

Southgate City Council Agenda

Council Chambers

Wednesday February 6, 2019

6:30pm **Work Study Session**

1. Officials Reports
2. Discussions regarding agenda items.

7:00 pm **Regular Meeting**

Pledge of Allegiance

Roll Call: Colovos, Farrah, George, Graziani, Rauch, Rollet, Zamecki.

Minutes:

1. Work Study Session Minutes dated January 16, 2019.
2. Regular City Council Meeting Minutes dated January 16, 2019.

Scheduled Persons in the Audience:

Consideration of Bids:

Scheduled Hearings:

Communications "A" –

- | | |
|--|---------|
| 1. Memo from Administrator; Re: School Board Lease Agreement | Page 5 |
| 2. Memo from ACA/Finance Director; Re: Proposed Schedule – FY 19/20 Budget Process | Page 14 |
| 3. Memo from ACA/Finance Director; Re: Request for Public Hearings | Page 15 |
| 4. Letter from Mayor; Re: Roof Leak Maintenance and Repairs | Page 16 |
| 5. Letter from Mayor; Re: Purchase of Truck Plow Blade | Page 21 |

Communications "B" – (Receive and File)

Ordinances:


Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1370 See Warrant

Adjournment:



Janice M. Ferencz, City Clerk

Work Study Session

January 16, 2019

An Informal Meeting of the Council of the City of Southgate was held on January 16, 2019 at 6:30 P.M. in the Council Chambers of the Municipal Building, 14400 Dix-Toledo Highway, Southgate, Michigan.

Present: Bill Colovos, Mark Farrah, John Graziani, Karen George, Phillip Rauch, Christopher Rollet, Dale Zamecki

Absent:

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, Assistant City Administrator/Finance Director David Angileri, City Attorney Brandon Fournier, City Engineer Mark Gaworecki, Public Safety Director Jeff Smith, Fire Chief Mike Sypula, Police Chief Brett Selby, Building Inspections Director Bob Casanova, Director of Public Services Bob Tarabula and Parks & Recreation Director Julie Goddard.

Mayor Kuspa presented the Home Decorating Awards to the following winners:

1 st place	Jean Morier, 12861 Ward
2 nd place	Mike & Pam Rickard, 14602 Fordline
3 rd place	Larry Hall, 14480 Stoutwood

4th District State Senator Marshall Bullock introduced himself to Council and Administration. He also spoke about the committees for which he will be working.

Discussion took place on the following item scheduled for action at the regular meeting:

- Plumbing Repairs extension of fees
- Cross Connection Control Program

This meeting ended at 6:50 pm.

City of Southgate Regular City Council Meeting January 16, 2019

A Regular Meeting of the Council of the City of Southgate was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Wednesday, January 16, 2019 and was called to order at 7:00 PM by Council President John Graziani.

This meeting began with the Pledge of Allegiance, followed by roll call.

Present: Bill Colovos, Mark Farrah, Karen George, John Graziani, Phillip Rauch, Christopher Rollet, Dale Zamecki

Absent:

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, Assistant City Administrator/Finance Director David Angileri, City Attorney Brandon Fournier, City Engineer Mark Gaworecki, Public Safety Director Jeff Smith, Police Chief Brett Selby, Fire Chief Mike Sypula, Building Inspections Director Bob Casanova, Director of Public Services Bob Tarabula and Parks & Recreation Director Julie Goddard.

Minutes:

Moved by Colovos, supported by Rauch, RESOLVED, that the minutes of the City Council Work Study Session dated January 2, 2019 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Rollet, RESOLVED, that the minutes of the Regular City Council Meeting dated January 2, 2019 be approved as presented. Carried unanimously.

Communications "A":

1. Memo from Mayor; Re: Plumbing Repairs moved by Zamecki, supported by George, RESOLVED that the Southgate City Council hereby extends the current contract for Plumbing Repairs to Quint Plumbing (4144 Sixth Street, Wyandotte, MI 48192) with the amounts of \$50.00 per hour weekdays 8 am to 5 pm and an amount not to exceed \$60.00 per hour after 5 pm, Holidays and weekends. BE IT FURTHER RESOLVED THAT sufficient funds are available in the various Department Budgets to cover costs associated with these repairs.

Motion carried unanimously.

