



# 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, March 18, 2026**  
**5:00 PM**

**City Council Chambers**

**FINANCE COMMITTEE**

**Judy Priestley, Chairperson, Ward 4**

**Leon El-Alamin, Ward 1**  
**LaShawn Johnson, Ward 3**  
**Tonya Burns, Ward 6**  
**Dennis Pfeiffer, Ward 8**

**Ladel Lewis, Ward 2**  
**Jerri Winfrey-Carter, Ward 5**  
**Candice Mushatt, Ward 7**  
**Jonathan Jarrett, Ward 9**

**Davina Donahue, City Clerk**

\*\*\*\*\*

**ROLL CALL**

**READING OF DISORDERLY PERSONS CITY CODE SUBSECTION**

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

**REQUEST FOR AGENDA CHANGES/ADDITIONS**

**PUBLIC COMMENT**

*Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins.*

*Members of the public shall have no more than three (3) minutes per speaker during public comment, with only one speaking opportunity per speaker.*

## **COUNCIL RESPONSE**

*Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to two (2) minutes.*

## **CONSENT AGENDA**

*Per the amended Rules Governing Meetings of the Flint City Council (as adopted by the City Council on Monday, April 22, 2024), the Chair may request the adoption of a "Consent Agenda". After a motion to adopt a Consent Agenda is made and seconded, the Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda – it shall be voted on or adopted without objection.*

## **RESOLUTIONS**

**260085** Grant Acceptance/Additional Funds/Flint Township/Multi-Jurisdictional Edward Byrne Memorial Justice Assistance Grant (JAG)/Flint Police Department

Resolution resolving that the appropriate City Officials, upon the City Council approval, are hereby authorized to do all things necessary to enter into the Justice Assistance Grant (JAG) agreement by and between the City of Flint and Flint Township and the Department of Justice, accept the additional \$5,845.00 JAG award, amend the FY26 budget, appropriate award funding for revenue and expenditures in future fiscal years as long as the funds are available from the funder, and abide by the terms and conditions of the award from the Department of Justice, in the total amount of \$75,487.00, to grant code FDOJ-JAG24. [NOTE: The City Council adopted resolution 250221-T on August 11, 2025. An additional \$5,845.00 had been awarded to the City of Flint Police Department.]

**260086** Contract/Delta Concrete and Industrial Contracting Inc./Water Pollution Control/Decant Tanks Improvements

Resolution resolving that the Proper City Officials are hereby authorized to do all things necessary to enter into a contract with Delta Concrete and Industrial Contracting Inc., 51825 Gratiot Avenue, New Baltimore, Michigan 48501, for the Water Pollution – Decant Tanks Improvements, in the NOT-TO-EXCEED amount of \$100,991.00 for the project duration, as long as funding is available. [NOTE: The Department of Purchases and Supplies solicited proposals for DPW – Water Pollution Control Decant Tanks Improvements. During repair events, WPC has to store sludge while other storage and mixing tanks are temporarily taken out of service. These two (2) tanks will be repurposed for storage of anaerobically digested sludge.]

**260087** Contract/Metcalf Electric Inc./Medium Voltage Distribution Improvements/Water Pollution

Resolution resolving that the Proper City Officials are hereby authorized to do all things necessary to enter into a contract with Metcalf Electric Inc., 4500 Morrish Road, Swartz Creek, Michigan 48473 for the Water Pollution – Medium Voltage Distribution Improvements, in the NOT-TO-EXCEED amount of \$867,000.00, with a 6% contingency in the amount of \$52,020.00 for unforeseen conditions, a grand NOT-TO-EXCEED total of \$919,020.00 for the project duration as long as funding is available, AND, further resolving that use of said contingency funds is subject to the review and approval of the City Administrator or their designee(s) in writing. [NOTE: The Department of Purchases and Supplies solicited proposals for DPW – Water Pollution Control Medium Voltage Distribution Improvements. During a repair of a small section, it was found that the cabling is severely corroded, which will cause failure without warning. Functionality is required to provide electrical power to the wastewater treatment facilities.]

**260089** Acceptance/Genesee County Senior Millage Funding/Eric Mays Senior and Community Service Center/Amend/FY2026 Budget

Resolution resolving that the Flint City Council hereby authorizes the acceptance of \$54,744.00 in Senior Millage funding from the Genesee County Department of Senior Services for the operation and programming of the Eric B. Mays Senior and Community Service Center; AND, further resolving that the FY2026 City of Flint Budget is hereby amended to recognize and appropriate these funds for senior center programming, operations, and related allowable expenditures in accordance with the terms of the Senior Millage agreement.

## **SPECIAL ORDERS/DISCUSSION ITEMS**

**260090** Discussion Item/ARPA Information and Update

A 15-minute Discussion Item as requested by 2<sup>nd</sup> Ward Councilmember Lewis concerning ARPA Funds.

## **ADJOURNMENT**



RESOLUTION NO.: 260095

PRESENTED: 3-18-2026

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

**Resolution Authorizing Accepting Additional \$5,845.00 Grant Funds with Flint Township for participation in a Multi-Jurisdictional Edward Byrne Memorial Justice Assistance Grant (JAG) funded by the Department of Justice**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, The City of Flint Police Department has been awarded grant funds, in the amount of \$69,642.00, from Flint Township for the purpose of participating with other police agencies in a multi-jurisdictional grant, known as the Justice Assistance Grant (JAG); and

**WHEREAS**, The Justice Assistance Grant (JAG) is a three-year grant, funded by the Department of Justice, with no local match required, Funding from this grant allows for innovative technology, computer software or hardware, uniforms, and tactical equipment for the police department and

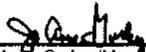
**WHEREAS**, The City Council adopted resolution 250221-T on August 11, 2025;

**WHEREAS**, An additional \$5,845.00 had been awarded to the City of Flint Police Department.

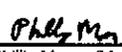
Account Number	Account Name	Amount
296-301.823-977.000	Equipment	\$69,642.00
296-301.823-977.000	Equipment	\$5,845.00
	Total	\$75,487.00

**IT IS RESOLVED**, that the appropriate City officials, upon the City Council approval, are hereby authorized to do all things necessary to enter into the Justice Assistance Grant (JAG) agreement by and between the City of Flint and Flint Township and the Department of Justice, accept the additional \$5,845.00 JAG award, amend the FY26 budget, appropriate award funding for revenue and expenditures in future fiscal years as long as the funds are available from the funder, and abide by the terms and conditions of the award from the Department of Justice, in the total amount of \$75,487.00, to grant code FDOJ-JAG24.

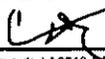
**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
JoAnne Gurley (Mar 3, 2026 23:26:35 EST)  
**Joanne Gurley, Chief Legal Officer**

**APPROVED AS TO FINANCE:**

  
\_\_\_\_\_  
Phillip Moore (Mar 3, 2026 08:06:05 EST)  
**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
\_\_\_\_\_  
Clyde D. Edwards / A0618 (Mar 8, 2026 10:28:43 EST)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
**City Council President**



**CITY OF FLINT**

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

*Effective: November 14, 2025*

*(Do Not Alter or modify this form without written permission from the City Administrator)*

**TODAY'S DATE:** 2/27/26

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** Resolution Authorizing Accepting Additional \$5,845.00 Grant Funds with Flint Township for participation in a Multi-Jurisdictional Edward Byrne Memorial Justice Assistance Grant (JAG) funded by the Department of Justice

**PREPARED BY:** Angela Amerman

**VENDOR NAME:** Department of Justice and Flint Township

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

**Vendor Compliance (This vendor has been properly vetted and the responses are below):**

Federal government	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
State government	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.**

**NOTE: Preparer MUST include a response to the conditions below:**

- **Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?**
- **Why was this vendor chosen?**
- **What history does this vendor have with the City of Flint?**
- **What steps will be taken to do a post-performance of the vendor?**

Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the leading federal source of criminal justice funding to state and local jurisdictions. Administered by the Bureau of Justice Assistance (BJA), the JAG Program provides states, territories, tribes and local governments with critical funding necessary to reduce and prevent crime, lower recidivism, and promote a fair and safe criminal justice system. Flint Township and the City of Flint have been working together for decades. The City Council adopted resolution 250221-T on August 11, 2025 entering into the Justice Assistance Grant (JAG) agreement by and between the City of Flint and Flint Township and the Department of Justice, accepted the JAG award of \$69,642.00, amended the FY25 budget, appropriated award funding for revenue and expenditures in future fiscal years as long as the funds are available from the funder. The initial award was \$129,964.00. An additional \$29,225.00 was awarded making the final award \$159,189 from the 2024 BJA FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program – Local Solicitation. The \$29,225.00 was split between the five agencies. Each agency was awarded an



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

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additional \$5,845.00. The Flint Police Department is requesting approval of the acceptance of the additional \$5,845.00 from the Department of Justice for the purpose of participating with other police agencies in the multi-jurisdictional grant. The total grant award is \$75,487.00. The funding from this grant allows the Police Department to purchase innovative technology, police equipment, ranging from computer software/hardware, uniforms and tactical equipment.

**\*\*\*\*\* BELOW DESCRIBE THE VENDOR REVIEW PROCESS (VENDOR EVALUATION METHOD)**

A vendor evaluation scorecard will be used to evaluate the vendor.

**PROCUREMENT (MUST BE SPECIFIED)**

**Please specify how this vendor was identified: (Check one)**

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcewell, GSA, or other municipality)
  - \*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services
- (3) Quotes (please attach all quotes to your requisition)

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
2025	Equipment			\$0.00	250221-T
2023	Education & Equipment			\$93,064.00	230291
2022	Overtime, Education & Equipment			\$106,387.00	220379
2021	Equipment			\$123,767.00	230131
2020	Overtime, Education & Equipment			\$110,588.00	210613

**Section III.**

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



# CITY OF FLINT

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The benefit to the City of Flint residents is the Police department will be better equipped to help reduce crime. The benefit to City of Flint operations would be that the Police department would have additional funds for innovative technology, police equipment, ranging from computer software/hardware, uniforms and tactical equipment.

### Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure: n/a

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

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.

This staff review is to accept the funds, amend the FY26 budget, appropriate award funding for revenue and expenditures in future fiscal years as long as the funds are available from the funder. The decision as to what equipment will be purchased has not been decided yet.

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN: Unaware of the Award.

Dept.	Name of Account	Account Number	Grant Code	Amount
Police	Equipment	296-301.823-977.000	FDOJ-JAG24	\$5,845.00
Police	Equipment	296-301.823-977.000	FDOJ-JAG24	\$69,642.00
<b>FY26 GRAND TOTAL</b>				<b>\$75,487.00</b>

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



# CITY OF FLINT

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

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BUDGET YEAR 1 \_\_\_\_\_

BUDGET YEAR 2 \_\_\_\_\_

BUDGET YEAR 3 \_\_\_\_\_

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

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL: *[Signature]* 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	Terence Green	
2	Jeff Antcliff	
3		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: *Terence Green*  
Terence Green (Mar 2, 2026 07:29:10 EST)  
(Terence Green, Police Chief)

ADMINISTRATION APPROVAL: *[Signature]*  
Clyde Edwards (Mar 2, 2026 10:03:27 EST)

(\$20,000 or above spending authorizations)

December 5, 2024

Dear Michael Nemecheck,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by CHARTER TOWNSHIP OF FLINT for an award under the funding opportunity entitled 2024 BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation. The approved award amount is \$159,189.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.



RESOLUTION NO.: 260086

PRESENTED: 3-18-2026

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

Bid Proposal: P26-523  
Tracking: A0613

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO DELTA CONCRETE AND INDUSTRIAL CONTRACTING INC. FOR  
WATER POLLUTION CONTROL DECANT TANKS IMPROVEMENTS**

WHEREAS, The Department of Purchases and Supplies solicited proposals for DPW – Water Pollution Control Decant Tanks Improvements. During repair events WPC has to store sludge while other storage and mixing tanks are temporarily taken out of service. These two-(2) tanks will be repurposed for storage of anaerobically digested sludge.

WHEREAS, The Department of Purchases and Supplies solicited bids for said improvement project, and Delta Concrete and Industrial Contracting Inc. was the lowest, most qualified, responsive Bidder. The City’s Engineers have reviewed and approved for the project to proceed using the lowest qualified bidder. Below is the cost for this project:

Account Number	Account Name/ Grant Code	Description	Amount
590-550.300-976.000	Building Additions & Improvements	Decant Tanks Improvements	\$100,991.00
		<b>Not to Exceed TOTAL</b>	<b>\$100,991.00</b>

IT IS RESOLVED, that the Proper City Officials are hereby authorized to do all things necessary to enter into a contract with Delta Concrete and Industrial Contracting Inc, 51825 Gratiot Avenue, New Baltimore, Michigan 48051 for the Water Pollution – Decant Tanks Improvements, in the not-to-exceed amount of \$100,991.00 for the project duration as long as funding is available.

APPROVED AS TO FORM:

JoAnne Gurley  
JoAnne Gurley (Mar 5, 2026 23:22:24 EST)  
Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore  
Phillip Moore (Mar 3, 2026 08:04:14 EST)  
Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde D. Edwards  
Clyde D. Edwards / A0613 (Mar 8, 2026 10:32:07 EST)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

APPROVED AS TO PURCHASING:

Lauren Rowley  
Lauren Rowley, Purchasing Manager



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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**TODAY'S DATE:** 02-20-2026

**BID/PROPOSAL#** 26000523

**AGENDA ITEM TITLE:** Decant Tank Improvements

**PREPARED BY:** John Florshinger, Utilities Maintenance & SCADA Supervisor

**VENDOR NAME:** Delta Concrete and Industrial Contracting Inc.

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

**Vendor Compliance (This vendor has been properly vetted and the responses are below):**

Federal government	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
State government	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

**The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.**

**NOTE: Preparer MUST include a response to the conditions below:**

- **Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?**
- **Why was this vendor chosen?**
- **What history does this vendor have with the City of Flint?**
- **What steps will be taken to do a post-performance of the vendor?**

WPC is currently repurposing two old out of service Decant tanks to be used for digested sludge storage. This will allow for greater storage and redundancy as currently there is only a single tank. This has become critical as the current tank has failures on both of its mixers and repairs cannot be made until the tank is drained and cleaned. The mixers are prop style are mounted on the side with the shaft going through the side wall attaching to a prop. The shafts have worn allowing sludge to leak onto the ground when running. Failure to repair will lead to SSOs and sludge settling to the bottom until the tank becomes unusable.

Delta Concrete and Industrial Contracting Inc. was the lowest most response bidder. Therefore, I recommend that Delta Concrete and Industrial Contracting Inc. be awarded the FY 2026 purchase order for Decant Tank Improvements.



