

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday August 16, 2023

6:30pm

Work Study Session

1. Officials Reports
2. Discussion of Agenda Items

7:00 pm

Regular Meeting

Pledge of Allegiance

Roll Call:

Ayres-Reiss, Colovos, George, Graziani, Kowalsky, Kuspa, Rauch

Minutes:

1. Work Study Session Minutes dated August 2, 2023
2. Regular City Council Meeting Minutes dated August 2, 2023

Scheduled Persons in the Audience:

Consideration of Bids:

1. Letter from Mayor; Re: Bid for Janitorial Services – City Hall
2. Letter from Mayor; Re: Bid for Unimproved Superior Ave. Right-of-Way Sidewalk Extension
3. Letter from Mayor; Re: Bid for Schools and Parks Signage and Striping Improvements

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Scheduled Hearings:

Communications “A”

1. Letter from Mayor; RE: Purchase of Automated External Defibrillator (AED) Batteries and Supplies
(WAIVER OF BID)

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Communications “B” – (Receive and File):

Ordinances:

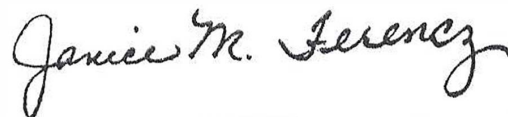
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1479 \$5,050,675.36

Adjournment:



Janice M. Ferencz, City Clerk

Work Study Session

August 2, 2023

An Informal Meeting of the Council of the City of Southgate was held on August 2, 2023 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

Present: Priscilla Ayres-Reiss, Bill Colovos, Christian Graziani, Greg Kowalsky, Zoey Kuspa, Phil Rauch

Absent: Karen George

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Treasurer Chris Rollet, City Engineer John Hennessey, Public Safety Director Joe Marsh, Fire Chief Justin Graves, Police Chief Mark Mydlarz, DPS Director Kevin Anderson, Building Inspections Director Tim Leach, Recreation Director Julie Goddard & Senior Alliance Director of Planning and Programs Amanda Sears

Amanda Sears presented the 2024 Senior Alliance Implementation Plan.

Discussed the following agenda items:

- Bid for Humphrey Cul-de-Sac and Burns Ave. Reconstruction
- Bid Award for FY2023-FY2025 Sidewalk Replacement Program
- Northline Road Improvements (Agnes St. to Fort St.)
- Architecture and Design Agreement-Southgate Tower Park & Bridge
- 2024 Senior Alliance Implementation Plan
- July and December Board of Review Dates
- Wavier bid-Purchase of Video Security Cameras for Lion's Park & Dog Park
- Rescind Resolution No. 104-22 due to Ford Motor Company's failure to honor the purchase of two police vehicles
- Waiver Bid-Purchase four Chevrolet Silverado Police Pursuit Pickup Trucks

This meeting ended at 6:59 pm.

City of Southgate

Regular City Council Meeting

August 2, 2023

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, August 2, 2023 in the Southgate City Hall Council Chambers and was called to order at 7:00 PM by Council President Zoey Kuspa.

This meeting began with the Pledge of Allegiance.

Present: Priscilla Ayres-Reiss, Bill Colovos, Karen George, Christian Graziani, Greg Kowalsky, Zoey Kuspa, Phil Rauch
Absent:
Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Engineer John Hennessey, City Treasurer Chris Rollet, Public Safety Director Joe Marsh, Fire Chief Justin Graves, Police Chief Mark Mydlarz, DPS Director Kevin Anderson, Building Inspections Director Tim Leach, Recreation Director Julie Goddard

Minutes:

Moved by Rauch, supported Colovos, RESOLVED, that the minutes of the City Council Work Study Session dated July 19, 2023 be approved as presented. Carried unanimously.

Moved by Ayres-Reiss, supported by Kowalsky, RESOLVED, that the minutes of the Regular City Council Meeting dated July 19, 2023 be approved as presented. Carried unanimously.