2. Letter from Mayor; Re: Cross Connection Control Program moved by Rollet, supported by Zamecki, RESOLVED that the Southgate City Council hereby extends the current contract for the Cross Connection Control Program with HydroCorp (5700 Crooks Rd., Ste. 100, Troy, MI 48098) in the amount of \$33,120 per year. BE IT FURTHER RESOLVED THAT sufficient funds are available in the Water and Sewer Fund.

Motion carried unanimously.

Regular City Council Meeting
January 16, 2019

Claims and Accounts:

Moved by Farrah, supported by Rollet, RESOLVED, that Claims and Accounts be paid as outlined on Warrant # 1369 in the amount of \$1,186,556.21.

Motion carried unanimously.

Adjournment:

Moved by Colovos, supported by Rauch, RESOLVED, that this Regular Meeting of the Southgate City Council be adjourned at 7:06 P.M. Carried unanimously.

John Graziani
Council President

Michelle Kessler
Deputy City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

Memorandum

To: Mayor Kuspa and City Council Members

From: Dustin Lent, City Administrator

Date: January 25, 2019

Re: School Board Lease Agreement

Attached is a communication I have received from Superintendent Jill Pastor requesting a 4-month extension to their current lease. There is now room for the School Board to move into one of their own buildings and vacate City Hall.

The School Board will continue to use the City Council Chambers for their School Board meetings.

I have reviewed the attached document and have no objection to the terms presented. Therefore, I respectfully request the City Council adopt a resolution authorizing the Mayor and Clerk to sign on behalf of the City. Please do not hesitate to contact me with any questions.

BOARD OF EDUCATION

January 23, 2019

PRESIDENT

JASON CRAIG

VICE PRESIDENT

TIMOTHY O. ESTHEIMER

SECRETARY

DR. DARLENE L. POMONIO

TREASURER

JASON R. KUPSER

TRUSTEES

NEIL J. FREITAS
ANDREW A. GREEN
RICK LAMOS

ADMINISTRATION

SUPERINTENDENT

JILL M. PASTOR

BUSINESS AND FINANCE
DIRECTOR

CURRICULUM / FEDERAL
PROGRAMS DIRECTOR
DR. MICHELLE BAKER-HERRING

DIRECTOR OF HUMAN RESOURCES
GERARD L. MORIN

Dustin Lent
City Administrator
14400 Dix Toledo Rd.
Southgate, MI 48195

Dear Mr. Lent,

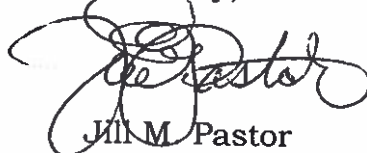
I would like to request a 4-month extension to our current lease. Our lease ends on April 30, 2019. We would like to extend our agreement until July 31, 2019 with a prorated cost.

We have enjoyed sharing a space with City Hall since 2011. We would like to continue to use the City Council Chambers for our Board of Education meetings.

There is now room to move back to one of our own buildings. This decision was made in an effort to continue to be fiscally responsible.

Please let me know if you have any questions. I appreciate your consideration.

Sincerely,



Jill M. Pastor
Superintendent

SCHOOL

LEASE AGREEMENT EXTENSION

This agreement made this 1st day of May, 2017 by and between the CITY OF SOUTHGATE, a Michigan municipal corporation, with offices at 14400 Dix-Toledo Road, Southgate, Michigan ("City") and The Southgate Community School District ("School").

WITNESSETH:

WHEREAS, the City and School entered into an agreement on May 19, 2011, which provided terms of agreement for a three year lease with a three year extension for office space located in City Hall, and

WHEREAS, the agreement is scheduled to expire on May 1, 2017 and the parties desire to extend the current relationship, and

WHEREAS, the agreement sets forth the ability to extend the lease with mutual consent of the parties NOW, THEREFORE, in consideration of the mutual covenants herein contained,

IT IS AGREED by and between the parties that the term of the said agreement be extended for a period of two (2) years beginning May 1, 2017 and ending April 30, 2019 with annual compensation for Professional remaining at \$45,000.00 (Forty-Five thousand Dollars),

IT IS FURTHER AGREED that this Agreement may be extended by the Parties for an additional one year period.