# CITY OF FLINT

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

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### \*\*\*\*\* BELOW DESCRIBE THE VENDOR REVIEW PROCESS (VENDOR EVALUATION METHOD)

This contractor has not done business with the City before. The City will work with the City engineers to ensure the contractor is done on time and meets project specifications.

#### PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcwell, GSA, or other municipality)

\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services

- (3) Quotes (please attach all quotes to your requisition)

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
	New Vendor				

### Section III. POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:

City of Flint benefits by redundant tanks for digested sludge allowing the current tank to be drained and repairs made to the mixing equipment.

### Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure: This is not a ARPA related Expenditure

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

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.



**CITY OF FLINT**

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This is not an ARPA expense. Adequate funding is available for this project/procurement which is 9.572% of the amended approved budget. 590-550.300-976.000 – Building Additions & Improvements, Amended Budget Amount \$1,055,000.00.

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
DPW-WPC	Building Additions & Improvements	590-550.300-976.000		\$100,991.00
		<b>FY26 GRAND TOTAL</b>		<b>\$100,991.00</b>

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): None

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 260011212

ACCOUNTING APPROVAL: *H Wallace* Date: 02/26/2026

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	Jeanette Best	810-691-9811
2	John Florshinger	810-577-8909
3		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: *Jeanette M. Best* *Marwan Salahuddin*  
(Jeanette M. Best, WPC/DPW Manager) (Marwan Salahuddin, Deputy DPW Director)

ADMINISTRATION APPROVAL: *C Edwards*  
Clyde Edwards (Feb 26, 2026 15:40:40 EST)  
(\$20,000 or above spending authorizations)



RESOLUTION NO.: 260087

PRESENTED: 3-18-2026

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

Bid Proposal: P26-524  
Tracking: A0614

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO METCALF ELECTRIC INC. FOR  
MEDIUM VOLTAGE DISTRIBUTION IMPROVEMENTS**

**WHEREAS**, The Department of Purchases and Supplies solicited proposals for DPW – Water Pollution Control Medium Voltage Distribution Improvements. During a repair of a small section it was found that the cabling is severely corroded which will cause failure without warning. Functionality is required to provide electrical power to the wastewater treatment facilities.

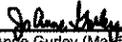
**WHEREAS**, The Department of Purchases and Supplies solicited bids for said improvement project, and Metcalf Electric Inc. was the lowest, most qualified, responsive Bidder. The City’s Engineers have reviewed and approved for the project to proceed using the lowest qualified bidder. Below is the cost for this project:

Account Number	Account Name/ Grant Code	Description	Amount
590-550.300-976.000	Building Additions & Improvements	Medium Voltage Distribution Improvements	\$728,000.00
590-550.300-977.000	Capital Improvements – Equipment	Medium Voltage Distribution Improvements	\$139,000.00
590-550.300-801.000	Professional Services	6% Contingency	\$52,020.00
<b>Not to Exceed TOTAL</b>			<b>\$919,020.00</b>

**IT IS RESOLVED**, that the Proper City Officials are hereby authorized to do all things necessary to enter into a contract with Metcalf Electric Inc, 4500 Morrish Road, Swartz Creek, Michigan 48473 for the Water Pollution – Medium Voltage Distribution Improvements, in the not-to-exceed amount of \$867,000.00, with a 6% contingency in the amount of \$52,020.00 for unforeseen conditions, a grand not-to-exceed total of \$919,020.00 for the project duration as long as funding is available.

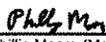
**BE IT FURTHER RESOLVED**, that use of said contingency funds is subject to the review and approval of the City Administrator or their designee(s) in writing.

**APPROVED AS TO FORM:**

  
JoAnne Gurley (Mar 5, 2026 23:54:13 EST)

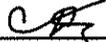
Joanne Gurley, City Attorney

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Mar 4, 2026 07:38:55 EST)

Phillip Moore, Chief Financial Officer

**FOR THE CITY OF FLINT:**

  
Clyde D. Edwards / A0614 (Mar 10, 2026 15:20:53 EDT)

Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

**APPROVED AS TO PURCHASING:**

  
Lauren Rowley

Lauren Rowley, Purchasing Manager



# CITY OF FLINT

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

Effective: November 14, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

TODAY'S DATE: 02-20-2026

BID/PROPOSAL# P26-524

AGENDA ITEM TITLE: Medium Voltage Distribution Upgrades

PREPARED BY: John Florshinger, Utilities Maintenance & SCADA Supervisor

VENDOR NAME: Metcalf Electric, Inc.

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

**Vendor Compliance (This vendor has been properly vetted and the responses are below):**

Federal government	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
State government	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

**The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.**

**NOTE: Preparer MUST include a response to the conditions below:**

- **Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?**
- **Why was this vendor chosen?**
- **What history does this vendor have with the City of Flint?**
- **What steps will be taken to do a post-performance of the vendor?**

Last fiscal year WPC experienced two failures that caused its medium voltage switchgear breakers to trip. Testing confirmed that the switchgear breakers were operating properly but that one of the primary voltage wires had failed somewhere along its quarter mile run between the digester building and NWPS. These failures were corrected with new wiring but only in small sections. The rest of the cabling must be replaced before another failure occurs as the cable is over 50 years old and past its useful life expectancy. Failure to replace these cables in a timely manner will lead to losing power critical plant processes including digestion, dewatering and the North West Pumping Station.

Metcalf electric, Inc. was the lowest most response bidder. Therefore, I recommend that Metcalf Electric Inc. be awarded the Contract for WPC Medium Voltage Distribution Upgrades.



# CITY OF FLINT

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

Effective: November 14, 2025

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### \*\*\*\*\* BELOW DESCRIBE THE VENDOR REVIEW PROCESS (VENDOR EVALUATION METHOD)

This contractor has done business with the City on one of the SRF contracts as a sub-contractor and their work was acceptable. This job has the potential for several process disruptions for the plant. WPC personnel will work closely with the contractor to ensure the schedule is adhered to and that the process interruptions are kept to a minimum. WPC personnel will also work with the contractor as they will switch the switchgear on and off to isolate the wiring to be worked on and to ensure the work is up to code.

#### PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcewell, GSA, or other municipality)

\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services

- (3) Quotes (please attach all quotes to your requisition)

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
	NEW VENDOR				

### Section III. POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:

City of Flint benefits by dual feed power to critical equipment on the West side of the plant.

### Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure: This is not a ARPA related Expenditure

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

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.



**CITY OF FLINT**

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

Effective: November 14, 2025

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This is not an ARPA expense. Adequate funding is available for this procurement. This project will use \$728,000.00 from GL 590-550.300-976.000 – Building Additions & Improvements and \$139,000.00 from GL 590-550.300-801.000 – Professional Services, this is 69.00% & 10.79% of these amended budgets, respectively

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
DPW-WPC	Building Additions & Improvements	590-550.300-976.000		\$728,000.00
	Professional Services	590-550.300-801.000		\$139,000.00
		<b>FY26 GRAND TOTAL</b>		<b>\$867,000.00</b>

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): None

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 260011213

ACCOUNTING APPROVAL: *H. Wallace* Date: 02/26/2026

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO



# CITY OF FLINT

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

Effective: November 14, 2025

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### Section V: RESOLUTION DEFENSE TEAM:

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

	NAME	PHONE NUMBER
1	Jeanette Best	810-691-9811
2	John Florshinger	810-577-8909
3		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: *Jeanette M. Best* *Marwan Salahuddin*  
(Jeanette M. Best, WPC/DPW Manager) (Marwan Salahuddin, Deputy DPW Director)

**ADMINISTRATION APPROVAL:** *C Edwards*  
Clyde Edwards (Feb 26, 2026 15:39:54 EST)  
 (\$20,000 or above spending authorizations)





## **City of Flint Medium Voltage Distribution Improvements**

### **Purchasing Checklist:**

**Exhibit A-** Complete Proposal Submittal with detailed Summary of Pricing

**Exhibit B-** Qualifications and Licenses

**Exhibit C-** Disclosure of Supplier Responsibility Statement

**Exhibit D-** List of References

**Exhibit E-** Certificate of Insurance

**Exhibit F-** Non-Bidder's Response

**Exhibit G-** City of Flint Affidavit

1- Bid Bond

1- Original, Printed, Signed, Original Proposals and Signed Addendums

2- Additional Copies Unbound

1- Electronic Copy

Schedule/Timeline

Major Products Submissions

CITY OF FLINT  
 WATER POLLUTION CONTROL  
 MEDIUM VOLTAGE DISTRIBUTION IMPROVEMENTS  
 BID FORM

WORK	COST
4.1.1 Manhole #5 to Northwest Pumping Station.	\$ 177,500. <sup>00</sup>
4.1.2 Circuit S2R-9 in Manhole #5 to Manhole #6.	\$ 53,000. <sup>00</sup>
4.1.3 Circuit S2L-2 in Manhole 5 to Manhole #6.	\$ 51,000. <sup>00</sup>
4.1.4 Circuit S2L-2 in Manhole #6 to Transformer #5.	\$ 47,000. <sup>00</sup>
4.1.5 Circuit S2R-9 in Manhole# 6 to Transformer #6.	\$ 39,000. <sup>00</sup>
4.1.6 Circuit S2R-9 in Manhole #4 to Manhole #5.	\$ 40,000. <sup>00</sup>
4.1.7 Circuit S2L-2 in Manhole #4 to Manhole #5.	\$ 50,000. <sup>00</sup>
4.1.8 Circuit S2L-2 in Manhole #7 to Pre-Aeration Building.	\$ 28,000. <sup>00</sup>
4.1.9 Circuit S2L-2 in Manhole #3 to Manhole #4.	\$ 54,000. <sup>00</sup>
4.1.10 Circuit S2R-9 in Manhole #3 to Manhole #4.	\$ 67,000. <sup>00</sup>
4.1.11 Circuit S2R-9 in Manhole #3 to Transformer #1	\$ 25,500. <sup>00</sup>
4.1.12 Circuit S2R-9 in Manhole #3 to Transformer #2.	\$ 36,000. <sup>00</sup>
4.1.13 Circuit S2R-9 Switchgear S2 to Manhole #3.	\$ 65,000. <sup>00</sup>
4.1.14 Circuit S2L-2 Switchgear S2 to Manhole #3.	\$ 62,000. <sup>00</sup>
4.2.1 Circuit S2R-9 Manhole #3 to new Digester Transformer conduits.	\$ 72,000. <sup>00</sup>
TOTAL	\$ 867,000. <sup>00</sup>

1. Failure to use this bid form may result in bid disqualification.
2. List value-added considerations on a separate sheet of paper.
3. Quantities (dollar amounts) are not guaranteed.

Terms: 30 DAYS

Dest: FOB

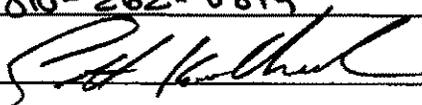
Fed. ID#: 20-0678251

FIRM NAME: METCALF ELECTRIC

ADDRESS: 4500 MORRISH RD

CITY/STATE/ZIP SWARTZ CREEK MI. 48473

PHONE: 810-262-0819 FAX: \_\_\_\_\_

SIGNED:  DATE: 2/10/2025

**Please submit original plus one copy.**

Bid results may be viewed next business online at [www.cityofflint.com/purchasing](http://www.cityofflint.com/purchasing)

1. Failure to use this bid form shall result in bid disqualification.
2. Failure to bid on all items shall result in an "incomplete bid" determination.
3. List value-added considerations on a separate sheet of paper.
4. All bid pricing to include shipping and freight charges.

**THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE BID**

The undersigned hereby certifies, on behalf of the respondent named in this Certification (the "Respondent"), that the information provided in this offer submitted to the City of Flint, Department of Purchase and Supplies is accurate and complete, and that I am duly authorized to submit same. I hereby certify that the Respondent has reviewed all documents and requirements included in this offer and accept its terms and conditions.

Terms: 30 DAYS

Fed. ID #: 20-0678251

Company (Respondent): METCALF ELECTRIC

Address: 4500 MORRIS RD

SWARTZ CREEK

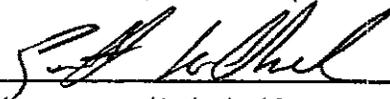
City, State & Zip Code: MI 48473

Phone / Fax Number: 80-262-0819 FAX: \_\_\_\_\_

Email: Scott@metcalfelectricalinc.com

Print Name and Title: Scott Kulhanek President

(Authorized Representative)

Signed: 

(Authorized Representative)



# City of Flint

## Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers  
FROM: Lauren Rowley, Purchasing Manager  
DATE: January 21, 2026  
SUBJECT: Addendum #01 – P26000524: MEDIUM VOLTAGE DISTRIBUTION IMPROVEMENTS: WATER POLLUTION CONTROL

This addendum has been issued to address the following Scope of Work:

\*\* Drawings were Missing from Appendix A and Appendix B from the original published proposal document. Those drawings are as follows (See attached)

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: METCALF ELECTRIC INC.

Address: 4500 MOKKISH RD

City / State / Zip: SWARTZ CREEK MI. 48473

Telephone: 810-262-0819 Fax: \_\_\_\_\_ Email: scott@metcalfelectricalinc.com

Print Name: Scott Kullback Title: Resident

Signature: [Handwritten Signature] Date: 2/10/2026

Thank you,

*Lauren Rowley*

Lauren Rowley, Purchasing Manager



# City of Flint

## Department of Purchases & Supplies

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All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

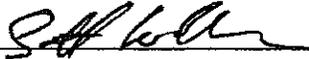
Company Name: Metcalfe Electric Inc

Address: 4500 Morrish RD

City / State / Zip: SWARTZ CREEK MI 48478

Telephone: 810-262-0819 Fax: — Email: scott@metcalfelectricalinc.com

Print Name: Scott Kulkarni Title: President

Signature:  Date: 2/10/2026

Thank you,



Lauren Rowley, Purchasing Manager

## EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS

Please give a synopsis of your qualifications and experience with this service:

Metcalf Electric per our history submitted has completed this work in the past.

Please list Licenses:

Scott Kulkernik  
Metcalf Electric Inc  
State of MI. Contractors # 6106595  
State of MI. Masters # 6212970

How long have you been in business? 2004

Have you done business with the City of Flint? Yes

If yes, please state the project name.

East Pump Station  
FLINT C.V. Project  
3rd Ave pump station

## EXHIBIT C – DISCLOSURE OF SUPPLIER RESPONSIBILITY STATEMENT

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract, or subcontract, or in the performance of such contract or subcontract.

NONE

2. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offense indicating a lack of business integrity or business honesty which affect the responsibility of the contractor.

NONE

3. List any convictions or civil judgments under state or federal antitrust statutes.

NONE

4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

NONE

5. List any prior suspensions or debarments by any government agency.

NONE

6. List any contracts not completed on time.

NONE

7. List any documented violations of federal or state labor laws, regulations or standards, or occupational safety and health rules.

