCHRP Report 562 Improving Pedestrian Safety at Unsignalized Crossings, American Association of State Highway and Transportation Officials (AASHTO), 2011 Edition*; and the Michigan Department of Transportation *Traffic Safety Effects of Marked Versus Unmarked Crosswalks at Uncontrolled Locations* will be consulted and used as the basic guideline for locating and determining treatments for the non-motorized accommodations on this project, which may include marked crosswalks, Rectangular Rapid Flashing Beacons (RRFBs), or other crossing enhancements. A Safety Analysis is required as part of the Warrant Analysis and will be conducted utilizing crash data for a three-year period and to identify any existing safety deficiencies or abnormally high crash characteristics. The report will contain a description of identified safety issues.

### Task 3 – City-Wide Traffic Signal Optimization Analysis

The third task entails a City-wide Signal Optimization Plan, which is an effective low-cost method for improving traffic operations and safety along a corridor, as well as at isolated intersections. Due to the traffic network constantly changing due to variations in travel patterns created by employment, shopping, and similar economic driven factors, reevaluating existing Timing Plans provide an opportunity for operational improvements. Changes in the road environment, as well as equipment improvements, all further combine to create a reoccurring need to periodically examine traffic operations on major corridors and optimize signal timings.

The general guidelines and procedures used to conduct this study will be based on the current Michigan Electronic Traffic Control Device Guidelines. In addition, other guidance documents such as the MMUTCD, will also be used as a reference source where applicable. Other analyses, such as the procedure used to determine vehicle and pedestrian clearance intervals, will be conducted using MDOT electronic spreadsheets.

#### Task 3a. Additional Data Collection and Field Reviews

Existing Traffic Signal Timing Permits for the signalized intersections will be obtained from the City. The Timing Plans may also include school timings and special events, as determined by the City. Field observations and measurements of the signal phasing and cycle lengths will be made during the inventory of existing conditions to verify that the Timing Permits accurately reflected the actual field operation of the traffic signals.

Field reviews by the project team will obtain and verify geometric and operational characteristics including number of lanes, lane widths, intersection configuration, clearance distances, crossing widths, turning radii, lane usage, traffic control regulations at the intersection, pedestrian accommodations, pushbutton locations, countdown signals, turn lane storage lengths, on-street parking accommodations, signal phasing, ambient light conditions, etc.

Wade Trim will also collect information from the City on any committed or planned road improvements including geometric changes at any of the intersections, traffic signal equipment and detection modernization, changes in pavement markings, and traffic control. Traffic Control Orders (TCOs) will be obtained, reviewed, and revised as needed to reflect any changes in speed limits and parking restrictions.

#### **Task 3b. Crash Analysis**

Following data collection, the process of optimizing signals on a corridor involves conducting a Crash Analysis to determine whether signal timing improvements will have a beneficial effect on collision patterns. The most recent 5-year traffic crash data will be obtained from the Traffic Crash Analysis Tool (TCAT) database for a 250-foot radius around each signalized intersection. The TCAT data used as data is easy to sort electronically, which saves time, and they identify data gaps that might otherwise go undetected. The crash data will be examined to identify crash patterns that might be correctable by implementing signal phasing, operational, or geometric modifications. Rear-end and angle type collisions will be given special attention, along with environment related patterns such as nighttime crashes. Intersections with high crashes by collision type will be selected for further examination to determine whether operational or geometric changes could be implemented to reduce the crash types.

### **FEE AND INVOICING PROCEDURES**

Wade Trim will provide the above-described scope of services for an Estimated Fee as shown in the schedule below. All labor and expenses will be invoiced monthly in accordance with our current hourly Rate Schedule.