Consideration of Bids:

1. Letter from Mayor; Re: Humphrey Cul-de-Sac and Burns Ave. Reconstruction moved by Colovos, supported by George, RESOLVED THAT the Southgate City Council award the bid to GV Cement Contracting Company (20000 Dix Toledo Rd, Brownstown Charter Twp, MI 48183) for the Humphrey Cul-de-Sac and Burns Ave. Reconstruction Project in the amount of \$1,079,232.00, plus 10% contingency of \$107,923.20, for a total project cost of \$1,187,155.20. Motion carried unanimously.
2. Letter from Mayor; Re: FY2023-FY2025 Sidewalk Replacement Program moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council award the bid to Royal Cement (3372 Dix Hwy, Lincoln Park, MI 48146) for the FY2023-FY2025 Sidewalk Replacement Program in the amount of \$639,381.51. Motion carried unanimously.

Communications "A":

1. Letter from Mayor; Re: Northline Road Improvements (Agnes St. to Fort St.) moved by George, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council approve intergovernmental agreement with Wayne County for Road Improvements to Northline Road and approve working capital advance payment to Wayne County in the amount of \$111,869.00. Motion carried unanimously.
2. Letter from City Administrator; Re: Architecture and Design Agreement for the Southgate Tower Park and Bridge moved by Kowalsky, supported by Rauch, RESOLVED THAT the Southgate City Council approve the agreement between the City of Southgate and Constantine George Pappas of Royal Oak, MI for the design and architecture of the Southgate Tower Park and Bridge in the amount of \$360,700. Motion carried unanimously.
3. Letter from City Administrator; Re: Senior Alliance 2024 Implementation Plan moved by George, supported by Colovos, RESOLVED THAT the Southgate City Council approves the following resolution affirming approval of the Senior Alliance 2024 Annual Implementation Plan for Aging Services:

Regular City Council Meeting August 2, 2023

WHEREAS, the City Council of the City of Southgate, Wayne County, Michigan recognizes the role of The Senior Alliance as the designated Area Agency on Aging for Southern and Western Wayne County to be responsible for planning, developing, coordinating, monitoring, and managing a comprehensive organized service delivery system of services for older adults and caregivers.

WHEREAS, the 34 communities of Southern and Western Wayne County, including the City of Southgate comprises the Planning and Service Area to the agency's governing body.

WHEREAS, the Aging and Adult Services Agency require local Area Agencies on Aging to request approvals of their Annual Implementation Plan from their local governments.

WHEREAS, The Senior Alliance has submitted the plan to this honorable body in accordance with federal and state laws.

WHEREAS, The Senior Alliance has held a public hearing for client, caregiver, and service provider population feedback which contributed to the development of the Annual Implementation Plan for Fiscal Year (FY) 2024.

NOW, THEREFORE, BE IT RESOLVED, that this honorable body of Southgate approves the Annual Implementation Plan for Fiscal Year (FY) 2024, as presented to the City.

APPROVED AND ADOPTED, by the City Council on August 2, 2023.

Motion carried unanimously.

4. Letter from City Administrator; Re: July and December Board of Review Dates moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council approves that the July Board of Review will take place during the week of the third Monday in July, and that the December Board of Review will take place during the second week in December. Motion carried unanimously.
5. Letter from Mayor; Re: Purchase of Video Security Cameras for Lion's Park/Dog Park moved by Ayres-Reiss, supported by Rauch, RESOLVED THAT the Southgate City Council waive the bid process and approve the purchase of video security cameras for Lion's Park/Dog Park to CNWR-IT Consultants (1301 N. Summit St., Toledo, OH 43604) in the amount of \$5,287.24. Motion carried unanimously.
6. Letter from Mayor; Re: Rescind Resolution No. 104-22 for the purchase of two (2) Police Vehicles moved by Rauch, supported by Colovos, RESOLVED THAT the Southgate City Council rescind Resolution No. 104-22 due to Ford Motor Company's failure to honor the purchase of two (2) police vehicles. Motion carried unanimously.
7. Letter from Mayor; Re: Purchase of four (4) Chevrolet Silverado Police Pursuit Pickup Trucks moved by Kowalsky, supported by Rauch, RESOLVED THAT the Southgate City Council waive the bid process and approve the purchase of four (4) Chevrolet Silverado Police Pursuit Pickup Trucks from Berger Chevrolet (2525 28th St. SE, Grand Rapids, MI 49512) in the amount of \$196,008.00, under the Michigan MI Deal Extended Purchasing Program. Motion carried unanimously.