NONE

❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM THE LAST 5 YEARS

Providing the following contact information enables the City of Flint to contact those accounts as references.

Reference #1:

Company/Municipality: Genesee County Water + Waste  
Contact Person: MATT RAYSON Title: PE GDC Assistant Director of Engineering  
Address: 4610 Beecher Rd  
City: FLINT State: MI Zip: 48532  
Telephone: (810) 853-9926 Fax: \_\_\_\_\_  
Email: M.RAYSON@GDCWWS.COM  
Type of Project: Digester Building and Medium Voltage feeders

Project Timeline (Dates): 2021 to 2022 Budget: \$2.5M

Reference #2:

Company/Municipality: BAKER COLLEGE of OWOSSO / JACKSON  
Contact Person: Jim Wenzlick Title: Facilities Director  
Address: 1020 S. WASHINGTON ST  
City: OWOSSO State: MI Zip: 48867  
Telephone: 989-729-3457 Fax: \_\_\_\_\_  
Email: Jim.wenzlick@baker.edu  
Type of Project: Primary 15KV Ring System around campus replacement.

Project Timeline (Dates): 1/4/2026 / 1/23/2026 Budget: \$160K

❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS (CONTINUES)

Reference #3:

Company/Municipality: GCW COLUMBICVILLE

Contact Person: SCOTT PARKS Title: \_\_\_\_\_

Address: 4610 BEECHER RD

City: FLINT State: MI Zip: 48532

Telephone: 810-919-1412 Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Type of Project: ART WELDON WATER SUPPLY - 20KV SUBSTATION INSTALLATION  
AND 4160KV SUPPLY TO COLUMBICVILLE PLANT

Project Timeline (Dates): 2015 to 2017 Budget: \$10M



4500 Moorish Rd, Swartz Creek MI 48473  
office: 810-262-8819 fax: 810-636-4469  
scott@metcalfelectricinc.com

2/9/26

Re: METCALF ELECTRIC INC.

**History / MV Experience:**

- 2015-2017 GCW Columbiaville, New 20KV Substation / 5KV System from Sub to the New Columbiaville Fresh Water Project via 1500ft Duct Bank
- 2021-2022 Montrose Digester Project, 15KV System to the New Digester Building via 700ft duct bank
- 2024-2026 UofM CITB Project, 15KV System from New CE Metering Cabinets to New S&C Switches, to rerouted existing duct bank to the William S White Building and New Duct Bank to the CITB Project
- 2025 Montrose High School 15KV Utility Relocation from over head lines to Underground system for the New Football Stadium
- 2026 Baker Community College, New 15KV Ring System installed around Campus

If you have any questions, please do not hesitate to call.

We look forward to working with you.

Scott Kulhanek

810-262-0819



4500 Moorish Rd, Swartz Creek Mi, 48473  
office: 810-262-0819 fax: 810-636-6469  
scott@metcalfelectricalinc.com

2/9/26

Re: **Foreman / Field Supervisor Robert Dunsmore**

**History / MV Experience:**

- 2010 City of Saginaw Lead Cable Replacement thru existing Duct Bank
- 2011 City of Flint New Duct Bank and Primary Cable Replacement
- 2012 Flint Water Plant New Substation
- 2013 St Mary's Cement Plant New Primary Cable in existing Duct Bank
- 2015-2016 GM Customer Care Davison Road New Duct Bank & Primary Cable
- 2016 Flint Tool & Dye New Duct Bank & Primary Cable
- 2016 Flint Truck and Bus New Cable Tray & Primary Cable
- 2017-2018 Sloan Museum & Whiting Auditorium New Duct Bank & Primary Cable
- 2021-2022 Montrose Digester Project, 15KV System to the New Digester Building via 700ft duct bank
- 2024-2026 UofM CITB Project, 15KV System from New Metering Cabinets to New S&C Switches, to rerouted existing duct bank to the William S White Building and New Duct Bank to the CITB Project
- 2025-2026 Baker Community College. New 15KV Ring System installed around Campus

If you have any questions, please do not hesitate to call.

We look forward to working with you.

Scott Kulhanek  
810-262-0819



4580 Moorish Rd, Swartz Creek MI 48473  
office: 810-262-0819 fax: 810-636-6469  
scott@metcalfelectricalinc.com

2/9/26

**Re: Project Manager, Aaron Emmendorfer**

**History / MV Experience:**

- 2015-2017 GCW Columbiaville, Built a New 20KV Substation / 5KV System from Sub to the New Columbiaville Fresh Water Complex via 1500ft Duct Bank
- 2021-2022 Montrose Digester Project, 15KV System to the New Digester Building via 700ft duct bank
- 2025 Montrose High School 15KV Utility Relocation from over head lines to Underground system for the New Football Stadium

If you have any questions, please do not hesitate to call.  
We look forward to working with you.  
Scott Kulhanek  
810-262-0819

## ❖ EXHIBIT E – CERTIFICATE OF INSURANCE

### INSURANCE REQUIREMENTS

The Contractor shall notify all insurance agents and companies retained by the Contractor that these insurance requirements shall be included in any Agreement between the Contractor and the City of Flint.

The Contractor shall purchase and maintain, at its sole expense and as long as it is providing services to the City, the following insurance coverage:

Commercial General Liability - Occurrence form, including coverage for bodily injury, personal injury, property damage (broad form), premises/operations, blanket contractual, and products/completed operations. Coverage shall be endorsed to include the City as an additional insured for work performed by the Contractor in accordance with the Agreement.

#### Minimum Limits:

- \$1,000,000 per occurrence/\$2,000,000 general aggregate
- \$2,000,000 aggregate for products and completed operations
- \$1,000,000 personal and advertising injury

Automobile - Michigan "no-fault" coverage, and residual automobile liability, comprehensive form, covering owned, hired, and non-owned automobiles. Coverage shall be endorsed to include the City as an additional insured for work performed by the Contractor in accordance with the Agreement.

#### Minimum Limits:

- No-fault coverages - statutory
- \$500,000 per person/\$1,000,000 per accident - bodily injury
- \$500,000 per occurrence - property damage
- A combined single limit of \$1,000,000 per occurrence

Workers' Compensation and Employer's Liability- Statutory coverage or proof acceptable to the City of approval as a self-insurer by the State of Michigan.

## ❖ EXHIBIT E – CERTIFICATE OF INSURANCE (CONTINUES)

### Minimum Limits:

- Workers' Compensation - statutory
- Employer's Liability - \$100,000 each accident/\$100,000 disease - each employee
- \$500,000 disease - policy limit

Professional Liability – Covering acts, errors or omissions of a professional nature committed or alleged to have been committed by the Contractor or any of its subcontractors. Coverage shall be effective upon the date of the Agreement and shall remain effective for a period of three (3) years after the date of final payment thereunder. Such coverage shall be endorsed to include any subcontractors hired by the City.

### Minimum Limits:

- \$1,000,000 per occurrence, \$1,000,000 annual aggregate

Insurance coverage shall cover all claims against the City of Flint, its officials and employees, arising out of the work performed by the Contractor or any subcontractors under the Agreement. Should any work be subcontracted, it shall be the responsibility of the Contractor to maintain Independent Contractor's Protective Liability Insurance with limits equal to those specified above for Commercial General Liability Insurance. In addition, the Contractor shall provide proof of Workers' Compensation Insurance for all subcontractors in compliance with the required statutory limits of the State of Michigan.

Said policies of insurance shall be with companies licensed to do business in the State of Michigan and in a form satisfactory to the City. All insurance companies must maintain a rating of B+, VIII or better from AM. Best Company. Certificates of insurance with a thirty-(30) day cancellation clause shall be filed with and approved by the City at least five (5) days in advance of commencing work under the Agreement. Cancellation, material restriction, non-renewal or lapse of any of the required policies shall be grounds for immediate termination of the Agreement by the City.

The City reserves the right to request a complete certified copy of the policies for the above coverage's.

Any reduction or exhaustion in the limits of required insurance coverage shall not be deemed to limit the indemnification afforded in accordance with the Agreement or any amendments thereto.

Depending on the subject matter of the transaction, the City may require other insurance coverage in addition to the coverage's contained herein.

**THE BID NUMBER IS TO APPEAR ON ALL INSURANCE CERTIFICATES**

❖ EXHIBIT F – NON-BIDDER'S RESPONSE

VENDOR'S NAME: \_\_\_\_\_

NA

NON-BIDDER'S RESPONSE

For the purpose of facilitating your firm's response to our invitation to bid, the City of Flint is interested in ascertaining reasons for prospective bidder's failure to respond to "Invitations to Bid". If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and return this form to the above address.

We are **not** responding to this "Invitation to Bid" for the following reason(s):

\_\_\_\_\_ Items or materials requested not manufactured by us or not available to our company.

\_\_\_\_\_ Our items and/or materials do not meet specifications.

\_\_\_\_\_ Specifications not clearly understood or applicable (too vague, too rigid, etc.).

\_\_\_\_\_ Quantities too Small.

\_\_\_\_\_ Insufficient time allowed for preparation of bid.

\_\_\_\_\_ Incorrect address used. Our correct mailing address is:

\_\_\_\_\_

\_\_\_\_\_ Our branch / division handles this type of bid. We have forwarded this bid on to them but for the future the correct name and mailing address is: \_\_\_\_\_

\_\_\_\_\_ OTHER: \_\_\_\_\_

\_\_\_\_\_

Thank you for your participation in this bid.

❖ EXHIBIT G – CITY OF FLINT AFFADAVIT

FOR CORPORATION

STATE OF Michigan

S.S.

COUNTY OF Genesee

Scott Kulhanek being duly sworn, deposes and says that she/he/they

is Owner of Metcalf Electric

(Official Title)

(Name of Corporation)

a corporation duly organized and doing business under the laws of the State of Michigan the corporation making the within and foregoing bid; that they executed said bid in behalf of said corporation by authority of its Board of Directors; that said bid is genuine and not sham or collusive and is not made in the interests of or on behalf of any person not herein named, and that they have not and said bidder has not directly or indirectly induced or solicited any other person or corporation to refrain from bidding; that they have not and said bidder has not in any manner sought by collusion to secure to themselves or to said corporation an advantage over other bidders.

Subscribed and sworn to before me at Metcalf Electric in said County and State,

this 9th day of February, A.D. 2026

\*Notary Public, Angela Kulhanek County, Shiawassee

My Commission expires July 6th, 2027

ANGELA KULHANEK  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF SHIAWASSEE  
My Commission Expires July 6, 2027  
Acting in the County of Genesee

# THE AMERICAN INSTITUTE OF ARCHITECTS



## AIA Document A310 Bid Bond

**KNOW ALL MEN BY THESE PRESENTS**, that we **METCALF ELECTRIC INC.** 1312 N. Irish Rd. Davison, MI 48423

(Here insert full name, and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and **Merchants National Bonding, Inc. West Des Moines, IA 50266** a corporation duly organized under the laws of the State of IA as Surety, hereinafter called the Surety, are held and firmly bound unto **City Of Flint 1101 S. Saginaw Street, Flint, MI 48502**

(Here insert full name, and address or legal title of Owner)

as Obligee, hereinafter called the Obligee, in the sum of **5.00%** Att Bid  
For the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for  
**MEDIUM VOLTAGE DISTRIBUTION IMPROVEMENTS – WATER POLLUTION CONTROL  
PROPOSAL NO. 26000524**

(Here insert full name, address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this **10th** day of **February, 2026**

Angela Kulhanek  
(Witness)

**METCALF ELECTRIC INC.**  
(Principal) [Signature] (Seal)

[Signature]  
(Witness)

Merchants National Bonding, Inc.  
(Surety) [Signature] (Seal)  
Michelle Graham, ATTORNEY-IN-FACT

# MERCHANTS BONDING COMPANY™

## POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Alexandra Johnson; Michelle Graham; Suzan Giacona; Suzanne M Mocerl

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and April 27, 2024 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015 and amended on April 27, 2024.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

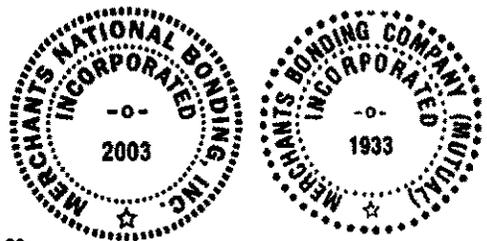
"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

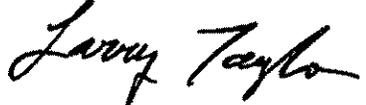
In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 29th day of July, 2024.

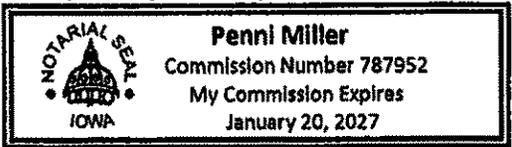
MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.  
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY



By   
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this 29th day of July, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

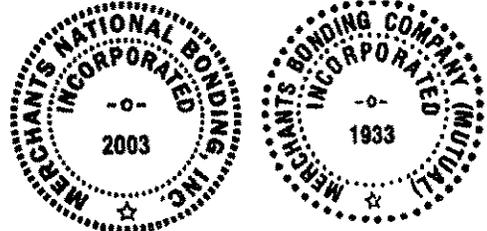


  
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 10th day of February, 2026.



