1. April 5, 2016 Agenda

   Documents: APRIL 5, 2016 CITY COUNCIL REGULAR MEETING AGENDA.PDF

2. April 5, 2016 Packet

   Documents: 04-05-16 CITY COUNCIL PACKET.PDF

MAYOR
Michael C. Taylor

COUNCIL MEMBERS

Joseph V. Romano, Mayor Pro Tem
Deanna Koski
Maria G. Schmidt
Nate Shannon
Doug Skrzyniarz
Barbara A. Ziarko

CITY OF STERLING HEIGHTS

AGENDA FOR REGULAR CITY COUNCIL MEETING

TUESDAY, APRIL 5, 2016

7:30 P.M.

LOCATION: CITY COUNCIL CHAMBERS, CITY HALL, 40555 UTICA ROAD, PHONE (586) 446-CITY (MINUTES OF COUNCIL MEETINGS ARE FILED IN THE CITY CLERK'S OFFICE)

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION

ROLL CALL

APPROVAL OF AGENDA

REPORT FROM CITY MANAGER

PRESENTATION

Nice Neighbor

1. CONSENT AGENDA

A. Approval of Minutes
Regular Meeting of March 15, 2016

B. Approval of Bills

C. To approve a Peer Fitness Trainer Certification Program hosted by the Sterling Heights Fire Department (Estimated net cost of $6,000.00)

D. To schedule a special meeting of the City Council on May 4, 2016 at 6:30 p.m. for the purpose of recognizing and congratulating recipients of scholarships awarded through the 2016 Sterling Heights Community Foundation Scholarship Program.

E. To award a bid for the Richard J. Notte Civic Center Improvements - Phase II, City Project #15-279 (Total estimated cost of $1,825,692.78)

F. To receive the lawsuit, *John T. Zawadzki v. Sterling Heights Police*, 41A District Court Case No. S-16-808-GZ.

CONSIDERATION

2. To consider approval of the fiscal year 2016/17 Community Development Block Grant One-Year Action Plan (Presentation – Denice Gerstenberg, City Development Director).

3. To consider acceptance of a proposal for Refuse, Recyclables, and Yard Waste Collection Services.

COMMUNICATIONS FROM CITIZENS

(a) This item shall be taken up at 10:00 p.m. if the business portion of the agenda has not been concluded.

In accordance with the Sterling Heights Governing Body Rules of Procedure, under this agenda item, citizens are permitted to address the City Council on issues not on the agenda. Citizens are afforded a reasonable opportunity to be heard. Generally, no response shall be made to any communication from a citizen until all citizens have been permitted to speak.

You may be called to order by the Chair or a Council member if you:

- **Attempt to engage the Council or any member in debate**
- **Fail to address the Council on matters germane to City business**
- **Use vulgarity**
- **Make personal attacks on persons or institutions**
- **Disrupt the public meeting**

If you are called to order, you will be required to take your seat until the Council determines whether you will be permitted to continue.

These rules are in place and will be followed to ensure order and civility.

REPORTS FROM CITY ADMINISTRATION AND CITY COUNCIL

UNFINISHED BUSINESS

1.
2.

3.
4.

NEW BUSINESS

1.
2.
3.
4.

CLOSED SESSION PERMITTED UNDER ACT 267 OF 1976 - (roll call vote required)

ADJOURN

Clerk of the Council

The City of Sterling Heights will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon 7 days notice to the Community Relations Department at 446-CITY.

The backup information for this agenda is available on the City's website. Go to www.sterling-heights.net and click on City Council e-Packets.

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CITY MANAGER'S REPORT

April 5, 2016 --- CITY COUNCIL MEETING

A. MASTER LAND USE COMMUNITY FORUM

A second community forum will be held on April 20th at 7 pm at the Senior Center. The goal of this second community forum is to formulate planning proposals related to redevelopment, land use, recreation and non-motorized networks. More information is available on the City's website. In addition, residents are encouraged to utilize the Community Remarks Map. Visit http://www.communityremarks.com/SterlingHeights/ to add your comments to the map!

B. HALL ROAD RECONSTRUCTION TOWN HALL

The Sterling Heights Regional Chamber of Commerce is hosting a Town Hall meeting for members and others with an interest in the reconstruction of this very important roadway that impacts our residents, businesses and communities. The Town Hall will feature a presentation by Spiro Kotsonis, MDOT's Macomb County senior contracts and projects manager, and will be held in the conference room of Chamber member and event co-sponsor UHY Advisors at 10 a.m. on Monday, April 25.

Due to limited space, we ask that you please make a reservation. The Chamber offices are located in the UHY Building at 12900 Hall Road, and UHY conference facilities are on the 4th floor of the building. For additional information, please contact Chamber President Wayne Oehmke at woehmke@shrcci.com, or (586) 731-5400 ext. 22.

C. TECHNOLOGY PLAN SURVEY

As a part of the City's 2030 Visioning Initiative, the City's IT Department is seeking input from residents to identify areas that IT could focus their efforts on in order to better provide information and access to services. Residents are encouraged to take the survey, which can be access on the main page of the City's website, www.sterling-heights.net.

D. VELOCITY JR. CAMPS - SUMMER 2016

Seeking to inspire tomorrow's tech-oriented workforce, the city, Utica Community Schools, Fiat Chrysler Automobiles (FCA) Foundation and community businesses have partnered to offer more programming than ever before - 29 fun, hands-on, innovative programs aimed at creating excitement for elementary and middle school students in engineering, computer science, robotics and more during the summer break. Classes this year include Dino Dig, Science Magic, Art Box Studio and Motorized Lego Mania. Classes begin at the end of June and continue throughout the summer.

E. YARD WASTE COLLECTION

Starting this week, the City of Sterling Heights will begin its 25th year offering separate curbside collection of yard waste. Homeowners are asked to use either garbage containers labeled with city "yard waste" stickers or paper yard waste bags. Trash containers cannot be larger than 32 gallons in size. Yard waste stickers are available in the Community Relations Department at City Hall or at the Department of Public Works Facility on 18 Mile Road. Please keep in mind that clear plastic bags can no longer be used for yard waste disposal. Residents may contact the Public Works Office at 586.446.2440 for more information.

F. FUNDRAISERS

- **2ND Annual Charity Basketball Tastefest**
  On **Thursday, April 14th**, come watch our Sterling Heights Fire Fighters and Police Officers take on Utica Fire Fighters and Police Officers in a friendly game of basketball at Joe Dumars Fieldhouse. The event begins at **5:30 pm**. Admission is a minimum $5 donation and includes food samples from local restaurants, networking and a 50/50 raffle. Proceeds benefit Henry Ford Health System Josephine Ford Cancer Center.
- **Police Honor Guard Spaghetti Dinner**
  The Police Honor Guard will be holding its annual all-u-can eat Spaghetti Dinner Fundraiser on **Wednesday, April 13th from 5:00 pm to 8:00 pm** at Penna's of Sterling, 38400 Van Dyke. The proceeds help with the cost of uniforms, equipment and travel. Adults are $8, Seniors $7, Kids (6-12) $6, Kids under 5 are Free. Family 4 Pack is just $25. There will also be a 50/50 raffle.

G. SHRED DAYS AT DPW

- **Saturday, April 16, 2016 from 9 am to 1 pm** is "E-Waste Recycling" Event. Anything that plugs in can be brought to DPW and recycled.
- **Saturday, April 23, 2016 from 8:00 am to 2:00 pm** the Department of Public works will hold their "Shred Day" for the general public. Limit is 2 Xerox size boxes per vehicle.

Call the DPW at 586-446-2440 if you have questions regarding these events.

H. PRIDE AND SHINE DAY

The City of Sterling Heights has scheduled **Saturday, May 7th** as this year's spring Community Pride & SHINE Day, encouraging residents to make their properties "SHINE" in preparation for the summer months. The citywide cleanup is part of the SHINE (Sterling Heights Initiative for Neighborhood Excellence) program through the Neighborhood Services Division. The program is aimed at protecting property values by encouraging all residents to maintain the exterior of their homes. Volunteers from area churches, businesses and the Sterling Heights Volunteer Corps will be available on the Pride & SHINE Day to help residents with such chores as raking, pruning dead flowers and picking up debris. Volunteers will be gathering at the First Church of Sterling Heights, at 17 Mile Road on Dequindre. Anyone wishing to help can contact Community Relations at (586) 446 – 2470 for more information. We will be highlighting the schedule of activities for Pride and SHINE Month at the April 19th City Council meeting.

I. MISCELLANEOUS

Respectfully submitted,

Mark D. Vanderpool, City Manager

VELOCITY Jr.

Preparing students for the high tech jobs of tomorrow

Summer 2016

The Chrysler Foundation

Science, Technology, Engineering, Art and Mathematics Camps

Register online www.ucscommunityeducation.com or call (586)797-6900

Classes located at the Rose Kidd Velocity Jr. Center, located at 38397 Gladstone in Sterling Heights
Or Duncan Elementary School, located at 14500 26 Mile Rd, Shelby Charter Township

ALL CLASSES RUN 5 DAYS (1 WEEK) MONDAY – FRIDAY for $99

NO Refund After Class Begins.

School Age Child Care Available at Rose Kidd - Register by calling (586)797-6980

Must be registered and prepaid to attend care, registration ends the first day of class, for each class session (no refunds).

Daily Rate:	**7:00 am – 1:00 pm**	$30	**7:00 – 9:00 am** $10	**Noon – 1:00 pm**	$5
	Noon – 6:00 pm	$30	**4:00 – 6:00 pm** $10		
Weekly Rate:	**7:00 am – 1:00 pm**	$100	**7:00 – 9:00 am** $40	**Noon– 1:00 pm**	$20
(for 5 days)	**Noon - 6:00 pm**	$100	**4:00 – 6:00 pm** $40		

Dino Dig: Grades K-6 — **Velocity Instructor**

Little archeologists will discover their love for the field within this class. Diggers will learn the art of excavation, the history and mysteries of the discoveries of King Tut, Titanic, dinosaurs and so much more. Students will dig, paint and discover the entire week. Each archeologist will take home their own dinosaur skeleton that they unearth.

7060-S16A	**Rose Kidd**	June 27	9am-noon	7060-S16C	**Duncan**	Aug 1	9am-noon
7060-S16B	**Rose Kidd**	July 18	9am-noon	7060-S16D	**Duncan**	Aug 1	1-4 pm

Come Fly Away With Me: Grades 2-6 — **Velocity Instructor**

Ever want to fly a plane or helicopter? If so, this is the class for you, just on a scaled down version. Learn about aerodynamics, aviation and engineering. You will get class instruction while building different flying machines.

7000-S16A	**Rose Kidd**	June 27	1-4 pm	7000-S16C	**Duncan**	July 18	9am-noon
7000-S16B	**Rose Kidd**	Aug 8	9am-noon	7000-S16D	**Duncan**	Aug 8	1-4 pm

Movie Makers: Grades 1-6 — **Velocity Instructor**

Unleash your creativity and take on the world of movie making. Learn to make a movie form beginning to end. Create a story; write a script, build a set, cast characters, then lights, camera, action!!! Edit, add music, transitions and credits. Share your masterpiece and impress your family and friends.

7050-S16A	**Rose Kidd**	July 25	9am-noon	7050-S16C	**Duncan**	July 11	9am-noon
7050-S16B	**Rose Kidd**	Aug 8	1-4 pm	7050-S16D	**Duncan**	Aug 8	9am-noon

Calling All Girls and Boys!!!

ALL CLASSES RUN 5 DAYS (1 WEEK) MONDAY – FRIDAY for $99 NO Refund After Class Begins.

Science Magic: Grades 2-6 **Velocity Instructor**

Abracadabra! This magical camp teaches students various science concepts through the use of magic tricks and optical illusions. Students use knowledge gained in each lesson to develop tricks and presentations that will keep their family and friends amazed for days.

7065-S16A	**Duncan**	July 11	9am-noon	7065-S16B	**Duncan**	July 18	1-4 pm

Sports Science: Grades 2-6 **Velocity Instructor**

Have you ever seen a skateboarder jump over an obstacle or slide down a railing? Ever wonder how a curve ball works? If so then you will enjoy sports science for kids with our awesome range of free games, fun experiments, science fair projects, interesting quizzes, amazing facts, cool videos and more! Learn about forces in action, pitching physics, flight basics and all kinds of interesting sports science topics.

7155-S16A	**Rose Kidd**	July 11	1-4 pm	7155-S16B	**Duncan**	June 27	1-4 pm

NEED FOR SPEED: Grades 1-6 **Velocity Instructor**

Use K'NEX® to construct and evaluate several different kinds of cars that have different sources of power. You build 5 different vehicles and learn how to scientifically measure the performance of the vehicles to study the effects of their design improvements on speed. Designed by Duke University and Michigan State University.

7070-S16A	**Rose Kidd**	June 27	9am-noon	7070-S16C	**Duncan**	July 11	1-4 pm
7070-S16B	**Rose Kidd**	Aug 1	9am-noon				

TO INFINITY AND BEYOND: Grades K-5 **Great Lakes Hobby**

Explore space through the understanding of science and engineering using NASA curriculum. This class will start with the very basics of understanding space exploration and rocket technology and end with the building and launching of multiple rockets into space. Younger explores will build multiple, single stage rockets and advanced explores will build both single and multi-stage rockets.

7160-S16A	**Rose Kidd**	Aug 1	1-4 pm	7160-S16B	**Duncan**	Aug 1	9am-noon

Video Game Design: Grades 1-6 **Velocity Instructor**

Kids and video games, the perfect combination! This class allows kids to become video game developers and learn the skills that go into designing their favorite games. Game developers design and create video games for computers and video game consoles. They are involved in the conception as well as the execution of the game creation. Kids will build games on two different platforms and then also get to take home their video games! **Students will need either an email address or thumb drive.**

7058-S16A	**Rose Kidd**	July 11	9am-noon	7058-S16E	**Duncan**	July 18	1-4 pm
7058-S16B	**Rose Kidd**	July 11	1-4 pm	7058-S16F	**Duncan**	July 25	1-4 pm
7058-S16C	**Rose Kidd**	Aug 15	9am-noon				
7058-S16D	**Rose Kidd**	Aug 15	1-4 pm				

Spy Gears and Gadgets: Grades 2-6 **Velocity Instructor**

So you think you are sneaky, now is your chance to learn about how the spy gadgets and gear works. Cadets of the Spy Academy will learn about coding, radar, sonar, signals and other tricks of the trade. Additionally, cadets will build cyphers, homemade radios, Morse code machines and much more.

7165-S16A	**Rose Kidd**	July 25	1-4 pm	7165-S16C	**Duncan**	July 25	9am-noon
7165-S16B	**Rose Kidd**	Aug 15	9am-noon	7165-S16D	**Duncan**	Aug 15	1-4 pm

DRAFT

Calling All Girls and Boys!!!

ALL CLASSES RUN 5 DAYS (1 WEEK) MONDAY – FRIDAY for $99 NO Refund After Class Begins.

Spanish: Grades K-3 **Language Immersion**

Introducing a Spanish Immersion Language Class! Learn Spanish language and culture from a native speaker. Have fun with activities, stories, games, music and arts & crafts, all in Spanish. Benefits of learning another language include strengthening the cognitive power of the brain, being better prepared for the global economy and broader understanding of the community and world.

7040-S16C	**Rose Kidd**	July 11	9am-noon	7040-S16A	**Duncan**	June 27	9am-noon
7040-S16D	**Rose Kidd**	July 11	1-4 pm	7040-S16B	**Duncan**	June 27	1-4 pm

Sewing: Grades 1-6 **Fashion Factory**

Want to learn how to sew? Dream of designing your own clothes? Join us for a unique six-week session and make something uniquely you! Participants will learn how to use a computerized, speed-controlled sewing machine while creating a wearable garment. The session ends with a fun mini fashion show for family members. All materials are included. No experience is necessary. Girls and boys are welcome.

7045-S16C	**Rose Kidd**	Aug 15	9am-noon	7045-S16A	**Duncan**	June 27	9am-noon
7045-S16D	**Rose Kidd**	Aug 15	1-4 pm	7045-S16B	**Duncan**	June 27	1-4 pm

ART BOX STUDIO-Grades K-3 **Instructor: C. Lawrence**

Lions and bears and porcupines…oh, yes! Discovering the world of animals is so much fun! Through the process of drawing, painting, sculpting and collage, students will explore the animal of the day. Our creative interpretations will be full of character and color.

7100-S16A **Rose Kidd** Aug. 15 9am-noon

ART BOX STUDIO-Grades 4-6 **Instructor: C. Lawrence**

Step into the world of imagination! Students will be introduced to line, pattern, texture and color. Daily themes will jump start our creative process, as we develop expressive works of art through drawing, painting, sculpting and collage.

7105-S16A **Rose Kidd** Aug. 15 1-4 pm

Crouching Tigers: Grades K-6 **Crouching Tigers**

Crouching Tigers is a children's wellness program that builds a foundation for healthy futures. Our classes combine yoga, martial arts, and meditation, and is specifically designed to build self-confidence, teach respect and develop life-skills. Each class we will play a new game, learn a safety lesson, and get a really cool prize!

7110-S16A	**Rose Kidd**	June 27	9am-noon	7110-S16B	**Duncan**	July 11	9am-noon
7110-S16C	**Rose Kidd**	July 11	1-4 pm	7110-S16H	**Duncan**	Aug 8	1-4 pm
7110-S16D	**Rose Kidd**	July 18	9am-noon	7110-S16I	**Duncan**	Aug 15	9am-noon
7110-S16E	**Rose Kidd**	July 25	1-4 pm				
7110-S16F	**Rose Kidd**	Aug 1	9am-noon				
7110-S16G	**Rose Kidd**	Aug 8	9am-noon				
7110-S16J	**Rose Kidd**	Aug 15	1-4 pm				

Crouching Tigers: Ages 3-5 **Crouching Tigers**

Crouching Tigers is a children's wellness program that builds a foundation for healthy futures. Our classes combine yoga, martial arts, and meditation, and is specifically designed to build self-confidence, teach respect and develop life-skills. Each class we will play a new game, learn a safety lesson, and get a really cool prize!

7115-S16A **Duncan** July 25 9am-noon

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Summer 2016

Utica Community Schools — Imagine the Potential — Education Can Make It Happen!

City of Sterling Heights — InnovatingLiving

The Chrysler Foundation

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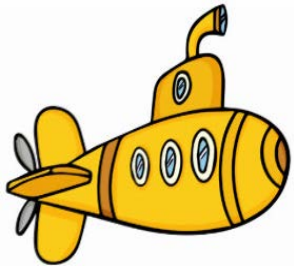


Underwater Robotics: Grades K-6 **Velocity Instructor**

Design, build, and drive underwater remotely operated vehicles! Learn the tragedies of Great Lakes shipwrecks, the dangers of invasive species, and how to be a good steward of Michigan's beautiful waterways. Explore the depths of our mini-pool, and as a team, build the ROV to perform various underwater tasks and maneuver around obstacles.

7170-S16A	**Rose Kidd**	Aug 8	1-4 pm	7170-S16B	**Duncan**	Aug 1	1-4 pm

LEGO Minecraft Madness: Grades K-6 **Brick It Up**

During this hands-on class, your child will participate in LEGO Minecraft creation as only Brick It Up can provide. Children will review important biology and engineering concepts in a team-building environment, using the Minecraft theme! We will be creating builds and doing custom activities that will be all your child will be able to talk about this summer!

7080-S16B	**Rose Kidd**	July 11	9am-noon	7080-S16A	**Duncan**	June 27	9am-noon

Motorized LEGO Mania: Grades K-6 **Brick It Up**

Students will be building custom LEGO builds THAT MOVE during this session! Experienced Brick It Up instructors will be teaching important engineering and physics concepts such as gears, motors, and more during this always popular session. The motorized LEGO fun will bring a smile to your child's face and we'll show them how to work with this technology at home as well!

7085-S16B	**Rose Kidd**	Aug 1	9am-noon	7085-S16A	**Duncan**	July 18	9am-noon

LEGO Minifigures at the Movies: Grades K-6 **Brick It Up**

Students will be creating and working with their own Minifigure during this camp, and will be integrating this Minifigure into stories and fun, all-new activities each day! We will be introducing never before seen LEGO character builds from our Master Building staff, and the attendees will enjoy learning how to use LEGO and Minifigures as a creative medium in conjunction with themes such as Star Wars, Batman/Superman, and more!

7090-S16A **Rose Kidd** July 25 9am-noon

Minecraft Camp - Sustainable Village and Historical Quests: Grades 2-6 Game Crazy

Kids LOVE to play Minecraft. Why not use it to teach them educational concepts? That is exactly we do in Minecraft camp. Kids will learn about digital citizenship, sustainability, history and architecture through fun and games in the virtual world of Minecraft. Kids will learn about sustainable practices by coming up with ideas to build different parts of a village using sustainable and eco-friendly ideas, they will visit historical lands and interact with actual historical characters and learn about these characters. Two students will be assigned to a laptop and each child will switch periodically to get enough play time.

7120-S16A **Rose Kidd** June 27 1-4 pm

Calling All Girls and Boys!!!

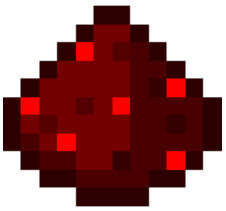
DRAFT

ALL CLASSES RUN 5 DAYS (1 WEEK) MONDAY – FRIDAY for $99 NO Refund After Class Begins.

Introduction to LEGO Robotics: Grades 1-6 **Brick It Up**

Computer programming and LEGO together? Too cool! Brick It Up instructors will show the students how to easily use the combination of the two together to create some practical and sometimes funny LEGO robots that do exactly what the students tell them to do! No experience with programming is needed for this class, but if students have worked with some of this before, they will still enjoy the new Brick It Up building plans and robots!

7095-S16B	**Rose Kidd**	Aug 15	9am-noon	7095-S16A	**Duncan**	Aug 8	9am-noon



Minecraft Redstone: Grades 3-6 **Game Crazy**

Students will use the video game Minecraft to learn about electronic circuits, electricity and wiring in a fun, game filled environment. Redstone is a fictional element in Minecraft that can power all the things that your child creates - from doors, lamps, rail tracks to houses and much more. Students will learn the basics of powering worlds using Redstone and learn to build amazing creations like password protected doors, a collapsing bridge, secret mazes and many other challenges that will get them thinking!

7025-S16A	**Rose Kidd**	June 27	9am-noon	7025-S16B	**Duncan**	Aug 15	1-4 pm

Cooking Healthy in A SNAP: Grades 3-6 **SNAPtivities & Seaton Athletics**

Would you like to learn about how to start making healthy foods for yourself? Come and join us for a cooking, baking and snacking week where we learn some great recipes for breakfasts, lunches and snacks for you to make for yourself. We will round out the day with other fun and games. **Please bring a $15 materials fee on Monday and give to the instructor.** New classes every session.

7135-S16A	**Rose Kidd**	June 27	9am-noon	7135-S16B	**Duncan**	June 27	1-4 pm
7135-S16C	**Rose Kidd**	July 18	9am-noon	7135-S16D	**Duncan**	July 18	1-4 pm
7135-S16E	**Rose Kidd**	Aug 1	9am-noon	7135-S16F	**Duncan**	Aug 1	1-4 pm
7135-S16G	**Rose Kidd**	Aug 15	9am-noon	7135-S16H	**Duncan**	Aug 15	1-4 pm

Stories and Snackin' in a SNAP! Grades K-2 **SNAPtivities & Seaton Athletics**

Eating well and snacking well doesn't have to be boring; we make it fun with a great story like "Gregory the Terrible Eater" or the "Lorax" paired with a fun snack that they can make themselves like, delicious blueberry banana stacks, or healthier dirt cups! With a fun activity each day your child is sure to enjoy! New stories every session.

7145-S16A	**Rose Kidd**	July 11	9am-noon	7145-S16B	**Duncan**	July 11	1-4 pm
7145-S16C	**Rose Kidd**	July 25	9am-noon	7145-S16D	**Duncan**	July 25	1-4 pm
7145-S16E	**Rose Kidd**	Aug 8	9am-noon	7145-S16F	**Duncan**	Aug 8	1-4 pm

Weird Science in a SNAP: Grades 1-6 **SNAPtivities & Seaton Athletics**

Unleash your inner mad scientist with Weird Science in a SNAP. With all of our hands-on, gooey, explosive, constructive, and things-that-go-"boom" experiments, you won't even realize how much you're learning! This class gives participants not only the chance to get messy, but also develop critical thinking skills and a love. New classes every session.

7140-S16A	**Rose Kidd**	June 27	9am-noon	7140-S16D	**Duncan**	July 11	1-4 pm
7140-S16B	**Rose Kidd**	June 27	1-4 pm	7140-S16E	**Duncan**	July 18	9am-noon
7140-S16C	**Rose Kidd**	July 11	9am-noon	7140-S16H	**Duncan**	July 25	1-4 pm
7140-S16F	**Rose Kidd**	July 18	1-4 pm	7140-S16I	**Duncan**	Aug 1	9am-noon
7140-S16G	**Rose Kidd**	July 25	9am-noon	7140-S16L	**Duncan**	Aug 8	1-4 pm
7140-S16J	**Rose Kidd**	Aug 1	1-4 pm	7140-S16M	**Duncan**	Aug 15	9am-noon
7140-S16K	**Rose Kidd**	Aug 8	9am-noon				
7140-S16N	**Rose Kidd**	Aug 15	1-4 pm				

Calling All Girls and Boys!!!

DRAFT

ALL CLASSES RUN 5 DAYS (1 WEEK) MONDAY – FRIDAY for $99 NO Refund After Class Begins.

SNAP It Up: Grades PK - 6 **SNAPtivities & Seaton Athletics**

Get ready to Mix it Up! Exercise and explore your creative side with a week filled with team games, old school recess style games, capture the flag, and hanging out with your friends or just make a new ones. Create your very own "work of art" and put on a play. New routines every session.

7150-S16B	**Rose Kidd**	July 11	1-4 pm	7150-S16A	**Duncan**	July 11	9am-noon
7150-S16D	**Rose Kidd**	July 25	1-4 pm	7150-S16C	**Duncan**	July 25	9am-noon
7150-S16F	**Rose Kidd**	Aug 8	1-4 pm	7150-S16E	**Duncan**	Aug 8	9am-noon

Cheer, Clap, Pom, SNAP!! Grades K – 6 **SNAPtivities & Seaton Athletics**

Get ready to SNAP, Giggle, and Shout it out with this fun, high energy girly class with friends!! Join us for cheers, chants, rhythm, music, stunts & pom routines. We'll stimulate our creative juices while getting our bodies moving and adrenaline pumping. No equipment is needed. Wear comfortable clothing. Student will showcase what they have learned in a performance at the end of the last day for family and friends. **Please bring a $10 materials fee on Monday and give to the instructor**. New routines every session!