Claims and Accounts:

Moved by Graziani, supported by Rauch, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1478 for \$2,895,848.81. Motion carried unanimously.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

BILL COLOVOS

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

August 10, 2023

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for Janitorial Services – City Hall

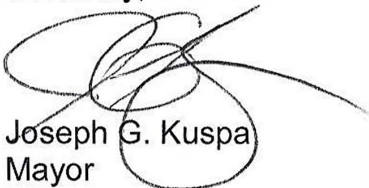
Ladies and Gentlemen:

It is recommended by the DPS Director and I concur with his recommendation to award the bid for Janitorial Services at City Hall to Services to Enhance Potential (STEP), Dearborn, Michigan, for a period of one (1) year at the rate of \$1,320.00 per month. This is the lowest bid and in the best interest of the City.

Sufficient funds are available in the General Fund Budget to cover costs associated with this bid.

Your favorable consideration of this matter is requested.

Sincerely,

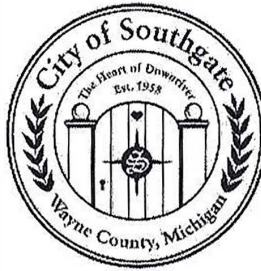

Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
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City of Southgate

- CITY COUNCIL -

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PRISCILLA AYRES-REISS

GREG KOWALSKY

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*
DATE: August 9, 2023
RE: Recommendation to Award Bid for Janitorial Services – City Hall

I have reviewed the bids for City Hall janitorial services with the DPS Director and concur with their recommendation that the bid be awarded to Services To Enhance Potential (STEP) (Dearborn MI) for a period of one (1) year at the rate of \$1,320.00 per month. Bids were received from nine vendors, and STEP was the lowest bidder meeting the specifications.

Funds are available in the General Fund budget for this bid award.

Proposed Motion

Award bid to Services To Enhance Potential (STEP) for City Hall janitorial services for a period of one (1) year at the rate of \$1,320.00 per month.

From the Desk of:
Kevin Anderson
Director, D.P.S.
August 9, 2023

To: Doug Drysdale,
Finance Director

Re: Bid Recommendation for Janitorial Services

I have reviewed the bids submitted for Janitorial Services and find Services to Enhance Potential (STEP) to be the best choice for the City for Janitorial Services:

- They are the lowest bidder meeting all specifications

Services To Enhance Potential (STEP)
2941 S. Gully Rd.
Dearborn, MI 48124
Phone: 313-319-1526
Email: hmullins@stepcentral.org

Therefore, I recommend that (for a period of one year) the bid be awarded to Services to Enhance Potential (STEP).

If you have any questions, please contact me.

KA/sb



Bid Tabulation Enclosed

(S/Bids-A Bid Recommendation: Janitorial Services)

City of Southgate
14719 Schafer Court
Southgate, MI 48195
(734) 258-3076

Department of Public Services
Bid Tabulation – Janitorial Services

Due & Opened: August 3, 2023

Company	Bid Amount (3 days a week)
PuroClean First Responders	\$2,030.00 Monthly
Down River Cleaning Services, Inc.	\$2,291.00 Monthly
Iveza Building Services	\$1,631.25 Monthly
CleanNet of Greater Michigan	\$1,754.53 Monthly
Green's Family Cleaning Services	\$2,700.00 Monthly
Services to Enhance Potential	\$1,320.00 Monthly
Eshu Cleaning Services	\$2,567.70 Monthly
Michigan Building Cleaning and Maintenance	\$1,800.00 Monthly

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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PRISCILLA AYRES-REISS

GREG KOWALSKY

August 10, 2023

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for Unimproved Superior Avenue Right-of-Way Sidewalk Extension

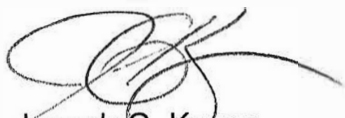
Ladies and Gentlemen:

It is recommended by the City Engineer and I concur with his recommendation to award the bid for Unimproved Superior Avenue Right-of-Way Sidewalk Extension to Great Lakes Contracting Solutions, LLC, Waterford, Michigan, in the amount of \$171,752.50, plus a 10% contingency of \$17,175.25, for a total bid award of \$188,927.75. This was the only bid received.