IT IS FURTHER AGREED that the foregoing and the Property Lease as entered into on May 19, 2011, represent the total and complete agreement of the parties, that any modification hereof must be in writing signed by both parties, and that the parties have signed hereunder freely and voluntarily after having had opportunity to consult with legal counsel.

IN WITNESS WHEREOF, the parties have signed on the day and date above written.

WITNESSES:

THE CITY OF SOUTHGATE

Shirley Walsh

By: 
Joseph G. Kuspa
Its Mayor

And

Michelle Kuspa

By: 
Janice M. Ferencz
Its Clerk

WITNESSES:

Sheresa Grzechowski

sheresa Grzechowski

SOUTHGATE COMMUNITY SCHOOLS

By: Leslie Chretien
Leslie Hainrihar
Its Superintendent

By: Julene Bryson
Its School Board President

PROPERTY LEASE

(1) This Lease Made this 17th day of May, 2011 by and between the City Of Southgate, a Municipal Corporation, the Lessor, hereinafter designated as the "**Landlord**", and The Southgate Community School District, the "**Lessee**", hereinafter designated as the Tenant.

(2) Description: The Landlord, in consideration of the rents to be paid and the covenants and agreements to be performed by the Tenant, does hereby lease unto the Tenant the following described premises situated in the City of Southgate, County of Wayne, State of Michigan, as shown in Appendix A.

(3) Term: For the term of three (3) years from and after the 1st day of May 2012, fully to be complete and ended, the Tenant yielding and paying during the continuance of this lease unto the Landlord for the rent of said premises for said term, the sum of TOTAL RENT TO BE PAID \$45,000.00 (Forty-Five Thousand Dollars) per year commencing May 1, 2012 in lawful money of the United States payable in annual installments in advance, upon the 1st day of each and every month. Monthly installment payments shall be in the amount of \$3,750.00 (Three Thousand Seven Hundred Fifty Dollars).

(4) Rent: The Tenant hereby hires the said premises for the said term as above mentioned and covenants well and truly to pay, or cause to be paid unto the Landlord at the first of each month to the Mayor's Office located at 14400 Dix-Toledo Southgate, MI 48195. The Tenant further agrees that the rental term is based upon variable utility costs and agrees to renegotiate the rental amount if aggregate utility costs exceed 5% in any rental year.

(5) Insurance: The Parties agree that the Tenant will obtain at its own expense an adequate renters insurance policy.

(6) Default: If the Tenant shall default in any payment or expenditure other than rent required paid or expended by the Tenant under the terms hereof, the Landlord may at his option make such payment or expenditure, in which event the amount thereof shall be payable rental to the Landlord by the Tenant on the next ensuing rent day together with interest at 7 % annum from the date of such payment or expenditure by the Landlord and on default in such payment the Landlord shall have the same remedies as on default in payment of rent.

(7) Payment: All payments of rent or other sums to be made to the Landlord shall be made at Mayor's Office located at 14400 Dix-Toledo Southgate, MI 48195.

(8) Assignment: The Tenant covenants not to assign or transfer this lease or hypothecate or mortgage the same or sublet said premises or any part thereof with the written consent of the Landlord. Any assignment, transfer, hypothecation, mortgage or subletting without said written consent shall give the Landlord the right to terminate his lease and to reenter and repossess leased premises. Landlord shall not unreasonably withhold consent provided creditworthiness, business use and related matters are satisfactory to the Landlord.

(9) Use and Occupancy: It is understood and agreed between parties hereto that said **page 9**

premises during the continuance of this lease shall be used and occupied for the use of the Southgate Community School District Board Offices and for no other purpose or purposes without the written consent of the Landlord, and the Tenant will not use the premises for any purpose in violation of any law, municipal ordinance or regulation, and that on any breach of this agreement the Landlord may at his option terminate this lease forthwith and reenter and repossess the leased premises.

(10) Fire: It is understood and agreed that if the premises hereby leased be damaged or destroyed in whole or in part by fire or other casualty during the term hereof, the Landlord will repair and restore the same to good tenable condition with reasonable dispatch, and that the rent herein provided for shall abate entirely in case the entire premises are untenable and pro rata for the portion rendered untenable, in case a part only is untenable, until the same shall be restored to a tenable condition; provided, however, that if the Tenant shall fail to adjust his own insurance or to remove his damaged goods, wares, equipment or property within a reasonable time, and as a result thereof the repairing and restoration is delayed, there shall be no abatement or rental during the period of such resulting delay, and provides further that there shall be no abatement of rental if such fire or other cause damaging or destroying the leased premises shall result from the negligence or willful act of the Tenant, his agents or employees, and provided further that if the Tenant shall use any part of the leased premises for storage during the period or repair a reasonable charge shall be made therefore against the Tenant, and provided further that in case the leased premises, or the building of which they are a part, shall be destroyed to the extent of more than one-half of the value thereof, the Landlord may at his option terminate this lease forthwith by a written notice to the Tenant.

