

1. September 6, 2016 Agenda

Documents:

[09-06-16 - COUNCIL AGENDA.PDF](#)

2. September 6, 2016 Packet

Documents:

[09-06-16 - 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, SEPTEMBER 6, 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

PUBLIC HEARING

- 1. To consider the request by FCA US LLC to establish a Plant Rehabilitation District (PRD) at 38111 Van Dyke Avenue (Presentation - Luke Bonner, Senior Economic Development Advisor).**
- 2. To consider the request by Chalk Spade Investments (USA), Inc. to establish an Industrial Development District (IDD) at 7191 Seventeen Mile Road (Presentation – Luke Bonner, Senior Economic Development Advisor).**
- 3. CONSENT AGENDA**
 - A. Approval of Minutes
Regular Meeting of August 16, 2016**

- B. Approval of Bills**
- C. To approve an agreement for reclassification services between the City of Sterling Heights and Rahmberg, Stover and Associates (Estimated expenditure in fiscal year 2016/17 of \$11,000).**
- D. To accept a proposal by Empco, Inc. for promotional testing services for the position of police sergeant (Estimated expenditure in fiscal year 2016/17 of \$21,000).**
- E. To approve a contractual I services agreement between the City of Sterling Heights and Alpha Psychological Services P.C., Inc. for police officer and firefighter pre-employment psychological evaluations (Estimated expenditure in fiscal year 2016/17 of \$11,000).**
- F. To accept a proposal by GISinc. to upgrade the geographical information system (GIS) (Total expense of \$68,600 – 90% funded through a Stormwater, Asset Management, and Wastewater (SAW) Grant).**
- G. To award a bid for the washing, cleaning, and reconditioning of City-owned vehicles for a two-year period at unit prices bid (Estimated annual expenditure of \$18,000).**
- H. To purchase nine 2017 Ford Interceptor police pursuit vehicles and one 2017 Chevrolet Tahoe SUV through cooperative bids (Total expenditure of \$277,861).**
- I. To purchase a Pierce Ascendant PUC 107' aerial ladder fire truck and accessories through a Houston-Galveston Area Council cooperative bid (Total expenditure of \$825,000).**
- J. To adopt a resolution directing the City Engineer to fulfill the requirements of City Code §47-6 in preparation for a public hearing on the Gardner Street East Asphalt Paving Special Assessment District, City Project #14-257.**
- K. To set a public hearing to consider the request by FCA US LLC for an Industrial Facilities Tax Exemption Certificate at 38111 Van Dyke.**
- L. To set a public hearing to consider the request by Ultra Manufacturing USA, Inc. for an Industrial Facilities Tax Exemption Certificate at 7191 17 Mile Road.**
- M. To set a public hearing to consider the request by Ring Screw, LLC for an Industrial Facilities Tax Exemption Certificate at 6125 18 Mile Road.**

- N. To approve the application for a Type B Amusement Device License for Cora & Toma Management, Inc., d/b/a Al Shoroq Restaurant, 33120 Ryan Road, Sterling Heights, MI 48310.**
- O. To authorize the City Attorney to pursue all available remedies to abate the nuisance condition existing at 35235 Mound Road.**
- P. To receive the lawsuit, *American Islamic Community Center, Inc. v City of Sterling Heights*, United States District Court for the Eastern District of Michigan Case No. 2:16-cv-12920-GAD-EAS.**

CONSIDERATION

- 4. To consider nominations to City of Sterling Heights Boards and Commissions.**
- 5. To consider appointments to City of Sterling Heights Boards and Commissions.**

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

NEW BUSINESS

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.**

**MAYOR
Michael C. Taylor**

COUNCIL MEMBERS

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CITY MANAGER'S REPORT

September 6, 2016 --- CITY COUNCIL MEETING

A. FALL GRUB CRAWL

The City will be hosting a rededication ceremony of Van Dyke on September 21st at 4:30 pm near the Metro Parkway intersection. Coinciding with this rededication, the Sterling Heights Regional Chamber of Commerce and Industry's Annual Fall Grab Crawl will begin at 5:30 pm and involve restaurants along Van Dyke. Participants can shuttle between participating restaurants and enjoy their menu specialties, networking and a cash bar. Buses will drop off and pick up guests approximately every 20 minutes at the various locations, or take your own car and visit at your own pace. Registration is required for this event. Contact the Sterling Heights Regional Chamber at 586-731-5400 for more information and to register.

B. NATIONAL LIBRARY CARD MONTH

September is National Library Card Sign-up Month! To celebrate, the library will announce prizes over the PA system every day this month. All Sterling Heights library cardholders will have a chance of winning one of several gift card options. New cardholders will be rewarded too! Everyone who gets a new library card will earn a small prize and be entered into a weekly drawing for a more valuable prize. If you know someone who hasn't signed up for a card yet, encourage them to visit the library this September.

C. ONLINE STERLING HEIGHTS FALL MAGAZINE

The Fall edition of the Sterling Heights Magazine is now available online! This issue provides city news, parks and recreation registration information, library event information and special features events such as the DPW Open House, Fire Department Open House, Recreating Recreation, and more. The new edition of the Sterling Heights Magazine has been delivered to all residents. If you would like an additional copy, you may pick one up in Community Relations, or visit our City website to view the digital version. Go to the "Community" menu, and under "News and Events", click on "City Magazine".

D. 15 MILE ROAD RESURFACING UPDATE

On August 7th, City Council awarded a contract for the asphalt resurfacing of Fifteen Mile Road from Schoenherr Road to Morningdale Drive, including the Moravian Road intersection and approaches to the intersection. Construction began this morning with an anticipated completion of November 1. As a part of this project, the contractor will be milling the existing pavement and resurfacing the pavement with asphalt overlay. Various pavement areas will require full depth repair prior to resurfacing and various curb replacement is necessary. Homeowners will have access to their properties at all times.

E. SAW GRANT

The City of Sterling Heights applied for a SAW grant (Stormwater, Asset Management, and Wastewater) in November of 2013. The Michigan Department of Environmental Quality has just notified the City that our application has now been funded in the amount of \$2,444,444 with a \$444,444 local match. These funds will be utilized to complete several projects for the Department of Public Works, including:

- Digitization of the storm, water, and sanitary assets citywide.
- Upgrade and enhancements to the Geographical Information System (GIS)
- Purchase of the Cityworks asset management software
- Cleaning and video inspection of sewer and sanitary systems

F. Presentation – Naloxone Deployment in Police Cars & Opiate Awareness Efforts by MACRO

G. Presentation – DPW Open House

H. MISCELLANEOUS

Respectfully submitted,



Mark D. Vanderpool, City Manager



Business of the City Council
Sterling Heights, Michigan

DELIVERED SEP - 1 2016

City Clerk's Use
Item No: /
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To consider the request by FCA US LLC to establish a Plant Rehabilitation District (PRD) at 38111 Van Dyke Avenue (Presentation - Luke Bonner, Senior Economic Development Advisor).