  
Secretary

**City of Flint MV Distribution Improvemnets**  
**ESTIMATED PROJECT SCHEDULE**

**Dates**

**4.1.1**

Examine Cables, Support strustures, Duct Bank Camera Raceways	4/20-4/24
De-Energize System / Temp Power Via Generator if Needed	11-May
Demo removal of existing 1/0 Med Volt Cables	5/11-5/13
Supply and Installation of New 15KV 1/0 Med Volt Cables	5/13-5/15
Terminations installed	15-May
Labeling/Testing of the New Cables and Terminations	18-May
Re-Energize System	18-May

**4.1.2**

Examine Cables, Support strustures, Duct Bank Camera Raceways	4/27-5/1
De-Energize System / Temp Power Via Generator if Needed	18-May
Demo removal of existing 500MCM Med Volt Cables	5/18-5/20
Supply and Installation of New 15KV 500MCM Med Volt Cables	5/20-5/22
Terminations installed	22-May
Labeling/Testing of the New Cables and Terminations	25-May
Re-Energize System	25-May

**4.1.3**

Examine Cables, Support strustures, Duct Bank Camera Raceways	5/4-5/8
De-Energize System / Temp Power Via Generator if Needed	25-May
Demo removal of existing 500MCM Med Volt Cables	5/25-5/27
Supply and Installation of New 15KV 500MCM Med Volt Cables	5/27-5/29
Terminations installed	29-May
Labeling/Testing of the New Cables and Terminations	1-Jun
Re-Energize System	1-Jun

**4.1.4**

Examine Cables, Support strustures, Duct Bank Camera Raceways	5/11-5/15
De-Energize System / Temp Power Via Generator if Needed	8-Jun
Demo removal of existing 500MCM Med Volt Cables	6/9-6/11
Supply and Installation of New 15KV 500MCM Med Volt Cables	6/11-6/13
Terminations installed	11-Jun
Labeling/Testing of the New Cables and Terminations	12-Jun
Re-Energize System	12-Jun

**4.1.5**

Examine Cables, Support strustures, Duct Bank Camera Raceways	5/18-5/22
De-Energize System / Temp Power Via Generator if Needed	15-Jun
Demo removal of existing 500MCM Med Volt Cables	6/15-6/17
Supply and Installation of New 15KV 500MCM Med Volt Cables	6/16-6/18
Terminations installed	18-Jun
Labeling/Testing of the New Cables and Terminations	19-Jun
Re-Energize System	19-Jun

**4.1.6**

Examine Cables, Support structures, Duct Bank Camera Raceways	5/25-5/29
De-Energize System / Temp Power Via Generator if Needed	22-Jun
Demo removal of existing 500MCM Med Volt Cables	6/22-6/24
Supply and Installation of New 15KV 500MCM Med Volt Cables	6/23-6/25
Terminations installed	25-Jun
Labeling/Testing of the New Cables and Terminations	26-Jun
Re-Energize System	26-Jun

**4.1.7**

Examine Cables, Support structures, Duct Bank Camera Raceways	6/2-6/5
De-Energize System / Temp Power Via Generator if Needed	29-Jun
Demo removal of existing 500MCM Med Volt Cables	6/29-7/1
Supply and Installation of New 15KV 500MCM Med Volt Cables	6/30-7/2
Terminations installed	2-Jul
Labeling/Testing of the New Cables and Terminations	3-Jul
Re-Energize System	3-Jul

**4.1.8**

Examine Cables, Support structures, Duct Bank Camera Raceways	6/8-6/12
De-Energize System / Temp Power Via Generator if Needed	7/6-7/7
Demo removal of existing #2 Med Volt Cables	7/6-7/8
Supply and Installation of New 15KV #2 Med Volt Cables	7/7-7/9
Terminations installed	9-Jul
Labeling/Testing of the New Cables and Terminations	10-Jul
Re-Energize System	10-Jul

**4.1.9**

Examine Cables, Support structures, Duct Bank Camera Raceways	6/15-6/19
De-Energize System / Temp Power Via Generator if Needed	13-Jul
Demo removal of existing 500MCM Med Volt Cables	7/13-7/15
Supply and Installation of New 15KV 500MCM Med Volt Cables	7/14-7/16
Terminations installed	16-Jul
Labeling/Testing of the New Cables and Terminations	17-Jul
Re-Energize System	17-Jul

**4.1.10**

Examine Cables, Support structures, Duct Bank Camera Raceways	6/22-6/26
De-Energize System / Temp Power Via Generator if Needed	20-Jul
Demo removal of existing 500MCM Med Volt Cables	7/20-7/22
Supply and Installation of New 15KV 500MCM Med Volt Cables	7/21-7/24
Terminations installed	24-Jul
Labeling/Testing of the New Cables and Terminations	25-Jul
Re-Energize System	25-Jul

**4.1.11**

Examine Cables, Support structures, Duct Bank Camera Raceways	6/29-7/2
De-Energize System / Temp Power Via Generator if Needed	27-Jul
Demo removal of existing #2 Med Volt Cables	7/27-7/29
Supply and Installation of New 15KV #2 Med Volt Cables	7/28-7/30
Terminations installed	30-Jul
Labeling/Testing of the New Cables and Terminations	31-Jul
Re-Energize System	31-Jul

**4.1.12**

Examine Cables, Support structures, Duct Bank Camera Raceways	7/7-7/10
De-Energize System / Temp Power Via Generator if Needed	3-Aug
Demo removal of existing #2 Med Volt Cables	8/3-8/6
Supply and Installation of New 15KV #2 Med Volt Cables	8/4-8/7
Terminations installed	7-Aug
Labeling/Testing of the New Cables and Terminations	8-Aug
Re-Energize System	8-Aug

**4.1.13**

Examine Cables, Support structures, Duct Bank Camera Raceways	7/13-7/17
De-Energize System / Temp Power Via Generator if Needed	10-Aug
Demo removal of existing 500MCM Med Volt Cables	8/10-8/12
Supply and Installation of New 15KV 500MCM Med Volt Cables	8/11-8/13
Terminations installed	13-Aug
Labeling/Testing of the New Cables and Terminations	14-Aug
Re-Energize System	14-Aug

**4.1.14**

Examine Cables, Support structures, Duct Bank Camera Raceways	7/20-7/24
De-Energize System / Temp Power Via Generator if Needed	17-Aug
Demo removal of existing 500MCM Med Volt Cables	8/17-8/19
Supply and Installation of New 15KV 500MCM Med Volt Cables	8/18-8/20
Terminations installed	20-Aug
Labeling/Testing of the New Cables and Terminations	21-Aug
Re-Energize System	21-Aug

**4.1.15**

Cables previously completed by others

**4.2.1**

Trenching for new duct bank	8/26-9/7
Duct Bank Installation	9/3-9/8
Concrete / red dye/ backfil with buried cable below ribbon	9/7-9/17
Transformer pad	9/14-9/18

**4.2.1.2**

Provisions made in Man Hole 3 for addition and Termination of	25-Jul
---	--------

**PUNCH LIST/ DEMOBILIZE/CLOSE OUT DOCS**

10/12-10/16

## 4.0 SCOPE OF WORK

4.1 The following segments of the medium-voltage electrical distribution shall be replaced:

4.1.1 Manhole #5 to Northwest Pumping Station. 1/0 Cu.

4.1.2 Circuit S2R-9 in Manhole #5 to Manhole #6. 500kcuil Cu.

4.1.3 Circuit S2L-2 in Manhole #5 to Manhole #6. 500kcmil Cu.

4.1.4 Circuit S2L-2 to Manhole #6 to Transformer #5. 500kcmil Cu.

4.1.5 Circuit S2R-9 in Manhole #6 to Transformer #6. 500kcmil Cu.

4.1.6 Circuit S2R-9 in Manhole #4 to Manhole #5. 500kcmil Cu.

4.1.7 Circuit S2L-2 in Manhole #4 to Manhole #5. 500kcmil Cu.

4.1.8 Circuit S2L-2 in Manhole #7 to Pre-Aeration Building. #2 Cu.

4.1.9 Circuit S2L-2 in Manhole #3 to Manhole #4. 500kcmil Cu.

4.1.10 Circuit S2R-9 in Manhole #3 to Manhole #4. 500kcmil Cu.

4.1.11 Circuit S2R-9 Manhole #3 to Transformer #1. #2 Cu.

4.1.12 Circuit S2R-9 in Manhole #3 to Transformer #2. #2 Cu.

4.1.13 Circuit S2R-9 Switchgear S2 to Manhole #3. 500kcmil Al

4.1.14 Circuit S2L-2 Switchgear S2 to Manhole #3. 500kcmil Al

4.1.15 The S2L-2 feed between Manholes #3 and #4 and one of the Northwest Pump Station feeds from Manhole #5 have already been replaced.

4.2 The following segment is a new addition to the distribution:

4.2.1 Circuit S2R-9 in Manhole #3 to new Digester Transformer conduits.

4.2.1.1 This is for a future provision of adding a second feed to the Digester Complex. Conductor size is expected to be #2 Cu. All trenching and duct bank work shall be included. The duct bank shall be dyed red and a traceable warning tape shall be placed 12" above the duct bank. The new transformer shall be placed to the East of the existing transformer. A pad shall be

poured at the location of the conduits stub-up to prevent damage to the conduits.

4.2.1.2 Provisions shall be made in Manhole 3 for the addition and termination of cabling to provide power to a future Transformer at the Digester Complex.

- 4.3 Any and all safety precautions shall be included as required for confined space entry.
- 4.4 Any and all temporary generators shall be included for backup power during shutdowns.
- 4.5 Testing to NETA and NFPA standards shall be performed prior to reenergization to determine full functionality of each segment. Testing, such as hi-pot testing, that may damage the insulation shall not be performed.
- 4.6 All work shall comply with NFPA 70 (NEC), NECA and all other pertinent Federal, State, local, NFPA and industry standards.

## 5.0 WARRANTY.

- 5.1 The electrical contractor shall warranty all work and material for a period of at least two years from the date of final payment.

# Specifications

## Eaton DJ625A3U

Eaton Cooper Power series deadbreak three-way junction, Deadbreak, EPDM rubber external/insulation, aluminum internal current-carrying parts, SS U-straps, 15/25 kV, BIL: 125 kV, 600 A, Positions: 3

### General specifications

<b>PRODUCT NAME</b>	Eaton Cooper Power series deadbreak junction
<b>CATALOG NUMBER</b>	DJ625A3U
<b>UPC</b>	194006069236
<b>PRODUCT LENGTH/DEPTH</b>	4 in
<b>PRODUCT HEIGHT</b>	11 in
<b>PRODUCT WIDTH</b>	6.2 in
<b>PRODUCT WEIGHT</b>	7.055 lb
<b>COMPLIANCES</b>	Not Applicable
<b>CERTIFICATIONS</b>	IEEE Std 386
<b>PRODUCT TYPE</b>	Deadbreak junction

**EAT•N**

*Powering Business Worldwide*

## Application

**APPLICATION** Deadbreak

## Descriptions

**MATERIAL** EPDM rubber  
external/insulation,  
aluminum internal  
current-carrying parts

**NUMBER OF INTERFACES** 3

**TYPE** Deadbreak three-way  
junction

## Electrical Ratings

**BASIC IMPULSE LEVEL** 125 kV

**CURRENT RATING** 600 A

**VOLTAGE RATING** 15/25 kV

## Mounting

**MOUNTING** SS U-straps

## Resources

**CATALOGS** [600 A 15/25 kV class  
deadbreak junction  
catalog \(eaton.com\)](#)

**INSTALLATION  
INSTRUCTIONS** [600 ampere deadbreak  
junction 15, 25 kV and 35  
kV class installation  
instructions \(eaton.com\)](#)

**Eaton Specification Sheet -  
D1625A3U**

**SPECIFICATIONS AND  
DATASHEETS** [Line installation and  
protective equipment  
specifiers guide](#)

[Overhead line installation  
and protective equipment  
specifiers guide](#)

**PROJECT NAME:**

**PROJECT NUMBER:**

**PREPARED BY:**

**DATE:**



**Eaton Corporation plc** Eaton House  
30 Pembroke Road  
Dublin 4, Ireland  
Eaton.com

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latest product and support  
information.



# 600 Ampere Deadbreak Junction 15 & 25 kV and 35 kV Class

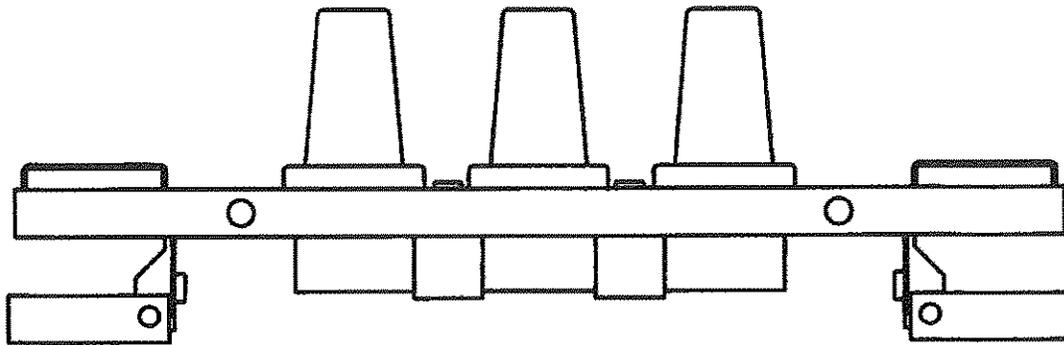


Figure 2. 15 kV and 25 kV class mounting

Table 1. 15 kV and 25 kV class mounting dimensions (in./mm)

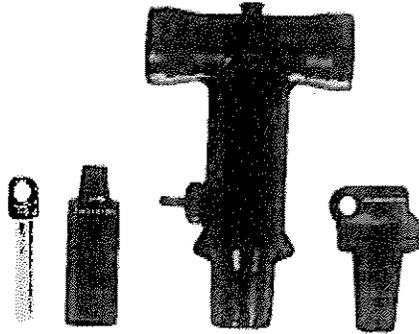
Number of Interfaces	Configuration 1		Configuration 2		Configuration 3	
	Min.	Max.	Min.	Max.	Min.	Max.
2	14.7 (374)	18.1 (460)	11.2 (285)	14.7 (374)	7.5 (191)	11.2 (285)
3	19.3 (491)	23.0 (585)	15.8 (402)	19.3 (491)	12.0 (305)	15.8 (402)
4	24.8 (630)	28.1 (714)	21.3 (541)	24.8 (630)	17.5 (446)	21.3 (541)