(11) Tenant to Indemnify: The Tenant agrees to indemnify and hold harmless the Landlord from any liability for damages to any person or property in, on or about said leased premises from any cause whatsoever; and Tenant will procure and keep in effect during the term hereof public liability and property damage insurance for the benefit of the Landlord in the sum of ONE MILLION DOLLARS (\$ 1,000,000) for damages resulting to one person and ONE MILLION DOLLARS (\$ 1,000,000) from one casualty, and ONE MILLION DOLLARS (\$ 1,000,000) property damage insurance resulting from any one occurrence. Tenant shall deliver said policies prior to taking possession to the Landlord and upon Tenant's failure to do so the Landlord may, at his option, obtain such insurance and the cost thereof shall be paid as additional rent due and payable upon the next ensuing rent day. The Landlord shall be endorsed on any policy of insurance as an additional insured, with proof of same being supplied to the Landlord.

(12) Repairs and Maintenance: The Tenant further covenants and agrees that he will, at his own expense, during the continuation of this lease, keep the said premises and every part thereof in as good repair and at the expiration of the term yield and deliver up the same in like condition as when taken, reasonable use and wear thereof and damage by the elements excepted. The tenant shall not make any alterations, additions or improvements to said premises without the Landlord's written consent, and all alterations, additions or improvements made by either of the parties hereto upon the premises, except movable office furniture and trade fixtures put in at the expense of the Tenant, shall be the property of the Landlord, and shall remain upon and be surrendered with the premises at the termination of this lease

without molestation or injury.

(13) Reservation: The Landlord reserves the right of free access at all times to the roof of said leased premises. The Tenant shall not erect any structures for storage or any aerial structure, signage, or use the roof for any purpose without the consent in writing of the Landlord.

(14) Care of Business: The Tenant shall not perform any acts or carry on any practices which may injure the building or be a nuisance or menace to other Tenants in the building and shall keep premises under his control

(15) The Tenant shall at his own expense under penalty of forfeiture and damages promptly comply with all laws, orders, regulations or ordinances of all municipal, County and State authorities affecting the premises hereby leased and the cleanliness, safety, occupation and use of same.

(16) The Tenant further acknowledges that he has examined the said leased premises prior to the taking of this lease, and knows the condition thereof, and that no representations as to the condition or state of repairs thereof have been made by the Landlord, his agent, which are not herein expressed, and Tenant hereby accepts the leased premises

in their present condition at the date of the execution of this lease. The Tenant will, at its own expense, be responsible for any necessary renovations prior to commencement of the lease agreement. These renovations will be designed using the Landlord's authorized engineer and architect, who shall have the sole authority in authorizing and or approving the final desired renovations. These costs may include, without limitation, the use of certain personnel, such as Information Technology staff and other specialized services.

(17) The Landlord shall not be responsible or liable to the Tenant for any loss or damage that may be occasioned by or through the acts of missions of persons occupying adjoining premises or any part of the premises adjacent to or connected with the premises hereby leased or any part of the building of which the leased premises are a part or for any loss or damage resulting to the Tenant or his property from bursting, stoppage or leaking of water, gas, sewer or steam pipes.

(18) It is hereby agreed that in the event of the Tenant herein holding over after the termination of this lease, thereafter the tenancy shall be from month to month in the absence of a written agreement to the contrary.

(19) It is further agreed that all signs and advertising displayed in and about the premises shall be limited to those advertising the business carried on upon said premises, and that the Landlord shall control the character and size thereof, and that no sign shall be displayed excepting such as shall be approved in writing by the Landlord, and that no awning shall be installed or used on the exterior of said building unless approved in writing by the Landlord.