Submitted By: Office of Assessing

Contact Person/Telephone: Dwayne McLachlan, City Assessor / 586-446-2341 and Luke Bonner, Senior Economic Development Advisor / 734-846-9746

Administration (initial as applicable)

Attachments

Table with 4 columns: Initials, Name, Attachment Type, and Description. Rows include City Clerk, Finance & Budget Director, City Attorney, and City Manager.

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

Executive Summary:

On July 1, 2016, FCA US LLC (Applicant) filed an application to establish a Plant Rehabilitation District (PRD) on real property commonly known as 38111 Van Dyke, which is the site the old Sterling Heights Assembly Plant.

In order for any new real property investment to be eligible for tax abatement under an Industrial Facilities Tax Exemption Certificate (IFEC), the subject parcel of real property must be located within an existing PRD.

According to MCL 207.554, the legislative body of a local governmental unit may establish a PRD on one or more parcels upon a written request filed with the Clerk of the governmental unit by the property owner.

The establishment of a PRD does not convey a benefit in the form of an abatement of taxes. Applicant's application for an IFEC will be considered following a public hearing to be scheduled for October 4, 2016.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to adopt the resolution approving the application by FCA US LLC to establish a Plant Rehabilitation District at 38111 Van Dyke Avenue.

**Office of Assessing
Staff Report**

Subject: Plant Rehabilitation District Application
Date: 9/6/2016
Applicant: FCA US LLC
Address: 38111 Van Dyke
Sidwell Number: Part of Parcel A – 10-21-400-012
Submitted By: Dwayne McLachlan, City Assessor and Luke Bonner, Economic Development Advisor
Direct Dial: (586) 446-2341
Email Address: dmclachlan@sterling-heights.net

GENERAL INFORMATION

Section 207.554 of Michigan Compiled Laws provides that the legislative body of a governmental unit may establish a Plant Rehabilitation (PRD) on one or more parcels upon a written request filed by the property owner if the request for the PRD is filed *before* the commencement of the construction of real property improvements or before personal property is installed. In order for a property owner or lessee to apply for an Industrial Facilities Tax Exemption Certificate (IFEC), an industrial property must be located within an **existing** PRD established by the local unit of government.

APPLICANT INFORMATION

FCA US LLC (Applicant) is a world-wide leader in truck and automotive manufacturing. Applicant has had a long-term presence in Sterling Heights with two major manufacturing facilities situated along the west side of Van Dyke, being Sterling Heights Stamping and Sterling Heights Assembly Plant (SHAP). Since requisition of SHAP, Applicant has invested approximately \$1.5 billion associated with the construction and equipping of a new, state-of-the-art paint shop and 1,000,000 square foot assembly plant.

PROJECT INFORMATION

Applicant has publicly announced that SHAP will be the new manufacturing facility for the next generation RAM 1500 pick-up. To accommodate the production of this vehicle, Applicant is committing to the renovation of production facility comprising the old SHAP.

Because Applicant's site selection process was competitive, the City and its strategic partners at MEDC and County of Macomb developed a package of incentives which included the potential for tax abatement under Public Act 198 of 1974.

The PRD is facilitating the rehabilitation of obsolete industrial facilities by providing a tax-incentive to property owners who undertake such projects. The two FCA facilities within the proposed PRD that will be rehabilitated for this project are the former paint facility, which was closed when the new state of the art facility was built, and the main assembly area, which for the purposes of constructing the RAM 1500 Pickup truck, is also obsolete. The benefit of the PRD and the IFEC to be considered on October 4th is a tax freeze at the assessed value of the obsolete facility prior to rehabilitation. The tax freeze will ensure that FCA's property taxes will not increase as a result of this significant investment.

This is the largest one-time corporate investment in Sterling Height's history, and validates the city as an epicenter of economic development activity in the Metro Detroit region.

FCA US is a valued corporate partner in Sterling Heights that provides thousands of jobs that support area neighborhoods and businesses and have an economic impact across the region.

STAFF RECOMMENDATION

City Administration does not oppose the request to postpone consideration of Applicant's application to establish an IDD at this time.

~ Resolution ~

A resolution of the Sterling Heights City Council establishing a Plant Rehabilitation District.

Minutes of the regular meeting of the City Council of Sterling Heights, Michigan, held on the 6th day of September, 2016, at the City Hall, 40555 Utica Road, in Sterling Heights, Michigan, at 7:30 p.m.:

PRESENT:

ABSENT:

The following preamble and resolution were offered by: _____
and supported by: _____.

Resolution Establishing an Industrial Development District for FCA US LLC (Applicant)

WHEREAS, pursuant to PA 198 of 1974, as amended, this City Council has the authority to establish "Plant Rehabilitation Districts" within Sterling Heights; and

WHEREAS, Applicant has petitioned this City Council to establish a Plant Rehabilitation District on its property located in Sterling Heights hereinafter described; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Sterling Heights Sentry newspaper and/or public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on September 6th, 2016 a public hearing was held at which all owners of real property within the proposed Industrial Development District and all residents and taxpayers of Sterling Heights were afforded an opportunity to be heard thereon; and

WHEREAS, the City Council deems it to be in the public interest of Sterling Heights to establish the Plant Rehabilitation as proposed; and

NOW, THEREFORE,

BE IT RESOLVED by the City Council of Sterling Heights that the following described parcel of land situated in Sterling Heights, Macomb County, and State of Michigan, to with:

PARCEL A (Part of Parcel No. 10-21-400-012)

A parcel of land located in the Southeast 1/4 of Section 21, Town 2 North, Range 12 East, City of Sterling Heights, Macomb County, Michigan, being part of Parcel No. 10-21-400-012 and more particularly described as:

Commencing at the Southeast corner of said Section 21; thence along the south line of said Section 21, also being the centerline of 16 Mile Road (60 foot half width), S89°20'50"W, 666.00 feet; thence N00°06'00"E, 60.01 feet to the north line of 16 Mile Road and the Point of Beginning; thence along said north line, S89°20'50"W, 1461.55 feet to the east line of Parcel No. 10-21-400-009; thence along said east parcel line, N00°08'30"E, 600.00 feet; thence along the north line of said parcel, S89°20'50"W, 490.00 feet to the east line of Michigan Central Railroad; thence along said east line, N00°08'30"E, 1937.33 feet; thence N89°55'11"E, 2500.51 feet to the west line of Van Dyke Avenue (variable width); thence along said west line the following three (3) courses: 1) S00°00'40"E, 422.13 feet; 2) N89°59'20"E, 6.00 feet and 3) S00°00'40"E, 1820.06 feet to the north line of Parcel No. 10-21-400-010; thence along said north line, and the north lines of Parcel No. 10-21-400-006 and 10-21-400-002, S89°20'50"W, 561.24 feet to the west line of Parcel 400-002; thence along said west line, S00°07'24"W, 270.01 feet to the aforementioned north line of 16 Mile Road and the Point of Beginning. Containing 135.186 acres of land, more or less is established as a Plant Rehabilitation District pursuant to the provisions of PA 198 of 1974, as amended.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of Sterling Heights, County of Macomb, Michigan, at a regular meeting held the 6th day of September, 2016.

Mark Carufel, City Clerk



Business of the City Council
Sterling Heights, Michigan

City Clerk's Use
Item No: 2
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To consider the request by Chalk Spade Investments (USA), Inc. to establish an Industrial Development District (IDD) at 7191 Seventeen Mile Road (Presentation – Luke Bonner, Senior Economic Development Advisor).

Submitted By: Office of Assessing

Contact Person/Telephone: Dwayne McLachlan, City Assessor 586-446-2341 / Luke Bonner, Senior Economic Development Advisor / 734-846-9746

Administration (initial as applicable)

Attachments

	City Clerk	___	Resolution	___	Minutes
	Finance & Budget Director	___	Ordinance	<u> x </u>	Plan/Map
	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:

Chalk Spade Investments (USA), Inc. (Applicant) has made application to the City to establish an Industrial Development District (IDD) on real property commonly known as 7191 Seventeen Mile Road. Applicant acquired the site of the former Sunnybrook Golf and Bowling to facilitate the development of a new manufacturing facility for Ultra Manufacturing (USA), Inc., d/b/a Mitchell Plastics. The new real property investment is estimated at \$13,500,000 and will generate an estimated 122 new jobs. In order for any new real property investment to be eligible for tax abatement under an Industrial Facilities Tax Exemption Certificate (IFEC), the subject parcels of real property must be located within an existing IDD.

According to MCL 207.554, the legislative body of a local governmental unit may establish an IDD on one or more parcels upon a written request filed with the Clerk of the governmental unit by the property owner. Before establishing an IDD, the legislative body shall give notice to the property owner and hold a public hearing at which time the owner, other residents, and/or taxpayers shall have a right to appear and be heard.

The establishment of an IDD does not convey a benefit in the form of an abatement of taxes. Applicant's application for an IFEC will be considered following a public hearing to be scheduled for October 4, 2016.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to adopt the resolution approving the application by Chalk Spade Investments (USA), Inc. to establish an Industrial Development District at 7191 Seventeen Mile Road.

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**Office of Assessing
Staff Report**

Subject: Industrial Development District Application
Date: 9/6/2016
Applicant: Chalk Spade Investments (USA), Inc.
Address: 7191 Seventeen Mile Road
Sidwell Numbers: 10-16-401-005-000
Submitted By: Dwayne McLachlan, City Assessor and Luke Bonner, Senior Economic Development Advisor
Direct Dial: (586) 446-2341
Email Address: dmclachlan@sterling-heights.net

GENERAL INFORMATION

Section 207.554 of Michigan Compiled Laws provides that the legislative body of a governmental unit may establish an Industrial Development District (IDD) on one or more parcels upon a written request filed by the property owner if the request for the IDD is filed *before* the commencement of the construction of real property improvements or before personal property is installed. In order for a property owner or lessee to apply for an Industrial Facilities Tax Exemption Certificate (IFEC), the industrial property must be located within an **existing** IDD established by the local unit of government.

APPLICANT INFORMATION

Chalk Spade Investments (USA), Inc. (Applicant) acquired the former Sunnybrook Golf and Bowling in July, 2016. The acquisition will facilitate the development of a new manufacturing facility for Ultra Manufacturing (USA), Inc., d/b/a Mitchell Plastics.

PROJECT INFORMATION

The most immediate development at the site of the former Sunnybrook Golf and Bowling will be a new manufacturing facility for Ultra Manufacturing (USA), Inc., d/b/a Mitchell Plastics. A real property investment of \$13,500,000 will result in the construction of a 200,000 square foot manufacturing facility to be operated by Mitchell Plastics, a tier one supplier of automotive interior mechanisms and decorative components. Mitchell Plastics is a full service supplier capable of product concept, design, development, testing and manufacturing. Mitchell Plastics has experienced rapid growth over the last five years, with employment increasing has grown by 75 percent. Mitchell Plastics currently employs 2,200 people at facilities operated in Ontario, Canada, Alabama, Indiana, Michigan, Germany and Mexico. Mitchell Plastics currently employs 18 people at its U.S. Sales and Engineering office in Troy.

Once fully constructed and equipped, Mitchell Plastics' new manufacturing facility will produce parts for FCA US and General Motors.

Applicant will also be developing the remainder of the property comprising the IDD as a premier industrial park to be known as Sterling Enterprise Park.

STAFF RECOMMENDATION

Because Applicant is the legal owner of the subject real property and the application to establish an Industrial Development District on the subject property is being considered prior to the commencement of the real property improvements, the recommendation is for approval.

~ Resolution ~

A resolution of the Sterling Heights City Council establishing an Industrial Development District.

Minutes of the regular meeting of the City Council of Sterling Heights, Michigan, held on the 6th day of September, 2016, at the City Hall, 40555 Utica Road, in Sterling Heights, Michigan, at 7:30 p.m.:

PRESENT:

ABSENT:

The following preamble and resolution were offered by: _____
and supported by: _____.