1. Both feet turned out. 2. One foot turned out, the other in. 3. Both feet turned in.

Catalog Section	Description	kV Class	Base Part Number	Notes
 CA650003EN CA650008EN	BOL-T Connector Kit	15/25 kV	BT625 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	1, 2, 3, 4, 13, 14
		35 kV	BT635 CR6 CC4 (see CR6 & CC4 Tables pg. 24)	1, 2, 3, 4, 13, 14
 CA650002EN CA650001EN CA650009EN	BT-TAP Connector Kit	15 kV	BTP615 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	1, 2, 3, 4, 6, 13, 14
		25 kV	BTP625 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	1, 2, 3, 4, 6, 13, 14
		35 kV	BTP635 CR6 CC4 (see CR6 & CC4 Tables pg. 24)	1, 2, 4, 6, 13, 14
 CA650017EN CA650059EN CA650055EN	T-OP II Connector Kit	15 kV	TP615 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	2, 5, 6, 13, 14
		25 kV	TP625 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	2, 5, 6, 13, 14
		35 kV	TP635 CR6 CC4 (see CR6 & CC4 Tables pg. 24)	2, 5, 6, 13, 14
 CA650019EN CA650018EN CA650052EN	PUSH-OP Connector Kit	15 kV	POP615 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	2, 5, 6, 13, 14
		25 kV	POP625 CR5 CC4 (see CR5 & CC4 Tables pg. 24)	2, 5, 6, 13, 14
		35 kV	POP635 CR6 CC4 (see CR6 & CC4 Tables pg. 24)	2, 5, 6, 13, 14
 CA650004EN CA650042EN CA650054EN	Bushing Adapter with LRTP (STUD-T included)	15 kV	DBA615	6
		25 kV	DBA625	6
		35 kV	DBA635	6
 CA650019EN CA650013EN CA650056EN	PUSH-OP Bushing Adapter	15 kV	PDBA615	6
		25 kV	PDBA625	6
		35 kV	PDBA635	6
 CA650066EN CA650057EN	Standoff Bushings	15/25 kV	ISB625A (Aluminum) ISB625C (Copper)	7 7, 8
		35 kV	ISB635A (Aluminum) ISB635C (Copper)	7, 8 7
		15/25 kV	PISB625 PISB625HP (with hitch pin)	7
 CA650043EN CA650064EN CA650049EN	PUSH-OP Standoff Bushings	15/25 kV	PISB625 PISB625HP (with hitch pin)	7
		35 kV	PISB635 PISB635HP (with hitch pin)	7
 CA650060EN CA650058EN	Standard Protective Cap for Permanent Studs	15/25 kV	DPC625	9
		35 kV	DPC635	9
 CA650060EN CA650058EN	Protective Cap for T-OP II and	15/25 kV	DPC625UT	9
		35 kV	DPC635UT	9
 CA650096EN CA650053EN	Deacbreak Junctions	15/25 kV	DJ625A (Aluminum) DJ625C (Copper)	10, 11 10, 11
		35 kV	DJ635A (Aluminum) DJ635C (Copper)	10, 11 10, 11
	SA Series Cold Shrinkable Metallic Shield Adapter Kit	15/25/35 kV	SA C34 (see CJ3 Table pg. 24)	12, 13, 14
	CS Series Cold Shrinkable Metallic Cable Seal Kit	15/25/35 kV	CS C34 (see CJ4 Table pg. 24)	13, 14

- Determine whether all aluminum components or all copper components are required:  
BOL-T Kit with 600 A Rating - Insert "A" in digit 10 (digit 9 for 35 kV) for Aluminum.  
BT-TAP Kit with 600 A Rating - Insert "A" in digit 11 (digit 10 for 35 kV) for Aluminum.  
BOL-T Kit with 900 A Rating - Insert "C" in digit 10 (digit 9 for 35 kV) for Copper (includes copper top compression connector).  
BT-TAP Kit with 900 A Rating - Insert "C" in digit 11 (digit 10 for 35 kV) for Copper (includes copper top compression connector).
- To specify an ALL copper connector, add 60 to the conductor code from Table CC4 (page 24). Example: CC6C11T becomes CC6061T.
- To specify a stud:  
BOL-T Kit - insert a "1" in digit 11 to include stud, or a "2" in digit 11 for kit without stud.  
BT-TAP Kit - insert "S" in digit 12 to include standard length stud or "L" in digit 12 to include extended length stud.
- To specify T-Body with test point (optional):  
BOL-T Kit - insert a "T" in digit 12.  
BT-TAP Kit (15 & 25 kV) - insert a "T" in digit 13.  
BT-TAP Kit (35 kV) - insert a "T" in digit 11.
- For T-OP II and PUSH-OP kits only, to specify a T-body with test point, add "T" after the conductor code.
- To specify a BOL-T, BT-TAP or T-OP II kit with a loadbreak protective cap, insert a "C" after the test point/non-test point option. Bushing Adapters - insert a "C" as the last character of the part number. Note: 25 kV kits include a POSI-BREAK protective Cap.
- To specify stud in kit, add "SA" for aluminum stud (only available with aluminum interface); add "SC" for copper stud; add "ST" for T-OP II stud; or add "SU" for U-OP stud as the last characters in the part number.
- To specify a grounded standoff bushing, replace the "I" with a "G" as the first character in the part number.
- For individually packaged product in a corrugated cardboard box, insert an "X" as the last character in the part number.
- It is required to specify the number of interfaces by inserting a "2", "3" or "4" directly after the base part number.
- To add a stainless steel bracket, insert a "B"; or to add U-straps, insert a "U" as the last character in the part number.
- For use with tape shield, drain wire, linear corrugated, and Unshielded cable.
- To add a CS Series Sealing kit or a SA Series Adapter kit to the 600 A connector kit, add a "SA\_" or "CS\_" at end of catalog number. Refer to Table CJ3 or CJ4 on page 24.
- Each SA Series Kit includes:  
(1) Cold Shrinkable Sleeve (1) Tinned Copper Ground Strap with attached elbow drain wire (1) Constant Force Spring (1) Semi-Conductive Tape (3) Mastic Sealing Strips (1) Installation Instructions  
Each CS Series Sealing Kit includes:  
(1) Cold shrinkable sleeve, (3) Mastic sealing strips, and (1) Installation Instructions

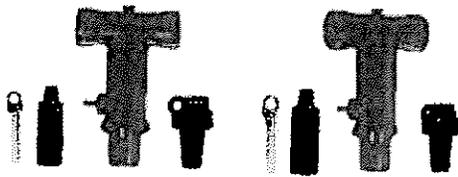
# Specifications



## Eaton BT625DD22A1T

Eaton Cooper Power series BOL-T deadbreak connector, 600A, 25 kV, AC 1 min: 40 kV, DC 15 min: 78 kV, BIL: 125 kV, Min corona: 19 kV, Test point, Cable insul: 0.97-1.31 inch, Strand: 500 kcmil, Solid: 600 kcmil, Al lug, Individual box kit

Photo is representative



### General specifications

<b>PRODUCT NAME</b>	Eaton Cooper Power series BOL-T deadbreak connector
<b>CATALOG NUMBER</b>	BT625DD22A1T
<b>UPC</b>	194006059084
<b>PRODUCT LENGTH/DEPTH</b>	12.5 in
<b>PRODUCT HEIGHT</b>	9.6 in
<b>PRODUCT WIDTH</b>	3.4 in
<b>PRODUCT WEIGHT</b>	6.614 lb
<b>COMPLIANCES</b>	Not Applicable
<b>CERTIFICATIONS</b>	IEEE Std 386
<b>PRODUCT TYPE</b>	BOL-T deadbreak connector

**EATON**

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### Accessories

WITH TEST POINT	Yes
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### Cable

CABLE INSULATION DIAMETER - MAX	1.31 in
---------------------------------	---------

CABLE INSULATION DIAMETER - MIN	0.97 in
---------------------------------	---------

### Descriptions

CONNECTOR TYPE	Aluminum lug
----------------	--------------

### Resources

SPECIFICATIONS AND DATASHEETS

[Eaton Specification Sheet - BT6240022A11](#)

[Line installation and protective equipment specifiers guide](#)

TECHNICAL DATA SHEETS

[Aluminum and copper to copper compression connector 600 A crimp chart](#)

### Additional Specifications

PACKAGING	Individual box kit
-----------	--------------------

TYPE	Bot-T
------	-------

### Conductor

SOLID OR COMPACT CONDUCTOR SIZE	600 kcmil
---------------------------------	-----------

STRANDED OR COMPRESSED CONDUCTOR SIZE	500 kcmil
---------------------------------------	-----------

### Electrical Ratings

AC 1 MINUTE VOLTAGE WITHSTAND	40 kV
-------------------------------	-------

BASIC IMPULSE LEVEL	125 kV
---------------------	--------

CURRENT RATING	600A
----------------	------

MAXIMUM RATING PHASE-TO-GROUND	15.2 kV
--------------------------------	---------

CORONA VOLTAGE LEVEL - MIN	19 kV
----------------------------	-------

STANDARD VOLTAGE CLASS	25 kV
------------------------	-------

PROJECT NAME:

PROJECT NUMBER:

PREPARED BY:

DATE:



Eaton Corporation plc Eaton House  
30 Pembroke Road  
Dublin 4, Ireland  
Eaton.com

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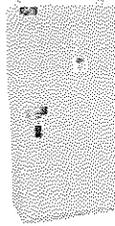
Follow us on social media to get the latest product and support information.





# Product data sheet

Specifications



H-Frame ATS, ASCO Series 300,  
open transition, 3 pole, 800A,  
480V, Type 1, with 11BE, Cat#  
H03ATSA30800NGXC, 11BE  
[TAA, BAA, BABA]

PPATS\_1022171

## Main

Switch Series	ASCO 300 Series
Product or Component Type	Transfer switch
Rated Current	800 A
Number of Phases	Three phase
Number of Poles	3P
Rated Voltage	208 V

## Complementary

Neutral Configurations	Solid neutral
Transition Mode	Open
Operation Mode	Automatic
Hot to Hot Transfer Time	< 80 ms
Controller	Group G
Communication Capability	Modbus TCP RS485
Service Entrance Rated	Not service entrance rated
Center Off Position	No
Enclosure Options	UL Type 1
Switch Frame	H-Frame

## Ordering and shipping details

GTIN	3606486821671
------	---------------

## Packing Units

Unit Type of Package 1	PCE
Nbr. of units in pkg.	1
Package 1 Height	72.008 in (182.9 cm)
Package 1 Width	20.0 in (50.8 cm)
Package 1 Length	20.0 in (50.8 cm)
Package weight(Lbs)	460.8 lb(US) (208 kg)

## Compliance

Price is "List Price" and may be subject to a trade discount - check with your focal distributor or retailer for actual price

---

**Compliance**

TAA Compliant  
BAA Compliant  
BABA Compliant  
BAA Compliant via COTS

---

**Contractual warranty**

Warranty (in months) 18

## Environmental Data

Schneider Electric aims to achieve Net Zero status by 2050 through supply chain partnerships, lower impact materials, and circularity via our ongoing "Use Better. Use Longer. Use Again" campaign to extend product lifetimes and recyclability

Environmental Data explained [↗](#)

How we assess product sustainability [↗](#)

### Environmental footprint

[Environmental Disclosure](#)

[Product Environmental Profile](#)

### Use Better

#### Materials and Substances

Packaging made with recycled cardboard

Yes

Packaging without single use plastics

No

EU REACH Directive

[Compliant by Exemption](#)

RoHS Restriction

[Reference contains Substances of Very High Concern above the threshold](#)

California Proposition 65

**WARNING:** This product can expose you to chemicals including Lead which is known to the State of California to cause cancer and birth defects or other reproductive harm. For more information, go to [www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov)

### Use Longer

#### Lifetime extension

Repair

No

### Use Again

#### Repack and remanufacture

Component Re-use

[End of Life Information](#)

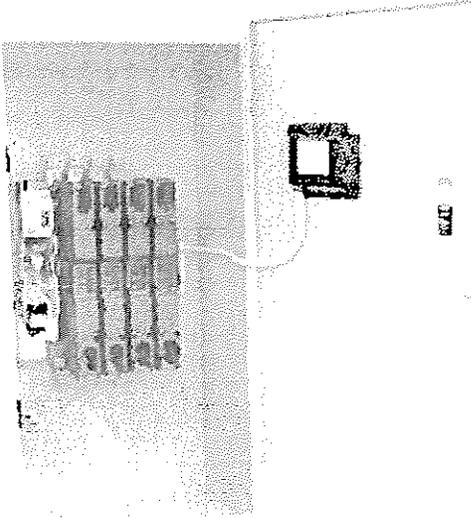
Re-use parts

No

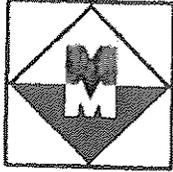
Image of product / Alternate images

Alternative

---







Dan Maples | Account Manager  
**McNAUGHTON-McKAY ELECTRIC COMPANY**  
 1011 E. Fifth Avenue | Flint, MI 48503  
 Office: 810-238-5611 | Cell: 810-347-5427  
 Email: [dmaples@mmc.mic.com](mailto:dmaples@mmc.mic.com)