Task	Description	Estimated Fee
<b>1</b>	<b>Traffic Data Collection</b>	
1a	Warrant Data (25 Intersections for 16 Continuous Hours Each)	\$16,320.00
1b	Modeling Data (160 Intersections for AM, Midday, and PM Peaks)	\$90,580.00
<b>2</b>	<b>Intersection Signal and Traffic Control Warrant Studies (25 Intersections @ \$2,500 Per Intersection)</b>	
	Warrants at 25 Intersections	\$62,500.00
<b>3</b>	<b>City-Wide Traffic Signal Optimization Analysis (160 Intersections @ \$3,550 Per Intersection)</b>	
3a	Additional Data Collection and Field Reviews (\$150 Per Intersection)	\$24,000.00
3b	Crash Analysis (\$400 Per Intersection)	\$64,000.00
	<b>TOTAL*</b>	<b>\$257,400.00</b>

\* Scope sections detail assumptions and specific quantities assumed in fee development. Changes to assumptions, scope, or schedule may impact task fee.



Based on discussions with the City, there may be enough in the first-year Traffic Signal Study budget to conduct Task 1, Task 2, and/or part of Task 3. If this is desired by the City, the modeling schedule is flexible in that priority corridors or sections of the City could be broken out of the Task 3 intersections and pulled ahead in the first year, and the remaining corridors could be then completed the following year. For instance, if there is \$300,000 available in the first year, all of the data collection can be done in the first year, as well as the entire Warrant Study, plus 12 intersections in the Optimization Study.

Services not specifically listed in the above-described scope of services are not included. Should the need arise for additional preliminary engineering services, Wade Trim will provide a detailed cost estimate and obtain approval from the City before proceeding.

Please find listed below the MiDeal information and Contract number:

**Wade Trim, Inc.**  
Contract #: 00997  
Contact: Brian Sousa  
Phone: 989.732.2584  
Email: bsousa@wadetrim.com  
Contract Expires: 3/17/2027  
Regions: All Except Western UP

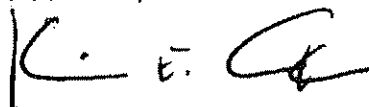
Additionally, the City's project manager for this study will be Ken Manwell. Please direct all project-related communications to him at 810.577.8211 or [kmanwell@cityofflint.com](mailto:kmanwell@cityofflint.com).

If this proposal meets with your approval, we will await the City's Standard Form Agreement. Our receipt of the executed Agreement will serve as our authorization to proceed.

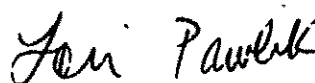
We appreciate the opportunity to be of service to the City of Flint and look forward to partnering with you on this project. If you have questions, please contact me at 810.235.2555.

Very truly yours,

Wade Trim, Inc.



Kevin E. Cook, PE  
Project Manager



Lori Pawlik, PE, PTOE  
Vice President/Transportation Area Lead

KEC:LP:jlb  
BDXCOF  
20250214\_Janiski-Ltr Proposal - Signal Study.docx



RESOLUTION NO.: 250094-T

PRESENTED: 3-19-2025

ADOPTED: MAR 24 2025

BY THE CITY ADMINISTRATOR:

**WHEREAS**, The Division of Purchases and Supplies solicited proposals (#24000529) for roof replacement for the Department of Public Works Water Plant and Lutz Roofing Company was the low bidder from.

**WHEREAS**, Flint City Council approved the issuance of the contract with Lutz Roofing Company for this Priority #1 via Resolution #240074 on March 18, 2024 for a total contract amount not to exceed \$436,236.00 which included a base price of \$396,600.00 plus a 10% contingency of \$39,660.00 for nay vapor barrier replacement or unforeseeable repairs needed.

**WHEREAS**, Proposal #24000529 identified Priority #2 as the second phase of the roof replacement project which includes sections C,F, G, H, N and O of the water plant with a total bid price not to exceed \$1,072,200.00 if purchased in year 2025.

Account Number	Account Name/ Grant Code	Amount
591-545.300-976.000	Building Additions & Improvements	\$1,072,200.00
	<b>FY2025 GRAND TOTAL</b>	<b>\$1,072,200.00</b>

**BE IT RESOLVED**, That the Appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contact with Lutz Roofing Company for the Water Plant roof replacement Priority #2 project, in an amount not to exceed \$1,072,200.00 for FY25 (07/01/24-6/30/25).