(20) In case any rent shall be due and unpaid or if default be made in any of the covenants herein contained, or if said leased premises shall be deserted or vacated, then it shall be deemed to be page 11

for the Landlord, his certain attorney, heirs, representatives and assigns, to reenter into, repossess the said premises and the Tenant and each and every occupant to remove and put out.

(21) The Landlord covenants that the said Tenant, on payment of all the aforesaid installments and performing all the covenants aforesaid, shall and may peacefully and quietly have, hold and enjoy the said demised premises for the term aforesaid.

(22) It is agreed that each and every of the rights, remedies and benefits provided by this lease shall be cumulative, and shall not be exclusive of any other of said rights, remedies and benefits, or of any other rights, remedies and benefits allowed by law.

(23) One or more waivers of any covenant or condition by the Landlord shall not be construed as a waiver of a further breach of the same covenant or condition.

(24) It is understood that if the Tenant shall be unable to enter into and occupy the premises hereby leased at the time above provided, by reason of the said premises not being ready for occupancy, or by reason of the holding over of any previous occupant of said premises, or as a result of any cause or reason beyond the direct control of the Landlord, the Landlord shall not be liable in damages to the Tenant therefor, but during the period the Tenant shall be unable to occupy said premises as hereinbefore provided, the rental therefor shall be abated and the Landlord is to be the sole judge as to when the premises are read for occupancy.

(25) Whenever under this lease a provision is made for notice of any kind it shall be deemed sufficient notice and service thereof if such notice to the Tenant is in writing addressed to the Superintendent's Office or at the leased premises and deposited in the mail with postage prepaid and if such notice to the Landlord is in writing addressed to the last known Post Office address of the Landlord and deposited in the mail with postage prepaid. Notice need be sent to only one Tenant or Landlord where the Tenant or Landlord is more than one person.

(26) It is agreed that in lease the word "he" shall be used as synonymous with the words "she," "it" and "they," and the word "his" synonymous with the words "her," "its" and "their."

(27) The covenants, conditions and agreements made and entered into by the parties hereto are declared binding on their respective heirs, successors, representatives and assigns.

(28) The Lessee shall adequately maintain the premises to the Landlord's satisfaction during the term of this Lease.

(29) Either party may terminate this Lease Agreement after the initial 3 year term for any reason whatsoever upon giving one (1) year's advance written notice to the other party hereto.

(30) The building is built on City owned property and once built shall be owned by the Lessor.

(31) The Parties agree that the lease may be extended by mutual agreement of both parties.

(32) In the event that this property ever becomes taxable, the Lessee shall pay a pro-rate share of all taxes.

(33) Consents and Approvals: The approval of and consent to the lease terms by appropriate officials of the Southgate Community School District, the City of Southgate, utility providers, vendors, and other parties which are necessary or appropriate to complete the proposed agreement shall be required as a condition precedent to the execution of this lease.

IN WITNESS WHEREOF, The parties have hereunto set their hands and seals the day and year first above written.



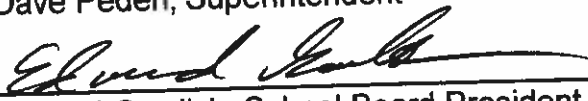
Joseph G. Kuspa, Mayor 9.12.11
Date




Thomas M. Alexander, City Clerk 7.1.11
Date



Dave Peden, Superintendent 6/14/11
Date



Edward Gawlick, School Board President 6/14/11
Date

great job!



JOSEPH G. KUSPA
Mayor
JANICE M. FERENCZ
City Clerk
JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -
JOHN GRAZIANI
Council President
MARK FARRAH
KAREN E. GEORGE
BILL COLOVOS
DALE W. ZAMECKI
PHILLIP J. RAUCH
CHRISTOPHER P. ROLLET

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: David Angileri, Assistant City Administrator/Finance Director 
DATE: January 25, 2019
RE: Proposed Schedule – FY 19/20 Budget Process:

The following schedule is proposed regarding the process for review and approval of the budget for fiscal year commencing July 1, 2019.

Budget Workshop:	Saturday	April 13, 2019	8:00 A.M.
Public Hearing on Budget:	Wednesday	May 01, 2019	7:00 P.M.
Adoption of Budget by City Council:	Wednesday	May 15, 2019	7:00 P.M.

A resolution authorizing the establishing of such dates is requested.