DATE: 02-04-2026

QUOTE Q217963-1

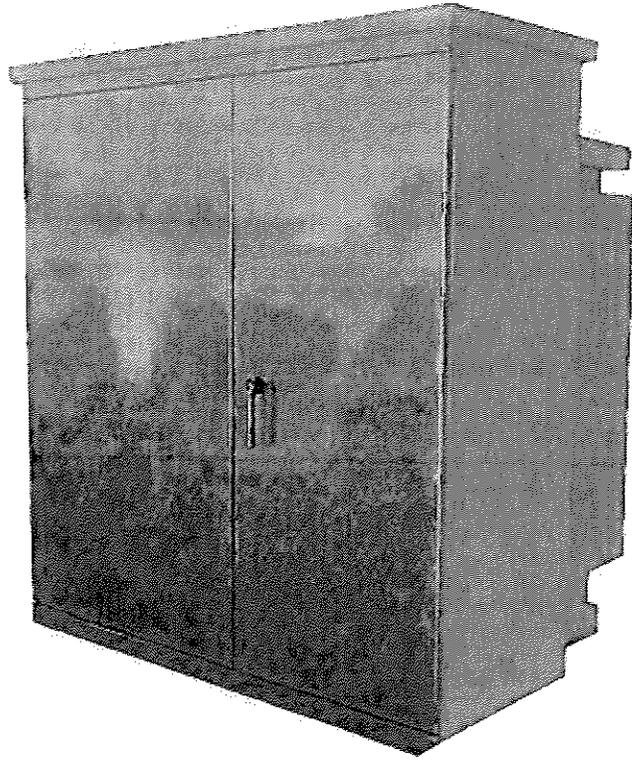
SUBJECT: CITY OF FLINT

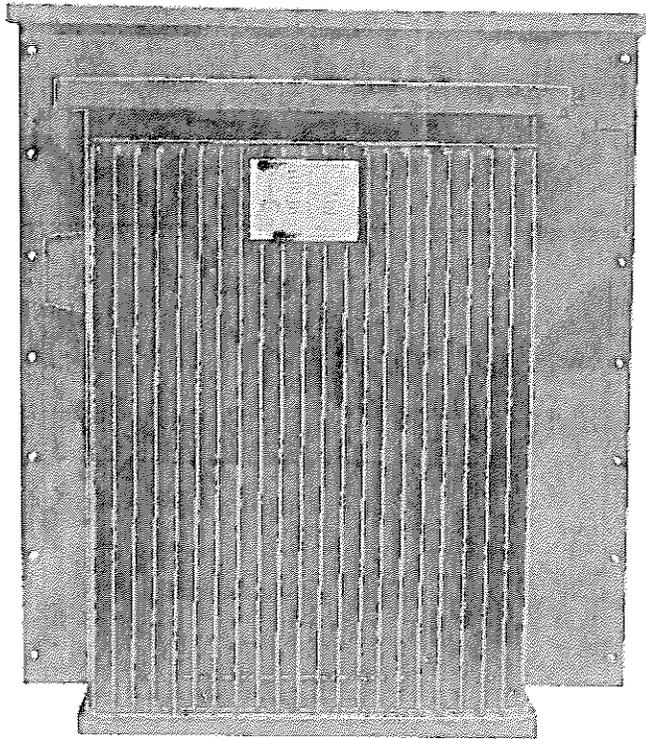


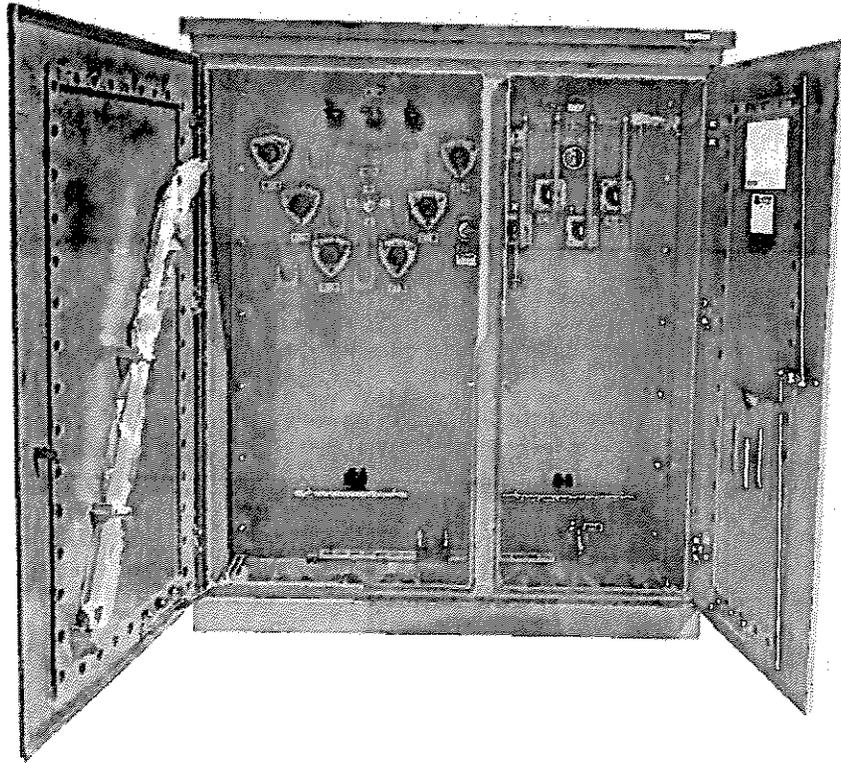
We are pleased to offer our quotation for the following equipment

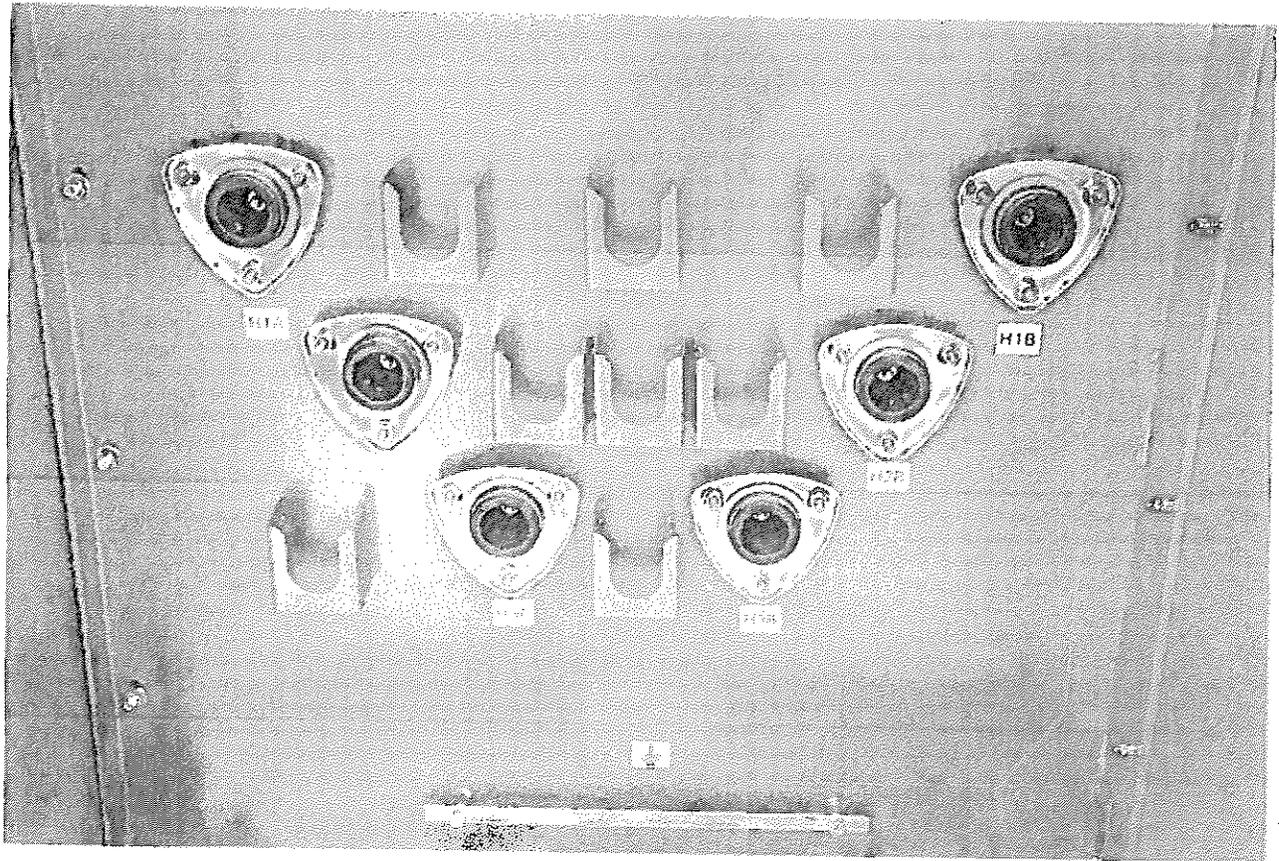
Description	Qty		
<p><b>New 500 kVA Padmount Transformer</b></p> <p>High Voltage:            4160 Delta, 60 kV BIL            Taps 2 Above, 2 Below @ 2.5%            HV Bushings: (3) 200A Wells &amp; Inserts (dead front, radial feed)</p> <p>Low Voltage:            480 Y/277, 30 kV BIL            LV Bushings: (4) 4-Hole Spades</p> <p>Specifications            Fluid: Mineral Oil            Temperature Rise: 65C            Cooling Class: ONAN            Conductor: Al / Al            Fusing: None            Switch: None            Tank Material: Mild Steel            Arresters: None            Cabinet Depth: Standard</p> <p>Features and Accessories:            Liquid Level Gauge            Pressure Vacuum Gauge            Dial-Type Thermometer            Schrader Valve            Drain &amp; Sample Valve            Pressure Relief Valve            Padmount Green Paint            UL Listed, Made in America</p> <p>Shipping: Free within contiguous US, CPT plant (3-5 day service)            Warranty: 3 Years            Lead Time: Shipping starts within 23 weeks after signed approval drawings            Approvals: 7 weeks (if required)</p>	1		
<b>Total Quote</b>			\$

Prices valid for 30 days. Subject to prior sale. Payment terms offered on this quote are contingent on an established account in good standing. SALES TAXES, if applicable, may be added unless an exemption certificate is provided with purchase order. Enclosed photos may not represent finished product. Made-to-Order units are not refundable. MIT's Standard Terms & Conditions apply [www.maddoxtransformer.com/documents](http://www.maddoxtransformer.com/documents)











Department of Finance - Treasury

Sheldon Neeley  
Mayor

Clyde Edwards  
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: Scott Kulhanek or Angela Kulhanek Kulhanek

HOME ADDRESS: 4500 Morrish Rd, Swartz Creek, MI 48473

DBA: Metcalf Electric, Inc.

BUSINESS ADDRESS: 8097 Northwood ST, New Lothrop, MI 48460

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 Division**

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.	CURRENT	DELINQUENT	<i>NO account located</i>
PROPERTY TAXES DIV.	CURRENT	DELINQUENT	<i>NO account located</i>
INCOME TAX DIV.	CURRENT	DELINQUENT	<i>missing 2019-2025</i>
ENFORCEMENT	CURRENT	DELINQUENT	<i>excise tax</i>
MR	CURRENT	DELINQUENT	<i>NO account located</i>

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Staff Person and Date

*Heidi Forberts 2-11-2026*  
City of Flint Customer Serv. Representative and Date



Form Revision Date 07/201

## ANNUAL REPORT

For use by **DOMESTIC PROFIT CORPORATION**

(Required by Section 911, Act 284, Public Act of 1972)

The identification number assigned by the Bureau is: 800622387

Annual Report Filing Year: 2025

**1. Corporation Name:**

METCALF ELECTRIC, INC.

**2. The street address of the corporation's registered office and the name of the resident agent at that office:**

1. Resident Agent Name: SCOTT KULHANEK

2. Street Address: 4500 MORRISH RD.

Apt/Suite/Other:

City: SWARTZ CREEK

State: MI

Zip Code: 48473

**3. Mailing address of the corporation's registered office:**

P.O. Box or Street Address: 4500 MORRISH RD.

Apt/Suite/Other:

City: SWARTZ CREEK

State: MI

Zip Code: 48473

**4. Provide the names and business or residence addresses of the corporations board of directors and its president, treasurer, and secretary:**

Title	Name	Residence or Business Address
PRESIDENT	SCOTT KULHANEK	8097 NORTHWOOD ST., NEW LOTHROP, MI 48460 USA
TREASURER	ANGELA KULHANEK	8097 NORTHWOOD ST., NEW LOTHROP, MI 48460 USA
SECRETARY	ANGELA KULHANEK	8097 NORTHWOOD ST., NEW LOTHROP, MI 48460 USA
DIRECTOR	SCOTT KULHANEK	8097 NORTHWOOD ST., NEW LOTHROP, MI 48460 USA

**5. Describe the general nature and kind of business in which the corporation is engaged in during the year covered by this report:**

ELECTRICAL CONSTRUCTION

This document must be signed by an authorized officer or agent:

Signed this 15th Day of January, 2025 by:

Signature	Title	Title if "Other" was selected
Scott Kulhanek	President	

that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

Decline     Accept

---

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS**  
**FILING ENDORSEMENT**

**This is to Certify that the 2025 ANNUAL REPORT**

**for**

**METCALF ELECTRIC, INC.**

**ID Number: 800622387**

**received by electronic transmission on January 15, 2025 , is hereby endorsed.**

**Filed on January 15, 2025 , by the Administrator.**

**The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.**

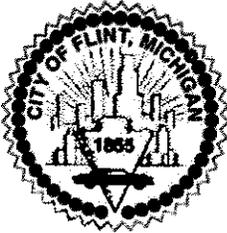


**In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 15th day of January, 2025.**

*Linda Clegg*

**Linda Clegg, Director**

**Corporations, Securities & Commercial Licensing Bureau**



RESOLUTION NO.: 260089

PRESENTED: 3-18-2026

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

**BY THE CITY ADMINISTRATOR:**

**Resolution Authorizing Acceptance of \$54,744 in Genesee County Senior Millage Funding for the Eric Mays Senior and Community Service Center and Amending the FY2026 Budget Accordingly**

**WHEREAS**, the Genesee County Board of Commissioners approved Senior Millage funding through the Genesee County Department of Senior Services to support senior center programming and services for residents age sixty (60) and older; and

**WHEREAS**, the City of Flint operates the Eric Mays Senior and Community Service Center, which has been awarded \$54,744 in Senior Millage funding for the period January 1, 2026 through September 30, 2026 to support senior programming, operations, and services; and

**WHEREAS**, the acceptance of this funding will support programs and services that improve the health, safety, and quality of life for senior residents of the City of Flint and throughout Genesee County; and

**WHEREAS**, it is necessary to amend the FY2026 City of Flint Budget to recognize and appropriate the Senior Millage funds for the operation of the Eric Mays Senior and Community Service Center.

Funding shall be allocated to the following expenditure account(s):

<b>Dept.</b>	<b>Name of Account</b>	<b>Account Number</b>	<b>Grant CODE</b>	<b>Amount</b>
Mayor – Community Centers	SUPPLIES	208-752.160-752.000		\$ 20,344.00
Mayor – Community Centers	PROFESSIONAL SERVICES	208-752.160-801.000		\$ 25,000.00
Mayor – Community Centers	COMMUNITY PROMOTION	208-752.160-880.000		\$ 2,000.00
Mayor – Community Centers	POSTAGE	208-752.160-902.000		\$ 400.00
Mayor – Community Centers	COPYING SERVICES	208-752.160-903.000		\$ 1,500.00
Mayor – Community Centers	EDUCATION, TRAINING, & CONFER	208-752.160-958.000		\$ 2,500.00



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

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

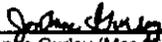
ADOPTED: \_\_\_\_\_

Mayor – Community Centers	UTILITIES	208-752.160-920.000		\$ 3,000.00
<b>FY26 GRAND TOTAL</b>				<b>\$54,744.00</b>

**IT IS RESOLVED**, that the Flint City Council hereby authorizes the acceptance of \$54,744 in Senior Millage funding from the Genesee County Department of Senior Services for the operation and programming of the Eric B. Mays Senior and Community Service Center; and

**IT IS FURTHER RESOLVED**, that the FY2026 City of Flint Budget is hereby amended to recognize and appropriate these funds for senior center programming, operations, and related allowable expenditures in accordance with the terms of the Senior Millage agreement.

**APPROVED AS TO FORM:**

  
JoAnne Gurley (Mar 16, 2026 17:27:11 EDT)  
**Joanne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Mar 17, 2026 09:28:03 EDT)  
**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
Clyde Edwards (Mar 17, 2026 09:42:58 EDT)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



# STAFF REVIEW FORM

Effective: March 16, 2026

(Do not alter or modify this form without written permission from the City Administrator)

**TODAY'S DATE:** 3/16/2026

**BID PROPOSAL #:** \_\_\_\_\_

**AGENDA ITEM TITLE:** Resolution to accept and appropriate Genesee County Senior Millage for Mays Senior Center

**PREPARED BY:** Christian Baldwin

**VENDOR NAME:** Genesee County

## Section 1: BACKGROUND/SUMMARY OF PROPOSED ACTION..

**Vendor Compliance (This vendor has been properly vetted and the responses are below) :**

Federal gov't	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
State gov't	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.

**NOTE: Preparer MUST include a response to the conditions below:**

- Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?
- Why was this vendor chosen?
- What history does this vendor have with the City of Flint?
- What steps will be taken to do a post-performance of the vendor?