Sufficient funds are available from the non-motorized ACT 51 funds to cover costs associated with this bid.

Your favorable consideration of this matter is requested.

Sincerely,



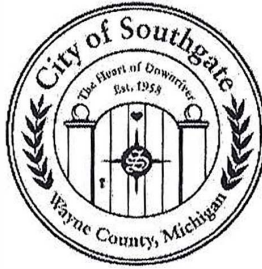
Joseph G. Kuspa
Mayor

JGK/law

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City of Southgate

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PRISCILLA AYRES-REISS

GREG KOWALSKY

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

DATE: August 9, 2023

RE: Recommendation to Award Bid for Unimproved Superior Avenue Right-of-Way Sidewalk Extension

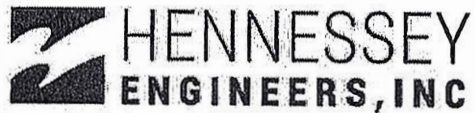
I have reviewed the above bids with the City Engineer and recommend awarding the bid for the Unimproved Superior Avenue Right-of-Way Sidewalk Extension to Great Lakes Contracting Solutions, LLC (Waterford MI) in the amount of \$171,752.50, plus 10% contingency of \$17,175.25, for a total bid award of \$188,927.75.

This bid was posted on BidNet.com. Great Lakes Contracting Solutions submitted the only bid for this project; however, thirteen (13) other contractors electronically downloaded the contract documents for review.

Funding for this project will come from the non-motorized Act 51 funds.

Proposed Motion

Award bid to Great Lakes Contracting Solutions, LLC (Waterford MI) for the Unimproved Superior Avenue Right-of-Way Sidewalk Extension in the amount of \$171,752.50, plus 10% contingency of \$17,175.25, for a total bid award of \$188,927.75.



August 9, 2023

Mr. Dan Marsh, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: Unimproved Superior Avenue R.O.W. Sidewalk Extension
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13137**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened bids on Tuesday, August 1, 2023 for the above referenced project and received a bid from one (1) contractor. There were thirteen (13) other contractors that electronically downloaded contract documents for review. Attached is a copy of the bid tabulation.

Our office has reviewed the one (1) bid received and in summary, the bid received was as follows:

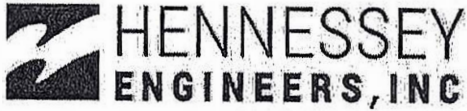
<u>Contractor</u>	<u>Bid Amount</u>
• Great Lakes Contracting Solutions, LLC	\$171,752.50

This project involves constructing approximately 4,475 square feet of new 4-inch concrete sidewalk and approximately 930 square feet of sidewalk removal and replacement in the unimproved right of way of Superior Avenue, from Lions Park to Reeck Road. Other work that is included in this project is soil erosion control, clearing, culvert removal and installation, structure adjustment, swale grading and restoration. The project is scheduled to start the week of August 28, 2023 and to be substantially completed by September 29, 2023.

Great Lakes Contracting Solutions, LLC has been low bidder on many projects in the City of Southgate and Hennessey Engineers has worked with Great Lakes Contracting Solutions, LLC in other communities. Recent projects completed by Great Lakes in the City of Southgate are the reconstruction of Superior Avenue, Ford Line Avenue & Eureka Alley, Dumay Avenue and McCann Avenue.

Therefore, based upon the outcome of the bids and past experience, it is our office's recommendation to award the Unimproved Superior Avenue Right of Way Sidewalk Extension Project to Great Lakes Contracting Solutions, LLC of Waterford, Michigan, in the amount of \$171,752.50 with a 10% contingency of \$17,175.25.

If you have any questions, please do not hesitate to contact me at any time.



Mr. Dan Marsh
Unimproved Superior Avenue R.O.W. Sidewalk Extension
Recommendation of Contract Award

August 9, 2023
Page 2

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in cursive script that reads "John M. Miller".