NORMA J. WURMLINGER MUNICIPAL BUILDING
14400 DIX-TOLEDO ROAD • SOUTHGATE, MICHIGAN 48195 • 734-258-3022 • FAX: 734-246-1414

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: January 28, 2019

RE: Request for Public Hearings:
1) Southgate – Wyandotte Operation/Maintenance/Capital
2) Water and Sewer Rates

As in previous years, we are requesting that City Council schedule a public hearing for Wednesday, May 1, 2019 for the Southgate – Wyandotte Operation/Maintenance and a Public hearing for Wednesday, May 1, 2019 for Water and Sewer rates.

The May 1 hearing is required in order to entertain views and comments from interested individuals regarding the "Special Assessment" costs associated with the Southgate – Wyandotte Operation and Maintenance and Capital Improvement charges.

The May 1 hearing is also required in order to entertain comments from interested individuals regarding the proposed increase to the Water and Sewer rates to become effective July 1, 2019

Your favorable consideration in this matter is therefore requested.

NORMA J. WURLINGER MUNICIPAL BUILDING
14400 DIX-TOLEDO ROAD • SOUTHGATE, MICHIGAN 48195 • 734-258-3022 • FAX: 734-246-1414

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

January 29, 2019

To the Honorable
City Council
Southgate, Michigan 48195

Re: Roof Leak Maintenance and Repairs

Ladies and Gentlemen:

It is recommended by the DPS Director and I concur, that the current contract be extended with Royal Roofing, Orion, Michigan through January 1, 2020 the same price will be held.

Sufficient funds are available in the various Departmental Budgets to cover costs associated with these repairs.

Your favorable consideration of this matter is requested.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph G. Kuspa", is written over a circular stamp. The stamp contains the name "Joseph G. Kuspa" and the title "Mayor".

Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: January 29, 2019

RE: Recommendation for Roof Leak & Maintenance Repairs

I have reviewed the above with the DPS Director and concur with his recommendation to extend this contract to Royal Roofing, Orion, Michigan through January 1, 2020. Holding the same pricing as last year.

Adequate funds are budgeted in various department accounts for this purchase.

From the Desk of:

Robert Tarabula
Director, D.P.S.



January 29, 2019

To: David Angileri
Finance Director

Re: Bid Extension Recommendation for Roof Leak & Maintenance Repair

I respectfully request to extend the bid for the Roof Leak & Maintenance Repair to **Royal Roofing Company, Inc., 2445 Brown Rd., Orion, MI 48359**. They are our current contractor and have extended their current fee schedule. In addition they have provided excellent service; therefore, I believe it would be in the best interest of the City to extend this contract for one year.

If you have any questions, please contact me.

Enclosure

RT/sb

(D/Bids-A: Bid extension: Roof Leak & Maintenance Repair)



www.royal-roofing.com

January 29, 2019

City of Southgate
Department of Public Works
14719 Schafer Court
Southgate, MI 48195

Subject: 2019 City of Southgate / Royal Roofing Company-Roof Leak & Repair Service

To Whom This May Concern,

Royal Roofing Company will agree to hold *The City of Southgate* 2018 established unit price (labor cost per hour) for *Onsite Roof Leak - Repair Service* through 2019. The *Royal Roofing Company - Service Department Overview* is provided within this document for reference. Please provide any supplemental - documentation that may be required, to be completed by *Royal Roofing Company*, to further verify/confirm this request.

Royal Roofing Company is pleased to continue to be a service provider to the City of Southgate.

Thank you!

Sincerely,

Michael LeVans

Michael LeVans

Royal Roofing Co.

Office: (248) 276-7663

Cell: (248) 755-2373

mlevans@royal-roofing.com

www.royal-roofing.com

2445 Brown Road ▲ Orion, MI 48359
Phone: (248) 276-7663 ▲ Fax: (248) 276-9170
www.royal-roofing.com



www.royal-roofing.com

Royal Roofing Company - Service Department
2445 Brown Road, Orion MI
(800) 837-8056

Department Overview

Office Hours: Monday through Friday 7AM to 4PM

- ✓ Phone (800)837-8065 or (248)276-7663

Service Hours

- ✓ Standard Hours: 7AM to 4PM Monday through Friday
 - Early Scheduling to perform roof repairs doesn't constitute overtime rates
 - 24-hour Emergency Response service is available
- ✓ Weekend Hours: 24-hour Emergency Response service is available
- ✓ Holiday Hours: 24-hour Emergency Response service is available
- ✓ **Emergency Repair Service:** 24 hours per day / 365 Days A Year
 - On-Site Response within 1-2 hours of phone call

Department Background Information:

- ✓ Technician Count: 30 Field-Repair / Service Technicians on the road daily
- ✓ Experience: Technicians have a minimum of 10 years Commercial Roof Service & Repair Experience.
- ✓ Onsite Capability: All technician vehicles are equipped to repair / service any commercial roof system.