7031-S16B	**Rose Kidd**	June 27	1-4 pm	7031-S16A	**Duncan**	June 27	9am-noon
7031-S16C	**Rose Kidd**	July 11	9am-noon	7031-S16D	**Duncan**	July 11	1-4 pm
7031-S16F	**Rose Kidd**	July 18	1-4 pm	7031-S16E	**Duncan**	July 18	9am-noon
7031-S16G	**Rose Kidd**	July 25	9am-noon	7031-S16H	**Duncan**	July 25	1-4 pm
7031-S16J	**Rose Kidd**	Aug 1	1-4 pm	7031-S16I	**Duncan**	Aug 1	9am-noon
7031-S16K	**Rose Kidd**	Aug 8	9am-noon	7031-S16L	**Duncan**	Aug 8	1-4 pm
7031-S16N	**Rose Kidd**	Aug 15	1-4 pm	7031-S16M	**Duncan**	Aug 15	9am-noon

LEGO RoboCamp: Ages 5-8 and Ages 9-13 **Game Crazy**

Does your child love to play soccer? Now, using Game Crazy's LEGO robots, your kids can build out all the components of a soccer game and play LEGO soccer matches against other kids! On the first day, kids will learn how to build and program a kicker and goalie robot using axels, levers, wheels and more. In subsequent days, they will build cheering fans who will jump up and down and make cheering sounds when the ball passes by them by making use of motion sensors and more. Using simple drag and drop programming, kids will learn to bring these robots to life and put them together to play soccer matches while learning to keep score, work in teams and much more. Highly fun and educational LEGO camp.

7125-S16A **Duncan** July 25 9am-noon

LEGO Stop Motion Animation: Grades 1-6 **Game Crazy**

Children are natural born storytellers. This gives them the medium to bring their stories to life. Using LEGO, kids learn how to develop an idea, create characters, story board scenes, build backgrounds, time sequence shots and put it all together with music and green screen effects to create their very own animated movie that they take home to show their parents! **NOTE: Please have your child bring an 8GB USB flash drive to class every day so that they can take their animations home.**

7130-S16A **Duncan** Aug 15 9am-noon

Video Game Design: Grades 3-6 **Game Crazy**

Kids love playing video games. Now they can build their own! What better way to teach a child core STEM concepts than using a medium that has their full attention? Kids will immerse themselves in all aspects of video game design - from game ideation to storyboarding to the iterative development process of prototyping and testing. Kids also get to take home their video games! **NOTE: Please have your child bring an 8GB USB flash drive to class every day.**

7055-S16A **Duncan** July 25 1-4 pm

Calling All Girls and Boys!!!

RESOLUTION
Sterling Heights City Council

A resolution of the Sterling Heights City Council in support of a Science, Technology, Engineering and Mathematics (STEM) educational partnership with Utica Community Schools.

WHEREAS, the demonstrated benefits of a Science, Technology, Engineering & Mathematics (STEM) education include:

- A significant and long-term positive impact on the nation's economy. Over the past 50 years, monies expended on STEM education have produced a greater return on investment than any other public expenditure. Approximately one-half of the nation's economic growth is generated by scientific research and development, a by-product of STEM education; and

- A prosperous and competitive Michigan workforce. In the new global economy, workforce talent is essential to competitiveness. By increasing the number of college graduates in Michigan by a mere 1%, approximately $1.8 billion would be generated annually in additional personal income. This stimulus to the Michigan economy benefits all businesses. In particular, college graduates are projected to make 75% more that the average high school graduate; and,

- Opportunity for employment. The demand for college graduates in STEM fields is expected to increase at four times the rate for all other occupations. In Michigan, it is estimated that 62% of all jobs will require post-secondary credentials by 2018.

WHEREAS, in order to realize these benefits and exploit these future opportunities, there must be a concerted effort to establish and invest in programs that create an environment conductive to developing STEM talent; and

WHEREAS, the need to promote STEM education is acute in the state of Michigan, which ranks 36th among the states in the percentage of its population having attained a college degree. Of the 15 states that have the highest per capita income, 13 also have the highest proportion of adults with a four-year or advanced degrees. Failure to improve this standing will directly impact the future prosperity of this state and its residents; and

WHEREAS, the City of Sterling Heights and Utica Community Schools recognize that a prosperous, globally competitive and innovative Michigan requires a workforce highly-skilled in STEM; and

WHEREAS, the City of Sterling Heights and Utica Community Schools are committed to creating a STEM partnership that will set the standard for achievement and innovation by developing and sustaining a STEM workforce that grows the Michigan economy and supports new and existing jobs in Michigan communities; and

WHEREAS, this City of Sterling Heights and Utica Community Schools STEM partnership will bring government, economic development, non-profits, industry, and education together to:

- Integrate PK-12 professional development with industry needs;
- Engage industry in the development of meaningful student internships and mentorship programs;
- Promote productive, skilled-based training needed in high-tech manufacturing;
- Encourage economic development & business to communicate to parents and students how the elevation of STEM competency will provide the jobs of the future and increase Michigan's economic strength;
- Establish industry relationships that encourage development of STEM educational programs;
- Establish Michigan's first dedicated STEM Center that will provide year-round STEM focused opportunities for PK-12 students; and
- Develop relationships with professional organizations will help fund STEM initiatives.

NOW, THEREFORE,

The City Council of the City of Sterling Heights, Macomb County, Michigan, does hereby endorse and support the Science, Technology, Engineering and Mathematics (STEM) educational partnership with Utica Community Schools.

Dated this 20th day of March, 2012.

MOVED BY: Schmidt.

SECONDED BY: Ziarko.

AYES: Schmidt, Ziarko, Koski, Notte, Smith, Taylor.

NAYS: None.

ABSENT: Romano.

IN WITNESS WHEREOF, I have set my official signature this 20th day of March, 2012.

Walter C. Blessed
City Clerk

CITY OF Sterling Heights

Business of the City Council
Sterling Heights, Michigan

DELIVERED MAR 3 1 2016
City Clerk's Use
Item No: Presentation #1
Meeting: 4/5/2016

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: Nice Neighbor Award Presentation

Submitted By: Community Relations Department

Contact Person/Telephone: Sue Giallombardo, Community Relations Specialist / 446-2473 SG

Administration (initial as applicable)

		Attachments			
MC	City Clerk	___	Resolution	___	Minutes
AB	Finance & Budget Director	___	Ordinance	___	Plan/Map
JB	City Attorney (as to legal form)	___	Contract	___	Other
MM	City Manager				

☐ Check box if this agenda item requires billing\revenue collection (fees, etc.) by Treasury Office

Executive Summary

This is another presentation in the Nice Neighbor Program, which honors homeowners and businesses that improve the quality of life for their neighbors. The Community Relations Department is proud to present Jane Personen and Mary Lou Francek for recognition as recipients of a Nice Neighbor award. Ms. Personen and Ms. Francek were nominated by Rhonda Kasper for the Nice Neighbor award.

In support of this nomination, Ms. Kasper states that Jane and Mary Lou are two of the nicest people she has ever met. Rhonda's husband travels for work a lot, and her son has medical issues that keep her quite busy. Rhonda stated that Jane and Mary Lou take a lot of pressure off of her by helping her with yardwork and other chores around the house. Jane and Mary Lou both keep their yards up beautifully and last summer, they planted all of Rhonda's flowers in her front yard. She added that Jane and Mary Lou help her simply because "they have enjoyed watching her kids grow up over the years and are happy to help out wherever they can."

Rhonda said that "Jane and Mary Lou are wonderful women" and she is lucky to have them as neighbors and happy that they can be recognized.

Suggested Action:

Present Jane Personen and Mary Lou Francek with Nice Neighbor Awards in recognition of their efforts to assist the community and contributions in making Sterling Heights' overall quality of life second to none.

The Sterling Heights Mayor & City Council proudly issue this

NICE NEIGHBOR AWARD

to

Mary Lou Francek

In recognition of your efforts to assist your community and contributions in making Sterling Heights' overall quality of life second to none.

CITY OF Sterling Heights
InnovatingLiving

Mayor Michael C. Taylor
Mayor Pro Tem Joseph V. Romano
Councilwoman Deanna Koski
Councilwoman Maria G. Schmidt
Councilman Nate Shannon
Councilman Doug Skrzyniarz
Councilwoman Barbara A. Ziarko

Issued: April 5, 2016

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The Sterling Heights Mayor & City Council
proudly issue this

NICE NEIGHBOR AWARD

to

Jane Personen

In recognition of your efforts to assist your community and contributions in making Sterling Heights' overall quality of life second to none.

CITY OF Sterling Heights
InnovatingLiving

Mayor Michael C. Taylor
Mayor Pro Tem Joseph V. Romano
Councilwoman Deanna Koski
Councilwoman Maria G. Schmidt
Councilman Nate Shannon
Councilman Doug Skrzyniarz
Councilwoman Barbara A. Ziarko

Issued: April 5, 2016

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Delivered MAR 31, 2016

Business of the City Council
Sterling Heights, Michigan

City Clerk's Use
Item No: 1 A-F
Meeting: 04/05/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: Consent Agenda

Submitted By: Office of the City Clerk

Contact Person/Telephone: Mark Carufel, 446-2421

Administration (initial as applicable)

__ City Clerk

__ Finance & Budget Director

__ City Attorney (as to legal form)

__ City Manager

Attachments

__ Resolution

__ Ordinance

__ Contract

__ Minutes

__ Plan/Map

__ Other

☐ **Check box if this agenda item requires billing/revenue collection (fees, etc.) by Treasury Office**

Suggested Action:

MOVED BY: **SECONDED BY:**

A. Approval of Minutes
Regular Meeting of March 15, 2016

B. Approval of Bills

C. To approve a Peer Fitness Trainer Certification Program hosted by the Sterling Heights Fire Department (Estimated net cost of $6,000.00)

D. To schedule a special meeting of the City Council on May 4, 2016 at 6:30 p.m. for the purpose of recognizing and congratulating recipients of scholarships awarded through the 2016 Sterling Heights Community Foundation Scholarship Program.

E. To award a bid for the Richard J. Notte Civic Center Improvements - Phase II, City Project #15-279 (Total estimated cost of $1,825,692.78)

F. To receive the lawsuit, *John T. Zawadzki v. Sterling Heights Police*, 41A District Court Case No. S-16-808-GZ.

Delivered March 31, 2016
Agenda Item 1-A
Meeting: 04/05/16

UNOFFICIAL MINUTES

CITY OF STERLING HEIGHTS

MINUTES OF REGULAR MEETING OF CITY COUNCIL

TUESDAY, MARCH 15, 2016

IN CITY HALL

Mayor Michael C. Taylor called the meeting to order at 7:30 p.m.

Mayor Taylor led the Pledge of Allegiance to the Flag and Mark Carufel, City Clerk, gave the Invocation.

Council Members present at roll call: Deanna Koski, Joseph V. Romano, Maria G. Schmidt, Nate Shannon, Doug Skrzyniarz, Michael C. Taylor, Barbara A. Ziarko.

Also Present: Mark D. Vanderpool, City Manager; Jeffrey Bahorski, City Attorney; Mark Carufel, City Clerk; Susan Pitrone, Recording Secretary.

APPROVAL OF AGENDA

Moved by Koski, seconded by Romano, to approve the Agenda as presented.

Yes: All. The motion carried.

REPORT FROM CITY MANAGER

Mr. Vanderpool reported that there are two important Community Forums coming up where the Master Plan will be discussed. The Parks and Recreation Plan is a major component of the Master Plan. There are a number of major park initiatives that are being set forth in the plan. Two Community Forums will take place. The first one will

be held on March 16, 2016 at 7:00 pm and the second one will take place on April 20 at 7:00 pm. The Senior Center will be the location for the forums. Everyone is welcome to attend.

Mr. Vanderpool reported that May is Sterling Pride Month. This is a new tradition which will kick off a month of activities preserving and beautifying green space, cleaning up residential areas, and encouraging the planting of trees on both public and private property. The overall effort is multifaceted and will help increase the tree canopy of the City and encourage residents to continue taking pride in their neighborhood. A schedule of activities will be highlighted at the April 19, 2016 City Council meeting.

Mr. Vanderpool reported the Department of Public Works will be sponsoring a Tree Sale Program during the month of May, offering discounted trees to encourage residents to purchase trees for fall planting. Trees will be available for $150.00 for the month of May, which is a $50.00 discount from the normal purchase of $200.00. The Department of Public Works will distribute a list of trees available to residents for planting in the public right-of-way. Trees purchased in May will be planted following the first frost of the season. The City of Sterling Heights is doing as much as possible to increase the tree canopy throughout the City. More information will be forthcoming as an even more robust tree planting program will be made available as the year progresses.

Mr. Vanderpool reported on the Dodge Park Road construction. He stated that it will be completely reconstructed from Metro Parkway to Utica Road. This includes an

entirely new roadway system including a center lane, curb and gutter, new landscaping, new lighting, a pedestrian bridge, a ten foot bike path, resulting in a whole new look and feel of the Dodge Park Road corridor. Over the next month, there will be some sporadic lane closures, still allowing traffic in both directions. However, in mid-April, southbound traffic will be closed from 17 Mile Road to Metro Parkway. The next leg of construction is scheduled to begin after Sterling Fest. In addition, the front of the City Hall project will be started simultaneously. The projects will be done this construction season. Mr. Vanderpool apologized in advance for some inconveniences that may occur. Discussions have taken place with neighbors and the school district, who have worked with the City to reroute businesses and establish detours. Planning has been underway for about one year.

Mr. Vanderpool reported that a number of complaints have been received from residents regarding holiday decorations that are still up in several areas. Code inspectors are out in force giving residents notice that these decorations should be taken down within 60 days of the holiday. Once notice is given to residents, there is a ten days compliance deadline.

PRESENTATION

Lieutenant Burgess introduced residents Jennifer Pellow and Christina Ortenburg in recognition of being Nice Neighbors.

Councilwoman Schmidt stated that this is another presentation in the Nice Neighbor Program, which honors homeowners and businesses that improve the quality of life for their neighbors. The Community Relations Department is proud to present

Jennifer Pellow and Christina Ortenburg for recognition as recipients of a Nice Neighbor award. Ms. Pellow and Ms. Ortenburg were nominated by Sterling Heights Police Lt. Aaron Burgess for the Nice Neighbor award.

In support of this nomination, Lt. Burgess reports that Ms. Pellow and Ms. Ortenburg witnessed a serious personal injury accident involving a passenger vehicle and a motorcycle. As a result of the accident, the motorcycle driver was rendered unconscious and stopped breathing. Disregarding their own personal safety, Lt. Burgess states, "Jennifer and Christina entered the roadway and began providing emergency care to the motorcycle driver. As a result of their actions, the driver regained his ability to breathe on his own."

Lt. Burgess adds that if not for the prompt response of Ms. Pellow and Ms. Ortenburg, the motorcycle driver may not have survived the accident.

Being a Nice Neighbor can take many forms. The care and compassion that Ms, Pellow and Ms. Ortenburg demonstrated in coming to the aid of someone in need of lifesaving first aid certainly merit their recognition as Nice Neighbors.

Councilwoman Schmidt presented Jennifer Pellow and Christina Ortenburg with a Nice Neighbor Certificate of Appreciation in recognition of their efforts to assist the community and contributions in making Sterling Heights' overall quality of life second to none on behalf of the Mayor and City Council.

Mayor Taylor introduced Mr. Derek Miller, Macomb County Treasurer, who presented an update on foreclosures and what is going on in the Treasurer's Office for the past 2 1/2 years for the City of Sterling Heights. Mr. Miller stated that the biggest

job for the Treasurer's Office is to handle the local municipalities and delinquent taxes over the course of a year. A public service campaign was recently launched to announce to residents the March 31, 2016 deadline which is quickly approaching. The foreclosure process is a 27 month process. On March 1, 2014, 2,864 delinquent parcels of property taxes from the City of Sterling Heights were collected. Based on that, the Treasurer's Office cut a check to the City of Sterling Heights for all the delinquent taxes for 2013 so business can be conducted as usual, payroll can be met, and fire and police services can continue in the City of Sterling Heights. There were over 2,800 delinquencies in 2013. Over the next following two years up to March 31, 2016, the Treasurer's Office is diligently working contacting those people, and collecting the taxes. Mr. Miller was pleased to report that on February 5, 2016, the 2,864 delinquent parcels were decreased to 89 delinquent parcels. As a result, millions of dollars the county government collected was given to the City of Sterling Heights. Mr. Miller pointed out that residents delinquent in their taxes can visit the Treasurer's office, get assistance in setting up a payment plan so their homes are not foreclosed, and also partner with the MSU Extension to understand the dynamics of taxes. Another area that is handled in the Treasurer's office is personal property taxes. In 2014, a personal property tax exemption for corporations, dealing with manufacturers in the State of Michigan, was passed. However, in the City of Sterling Heights, from 2009-2014, 3,058 parcels of business properties were delinquent with their taxes. Those 3,058 parcels equated to 3.97 million dollars in tax revenue for the City of Sterling Heights that was missing. Mr. Miller was pleased to report that over

the past five years, 2.7 million dollars has been collected for the City of Sterling Heights. Mr. Miller invited the residents to reach out to him with any questions. Mayor Taylor thanked Mr. Miller for his time and for providing this information to the residents.

Mr. John Berg, Interim Police Chief stated the succession plan is moving along very well. He proudly introduced and performed the swearing-in ceremony of the following four experienced individuals and who have been recently hired to serve the City of Sterling Heights, its business, and residents as police officers in the Sterling Heights Police Department: Officer Dominic Countryman, from the Detroit Police Department with 2 ½ years experience, Officer Jeremiah Orvelo, from the Detroit Police Department with 12 years experience, Officer Shane Palmer from the Detroit Police Department with 15 years experience, and Officer Dominic Redman from Mackinac Island with 7 ½ years experience. Interim Police Chief Berg stated he was very proud and honored to introduce the four new members of the Sterling Heights Police Department. The new officers expressed their appreciation.

Mr. Christopher Martin, Fire Chief proudly introduced and performed the swearing-in ceremony of Geoffrey Campau, who has recently been hired to serve the City, its business, and residents as a firefighter/paramedic in the Sterling Heights Fire Department. Mr. Campau's experience includes attending the Macomb County Fire Academy, being a paid on-call firefighter for the City of Mt. Clemens for the past 7 yrs, paramedic training, and a member of Universal Ambulance for the past 9 years.

Fire Chief Martin was proud and honored to introduce the new member of the Sterling Heights Fire Department. The new firefighter expressed his appreciation. Mayor Taylor thanked the new officers, new firefighter, and their families for their support.

Mayor Taylor also thanked the residents for making this possible. He stated that the residents of the City of Sterling Heights want to live in a community with professional police and fire services. Mayor Taylor stated the City of Sterling Heights is looking forward to having the new employees with the city for a long time protecting our residents. Mayor Taylor personally thanked them on behalf of the City Council.

Mayor Taylor requested a brief recess at 7:59 p.m., resuming at 8:03 p.m.

<u>ORDINANCE INTRODUCTION</u>

1. Mr. Chris McLeod, City Planner addressed the proposed consideration of a map amendment to Zoning Ordinance No. 278 to conditionally rezone property on the east side of Mound Road, south of Burroughs Avenue in Section 4 from O-1 (Business & Professional Office District) to R-60 (One Family Residential District); Case No. PZ15-1139. Mr. McLeod stated that the parcel would be split into single family lots with the following specifics:

    1. Build four (40-1,800 square foot, ranch style homes)
    2. Lots measuring 75 x 125 (corner lot would be larger)
    3. Intention of selling the south twenty two (22) feet of property to the adjacent property owner to the south

Mr. McLeod stated that this case was before the Planning Commission in January earlier this year. The Planning Commission recommended denial of that application by a vote of 7-0, there were two members absent. The Office of Planning has also provided a recommendation at this point for denial including the following reasons:

1. The proposed conditional rezoning of he subject property from O-1 (Business & Professional Office District) to R-60 (One Family Residential District) is contrary to the City's Master Land Use Plan. This portion of Mound Road frontage is designated Transitional, with the intent to phase out, over time, the older single family residences fronting Mound Road. This transition has been occurring for many years and it would be inconsistent to now rezone the subject property to introduce single family residential uses within this area.
2. The proposed conditional rezoning would create inconsistent adjacent uses. The parcel to the south is zoned O-1. The adjacent R-60 and O-1 districts will require imposition of greater separation (screening) and set back requirements for the owner of the property zoned for business and professional office uses. Future developments of the property zoned O-1 has the potential to adversely impact the single family residential uses being proposed.
3. The proposed conditional rezoning to single family residential is inconsistent with the zoning and land use patterns along the Mound Road frontage in this area, which include commercial office and multiple family.

4. The Applicant's proposed conditions do not mitigate or outweigh the material zoning concerns outlined above. By example, the proposed transfer of the twenty two (22) feet of orphan property from the south side of the subject property cannot be guaranteed.

Mr. McLeod stated that the applicant has requested this item be remanded back to the Planning Commission. At this point, the Planning Department still stands by their recommendation of denial.

Mr. Michael Mitchell presented on behalf of the petitioner. He stated what Mr. McLeod said was true, however, his research will show that rezoning would bring four new family homes to the City of Sterling Heights, and paying into the tax base. The development will be on Burroughs Road and will not front on Mound Road. He proposed that the City, schools, and business would benefit from having younger families move into the City. He stated that the residential population needs to increase to support the commercial development in the City and a younger population, which are the intended market for the proposed development, would help support the local economy and that the master plan supports that no additional land should be used for commercial purposes and healthy and vibrant neighborhoods are essential for the long-term health of the City. He stated his client is willing to invest $800,000 in the development in these 4 lots and there has been no other interest in this property to develop it as office space for more than two years. He stated that this development would increase the value of the existing homes in the area, and that 11 residents on Buroughs and Cotter fully support the development and there are

compelling reasons to grant the rezoning request, including the strong support from the neighbors, the Master Plan calls for offering a broad range of residential options and for the enhancement of the characteristics and quality of the existing neighborhoods.

Mr. Julio Russo – The owner of the property adjoining the property being discussed concurred with the summary Mr. McLeod presented.

Mrs. Linda Godfrey – Inquired what the side setback is for Mound Road and asked if residential would be better than an office building; stated property has been vacant for 2 years; commercial property development; residential development would bring in additional families and tax dollars.

Moved by Romano, seconded by Ziarko, RESOLVED, to deny introduction of the map amendment to conditionally rezone property on the east side of Mound Road, south of Burroughs Avenue in Section 4 from O-1 (Business & Professional Office District) to R-60 (One Family Residential District); Case No. PZ15-1139.

Councilman Romano stated that our Planning Director summed it up in its entirety.

Councilwoman Ziarko stated City Council would follow the recommendation of the Planning Department and the Planning Commission.

Mayor Taylor stated that Mound Road should be a commercial road and commercial activity should be on Mound Road. Adding more residential to the Mound Road area isn't something he supports. There are a number of residential projects going on now in other areas. Mayor Taylor stated that the petitioner can go back to the Planning Commission if certain changes are made in the development.

Yes: All. The motion carries.

CONSENT AGENDA

2. Moved by Koski, seconded by Romano, **RESOLVED** to approve the Consent Agenda:

A. To approve the minutes of the Regular Meeting of March 1, 2016, as presented:

B. To approve payment of the bills as presented: General Fund - $732,534.76, Water & Sewer Fund - $1,904,279.96, Other Funds - $953,197.80, Total Checks - $3,590,012.52.

C. **RESOLVED**, to award the bid for turf and concrete restoration services to Luigi Ferdinandi & Son Cement Company, 16481 Common Road, Roseville, MI 48066, at unit prices bid through December 31, 2016, and authorize the City Manager to extend the bid award one (1) additional year at unit prices bid.

D. **RESOLVED**, to award the bid to replace the engine in a 2006 Ford F-650 Super Duty chipper truck to Troy Motors, Inc. d/b/a Elder Ford, 777 John R . Road, Troy, MI 48083, in the amount of $15,989.

E. **RESOLVED,** to award the bid for landscaping and snow removal services in connection with nuisance abatement activities to United Lawnscape, Inc. 62170 Van Dyke, Washington Twp., MI 48094, through April 30, 2018, at the unit prices bid, with an option for the City Manager to extend the bid award

for an additional one-year period with the vendor's consent on the same terms and conditions.

F. **RESOLVED,** to award the bid for the purchase and planting of street trees to Marine City Nursery Company, 5304 Marine City Highway, China Township, MI 48054 for the period April 1, 2016 through December 31, 2017, at unit prices bid.

G. **RESOLVED**, to award the bid for a trench box to Efficiency Production, Inc., 685 Hull Road, Mason, MI 48854 in the amount of $12,119.25.

H. **RESOLVED**, to award the bid for operable partition walls for the Sterling Heights Senior Center, rooms 2 and 3 (primary) and rooms 5 and 6 (optional), to National Business Supply, d/b/a/ NBS Commercial Interiors, 1332 Anderson Road, Clawson, MI 48017, at a cumulative cost of $38,080.

I. **RESOLVED**, to accept the proposal by *SeeClickFix*, Inc., 746 Chapel Street, Third Floor, New Haven, CT 06510, for customer service software with mobile app for the period July 1, 2016 to June 30, 2019 at an annual cost of $18,696, and authorize the City Manager to sign all required documents on behalf of the City.

J. **RESOLVED,** to approve the purchase of managed internet services from AT&T Corporation for the period July 1, 2016 to June 30, 2019 and authorize the City Manager to sign all documents required in conjunction with this approval.

K. **RESOLVED**, to approve final payment to Galui Construction Co., Inc. 33805 Harper Avenue, Clinton Township, MI 48035 in the amount of $50,439.60 plus interest on retainage for the 2014 Local Road Concrete Reconstruction Program, City Project #14-250.

Yes: All. The motion carried.

CONSIDERATION

3. There were no nominations for the Board of Ordinance Appeals Panel II.

Mayor Taylor requested a motion to postpone the item to the April 5, 2016 regular City Council meeting.

Moved by Romano, seconded by Ziarko, **RESOLVED** to postpone the nomination and consideration of an appointee to the Board of Ordinance Appeals Panel II to the April 5, 2016 regular City Council meeting.

Mayor Taylor stated this is not a debatable motion and if the motion is withdrawn, Councilwoman Ziarko can make a comment.

Councilman Romano withdrew his motion.

Councilwoman Ziarko questioned the short term of this appointment expiring on June 30, 2016.

Mayor Taylor referred to City Attorney Jeff Bahorski regarding the ending date of this term.

City Attorney Jeff Bahorski offered clarification of the two-step process, stating the first meeting in June would be the appropriate date to postpone this appointment. June 7, 2016 would be the appropriate City Council meeting.

Moved by Romano, seconded by Ziarko, **RESOLVED** to postpone the nomination and consideration of an appointee to the Board of Ordinance Appeals Panel II to the June 7, 2016 regular City Council meeting.

Yes: All. The motion carries.

4. There were no nominations for the Beautification Commission.

Mayor Taylor requested a motion to postpone the item to the June 7, 2016 regular City Council meeting.