John M. Miller
Project / Construction Manager

cc: Honorable Mayor Joseph Kuspa, City of Southgate
Honorable City Council Members, City of Southgate
Doug Drysdale, Director of Finance, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

**CITY OF SOUTHGATE - UNIMPROVED SUPERIOR AVENUE RIGHT OF WAY SIDEWALK
EXTENSION
PROJECT NO. 13137**

**Great Lakes Contracting
Solutions, LLC**

2300 Edinburgh Rd
Waterford, MI 48328

Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total
1	Mobilization	1	LSUM	\$7,500.00	\$7,500.00
2	Soil Erosion Control, Silt Fence	1,425	LFT	\$5.00	\$7,125.00
3	Pedestrian Traffic Control	1	LSUM	\$2,500.00	\$2,500.00
4	Clearing	0.2	ACRE	\$50,000.00	\$10,000.00
5	Corduroy, Remove	7	STA	\$2,995.00	\$20,965.00
6	Excavation, Earth	60	CYD	\$45.00	\$2,700.00
7	Culvert, Remove	1	EACH	\$375.00	\$375.00
8	Fence, Remove	10	LFT	\$20.00	\$200.00
9	Landscape Bricks, Remove, Salvage & Re-install	10	LFT	\$34.85	\$348.50
10	Sidewalk, Remove	930	SFT	\$2.00	\$1,860.00
11	Culvert, HDPE with End Sections, 12-inch	20	LFT	\$95.00	\$1,900.00
12	Structure, Gatewell, Adjust	1	EACH	\$665.00	\$665.00
13	Gatewell Frame & Cover	3	EACH	\$750.00	\$2,250.00
14	Sidewalk, Concrete, 4-inch, with 4-inch 21AA Limestone Aggregate Base	4,475	SFT	\$9.20	\$41,170.00
15	Sidewalk, Concrete, 6-inch with 4-inch 21AA Limestone Aggregate Base	80	SFT	\$10.50	\$840.00
16	Swale Grading	60	LFT	\$30.00	\$1,800.00
17	Fence Post, Install	1	EACH	\$350.00	\$350.00
18	Fence, Install	4	LFT	\$110.00	\$440.00
19	Restoration, 2-inch Tposoil & Seed Mulch Blankets	3,800	SYD	\$14.50	\$55,100.00
20	Construction Observation	28	DAYS	\$488.00	\$13,664.00
TOTAL BID AMOUNT					\$171,752.50

* = Correction in bid calculations determined by HEI



August 9, 2023

Mr. Dan Marsh, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: Schools & Parks Signage & Striping Improvements
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13140**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened bids on Tuesday, July 25, 2023 for the above referenced project and received a bid from one (1) contractor. There were four (4) other contractors that electronically downloaded contract documents for review. Attached is a copy of the bid tabulation.

Our office has reviewed the one (1) bid received and in summary, the bid received was as follows:

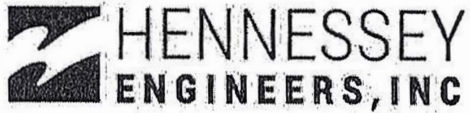
<u>Contractor</u>	<u>Bid Amount</u>
• J. Ranck Electric, Inc.	\$199,285.00

This project involves approximately 6,750 lineal feet of 6-inch white crosswalk striping, 1,675 lineal feet of white stop bars, 118 each of red and white reflectorized sign post panels, 133 each of yellow reflectorized sign post panels and 297 each of permanent pedestrian crosswalk and stop signs, adjacent to schools and parks throughout the City of Southgate. The project is scheduled to start the week of August 28, 2023 and to be substantially completed by September 29, 2023. This project may be conducted in two phases in order to coordinate with the start of the new school year.

Hennessey Engineers has worked with J. Ranck Electric, Inc. in other communities on similar construction projects.

Therefore, based upon the outcome of the bids and past experience, it is our office's recommendation to award the Schools & Parks Signage & Striping Project to J. Ranck Electric, Inc. of Mt. Pleasant, Michigan, in the amount of \$199,285.00 with a 10% contingency of \$19,928.50

If you have any questions, please do not hesitate to contact me at any time.



Mr. Dan Marsh
Schools & Parks Signage & Striping Improvements
Recommendation of Contract Award

August 9, 2023
Page 2

Very Truly Yours,

HENNESSEY ENGINEERS, INC.

A handwritten signature in black ink, reading 'John M. Miller'.