Resolution Establishing an Industrial Development District for Chalk Spade Investments (USA), Inc. (Applicant)

WHEREAS, pursuant to PA 198 of 1974, as amended, this City Council has the authority to establish "Industrial Development Districts" within Sterling Heights; and

WHEREAS, Applicant has petitioned this City Council to establish an Industrial Development District on its property located in Sterling Heights hereinafter described; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Sterling Heights Sentry newspaper and/or public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on September 6th, 2016 a public hearing was held at which all owners of real property within the proposed Industrial Development District and all residents and taxpayers of Sterling Heights were afforded an opportunity to be heard thereon; and

WHEREAS, the City Council deems it to be in the public interest of Sterling Heights to establish the Industrial Development District as proposed; and

NOW, THEREFORE,

BE IT RESOLVED by the City Council of Sterling Heights that the following described parcel of land situated in Sterling Heights, Macomb County, and State of Michigan, to with:

T2N, R12E SEC 16 COMM AT SE COR SEC 16; TH N89°23'00"W 1325.88 FT TO POB; TH N89°23'00"W 1309.05 FT; TH N00°06'37"E 2598.68 FT; TH N00°00'57"E 1317.08 FT; TH S89°36'02"E 1329.40 FT; TH S00°29'29"W 1314.36 FT; TH S00°21'08"W 33.63 FT; TH S89°24'55"E 241.86 FT; TH S38°57'44"E 168.59 FT; TH N89°24'55"W 348.67 FT; TH S00°21'08"W 660.99 FT; TH S89°28'16"E 596.50 FT; TH S00°10'24"W 99.30 FT; TH S89°11'13"E 411.84 FT; TH S00°10'00"W 65.0 FT; TH S89°30'28"E 222.86 FT; TH S00°40'23"W 327.65 FT; TH N88°52'45"W 554.92 FT; TH S00°41'01"W 905.65 FT; TH N89°23'00"W 167.27 FT; TH N00°33'33"E 260.00 FT; TH S89°23'00"W 335.17 FT; TH N00°21'24"E 42.98 FT; TH S59°19'00"W 195.74 FT; TH S00°14'00" W 590.24 FT TO POB. 142.36 AC. 02-21-05: Split/Comb 10-16-476-008 & 10-16-401-004 into 10-16-476-029 & 10-16-401-005; is established as an Industrial Development District pursuant to the provisions of PA 198 of 1974, as amended.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of Sterling Heights, County of Macomb, Michigan, at a regular meeting held the 6th day of September, 2016.

Mark Carufel, City Clerk



**Business of the City Council
Sterling Heights, Michigan**

Delivered SEPT 1, 2016

City Clerk's Use
Item No: 3 A-P
Meeting: 09/06/16

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)

Attachments

- | | | |
|---|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Resolution | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Finance & Budget Director | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Plan/Map |
| <input type="checkbox"/> City Attorney (as to legal form) | <input type="checkbox"/> Contract | <input type="checkbox"/> Other |
| <input type="checkbox"/> City Manager | | |

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

Suggested Action:

MOVED BY:

SECONDED BY:

- 3. A. Approval of Minutes
Regular Meeting of August 16, 2016**
- B. Approval of Bills**
- C. To approve an agreement for reclassification services between the City of Sterling Heights and Rahmberg, Stover and Associates (Estimated expenditure in fiscal year 2016/17 of \$11,000).**
- D. To accept a proposal by Empco, Inc. for promotional testing services for the position of police sergeant (Estimated expenditure in fiscal year 2016/17 of \$21,000).**
- E. To approve a contractual services agreement between the City of Sterling Heights and Alpha Psychological Services P.C., Inc. for police officer and firefighter pre-employment psychological evaluations (Estimated expenditure in fiscal year 2016/17 of \$11,000).**
- F. To accept a proposal by GISinc. to upgrade the geographical information system (GIS) (Total expense of \$68,600 – 90% funded through a Stormwater, Asset Management, and Wastewater (SAW) Grant).**

- G. To award a bid for the washing, cleaning, and reconditioning of City-owned vehicles for a two-year period at unit prices bid (Estimated annual expenditure of \$18,000).**
- H. To purchase nine 2017 Ford Interceptor police pursuit vehicles and one 2017 Chevrolet Tahoe SUV through cooperative bids (Total expenditure of \$277,861).**
- I. To purchase a Pierce Ascendant PUC 107' aerial ladder fire truck and accessories through a Houston-Galveston Area Council cooperative bid (Total expenditure of \$825,000).**
- J. To adopt a resolution directing the City Engineer to fulfill the requirements of City Code §47-6 in preparation for a public hearing on the Gardner Street East Asphalt Paving Special Assessment District, City Project #14-257.**
- K. To set a public hearing to consider the request by FCA US LLC for an Industrial Facilities Tax Exemption Certificate at 38111 Van Dyke.**
- L. To set a public hearing to consider the request by Ultra Manufacturing USA, Inc. for an Industrial Facilities Tax Exemption Certificate at 7191 17 Mile Road.**
- M. To set a public hearing to consider the request by Ring Screw, LLC for an Industrial Facilities Tax Exemption Certificate at 6125 18 Mile Road.**
- N. To approve the application for a Type B Amusement Device License for Cora & Toma Management, Inc., d/b/a Al Shoroq Restaurant for 33120 Ryan Rd., Sterling Heights, MI 48310.**
- O. To authorize the City Attorney to pursue all available remedies to abate the nuisance condition existing at 35235 Mound Road.**
- P. To receive the lawsuit, *American Islamic Community Center, Inc. v City of Sterling Heights*, United States District Court for the Eastern District of Michigan Case No. 2:16-cv-12920-GAD-EAS.**

*Delivered September 1, 2016
Agenda Item 3-A
Meeting: 09/06/16*

UNOFFICIAL MINUTES

CITY OF STERLING HEIGHTS

MINUTES OF REGULAR MEETING OF CITY COUNCIL

TUESDAY, AUGUST 16, 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: Jeffrey Bahorski, Assistant City Manager; Marc D. Kaszubski, City Attorney; Mark Carufel, City Clerk; Carol Sobosky, 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 the City Offices will be closed for the entire Labor Day weekend, including Friday, September 2, and refuse pick-up will be delayed by one day through the end of that week and going into Saturday.

Mr. Vanderpool informed that tomorrow is National Night Out from 6:30 p.m. to 9 p.m. at the Sterling Heights Police Department. He explained the event will include demonstrations of public safety equipment, and emergency service personnel will speak to residents about established volunteer programs such as Citizens' Emergency Response Team (CERT), Neighborhood Watch and Citizens on Patrol (COPS). There will also be raffles, prizes and refreshments, and all Sterling Heights families are invited to attend.

Mr. Vanderpool reported that, due to the ongoing extensive restoration efforts along the Clinton River corridor as part of a \$4 million grant received to clean out the river, the bike path will be closed from Edison Court to the Dodge Park Bridge for the next three weeks. He stated this closure is in the best interest of the safety of the trail and path users due to the heavy machinery and equipment being used. He informed that updates on the progress of these restoration efforts will be available at the "Cone Zone" link on the city's website.