**APPROVED AS TO FORM:**

JoAnne Gurley  
JoAnne Gurley (Mar 6, 2025 15:01 EST)

**JoAnne Gurley, Chief Legal Officer**

**APPROVED AS TO FINANCE:**

Phillip Moore  
Phillip Moore (Mar 7, 2025 08:25 EST)

**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

Clyde D. Edwards / A0400  
Clyde D. Edwards / A0400 (Mar 7, 2025 14:48 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

[Signature]



## CITY OF FLINT

### **\*\* STAFF REVIEW FORM \*\***

October 9 , 2024

**TODAY'S DATE:** February 14, 2025

**BID/PROPOSAL#** 24000529

**AGENDA ITEM TITLE:** Water Plant Roof Replacement

**PREPARED BY:** Yolanda Gray, Department of Public Works & Utilities

**VENDOR NAME:** Lutz Roofing

#### **Section I: BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Department of Purchasing received proposals for a three (3) phase Water Plant roof replacement. Bids were received from five (5) contractors. Lutz Roofing was the lowest qualified bidder for all three (3) phases. Phase I and roofing specified areas was completed in May 2024. The start up of Phase II is April 2025 with a completion date of November 30, 2025. The total Phase II roof replacement is not to exceed \$1,072,200.

#### **Section II. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES**

Fiscal Year	Account	FY GL Allocation	FY PO Amount	FY Expensed	Resolution
2024	591-545.300-801.000	\$500,000.00	\$436,236.00	\$396,660.00	240074

#### **Section III.**

**POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:**



## CITY OF FLINT

### \*\* STAFF REVIEW FORM \*\*

October 9, 2024

#### Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

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

Dept.	Name of Account	Account Number	Grant Code	Amount
	Repairs and Maintenance	591-545.300-976.000		\$1,072,200.00
		FY25 GRAND TOTAL		\$1,072,200.00

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

BUDGET YEAR 1 \$396,660.00

BUDGET YEAR 2 \$1,072,200.00

BUDGET YEAR 3

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

PRE-ENCUMBERED? YES ☐ NO ☐ REQUISITION NO:

Yolanda Gray  
Yolanda Gray (Feb 17, 2025 09:45 EST)

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

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☐

#### Section V: RESOLUTION DEFENSE TEAM:

(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1	Scott Dungee	810-787-6537 ext 3506



## CITY OF FLINT

### \*\* STAFF REVIEW FORM \*\*

October 9, 2024

2	Yolanda Gray	810-787-6537 ext 3503
3		

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

DEPARTMENT HEAD SIGNATURE: Scott Dungee  
Scott Dungee (Feb 16, 2025 06:58 EST)  
Scott Dunge, Water Plant Supervisor

ADMINISTRATION APPROVAL: Clyde D. Edwards A0400  
Clyde D. Edwards (Feb 17, 2025 18:11 EST)  
(for \$20,000 or above spending authorizations)

---

**BID FORM B**  
**City of Flint**  
**Roof Replacement – Water Treatment Plant**  
**Priority Roof Sections**

To: Lauren Rowley  
City of Flint  
1101 Saginaw St.  
Flint, MI 48502

**Bid Due Date: Day, Date, Year @ Time**

**Sealed bids are to be submitted to the above address by the time and date listed above. Bids received after the Due Date and Time will not be considered.**

Pursuant to notices given, the undersigned proposes to furnish all materials and labor necessary to complete the replacement as described below and in strict accordance to the plans and specifications dated **11-15-23**. I, the undersigned, having familiarized myself with the attached Contract Documents do hereby propose to furnish all labor, equipment, materials, drayage, tolls, supervision, etc. and to complete all work as specified in these Documents and Specifications. submission of this Bidding Proposal, I acknowledge the receipt of the Package containing the following: General Conditions & Requirements, General Instructions to Bidders, Detailed Specifications, Detailed Rooftop Diagrams, and Detailed Specification Drawings. To provide supervision, labor, materials and equipment for roof repairs of the following items, per the attached:

**Base Bid:** **Priority #2: Sections C, F, G, H, N & O (Purchased/Delivered before December 15<sup>th</sup>, 2025)**  
~~The base bid shall include the removal and replacement of the existing roofing system in its entirety. New roof system is to consist of a redundant layer, SBS rubber modified roofing system per specifications provided. This shall include all necessary flashings, copings, pitch pockets, and necessary materials in accordance with the specifications, scope of work, and details provided in the bid documents. Work is to be completed by June 30<sup>th</sup>, 2024.~~

~~All labor, materials, services and equipment necessary for completion of the work shown on the drawings and in the specifications.~~

~~One Million Five Thousand & 00/100~~ DOLLARS (\$ ~~1,500,000.00~~ )

**Alt. #1:** **Priority #2: Sections C, F, G, H, N & O (Purchased/Delivered after January 1<sup>st</sup>, 2025)**  
The base bid shall include the removal and replacement of the existing roofing system in its entirety. New roof system is to consist of a redundant layer, SBS rubber modified roofing system per specifications provided. This shall include all necessary flashings, copings, pitch pockets, and necessary materials in accordance with the specifications, scope of work, and details provided in the bid documents. Work is to be completed by November 30<sup>th</sup>, 2025.

All labor, materials, services and equipment necessary for completion of the work shown on the drawings and in the specifications.

One Million Seventy Two Thousand, Two Hundred & 00/100 DOLLARS (\$ 1,072,200.00 )

Company Name: Lutz Roofing

**\*\*\*Note: Important Info**

5% Bid Bond

100% Performance Bond

Bid Compliance Form Completion Required


Extra work may be necessary other than required by the plans and specifications, extra work will be completed according to the written instructions of the Owner for the following unit prices:

Unit Cost Items:      Repair to existing vapor barrier – 5.00 per sq. ft.

Addenda Numbers #1 Date 12/26/2023 are hereby acknowledged

Respectfully Submitted,

SIGNATURE:

Clinton Thom 

TITLE:

Project Manager

BUSINESS NAME:

Lutz Roofing

CONTRACTOR ADDRESS:

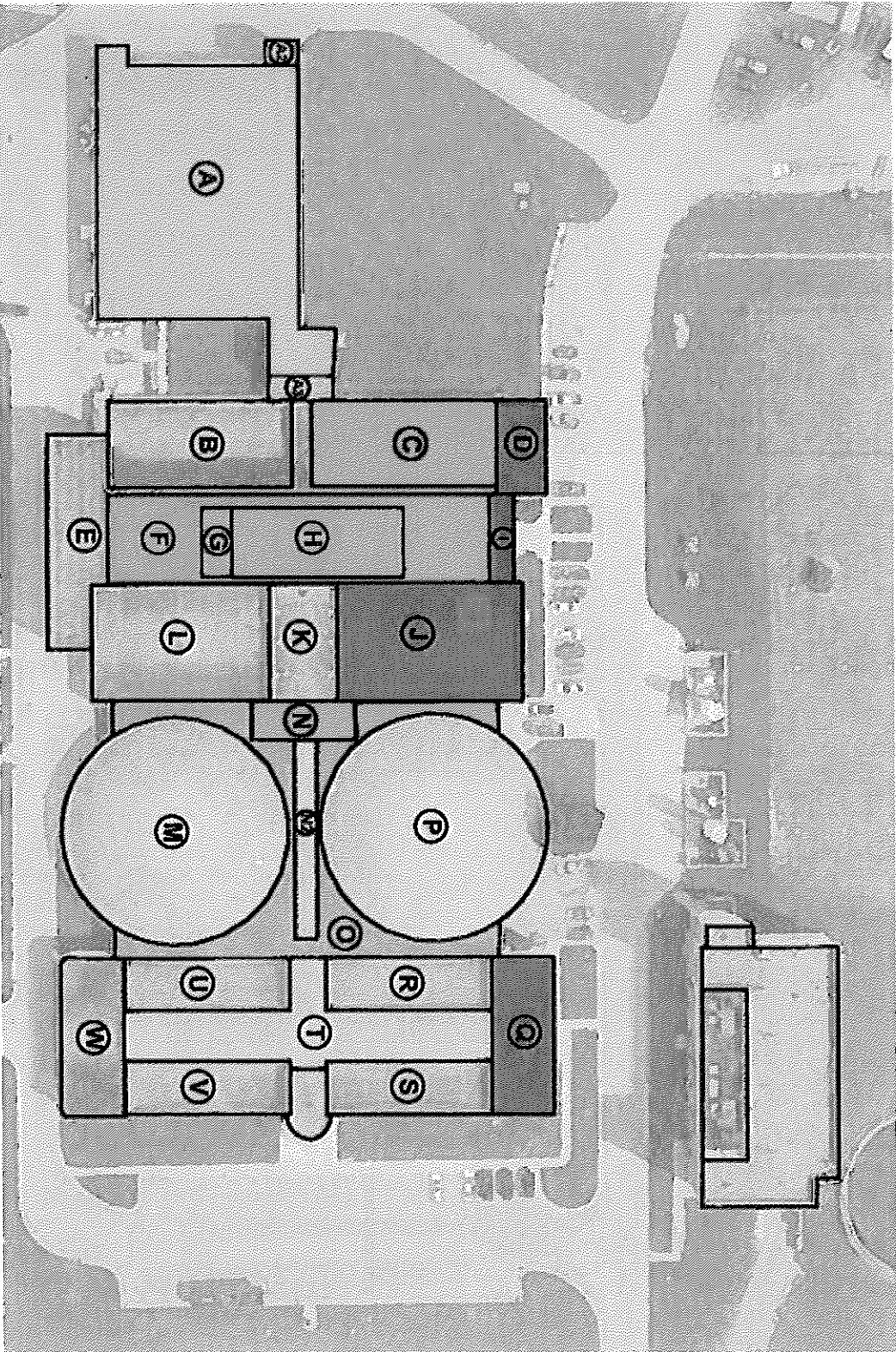
4721 22 Mile Rd. Shelby, MI

DATE: 07/25/2024

---



# CITY OF FLINT



PRIORITY #1  
D, I, J & Q

PRIORITY #2  
C, F, G, H, N & O

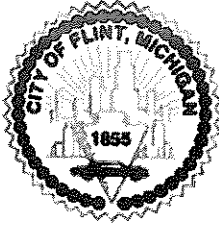
PRIORITY #3  
A

REGION:		DATE: 2023	
SECTION:		JOB NUMBER:	
SHEET 1 OF 1		DWS BY: CHL BY:	



THE GARLAND COMPANY INC.  
2000 S. 9TH ST. CLEVELAND, OH  
PHONE (888) 224-6324 / FAX (216) 541-9633





RESOLUTION NO.:

**250095-T**

PRESENTED:

**3-19-2025**

ADOPTED:

**MAR 24 2025**

**RESOLUTION AUTHORIZING BUDGET AMENDMENT TO ALLOCATE REVENUE  
AND EXPENDITURES RELATED TO THE STATE OF MICHIGAN LOCAL  
RETIREMENT GRANT PROGRAM**

**BY THE CITY ADMINISTRATOR:**

WHEREAS, the Flint City applied for a for a grant from the Mi Local Retirement Grant Program which is designed to assist cities with high Other Post-Employment Benefits liabilities; and,

WHEREAS, the City of Flint was awarded \$10,956,305.00 under the grant program; and,

WHEREAS, revenue and expenditures must be recognized to be consistent with the Uniform Budgeting and Accounting Act, MCL 141.421 *et seq*, and Section 7-105 of the City Charter; and,

On March 21, 2024, the State of Michigan published Letter 2024-01 instructing qualified award recipients and providing guidance for recording and reporting the Michigan Local Retirement Grant award.