John M. Miller
Project / Construction Manager

cc: Honorable Mayor Joseph Kuspa, City of Southgate
Honorable City Council Members, City of Southgate
Doug Drysdale, Director of Finance, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Joe Marsh, Director of Public Safety, City of Southgate
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

**CITY OF SOUTHGATE - SCHOOLS & PARKS SIGNAGE & STRIPING
IMPROVEMENTS
PROJECT NO. 13140**

Line Number	Description	Est Amount	Unit
1	Traffic Maintenance & Control	1	LSUM
2	Remove, Salvage & Reinstall Sign	11	EACH
3	Remove Sign	73	EACH
4	Sign, Permanent	297	EACH
5	Reflectorized Strips, 3-inch Width, Red & White	118	EACH
6	Reflectorized Strips, 3-inch Width, Yellow	133	EACH
7	Pavement Marking, 6-inch Crosswalk, White	6,745	LFT
8	Pavement Marking, 24-inch Stop Bar	1,675	LFT
9	Construction Observation	\$488.00	DAYS
SCHOOLS & PARKS SIGNAGE & STRIPING IMPROVEMENTS TOTAL BID AMOUNT			

J. Ranck Electric, Inc.

1993 Gover Parkway

Mt. Pleasant, MI 48858

Unit Price in Figures	Line Total
\$25,875.00	\$25,875.00
\$280.00	\$3,080.00
\$70.00	\$5,110.00
\$272.00	\$80,784.00
\$94.00	\$11,092.00
\$94.00	\$12,502.00
\$3.60	\$24,282.00
\$16.00	\$26,800.00
20	\$9,760.00
	\$199,285.00

* = Correction in bid calculations determined by HEI

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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Council President

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PRISCILLA AYRES-REISS

GREG KOWALSKY

August 10, 2023

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for Schools and Parks Signage & Striping Improvements

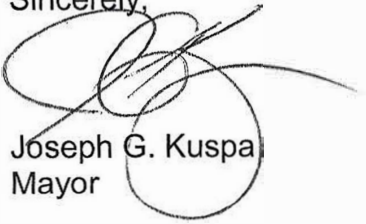
Ladies and Gentlemen:

It is recommended by the City Engineer and I concur with his recommendation to award the bid for Schools and Parks Signage & Striping Improvements to J. Ranck Electric, Inc., Mt. Pleasant, Michigan, in the amount of \$199,285.00 plus a 10% contingency of \$19,928.50, for a total of \$219,213.50. This was the only bid received for this project.

Sufficient funds are available in the Local Streets Fund to cover costs associated with this bid.

Your favorable consideration of this matter is requested.

Sincerely,


Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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Council President

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BILL COLOVOS

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*
DATE: August 9, 2023
RE: Recommendation to Award Bid for Schools and Parks Signage & Striping Improvements

I have reviewed the above bid with the City Engineer and recommend awarding the bid for the Schools and Parks Signage & Striping Improvements to J. Ranck Electric, Inc. (Mt. Pleasant MI) in the amount of \$199,285.00, plus 10% contingency of \$19,928.50, for a total bid award of \$219,213.50.

This bid was posted on BidNet.com. J.Ranck Electric submitted the only bid for this project; however, four (4) other contractors electronically downloaded the contract documents for review.

Funding for this project will come from the Local Streets Fund.

Proposed Motion

Award bid to J. Ranck Electric, Inc. (Mt. Pleasant MI) for the Schools and Parks Signage & Striping Improvements in the amount of \$199,285.00, plus 10% contingency of \$19,928.50, for a total bid award of \$219,213.50.



August 9, 2023

Mr. Dan Marsh, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: Schools & Parks Signage & Striping Improvements
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13140**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened bids on Tuesday, July 25, 2023 for the above referenced project and received a bid from one (1) contractor. There were four (4) other contractors that electronically downloaded contract documents for review. Attached is a copy of the bid tabulation.

Our office has reviewed the one (1) bid received and in summary, the bid received was as follows:

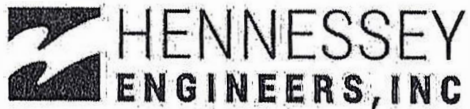
<u>Contractor</u>	<u>Bid Amount</u>
• J. Ranck Electric, Inc.	\$199,285.00

This project involves approximately 6,750 lineal feet of 6-inch white crosswalk striping, 1,675 lineal feet of white stop bars, 118 each of red and white reflectorized sign post panels, 133 each of yellow reflectorized sign post panels and 297 each of permanent pedestrian crosswalk and stop signs, adjacent to schools and parks throughout the City of Southgate. The project is scheduled to start the week of August 28, 2023 and to be substantially completed by September 29, 2023. This project may be conducted in two phases in order to coordinate with the start of the new school year.