Mr. Vanderpool reported that the library began a new early literacy campaign entitled "1000 Books Before Kindergarten". The program is another way to encourage young readers, and parents can keep track of their child's reading progress with a structured booklet. There are small prizes offered for every 100 books read, with a larger prize awarded when the child reaches the 1,000-book

goal. He added that there is more information about this interesting program on the library's website.

Mr. Vanderpool requested that at the end of tonight's City Council meeting, the Council convene in closed session to consider three attorney-client privileged and confidential communications from legal counsel and to discuss strategy in connection with pending litigation. He stated that concludes his report for this evening.

PRESENTATION

Mayor Taylor introduced a video prepared by Sterling Heights TV to showcase the "Nice Neighbor" being honored this evening.

Councilwoman Koski presented the "Nice Neighbor" award to Mr. Brian Brooks, aka "Spaghetti Man", nominated by Mr. Jeff Norgrove.

ORDINANCE ADOPTION

1. Mayor Taylor inquired as to whether there were any citizen comments.

There were no citizen comments.

Moved by Romano, seconded by Schmidt, **RESOLVED**, TO ADOPT THE ORDINANCE AMENDING Chapter 8, Sections 8-28 and 8-28A of the City Code, to update the City's requirements relating to dangerous and potentially dangerous dogs.

Mayor Pro-Tem Romano stated he felt this was covered at the last meeting and he is satisfied with the proposed ordinance.

Yes: All. The motion carried.

CITY OF STERLING HEIGHTS
MACOMB COUNTY, MICHIGAN
ORDINANCE NO. 449

AN ORDINANCE TO UPDATE CHAPTER 8 OF THE CITY CODE GOVERNING
DANGEROUS DOGS

THE CITY OF STERLING HEIGHTS ORDAINS:

SECTION 1. Section 8-28 of Chapter 8 of the City Code shall be amended to read as follows:

8-28. POTENTIALLY DANGEROUS DOGS.

The purpose of this section is to establish a procedure for identifying dogs that pose a potential or significant threat to the safety of people, animals, or property, to impose precautionary restrictions on such dogs in an effort to prevent a serious injury from occurring, and to promote responsible ownership of all dogs within the city.

(A) Determination of a potentially dangerous dog. The determination that a dog is potentially dangerous shall be based on the following specific behaviors exhibited by the dog:

(1) Menaces, chases, displays threatening or aggressive behavior toward, or otherwise threatens or endangers the safety of a person or domestic animal.

(2) Causes injury to a person or domestic animal that is less than a severe injury. For purposes of this section, the term "severe" injury means permanent, serious disfigurement, serious impairment of health, or serious impairment of a bodily function.

(3) Aggressively bites a person or domestic animal. For purposes of this section, the term "aggressively bites" means the dog physically bit the person or animal in a manner not normally associated with playfulness or accidental behavior while exhibiting objective signs of aggression, attack behavior, or intent to harm. The damage inflicted by a bite, or lack thereof, may also be used by animal control officials as a factor in determining whether a bite was aggressive.

(4) Any of the behaviors listed above exhibited in another community and documented in an official report of any law enforcement or animal control agency.

(B) Notice of determination and right of appeal. An animal control officer shall have the authority to make a determination that a dog is potentially dangerous if the animal control officer concludes the dog has exhibited the behaviors specified in this section. The owner or keeper of a

dog determined to be potentially dangerous shall be provided with a notice containing the following information:

(1) A summary of the findings that form the basis for the determination that the dog is potentially dangerous.

(2) Notice of requirements necessary to possess a potentially dangerous dog in the city.

(3) Notice of the right to submit a written appeal of the determination that the dog is potentially dangerous to the Board of Ordinance Appeals within 10 calendar days from the date of the notice. The notice shall:

(a) Provide instructions for taking an appeal;

(b) Indicate that the appeal will be considered at the next regular meeting of the Board of Ordinance Appeals to be held at least 3 calendar days from the date of the notice, unless an earlier meeting is scheduled and the owner requests in writing for the appeal to be heard at that meeting;

(c) Indicate that the determination that the dog is potentially dangerous is final and conclusive if an appeal is not taken; and

(d) Indicate that ownership of the dog will be deemed forfeited to the city if any of the following occur:

a. An appeal is not taken and the owner has not secured permanent relocation of the dog or satisfied all of the requirements set forth below for possession of a potentially dangerous dog within 14 calendar days from the date of the notice.

b. The Board of Ordinance Appeals upholds the determination that the dog is potentially dangerous and the owner or keeper has not secured permanent relocation of the dog or satisfied all of the conditions set forth in this section, and any other conditions established by the Board, for possessing the potentially dangerous dog within 14 days of the appeal hearing.

c. Animal control and the Board of Ordinance Appeals shall have the authority, but no obligation, to extend any of the deadlines set forth in this subsection for demonstrable good faith progress toward relocation of the dog or toward satisfaction of the possession requirements.

(4) Notice of the right to request removal of the potentially dangerous classification after the dog has resided and been licensed within the city for a minimum of 3 full years following the date the dog is licensed with the City as a potentially dangerous dog without any violations of the conditions required for keeping the potentially dangerous dog and without any new incidents

involving behavior by the dog that would qualify for a potentially dangerous determination pursuant to this section. The removal request shall be sent in writing to animal control. The decision to remove the potentially dangerous classification shall be made in the first instance by animal control upon a review of the history of the dog and its residence for the 3 years preceding the date of the removal request, including a premises inspection and an inspection of the dog to ensure that the conditions set forth in this section have been followed. If the request is denied, the owner may appeal the denial to the Board of Ordinance Appeals within 10 calendar days. Owners shall only be permitted one request and one appeal during any 12-month period.

(C) Mitigating circumstances. An animal control officer shall have discretion to refrain from making a potentially dangerous determination if the animal control officer determines that the behavior was the result of the victim abusing or tormenting the dog, was directed toward a trespasser or person committing or attempting to commit a crime, involved accidental or instinctive behavior while playing, did not involve a significant injury, or other similar mitigating or extenuating circumstances.

(D) Impoundment. A dog that is determined to be potentially dangerous shall be removed from the City and placed with the Macomb County Animal Shelter or, in the discretion of Animal Control, the owner may authorize placement of the dog at a residential home outside of the City, or with a qualified rescue organization or qualified dog lodging business, during any quarantine period and until the owner has either confirmed a new place of residence for the dog outside of the City or has exhausted any appeals permitted by this section. If the dog is not being housed at the Shelter, it must first be microchipped with all information required by Animal Control. All impoundment, lodging, and microchipping costs are the sole responsibility of the dog's owner.