**Revenue: State Grant**

<b>Fund</b>	<b>GL Number</b>	<b>Fund Name</b>	<b>State Grant</b>
101	101-000.000-569.000	General Fund	6,350,678.68
202	202-000.000-569.000	Major Street	283,198.05
203	203-000.000-569.000	Local Street	216,304.85
205	205-000.000-569.000	Public Safety	1,025,726.85
207	207-000.000-569.000	Police Fund	362,021.53
208	208-000.000-569.000	Parks/Recreation	10,375.90
219	219-000.000-569.000	Street Lighting	-
226	226-000.000-569.000	Rubbish Collection	11,230.15
249	249-000.000-569.000	Building Department	223,995.81
279	279-000.000-569.000	HUD CDBG ESG HOME	182,578.76
282	282-000.000-569.000	CARES ACT	129,134.84
296	296-000.000-569.000	Other Grants	249,833.82
496	496-000.000-569.000	Water Capital Improvement	-
590	590-000.000-569.000	Sewer	893,724.34
591	591-000.000-569.000	Water	773,364.78
627	627-000.000-569.000	Fringe Benefit	24,413.16
636	636-000.000-569.000	IT Services	97,654.88
661	661-000.000-569.000	Motor Pool	122,068.60
			<u>10,956,305.00</u>

## Expenditures: State Grant


**MI Local Retirement Grant      \$ 10,956,305.00**

FUND	GL NUMBER	DESCRIPTION	FY 2025 Amend	Additional	Revised FY2025
			Budget	Contribution	Budget
101	101-101.000-717.010	MERS DEFINED BENEFIT PENSION	88,710.00	48,827.46	137,537.46
101	101-171.000-717.010	MERS DEFINED BENEFIT PENSION	166,331.00	91,551.31	257,882.31
101	101-172.000-717.010	MERS DEFINED BENEFIT PENSION	74,073.00	40,770.99	114,843.99
101	101-173.000-717.010	MERS DEFINED BENEFIT PENSION	0.00		
101	101-191.100-717.010	MERS DEFINED BENEFIT PENSION	221,775.00	122,068.60	343,843.60
101	101-215.000-717.010	MERS DEFINED BENEFIT PENSION	44,355.00	24,413.72	68,768.72
101	101-215.200-717.010	MERS DEFINED BENEFIT PENSION	44,355.00	24,413.72	68,768.72
101	101-230.200-717.010	MERS DEFINED BENEFIT PENSION	182,964.00	100,706.39	283,670.39
101	101-233.000-717.010	MERS DEFINED BENEFIT PENSION	44,355.00	24,413.72	68,768.72
101	101-253.200-717.010	MERS DEFINED BENEFIT PENSION	487,904.00	268,550.37	756,454.37
101	101-257.000-717.010	MERS DEFINED BENEFIT PENSION	199,597.00	109,861.46	309,458.46
101	101-262.000-717.010	MERS DEFINED BENEFIT PENSION	88,710.00	48,827.44	137,537.44
101	101-266.000-717.010	MERS DEFINED BENEFIT PENSION	221,775.00	122,068.60	343,843.60
101	101-268.000-717.010	MERS DEFINED BENEFIT PENSION	66,532.00	36,620.30	103,152.30
101	101-269.000-717.010	MERS DEFINED BENEFIT PENSION	22,177.00	12,206.58	34,383.58
101	101-270.000-717.010	MERS DEFINED BENEFIT PENSION	133,065.00	73,241.16	206,306.16
101	101-301.000-717.010	MERS DEFINED BENEFIT PENSION	5,303,283.00	2,919,013.99	8,222,296.99
101	101-336.000-717.010	MERS DEFINED BENEFIT PENSION	3,716,640.00	2,045,699.65	5,762,339.65
101	101-701.000-717.010	MERS DEFINED BENEFIT PENSION	187,400.00	103,148.04	290,548.04
101	101-703.000-717.010	MERS DEFINED BENEFIT PENSION	22,177.00	12,206.58	34,383.58
101	101-732.000-717.010	MERS DEFINED BENEFIT PENSION	221,775.00	122,068.60	343,843.60
202	202-447.201-717.010	MERS DEFINED BENEFIT PENSION	157,460.00	86,668.57	244,128.57
202	202-449.200-717.010	MERS DEFINED BENEFIT PENSION	31,048.00	17,089.33	48,137.33
202	202-449.201-717.010	MERS DEFINED BENEFIT PENSION	146,371.00	80,565.00	226,936.00
202	202-449.203-717.010	MERS DEFINED BENEFIT PENSION	113,105.00	62,254.85	175,359.85
202	202-449.211-717.010	MERS DEFINED BENEFIT PENSION	26,613.00	14,648.23	41,261.23
202	202-450.100-717.010	MERS DEFINED BENEFIT PENSION	39,919.00	21,972.07	61,891.07
203	203-447.201-717.010	MERS DEFINED BENEFIT PENSION	42,137.00	23,192.90	65,329.90
203	203-449.200-717.010	MERS DEFINED BENEFIT PENSION	31,048.00	17,089.33	48,137.33
203	203-449.201-717.010	MERS DEFINED BENEFIT PENSION	146,371.00	80,565.00	226,936.00
203	203-449.203-717.010	MERS DEFINED BENEFIT PENSION	113,105.00	62,254.85	175,359.85
203	203-449.211-717.010	MERS DEFINED BENEFIT PENSION	26,613.00	14,648.23	41,261.23
203	203-450.100-717.010	MERS DEFINED BENEFIT PENSION	33,710.00	18,554.54	52,264.54
205	205-315.201-717.010	MERS DEFINED BENEFIT PENSION	876,963.00	482,694.83	1,359,657.83
205	205-339.201-717.010	MERS DEFINED BENEFIT PENSION	986,584.00	543,032.02	1,529,616.02
207	207-315.204-717.010	MERS DEFINED BENEFIT PENSION	657,723.00	362,021.53	1,019,744.53
208	208-752.102-717.010	MERS DEFINED BENEFIT PENSION	18,851.00	10,375.90	29,226.90
219	219-448.000-717.010	MERS DEFINED BENEFIT PENSION	0.00		
226	226-528.201-717.010	MERS DEFINED BENEFIT PENSION	20,403.00	11,230.15	31,633.15
249	249-371.100-717.010	MERS DEFINED BENEFIT PENSION	406,957.00	223,995.81	630,952.81
279	279-733.000-717.010	MERS DEFINED BENEFIT PENSION	8,398.16	4,622.49	13,020.65
279	279-735.000-717.010	MERS DEFINED BENEFIT PENSION	11,727.81	6,455.18	18,182.99
279	279-737.000-717.010	MERS DEFINED BENEFIT PENSION	284,814.95	156,766.82	441,581.77
279	279-737.140-717.010	MERS DEFINED BENEFIT PENSION	26,769.32	14,734.27	41,503.59
282	282-735.000-717.010	MERS DEFINED BENEFIT PENSION	209,917.00	115,541.76	325,458.76
282	282-737.000-717.010	MERS DEFINED BENEFIT PENSION	24,696.00	13,593.08	38,289.08
296	296-171.711-717.010	MERS DEFINED BENEFIT PENSION	8,184.48	4,504.87	12,689.35