Moved by Romano, seconded by Ziarko, **RESOLVED,** to postpone the nomination and consideration of appointees to the Beautification Commission to the June 7, 2016. regular City Council meeting.

Yes: All. The motion carries.

Mayor Taylor nominated Brian Cole for appointment to the Economic Development Corporation/Brownfield Authority.

Moved by Romano, seconded by Schmidt, **RESOLVED**, to appoint Brian Cole to the Economic Development Corporation/Brownfield Authority to a term ending June 30, 2019, subject to the appointee meeting the qualifications set forth in Charter §4.03 and taking the oath of office within two weeks.

Yes: All. The motion carries.

Mayor Taylor nominated Kozeta Elzhenni for appointment to the Ethnic Community Committee.

Moved by Romano, seconded by Ziarko, **RESOLVED**, to appoint Kozeta Elzhenni to the Ethnic Community Committee to a term ending June 30, 2018 subject to the

appointee meeting the qualifications set forth in Charter §4.03 and taking the oath of office within two weeks.

Yes: All. The motion carries.

COMMUNICATIONS FROM CITIZENS

Mr. Michael Lombardini – The recent passing of Marjorie Upton DeFrancis, who worked on the restoration of the Upton House that her great-grandfather built; maintaining institutional knowledge; and recommending appointing the existing Interim Police Chief to the permanent position.

Ms. Linda Godfrey – Water testing report; rumor on status of Liberty Park; advertising the public forums for the Master Plans for parks and recreation; locating information on the city website; cost factor for the trails in the Parks and Recreation Master Plan; and road repairs.

Mr. Jeffrey Norgrove– Positive feedback on the cultural exchange; maintaining knowledgeable City employees; retaining the current Finance Director; and trash pick-up in the beginning of May.

Ms. Hatten- Trash proposal.

Unidentified – Thanked administration for the prompt follow-up stating that the street lights at Lakeside Mall on South Cover Drive are now working.

Mr. Paul Schimeck – Congratulated the City Council on their election.

Mrs. Jazmine Early – Insufficient lighting on Van Dyke and timeline of completion; roads needing repair, tax increase, cost factor of projects.

Unidentified -Thanked the City of Sterling Heights for commencing with road work on Dodge Park Road; not in favor of mile road pylons on Van Dyke; Parks and Recreation Plan; current millage tax rate, trash contract; and campaign contributions.

Mr. Charles Jefferson – Roads need repair; hiring practices.

Mr. Dennis White- Safety hazards on Van Dyke, uneven pavement.

Mr. Harry Marchalones – Trash contract; campaign contributions.

Mr. Julio Russo – Parks and Recreation facility; supports a swimming pool as part of a community recreation facility, stated pool revenue could fund the cost.

REPORTS FROM CITY ADMINISTRATION AND CITY COUNCIL

Mr. Vanderpool addressed comments from residents on a few issues. The City of Sterling Heights conducts regular testing of our water system, in addition to having random samples tested. Tests are done directly for lead and there have been no noteworthy results from the testing. The City of Sterling Heights does not have lead pipe service lines to the houses so we are in a much better position in terms of our infrastructure compared to older cities. We do a substantial significant testing annually and then a more robust testing every other year. The testing has proved to be very positive for water quality.

Mr. Vanderpool addressed road concerns. Over a five year period of time, the City of Sterling Heights is spending over $100,000,000 on various roadway improvements, including Van Dyke. There are many projects scheduled over the next few years including the Dobry Service Drive which funding has been secured. Other roadway improvements include the resurfacing of Canal Road, 15 Mile Road from Schoenherr

Road to Morningdale Road, Schoenherr Road south of 15 Mile Road, 14 Mile Road, Ryan Road, and Hayes Road will start construction next year. Dodge Park Road and Van Dyke will be finished this summer, completing lighting and landscaping. The lighting infrastructure is presently being worked on. The two intersections still needing improvements include Metro Parkway and 18 Mile Road.

Mr. Vanderpool stated that the City millage rate is slightly over 15 mills. The City of Sterling Heights continues to have the lowest millage rate of cities in Macomb County, and being in the bottom third statewide. Property taxes for next year will be lower than they were in 2007. This will be pointed out in the upcoming budget hearings. This is primarily due to the decline of property values that occurred in 2007-2008.

Mr. Vanderpool stated the City of Sterling Heights has diligently been working on succession plans for retiring employees over the past ten years, while experiencing a complete turnover in the leadership team. These positions include: Community Relations, City Controller, Department of Public Works Director, Fire Chief, City Development Manager, City Engineer, Deputy City Clerk, Police Chief (soon to be), Parks and Recreation Director, Library Director, City Treasurer, City Planner, City Development Director, and the Economic Development Advisor is under contract.

Mr. Vanderpool stated that the well trained leadership team in place is working incredibly well. The replacement for the Budget and Finance Director, due to retirement, is being trained and groomed for an orderly transition. Mr. Vanderpool is confident the succession plan is working very well.

Mr. Bahorski reported there are no items for closed session.

Councilman Romano stated that he was honored to swear in Fire Chief Chris Martin as President of the Macomb County Fire Chiefs Association. Fire Chief Martin was elected to the position by the Fire Chiefs in Macomb County.

Councilman Romano stated he is very proud of the high utilization of the City of Sterling Heights Library.

Councilman Romano responded on hiring practices of the City, if they apply and are qualified, we will hire them.

Councilman Skrzyniarz stated a 4-3 vote on the Waste and Recycling Contract is not necessarily a bad thing and City Council agrees 95% of the time. Councilman Skrzyniarz stated that rejecting bids and approving an RFP is a policy issue. He believes the RFP process will save the City money. The recycling piece will have to be looked at and a decision will be made with that information. Councilman Skrzyniarz expressed his respect for his colleagues. He stated that road funding is primarily a state and federal funded activity. Councilman Skrzyniarz referred to the lack of road funding due to the large corporate tax cut that was given by the State of Michigan a few years back. The lack of revenue also affected higher education as well. The state needs to step up.

Councilwoman Schmidt requested Mr. Vanderpool contact the state to see if the timing of the lights from 14 Mile Road to south of 17 Mile Road can be reevaluated as it is cumbersome to residents.

Councilwoman Koski asked Mr. Vanderpool when the costs of various projects in the Master Plan will be available and how they will be made available to residents.

Mr. Vanderpool stated that the City is working diligently with the architect to review different options, scenarios, and scope of service. At the Community Forums, discussions include the general scope, interest from the community, and different ideas, being in the conceptual design phase. Estimated costs are diligently being worked on and will be presented to City Council in the next 90 days or so.

Councilman Shannon stressed the importance of people doing their own homework on issues of concern and dispelling rumors, which can cause confusion to the residents on important issues.

Councilwoman Ziarko agreed with Councilwoman Schmidt regarding the traffic on Van Dyke and added that Schoenherr Road also backs up to 16 Mile Road.

Councilwoman Ziarko reported the county is actively working on repairs on Schoenherr, as well as Moravian Road. She inquired if Schoenherr Road will be addressed north of 15 Mile Road.

Mr. Vanderpool reported that the scope of repair is south of 15 Mile Road to the bridge this year. Referencing Councilman's Skrzyniarz comments, the problem is statewide road funding. Money will not be available to use until 2017, at which time road funding is expected to increase. Portions of Metro Parkway and Mound Road are in bad condition. Mr. Vanderpool stressed the importance of working with the county to make sure there is a game plan for the county roads in the City of Sterling Heights.

Mr. Vanderpool commented that the City is doing a good job in repairing our City

neighborhood roads. He stated that it will take many years to catch up on major roads and county roads once funding is available.

Mayor Taylor addressed comments from residents. In response to Ms. Hatten, Mayor Taylor stated that he understood her frustration. In the vast majority of people he spoke to, residents want a low cost curbside recycling option without their taxes being increased. He explained the process offering clarification stating there is almost no likelihood that there will be a high price on the base trash contract. If anything, the rebidding process will drive costs lower, benefiting the residents. Mayor Taylor stated there is not going to be a tax increase. He guaranteed every resident in the City, if the proposal passes, that they will not be made to have a cart unless it is their choice to have one.

Mayor Taylor agreed with Councilman Skrzyniarz comments on the 4-3 vote on the proposal.

Mayor Taylor addressed comments on campaign contributions and supporting Mayor Taylor's election to office.

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

There was no New Business.

ADJOURN

Moved by Ziarko, seconded by Romano, to adjourn the meeting.

Yes: All. The motion carried.

The meeting was adjourned at 9:41 p.m.

_____

MARK CARUFEL, City Clerk

EXPENDITURES FOR THE MEETING OF

April 5, 2016

	TOTAL PREPAYMENT LISTING	INTERFUND TRANSFERS	PROPERTY TAXES TO OTHER ENTITIES	EXPENSES & EXPENDITURES
GENERAL FUND	$1,078,219.33			$1,078,219.33
WATER & SEWER FUND	$3,154,064.79			$3,154,064.79
OTHER FUNDS	$3,569,819.60		$4,031.09	$3,565,788.51
TOTAL CHECKS	$7,802,103.72	$0.00	$4,031.09	$7,798,072.63

BILL LISTING DETAIL IS AVAILABLE AT THE STERLING HEIGHTS PUBLIC LIBRARY

DELIVERED MAR 3 1 2016

City Clerk's Use
Item No: 1-C
Meeting: 4/5/16

Business of the City Council
Sterling Heights, Michigan

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To approve a Peer Fitness Trainer Certification Program hosted by the Sterling Heights Fire Department (Estimated net cost of $6,000.00)

Submitted By: Sterling Heights Fire Department

CM

Contact Person/Telephone: Fire Chief Christopher Martin, (586) 446-2951

Administration (initial as applicable)

		Attachments			
MC	City Clerk	___	Resolution	___	Minutes
BS	Finance & Budget Director	___	Ordinance	___	Plan/Map
JB	City Attorney (as to legal form)	_	Contract	___	Other
	City Manager				

☐ **Check box if this agenda item requires billing\revenue collection (fees, etc.) by Treasury Office**

Executive Summary

Background – The Sterling Heights Fire Department is dedicated, first and foremost, to the preservation of life and protection of property of the residents and businesses that call Sterling Heights home. A key element to achieving this daily mission is having fire fighter / paramedic personnel that our well-trained and in good physical condition.

Historically, the City and the Sterling Heights Firefighters Association, Local 1557 of the International Association of Firefighters, have collaborated in providing members with physical fitness opportunities. This training has been shown through national studies to reduce time lost due to both on-the-job and off-duty illness and injury. Significant injuries are very prevalent in the fire service, which is characterized by job stress and high risk of physical injury. Further studies have shown that firefighters can reduce the risks of heart attacks, strokes, injuries and many other health problems by living a healthy lifestyle that includes a rigorous physical fitness program and proper diet.

Through the most recent collective bargaining agreement, the City committed to training six firefighters / paramedics to serve as peer fitness counselors for the purpose of facilitating an IAFF/IAFC Peer Fitness Program. The role of a peer fitness counselor has been described as follows:

> *The peer fitness trainer encourages safety and participation in fitness, through guidance and supervision of uniformed personnel exercise. The Peer Fitness Trainer Certification Program supports the IAFF/ICHIEFS Wellness/Fitness Initiative and CPAT programs through an integrated, multi-level approach by providing current wellness and fitness information that addresses the specific needs of fire fighters through individual fitness assessment, individual program design, program*

implementation and administration. Furthermore, Peer Fitness Trainers may participate in community-based programs such as FireFitKids to promote fitness and interest in a fire-fighting career.

Unfortunately, since the City Council approved the new CBA in November, 2015, the IAFC/IAFF has not held or scheduled a Peer Fitness Trainer Certification Program anywhere in the United States.

Solution – The Sterling Heights Fire Department is proposing to host a Peer Fitness Trainer Certification Program in Sterling Heights. To do so, the City must make an upfront financial commitment to the IAFF of $25,000 representing the program fee. Upon payment of the program fee, the IAFF proceeds to schedule the class and collect registration fees of $1,000 per participant. The City will receive reimbursement from the IAFF in the amount of $19,000, representing the registration fees paid by the participants who are not from the Sterling Heights Fire Department (assuming the minimum class size of 25 is realized).

Although there is some financial risk should the Peer Fitness Trainer Certification Program not attract 25 participants, the Fire Department and Sterling Heights Fire Fighters Association have already received overwhelming interest from other local fire departments, with over 35 individuals interested in attending the Program.

The goal of this initiative would be to secure a minimum of 25 students, including those from Sterling Heights. The class maximum is 30 students. Once the IAFF receives the non-refundable $25,000, it will schedule the class with a mutually agreeable date for us. Once the class is scheduled, the IAFF will advertise the class. They have held dozens of these classes around the nation and in Canada, with great attendance.

An added benefit of hosting the class is the fact that the City will avoid the travel and lodging costs by sending 6 participants to a Program in another city or state.

Suggested Action:

MOVED BY: **SECONDED BY:**

RESOLVED, to approve the Peer Fitness Trainer Certification Program to be hosted by the Sterling Heights Fire Department.

Sterling Heights FIRE

Interoffice Memorandum

To: Chris Martin, Fire Chief

From: Tim D. Bade, Battalion Chief

Date: 23MAR16

Subject: Wellness Fitness Initiative

The Wellness Fitness Initiative (WFI) is a joint venture with the International Association of Fire Chiefs (IAFC), the International Association of Fire Fighters (IAFF) and the American Council on Exercise (ACE). The joint labor-management team brought the WFI about due to the number of deaths and injuries in the fire service. WFI is over a decade old and continues to be refined and improved.

The WFI is based on the individual in a program specifically designed to build and maintain a fit and healthy firefighter. Fitness — physical, mental, and emotional — requires an effective wellness program that is made available to our firefighters. Components of the Wellness-Fitness Initiative include medical evaluation, fitness, rehabilitation and injury prevention, behavioral health, and data collection.

Nearly 2/3rds of firefighter deaths are related to cardiac events. It is the goal of the WFI to reduce that number as well as reducing the total number of sprains, strains and fractures that cause thousands of lost man hours annually nationwide. Fire department wellness programs make economic sense both by adopting and implementing an occupational wellness program, such as the WFI the department can reduce occupational claims and costs while simultaneously improving the quality and longevity of a firefighter's life; prevent and reduce premature firefighter musculoskeletal injuries and cardiovascular disease through a comprehensive health risk screening; avoid passive impacts to reduce off-duty injury/illness costs through health promotion programs. Behavioral health promotion programs will further enhance, complement and improve the cost savings of a comprehensive wellness program. This is all accomplished through the WFI based on the National Fire Protection Association Standard 1582, *Standard on Comprehensive Occupational Medical Program for Fire Departments.*

The Fire Department will train Peer Fitness Trainers (PFT) that will be responsible for the fitness evaluations of fire fighters as well as continued education in physical fitness and assist in rehabilitation of injured firefighters in conjunction with the firefighters' physician. The PFTs are certified through the American Council on Exercise (ACE). Why are they certified?

- To Enhance the Success of the Comprehensive Wellness Program
- To Ensure a Nationally Accredited Agency oversees the Certification Program
- To Ensure Standard Competencies
- To Be Trained in a Diverse Knowledge of Fitness
- To Fulfill any Legal Obligations

The PFT program is a five (5) day forty (40) hour classroom workshop with certified ACE fitness and IAFF/IAFC WFI certified instructors. The PFTs upon certification develop fitness programs, provide nutritional education and annual fitness evaluations for firefighters.

The Fitness Assessment has the following areas of evaluation:

- Body Composition- skin fold to determine BMI and percent body fat
- Aerobic Capacity- Treadmill test to determine VO2Max on a sub-maximal stress test
- Muscular Endurance- Push-ups and static Plank Test
- Muscular Strength- Grip Strength, Arm and Leg Power

Data Collection is another mainstay of the WFI. Through blind data collection to maintain firefighter confidentiality the data is collected and compiled to determine the effectiveness of the program and to allow the firefighters the ability to determine their fitness level based on the aggregate of their peers.

Over the past several years behavioral health has been recognized as lacking in the fire service. The traumatic events fire fighters are exposed to throughout a career have led to poor mental health for many an affected firefighter. It is the goal of the WFI to have the fire department coordinate with a qualified behavioral health specialist, such as a licensed master social worker (LMSW), licensed Professional Counselor (LPC), PhD, etc. to provide mental health screening and wellness on an ongoing basis to assist in teaching the fire fighter healthy ways to deal with job stress, critical incident management, etc. This is intended on increasing the quality of life for the fire fighter and his family. Additionally, assist in reducing divorce, substance abuse and other unhealthy behaviors associated with chronic exposure to traumatic events which left untreated may lead to Post Traumatic Stress Disorder (PTSD).

Cost justification is always a concern in any efficient organization. This has not been overlooked by the IAFC/IAFF during the joint labor-management development of the WFI. Through the annual physical exams studies have shown reductions in healthcare costs by early recognition of treatable diseases. Through the implementation of nutritional programs encouraging healthy eating habits, annual mental health screenings and programs for increasing firefighter fitness, all have shown to decrease on the job injuries, firefighter disabilities and increase firefighter longevity in the organization.

The following story is just one example of a line of duty death that could have possibly been avoided had the victim taken part in a Wellness Fitness Program.

http://www.backstepfirefighter.com/2016/03/23/on-duty-death-follow-up-advancing-hoseline-georgia/

The "On-Duty Deaths in Detail" posts will be partnered with posts providing NIOSH follow-up to the Unites States Fire Administration firefighter fatality announcement. Since it is common practice culturally that the majority of NIOSH firefighter fatality reports to be shared are ones involving firefighting, we'll work to make readers aware of those involving the majority causes and natures of our on-duty deaths. This information may be subject to change.

Summary

Victim with undiagnosed myocarditis and coronary heart disease was engaged in exterior hoseline operations during a residential structure fire when he collapsed after moving to an opposite side of the structure. CPR and ALS treatment were provided during transport to a local hospital. The victim was later transported to an advanced care hospital for additional treatment. After additional testing and family consultation, the victim was taken off of life support and moved to a hospice facility. The victim had at least three underlying medical conditions in addition to those mentioned above. The only fire department medical evaluation on record is an initial pre-placement screening done 27 years ago. The department does not require periodic medical evaluations. The victim did not participate in the voluntary wellness/fitness program but was "very active off-duty by mowing lawns."

Incident

On 24 April 2015 a 54-year old career lieutenant suffered a heart attack during a residential structure fire. He died 10 days later. His death was the 32nd on-duty death of 2015 and the third of the month.

NIOSH Report

On 24 April 2015 a career lieutenant responded to a residential structure fire. After completing initial driver duties the victim began assisting other firefighters with hoseline operations on the rear, exterior of the structure. The victim moved to the front of the structure where he collapsed. Treatment was immediately begun with CPR, AED use and ALS treatment. The victim was taken to the hospital, stabilized and then flown to an advanced care hospital. It was later determined that the victim had suffered brain damage and at the request of the family was removed from life support and transferred to a hospice setting where he died five days later.

Cause of Death, Autopsy

"Myocarditis in varying stages of healing" is reported as the cause of death with "atherosclerotic and hypertensive cardiovascular disease and diabetes mellitus" as contributing factors, according to the county coroner and the deputy state medical examiner. An autopsy was performed and revealed several relevant factors.

Victim

54-year old male with severe, undiagnosed coronary heart disease. The victim suffered from diabetes mellitus, hypertension, hyperlipidemia and obesity (according to CDC BMA calculation), under fail control since as far back as 2003.

Department

The fire department requires new career fire fighter applicants to be 18 years of age; have a valid state driver's license; and pass an oral interview prior to being offered conditional employment. The new hire must then pass a background check, a physical agility test, a preplacement medical evaluation, and a drug screening. Periodic medical evaluations are not required for members. The victim's only fire department medical evaluation was his preplacement medical evaluation in March 1988. Medical clearance to wear a respirator is not required. Members injured on duty must be evaluated by either the city-contracted physician or the member's primary care physician who forwards their determination for return-to-duty to the City human resources office.

The fire department has a voluntary wellness/fitness program; exercise equipment is available in each of the two fire stations. A candidate physical agility test is required for all fire fighter applicants and an annual physical agility test is required for all members (see Appendix B). The victim did not participate in the fire department's voluntary wellness/fitness program. However, he was very active off-duty by mowing lawns.

Recommendations

NIOSH offers the following recommendations:

Provide preplacement and annual medical evaluations to all fire fighters consistent with National Fire Protection Association (NFPA) 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments, to identify fire fighters at increased risk for coronary heart disease (CHD)

Perform symptom-limiting exercise stress tests (ESTs) on fire fighters at increased risk for CHD

Ensure that fire fighters are cleared for return to duty by a physician knowledgeable about the physical demands of fire fighting, the personal protective equipment used by fire fighters, and the components of NFPA 1582

Phase in a mandatory comprehensive wellness and fitness program for fire fighters

Provide fire fighters with medical clearance to wear a self-contained breathing apparatus (SCBA) as part of the fire department's medical evaluation program

Use a secondary (technological) test to confirm appropriate placement of the endotracheal tube

Contrast with USFA

There are no contrasts with the on-duty death notification. The victim's Activity Type is listed as Advancing Hoselines while operating a residential fire. Specifically, the victim was involved in exterior hoseline operations, had left the hoseline and moved to another side of the structure when he collapsed.

- See more at: http://www.backstepfirefighter.com/2016/03/23/on-duty-death-follow-up-advancing-hoseline-georgia/#sthash.1J64FLU8.dpuf

International Association of Fire Fighters
1750 New York Avenue N.W.
Washington, D.C. 20006-5395
(202) 824-8634
(202) 737-8418 fax
www.iaff.org

Invoice No. PFT 342525

INVOICE

Bill To:
City of Sterling Heights Fire Department
ATTN: Fire Chief Chris Martin
41625 Ryan Road
Sterling Heights, MI 48314

Ship To:
City of Sterling Heights Fire Department
ATTN: Fire Chief Chris Martin
41625 Ryan Road
Sterling Heights, MI 48314

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
1340848		3/22/2016	request	Net 30	3/22/2016

Qty	Description	Unit Price	Extended Price
	Peer Fitness Trainer Workshop: **September 12-16, 2016 (Tentative/Payment Required to Guarantee)** • **25 Registrants – $1000.00 each**		25,000.00

Make Checks payable to:

International Association of Fire Fighters
1750 New York Ave, NW
Washington, DC 20006

VISA/MC Credit Card Payments please call 202-824-8634

Thank you in advance for your payment!

Line Item Total	Other	Tax	Subtotal	Amount Received	Amount Due
25,000.00			25,000.00		25,000.00

CITY OF Sterling Heights
InnovatingLiving

Business of the City Council
Sterling Heights, Michigan

DELIVERED MAR 3 1 2016

City Clerk's Use
Item No: 1-D
Meeting: 04/05/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To schedule a special meeting of the City Council on May 4, 2016 at 6:30 p.m. for the purpose of recognizing and congratulating recipients of scholarships awarded through the 2016 Sterling Heights Community Foundation Scholarship Program.

Submitted By: Office of the City Clerk

Contact Person/Telephone: Mark Carufel, 446-2421 MC

Administration (initial as applicable)

		Attachments			
MC	City Clerk	___	Resolution	___	Minutes
AB	Finance & Budget Director	___	Ordinance	___	Plan/Map
SB	City Attorney (as to legal form)	___	Contract	___	Other
MW	City Manager				

☐ **Check box if this agenda item requires billing\revenue collection (fees, etc.) by Treasury Office**

Executive Summary:

Annually, the Sterling Heights Community Foundation and its scholarship partners, BAE Systems, FCA Foundation, Ford Motor Company, General Dynamics, Macomb County Chiropractic Association, The Family of Richard J. Notte, Rotary Club of Sterling Heights, Selfridge/ANG Base Community Council, Sterling Heights Community Foundation, and Utica Community Schools Alumni come before the Sterling Heights City Council to recognize and congratulate the recipients of scholarships. As of last year, the scholarship program had cumulatively awarded $237,500 to 284 recipients.

This year, the City Council is being asked to incorporate the full presentation ceremony into a special public meeting to be held one hour before the May 4th regular City Council meeting. The proposed special meeting will afford the City Council time to more fully recognize each recipient and his/her family, which is fitting considering the time and effort expended in achieving academic success.

The special meeting will start at 6:30 p.m. and conclude before the regular meeting of the City Council at 7:30 p.m.

Suggested Action:

MOVED BY: **SECONDED BY:**

RESOLVED, to schedule a special meeting of the City Council on May 4, 2016 at 6:30 p.m. for the purpose of recognizing and congratulating recipients of scholarships awarded through the 2016 Sterling Heights Community Foundation Scholarship Program and direct the City Clerk to post the appropriate notices in accordance with Michigan's Open Meetings Act.

CITY OF Sterling Heights
InnovatingLiving

Business of the City Council
Sterling Heights, Michigan

DELIVERED MAR 3 1 2016

City Clerk's Use
Item No: 1-E
Meeting: 04/05/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To award a bid for the Richard J. Notte City Center Improvements - Phase II, City Project #15-279 (Total estimated cost of $1,825,692.78)

Submitted By: Office of Engineering

Contact Person/Telephone: Brent Bashaw, City Engineer/(586) 446-2720

Administration (initial as applicable)

		Attachments			
MC	City Clerk	__	Resolution	__	Minutes
	Finance & Budget Director	__	Ordinance	__	Plan/Map
	City Attorney (as to legal form)	__	Contract	X	Other
	City Manager				Staff Report, Bid Tabulation, Project Map

☐ Check box if this agenda item requires billing/revenue collection (fees, etc.) by Treasury Office

Executive Summary:

Background - Improvements to the Richard J. Notte City Center have been scheduled to occur over two construction seasons. Phase I work was completed during the 2015 construction season and focused on the parking areas situated on the west side of the City Center, as well as work involving the retaining wall and parking lot situated behind the Police Department. Phase II work planned for the 2016 construction season will focus on the parking lot and access roads situated on the east side of the City Center. The Richard J. Notte City Center Improvements - Phase II work includes removal and replacement of deteriorated concrete pavement, creation of a pedestrian plaza featuring a widened walkway, benches, and landscaping improvements, creation of a traffic circle for vehicle traffic, and installation of a security gate for the Police Department parking lot.

Recommendation - Four bids for City Project #15-279 were received on Tuesday, March 15, 2015 at 2:30 p.m. Following a thorough analysis of the bids received, the Office of Engineering is recommending that the base bid for the Richard J. Notte Civic Center Improvements - Phase II, City Project #15-279, be awarded to DiLisio Contracting Inc., 3525 Lakepointe, Clinton Township, MI 48036, at a total cost of $1,825,692.78. To complete the improvements, a budget amendment of $700,000 from the General Fund Reserves is necessary.

Suggested Action:

MOVED BY: SECONDED BY:

RESOLVED, to award the base bid for Richard J. Notte Civic Center Improvements - Phase II, City Project #15-279, to DiLisio Contracting Inc., 3525 Lakepointe, Clinton Township, MI 48036 at a total cost of $1,825,692.78, authorize the Mayor and City Clerk to sign all required documents on behalf of the City, and authorize a budget amendment in the amount of $700,000 from General Fund Reserves.