(E) Requirements for possession of a potentially dangerous dog. If the owner of the dog requests that the dog be permitted to return to the City, its return shall not be permitted until the following requirements have been satisfied:

(1) Animal control shall confirm the following:

- a. The owner or keeper shall install secure fencing at the property where the dog will reside which is maintained in good repair with self-locking ingress or egress gates. The fencing may be any combination of chain link fencing and/or privacy fencing, shall only be installed upon obtaining all required fence permits from the City, and shall pass all required inspections prior to the dog's return to the property,
- b. When removed from the property of the owner or keeper, a potentially dangerous dog shall always be restrained by a secure leash of no more than four feet in length and under the control of a capable person.

- c. A potentially dangerous dog shall have a microchip implanted by a licensed veterinarian. The microchip shall contain the name and approximate age of the dog, its classification as potentially dangerous, and the name, address, and telephone number of the registered owner.
- d. The owner shall obtain and maintain public liability insurance with policy coverage in the minimum amount of \$250,000.
- e. Two recent color photographs of the dog, which clearly show the color and approximate size of the animal, shall be provided to animal control.
- f. The potentially dangerous dog shall meet the requirements of the AKC's Canine Good Citizen Program, or its equivalent, to the satisfaction of animal control. Dogs that are under one year of age are ineligible for the AKC Canine Good Citizen Program, so such dogs must be enrolled in or have completed the AKC START Program or an equivalent approved by animal control. The dog may not return to its City residence until these requirements have been met, but it may be kept at a qualified rescue or dog housing business until proof of successful completion of the program is submitted to, and acknowledged by, animal control and the city clerk. For every future violation of this chapter for which a dog may be determined to be potentially dangerous which occurs after the dog has completed the requirements of this subsection and been properly registered under this section, additional training or testing, including but not limited to renewing the dog's compliance with this subsection, may be imposed by animal control as a condition of continuing to keep the dog within the city unless the dog's status is changed to dangerous due to the nature or frequency of the new violation(s).
- g. The potentially dangerous dog, if over 12 weeks old, has been spayed or neutered.
- h. All impoundment and lodging costs have been paid by the owner.

(2) Before the dog returns to any property within the city other than a qualified rescue organization or a boarding business, the owner of a potentially dangerous dog shall ensure that the dog's license is current and shall register the dog with the city clerk as a potentially dangerous dog with all information required by the city clerk's potentially dangerous dog registration form, as well as the following:

- a. Proof of animal control's certification that the required fence, self-locking gate, and leash have all been procured for the dog.
- b. Proof of microchipping and the information contained on the microchip. The owner shall ensure that the microchip information provided to the city is kept up to date.

- c. Proof of the required insurance policy.
- d. Proof of the successful completion of the required training and temperament testing.
- e. Two recent color photographs of the dog, which clearly show the color and approximate size of the animal.

(3) The owner or keeper of a potentially dangerous dog must, within 10 business days, report to the city clerk if the dog has been permanently removed from the city, has died, or has relocated within the city. The new address of a relocated potentially dangerous dog shall be provided as part of the report to the city clerk.

(4) After its initial registration, a potentially dangerous dog shall be registered with the city clerk annually and its owner or keeper shall pay a registration fee established by the city's annual appropriations ordinance. This registration and fee shall be in addition to any other requirements for annual licensing of an animal.

(E) Visiting Dogs. Any dog that does not reside within the city and is licensed by another community but which is determined to be a potentially dangerous dog pursuant to this section shall not be subject to the conditions for possessing a potentially dangerous dog within the city, except that the dog shall be microchipped before its release, all impound and microchipping costs shall be paid by the owner, and its owner and keeper shall be advised by animal control that the dog is not to return unless all of the conditions for possessing a potentially dangerous dog are first satisfied. In the event the dog is subsequently in the city without full compliance with the requirements for possessing a potentially dangerous dog, the person harboring or possessing the dog shall be subject to the penalties set forth in subsection (F).

(F) Penalties.

(1) Except as provided in division (F)(2), any person who owns, harbors, keeps, or possesses a potentially dangerous dog in violation of any of the requirements of this section for possessing a potentially dangerous dog, or who in any way aids or abets such ownership, harboring, keeping, or possession, shall be responsible for a municipal civil infraction. The fine for a first violation shall be \$500; for a second violation, \$750; and for all subsequent violations, \$1,000 per violation. The court may only waive or reduce these fines in cases of financial hardship, upon good cause shown, if the offender forfeits all ownership and possessory rights to the offending dog and forfeits future dog ownership and possessory rights until the offender has successfully completed animal ownership educational training satisfactory to the city's animal control officers and for a period of time determined appropriate by the court.

(2) In addition to the civil penalties set forth in division (F)(1), a potentially dangerous dog shall be subject to immediate impoundment by an animal control officer if it is determined that the dog is owned, possessed, harbored or maintained in violation of this section. The animal

control officer shall issue a notice to the owner or keeper of the potentially dangerous dog which indicates the hearing date at which the city's Board of Ordinance Appeals will address the violations. The city shall provide notice of the hearing to any victim and/or any owner of an animal victimized by the potentially dangerous dog.

(3) Any hearing scheduled for consideration by the Board of Ordinance Appeals shall be administratively canceled if the owner or keeper withdraws the requested appeal, corrects all correctable violations to the satisfaction of animal control, satisfies the conditions for possessing a potentially dangerous dog, permanently relocates the dog to the satisfaction of animal control, or forfeits ownership rights to the potentially dangerous dog prior to the scheduled Board hearing,. The owner or keeper shall be responsible for all impound fees and costs, regardless of whether the hearing is held or canceled. If a hearing is held, the Board shall:

(a) Determine whether the status of the dog as potentially dangerous shall be upheld and, if so, the conditions applicable for return of the potentially dangerous dog to the owner or keeper, including but not limited to deadlines for correcting any uncorrected violations and random inspections of the premises and the potentially dangerous dog by an animal control officer, with the owner or keeper responsible for payment of inspection fees established by the city's annual appropriations ordinance. In the event of noncompliance, the Board may impose conditions on removal from the city that are rationally related to the public interest in protecting others from any potential future harm that could be caused by the potentially dangerous dog. Failure to comply or remove the dog in accordance with the decision of the Board within the timeframe established by the Board shall result in forfeiture of ownership rights to the dog in favor of the city, in which event animal control shall determine the final placement or disposition of the dog.

Statutory reference:

Dangerous animals, see M.C.L. § 287.321 et seq.

SECTION 2. Section 8-28A of Chapter 8 of the City Code shall be amended to read as follows:

8-28A. DANGEROUS DOG.