This agreement is a contract between the Genesee County Department of Senior Services and the City of Flint for the operation of the Eric Mays Senior and Community Service Center from January 1, 2026 through September 30, 2026. Under the contract, Genesee County will provide up to \$54,744 in Senior Millage funding (Level 1 funding) to support programs and services that improve the health, safety, and quality of life for county residents age 60 and older. The City of Flint agrees to operate the center in accordance with program requirements, including maintaining at least 40 hours of weekly operations and programming, providing educational and health-related activities, offering nutrition and transportation services, tracking participation, submitting monthly reimbursement requests with supporting documentation, and complying with financial, reporting, safety, and nondiscrimination standards.

The agreement also outlines rules for eligible expenditures, staff background checks and training, financial oversight, equipment ownership, audits, and program compliance, with the county retaining authority to withhold payments or terminate the contract if requirements are not met.

**\*\*\* BELOW DESCRIBE THE VENDOR REVIEW PROCESS ( VENDOR EVALUATION METHOD )**



# STAFF REVIEW FORM

Effective: March 16, 2026

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### PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcewell, GSA, or other municipality)  
\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services
- (3) Quotes (please attach all quotes to your requisition)

### Section 2. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES..

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

### Section 3. POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS..

Key benefits include:



# STAFF REVIEW FORM

Effective: March 16, 2026

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## 1. Expanded services for seniors

The funding supports educational, health, and social programming that helps older adults stay active, informed, and engaged in their community.

## 2. Improved health and wellness

Programs such as exercise classes, health screenings, wellness education, and nutrition services can help seniors maintain physical and mental health.

## 3. Access to meals and nutrition support

The center must provide congregate meal or nutrition programming, helping address food insecurity and promote healthy eating among seniors.

## 4. Transportation assistance

Transportation services to and from the center or for essential trips (such as grocery shopping or medical appointments) help seniors maintain independence.

## 5. Social connection and reduced isolation

Regular programming, events, and group activities give seniors opportunities to socialize, which can reduce loneliness and improve overall well-being.

## 6. Access to social services and resources

The center provides information, referrals, and assistance with programs such as housing resources, benefits enrollment, or health coverage.

## 7. Safe and consistent community space

The agreement requires the center to remain open at least 40 hours per week with a full-time director, ensuring residents have a reliable location for services and activities.

## 8. Local economic and community impact

The funding helps support staff positions, programming, and operations within the city while leveraging county millage funds to provide services that Flint might otherwise have to fund locally.

## Section 4: FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure:

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

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?



# STAFF REVIEW FORM

Effective: March 16, 2026

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- List all the known budgeted funds from that line item.

## Budget Highlights

**Total Award:** The contract provides up to \$54,744 in Senior Millage funding to the Eric Mays Senior and Community Service Center, operated by the City of Flint under the administration of the Genesee County Department of Senior Services.

**Funding Level:** The center is funded at Level 1, which corresponds to the minimum required monthly programming and service benchmarks for senior centers under the Senior Millage program.

**Reimbursement Structure:** Funds are reimbursed monthly, meaning the City must first incur eligible expenses and then submit documentation (invoices, payroll records, receipts, etc.) for reimbursement.

**Monthly Cap:** Reimbursement requests typically cannot exceed 1/9 of the total award per month (about \$6,083) unless prior approval is granted by the county.

**Eligible Expense Categories:** Budgeted expenditures generally fall into four categories:

**Administration:** salaries, fringe benefits, legal services

**Operations:** facility maintenance, insurance, utilities, office supplies

**Programming:** senior activities, events, and services

**Equipment:** computers, software, or other approved equipment purchases

These categories align with the budget and reimbursement forms attached to the contract.

**Deadline for Reimbursements:** All reimbursement receipts must be submitted no later than October 31, 2026 to be eligible for payment.

**In short:** The agreement provides \$54,744 in reimbursable funding from the Genesee County Senior Millage to support the operations, programming, and administration of the Eric Mays Senior and Community Service Center during the January–September 2026 program period

**BUDGETED EXPENDITURE?** YES  NO  **IF NO, PLEASE EXPLAIN:** The City was awarded this millage funding through a competitive application process that was not finalized until February of



# STAFF REVIEW FORM

Effective: March 16, 2026

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2026. A resolution is now required to amend the FY26 budget and appropriate the funding within the Parks and Recreation fund.

Dept.	Name of Account	Account Number	Grant CODE	Amount
Mayor – Community Centers	SUPPLIES	208-752.160-752.000		\$ 10,000.00
Mayor – Community Centers	PROFESSIONAL SERVICES	208-752.160-801.000		\$ 25,000.00
Mayor – Community Centers	COMMUNITY PROMOTION	208-752.160-880.000		\$ 2,000.00
Mayor – Community Centers	POSTAGE	208-752.160-902.000		\$ 400.00
Mayor – Community Centers	COPYING SERVICES	208-752.160-903.000		\$ 1,500.00
Mayor – Community Centers	EDUCATION, TRAINING, & CONFER	208-752.160-958.000		\$ 2,500.00
Mayor – Community Centers	EQUIPMENT	208-752.160-977.000		\$ 10,344.00
Mayor – Community Centers	UTILITIES	208-752.160-920.000		\$ 3,000.00
<b>FY26 GRAND TOTAL</b>				<b>\$54,477.00</b>

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: Christian Baldwin (Mar 16, 2026 14:33:28 EDT) Date: 03/16/2026

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO



# STAFF REVIEW FORM

Effective: March 16, 2026

(Do not alter or modify this form without written permission from the City Administrator)

## Section 5: RESOLUTION - DEFENSE TEAM..

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

	NAME	PHONE NUMBER
1		
2		
3		
4		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Gennois R. Wiggins  
Gennois R. Wiggins (Mar 16, 2026 14:46:33 EDT)  
(Name, Title)

ADMINISTRATION APPROVAL: Clyde Edwards  
Clyde Edwards (Mar 16, 2026 16:49:16 EDT)  
(\$20,000 or above spending authorizations)

## Section 6: VENDOR EVALUATION..

Business Title: \_\_\_\_\_ Vendor ID: \_\_\_\_\_  
Review Period: \_\_\_\_\_ Department: \_\_\_\_\_  
Project Name: \_\_\_\_\_ Project Type: \_\_\_\_\_

Vendor Goals:



# STAFF REVIEW FORM

Effective: March 16, 2026

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	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	<input type="checkbox"/>				
Work Quality:	<input type="checkbox"/>				
Timeliness:	<input type="checkbox"/>				
Compliance with Contract:	<input type="checkbox"/>				
Warranty (if product):	<input type="checkbox"/>				
Responsiveness	<input type="checkbox"/>				
Cost effectiveness:	<input type="checkbox"/>				
Dependability:	<input type="checkbox"/>				
Total Performance:	<input type="checkbox"/>				
Overall Rating:	<input type="checkbox"/>				

DEFECTS (IF ANY): YES  NO  IF NO, PLEASE EXPLAIN:

----------------------

Performance / Other comments:

--

REVIEWER'S SIGNATURE: \_\_\_\_\_

Date: \_\_\_\_\_

**CONTRACT BETWEEN**

**The County of Genesee,**  
a Municipal Corporation,  
Acting By and Through  
**Genesee County Department of Senior Services**  
**324 South Saginaw Street, Suite 7A**  
**Flint, Michigan 48502**

And

**City of Flint**  
**1101 South Saginaw Street**  
**Flint, Michigan 48502**  
**A Local Unit of Government**

hereinafter referred to as the "OPERATING ENTITY,"  
the entity operating the **Eric Mays Senior and Community Service Center**,  
hereinafter referred to as the "Senior Center" or "**CENTER.**"  
The COUNTY and OPERATING ENTITY together hereinafter referred to as the  
"**PARTIES.**"

**For the period from January 1, 2026, through September 30, 2026**

**WHEREAS**, the Genesee County Board of Commissioners adopted a 2025-2026 Senior Millage – Senior Center Program ("Program") budget with the objective of providing Senior Citizen Services Millage (the "Senior Millage") funds to county senior centers for the purpose of increasing and enhancing senior citizen services, beyond those offered by senior centers prior to the Senior Millage, with funding from the Senior Millage previously authorized by the electorate of Genesee County; and

**WHEREAS** the objective of the Senior Millage is to fund services that improve the health, safety, and quality of life for Genesee County residents aged 60 years or older; and

**WHEREAS** Genesee County hereinafter referred to as the "COUNTY" is responsible for administering and expending the Senior Millage as adopted and amended by the Genesee County Board of Commissioners, and for assuring compliance with Program requirements; and

**WHEREAS** the OPERATING ENTITY operates a CENTER that has been designated as a preferred focal point for comprehensive and coordinated service to seniors in their own neighborhood; and

**WHEREAS** the OPERATING ENTITY has adequately represented in its application to the COUNTY that it intends to undertake or continue programs that will provide comprehensive and coordinated services to Genesee County seniors, and that it is eligible to receive Program funding; and

**WHEREAS**, because the objectives of the Program coincide with the objectives of the OPERATING ENTITY, the two parties have, therefore, entered this Contract.

**NOW, THEREFORE**, in consideration of the mutual covenants and premises set forth herein, the parties agree as follows:

1. The Contract term commences on January 1, 2026, and continues through September 30, 2026. The Contract is effective upon approval by the Genesee County Board of Commissioners.

The County has the option to extend this Contract for one (1) additional one-year term (the "Extension Term"). The Senior Services Director is authorized to execute the Extension Term on behalf of Genesee County.

2. The OPERATING ENTITY agrees to accept the terms of this Contract and those stated in its submitted application for Senior Millage funding and further agrees to perform the services described in this Contract, the Center's application, and in the attachments listed below, all of which are incorporated by reference to this Contract:

- |               |   |
|---------------|---|
| Attachment A: | 2025-2026 Senior Millage – Senior Center Program Budget & Revenue Sheet                     |
| Attachment B: | 2025-2026 Senior Millage – Senior Center Program Monthly Reimbursement Request Form         |
| Attachment C: | ICHAT Form  |
| Attachment D: | Genesee County Senior Services Purchasing Regulations and Genesee County Travel Regulations |
| Attachment E: | Levels of Monthly Service and Programming Definitions                                       |
| Attachment F: | Event Sign-in Sheet and Monthly Address Report  |

This document governs if a conflict exists between this document and those incorporated by reference or the application.

3. The OPERATING ENTITY agrees that the terms and conditions set forth herein are a reasonable and appropriate means to assure that the use of Senior Millage funds complies with all 2025-2026 Senior Millage – Senior Center Program requirements, and further agrees to perform within the policies applicable to program requirements stated:

- a. Senior Centers shall continue to provide the level of service to maintain the associated funding level. For centers failing to meet the benchmarks for two consecutive months following notification, the funding may be reduced to the dollar amount calculated for the level of service.

- b. Senior Centers may solicit and accept funds such as donations from many sources including foundations, the public or private sector, individuals, fundraiser events, and other activities, to enhance center programming and operations. Membership fees may also be classified as donations if the service included as part of the fee is offered by the senior center to seniors who choose to not purchase a membership. A center's request for donations shall not be directly tied to the provision of a millage-supported service nor shall a donation result in undue influence over a center for the donating party's private or personal interests. The OPERATING ENTITY shall, within 30 days of receipt of funds, disclose to Genesee County all funds received as alternate sources of income, including donations, membership fees, and revenue.
4. The COUNTY agrees to award the OPERATING ENTITY a total amount not to exceed \$54,744.00 for the full term of the Contract for support of services for seniors through the expenditures described in the approved budget submitted by the OPERATING ENTITY, Attachment A to this Contract, said amount to be disbursed and reimbursed as stated in paragraphs 5 of this Contract; subject, however, to limitations contained in this Contract as to the use of Senior Millage funds and possible termination of the Contract due to failure to comply with Program requirements. This Operating Entity is awarded \$54,744.00 and is funded at Level 1.
5. The OPERATING ENTITY shall submit to the COUNTY monthly Reimbursement Request Reports, using the format provided in Attachment B of this Contract. All 2025-2026 Program funds will be reimbursed by the COUNTY to the OPERATING ENTITY based on approval of monthly reimbursement requests as documented by invoices and other supporting documentation. Monthly supporting documentation includes the following but is not intended to be all-inclusive: time sheets, copies of payroll/invoices, bank statements, canceled checks, credit card statements, and profit and loss statements. Monthly reimbursement payments will begin in February 2026 for January reimbursements, or as soon thereafter as requests are submitted and approved.
  - a. The total amount of fees collected for any program, class, or event for which Senior Millage reimbursement is sought shall be noted on the reimbursement request and deducted from the submitted cost.
  - b. All operating and equipment expenditure reimbursement requests for credit and/or debit card purchases must be made using a card issued in the name of the senior center or the municipality under the governing body. Each reimbursement request must include a copy of the full credit or debit card invoice and a copy of the issued check.
  - c. OPERATING ENTITY shall not be reimbursed for any reimbursement request including a receipt or invoice in which a portion of the receipt or invoice has been redacted, obscured, or blacked out.

6. The OPERATING ENTITY shall track, maintain, and report senior event participation and address information. The monthly address report and event sign-in forms, as set forth in Attachment F, must be submitted no later than the 21<sup>st</sup> of each month.
7. Properly documented requests for reimbursement submitted to the COUNTY by the 21<sup>st</sup> of each month will be processed and, if approved, disbursed by the 15<sup>th</sup> of the next month. Requests submitted later than the 21<sup>st</sup> of each month and incomplete requests (e.g., inadequate supporting documentation) will be processed in the following reimbursement cycle. At its sole discretion, the COUNTY will deem expenditures as either eligible or ineligible for each reimbursement. The COUNTY may, at its discretion and upon reasonable notice, require the OPERATING ENTITY to complete reports additional to those attached to this Contract regarding the CENTER'S expenses and activities.
8. The following criteria apply for reimbursements:
  - a. The monthly reimbursement will not exceed 1/9 of the total funding award (approximately \$6,083) unless the Operating Entity has obtained prior approval from the Department of Senior Services. If the Center or Operating Entity is found to be in noncompliance, reimbursement requests may not receive approval until the concern(s) of non-compliance are corrected to the satisfaction of the County.
  - b. Senior Millage funds may be used to provide increases in salaries or compensation packages for any employee or contractor. Any employee wages will comply with any state and federal minimum wage law.
  - c. Senior Millage funds may not be used to buy gifts or gift cards for employees, interns, senior citizen participants, or board members. Senior Millage funds cannot be used for volunteer or intern stipends, or housing.
  - d. All requested reimbursement receipts for this Contract term must be received by the Department of Senior Services by October 31, 2026, including utility payments. Receipts received after this date will not be reimbursed. Submitted items must be invoices or receipts; purchase orders are not reimbursable.
  - e. Subject to subparagraph 8d above, reimbursement requests must be submitted within 90 days of the date of service of the activity for which reimbursement is sought, or within 45 days of the date of invoice or receipt, whichever occurs later. Exceptions apply to requests related to annual bills, memberships, or services extending beyond the current fiscal year. This includes but is not limited to payroll, utility bills, phone bills, software subscriptions, memberships, service contracts, trainings or conferences, and credit card purchases. The remaining portions of

the reimbursement requests may be submitted at the start of the following fiscal year.