CITY OF STERLING HEIGHTS
STAFF REPORT
April 5, 2016

RE: Bid Award - Richard J. Notte City Center Improvements – Phase II, City Project #15-279

Prepared By: Brent Bashaw, City Engineer (586) 446-2720

GENERAL INFORMATION:

The impetus for Phase II improvements to the Richard J. Notte City Center was the deteriorating concrete conditions, especially in the parking lot areas. Due to the amount of concrete to be replaced, the Office of Engineering undertook a review of the geometrics in the area east of the City Center buildings. The area was redesigned as shown on the attached map to expand the natural "Green" areas. Through this effort, the amount of replacement concrete was reduced 15%, but still yielded 6 additional parking spaces.

Traffic circulation is being simplified through the creation of two north/south drive aisles that replaces the existing configuration that includes three drive aisles, one of which is a divided boulevard. In addition, a small traffic circle is proposed at the current 4-way intersection. The traffic circle improves traffic flow while creating an aesthetic improvement. The center of the traffic circle will be a focal point for the new City Center and provide an excellent site for the display of public art.

In addition, a pedestrian plaza will be created along the City Center east frontage. The pedestrian plaza will create a more inviting feel for the City Center and coincide with the City's place making efforts. The pedestrian plaza will be highlighted by a wide, meandering walkway across the Library frontage that would naturally tie into the trail to Dodge Park. Benches will be provided along the new walkway for leisure. This new design will certainly create a sense of place to those visiting the City Center and set a quality standard for other improvements in this area.

To improve security for the Police Department, a security gate will be installed at the location shown in the attached map. In addition, a restricted access point will be made at the location shown. Non-police access into this area will be restricted to library book drops and trash dumpster pick-up. The security gate will be operational only by authorized personnel having the appropriate key fob.

It is anticipated that the Phase II work will commence in April, 2016 and be completed by mid-July, 2016.

The parking lots for the 41-A District Court Building will be reconstructed under a contract to be bid at a future date. A budget amendment in the amount of approximately $600,000 will be required to fund the court parking lot reconstruction.

TECHNICAL INFORMATION:

Bids were received on March 15, 2016. Four bids were received and ranged from $1,825,692.78 to $2,279,977.80 for the base bid price and from $1,808,289.93 to $2,262,956.06 for the alternate bid price. The alternate bid price was for a standard intersection in lieu of a proposed traffic circle. The low bid was less than the engineer's estimate of $1,828,038 by less than 1%.

Funding for the City Center Improvements was set forth in the Fiscal Year 2015/16 budget for $3,265,000. The West City Center improvements (Phase I) were constructed in 2015 for a total of $1,865,000. The remaining budget therefore is $1,400,000.

The Phase II construction cost is $1,825,692.78 based on the low base bid, which includes the traffic circle. This is the option being recommended by the Office of Engineering and City Administration. The total cost, including approximately 16% for engineering contingencies, totals $2,100,000. Therefore, an additional $700,000 is needed to fund Phase II improvements. The need for additional funding is not unanticipated. The original project budget ($3,265,000) contemplated replacing 60% of the existing pavement. However, the scope of concrete replacement is nearly 95% due to a greater rate of deterioration over the last few winters. This increased scope of work accounts for $800,000 in additional cost. Partial concrete replacement was not deemed to be a financially prudent option since the cost of staging future work increases the total cost versus completing the concrete work under one contract. Additionally, Phase I project bids came in 26%, or $240,000, higher than anticipated due to the bidding climate at the time.

STAFF ANALYSIS AND FINDINGS:

The low base bid was submitted by DiLisio Contracting Inc., 3525 Lakepointe, Clinton Township, MI 48036. DiLisio Contracting has successfully completed several city projects over the last 15 years and has demonstrated an ability to deliver quality work at a reasonable cost. The Office of Engineering conducted a thorough review of the low bid and the low bidder's qualifications and is recommending an award of the Richard J. Notte Civic Center Improvements – Phase II, City Project #15-279, to DiLisio Contracting Inc.

STAFF RECOMMENDATION:

Please see suggested action on the accompanying Agenda Statement.

Cc: Denice Gerstenberg, City Development Director
Mike MacDonald, Hubbell, Roth and Clark
Adam LaClair, Lead Inspector
Scott Charron, Civil Engineer II

NOTIFICATION LIST

DiLisio Contracting Inc.,
3525 Lakepointe
Clinton Township, MI 48036

HRC
HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

BID TABULATION
RICHARD J. NOTTE CITY CENTER IMPROVEMENTS - PHASE II
CITY OF STERLING HEIGHTS

Bids Due: 3/15/2016
HRC Job # 20150572
City Job No. 15-279

			DiLisio Contracting Inc.		**MICCO Construction, LLC**			**Major Cement Company**		**Z Contractors, Inc.**	
			3525 Lakepointe		715 Auburn Ave.			15347 Dale		50500 Design Lane	
			Clinton Township, MI 48036		Pontiac, MI 48342			Detroit, MI 48223		Shelby Township, MI 48315	
			(586) 783-4044		(248) 334-7753			(313) 220-6560		(586) 625-8899	
Item	Quantity		Unit Price	Total Cost	Unit Price	Total Cost		Unit Price	Total Cost	Unit Price	Total Cost
SECTION I											
1 Erosion Control, Inlet Protection, Fabric Drop	22	Ea	$60.00	$1,320.00	$219.77	$4,834.94	*	$100.00	$2,200.00	$75.00	$1,650.00
2 Silt Fence, if required	200	Ft	$4.00	$800.00	$2.28	$456.00	*	$2.50	$500.00	$1.75	$350.00
3 Hand Patching	5	Ton	$250.00	$1,250.00	$569.34	$2,846.70	*	$250.00	$1,250.00	$400.00	$2,000.00
4 Fence, Protective	450	Ft	$5.00	$2,250.00	$21.06	$9,477.00	*	$9.50	$4,275.00	$9.50	$4,275.00
5 Fence, Protective, Temp Base	45	Ea	$10.00	$450.00	$14.80	$666.00	*	$15.00	$675.00	$15.00	$675.00
6 Pavt, Rem	18921	Syd	$6.00	$113,526.00	$13.55	$256,379.55	*	$10.00	$189,210.00	$12.00	$227,052.00
7 Sign, Rem and Salvage	63	Ea	$100.00	$6,300.00	$28.46	$1,792.98	*	$25.00	$1,575.00	$25.00	$1,575.00
8 Tree, Rem	63	Ea	$100.00	$6,300.00	$910.80	$57,380.40	*	$70.00	$4,410.00	$70.00	$4,410.00
9 Library Ramp, Rem	1	Ea	$2,000.00	$2,000.00	$3,131.11	$3,131.11		$2,500.00	$2,500.00	$5,000.00	$5,000.00
10 Concrete Retaining Wall, Rem	64	Ft	$50.00	$3,200.00	$52.71	$3,373.44	*	$15.00	$960.00	$30.00	$1,920.00
11 Hydrant, Rem	1	Ea	$2,500.00	$2,500.00	$2,435.25	$2,435.25		$500.00	$500.00	$1,250.00	$1,250.00
12 Drainage Structure, Rem	4	Ea	$500.00	$2,000.00	$2,039.06	$8,156.24	*	$375.00	$1,500.00	$280.00	$1,120.00
13 Modular Block Retaining Wall, Rem	360	SFt	$5.00	$1,800.00	$46.39	$16,700.40	*	$15.00	$5,400.00	$7.00	$2,520.00
14 "Bears" Sculpture, Rem, Salv	1	LS	$1,500.00	$1,500.00	$3,415.50	$3,415.50		$5,000.00	$5,000.00	$15,000.00	$15,000.00
15 Sewer, Rem, less than 24 inch	140	Ft	$25.00	$3,500.00	$57.38	$8,033.20	*	$21.00	$2,940.00	$10.00	$1,400.00
16 Stairway, Rem	2	LS	$1,000.00	$2,000.00	$2,346.45	$4,692.90		$3,500.00	$7,000.00	$1.00	$2.00
17 Wayfinding Sign, Rem, Salv	2	Ea	$100.00	$200.00	$1,707.75	$3,415.50		$500.00	$1,000.00	$195.00	$390.00
18 USPS Mailbox Relocation	2	Ea	$500.00	$1,000.00	$569.25	$1,138.50		$250.00	$500.00	$1,400.00	$2,800.00
19 Dropbox, Rem, Salv	1	Ea	$500.00	$500.00	$284.63	$284.63		$500.00	$500.00	$1,400.00	$1,400.00
20 Kingsley 4Ever Return Library Drop Box	1	Ea	$7,700.00	$7,700.00	$4,749.83	$4,749.83		$8,000.00	$8,000.00	$8,100.00	$8,100.00
21 Aggregate Base, CIP, 21AA, Crushed Concrete	2398	Cyd	$51.40	$123,257.20	$28.46	$68,247.08	*	$50.00	$119,900.00	$25.00	$59,950.00
22 Subgrade Undercutting, 3"x1", As Needed	230	Cyd	$50.00	$11,500.00	$51.23	$11,782.90	*	$43.00	$9,890.00	$35.00	$8,050.00
23 Maintenance Gravel	200	Ton	$20.00	$4,000.00	$20.49	$4,098.00	*	$25.00	$5,000.00	$20.00	$4,000.00
24 Dr Structure, Reconstruct (Up to 60" Dia)	30	Vft	$250.00	$7,500.00	$529.12	$15,873.60	*	$175.00	$5,250.00	$126.75	$3,802.50
25 Dr Structure Cover, Type EJIW 5105	14	Ea	$432.00	$6,048.00	$1,489.16	$20,848.24	*	$500.00	$7,000.00	$800.00	$11,200.00
26 Dr Structure Cover, Type EJIW 1040 "C"	5	Ea	$371.00	$1,855.00	$1,465.25	$7,326.25		$500.00	$2,500.00	$800.00	$4,000.00
27 Dr Structure, Adj	4	Ea	$250.00	$1,000.00	$599.14	$2,396.56	*	$500.00	$2,000.00	$550.00	$2,200.00
28 Sewer, 12 inch, Cl IV w/Sand Backfill	92	Ft	$80.00	$7,360.00	$259.29	$23,854.68	*	$80.00	$7,360.00	$70.00	$6,440.00
29 Fire Hydrant Assembly	1	Ea	$6,000.00	$6,000.00	$9,857.14	$9,857.14		$5,000.00	$5,000.00	$6,500.00	$6,500.00
30 Hydrant Relocate, Case 2	1	Ea	$3,500.00	$3,500.00	$6,174.94	$6,174.94		$2,500.00	$2,500.00	$4,250.00	$4,250.00
31 Water Main, D.I., 6 inch	20	Ft	$300.00	$6,000.00	$141.17	$2,823.40	*	$200.00	$4,000.00	$200.00	$4,000.00
32 Sidewalk, Conc, 4 inch	13634	Sft	$7.75	$105,663.50	$4.26	$58,080.84	*	$4.00	$54,536.00	$4.50	$61,353.00
33 Sidewalk Ramp, Conc, 6 inch	1530	Sft	$8.00	$12,240.00	$6.87	$10,511.10	*	$5.50	$8,415.00	$5.50	$8,415.00
34 Detectable Warning Surface	134	Ft	$24.00	$3,216.00	$36.43	$4,881.62	*	$35.00	$4,690.00	$35.00	$4,690.00
35 Sidewalk, Conc, Exposed Aggregate, 6 inch	1430	SFt	$12.00	$17,160.00	$8.99	$12,855.70	*	$15.00	$21,450.00	$7.00	$10,010.00
36 Dr Structure, 48 inch Dia	3	Ea	$3,000.00	$9,000.00	$4,577.06	$13,731.18		$2,500.00	$7,500.00	$1,260.43	$3,781.29
37 Dr Structure, 24 inch Dia	2	Ea	$2,000.00	$4,000.00	$3,525.65	$7,051.30	*	$1,500.00	$3,000.00	$802.09	$1,604.18
38 Bench, 6 Foot	6	Ea	$1,400.00	$8,400.00	$1,423.13	$8,538.78	*	$2,000.00	$12,000.00	$1,700.00	$10,200.00
39 Trash Receptacle	6	Ea	$800.00	$4,800.00	$769.95	$4,619.70	*	$1,500.00	$9,000.00	$1,500.00	$9,000.00
40 Conc Pavt with Integral Curb, Nonreinf, 7 inch	13912	Syd	$46.60	$648,299.20	$43.40	$603,780.80	*	$57.00	$792,984.00	$39.50	$549,524.00

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			(586) 783-4044		(248) 334-7753		(313) 220-6560		(586) 625-8899	
Item	Quantity		Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
41 Irrigation System Adjustments	1	LS	$1,600.00	$1,600.00	$11,385.01	$11,385.01	$9,000.00	$9,000.00	$10,000.00	$10,000.00
42 Irrigation System, New	1	LS	$10,900.00	$10,900.00	$6,831.01	$6,831.01	$10,000.00	$10,000.00	$6,000.00	$6,000.00
43 Sign, Reinstall Salvaged	12	Ea	$150.00	$1,800.00	$85.39	$1,024.68 *	$75.00	$900.00	$75.00	$900.00
44 Pavt Mrkg, Waterborne, 4 inch, Yellow	3836	Ft	$0.60	$2,301.60	$0.46	$1,764.56 *	$0.60	$2,301.60	$0.60	$2,301.60
45 Pavt Mrkg, Waterborne, 4 inch, Blue	1024	Ft	$0.80	$819.20	$0.46	$471.04 *	$0.80	$819.20	$0.80	$819.20
46 Pavt Mrkg, Waterborne, Accessible Sym, Blue	26	Ea	$75.00	$1,950.00	$56.93	$1,480.18 *	$75.00	$1,950.00	$75.00	$1,950.00
47 Barricade, Type III, High Intensity, Furn	8	Ea	$100.00	$800.00	$113.79	$910.32 *	$99.95	$799.60	$99.95	$799.60
48 Barricade, Type III, High Intensity, Oper	8	Ea	$0.01	$0.08	$0.01	$0.08	$0.01	$0.08	$0.01	$0.08
49 Plastic Drum, High Intensity, Furn	50	Ea	$25.00	$1,250.00	$28.41	$1,420.50 *	$24.95	$1,247.50	$24.95	$1,247.50
50 Plastic Drum, High Intensity, Oper	50	Ea	$0.01	$0.50	$1.14	$57.00 *	$1.00	$50.00	$1.00	$50.00
51 Minor Traffic Control	1	LS	$15,000.00	$15,000.00	$284.63	$284.63	$50,000.00	$50,000.00	$200,000.00	$200,000.00
52 Audio Visual Filming	1	LS	$1,075.00	$1,075.00	$3,853.83	$3,853.83	$5,000.00	$5,000.00	$1,500.00	$1,500.00
53 Backfill, Structure, CIP	83	Cyd	$60.00	$4,980.00	$28.46	$2,362.18 *	$39.00	$3,237.00	$23.00	$1,909.00
54 Excavation, Fdn.	134	Cyd	$30.00	$4,020.00	$25.05	$3,356.70 *	$40.00	$5,360.00	$12.00	$1,608.00
55 Library Stairs	1	LS	$20,000.00	$20,000.00	$11,299.62	$11,299.62	$15,000.00	$15,000.00	$30,000.00	$30,000.00
56 Existing Bear Statue, relocation w/ new foundation	1	LS	$8,000.00	$8,000.00	$6,831.01	$6,831.01	$10,000.00	$10,000.00	$20,000.00	$20,000.00
57 Aggregate Base, CIP, Structure	15	Cyd	$60.00	$900.00	$1,008.14	$15,122.10 *	$125.00	$1,875.00	$53.05	$795.75
58 Grading/Earthwork for Landscaping	1	LS	$38,000.00	$38,000.00	$11,385.01	$11,385.01	$27,000.00		$10,000.00	$10,000.00
59 Turf Restoration w/3 inch Topsoil & Sod, Class "A"	5200	Syd	$5.40	$28,080.00	$6.15	$31,980.00 *	$7.00	$36,400.00	$6.50	$33,800.00
60 Deciduous/Evergreen Trees	38	Ea	$310.00	$11,780.00	$352.94	$13,411.72 *	$500.00	$19,000.00	$450.00	$17,100.00
61 Ornamental Trees	71	Ea	$195.00	$13,845.00	$222.01	$15,762.71 *	$400.00	$28,400.00	$350.00	$24,850.00
62 Shrubs	124	Ea	$25.00	$3,100.00	$28.46	$3,529.04 *	$50.00	$6,200.00	$45.00	$5,580.00
63 Grasses and Herbaceous Plants	365	Ea	$10.05	$3,668.25	$11.44	$4,175.60 *	$25.00	$9,125.00	$25.00	$9,125.00
64 Planting Mixture	900	Cyd	$26.00	$23,400.00	$29.60	$26,640.00 *	$30.00	$27,000.00	$35.00	$31,500.00
65 Shredded Hardwood Bark Mulch	750	Cyd	$31.00	$23,250.00	$35.29	$26,467.50 *	$48.00	$36,000.00	$50.00	$37,500.00
66 Cobblestone, 6 inch to 10 inch on Fabric	940	Cyd	$52.00	$48,880.00	$59.20	$55,648.00 *	$100.00	$94,000.00	$165.00	$155,100.00
67 Metal Landscape Edging	4000	Ft	$4.00	$16,000.00	$4.55	$18,200.00 *	$5.00	$20,000.00	$7.00	$28,000.00
68 Sign, Type IIIB	140	Sft	$17.00	$2,380.00	$22.77	$3,187.80	$20.00	$2,800.00	$20.00	$2,800.00
69 Post, Steel, 3 Lb	500	Ft	$5.50	$2,750.00	$6.83	$3,415.00 *	$6.00	$3,000.00	$6.00	$3,000.00
70 Accessible Parking Post, Bollard Base	9	Ea	$500.00	$4,500.00	$284.63	$2,561.67 *	$575.00	$5,175.00	$848.00	$7,632.00
71 Site Grading	1	LS	$114,000.00	$114,000.00	$22,770.02	$22,770.02	$180,000.00	$180,000.00	$340,000.00	$340,000.00
	SECTION I - SUB TOTAL			$1,559,924.53		$1,598,282.40 *		$1,908,509.98		$2,041,726.70
SECTION II - Electrical/Lighting										
72 Light Std Arm, Rem and Salv	11	Syd	$149.00	$1,639.00	$79.70	$876.70 *	$149.00	$1,639.00	$149.00	$1,639.00
73 Light Std Luminaire, Rem and Salv	11	Cyd	$105.00	$1,155.00	$56.93	$626.23 *	$105.00	$1,155.00	$105.00	$1,155.00
74 Light Std Shaft, Rem and Salv	5	Syd	$298.00	$1,490.00	$278.93	$1,394.65 *	$298.00	$1,490.00	$298.00	$1,490.00
75 Light Std, Fdn Rem	5	Ft	$252.00	$1,260.00	$683.10	$3,415.50	$252.00	$1,260.00	$252.00	$1,260.00
76 Light Std Arm, Install Salv	11	Ea	$149.00	$1,639.00	$62.62	$688.82 *	$149.00	$1,639.00	$149.00	$1,639.00
77 Light Std Luminaire, Install Salv	11	Lot	$169.00	$1,859.00	$47.82	$526.02 *	$169.00	$1,859.00	$169.00	$1,859.00
78 Light Std Shaft, Install Salv	5	Lot	$596.00	$2,980.00	$882.34	$4,411.70 *	$596.00	$2,980.00	$596.00	$2,980.00
79 Light Std Fdn	5	Set	$1,522.00	$7,610.00	$1,320.66	$6,603.30 *	$1,522.00	$7,610.00	$1,522.00	$7,610.00
80 DB Cable, in Conduit, Rem	1120	Ft	$2.65	$2,968.00	$0.23	$257.60 *	$2.65	$2,968.00	$2.65	$2,968.00
81 DB Cable, in Conduit, 600V, 1/C - #8	4600	Ft	$1.90	$8,740.00	$0.85	$3,910.00 *	$1.90	$8,740.00	$1.90	$8,740.00

HRC HUBBELL, ROTH & CLARK, INC CONSULTING ENGINEERS SINCE 1915

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				(586) 783-4044		(248) 334-7753			(313) 220-6560		(586) 625-8899
Item	Quantity		Unit Price	Total Cost	Unit Price	Total Cost		Unit Price	Total Cost	Unit Price	Total Cost
82 Conduit, Rem	26	Ft	$7.00	$182.00	$10.25	$266.50	*	$7.00	$182.00	$7.00	$182.00
83 Conduit, Schedule 80, 1 1/4 inch	695	Ft	$16.50	$11,467.50	$4.84	$3,363.80	*	$16.50	$11,467.50	$16.50	$11,467.50
84 Conduit, Schedule 80, 2 inch	295	Ft	$17.50	$5,162.50	$6.43	$1,896.85	*	$17.50	$5,162.50	$17.50	$5,162.50
85 Cable, Equipment Grounding Wire, 1/C - #8	1150	Ft	$1.35	$1,552.50	$0.77	$885.50	*	$1.35	$1,552.50	$1.35	$1,552.50
SECTION II - SUB TOTAL				$49,704.50		$29,123.17	*		$49,704.50		$49,704.50
SECTION III - Security Gate											
86 Conc Pavt with Integral Curb, Nonreinf, 7 inch	54	Syd	$46.60	$2,516.40	$43.40	$2,343.60	*	$110.00	$5,940.00	$45.00	$2,430.00
87 Aggregate Base, CIP, 21AA, Crushed Limestone	10	Cyd	$51.40	$514.00	$45.54	$455.40		$55.00	$550.00	$52.98	$529.80
88 Pavt, Rem	37	Syd	$5.00	$185.00	$15.77	$583.49	*	$40.00	$1,480.00	$12.00	$444.00
89 Conduit, RGS, 1 1/2"	30	Ft	$51.45	$1,543.50	$15.37	$461.10	*	$51.45	$1,543.50	$51.45	$1,543.50
90 Conduit, Schedule 80 PVC, 1"	160	Ft	$19.75	$3,160.00	$5.98	$956.80	*	$19.75	$3,160.00	$19.75	$3,160.00
91 Copper Wire, RHH/RHW, #12 AWG	1000	Ft	$3.45	$3,450.00	$0.85	$850.00	*	$3.45	$3,450.00	$3.45	$3,450.00
92 Bare Copper Ground, #12 AWG	500	Ft	$1.15	$575.00	$0.74	$370.00	*	$1.15	$575.00	$1.15	$575.00
93 LB Fitting, 1 1/2" RGS	2	Ea	$360.00	$720.00	$51.80	$103.60		$360.00	$720.00	$360.00	$720.00
94 LB Fitting, 1 1/2" PVC	3	Ea	$292.00	$876.00	$28.46	$85.38	*	$292.00	$876.00	$292.00	$876.00
95 Fuse, 20A	2	Ea	$85.00	$170.00	$17.08	$34.16		$85.00	$170.00	$85.00	$170.00
96 RS-485 Communications Cable	800	Ft	$3.10	$2,480.00	$3.53	$2,824.00	*	$3.10	$2,480.00	$3.10	$2,480.00
97 Wiegand Cable	300	Ft	$3.10	$930.00	$3.53	$1,059.00	*	$3.10	$930.00	$3.10	$930.00
98 Card Reader/Box/Goosneck	2	Lot	$1,645.00	$3,290.00	$1,394.66	$2,789.32	*	$1,645.00	$3,290.00	$1,400.00	$2,800.00
99 Long Range Tag reader/post/mounting	2	Lot	$4,301.00	$8,602.00	$8,703.84	$17,407.68		$4,301.00	$8,602.00	$8,374.00	$16,748.00
100 6"x6"x12" S.S. Pullbox	3	Ea	$639.00	$1,917.00	$727.50	$2,182.50	*	$639.00	$1,917.00	$639.00	$1,917.00
101 Gate Operator (Complete, Installed)	2	Ea	$4,103.00	$8,206.00	$4,070.14	$8,140.28		$4,103.00	$8,206.00	$3,916.00	$7,832.00
102 Loop Wiring	100	Ft	$54.80	$5,480.00	$20.49	$2,049.00	*	$54.80	$5,480.00	$19.25	$1,925.00
103 Misc. Supports/accessories	1	Lot	$2,520.00	$2,520.00	$2,869.02	$2,869.02		$2,520.00	$2,520.00	$2,520.00	$2,520.00
104 Anchor/Bolts/ Hardware (S.S.)	4	Set	$168.00	$672.00	$2,049.30	$8,197.20	*	$168.00	$672.00	$19.50	$78.00
SECTION III - SUB TOTAL				$47,806.90		$53,761.53	*		$52,561.50		$51,128.30
SECTION IV - TRAFFIC CIRCLE											
105 Conc Pavt with Integral Curb, Nonreinf, 7 inch	1576	Syd	$46.60	$73,441.60	$43.40	$68,398.40	*	$70.00	$110,320.00	$43.00	$67,768.00
106 Aggregate Base, CIP, 21AA, Crushed Concrete	290	Cyd	$51.40	$14,906.00	$28.46	$8,253.40	*	$59.00	$17,110.00	$25.00	$7,250.00
107 Sidewalk, Conc, 4 inch	3115	Sft	$7.75	$24,141.25	$4.26	$13,269.90	*	$4.00	$12,460.00	$4.62	$14,391.30
108 Sidewalk Ramp, Conc, 6 inch	778	Sft	$8.50	$6,613.00	$6.87	$5,344.86	*	$5.50	$4,279.00	$5.50	$4,279.00
109 Detectable Warning Surface	68	Ft	$24.00	$1,632.00	$36.43	$2,477.24	*	$35.00	$2,380.00	$35.00	$2,380.00
110 Sidewalk, Conc, 6 inch	1282	SFt	$8.50	$10,897.00	$4.49	$5,756.18	*	$5.50	$7,051.00	$5.00	$6,410.00
111 Dr Structure, 48 inch Dia	4	Ea	$3,000.00	$12,000.00	$4,269.38	$17,077.52		$2,250.00	$9,000.00	$2,500.00	$10,000.00
112 Dr Structure, 24 inch Dia	2	Ea	$2,000.00	$4,000.00	$3,421.20	$6,842.40	*	$1,750.00	$3,500.00	$1,500.00	$3,000.00
113 Dr Structure, Reconstruct (Up to 60" Dia)	6	Vft	$300.00	$1,800.00	$251.61	$1,509.66	*	$200.00	$1,200.00	$150.00	$900.00
114 Dr Structure, Adj	2	Ea	$250.00	$500.00	$697.62	$1,395.24	*	$400.00	$800.00	$550.00	$1,100.00
115 Dr Structure Cover, Type EJIW 5105	7	Ea	$432.00	$3,024.00	$1,370.76	$9,595.32	*	$550.00	$3,850.00	$800.00	$5,600.00
116 Dr Structure Cover, Type EJIW 1040	2	Ea	$371.00	$742.00	$1,629.48	$3,258.96		$550.00	$1,100.00	$800.00	$1,600.00
117 Sewer, 12 inch, Cl IV w/Sand Backfill	182	Ft	$80.00	$14,560.00	$195.54	$35,588.28	*	$55.00	$10,010.00	$70.00	$12,740.00
SECTION IV - SUB TOTAL				$168,256.85 *		$178,767.36	*		$183,060.00		$137,418.30