296	296-172.000-717.010	MERS DEFINED BENEFIT PENSION	757.26	416.81	1,174.07
296	296-301.732-717.010	MERS DEFINED BENEFIT PENSION	247,800.24	136,393.32	384,193.56
296	296-704.750-717.010	MERS DEFINED BENEFIT PENSION	14,316.00	7,879.76	22,195.76
296	296-704.801-717.010	MERS DEFINED BENEFIT PENSION	182,841.68	100,639.06	283,480.74
590	590-536.101-717.010	MERS DEFINED BENEFIT PENSION	41,805.00	23,010.16	64,815.16
590	590-540.100-717.010	MERS DEFINED BENEFIT PENSION	84,940.00	46,752.37	131,692.37
590	590-540.207-717.010	MERS DEFINED BENEFIT PENSION	99,799.00	54,931.01	154,730.01
590	590-540.208-717.010	MERS DEFINED BENEFIT PENSION	532,259.00	292,964.09	825,223.09
590	590-550.100-717.010	MERS DEFINED BENEFIT PENSION	532,259.00	292,964.09	825,223.09
590	590-550.200-717.010	MERS DEFINED BENEFIT PENSION	22,177.00	12,206.58	34,383.58
590	590-550.202-717.010	MERS DEFINED BENEFIT PENSION	310,485.00	170,896.04	481,381.04
591	591-536.100-717.010	MERS DEFINED BENEFIT PENSION	44,909.00	24,718.65	69,627.65
591	591-536.206-717.010	MERS DEFINED BENEFIT PENSION	22,177.00	12,206.58	34,383.58
591	591-540.100-717.010	MERS DEFINED BENEFIT PENSION	73,851.00	40,648.80	114,499.80
591	591-540.200-717.010	MERS DEFINED BENEFIT PENSION	99,799.00	54,931.01	154,730.01
591	591-540.202-717.010	MERS DEFINED BENEFIT PENSION	632,058.00	347,895.10	979,953.10
591	591-545.200-717.010	MERS DEFINED BENEFIT PENSION	310,485.00	170,896.04	481,381.04
591	591-545.201-717.010	MERS DEFINED BENEFIT PENSION	221,775.00	122,068.60	343,843.60
627	627-000.001-717.010	MERS DEFINED BENEFIT PENSION	22,177.00	12,206.58	34,383.58
627	627-270.360-717.010	MERS DEFINED BENEFIT PENSION	22,177.00	12,206.58	34,383.58
636	636-228.000-717.010	MERS DEFINED BENEFIT PENSION	177,420.00	97,654.88	275,074.88
661	661-229.000-717.010	MERS DEFINED BENEFIT PENSION	<u>221,775.00</u>	<u>122,068.60</u>	<u>343,843.60</u>
			19,905,483.90	10,956,305.00	30,861,788.90