(A) Determination of a dangerous dog. The determination that a dog is dangerous shall be based on the following specific behaviors exhibited by the dog:

(1) Exhibits aggressive behaviors that result in further incidents or complaints after having been determined to be a potentially dangerous dog.

(2) Causes severe injury to a person or domestic animal. For purposes of this section, the term "severe" injury means permanent, serious disfigurement, serious impairment of health, or serious impairment of a bodily function.

(3) Kills a person or domestic animal.

(4) Its use in the commission of a crime, including but not limited to dog fighting and guarding of illegal operations.

(B) Notice of determination. The definition of “dangerous animal” in § [8-3](#) shall continue for purposes of issuing violations for harboring a dangerous or vicious animal pursuant to § [8-8](#). An animal control officer shall have the additional authority to make a determination that a dog is to be classified as dangerous under this article if the animal control officer concludes the dog has exhibited the behaviors specified in this section. The owner or keeper of a dog determined to be dangerous shall be provided with a notice containing the following information:

(1) A summary of the findings that form the basis for the determination that the dog is dangerous.

(2) Notice of the prohibition of dangerous dogs within the city.

(3) Notice of the right to appeal, as set forth below.

(C) Mitigating circumstances. An animal control officer shall have discretion to refrain from making a determination of a dangerous dog if the animal control officer determines that the behavior was the result of the victim abusing or tormenting the dog, was directed toward a trespasser or person committing or attempting to commit a crime, or other similar mitigating or extenuating circumstances. The animal control officer retains discretion, however, to classify the dog as potentially dangerous if the mitigating circumstances do not completely dispel concern about the dog's future behaviors.

(D) Impoundment and euthanization. A dangerous dog is not permitted within the city, shall be immediately impounded, and shall be euthanized not less than 10 calendar days after a determination is made by an animal control officer.

(E) Right of appeal. The animal control officer shall issue a notice to the owner or keeper of the right to appeal the determination that a dog is dangerous to the Board of Ordinance Appeals within 10 calendar days from the date of the notice. The notice shall provide instructions for taking an appeal and indicate that the determination is final and conclusive if an appeal is not taken. The city shall provide notice of the hearing to any victim and/or any owner of an animal victimized by the dangerous dog. If the owner forfeits ownership rights to the dangerous dog or obtains written permission to relocate the dog to another municipality from that municipality's chief administrative officer or chief animal control official prior to the scheduled Board hearing, the matter shall be administratively withdrawn from the agenda. If relocation permission is obtained, the dog shall first be microchipped at the owner's expense with all information required by animal control, including the dog's designation as dangerous in Sterling Heights and information referencing the city's incident report(s). The owner or keeper shall be responsible for all impound fees and costs, regardless of whether the dog is forfeited, removed from the city,

or a hearing is held. If a hearing is held, the Board shall determine whether the dog is dangerous and subject to forfeiture and euthanization.

SECTION 3. All other provisions of the Code of Ordinances not specifically amended shall remain in full force and effect.

SECTION 4. This ordinance shall become effective immediately upon publication of a notice of adoption.

This ordinance was introduced at a regular meeting of the City Council of the City of Sterling Heights on the 3rd day of August, 2016, and was duly adopted at a regular meeting of the City Council of the City of Sterling Heights on the 16th day of August, 2016.

MICHAEL C. TAYLOR, Mayor

MARK CARUFEL, City Clerk

INTRODUCED: 08-03-16
ADOPTED: 08-16-16
PUBLISHED: 08-24-16
EFFECTIVE: 08-24-16

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 August 3, 2016, as presented.

B. To approve payment of the bills as presented: General Fund - \$1,683,387.26, Water & Sewer Fund - \$1,792,890.32, Other Funds - \$3,769,487.88, Total Checks - \$7,245,765.46.

- C. **RESOLVED**, to award the bid for Schoenherr Road Sidewalk – 17 Mile Road to Clinton River Road, City Project #16-288, to Z Contractors, Inc., 50500 Design Lane, Shelby Township, Michigan 48315 in the amount of \$299,999.00, and authorize the Mayor and City Clerk to sign all required documents on behalf of the City.
- D. **RESOLVED**, to award a bid for 15 Mile Road Resurfacing, Schoenherr Road to Morningdale, Drive, City Project #14-259, to Pro-Line Asphalt Paving Corp., 11797 29 Mile Road, Washington, MI 48095, in the amount of \$997,861.37 and authorize the Mayor and City Clerk to sign the contract on behalf of the City.
- E. **RESOLVED**, to approve final payment to Z Contractors, Inc., 50500 Design Lane, Shelby Township, MI 48315, in the amount of \$57,578.00, plus interest on retainage, for the Richard J. Notte City Center Improvements – Phase I, City Project #14-251.
- F. **RESOLVED**, to approve final payment to Pro-Line Asphalt Paving Corp., 11797 29 Mile Road, Washington, MI 48095, in the amount of \$55,298.45, plus interest on retainage, for the 19 ½ Mile Road Reconstruction, Merrill Drive to Utica Road, City Project #14-255.
- G. **RESOLVED**, to designate Mark D. Vanderpool as the voting delegate for the City of Sterling Heights at the Annual Business Meeting of the Michigan Municipal League to be held on September 14, 2016.

- H. **RESOLVED**, to adopt the resolution designating September 17th – 23rd,
2016 as *Constitution Week* in the City of Sterling Heights.

~ Resolution ~
Sterling Heights City Council

A resolution of the Sterling Heights City Council designating September 17th through September 23rd, 2016 as *Constitution Week* in the City of Sterling Heights

Whereas, the Constitution of the United States of America sets forth this Nation's fundamental laws, providing the framework for its governance and the principles under which it must operate; and,

Whereas, signed on September 17, 1787 by 55 delegates to the Constitutional Convention in Philadelphia's Independence Hall, the Constitution and its amendments were written to define and protect the rights and liberties of all American citizens, and were intended to endure for ages to come; and,

Whereas, through the years, the Constitution has been amended to meet the changing needs of the American people, but continues to protect our rights as citizens by exercising the principle "to rule by law, not by men;" and,

Whereas, it is of great importance that all citizens fully understand the provisions and principles of the Constitution in order to support, preserve, and defend it against all encroachments; and,

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as *Constitution Week*.

Whereas, to commemorate the 229th anniversary of the Constitution of the United States of America and to encourage patriotism and reaffirmation of the ideals set forth by our Founding Fathers, the General Josiah Harmar Chapter of the Daughters of the American Revolution, Sterling Heights, MI, encourages all citizens to observe *Constitution Week*.