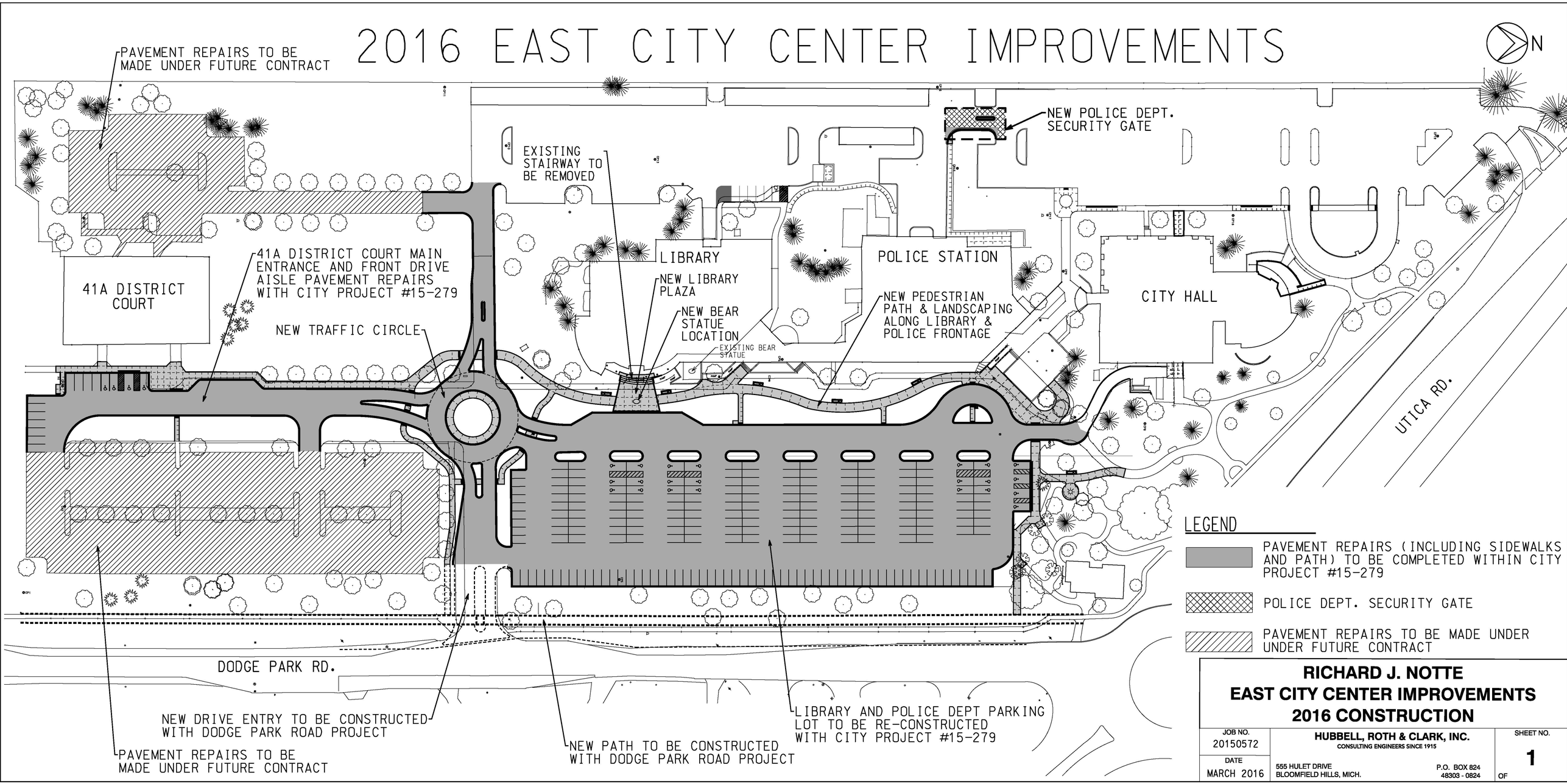
HRC HUBBELL, ROTH & CLARK, INC CONSULTING ENGINEERS SINCE 1915

Bids Due: 3/15/2016
HRC Job # 20150572
City Job No. 15-279

				DiLisio Contracting Inc.		**MICCO Construction, LLC**			**Major Cement Company**		**Z Contractors, Inc.**
				3525 Lakepointe		715 Auburn Ave.			15347 Dale		50500 Design Lane
				Clinton Township, MI 48036		Pontiac, MI 48342			Detroit, MI 48223		Shelby Township, MI 48315
				(586) 783-4044		(248) 334-7753			(313) 220-6560		(586) 625-8899
Item	Quantity		Unit Price	Total Cost	Unit Price	Total Cost		Unit Price	Total Cost	Unit Price	Total Cost
SECTION V - ALTERNATE 1 (Std. Intersection)											
118 Conc Pavt with Integral Curb, Nonreinf, 7 inch	1580	Syd	$46.60	$73,628.00	$43.43	$68,619.40	*	$58.00	$91,640.00	$39.50	$62,410.00
119 Aggregate Base, CIP, 21AA, Crushed Concrete	280	Cyd	$51.40	$14,392.00	$28.48	$7,974.40	*	$59.00	$16,520.00	$25.00	$7,000.00
120 Sidewalk, Conc, 4 inch	2752	Sft	$7.75	$21,328.00	$4.26	$11,723.52	*	$4.00	$11,008.00	$4.50	$12,384.00
121 Sidewalk Ramp, Conc, 6 inch	570	Sft	$8.50	$4,845.00	$6.87	$3,915.90	*	$5.50	$3,135.00	$5.50	$3,135.00
122 Detectable Warning Surface	44	Ft	$24.00	$1,056.00	$36.45	$1,603.80	*	$35.00	$1,540.00	$35.00	$1,540.00
123 Dr Structure, 48 inch Dia	4	Ea	$3,000.00	$12,000.00	$4,271.91	$17,087.64	*	$2,250.00	$9,000.00	$2,500.00	$10,000.00
124 Dr Structure, 24 inch Dia	2	Ea	$2,000.00	$4,000.00	$3,423.22	$6,846.44		$1,500.00	$3,000.00	$1,500.00	$3,000.00
125 Dr Structure, Reconstruct (Up to 60" Dia)	6	Vft	$300.00	$1,800.00	$430.61	$2,583.66	*	$175.00	$1,050.00	$126.75	$760.50
126 Dr Structure, Adj	2	Ea	$250.00	$500.00	$698.03	$1,396.06		$400.00	$800.00	$533.53	$1,067.06
127 Dr Structure Cover, Type EJIW 5105	6	Ea	$432.00	$2,592.00	$1,450.74	$8,704.44		$550.00	$3,300.00	$800.00	$4,800.00
128 Dr Structure Cover, Type EJIW 1040	3	Ea	$371.00	$1,113.00	$1,355.62	$4,066.86		$550.00	$1,650.00	$800.00	$2,400.00
129 Sewer, 12 inch, Cl IV w/Sand Backfill	170	Ft	$80.00	$13,600.00	$202.77	$34,470.90	*	$55.00	$9,350.00	$70.00	$11,900.00
SECTION V - SUB TOTAL				$150,854.00		$168,993.02	*		$151,993.00		$120,396.56
TOTAL BID AMOUNT, SECTION I, II, III & IV				**$1,825,692.78**	*	**$1,859,934.46**	*		**$2,193,835.98**		**$2,279,977.80**
TOTAL BID AMOUNT, SECTION I, II, III & V				**$1,808,289.93**		**$1,850,160.12**	*		**$2,162,768.98**		**$2,262,956.06**

*** Adjusted**

2016 EAST CITY CENTER IMPROVEMENTS



RICHARD J. NOTTE
EAST CITY CENTER IMPROVEMENTS
2016 CONSTRUCTION

JOB NO.	HUBBELL, ROTH & CLARK, INC.	SHEET NO.
20150572	CONSULTING ENGINEERS SINCE 1915	1
DATE	555 HULET DRIVE BLOOMFIELD HILLS, MICH. P.O. BOX 824 48303 - 0824	OF
MARCH 2016		

CITY OF Sterling Heights
InnovatingLiving

Business of the City Council
Sterling Heights, Michigan

DELIVERED MAR 3 1 2016
City Clerk's Use
Item No: 1-F
Meeting: 04/05/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To receive the lawsuit, *John T. Zawadzki v. Sterling Heights Police*, 41A District Court Case No. S-16-808-GZ.

Submitted By: Office of the City Clerk

Contact Person/Telephone: Mark Carufel, City Clerk / Risk Manager, 586/446-2421

Administration (initial as applicable)

		Attachments			
MC	City Clerk	___	Resolution	___	Minutes
	Finance & Budget Director	___	Ordinance	___	Plan/Map
JB	City Attorney (as to legal form)	___	Contract	___	Other
	City Manager				

☐ **Check box if this agenda item requires billing\revenue collection (fees, etc.) by Treasury Office**

Executive Summary

The City Attorney will be reviewing the lawsuit and preparing a response. Please see the attached Privileged and Confidential Attorney-Client Communication prepared by the City Attorney for further details.

Suggested Action:

MOVED BY: **SECONDED BY:**

RESOLVED, to receive the lawsuit, *John T. Zawadzki v. Sterling Heights Police*, 41A District Court Case No. S-16-808-GZ.

CITY OF Sterling Heights
InnovatingLiving

Business of the City Council
Sterling Heights, Michigan

DELIVERED MAR 3 1 2016
City Clerk's Use
Item No: 2
Meeting: 04/05/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To consider approval of the fiscal year 2016/17 Community Development Block Grant One-Year Action Plan (Presentation – Denice Gerstenberg, City Development Director).

Submitted By: Citizen Advisory Committee

Denece A. Gerstenberg

Contact Person/Telephone: Denice A. Gerstenberg, City Development Director, 446-2386 / Teresa Jarzab, HUD Program Coordinator, 446-2724

Administration (initial as applicable)

		Attachments			
KL	City Clerk	___	Resolution	___	Minutes
AB	Finance & Budget Director	___	Ordinance	___	Plan/Map
JB	City Attorney (as to legal form)	___	Contract	___	Other
	City Manager				

☐ **Check box if this agenda item requires billing\revenue collection (fees, etc.) by Treasury Office**

Executive Summary

Attached are detailed recommendations for the 42nd year of the Community Development Block Grant (CDBG) Program. The Department of Housing and Urban Development has released the 2016/17 CDBG budget. The City's CDBG allocation will be $736,837, which is approximately 2% higher than last year's allocation.

A summary of the recommendations by category follows below:

I. **Administrative Activity** (Limited to 20% of entitlement or $147,367)
Funding recommendation for 2016/17 = $147,367

The amount of $144,367 is recommended to offset the general management and administrative costs incurred by the City in preparing the application for funding and administering the entire CDBG program.

The amount of $3,000 is recommended to supplement the administrative cost (salary) of the Continuum of Care Coordinator for the Macomb Homeless Coalition who applies for grants on behalf of area shelters.

II. **Public Services** (Limited to 15% of entitlement or $110,525)
Funding recommendation for 2016/17 = $110,525

Please see the attached material for a detailed breakdown of the public services programs being recommended for 2016/17 CDBG funding.

III. **Capital Projects** (Limited to balance of entitlement or $478,945)
Funding recommendation for 2016/17 = $478,945

The CAC is recommending funding for all of City Administration's capital project requests: $15,000 for the Minor Home Repair Program, $386,945 for concrete replacement for Arlingdale Drive, $50,000 to Lighting Upgrades inside the Senior Center, $17,000 Technology Upgrades for the Senior Center and $10,000 for Code Enforcement.

It is requested that City Council approve the FY 2016/17 CDBG Program One-Year Action Plan based upon an entitlement of $736,837.

Suggested Action:

MOVED BY: **SECONDED BY:**

RESOLVED, to approve the fiscal year 2016/17 Community Development Block Grant One-Year Action Plan as recommended by the Citizens Advisory Committee and City Administration based on an estimated entitlement of $736,837, and authorize City Administration to complete the Federal application and secure the funds.

CITY OF STERLING HEIGHTS
STAFF REPORT
April 5, 2016

RE: FY 2016/17 Community Development Block Grant Program

Prepared By: Teresa Jarzab, HUD Program Coordinator/ Extension 2724

GENERAL INFORMATION:

The Citizens Advisory Committee (CAC) held a public hearing on December 7, 2015 to hear requests from private organizations and the City for public services projects and capital projects. As a condition of approval, the proposals must relate to priorities of housing, homeless, and community development needs earmarked in the Consolidated Plan.

The CAC recommends funding for the following activities and projects for FY 2016/17:

- Preparation of Application
- Minor Home Repair
- Senior Center Lighting Improvements
- Senior Center Technology Improvements
- Arlingdale Drive Improvements
- Code Enforcement
- Macomb Homeless Coalition
- Macomb County Rotating Emergency Shelter Team (MCREST)
- Salvation Army's Macomb's Answer to Temporary Shelter (MATTS)
- Turning Point
- Special Recreation Program
- Home Chore – senior citizen grass cutting/snow removal
- Macomb Community College Single Parent Education Program
- Purchase of library books for senior residents and the homebound
- Care House
- Macomb County Warming Center and Ray of Hope Day Center
- WW Community Connections, Inc., d/b/a Hope Center of Macomb
- Wigs 4 Kids

OTHER AGENCY INPUT:

No formal action by the Planning Commission was necessary for any of the proposed 2016/17 projects.

STAFF RECOMMENDATION:

City Administration recommends that City Council approve the CAC's recommendations for the 42nd year of the Community Development Block Grant program.

City of Sterling Heights
Community Development Block Grant Program
2016/17 One Year Action Plan

The Citizens Advisory Committee is recommending the following projects for the 2016/17 Community Development Block Grant Program.

1. **Administrative Activity** - These costs are used to pay for the general management and administrative costs associated with the CDBG program. Funding: $144,367

2. **Minor Home Repair** – This program provides assistance to income eligible seniors, handicapped, and owner occupants of mobile homes to make minor repairs to their home. Funding: $15,000

3. **Senior Center Lighting Improvements** – Improvements include new LED lights throughout the original sections of the building and elimination of fixtures no longer needed. Funding: $17,000

4. **Senior Center Technology Improvements** – Improvements include new projectors, amplifiers, microphones, and cable outlets, as well as a new paging system for the entire building. Funding: $50,000

5. **Arlingdale Drive Improvements-** Capital expenditures for removal and replacement of the existing concrete pavement. Funding $386,945

6. **Code Enforcement** – Funds for Code Enforcement Officers in CDBG-eligible areas of the City. Funding: $10,000

7. **Macomb Homeless Coalition** – Funds will be used to supplement the salary of a full-time Continuum of Care Coordinator who writes grants on behalf of area shelters. Funding: $3,000

8. **Special Recreation Program** - This program offers a variety of age and disability appropriate recreational activities for handicapped persons. Funding: $19,000

9. **Home Chore** - This program affords manpower assistance to very low-income senior homeowners to complete home chore tasks that include lawn-mowing services and snow removal. Funding: $20,000

10. **City Library Book Collection** - This program purchases large print library books that are delivered to the homebound and local senior residences. Funding: $6,025

11. **Single Parent/Displaced Homemaker Program** - This program provides a network of support established at Macomb Community College (MCC) to help members of eligible population groups find direction for their lives and obtain the job skills necessary to provide financial support and independence for themselves. The program pays for tuition, books, childcare, transportation expenses, and vocational costs for qualified students who are residents of Sterling Heights to attend MCC. Funding: $13,000

12. **Macomb County Rotating Emergency Shelter Team (MCREST)** - This program provides a safe, caring environment for the homeless at participating churches on a rotating basis for one week each year. Churches provide three meals per day, showers, laundry assistance and transportation. Funding: $8,500

13. **The Salvation Army Macomb's Answer to Temporary Shelter (MATTS)** - This program provides a safe, secure environment for men, women, and their families during periods of homelessness. Participants may stay for a maximum of thirty consecutive days in a calendar year. The program provides casework, advocacy, transportation, life-skills, agency referrals, recreation, clothing, rental assistance, and medical services. Funding: $9,000

14. **Turning Point** - This program provides a safe place for families fleeing violent situations. Programs include court advocacy, sexual assault services, PPO assistance, support groups, and education. Funding: $4,000

15. **Care House** - This project provides families with a coordinated investigation of child sexual and severe physical abuse. Crisis counseling, legal advocacy, parent support groups and education, children's groups, and information and referral will be offered through this activity. Funding - $9,000

16. **Macomb County Warming Center and Ray of Hope Day Center** – Rotating "admit all" homeless shelter that operates from November through March. Funding: $8,000

17. **WW Community Connections Inc., d/b/a Hope Center of Macomb** – A no-cost, client-choice food pantry. Funding: $13,000

18. **Wigs 4 Kids** – This program provides custom wigs for children ages 3-18. Funding: $1,000

CITY OF STERLING HEIGHTS
CITIZEN ADVISORY COMMITTEE MEETING
MINUTES OF THE REGULAR MEETING
March 14, 2016 – 6:00 P.M.
CITY CENTER – CONFERENCE ROOM #201

Chairman Joanne Paraventi called the meeting to order at 6:03 p.m.

Members present at roll call: Eric Castiglia, Kozeta Elzhenni, Judith Foley, Joanne Paraventi, Grace Pedrie, Jeanne Schabath, Janet Widrig

Members absent: None

Also in attendance: Teresa Jarzab, HUD Program Coordinator

Approval of Agenda

Moved by Schabath, supported by Pedrie, to approve the agenda as amended.
Ayes: All
Nays: None
Motion Carried

Approval of Minutes

Moved by Widrig, supported by Elzhenni, to approve the minutes of the Regular Meeting of December 7, 2015 as presented.
Ayes: All
Nays: None
Motion Carried

New Business

Introduction of Citizen Advisory Committee Members

All the members introduced themselves.

Selection of Projects

The committee opened discussion for the selection of projects.

Ms. Jarzab informed the committee that the allocation funding was announced by HUD, and that the current numbers were presented in the agenda packet. The Administration budget, Arlingdale Drive, Minor Home Repair and Senior Center Improvements were discussed.

Motion by Pedrie, supported by Widrig, to appropriate to appropriate; $144,367 for Preparation of Application; $15,000 for Minor Home Repair; $3,000 for the Macomb Homeless Coalition; $50,000 for Senior Center Lighting improvements; $17,000 for Senior Center Technology Improvements, $386,945 for Arlingdale Drive and $10,000 for Code Enforcement.
Ayes: All
Nays: None
Motion carried

Allocation for Public Services was discussed. Several suggested funding amounts were compared to prior year funding. Applications were discussed, it was noted that some applications needed updating by the requestors.

The committee members held a general discussion regarding the Single Parent Education Program MCC. Members debated the positive and negatives of the program.

The committee members held a general discussion regarding Macomb Warming Center, MCREST, MATTS.

The committee members held a general discussion regarding Turning Point.

The committee members held a general discussion regarding the Handicapped Recreation Program. Members expressed concern about the program fees and residents served. .

The committee members held a general discussion regarding the remaining public service activities.

Motion by Widrig, supported by Castiglia to allocate $8,500 for MCREST; $9,000 for MATTS; $4,000 for Turning Point; $19,000 for Special Recreation; $20,000 Home Chore; $13,000 for the Single Parent Education Program at MCC; $6,025 for the Library's Homebound Book Delivery Program; $9,000 for Care House; $8,000 for Macomb County Warming Center; $13,000 for WW Community Connections – Hope Center of Macomb; and $1,000 for Wigs 4 Kids.
Ayes: All
Nays: None
Motion Carried.

Old Business

None

Board Members Report

None

Public Comment

None

Adjournment

Move to adjourn by Pedrie, supported by Widrig
Ayes: All
Nays: None
Motion carried.

Meeting adjourned 7:49 p.m.

Respectfully submitted,

Grace Pedrie, Recording Secretary

TJ

DESCRIPTION	2014/15 40TH YEAR APPROVED	2015/16 41TH YEAR APPROVED	2016/17 42ND YEAR REQUESTED	2016/17 42ND YEAR Recommended by CAC
	$692,850	$719,782	736,837	736,837
Preparation of Application	74,500	120,000	120,000	$ 144,367.00
Minor Home Repair	15,000	15,000	15,000	$ 15,000.00
Senior Center Park Lot Resufacing		323,815	0	0
Senior Center Carpet	35,423			0
Senior Center Operable Partitions Replacement		30,000	0	0
Roads-Comstock Drive		100,000	0	0
Housing Rehabilitation	0	0	0	0
Senior Center- Lighting Upgrades	0	0	33,000	$ 50,000
SeniorCenter- Technology Upgrades	0	0	17,000	$ 17,000
Macomb County Community Services Agency/Macomb Homeless Coalition	3,000	3,000	3,000	$ 3,000
Roads - Arlingdale Drive	0	0	300,000	$ 386,945
Hampton Park Rehabilitation	316,423	0	0	0
Roads - Indigo Drive	0	0	0	0
Code Enforcement	20,000	20,000	10,000	$ 10,000
MCREST*	8,500	7,000	8,500	8,500
MATTS*	8,500	9,000	10,000	9,000
Turning Point*	1,000	3,000	7,000	4,000
Special Recreation Program*	19,000	19,000	25,000	19,000
Home Chore*	20,000	20,000	21,500	20,000
Single Parent Education Program - MCC*	10,000	13,000	30,000	13,000
City Library Books (Seniors/Disadvantaged)*	6,000	6,000	7,000	6,025
Macomb Literacy Partners*	1,177	1,000	0	0
Care House*	7,500	8,334	9,900	9,000
Macomb County Warming Center & Ray of Hope*	8,950	8,333	9,420	8,000
W.W. Community Connections - Hope Center of Macomb*	12,500	12,500	15,000	13,000
Wigs 4 Kids*	800	800	$1,000	$1,000
TOTAL	$1,261,123	$719,782	$642,320	$736,837
Total of Grant Available for Public Services Activities (15%)	$103,927	$107,967	$144,320	$110,525.00
* = Public Service Activity				

DELIVERED MAR 3 1 2016
City Clerk's Use
Item No: 3
Meeting: 04/05/16

CITY OF Sterling Heights
InnovatingLiving

Business of the City Council
Sterling Heights, Michigan

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To accept a proposal for refuse, recyclables and yard waste collection for an eight-year period (Annual expenditure of $4,349,620).

Submitted By: Department of Public Works & Office of Purchasing

Contact Person/Telephone: Mike Moore, Public Works Director (586) 446-2450 MM
James Buhlinger, Purchasing Manager, (586) 446-2741 JB

Administration (initial as applicable)		Attachments			
MC	City Clerk	__	Resolution	__	Minutes
BB	Finance & Budget Director	__	Ordinance	__	Plan/Map
JB	City Attorney (as to legal form)	__	Contract	__	Other
MJ	City Manager				

☐ **Check box if this agenda item requires billing/revenue collection (fees, etc.) by Treasury Office**

Executive Summary:

Background – The city of Sterling Heights' current contract with Waste Management of Michigan, Inc. (Waste Management) expires April 30, 2016. In anticipation of this contract termination date, the City Council authorized the preparation and issuance of an Invitation to Bid (ITB) on November 4, 2015, to include specifications for an award of a new five-year contract under three service level options. On February 16, 2016, City Council rejected all bids received on January 12, 2016.

Following the rejection of all bids, City Council authorized the preparation and issuance of a Request for Proposals (RFP) for refuse, recycling and yard waste collection. The goals of the RFP were to reduce the costs obtained through the ITB for base refuse services as well as expand curbside recycling options. A pre-proposal meeting for interested vendors was conducted on March 9, 2016 and proposals were received on March17, 2016. Four refuse vendors attended the pre-proposal meeting and participated in a complete review and explanation of the RFP specifications and process. One addendum was issued by the City in response to questions/concerns brought forth by the vendors.

On March 17, 2016, four vendors responded to the RFP with three proposals and one *No Bid*. The following three vendors submitted proposals in response to the City's RFP:

Emterra Environmental USA Corp.
Rizzo Environmental Services, Inc.
Waste Management of Michigan, Inc.

All three of these vendors were granted an interview by the City's Evaluation Committee comprised of

Public Works Director Michael Moore, City Development Director Denice Gerstenberg, and Finance & Budget Director Brian Baker. The Evaluation Committee members thoroughly reviewed each proposal prior to the interviews conducted on March 21, 2016. Proposals were independently evaluated based upon qualification/experience, capacity, methodology, references, and cost.

At the conclusion of the interviews and initial evaluation of the proposals on the aforementioned criteria, the Evaluation Committee proceeded to negotiate potential options with Rizzo Environmental Services and Waste Management. The Evaluation Committee concluded that the following three options proposed by Rizzo Environmental Services provided the best combination of scope of services and favorable cost. These three option are described below:

Option #1 – Base refuse and seasonal yard waste collection and disposal services, with an enhanced subscription based curbside recycling program. Option #1 reflects the level of service currently being provided throughout the community for refuse, yard waste and recycling on an enhanced subscription basis. The enhancements include a reduction in the annual recycling subscription from $67 to $57 per year, as well as a shift from bi-weekly to weekly recycling. The three recycling centers operated by the City would remain open. Option #1 is the lowest cost option to the City at $4,349,620 per year.

If Waste Management exercises its 90-day option to terminate the subscription based curbside recycling program, Rizzo will, within the 90-day notification period, implement their enhanced program described above.

Option #2 – Base refuse and seasonal yard waste collection and disposal services, with a full service weekly curbside recycling program, including a wheeled cart or bin at no charge to the resident. Option #2 includes the current level of service for refuse and seasonal yard waste collection and disposal and provides a voluntary weekly curbside recycling service along with a wheeled recycling cart or 18 gallon bin at no cost to the resident. The City's cost for this full service curbside recycling program is capped at the 40% participation level, a level the City fully anticipates will be achieved given the participation rates of comparable local communities and having no option to utilize the three recycling centers since they would be closed with this option. Option #2 is the highest cost option to the City at $5,151,240 per year.

Option #3 – Base refuse and seasonal yard waste collection and disposal services, with a full service weekly curbside recycling program, including provision and use of a free18 gallon recycling bin. Option #3 provides the current level of service for refuse and seasonal yard waste collection and disposal. It differs from Option #2 in that residents who wish to participate in the voluntary curbside recycling program will have the option to use a "free" 18 gallon recycling bin or pay for a wheeled recycling cart at $45 for a 35 gallon cart or $65 for a 64 gallon cart. The City's three recycling centers would close under this option. The Option #3 cost is $4,770,120 per year.