2445 Brown Road ▲ Orion, MI 48359
Phone: (248) 276-7663 ▲ Fax: (248) 276-9170
www.royal-roofing.com

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

January 29, 2019

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of a Truck Plow Blade – Water Department

Ladies and Gentlemen:

It is recommended by the DPS Director and I concur with his recommendation to waive the bid process and purchase the Truck Plow Blade under the State Bid from Truck and Trailer Specialties, Howell, Michigan in the amount of \$7641.00.

Sufficient funds are available in the Water Department Budget to cover costs associated with this purchase.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer




City of Southgate
Celebrating 60 Years!

- CITY COUNCIL -

JOHN GRAZIANI
Council President
MARK FARRAH
KAREN E. GEORGE
BILL COLOVOS
DALE W. ZAMECKI
PHILLIP J. RAUCH
CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: January 29, 2019

RE: Recommendation for Purchase of a Truck Plow Blade for the Water Department F-250 Truck - State Bid.

I have reviewed the above with the DPS Director and concur with his recommendation to award this bid to Truck & Trailer Specialties, Howell Michigan in the amount of \$7,641.00.

Adequate funds are in the Water Department for this purchase.

Acct: 591-000-142-0000: Water & Sewer-Vehicles



City of Southgate

DEPARTMENT OF PUBLIC SERVICES

14719 Schafer Court • Southgate, Michigan 48195
Ph: (734) 258-3079 • Fax: (734) 246-1333

Memorandum

To: The Honorable Mayor and Members of City Council
From: Robert Tarabula, DPS Director *RT*
Date: January 29, 2019
Re: Request for Waiver of Bid – Snow Plow Package

The Department of Public Services is in need of a Snow Plow Package. Adequate funding has been set aside by the Finance Director for this purpose.

Truck & Trailer Specialties, Inc. has agreed to match the State of Michigan bid for the Snow Plow Package. The following price includes standard manufacture equipment, options requested by the State contract (#RFP-RH-13-030), and options requested by the City. The cost for the Snow Plow Package is \$7,641.00 each. The Snow Plow Package would be installed within two weeks.

I recommend that the purchase of one Steel Blade Snow Plow be awarded to Truck & Trailer Specialties, Inc., 1200 Victory Dr., Howell, MI 48843 for the amount of \$7,641.00. I respectfully request this item be placed on the City Council's agenda for purposes of a waiver of bid request and purchase approval.

If you have any questions, please contact me. I would appreciate your favorable consideration of this request.

Enclosure

RT/sb

TRUCK & TRAILER *Specialties, Inc.*

1200 Victory Drive | Howell, MI 48843 | www.ttspec.com | Ph: (517) 552-3855 | Fx: (517) 552-3666

January 16, 2019

City of Southgate
14719 Schafer Court, Southgate, MI 48195
Attn: John Iannucci, phone: (734) 216-5639

Equipment Quotation

The following pricing is based on City of Rochester Hills RFP-RH-13-030 contract awarded November 2013

Chassis: 2015 Ford F-250 with snow plow prep package

Install Boss 8' 2" Power-V DXT Stainless Steel Blade Snow Plow including the following:
Stainless steel, full-trip moldboard with trip-edge
Rubber snow deflector, plow shoes and blade guides
Includes truck under-carriage mount, wiring harnesses and in-cab SmartTouch2 controls
Plow lights with SmartLight3 LED lighting

Above installed pricing: **\$7,641.00 ea.**

Payment Terms: Net 30. Pricing effective for 45 days.
Pricing does not include any of the Rochester Hills RFQ discounts that may be applicable.
2% discount off total taken at invoice if payment received within 30 days.
FOB: City of Southgate

Thank you for the opportunity to quote.

Respectfully submitted by,
Jon Luea/Brian Bouwman