Hennessey Engineers has worked with J. Ranck Electric, Inc. in other communities on similar construction projects.

Therefore, based upon the outcome of the bids and past experience, it is our office's recommendation to award the Schools & Parks Signage & Striping Project to J. Ranck Electric, Inc. of Mt. Pleasant, Michigan, in the amount of \$199,285.00 with a 10% contingency of \$19,928.50

If you have any questions, please do not hesitate to contact me at any time.



Mr. Dan Marsh
Schools & Parks Signage & Striping Improvements
Recommendation of Contract Award

August 9, 2023
Page 2

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in black ink, reading 'John M. Miller'.

John M. Miller
Project / Construction Manager

cc: Honorable Mayor Joseph Kuspa, City of Southgate
Honorable City Council Members, City of Southgate
Doug Drysdale, Director of Finance, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Joe Marsh, Director of Public Safety, City of Southgate
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

**CITY OF SOUTHGATE - SCHOOLS & PARKS SIGNAGE & STRIPING
IMPROVEMENTS
PROJECT NO. 13140**

Line Number	Description	Est Amount	Unit
1	Traffic Maintenance & Control	1	LSUM
2	Remove, Salvage & Reinstall Sign	11	EACH
3	Remove Sign	73	EACH
4	Sign, Permanent	297	EACH
5	Reflectorized Strips, 3-inch Width, Red & White	118	EACH
6	Reflectorized Strips, 3-inch Width, Yellow	133	EACH
7	Pavement Marking, 6-inch Crosswalk, White	6,745	LFT
8	Pavement Marking, 24-inch Stop Bar	1,675	LFT
9	Construction Observation	\$488.00	DAYS
SCHOOLS & PARKS SIGNAGE & STRIPING IMPROVEMENTS TOTAL BID AMOUNT			

J. Ranck Electric, Inc.

1993 Gover Parkway
Mt. Pleasant, MI 48858

Unit Price in Figures	Line Total
\$25,875.00	\$25,875.00
\$280.00	\$3,080.00
\$70.00	\$5,110.00
\$272.00	\$80,784.00
\$94.00	\$11,092.00
\$94.00	\$12,502.00
\$3.60	\$24,282.00
\$16.00	\$26,800.00
20	\$9,760.00
	\$199,285.00

* = Correction in bid calculations determined by HEI

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

BILL COLOVOS

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

August 10, 2023

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of Automated External Defibrillator (AED) Batteries and Supplies
(Waiver of Bid)

Ladies and Gentlemen:

I have reviewed the above and concur with the Assistant City Administrator/Finance Director's recommendation to waive the bid procedure and award the purchase of Automated External Defibrillator (AED) Batteries and Supplies to AED USA, in the amount of \$4,102.00.

The AED's are located at City Hall, the Library, the Department of Public Services building, the Senior Center, the Ice Arenas, the Golf Course and the Police Department.

Funds are available in the applicable budgets for these funds and departments.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

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PRISCILLA AYRES-REISS

GREG KOWALSKY

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DD*

DATE: August 10, 2023

RE: Recommendation to Approve Purchase of Automated External Defibrillator (AED) Batteries and Supplies (**WAIVER OF BID**)

I have reviewed the above quotes with the Fire Chief and concur with their recommendation to waive the bidding process and approve the purchase of replacement batteries and supplies for automated external defibrillators (AED) to AED USA in the amount of \$4,102.00.

Quotes were received from three (3) vendors, and AED USA provided the lowest price.

The AED's are located at City Hall, the Library, the Dept of Public Services building, the Senior Center, the Ice Arenas, the Golf Course, and the Police Dept.

Funds are available in the applicable budgets for these funds and departments.

Proposed Motion

Waive the bidding process and approve purchase of replacement batteries and supplies for the automated external defibrillators (AED) to AED USA in the amount of \$4,102.00.