All three options provide an opportunity for residents to purchase wheeled refuse and/or yard waste carts at the following unit prices: $75 for a 64 gallon wheeled cart, and $85 for a 96 gallon wheeled cart.

Staff Recommendation –

After careful consideration, City Administration is recommending acceptance of the proposal by Rizzo Environmental Services under Option #1 as the lowest cost option. Rizzo Environmental Services' offer to apply a 2% annual reduction on all services, with the acceptance of an eight year contract term, equates to a savings of $800,000 over the term of contract. Additionally, Rizzo Environmental Services is not taking advantage of the Fuel Adjustment Clause thereby absorbing all future fuel increases. Under Option #1, the City will realize a first year savings of $181,040 compared to the fiscal year 2016/17 proposed budget or

$1,448,320 over eight years. It should also be noted that the City will be paying Rizzo Environmental Services the same amount every year with no increase for the eight–year term of the contract. Rizzo Environmental Services' proposal is 5.9% less than Waste Management's proposal over the proposed eight-year term, or approximately $247,890 per year.

The scope of services under Option #1 maintains the existing base level of service for refuse and seasonal yard waste collection and disposal services, while at the same time offering an enhanced curbside recycling program on a subscription basis. Specifically, participants in the subscription based recycling program will realize a decrease in the annual fee from $67 to $57, representing a 15% decrease. Participants will receive weekly curbside pick-up of recyclables versus bi-weekly pick-up. In addition, the three recycling drop off centers would remain open. The aforementioned savings is inclusive of the cost to operate the centers.

The RFP process accomplished the objective of providing further cost reductions for the base level of refuse and seasonal yard waste collection and disposal services, while providing an enhanced and more cost effective recycling option.

Option #2 would provide residents with a comprehensive curbside recycling program, albeit at a premium cost. This option will produce an increase in the annual cost of $801,620 over Option #1, or a total of $6,412,960 over the proposed eight-year term. This increase is equivalent to an increase in the refuse millage rate of 0.15 or $9.78 annually for the average homeowner.

Option #3 will produce an increase in the annual cost of $420,500 over Option #1, or a total of $3,792,760 over the proposed eight-year term. This increase is equivalent to an increase in the refuse millage rate of 0.06 or $3.77 annually for the average homeowner.

Suggested Action (To accept the proposal by Rizzo Environmental Services under Option #1):

MOVED BY: SECONDED BY:

RESOLVED, to accept the proposal by Rizzo Environmental Services, Inc., 6200 Elmridge, Sterling Heights, MI 48313, for provision of base refuse and seasonal yard waste collection and disposal services for the period May 1, 2016 to April 30, 2024, and provision of a subscription-based weekly curbside recycling program services starting not later than May 1, 2018 and continuing to April 30, 2024, at a cost of $4,349,620 per year and authorize the Mayor and City Clerk to sign all required documents on behalf of the City.

Alternate Suggested Action (To accept the proposal from Rizzo Environmental Services under Option #2):

MOVED BY: SECONDED BY:

RESOLVED, to accept the proposal by Rizzo Environmental Services, Inc., 6200 Elmridge, Sterling Heights, MI 48313, for provision of base refuse and seasonal yard waste collection and disposal services for the period May 1, 2016 to April 30, 2024, together with full service weekly curbside recycling collection and disposal services utilizing a 65-gallon wheeled recycling cart starting not later than May 1, 2018 and continuing to April 30, 2024, at a cumulative cost of $5,150,240 per year and authorize the Mayor and City Clerk to sign all required documents on behalf of the City.

Alternate Suggested Action (To accept the proposal by Rizzo Environmental Services under Option #3):

MOVED BY: SECONDED BY:

RESOLVED, to accept the proposal by Rizzo Environmental Services, Inc., 6200 Elmridge, Sterling Heights, MI 48313, for provision of base refuse and seasonal yard waste collection and disposal services for the period May 1, 2016 to April 30, 2024, together with full service weekly curbside recycling collection and disposal services utilizing a 18-gallon bin starting not later than May 1, 2018 and continuing to April 30, 2024, at a cumulative cost of $4,770,120 per year and authorize the Mayor and City Clerk to sign all required documents on behalf of the City.

CITY OF STERLING HEIGHTS
STAFF REPORT
April 5, 2016

Prepared By: Mike Moore, Public Works Director Ext. No. 2450
James Buhlinger, Purchasing Manager Ext. No. 2741

GENERAL INFORMATION:

The Request for Proposals (RFP) for refuse, recyclables and yard waste collection was advertised on SHTV, posted to the MITN website, Facebook and Twitter, and published in the Sentry Newspaper. Four (4) vendors responded as outlined on the attached tabulation with three proposals and one *No Bid*. It is anticipated that the City will expend $4,349,620 annually on the proposed level of services.

Funding is budgeted annually in 11753535 (Refuse collection) 822000 (Rubbish Removal). The budget is based on the contractual amount.

The RFP specifications approved by the City Council on March 1, 2016 sought proposals for the following collection and disposal services:

A. Vendors to provide a base level of service consistent with the current services being provided under the expiring contract to include:
   - Weekly curbside pick-up of refuse and debris with a 32 gallon limit on trash cans (unless a vendor provided cart is purchased);
   - Separate weekly collection of yard waste on a seasonal basis allowing the use of paper lawn bags or appropriately marked 32 gallon trash cans;
   - Separate weekly collection of white goods and Christmas trees (seasonal basis).

B. Vendors to provide pricing for the purchase by the resident of a 96 or 64 gallon wheeled cart assembled, delivered, and warranted for use by those residents interested in using (and paying for) a cart.

C. Vendors will provide pricing for a voluntary, weekly, single-stream curbside recycling program using a 96 or 64 gallon wheeled cart provided by the City.

D. Vendors will not be asked to include in their proposal the continuation of the subscription based, bi-weekly curbside recycling program after the current program ends nor will vendors be asked to provide pricing within their proposals to operate the City's three recycling centers.
   Note: The City negotiated the enhanced subscription curbside recycling option in light of the significant increased cost to provide weekly curbside recycling at no cost to participants.

E. Terms of the contract accepted by city Council will be for five years; provided, however, that the City will have the right to select a contract term of six, seven or eight years.

F. The scope of services defined by the RFP was for a unified program of refuse, yard waste and recyclable services.

STAFF ANALYSIS AND FINDINGS:

On March 17, 2016, the following three vendors submitted proposals in response to the RFP:

Emterra Environmental, USA
Rizzo Environmental Services
Waste Management of Michigan, Inc. (incumbent vendor)

The three proposals were thoroughly reviewed prior to interviews conducted on March 21, 2016. The City's Evaluation Committee comprised of Public Works Director Michael Moore, City Development Director Denice Gerstenberg, and Finance & Budget Director Brian Baker conducted the interviews. Sealed proposal pricing envelopes were opened immediately following the conclusion of the three interviews and shared with the Evaluation Committee. The written proposals as well as the oral interviews were independently evaluated based on qualifications/experience, capacity, methodology, references and cost. On a scale of 0 to 100, the average total score for the proposals were as follows:

Vendor	Score
○ Rizzo Environmental Services	98.7
○ Waste Management of Michigan	90.0
○ Emterra Environmental USA	77.8

Based on the Evaluation Committee's scoring, follow-up interviews and negotiations were scheduled on March 24, 2016 with the two vendors that provided the lowest cost proposals; Rizzo Environmental Services (lowest proposal) and Waste Management of Michigan, Inc. (second lowest proposal). The Evaluation Committee requested Waste Management's consideration on lower pricing. Following those negotiations, it was evident that Rizzo Environmental Services' proposal was still the lowest cost across all service levels. Accordingly, the remainder of the process involved negotiation of the terms and conditions most advantageous to the City in terms of scope of services and cost.

Rizzo Environmental Services' offer to apply a 2% annual reduction on all services for an eight-year term equates to a cumulative savings of $800,000. Additionally, Rizzo Environmental Services agrees to forego price adjustments under the Fuel Adjustment Clause, thereby absorbing the cost associated with any future price increases in diesel fuel. In addition, a unit price has been provided for any resident to purchase a wheeled cart of their choosing directly from Rizzo Environmental Services for use with refuse as well as yard waste.

Rizzo Environmental Services is based in Sterling Heights at a 15-acre site off Elmridge Drive that serves as its truck yard. Rizzo Environmental Services employs 550 employees and provides waste collection and disposal services to a significant number of Michigan municipalities, including Shelby Township, Macomb Township, Clinton Township, Fraser, St. Clair Shores, Royal Oak, Mt. Clemens, Detroit, and Livonia. Rizzo Environmental Services has extensive resources and ample experience servicing municipal customers for refuse, yard waste and recycling services.

OPTIONS ANALYSIS:

The RFP process yielded the following three options for consideration:

Option #1 – Base refuse and seasonal yard waste collection and disposal services, with an enhanced subscription based curbside recycling program. Option #1 reflects the level of service currently being

provided throughout the community for refuse, yard waste and recycling on an enhanced subscription basis. The enhancements include a 15% reduction in the annual recycling subscription from $67 to $57 per year, as well as a shift from bi-weekly to weekly recycling. The three recycling centers operated by the City would remain open. Option #1 is the lowest cost option to the City at $4,349,620 per year

Option #2 – Base refuse and seasonal yard waste collection and disposal services, with a full service weekly curbside recycling program, including a wheeled cart at no charge to the resident. Option #2 includes the current level of service for refuse and seasonal yard waste collection and disposal and provides a voluntary weekly curbside recycling service along with a wheeled recycling cart at no cost to the resident. The City's cost for this full service curbside recycling program is capped at the 40% participation level, a level the City fully anticipates will be achieved given the participation rates of comparable local communities and having no option to utilized the three recycling centers, since they would be closed under this option. Option #2 is the highest cost option to the City at $5,151,240 per year.

Option #3 – Base refuse and seasonal yard waste collection and disposal services, with a full service weekly curbside recycling program, including provision and use of a free18 gallon recycling bin. Option #3 provides the current level of service for refuse and seasonal yard waste collection and disposal. It differs from Option #2 in that residents who wish to participate in the voluntary curbside recycling program will have the option to use a "free" 18 gallon recycling bin or pay for a wheeled recycling cart at $45 for a 35 gallon cart or $65 for a 64 gallon cart. The City's three recycling centers would close under this option. The Option #3 cost is $4,770,120 per year.

STAFF RECOMMENDATION:

After careful consideration, City Administration is recommending acceptance of the proposal by Rizzo Environmental Services under Option #1 as the lowest cost option. Rizzo Environmental Services' offer to apply a 2% annual reduction on all services, with the acceptance of an eight year contract term, equates to a savings of $800,000 over the term of contract. Additionally, Rizzo Environmental Services is not taking advantage of the Fuel Adjustment Clause thereby absorbing all future fuel increases. Under Option #1, the City will realize a first year savings in the cumulative amount of $181,040 compared to the fiscal year 2016/17 proposed budget. It should also be noted that the City will be paying Rizzo Environmental Services the same amount every year with no increase for the eight–year term of the contract. Rizzo Environmental Services' proposal is 5.9% less than Waste Management's proposal over the proposed eight-year term, or approximately $247,890 per year

The scope of services under Option #1 maintains the existing base level of service for refuse and seasonal yard waste collection and disposal services, while at the same time offering an enhanced curbside recycling program on a subscription basis. Specifically, participants in the subscription based recycling program will realize a decrease in the annual fee from $67 to $57, representing a 15% decrease. Participants will receive weekly curbside pick-up of recyclables versus bi-weekly pick-up.

The RFP process accomplished the objective of providing further cost reductions for the base level of refuse and seasonal yard waste collection and disposal services, while providing an enhanced and more cost effective recycling option.

Please refer to the memorandum from Public Works Director Michael Moore for further discussion on the recommendation of Option #1, as well as consideration of Option #2 and Option #3.

Notification list:
Rizzo Environmental Services
6200 Elmridge
Sterling Heights, MI 48313
Don Barretta, Municipal Affairs Manager
dbarretta@rizzoservices.com

Sterling Heights DPW

Interoffice Memorandum

Date: March 30, 2016

To: Jim Buhlinger, Purchasing Manager

From: Michael Moore, Public Works Director

Subject: Recommendation for Refuse, Recyclables and Yard Waste Collection Contract

Background - The city of Sterling Heights' current contract with Waste Management of Michigan, Inc. expires April 30, 2016. In anticipation of this contract termination date, the City Council authorized the preparation and issuance of a request for proposals (RFP) on March 1, 2016 for an award of a new contract to begin on May 1, 2016. The proposals were to include a cost for the weekly curbside collection of the following:

- Refuse in approved bags, 32 gallon containers or 64/96 gallon wheeled carts.
    - Vendors were asked to provide a cost per 64/96 gallon cart for the residents to own.
- Yard waste and lawn debris on a seasonal basis in approved paper bags or 32 gallon containers.
- Universal curbside recycling via a 64/96 gallon wheeled cart.

On March 17th the Office of Purchasing opened three proposals from the following vendors:

- Waste Management of Michigan, Inc. (incumbent vendor)
- Rizzo Environmental Services, Inc.
- Emterra Environmental Services, Inc.

An evaluation committee consisting of the Budget & Finance Director, City Development Director, Purchasing Manager, and Public Works Director conducted interviews of the three vendors on March 21st. The committee asked questions and scored each vendor based on the following criteria:

- Qualifications/Experience
- Capacity
- Methodology
- References
- Cost

All evaluations were submitted to the Purchasing Manager where the two highest scoring vendors, Waste Management and Rizzo Environmental Services (Rizzo), were then scheduled for a follow up interview to ask additional questions and attempt to negotiate enhanced services and lower costs. Rizzo provided the lowest pricing. The committee requested Waste Managements last and best offer, but they were not willing to significantly change their proposal.

As such the following options are based on Rizzo's eight-year pricing as they are proposing a 2% annual reduction equating to $800,000 over the term of the agreement if the City accepts an 8 year term.

Option #1 – This option is our traditional style of the weekly collection and disposal of refuse and yard waste on a seasonal basis with an enhanced subscription based recycling program while keeping the recycling centers open. Under this option Rizzo's proposed annual cost is $4,349,620. When compared to the proposed budget this option has an annual savings of $181,040 or $1,448,320 over eight years. Rizzo is proposing to change the subscription service to weekly collection vs. bi-weekly and offer the service at a reduced price of $57 annually compared to the current cost of $67 annually.

Option #2 – This option includes the same services as the traditional style of refuse and yard waste collection (Option #1) however each residence would receive a free recycle cart to be collected weekly. If Council chose this option the subscription based recycling program would be discontinued and the recycle centers would be closed. Under this option Rizzo proposed an annual cost of $5,151,240 assuming a 40% participation rate. The cost for this recycling option depends on the amount of participation. If 10-25% of the community participates the annual cost would be $666,960 per year, if 25-40% of the community participates the cost would be $881,340 a year and if over 40% of the community participates the cost would be $976,620 per year. Be advised this recycling option could not begin until May 1, 2018 or sooner if Waste Management exercises its right to discontinue the subscription curbside recycling program.

Option #3 – This option includes the same services as the traditional style of refuse and yard waste collection (Option #1) however every residence would receive a free 18 gallon recycle bin for weekly curbside collection of recyclables. This option is an annual cost of $4,770,120 with residents having the option to upgrade to a 35-gallon cart for $45 and a 65-gallon cart for $65. The cost for years one and two would be $595,500 respectively and years three thru eight would be $666,690 each.

The Department of Public Works has reviewed all of the proposals received and recommends that the contract be awarded to Rizzo Environmental Services, Inc. as the lowest overall responsible proposer. The recommendation is being made for Option #1 an eight-year contract with a savings of $181,040 per year or $1,448,320 over the eight-year term. It should also be noted that Rizzo's proposal is 5.5% less than the next lowest proposal over the eight-year period of the contract, or approximately $247,890 per year.

Rizzo's proposals do not include a fuel adjustment clause, which means there is no cost to the City for fuel increases over the eight-year period. Rizzo's staging facility is located in Sterling Heights providing fast response times to daily collection and vehicle break downs. Rizzo will also allow the Department of Public Works to access their Q-Alert software that displays real-time information including truck locations, completed routes, and missed collections. This will allow Public Works staff the ability to monitor complaints and add service requests they have identified while canvassing the City.

CITY OF STERLING HEIGHTS
PROPOSAL TABULATION - MARCH 17, 2016
RFP-SH16-009: REFUSE, RECYCLABLES, AND YARD WASTE COLLECTION

8 Year Totals	**Emterra Environmental, USA ^**	**Rizzo Environmental Services ^**	**Waste Management of Michigan ^^**
Eight-year contract to include curbside collection, transportation, and disposal of waste material; and curbside collection, transportation, and disposal of yard waste.			
2016/2017	$4,498,438.00	$4,227,442.66#	$4,234,647.20
2017/2018	4,557,160.52	4,227,442.66#	4,234,647.20
2018/2019	4,615,899.68	4,227,442.66#	4,351,549.36
2019/2020	4,674,794.32	4,227,442.66#	4,502,423.60
2020/2021	4,733,748.76	4,227,442.66#	4,619,847.32
2021/2022	4,792,745.84	4,227,442.66#	4,619,847.32
2022/2023	4,851,773.60	4,227,442.66#	4,619,847.32
2023/2024	4,910,948.00	4,227,442.66#	4,619,847.32
Eight (8) Year Total - Refuse & Yard Waste	**$37,635,508.72**	**$33,819,541.28**	**$35,802,656.64**
Eight-year contract to include curbside collection, transportation and disposal of recyclables (assumed 30% particpation level).			
2016/2017 *	$0.00	$0.00	$0.00
2017/2018 *	0.00	0.00	0.00
2018/2019	1,350,118.00	643,349.42#	514,036.00
2019/2020	1,368,697.00	643,349.42#	526,422.00
2020/2021	1,387,277.00	643,349.42#	545,002.00
2021/2022	1,405,856.00	643,349.42#	545,002.00
2022/2023	1,424,436.00	643,349.42#	545,002.00
2023/2024	1,443,016.00	643,349.42#	545,002.00
Eight (8) Year Total - Curbside Recycling at 30% participation	**$8,379,400.00**	**$3,860,096.52**	**$3,220,466.00**
TOTAL REFUSE, YARD WASTE and RECYCLING (30%)	$46,014,908.72	**$37,679,637.80**	$39,023,122.64
Eight-year contract to include curbside collection, transportation and disposal of recyclables (assumed 50% particpation level).			
2016/2017 *	$0.00	$0.00	$0.00
2017/2018 *	0.00	0.00	0.00
2018/2019	1,909,570.00	971,093.76#	856,726.00
2019/2020	1,940,536.00	971,093.76#	877,370.00
2020/2021	1,971,502.00	971,093.76#	908,336.00
2021/2022	2,002,468.00	971,093.76#	908,336.00
2022/2023	2,033,434.00	971,093.76#	908,336.00
2023/2024	2,064,400.00	971,093.76#	908,336.00
Eight (8) Year Total - Curbside Recycling at 50% participation	**$11,921,910.00**	**$5,826,562.56**	**$5,367,440.00**
TOTAL REFUSE, YARD WASTE and RECYCLING (50%)	49,557,418.72	**$39,646,103.84**	41,170,096.64
Eight-year contract to include curbside collection, transportation and disposal of recyclables (assumed 70% particpation level).			
2016/2017 *	$0.00	$0.00	$0.00
2017/2018 *	0.00	0.00	0.00
2018/2019	2,442,185.00	1,217,913.62#	1,199,416.00
2019/2020	2,485,538.00	1,217,913.62#	1,228,318.00
2020/2021	2,528,890.00	1,217,913.62#	1,271,670.00
2021/2022	2,572,242.00	1,217,913.62#	1,271,670.00
2022/2023	2,615,595.00	1,217,913.62#	1,271,670.00
2023/2024	2,658,947.00	1,217,913.62#	1,271,670.00
Eight (8) Year Total - Curbside Recycling at 70% participation	**$15,303,397.00**	**$7,307,481.72**	**$7,514,414.00**
TOTAL REFUSE, YARD WASTE and RECYCLING (70%)	$52,938,905.72	**$41,127,023.00**	$43,317,070.64
Eight-year contract to include curbside collection, transportation and disposal of recyclables (assumed 90% particpation level).			
2016/2017 *	$0.00	$0.00	$0.00
2017/2018 *	0.00	0.00	0.00
2018/2019	3,139,952.00	1,565,889.08#	1,542,107.00
2019/2020	3,195,691.00	1,565,889.08#	1,579,266.00
2020/2021	3,251,430.00	1,565,889.08#	1,635,005.00
2021/2022	3,307,169.00	1,565,889.08#	1,635,005.00
2022/2023	3,362,908.00	1,565,889.08#	1,635,005.00
2023/2024	3,418,646.00	1,565,889.08#	1,635,005.00
Eight (8) Year Total - Curbside Recycling at 90% participation	**$19,675,796.00**	**$9,395,334.48**	**$9,661,393.00**
TOTAL REFUSE, YARD WASTE and RECYCLING (90%)	57,311,304.72	**$43,214,875.76**	45,464,049.64

* Assumes Waste Management to continue existing subscription based recycling program through 4/30/18. If Waste Management terminates exclusive license anytime prior to April 30, 2018, proposed 2018/2019 rates shall apply.

Models submitted for Curbside Recycling
^ Opt-in model
^^ Opt-out model

\# Proposal included a 2% reduction if an eight year award was made (reflected above)

This proposal tabulation does not reflect negotiated proposals for Options #1 and #2.

Incremental cost/range for one 64 or 96 gallon wheeled cart	$50.02 - $61.68	$75 - $85	$70 - $76
Average cart cost	$55.85	$80.00	$73.00
Total cost to residents for purchase of carts -			
30% participation (11,910 of 39,700 addresses)	$665,173.50	$952,800.00	$869,430.00
50% participation (19,850 of 39,700 addresses)	1,108,622.50	1,588,000.00	1,449,050.00
70% participation (27,790 of 39,700 addresses)	1,552,071.50	2,223,200.00	2,028,670.00
90% participation (35,730 of 39,700 addresses)	1,995,520.50	2,858,400.00	2,608,290.00
Ability to use carts for yard waste collection	n/a	Yes, cost of cart only	Yes, cost of cart only

CITY OF Sterling Heights
InnovatingLiving

Richard J. Notte Sterling Heights City Center
City Hall
40555 Utica Road | P.O. Box 8009
Sterling Heights, MI | 48311-8009

TEL 586.446.CITY (2489) FAX 586.276.4077
cityhall@sterling-heights.net | www.sterling-heights.net
facebook.com/cityofsterlingheights | twitter.com/sterling_hts

City Council
Mayor Michael C. Taylor
Mayor Pro Tem Joseph V. Romano
Councilwoman Deanna Koski
Councilwoman Maria G. Schmidt
Councilman Nate Shannon
Councilman Doug Skrzyniarz
Councilwoman Barbara A. Ziarko

City Manager Mark D. Vanderpool

ADDENDUM #1

POSTED: March 9, 2016

BID: **RFP-SH16-009: REFUSE, RECYCLABLES AND YARD WASTE COLLECTION**

DUE DATE: **THURSDAY, MARCH 17, 2016 AT 2:30 P.M.**

ADDENDUM #1

During the pre-proposal meeting held on Wednesday, March 9, 2015 at 10:00 a.m., I disclosed four clarifications made during the ITB that were overlooked when developing this RFP. Those clarifications are provided below:

Page 3 – GENERAL CONDITIONS - *"Unless otherwise stated, all contracts for services are subject to additions, reductions, and/or termination at the sole discretion of the City and without prior notice by the City".* Is this correct?

For purposes of this RFP, this condition is not applicable. The contract that will be executed between the successful proposer and the city of Sterling Heights will serve as the primary guiding document with more specific termination verbiage. Please disregard this General Condition.

Page 15 - PRIVATE AGREEMENTS - *"No refuse being collected under private contract with the Contractor from commercial or industrial properties or any properties not specifically delineated in the contract may be placed in, mixed with, and/or transported in the same vehicles, which are being employed to carry out the tasks outlined in the contract."*

Please disregard this specification.

Page 27 - FUEL ADJUSTMENT CLAUSE - *"The number of hours will be multiplied by three gallons to verify the approximate total number of gallons of fuel used during each month of service."*

The specification has been made to adjust the number from 3 gallons to 3¼ gallons.

Page 27 - YARD WASTE DISPOSAL IN A LANDFILL ENERGY PRODUCTION FACILITY - *"A proposal shall be submitted that provides a per unit price reduction that would be applied to weekly regular refuse pickup curbside excluding yard waste/lawn debris and weekly yard waste/lawn debris separate curbside pick-up."*

The specification on page 27 should read: "In the event that such legislation is

enacted, the proposer agrees to pass through to the City any per unit cost savings realized.

Additionally, the following questions were asked which were unable to be answered at the meeting.

Question #1 - How are Christmas trees collected following the holidays to be disposed of?
Answer #1 - Christmas trees are currently collected and transported whole by the contractor to a wood recycling facility.

Question #2 - Who will own the **recycling** carts utilized by residents at the conclusion of the contract?
Answer #2 - The contractor will maintain ownership of the recycling carts.

Question #3 – Can you provide the details (quantities, locations and sizes) for mechanical pickups for rear and/or front dumpster type containers?
Answer #3 - The only details the City currently has are the estimated quantities across the community. Those quantities are listed on the RFP Bid form on page 33 of 52 (section 2).

If I may be of further assistance, I may be contacted at (586) 446-2741.

James Buhlinger
Purchasing Manager

Please affirm your review and understanding of this addendum by signing below and including this page along with your bid documents.

Name _____ Company _____

CITY OF Sterling Heights
InnovatingLiving

Richard J. Notte Sterling Heights City Center
City Hall
40555 Utica Road | P.O. Box 8009
Sterling Heights, MI | 48311-8009

TEL 586.446.CITY (2489) *FAX* 586.276.4077
cityhall@sterling-heights.net | www.sterling-heights.net
facebook.com/cityofsterlingheights | twitter.com/sterling_hts

City Council

Mayor	Michael C. Taylor
Mayor Pro Tem	Joseph V. Romano
Councilwoman	Deanna Koski
Councilwoman	Maria G. Schmidt
Councilman	Nate Shannon
Councilman	Doug Skrzyniarz
Councilwoman	Barbara A. Ziarko

City Manager Mark D. Vanderpool

****

REQUEST FOR PROPOSALS

RFP-SH16-009

The City of Sterling Heights, Michigan is accepting sealed proposals for REFUSE, RECYCLABLES AND YARD WASTE COLLECTION until THURSDAY, MARCH 17, 2016 AT 2:30 P.M. in the Office of the City Clerk, 40555 Utica Road, Sterling Heights, Michigan 48313. Specifications are available at www.mitn.info.

A pre-proposal meeting will be held on WEDNESDAY, MARCH 9, 2016 at 10:00 a.m. in the City Hall Council Chambers, 40555 Utica Road, Sterling Heights, Michigan, 48313.