BE IT RESOLVED that the appropriate officials are hereby authorized to accept the grant and do all things necessary to amend the FY2025 budget to recognize revenue and expenditures as listed in Exhibit A for the amount of \$10,956,305.00 to recognize the Michigan Local Retirement Grant Program.

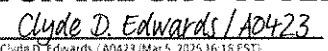
**APPROVED AS TO FORM:**

  
JoAnne Gurley (Mar 5, 2025 16:13 EST)  
**Joanne Gurley, Chief Legal Officer**

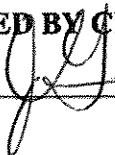
**APPROVED AS TO FINANCE:**

  
Phillip Moore (Mar 5, 2025 16:03 EST)  
**Phillip J. Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
Clyde D. Edwards / A0423 (Mar 5, 2025 16:16 EST)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**





# CITY OF FLINT

## **\*\* STAFF REVIEW FORM \*\***

October 9, 2024

**TODAY'S DATE:** March 5, 2025

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** Budget Amendment to Allocate Revenue and Expenditures Related to the State of Michigan Local Retirement Grant Program

**PREPARED BY:** V. Foster for CFO Phillip Moore

**VENDOR NAME:**

### **Section I: BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The State of Michigan awarded the City \$10,956,305 under the MI Local Retirement Grant Program. This grant is designed to assist cities with high OPEB liabilities. As a result of the award, the FY2025 budget must be amended to recognize grant revenue and expenditures.

### **Section II. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES**

Fiscal Year	Account	FY GL Allocation	FY PO Amount	FY Expensed	Resolution
N/A					

### **Section III.**

**POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:**

### **Section IV: FINANCIAL IMPLICATIONS: N/A**

**IF ARPA related Expenditure:**

**Has this request been reviewed by E&Y Firm:** YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

N/A

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

Dept.	Name of Account	Account Number	Grant Code	Amount
			N/A	
		<b>FY25 GRAND TOTAL</b>		



**CITY OF FLINT**  
**\*\* STAFF REVIEW FORM \*\***

October 9, 2024

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

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

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

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO:

ACCOUNTING APPROVAL: Phillip Moore

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

**Section V: RESOLUTION DEFENSE TEAM:**

*(Place the names of those who can defend this resolution at City Council)*

	NAME	PHONE NUMBER
1	Phillip Moore	810-766-7266
2		
3		

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

DEPARTMENT HEAD SIGNATURE: Phillip Moore  
Phillip Moore (Mar 5, 2025 15:03 EST)

Phillip Moore, Chief Financial Officer

ADMINISTRATIVE APPROVAL: Clyde D. Edwards / A0423  
Clyde D. Edwards / A0423 (Mar 5, 2025 16:18 EST)  
Clyde Edwards, City Administrator