- f. Monthly reimbursement requests can include no more than two months of supplies for the center, including office, operating, or food supplies.
  - g. All equipment purchases and any facility improvements must be purchased and/or completed by August 2026, to allow Department of Senior Service staff to confirm purchases and improvements before the end of the fiscal year.
  - h. Senior Millage funds may not be used to purchase daily meals for the senior center without prior approval from the Department of Senior Services.
9. The OPERATING ENTITY agrees to document all revenue. Monetary transactions (cash or check) must be documented, and a receipt issued. Keep documentation related to revenue such as receipts on-site at the CENTER for review by the Department of Senior Services.
10. The OPERATING ENTITY may submit a maximum of one budget amendment per quarter. All budget adjustments must be approved by the Department of Senior Services, and the Board of Commissioners, when required. All budget adjustments must be approved by the Department of Senior Services, not to exceed \$29,999,99. The Board of Commissioners' approval is required for budget amendments over the amount of \$30,000.
11. The OPERATING ENTITY agrees to provide to all Genesee County senior residents aged 60 and over wishing to use services at the CENTER, without any fee differential based on where within the County the senior citizen resides, and a minimum of activities per month for Level 1, respectively for the following services: educational programs (4); health programs (8); and social services (available) as set forth in Attachment E.
12. The OPERATING ENTITY agrees to offer and have available daily, congregate meals and/or nutritional programs; transportation services which may be provided by the CENTER or through the Mass Transportation Authority.
13. The OPERATING ENTITY agrees to adhere to senior programming, state, and federal guidelines, and regulations, including but not limited to meal regulations.
14. The OPERATING ENTITY agrees to employ a full-time, on-site Director of the CENTER.
15. The OPERATING ENTITY agrees to keep the CENTER open and accessible to seniors a minimum of forty (40) hours; 5 days per week, except for County or State recognized holidays or other local units of government-approved building

closures. Programming must be scheduled for a minimum of forty (40) hours per week.

16. The OPERATING ENTITY agrees to implement the 2025-2026 Program in accordance with the projected budget contained in its application and included as Attachment A to this Contract, subject to any prior approval limitations set forth therein.
17. The OPERATING ENTITY agrees to implement appropriate and adequate methods to evaluate and report on its operational and programmatic performance, including, but not limited to, individual activity participation numbers of seniors, financial record keeping, revenue and expenditures incurred, local maintenance of effort commitments and other applicable supportive documentation of expenditures supported by 2025-2026 Program funds.
18. The OPERATING ENTITY agrees to perform criminal background checks annually on paid staff or volunteers with access to personal information within 15 days of the individual's commencement or submit the proper paperwork to the Department of Senior Services to do the background checks. See Attachment C. Proof of performance of the required background check shall be submitted to the Department of Senior Services within 21 days of the individual's commencement. The Operating Entity agrees to perform yearly criminal background checks on all board members. See Attachment C. The OPERATING ENTITY further agrees that costs associated with persons meeting the following criteria will not be paid utilizing Senior Millage funds:
  - a. Persons having a felony conviction in this state or elsewhere within the last 10 years; or
  - b. Persons having a felony charge pending in this state or elsewhere; or
  - c. Persons having a misdemeanor conviction in this state or elsewhere within the last 10 years involving theft, assault, battery, drug-related, or any abusive crimes; or
  - d. Persons having a misdemeanor charge pending in this state or elsewhere involving theft, assault, battery, drug-related, or any abusive crimes.

The COUNTY retains the right to deny reimbursement for salary requests, or recapture paid reimbursements by withholding from future requests if it determines that the individual for whom the request is/was made falls within any of the above categories.

19. The OPERATING ENTITY agrees to perform tests for tuberculosis for all paid staff and volunteer workers who will have direct contact with food preparation and/or distribution tasks and shall submit to the COUNTY proof of said tests within 15 days of their commencement. All other paid staff and volunteers are

only required to have a tuberculosis test at the time of hire. It is recommended that all paid staff and volunteers are tested for tuberculosis on an annual basis. The OPERATING ENTITY further agrees that individuals having positive test results will not be permitted to continue in such functions.

20. The OPERATING ENTITY agrees to perform face-to-face CPR/FIRST AID and AED training for all paid staff and contracted employees (excluding instructors and seasonal workers) and shall submit to the COUNTY proof of training within 30 days of their commencement. The OPERATING ENTITY agrees to have on-site an AED machine.
21. The OPERATING ENTITY agrees to comply with mandatory fire, safety, public health codes and standards and local building codes, and to provide annually evidence of continued compliance with current documentation, certifications and/or licenses, as applicable.
22. The OPERATING ENTITY agrees to include the **exact** statement and the Genesee County logo in all printed materials, newsletter, program and registration materials, special events, center's website, advertisements, program presentations, etc. funded in whole or in part with Senior Millage dollars: ***"This program and/or service is fully or partially funded by Genesee County Senior Millage funds. Your tax dollars are at work."***
23. The OPERATING ENTITY agrees to email the monthly newsletter by the 5<sup>th</sup> of each month to the Department of Senior Services. The OPERATING ENTITY also agrees to allow the Department of Senior Services or their Commissioner to place an ad in the newsletter six times per year with statistics or correspondence concerning programs funded by the Senior Millage.
24. The OPERATING ENTITY shall complete the expenditures described in its approved budget (Attachment A of this Contract) no later than the end of the Program Year, September 30, 2026.
25. The OPERATING ENTITY acknowledges that, at any time, the COUNTY may withhold payment of reimbursements if, in its sole assessment, the COUNTY determines that the OPERATING ENTITY has failed to comply with any Program requirements. In addition, any funds provided pursuant to the 2025-2026 Program are subject to repayment to the COUNTY if, in its sole assessment, the COUNTY determines that the OPERATING ENTITY has failed to comply with Program requirements at any time during the 2025-2026 Program period or a prior period.
26. The COUNTY may terminate this Contract without notice at any time during the Contract term if it determines that the OPERATING ENTITY has failed to substantially comply with Contract requirements. At the COUNTY'S option, the OPERATING ENTITY may be given fourteen (14) days' notice and the opportunity to cure the deficiencies in its Program. Furthermore, this Contract may be terminated by the County for any reason related to changing objectives

of the Senior Services Program or due to diminution of funds by giving the OPERATING ENTITY written notice of the effective date of termination. All costs and liabilities associated with this Contract will cease as of the effective date of termination. Requests for funding for costs up to that date will be subject to the COUNTY assessment of acceptability.

27. This Contract may be modified by the parties only by a written document signed by authorized representatives.
28. The OPERATING ENTITY agrees that, during its tenure and for one year thereafter, none of its members, officers, or employees who exercise any functions or responsibilities with respect to the performance of the activities which are subject to this Contract shall have any interest, direct or indirect, in any subcontract or the proceeds thereof for work to be performed in connection with this Contract. The OPERATING ENTITY further agrees to incorporate a provision prohibiting such interest in all subcontracts regarding the performance of such activities.
29. The OPERATING ENTITY agrees that no individual who serves as a member of the governing board or is a member of a Board Committee or advisory committee may be employed as a staff member during his/her term of office. The OPERATING ENTITY further agrees that no Senior Millage funds shall be used to pay for the services of any employee or contractor who is a member of the immediate family of a member of the OPERATING ENTITY's governing board or of the director of the CENTER unless the individual was hired before the year 2006 and has been in continuous employment with the CENTER since being hired. A member of an immediate family shall include any of the following persons: Husband, Wife, Father, Father-in-law, Mother, Mother-in-law, Sister, Sister-in-law, Brother, Brother-in-law, Son, Son-in-law, Daughter, Daughter-in-law, niece, nephew, grandchildren, aunt, uncle, cousin, stepparent, step-sibling, or domestic partner.
30. The OPERATING ENTITY agrees that no individual who serves as a member of the OPERATING ENTITY's governing board or is a member of a board committee or advisory committee will receive any payment for services from the OPERATING ENTITY.
31. The OPERATING ENTITY agrees that the Director of the CENTER will be an employee of the OPERATING ENTITY and will not hold a voting position on the governing board of the OPERATING ENTITY. The OPERATING ENTITY further agrees that the Director shall have no authority regarding the selection, evaluation, nomination, appointment, or election of any member of the governing board. It shall be the responsibility of the governing board to review and approve decisions by the Director.
32. The OPERATING ENTITY and its employees are not Genesee County employees.

33. The OPERATING ENTITY shall comply with all federal, state, or local laws, regulations and standards, processes, and any amendments thereto, as they may apply to the performance of this Contract.
34. The OPERATING ENTITY agrees to adhere to its own procurement standards or, in the absence of such acceptable standards, to the Genesee County Senior Services Purchasing Regulations as set forth in Attachment D to this Contract. The OPERATING ENTITY agrees to adhere to its own travel regulations or, in the absence of such acceptable regulations, to the Genesee County Travel Regulations as set forth in Attachment D to this Contract. Notwithstanding the preceding, no reimbursements for overnight travel or travel outside of Genesee County shall be made from Senior Millage funds without prior approval of the Genesee County Board of Commissioners. Additionally, reimbursement costs for any travel shall not exceed those rates set forth in the Genesee County Travel Regulations.
35. The OPERATING ENTITY agrees to allow the COUNTY to enter a contract with a firm to administer an annual Audited Financial Report of the CENTER operations. It is understood that a copy of the audit is required as part of the application for funding. No reimbursements for the performance period of this Contract will be made prior to a copy of the audit being provided. The OPERATING ENTITY shall submit a copy of the filed 990, 1099, and W-2 forms for the current year.
36. The OPERATING ENTITY agrees that political campaign intervention, including directly or indirectly participating or intervening in any political campaign on behalf of, or in opposition to, any candidate for elective public office, is prohibited.
  - a. Political campaign intervention includes:
    - i. Contributing to political campaign funds.
    - ii. Making public statements of position (verbal or written) by or on behalf of the senior center in favor or opposition to any candidate for public office.
    - iii. Distributing statements prepared by others that favor or oppose any candidate for public office.
    - iv. Making public statements of position.
    - v. Allowing a candidate to use the center's assets or facilities if the equivalent opportunity is not provided to all other candidates.
    - vi. Making partisan comments in official senior center publications or at official functions of the senior center.
    - vii. Political fundraising at the senior center.

- b. Political campaign intervention does not include:
  - i. Taking a position on public policy issues as a senior center, so long as the message does not favor or oppose a certain candidate or otherwise violate the political campaign intervention prohibition.
  - ii. Promotion of voter registration in a non-partisan manner.
  - iii. Encouragement of voter participation in a non-partisan manner.
  - iv. Providing voter education / voter guides in a non-partisan manner.
  - v. Non-partisan candidate forums or debates at the senior center.
  - vi. Candidates appearing or speaking at events of the senior center in a non-candidate capacity.
  - vii. Supporting the Senior Millage
- 37. The OPERATING ENTITY agrees that title to any approved equipment purchased in whole or part using Senior Millage funds shall vest with the County of Genesee upon acquisition. The Senior Services Director may, in writing, waive the requirements of this paragraph for any purchase. Waiver in one instance, shall not constitute automatic future waiver regarding the requirements of this paragraph. For this section, equipment is defined as tangible, non-expendable, personal property having a useful life of more than 1 year and an acquisition cost of \$1,000.00 or more per unit. Equipment purchases not included in the submitted budget are automatically unapproved unless a formal budget amendment is submitted to the Senior Services Director.
- 38. The OPERATING ENTITY agrees to notify the Senior Services Director of damage, theft, or replacement of any equipment purchased with Senior Millage funds within 48 hours of such occurrence. When applicable, a copy of the police report must be submitted to the Senior Services Director within two weeks of the occurrence. The OPERATING ENTITY further agrees to repair or replace damaged or stolen equipment or to reimburse the COUNTY with the millage-funded purchase cost utilizing non-senior millage funds. Failure to repair or replace such equipment shall result in repayment to the COUNTY of the millage-funded purchase cost by reducing payments to the OPERATING ENTITY of submitted reimbursement requests by the cost of the equipment until repayment has been achieved.
- 39. Each party to this Contract will remain responsible for any claims arising out of that party's performance of this Contract, as provided for in this Contract or by law. This Contract is not intended to either increase or decrease either party's liability to or immunity from tort claims. This Contract is not intended to give, nor will it be interpreted as giving, either party a right of indemnification either by contract or at law for claims arising out of the performance of this Contract.

Further, in the event the OPERATING ENTITY becomes involved in, or is threatened with, litigation related to this Contract, or the activities supported by the 2025-2026 Senior Millage – Senior Center Program, the OPERATING ENTITY shall immediately notify the COUNTY, wherein the COUNTY may enter into such litigation to protect the interests of the COUNTY as they may appear.

40. The OPERATING ENTITY shall not discriminate against any employee or applicant for employment with respect to hiring, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex (including, but not limited to, pregnancy, sexual orientation, or gender identity), disability, marital status, height, weight, or genetic information.
41. The OPERATING ENTITY agrees that the COUNTY may, at reasonable times and without notice, visit and inspect the CENTER and discuss or survey the CENTER'S activities with seniors who agree to participate.
42. The OPERATING ENTITY gives the COUNTY, or any other representatives designated by the COUNTY, the right to visit the CENTER at reasonable times and without notice, to examine all records, books, and papers related to the performance of activities which are the subject of this Contract.
43. The OPERATING ENTITY acknowledges that the COUNTY as a public body is subject to the Michigan Freedom of Information Act. Records held by the COUNTY are public unless exempted. Notwithstanding the foregoing, confidential information collected and provided to the COUNTY by the OPERATING ENTITY as part of its reporting requirements shall be used solely for purposes of performing and evaluating the performance of this Contract and will not be retained.
44. That failure by the COUNTY to insist upon strict adherence to any terms of this Contract shall not be considered a waiver or deprive the COUNTY of the right thereafter to insist upon strict adherence to that term, or any other term, of this Contract.
45. The Contract Administrator of this Contract is the Senior Services Director, Lynn M. Radzilowski. Obligations of or to the COUNTY in this Contract will be performed by or provided to, the Contract Administrator, or her designee.

The individual or officer signing this Contract certifies by their name that they are authorized to sign this Contract on behalf of the responsible governing board, official, entity, or contractor.

**COUNTY OF GENESEE**

**CITY OF FLINT**

**By:** \_\_\_\_\_  
Dale K. Weighill, Chairperson  
Genesee County Board of Commissioners

**By:** \_\_\_\_\_  
Sheldon Neeley, Mayor  
City of Flint

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**