James Buhlinger
James Buhlinger
Purchasing Manager

Office of Purchasing
586-446-2740

****

Official proposal specifications are available only at www.mitn.info.

VII. SCOPE OF SERVICE

INTENT:
As part of the Request for Proposal, it is the intent of the City to provide a weekly program of garbage/rubbish collection and disposal for its residents as well as limited curbside collection from commercial concerns producing refuse; continue to provide a separate curbside collection of yard wastes/lawn debris from residential properties; and provide for curbside collection of single-stream recycling beginning May 1, 2018 or earlier if requested by the City.

Garbage/rubbish shall mean the putrescent waste from the handling, processing, storage, preparation, cooking, or disposal of food as well as all non-putrescible waste, including but not limited to such items as paper, metal cans, bottles, and other glass containers, rags, ashes, waste from minor household repairs, paper bags and sacks, boxes, packing materials, appliances, furniture, storm doors, door walls, windows, tires cut in half, toilets, bath tubs, sinks, carpets and pads, railroad ties, and fence posts or sections of fence not exceeding 3' x 8' in dimension, and other refuse from residential dwellings, some commercial establishments, and all public City buildings and facilities.

Yard wastes/lawn debris shall mean residential grass clippings, leaves, weeds, twigs, prunings, shrub clippings, garden wastes, old potting soil and dirt incidental to minor yard work, small shrubs and bushes, as well as bundled residential tree and shrub branches less than six inches (6") in diameter and no longer than five feet (5') in length.

Recycling shall mean newspapers, including glossy advertisements, magazines, catalogs, telephone books, office paper, and junk mail, boxboard – cereal boxes, shoe boxes and similar material, corrugated cardboard, paper bags, and pizza boxes, plastic bottles and containers – plastics numbered 1, 2, 3, 4, 5, 6, and 7 are accepted, including plastic grocery bags and CD cases, glass bottles and jars (clear only), metal cans – steel and tin, aluminum cans, kitchen cookware – clean metal pots, pans, tins, and utensils.

It is not the intent of the City to render such service to industrial plants or other such establishments producing wastes commonly identified with production or processing operations except to the extent that such establishments require curbside collection of disposable garbage and rubbish in quantities and of a nature similar to those ordinarily produced in residences.

The City recognizes that it may be called upon occasionally to render a clean-up service to persons requiring removal and disposal of refuse such as would result from building, altering, or repairing operations, which service shall be provided as a special collection on the basis of the City's request at an hourly rate or portion thereof.

SCOPE:
Sterling Heights is a City with an estimated population of 132,000 having approximately 400 miles of streets within an area of 36.8 square miles.

The approximate number of single-family units serviced at the curb, once a week as of

December 2015 is estimated to be 34,449. In addition, 5,200 condominium units receive weekly curbside collection of refuse.

The actual volume and tonnage of refuse, and yard waste/lawn debris collected in prior years is set forth in Exhibits 1 and 2 following these Specifications.

Estimated commercial curbside and off-road pick-ups as well as the mechanical dumpster pick-ups at apartment and condominium complexes and City facilities are set forth in the bid form. Each proposal shall contain a unit price based upon these estimated quantities. The City reserves the right to discontinue mechanical dumpster pick-ups from any of the above-described locations at any time during the term of the contract.

Currently, nine (9) apartment complexes would be allowed to continue to receive dumpster service because they have paid the City an annual fee equal to the City's cost of service plus an administration fee, less any refuse collection property taxes they pay as part of the Cost Recovery Program. How many of these apartment complexes will request and pay for continuation of the service is unknown. Nonetheless, the Contractor shall only be paid for the actual collections performed based on the unit prices bid.

The number of condominium units which receive separate yard waste/lawn debris collection is significantly less than the 5,200 receiving refuse service since the majority of condominium complexes do not generate any yard waste due to their use of private lawn care/landscape companies.

DETERMINATION OF RESIDENTIAL UNITS SERVICED:

The base number of residential units receiving curbside collection shall be 34,422. This base number will be modified to reflect the net number of water meters installed (or removed) from November 1, 2015 through April 30, 2016. This updated number shall be the number of residential units serviced effective with the commencement date of the contract May 1, 2016.

Thereafter, the number of residential units serviced for billing purposes shall be updated on the basis of new meter installs or removals as provided monthly by the Department of Public Works.

GENERAL COLLECTION REQUIREMENTS:

The Contractor shall be required to maintain a high level of collection service. Garbage and refuse shall be collected from all containers presently in use, including cardboard boxes, paper bags, and uncovered containers. Cardboard boxes and paper bags shall be collected along with their contents as refuse. In addition, small quantities of unbundled materials, which are presently being collected, shall continue to be collected by the Contractor. If in the opinion of the Contractor the refuse placed for collection is uncollectible, the Contractor shall tag the refuse with a City-approved tag stating the reason for non-collection and notify the City for a final determination as to the collectability of said refuse. Should the City determine the refuse to be collectible, the Contractor shall promptly return to the site and shall collect the refuse at the Contractor's own expense.

The Contractor shall also provide a separate collection of yard waste/lawn debris from

curbside residential units to take place on the same day as regular refuse pick-up. The yard waste/lawn debris shall be transported to an approved and designated compost site for processing. *"Woody" or "hard" yard wastes shall be collected as part of the Separate Yard Waste Pick-Up Program during the City-designated yard waste/lawn debris collection period.*

The Contractor shall be obligated to collect all materials placed for collection at the curb in accordance with current practices as outlined in the Specifications and/or the final contract.

EXECUTION OF CONTRACT:
The proposer shall be required to sign and execute a contract as prepared by the City Attorney's office at a time designated by the City to ensure conformity with the proposal and the scope of services desired by the City. Failure to execute the contract as specified shall result in a forfeiture of the proposal guarantee and of all rights under the proposal.

In the event the proposer whose proposal is accepted fails to execute the contract as specified, thereby resulting in a forfeiture of the proposal guarantee and all rights under the proposal, the City shall have the right to award the proposal to the next qualified proposer or to reject all proposals and re-advertise.

TERM OF CONTRACT:
The contract shall be firm and binding for a minimum period of five (5) years, with as many as eight (8) years potentially awarded, starting May 1, 2016.

ASSIGNMENT:
The contract shall not be assigned or subcontracted by the Contractor without the prior written consent of the City, which consent shall not be unreasonably withheld. For purposes of the contract, a transfer of more than ten percent (10%) of the stock of the corporation or interest in a limited liability company or partnership, or the sale or transfer of more than fifty percent (50%) of the assets of Contractor to any person without the prior written consent of the City shall be prohibited.

TERMINATION/CANCELLATION:
The City may terminate the contract upon thirty (30) days notice should the Contractor fail to perform the requirements of the contract in the manner provided.

LICENSES:
The Contractor shall furnish at its own expense all licenses required by Federal, State, or local laws necessary to operate equipment and perform the work required by the contract. Employees of said Contractor shall have all licenses and endorsements required by Federal, State, or local laws necessary to operate equipment utilized in the performance of the contract.

LEGAL:
There is attached hereto a website link to the current City Ordinance regulating refuse collection, transportation and disposal operations, and placement requirements for containers, etc. The Contractor shall be responsible for familiarizing itself with these provisions as well as all laws, Federal and State, having reference to or regulating any of

the acts or operations necessary for the performance of its duties under the contract and **the laws regulating road and axle load limits. Be advised the City does have a Weighmaster - Commercial Traffic Enforcement specialty unit, which actively enforces road and axle load limits throughout the City**.

Any fines or penalties for violations of any laws, ordinances, or regulations shall be the responsibility of the Contractor and failure or neglect or refusal on the part of the Contractor to pay such fines or penalties shall be considered a breach of Contract.

The Contractor's attention in particular is called to the following:

FAIR EMPLOYMENT PRACTICES ACT:
The Contractor agrees that neither it nor its subcontractor will discriminate against any employee or applicant for employment to be employed in the performance of the contract with respect to its hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment because of its race, color, religion, national origin, age, gender, height, weight, familial status, marital status, or ancestry. Breach of this covenant may be regarded as a material breach of the contract.

QUALIFICATIONS FOR EMPLOYMENT:
No person under the age of 18 years shall be employed under the contract. No person whose age or physical condition is such as to make that person's employment dangerous to his or her health or safety or to the health or safety of others shall be employed under the contract, provided that this shall not operate against the employment of physically handicapped persons otherwise employable where such persons may be safely assigned to work which they can ably perform.

NO DISCRIMINATION AGAINST PERSONS WITH DISABILITIES:
Contractor agrees that neither it nor its subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges or employment, or a matter directly or indirectly related to employment because of a disability as defined by Public Act. No. 220 of the Public Acts of 1976, as amended, that is unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this covenant shall be regarded as a material breach of the Contract.

ROUTES:
The Contractor shall adhere to established routes and days of collection as currently exist. Requested route changes shall be submitted in writing at least 60 days in advance to the Public Works Director. Contractor shall obtain final approval in writing for proposed route changes from the Public Works Director. Route changes shall not be unreasonably denied, except that the regular refuse collection and the separate collection of yard wastes/lawn debris shall be performed on the same day.

The route changes shall be advertised in the local City paper, and mailers or flyers approved by the City shall be delivered to those properties affected by the route changes in advance of the proposed changes and at the sole cost of the Contractor.

REGULARLY SCHEDULED DAYS OF COLLECTION:

All collections contemplated under the Refuse Contract shall be scheduled for a five (5) day week between Monday and Friday except for recognized holidays and between the hours of 7:00 a.m. and 6:00 p.m. **Collection must not begin prior to 7:00 a.m.** In no case will collections be allowed on Sunday unless approval has been given in writing by the City Manager, the D.P.W. Director, or his designate of the City of Sterling Heights.

HOLIDAYS:
When the day regularly scheduled for collection falls on a holiday, collections shall be made on the day following, including Saturday, or as scheduled by the City.

Presently, there are six (6) recognized holidays:

NEW YEAR'S DAY	**LABOR DAY**
MEMORIAL DAY	**THANKSGIVING DAY**
FOURTH OF JULY	**CHRISTMAS DAY**

MULTIPLE FAMILY RESIDENCE, COMMERCIAL, AND INDUSTRIAL OFFICE COLLECTION:
Commercial/industrial establishments may receive curbside collection generally up to a maximum of one (1) cubic yard per week or approximately six (6) bags of refuse. No mechanical dumpster collection will be provided to commercial/industrial establishments or churches.

Multiple family residential properties such as apartments and condominiums **may receive mechanical dumpster collection if authorized by the City**. Curbside collection of refuse and separate yard waste collection may also be provided to these residential properties in lieu of mechanical dumpster collection if authorized by the City.

PRIVATE AGREEMENTS:
The Contractor, at its option, may privately contract with firms, individuals, or agencies for collection service beyond the scope of this contract, subject to any regulations governing private collectors generally, and provided that such operations shall not interfere with the satisfactory performance of the work required by the contract as determined by the City. Nothing in the contract shall be construed to mean that any business, apartment complex, or industrial establishment must use the Contractor's services.

No refuse being collected under private contract with the Contractor from commercial or industrial properties or any properties not specifically delineated in the contract may be placed in, mixed with, and/or transported in the same vehicles, which are being employed to carry out the tasks outlined in the contract. Packers or other vehicles engaged in the task of collecting mixed refuse or yard waste from single family residences in the City shall not be used to collect materials from any other source unless express written permission from the City Manager or his designate is obtained. The Contractor must provide detailed monthly reports specifying the amount of refuse collected from the City contract separate from that collected from any private source.

CLOSED STREETS:
Curbside collection shall not be discontinued because of streets being closed due to

construction or other reasons. The Contractor shall coordinate its operation with all other City contractors on-site, and make all such arrangements deemed necessary to carry out refuse collection services.

LEVEL OF SERVICE:

The City shall advise the Contractor as to the designated dates when the separate collection of yard waste/lawn debris is to begin and cease, which historically has been the first full week in April through the last week in November each year. The Contractor shall only be compensated for the actual weeks designated for separate collection based on the weekly unit price proposed multiplied by the actual weeks the collection is approved to be performed. Grass, leaves, brush, branches, tree trimmings, shrub clippings tied and bundled placed for collection at other than the designated yard waste/lawn debris collection period primarily during the months of December, January, February, and March shall be collected by the contractor and disposed of without additional compensation.

The current Garbage and Refuse Ordinance establishes guidelines for residents as to the acceptable containers and means of placement for disposal. A website link to the ordinance is attached. **Notwithstanding any provisions contained in the Ordinance, the Contractor shall be required to collect all refuse placed for collection in keeping with existing practices as outlined in these specifications**. The City reserves the right to amend the Garbage and Refuse Ordinance without affecting the rates to be paid the Contractor provided the Contractor's obligations are not materially altered.

CONTAINERS/COLLECTION SERVICES:

The following shall be acceptable for collection:

(A) **GARBAGE:** Generally to be placed in approved refuse bags or 32 gallon maximum capacity water-tight containers of substantial construction equipped with tight-fitting lids and lifting handles, unless a 96 or 64 gallon cart is in use by the address placing refuse for collection.

(B) **COMBUSTIBLE MATERIALS:** Generally, to be placed in approved refuse bags or 32 gallon maximum capacity containers of substantial construction. Cardboard containers and paper bags shall be considered part of the rubbish and shall be collected along with the contents.

(C) **NON-COMBUSTIBLE MATERIALS:** Generally, to be placed in approved refuse bags or metal or heavy plastic containers with handles for articles small enough to be contained therein, or without handles if small enough to be easily handled and strong enough to be kept intact when handled. Some non-combustible materials cannot be conveniently placed in containers. The Contractor, if within the weight and size limitations, must handle such articles, individually.

(D) **NON-CONFORMING CONTAINERS:** Non-conforming containers, such as 45-gallon containers, shall be tagged and the reason checked after they are emptied by the Contractor. The Contractor shall notify the Public Works Director or his designate by telephone within one (1) hour if collection is not

made. Tags/stickers shall be provided by the Contractor and approved by the Public Works Director or his designated representative. Other methods of identifying non-conforming containers may be approved by the Public Works Director or his designate.

(E) **GARBAGE AND OTHER MATERIALS:** Garbage and combustible material may be placed in the same container provided all other requirements herein are satisfied.

(F) **WEIGHT LIMITATIONS:** Generally, the Contractor shall not be required to collect the contents of any non-mechanical container if the container and its contents weigh over 60 lbs. No single piece of refuse must be collected if it weighs over 60 lbs. except bulky items as hereinafter set forth. The Contractor will not be required to collect refuse in approved refuse bags if the contents weigh over 40 lbs.

Reasonable quantities of materials such as small stumps, car parts, dirt, building materials, bricks and concrete blocks shall be taken by the Contractor if reduced to small dimensions or placed in proper containers not exceeding weight limitations.

(G) **REAR AND/OR FRONT LOAD NON-COMPACTED TYPE CONTAINER:** Mechanical containers (dumpsters) shall be of substantial metal construction and shall be water tight and equipped with tight-fitting covers and shall have sturdy metal fittings for mechanical unloading purposes. Such containers must meet the standards of the Public Works Director as to capacity, location, compatibility with unloading equipment, and conditions of maintenance. The maximum capacity container shall be eight (8) yards.

Apartment and condominium complexes, and City facilities for which mechanical collection is **authorized by the City** are responsible for supplying approved mechanical containers for collection.

(H) **BULKY ITEMS:** Included as part of weekly regular curbside refuse pick-ups and not as a separate pay item, the Contractor shall pick up as part of the regularly-scheduled garbage and rubbish pick-up and shall deposit in the same truck or separate trucks if necessary all bulky waste items including but not limited to fixtures and furniture, storm doors, door walls and windows, toilets, sinks, carpets and pads, railroad ties, and fence posts or fences not exceeding 3' x 8' in dimension, and small quantities of building debris resulting from repair or remodeling personally done by the homeowner which have been placed at the curb property tied or bundled in lengths of not more than five feet (5').

The Contractor shall not be required to collect engines, transmissions, or rear axles, or bulky items resulting from the homeowner's personal repair or remodeling that exceed five feet (5') in length. The Contractor will not be required to pick up junk cars, large parts of cars, demolition materials, or other material resulting from the repair or construction of buildings except as

otherwise provided herein.

(I) **WHITE GOODS:** Included as part of weekly regular curbside refuse pick-ups and not as a separate pay item, the Contractor shall collect recyclable metal bulky items including but not limited to household appliances such as stoves, refrigerators, freezers, washers, dryers, and hot water tanks in a separate truck and transport such items to a scrap metal recycling facility as opposed to a landfill. Generally, these household items could also include small sheds, swimming pools, garage doors, fenders, hoods of cars, etc. **The separate collection is required to be made on the same day as scheduled refuse collection.**

The Contractor shall be responsible for complying with all applicable laws concerning the disposal or recycling of air conditioning and refrigeration equipment, including but not limited to the provisions of the Clean Air Act which prohibits the venting of refrigerants into the atmosphere. It shall be the Contractor's responsibility to assure that the freon is recovered in accordance with EPA requirements from air conditioners, refrigerators, freezers, etc. before the final disposal of the appliances at a scrap metal recycler.

A written monthly report must be supplied to the City indicating the tonnage of material recycled. Any revenues associated from the recycling of the aforedescribed bulky metal items shall remain the Contractor's.

(J) **CHRISTMAS TREES:** Discarded Christmas trees shall be exempt from the size requirements and shall be separately picked up or chipped as part of the regularly-scheduled collection required by the contract and not as a separate pay item when placed out for collection during Christmas week and the following three (3) weeks. Christmas trees placed out adjacent to the mechanical containers in multi-family residential complexes shall also be separately collected for chipping. During this time period, separately collected and chipped Christmas trees shall be disposed of at a City-approved compost site and not at a landfill. No additional compensation will be provided to the Contractor for this separate curbside collection. Christmas trees placed out at any time other than the above-described period shall be collected as part of the regular refuse collection. The Contractor shall provide the City with a report regarding the volume (number) of Christmas trees disposed of by February 1 of each contract year.

(K) **YARD WASTE/LAWN DEBRIS COLLECTION:** Yard waste shall be collected on the same day as refuse. The following receptacles shall be acceptable for the separate collection of yard waste/lawn debris:

(1) Cans up to 32-gallons with handles with a "yard waste recycling" label/sticker attached. The successful bidder will provide the label/sticker to residential units. Clear plastic bags are not acceptable.

(2) Approved distinguishable paper yard waste bags up to a maximum of 32-gallon capacity for grass.

(3) 39-gallon capacity approved paper yard waste bags may be utilized for leaves and shall be collected.

(4) Acceptable yard waste/lawn debris required to be separately collected shall include the following:
- grass clippings
- weeds
- leaves
- small twigs/prunings/shrub clippings
- garden waste materials and fruit
- old potting soil
- Halloween pumpkins
- dirt incidental to minor plantings or edging of lawns
- brush, branches, tree trimmings, shrub clippings tied and bundled
- small shrubs and bushes with dirt removed from root systems

(5) The following materials/items shall be unacceptable for separate yard waste/lawn debris collection and shall be required to be collected as part of the regular refuse collection:
- animal waste
- food waste (excluding garden wastes)
- paper, metal, plastic, glass

(6) The Contractor shall not be required to pick up tree branches or logs greater than six inches (6") in diameter or longer than five feet (5') in length or large quantities of brush that are not tied or secured or are over five feet (5') in length.

(7) The Contractor shall not charge for the collection and removal of yard waste/lawn debris at condominium or multi-family complexes where landscaping services, such as lawn mowing and leaf collection, are contracted for by the condominium association or management company. Any random placement of insignificant amounts of yard waste/lawn debris at such sites shall be collected by the Contractor as incidental to the contract and without additional compensation.

(L) **20-YARD, 30-YARD, AND 40-YARD ROLL-OFF CONTAINERS:** The Contractor shall supply two (2) 20-yard roll-off containers: one at the City's D.P.W. and another at the Parks & Grounds Facility. The City shall utilize the roll-off container for disposal of loose debris from normal daily activities such as but not limited to roadside pick-ups, cleanup at City parks, municipal facilities, etc. A second 20-yard roll-off container is to be located at the DPW facility designated as yard waste only. It is estimated that the 20-yard roll-off containers will require transporting and disposal once every week or around 52 times per year. The Contractor will only be paid the unit cost bid when transporting the

container when directed by the City.

A 30-yard or 40-yard roll-off container from time to time may be required by the City to be made available by the Contractor at various sites throughout the City for park clean-ups, river clean-ups, or other similar community betterment clean-up projects.

The Contractor shall include a unit cost for the rental, transportation, and disposal of the material deposited in the above-described roll-off containers. The Contractor shall include the disposal costs for loose refuse in its unit cost bid based on the acceptance of the load by the disposal site as normal loose mixed refuse, not charged as demolition material.

(M) **WASTE CONTAINER CARE AND REPLACEMENT:** The Contractor shall exercise all reasonable care and diligence in handling containers. The City will cooperate in requiring residents, apartment and condominium complexes to provide and maintain suitable containers, and the Contractor must exercise due care in preventing damage thereto and shall replace cans in an erect position with the lids replaced thereon or adjacent thereto. In the event the Contractor damages a container(s), the Contractor shall be responsible for replacing said container(s) with one of equivalent value at Contractor's expense within 24 hours (excluding Saturdays and Sundays).

UNCOLLECTIBLE ITEMS AND DETERMINATION OF COLLECTIBILITY:
The Contractor shall not be required to collect refuse determined to be uncollectible or refuse from a container which is determined by the Public Works Director to be nonconforming or in such a deteriorated condition that it is uncollectible. The Director shall follow the guidelines set forth herein in making such a determination. The Contractor shall be required to collect garbage and refuse from all containers presently in use. The final determination as to whether the container is acceptable or the refuse is collectible shall be made by the Public Works Director or his authorized representative. Anytime a container or any refuse or yard waste/lawn debris is not collected because of non-conformance to the above standards, it shall be tagged by the Contractor with City-approved tags. The Contractor must indicate on the tag/sticker the reason the collection was not made. The Contractor shall notify the City's Department of Public Works by telephone (446-2440) within one (1) hour of the time that the collection is not made. If the City is not notified within the specified time period, the Contractor shall, upon notification by the City, return to the site and collect the waste at the Contractor's own expense. If the Contractor fails to return to the site and collect the waste within 24 hours, the City may collect the refuse and deduct the City's actual cost plus 100% from payments due the Contractor by the City. In addition, the City may assess a liquidated administrative damage fee equal to $50.00 for each day that complaint is not resolved by 12:00 noon of the next day.

DETERMINATION OF CLASSIFICATION:
The City shall determine the number of units to be serviced in each classification such as single-family residential, condominiums, curbside commercial and mechanical dumpsters.

Should any unit require service more than once a week, the City shall consider each such

additional service as being one additional unit serviced.

The Contractor shall have the right to appeal to the City Manager or his authorized representative for a re-determination of classifications if in the Contractor's opinion the classification is unjust. The decision of the City Manager or his authorized representative on all appeals shall be final.

FIELD RULES AND REGULATIONS:

The Contractor, in performing services under the contract, shall abide by the following rules and regulations and such other rules and regulations as the City may promulgate from time to time.

1. All waste spilled by the Contractor whether by mechanical collection or as part of curbside collections, or any spilled waste caused by wind, animals, etc. shall be picked up by the Contractor in the course of its regularly-scheduled pick-up. Each refuse truck shall be equipped at all times with a broom and shovel for this purpose.

2. Employees must be courteous. Disorderly workers shall be reassigned when requested by the City.

3. Containers must be put back and left standing upright in approximately the place from where they were picked up and placed out of the public street. If the Contractor fails to place the container(s) in an upright condition, as required by the specifications, the City may assess an administrative liquidated damage fee of $10.00 for each stop.

4. Container lids need not be replaced but must be neatly placed next to containers and not scattered.

5. Rough handling of containers will not be tolerated. Damaged containers shall be replaced or repaired by Contractor. If the Contractor fails to do so within 24 hours of being notified to do so, then the City may do so and deduct the cost of the container and the actual cost of delivery plus 100%.

6. Collection crews shall not have alcohol or narcotic drugs in their systems, shall not be under the influence of or affected by any alcohol or drugs, nor accept remuneration of any kind from residents while performing services under the contract. Violation of this rule shall be cause for reassignment of the employee when requested by the City.

7. The Contractor shall require its employees to wear standardized company uniforms while providing services pursuant to this Contract.

8. The City expressly reserves the right to make additional reasonable rules and regulations by which the Contractor shall abide.

EQUIPMENT STORAGE YARD AND MAINTENANCE BUILDING:

Prior to award of the contract, the Contractor shall provide evidence that an approved equipment storage yard and maintenance building is available or will be made available to service the refuse vehicles.

COLLECTION TRUCKS AND EQUIPMENT:
The Contractor shall furnish all collection trucks and equipment required for the performance of its obligation under the contract. The specific collection trucks and equipment proposed to be used by the Contractor shall be identified and included in attachment "B", which shall be approved at the time of execution of the contract documents. The specific collection trucks and equipment to be used shall not be changed without the City's written approval.

The Contractor shall provide a sufficient number of trucks for established routes during those periods of the year when refuse loads are at peak volume (e.g. spring, fall) to ensure that all routes are completed within the time limits set forth herein.

For this purpose, the Contractor shall provide and maintain during the entire period of the contract a fleet of collection trucks, support or backup vehicles sufficient in number and capacity to efficiently perform the work and render the services required of it by the contract. The specific collection trucks initially required for the performance of all collection and disposal services shall be submitted and approved by the City. Such approval by the City shall not preclude its right to require the Contractor to provide additional collection vehicles in order to perform the work. Sufficient equipment and personnel must be furnished to make one (1) complete collection of mixed refuse, and yard waste from all units bid each week within the hours specified.

The Contractor shall provide uniformly painted vehicles and equipment and shall maintain its vehicles and equipment in good condition at its own expense and keep said vehicles free from objectionable odors. The vehicles/equipment shall be washed on a regular basis as reasonably determined by the Public Works Director.

Vehicles used for the collection of garbage, yard wastes/lawn debris and other such refuse producing obnoxious odors shall be water tight and covered. The Contractor shall take whatever steps are necessary to prevent the spillage of "grass juice" on City streets as part of the separate collection of yard waste/lawn debris. The Contractor is responsible for the cleanup of any such spillage as well as the washing down of City streets to dissipate objectionable odors. If the Contractor fails to clean up or wash down the streets, as requested by the City to eliminate odors caused by spillage, the City may wash down the street with the cost of same including equipment and labor being deducted in accordance with the City pick-up/clean-up charges provisions of the specifications.

Vehicles used for all waste collections must conform to all requirements of State, County, and City laws and ordinances relating to load limits. **In the event it is not possible to fully load and stay within the limitations of laws or ordinances, it shall be the responsibility of the Contractor to reduce loadings to conform thereto.**

In the event the Contractor does not have sufficient equipment available for the performance of its obligations under the contract, it shall within ten (10) days of the award

of the contract produce evidence of a purchase order being placed for additional equipment to satisfy the City that additional and sufficient equipment will be available by May 1, 2016 or such other date approved by the City. If such is the case, the proposer shall so state on its proposal.

Vehicles used in the performance of the Contractor's duties under the contract shall display on both sides of the truck cab, in figures five inches (5") in height, the assigned truck number of each vehicle and the Contractor's name and address but shall not display any advertising signs, including political signs or slogans, on the cab or body of the truck.

The Contractor shall be given a notice in writing of vehicle deficiencies. The notice shall provide for a 14-day period to correct the deficiency. A penalty of $100.00 per day per defective vehicle shall be assessed to the Contractor commencing on the 15th day after the notice of deficiency. The amount shall be deducted from payments due the Contractor by the City.

The Contractor shall secure the prior approval of the Director of Public Works before adding or removing any collection vehicle to the original fleet. The City shall have the right to require the Contractor to replace vehicles/equipment, which consistently fail to meet the requirements of these specifications.

SUPERVISORY PERSONNEL:

The Contractor must provide at least two (2) resident field supervisors during the months of April through November to supervise all work and operations to be performed under this contract. One supervisor shall be assigned for the regular refuse collection and one supervisor shall be assigned for the separate yard waste collection. The field supervisors shall have substantial experience in the management and operation of a refuse and yard waste collection system. Only one (1) resident field supervisor must be provided during the months of December through March.

These designated supervisors shall be available at all times to accommodate the City. The supervisors shall have the power to initiate immediate action to resolve disputes and/or complaints.

CALL CENTER SPECS:

In order to effectively handle complaints, Contractor shall maintain a dedicated line in a call center dedicated to resolving service complaints during the term of the contract. Contractor shall employ sufficient customer service personnel who understand and communicate effectively in the English language (both in writing and orally) to enable the contractor to resolve complaints regarding collection service in a courteous and efficient manner. Contractor's customer service representatives shall be courteous and professional in all interaction with individuals interacting regarding complaints.

Complaints received by the Contractor's call center shall be resolved with a twenty-four (24) hour window.

Monthly detailed reports are to be provided by the Contractor to the Department of Public Works with all contacts categorized by type of complaint (i.e. refuse, yard waste,

recyclables, missed pick-ups, etc.), City section, complaint resolution, and other reporting criteria as captured by the Contractor and requested by the DPW.

Contractor shall include the phone number dedicated for complaint resolution in all informational materials distributed or communicated by Contractor. Contractor shall be responsible for notifying the City and all Sterling Heights customers not less than ten (10) days before the dedicated complaint line phone number is changed for any reason.

CONTACTS/COMPLAINTS RECEIVED AT THE DPW:
Any contacts/complaints taken by the Department of Public Works concerning refuse, recyclables or yard waste/lawn debris pick-up shall be picked up at the DPW by the Contractor's Field Supervisor for investigation; and a written disposition of results returned to the DPW within 24 hours. All concerns shall be resolved on a daily basis. If the City determines the Contractor is at fault and the concern/complaint justified, the Contractor shall at its own expense take remedial action acceptable and satisfactory to the City.

The Contractor shall arrange to pick up such complaints at the Public Works Facility every day, Monday through Friday, by noon of that day and further agrees that every complaint shall be investigated by the Contractor and where these involve a failure to collect refuse, recyclables or yard wastes/lawn debris in compliance with the contract requirements, shall make the identified collection before 12:00 noon of the next working day except that any complaint received on Friday after noon shall be resolved by noon on Saturday. There will be no exception to this rule unless the collection schedule has been altered due to holiday or unforeseen circumstances.

NON-COLLECTION DAMAGES:
For each failure to make collection from a complainant's residence in accordance with the prescribed schedule of collections where correction of the complaint is not made by twelve o'clock noon the following day, the City may assess the Contractor the sum of fifty dollars ($50), not as a penalty but as liquidated administrative damages suffered by the City.

CITY PICK-UP/CLEANUP CHARGES:
When pick-ups are missed by the Contractor or cleanup of spilled waste is required, the City may use City forces to clean up or pick up such collections and charge the Contractor the actual cost (equipment hours, man hours, employee benefits, and dumping fees) plus 20% administrative oversight fee and deduct said amount from that month's regular payment in addition to any liquidated administrative damages.

DISPOSAL SITES:
The Contractor is responsible for providing for the disposal of mixed solid waste, recyclables, yard waste/lawn debris and bulky items for the duration of the contract at site(s) which meet the requirements of Part 115 of Act No. 451 of the Public Acts of 1994, State of Michigan as amended.

The Contractor agrees to and assumes complete responsibility for securing any and all permits, licenses, privileges or rights of any nature whatsoever necessary for the collection and disposal of solid wastes which are or might be necessary and required of the Contractor by any authorized governmental agency. The Contractor further agrees to

abide by any and all rules and regulations that are imposed by any authorized agency or unit of government, including the City, and to hold the City harmless from any violation there from.

The Contractor further agrees to assume responsibility for paying all disposal fees and other financial obligations for all materials collected and disposed of at the facilities provided by the Contractor with the exception of the cubic yard landfill surcharge (if any) as included in Public Act No. 451 of 1994, Sec. 11525a, as amended. **The Contractor should not include the cubic yard surcharge in its disposal cost proposal but shall continue to pass through and collect the surcharge as part of its monthly bill on the basis of the monthly volume of solid waste landfilled times the seven cents per cubic yard. For the purpose of converting tons to cubic yards, the Contractor shall assume 2.55 cubic yards per ton of solid waste collected and landfilled.**

In the event that the State of Michigan, Macomb County, or other governmental unit imposes any new or increased fee, tax, or surcharge on the hauling, disposal, or processing of solid waste or recyclables, which fee, tax, or surcharge leads to an increase in the cost of providing the services set forth in the proposal, the City shall provide additional compensation to Contractor to the extent of such new or increased fee, tax, or surcharge. Similarly, if any such fee, tax, or surcharge should sunset or otherwise be eliminated, Contractor shall immediately cease any invoicing or collection of same on its monthly bills.

The Contractor shall make all arrangements necessary for disposing of, as well as any short time storage of, all collected solid waste outside the limits of the City of Sterling Heights.

The successful proposer must notify the City in writing of the location of the disposal site(s) to be used; including sites utilized for composting and recycling of material, and must furnish evidence that the site(s) meets the requirements of all applicable laws and regulations. The Contractor shall provide the City with any applicable operating license for each of the disposal, recycling, and/or composting site(s). In the event it becomes necessary for the Contractor to change the disposal, recycling, and/or composting site(s) during the contract period, the Contractor shall be required to notify the City in writing of said change and submit documents verifying that the site(s) meet the requirements of Act No. 451 of the Public Acts of 1994, State of Michigan, as amended. A copy of the facility's license must also be submitted to the City.

PAYMENT TO CONTRACTOR:

The City shall remit to the Contractor for services rendered under the terms of the contract, within a reasonable time (normally 30 days) after completion of the work at month end, and receipt and approval of the itemized billing, the fees earned the previous month. The amount remitted to the Contractor by the City shall be the number of units serviced times the rate agreed upon in the Contract for each unit, less any liquidated damages and other authorized charges.

CONTRACTOR'S EMPLOYEES:

The Contractor shall take reasonable precautions in the selection of its employees

assigned to do work under the contract to assure their honesty, courtesy, ability, physical fitness, and to assure that no solicitations are made to residents by its employees. Adequate supervision shall be furnished by the Contractor over employees at all times while working within the City.

Subject to law, the Contractor agrees to reassign any employee who in the judgment of the City is violating this provision or any other provision of the contract.

FUEL ADJUSTMENT CLAUSE:
Unless the City accepts an alternative as part of the preferred proposal, a fuel price adjustment clause will be included in the contract to avoid having volatility and uncertainty in fuel prices inflate the cost of the contract. The fuel price adjustment clause is intended to neutralize fuel costs so neither the City or the Contractor is unfairly impacted by future changes in the price of diesel fuel.

The fuel price adjustment may cause the Contractor's monthly invoice to the City for solid waste service to be adjusted up or down. Cost adjustments will be determined by the change in the average cost of fuel from the U.S. Department of Energy (DOE) Midwest regional average price during the month of November 2015 compared to the DOE Midwest average monthly price of fuel during the solid waste collection contract.

Three components will drive the monthly fuel price adjustment (FPA).

1. The average monthly price of diesel fuel during the month of November 2015 will serve as the "base fuel price" (BFP).

2. The "current fuel price" (CFP) in each successive month.

3. The historical number of "gallons of diesel fuel" (GDF) the Contractor uses each year delivering the required solid waste services divided by 12 months.

The BFP and CFP will be determined by averaging weekly diesel cost numbers for each specific month from the following U.S. Department of Energy Website:

(http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp) (Click on "Prices for last 53 weeks")

This website tracks diesel fuel costs across the country by regions. Fuel cost adjustments will be based on prices under the Midwest column.

The **"base fuel price" (BFP)** for a gallon of diesel fuel will be the average price for a gallon of diesel fuel in the Midwest during the month of November 2015.

The **"current fuel price" (CFP)** in each successive month is the average of the weeks (most months have four weeks, some have five) of the month for which services are being invoiced.

The **"gallons of diesel fuel" (GDF)** component of the fuel price adjustment formula will be

8,500 gallons per month. This is the historical number of gallons of diesel fuel used each year to perform the current contract divided by 12 months.

The following formula will be used by the Contractor to determine the monthly fuel price adjustment for the first year of the contract:

(BFP – CFP) x 8,500 gallons = FPA

The Contractor will credit or debit a sum reflecting the fuel price adjustment for that month's services on each monthly invoice submitted to the City for payment. The Contractor will include a copy of the calculations and information used to determine the FPA.

The Contractor shall be required to provide the City with the actual gallonage of diesel fuel utilized each month to service the contract. This information shall be provided to the City in writing each month.

After the first year of the contract, the "gallons of diesel fuel" (GDF) component of the fuel price adjustment formula will be the actual gallonage of fuel utilized each month during the preceding year. Beginning May 2017, the GDF for May 2017 will be the actual gallonage of fuel utilized in May 2016; for June 2017, the GDF will be the actual gallonage of fuel utilized in June 2016 and likewise for each successive month throughout the contract year. The GDF for year three of the contract will be based on the actual gallonage of fuel utilized each month from year two of the contract. The GDF for year four will be based on actual monthly fuel usage for year three and the GDF for year five will be based on the actual monthly fuel usage from year four of the contract.

The Contractor shall be required to provide the City, in writing, the total number of hours worked by the solid waste and yard waste collection trucks assigned to the Sterling Heights contract each month. The number of hours will be multiplied by three gallons to verify the approximate total number of gallons of fuel used during each month of service.

The City may make such investigations, as it deems necessary, to determine the accuracy of the documentation provided, and the Contractor shall furnish to the City all such information and data for this purpose, as the City may request.

YARD WASTE DISPOSAL IN A LANDFILL ENERGY PRODUCTION FACILITY:

Legislation was proposed in 2011 at the State level that would amend Part 115 (Solid Waste Management) of the Natural Resource and Environmental Protection Act to allow yard waste/lawn debris to be disposed of in a landfill that was certified as a landfill energy production facility. If legislation of this nature were to pass, the City may look to take advantage of the efficiencies in a combined refuse and yard waste collection process.

A proposal shall be submitted that provides a per unit price reduction that would be applied to.weekly regular refuse pickup curbside excluding yard waste/lawn debris and weekly yard waste/lawn debris separate curbside pick-up.

WHEELED CARTS – WEEKLY REFUSE – VOLUNTRARY PROGRAM

This request for proposals seeks provision of a 96 or 64 gallon cart to any resident who voluntarily requests it (excluding apartments and "apartment style" condominiums) for use in the weekly program of garbage/rubbish collection/disposal. If the optional 96 or 64 gallon cart is purchased through the contractor, it shall be billed directly to the resident by the contractor. The cost to purchase the 96 or 64 gallon cart shall be entered in section #8 on the RFP Bid Form.

Proposers should also include a proposal for disposing of existing refuse containers for addresses that request a contractor-supplied cart and wish to dispose of their previously-utilized container(s).

The refuse carts must be 96 or 64 gallons in capacity and consist of an injection molded, high density, polyethylene (HDPE) plastic body, with a hinged lid, two injection molded plastic wheels, and a solid steel axle. Color options, from which the City may select its preference, shall be articulated in the proposal. Proposers are to include cart specifications and warranty information.

Contractor shall collect all solid waste in carts placed curbside each week. All waste material shall be properly prepared in refuse bags or bundled prior to placing in the carts.

Contractor shall use extreme care to prevent any damage to containers. Contractor shall be responsible for damage to carts caused by its employees or equipment in the course of performance of their work and shall replace damaged carts or restore them to their original condition at no cost to the resident or City.

CURBSIDE RECYCLING

Additionally, this RFP requires the implementation of a weekly curbside recycling program utilizing a 96 or 64 gallon cart paid for by the City for those residents who wish to participate. Collection of recyclables will be on the same day as refuse and yard waste. The recycling carts associated with this weekly program must be 96 or 64 gallons in capacity and consist of an injection molded, high density, polyethylene (HDPE) plastic body, with a hinged lid, two injection molded plastic wheels, and a solid steel axle. Color options, from which the City may select its preference, shall be articulated in the proposal.

One (1) 96 or 64 gallon wheeled recycling cart will be provided by the Contractor to each residence that chooses to participate in the weekly curbside recycling program. Recycled materials shall be directly transported to an approved and designated recycling center for processing (transfer is not permitted within the City unless at a site that meets all state law requirements). Contractor shall deliver all single-stream recyclables collected to a lawful Materials Recovery Facility (MRF) for recycling in order to meet the intent of this section to maximize recycling opportunities for City residents.

The City's current refuse contractor is providing a subscription-based curbside recycling program and is contracted with the City to do so as the exclusive provider of the services through April 30, 2018. Therefore, although the City is seeking proposals

which will implement a voluntary universal recycling program, such a program would not begin until May 1, 2018, unless the current contractor exercises its option to terminate the subscription-based program upon 90 days notice, in which event the successful proposer will be required to seamlessly transition to a comprehensive, single-stream curbside recycling program for the life of the contract within that 90-day timeframe. Because pricing is not being sought for the period from May 1, 2016 through April 30, 2018, any early implementation of the voluntary universal recycling program will be compensated by the City at the pricing provided by the proposer for the third year of the contract, being May 1, 2018 through April 30, 2019.

Set-Out and Collection of Recyclables Requirements:
Contractor shall collect single-stream recyclable materials placed at the curb using a 96 or 64 gallon plastic wheeled bin provided by the Contractor.

Improperly Set-Out Recyclables:
Contractor shall affix to non-conforming recyclables, a City approved sticker or tag, stating the reason for the non-collection and immediately notify the City when collection is not made. Should the City determine the recyclable materials to be properly set-out and collectible, Contractor shall promptly return to the site and collect the recyclable materials at Contractor's expense.

Commingling Recyclables:
Contractor is prohibited from commingling recyclable with non-recyclable materials within Contractor's vehicles. Additionally, Contractor shall not deliver recyclable materials to any location other than the agreed upon Materials Recovery Facility (MRF).

The following recyclable items can be placed into the 96 or 64 gallon plastic bins to be recycled:

- Newspapers, including glossy advertisements, magazines, catalogs, telephone books, office paper, and junk mail
- Boxboard – cereal boxes, shoe boxes and similar material
- Corrugated cardboard, paper bags, and pizza boxes
- Plastic bottles and containers – plastics numbered 1, 2, 3, 4, 5, 6, and 7 are accepted, including plastic grocery bags and CD cases
- Glass bottles and jars (clear only)
- Metal cans – steel and tin
- Aluminum cans
- Kitchen cookware – clean metal pots, pans, tins, and utensils

A monthly report must be supplied to the City of Sterling Heights indicating the tonnage of material recycled.

VIII. SELECTION PROCESS

A. **Proposal Criteria:** This document is a Request for Proposals. It differs from an Invitation to Bid/Quotation in that the City is seeking a solution as described herein, not a bid/quotation meeting firm specifications for the lowest price. As such, the lowest proposed cost does not necessarily guarantee an award recommendation. Competitive sealed proposals will be evaluated based upon criteria formulated around the most important features of the service, of which qualifications, experience, capacity and methodology, may be overriding factors. Although price will be a major consideration it may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be viewed as standards, which measure how well a vendor's approach meets the desired requirements and needs of the City. Those criteria that will be used and considered in evaluation for award are set forth in this document. The City will thoroughly review all proposals to identify those selected for interviews. A purchase order/contract will be awarded to a qualified vendor submitting the best proposal. The City reserves the right to select, and subsequently recommend for award, the proposed service which best meets its required needs, quality levels and budget constraints.

Do not assume the City has any knowledge about your organization and the services you have to offer, nor should you assume the City will conduct any preliminary research into your organization. It is the proposer's responsibility to completely and thoroughly document its proposal.

B. **Award of Proposal:** All proposals will be thoroughly reviewed. However, this is a competitive process, and only select proposals will receive further consideration. The City reserves the right to cancel this RFP without prior notice, reject any and all proposals, make an award based directly on the proposals, interview select proposers, or negotiate further with one or more companies submitting proposals.

Proposers are advised that the RFP is considered to be under evaluation until award or cancellation. Vendors submitting proposals that did not receive further consideration will not receive preliminary notification of their status. The Office of Purchasing and City staff is restricted from giving any information relative to the proposals or "progress" of the evaluation during this time, except as described in this RFP and as required to administer the evaluation process. An award will be posted on the MITN site.

C. **Oral Interviews**: Based on the results of the preliminary evaluation, it is anticipated that a limited number of vendors will be invited to oral interviews conducted by the City for the purposes of clarifying proposal contents, discussing potential revisions, and responding to questions. The City's Office of Purchasing will notify vendors of oral interview dates and times. If the Office of Purchasing did not contact you, then your proposal was not selected for further consideration. Only after the completion of all interviews and award of a contract, if any, will vendors be notified that their proposal was not accepted.

D. **Selection Criteria:** For proposals that receive further consideration, the successful vendor will be chosen on the basis of the apparent greatest benefit to the City, including but not limited to the following:

1. *Experience/Qualifications:* Proposing on this contract shall be limited to individuals, partnerships, and corporations actively engaged in the provision of refuse, recyclables and yard waste collection and disposal. Proposers shall demonstrate competence, experience, and financial capability to carry out the terms of the contract. The City will require proof of these qualifications. Proposers shall provide information to the City demonstrating their ability to satisfy the requirements set forth in the specifications. The Proposer shall include any and all information pertinent to aiding the City in determining the abilities of the Proposer.

2. *Capacity:* Proposers should clearly identify all available resources within the company. Provide number of full-time/part-time employees and availability to provide on-call services.

3. *Methodology:* Provide the company's method of approach or work plan summary to meet the City's needs for the scope of work specified.

4. *References and Past Performance:* References will be checked before a final determination is made. Past performance will be a factor in the final selection of a proposal, including an investigation of references and possible site visits of the proposer's current facility.

5. *Cost / Fees for Services Rendered:* Please see the Confidential Pricing Form.

VII. CONFIDENTIAL PRICING FORM

This Confidential Pricing Form and the accompanying RFP Bid Forms must be completed in its entirety and returned with your proposal in a separately sealed & confidential labeled envelope.

The undersigned hereby declares the instructions and specifications have been carefully examined and that **REFUSE, RECYCLABLES AND YARD WASTE COLLECTION** will be furnished for the prices set forth in this proposal. The City reserves the right to reject all proposals, negotiate terms, conditions and/or fees with one or more of the contractors submitting proposals, and select the proposal that best meets the needs of the City.

It is understood and agreed that all proposal prices shall remain in effect for at least ninety (90) days from the date of the proposal opening to allow for the award of the proposal and that, if chosen the successful contractor, the proposal prices will remain firm for the period of time included within the proposal. It is expected a contract will be awarded for a five (5), six (6), seven (7) or eight (8) year term with a minimum of five (5) years.

How did you receive notification of this proposal? _____

How did you obtain the proposal specifications? If proposal documents were downloaded from a website, please list: _____

I hereby state that I have read, understand and agree to be bound by all the terms of this proposal document.

The undersigned certifies that he has downloaded all documents/addendums associated with this proposal from the MITN website.

Company_____

Address_____

City/State/Zip_____

Representative/Title_____

Telephone/Fax_____

Terms_____

E-Mail Address/Website_____

Signature/Date_____

City of Sterling Heights - RFP Bid Forms - REFUSE, RECYCLABLES, AND YARD WASTE COLLECTION

The undersigned, directing this proposal to the city of Sterling Heights, MI in order to induce consideration of the award of a certain contract for the collection, transportation, and disposal of waste materials including the separate collection of yard waste / lawn debris, and weekly curbside recycling from within and for the said city of Sterling Heights, proposes to furnish all equipment, labor and such other incidentals as are necessary to satisfactorily perform the work as outlined in the folio of documents attached hereto and made a part hereof.

Contract for regular refuse, separate yard waste, weekly curbside recycling - May 1, 2016 to April 30, 2024.

For proposal to be considered, proposer must include prices for parts 1 through 8.

1. Weekly - REGULAR REFUSE pick-up curbside excluding yard waste / lawn debris (acceptable containers: approved refuse bags, 32 gallon containers, 96 or 64 gallon wheeled carts).

		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	Quantities	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Residential	34,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Condos & Townhouses	5,200	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Commercial (Curbside & off-road pick-ups)	100	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Weekly	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -

2. Weekly - MECHANICAL PICK-UP (rear and/or front dumpster type container) - Apartments, Condominiums, and City Facilities

		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	Quantities	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2 Yard Container	25	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
3 Yard Container	60	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
4 Yard Container	20	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
5 Yard Container	20	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
6 Yard Container	240	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
8 Yard Container	15	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Weekly	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -

3. Weekly - COMPACTOR DUMPSTER type container

		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	Quantities	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2 Yard Container	10	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
3 Yard Container	2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
4 Yard Container	2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
6 Yard Container	2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
8 Yard Container	2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Weekly	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -

4. Weekly - ROLL-OFF container (include cost of disposal for loose refuse)

		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	Quantities	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
20 Yard Container (for DPW & Parks & Grounds facility)	2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
30 Yard Container (as requested for cleanups)	1	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
40 Yard Container (as requested for cleanups)	1	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Weekly	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -

Company Name: _____ **Authorized Signature:** _____

5. Weekly - Special Unrouted Collections

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
Estimated hours per week 1	$ -	$ Per Hour	$ -	$ Per Hour	$ -	$ Per Hour	$ -	$ Per Hour	$ -	$ Per Hour	$ -	$ Per Hour	$ -	$ Per Hour	$ -	$ Per Hour
Weekly	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -

1. Regular Refuse / week	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2. Mechanical pick-up / week	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
3. Compactor Dumpster / week	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
4. Roll-Off / week	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
5. Special Collections / week	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total - Per week (2016 - 2024)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Above total x 52 weeks/year	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Contract Sub-total - REFUSE COLLECTION: Parts 1-5					$ -	$ -	$ -	$ -
					Five-year contract cost	Six-year contract cost	Seven-year contract cost	Eight-year contract cost

Note: Proposal includes separate collection of "WHITE" goods and Christmas trees as described in specifications.

6. Weekly - YARD WASTE/LAWN DEBRIS separate curbside pick-up (Acceptable containers: Loose in cans or in approved paper yard waste bags)

		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	Quantities	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Residential	34,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Condos/Townhouses	1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Weekly	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -	Subtotal	$ -
Above total x 36* weeks/year			0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
Contract Sub-total - YARD WASTE: Part 6										$ -		$ -		$ -		$ -	
										Five-year contract cost		Six-year contract cost		Seven-year contract cost		Eight-year contract cost	

***Estimated Yard Waste / Lawn Debris period for which separate collection may be designated. More or less weeks could be designated at the sole discretion of the City.**

Note: Contractor shall only be compensated for actual weeks designated for separate collection which is estimated to be 36 weeks / year from approximately the first week in April through the end of the last week in November each year.

7. Weekly CURBSIDE RECYCLING (using 96 or 64 gallon wheeled cart)

		2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	Quantities								
Residential	34,500								
Condos & Townhouses	5,200								
<30% participation - weekly per stop				$ -	$ -	$ -	$ -	$ -	$ -
30% - 50% participation - weekly per stop				$ -	$ -	$ -	$ -	$ -	$ -
>50% participation - weekly per stop				$ -	$ -	$ -	$ -	$ -	$ -
Above x 52 weeks/year									
Contract sub-total - RECYCLING - <30% participation				$ -	$ -	$ -	$ -	$ -	$ -
Contract sub-total - RECYCLING - 30%-50% participation				$ -	$ -	$ -	$ -	$ -	$ -
Contract sub-total - RECYCLING - >50% participation				$ -	$ -	$ -	$ -	$ -	$ -

<30% participation	$ -	$ -	$ -	$ -
30% to 50% participation	$ -	$ -	$ -	$ -
>50% participation	$ -	$ -	$ -	$ -
	Five-year contract cost	Six-year contract cost	Seven-year contract cost	Eight-year contract cost

*** In the event the current refuse contractor exercises its option to terminatethe subscription based program, the successful proposer shall utilize 2018/19 pricing provided above for implementaiton of a comprehensive, single-stream curbside recycling program prior to May 1, 2018.**

*** The proposal requires that all residential accounts (including condos and townhouse) be given the opportunity to participate in the curbside recycling program. If they agree to participate, they will be provided either a 96 or 64 gallon wheeled cart.**

*** See Specifications for additional details.**

Company Name: _____ **Authorized Signature:** _____

Contract Sub-total - REFUSE COLLECTION: Parts 1-5 (above)	$ -	$ -	$ -	$ -
Contract Sub-total - YARD WASTE COLLECTION: Part 6 (above)	$ -	$ -	$ -	$ -
Contract Sub-total - CURBSIDE RECYCLING: Part 7 (above) assuming <30% participation	$ -	$ -	$ -	$ -
Contract Sub-total - CURBSIDE RECYCLING: Part 7 (above) assuming 30%-50% participation	$ -	$ -	$ -	$ -
Contract Sub-total - CURBSIDE RECYCLING: Part 7 (above) assuming >50% participation	$ -	$ -	$ -	$ -
Contract Grand Total (assuming <30% participation curbside recycling)	$ -	$ -	$ -	$ -
Contract Grand Total (assuming 30%-50% participation curbside recycling)	$ -	$ -	$ -	$ -
Contract Grand Total (assuming >50% participation curbside recycling)	$ -	$ -	$ -	$ -
	Five-year contract cost	Six-year contract cost	Seven-year contract cost	Eight-year contract cost

8. Residents' cost for the purchase of one (1) wheeled cart for refuse collection.

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
64 gallon	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
96 gallon	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

* Color options, from which the City may select its preference, shall be articulated in the proposal.

Company Name: _____ **Authorized Signature:** _____