NOW, THEREFORE,

BE IT RESOLVED, that the City Council of the City of Sterling Heights, County of Macomb, and State of Michigan, hereby designates September 17th through September 23rd, 2016 as *Constitution Week* in the City of Sterling Heights and encourages residents to proudly fly the flag of the United States, celebrate the freedoms guaranteed by the Constitution, and reaffirm their commitment as citizens of this great nation to uphold the duties and responsibilities that good citizenship requires.

IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Sterling Heights to be affixed hereto on August 16, 2016.

Mark Carufel, City Clerk

Yes: All. The motion carried.

CONSIDERATION

3. Ms. Katie Juneau, Vice-President of KUKACARES, a Michigan non-profit corporation, explained that they held a Wild Game dinner last year, but were not able to hold any raffles or other fundraising activities. She stated that their non-profit corporation serves Macomb, Oakland and Wayne Counties through Kuka Systems and ten of their suppliers.

Moved by Ziarko, seconded by Schmidt, **RESOLVED**, that the request from KUKACARES of Sterling Heights, County of Macomb, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license, be considered for approval; provided, however, that this action is not an endorsement of the organization and the City of Sterling Heights should not be listed on any promotional materials associated with their charitable gaming activities.

Councilwoman Ziarko stated this is routine and this particular recognition is needed in order to obtain a gaming license, and she added the City asks that they use good judgment in their fundraising. She wished them good luck in their endeavors.

Mayor Taylor wished the applicant well, felt they have a good mission and he hoped they will be able to raise a lot of money for the organizations they support.

Yes: All. The motion carried.

4. Mr. Anthony Hanna, applicant, explained his background in insurance and stated he is a college student studying economics, a realtor, a medical distributor, and he now owns a restaurant in Sterling Heights. He stated he has taken all certifications related to food safety, adding that although he did not have any bar managers or restaurant managers at the time of his application, he has since met and employed a 32-year veteran bartender who will be his bar manager. He also has a restaurant manager who has experience serving liquor. He felt confident that, with the bar manager and restaurant manager in place, he is prepared to operate the restaurant/bar.

There were no citizen comments.

Moved by Romano, seconded by Skrzyniarz, **RESOLVED**, to deny the request to transfer ownership of an escrowed 2016 Class C liquor license located at 7750 Metropolitan Parkway, Sterling Heights, MI 48312 from Z & A Holdings, Inc. to Mona Lisa Restaurant and Banquets, Inc., with Sunday sales (a.m. and p.m.), new dance-entertainment permit, catering permit and outdoor service, be considered for disapproval based on the following reasons:

- A. Applicant's owner has no management experience whatsoever in the operation of a liquor licensed business. There is no evidence that a manager

- with requisite experience will be available to mitigate the owner's inexperience.
- B. The owner's limited managerial experience, no restaurant management experience, no liquor license experience, combined with no immediate plans to hire an experienced manager, will put the health, safety and welfare of the general public at risk.
- C. The Applicant's proposal lacks a coherent, well-conceived business plan that increases the likelihood that the proposed liquor licensed establishment will succeed. There is potential for the sale of liquor becoming the primary source of revenue for Applicant.

Mayor Pro-Tem Romano commended the applicant for being an entrepreneur and having worked hard. He emphasized this is not a "vault-closed door" but the City needs to see some items resolved. If at some time in the future the City Council, the Police Department and Liquor Control Commission are satisfied, he invited the petitioner to come back at that time for consideration.

Councilman Skrzyniarz agreed with Mayor Pro-Tem Romano and advised the applicant that he has the opportunity to run the business well over the next weeks and months, and to operate the restaurant well as far as the food, and the fact that he is running a successful business will help him if he chooses to pursue the liquor license in the future.

Councilwoman Schmidt questioned Mr. Kaszubski as to whether this liquor license can still be transferred through the State of Michigan even if City Council denies the request.

Mr. Kaszubski replied that is correct.

Councilwoman Schmidt agreed with the comments of her colleagues, and commended the applicant for cleaning up the property. She wished him well and hoped he will come back at a later date.

Mayor Taylor commended the applicant for what he is doing, and felt he will be a successful business owner for many years; however, he would have a difficult time approving this tonight because the applicant does not have any liquor experience that they are looking for with applicants. He acknowledged that there has been a change in the last few years with the Liquor Control Commission no longer requiring the approval of the municipality for transfers. He hoped Mr. Hanna will take to heart what the City Council is requesting of him and take the safety of the community seriously. He stated that the 16 Mile/Van Dyke area should be good for business, although the last restaurant at that location was not able to stay open. He recommended the applicant go through the TIPS training, and if he gets the license transfer, he recommended Mr. Hanna hire experienced bar managers and waitresses who are also TIPS-trained.

Mr. Hanna stated his bar manager has had TIPS training.

Mayor Taylor wished the applicant well and encouraged him to come back in the future.

Councilwoman Ziarko understood that in the past, if a liquor license was being transferred to a new owner at the same location, they were able to continue to serve alcohol and the transfer would come later. She inquired as to whether that could happen in this situation.

Mr. Kaszubski replied that, to his knowledge, the liquor license is in escrow so until the Liquor Control Commission gives him permission to use the license or it is transferred into the new name of the new ownership, it cannot be used.

Yes: All. The motion carried.

COMMUNICATIONS FROM CITIZENS

Ms. Jazmine Early – National Night Out, *Re*Creating Recreation Initiative.

Mr. Charles Jefferson – National Night Out, Dooley’s Bar and Grill leaving Sterling Heights, social media policy, look into new ways of voting to make it easier for residents, road projects for next year.

Mr. George Parker – Parks and Recreation ballot language, *Re*Creating Recreation Initiative.

Mr. John Spica – Closed Session subject matter.

REPORTS FROM CITY ADMINISTRATION AND CITY COUNCIL

Mr. Vanderpool responded to questions from residents. With regard to the proposed work on M-59 next year, there will be three lanes of traffic remaining open in both directions. MDOT will be going into the median and installing temporary lanes so there will be no need for road closures during the construction.

He stated that they are delaying some of their other road work, specifically on Canal Road, until after the work on M-59 is completed.

Mr. Vanderpool clarified that, in regard to the *ReCreating Recreation Initiative*, the Community Center is proposed to cost \$22 million, and there is a complete breakdown of all of the project costs on the *ReCreating Recreation Initiative* link on the city's website. He summarized what is included in the total project cost of \$45 million.

Mr. Kaszubski stated he has nothing further to report other than to confirm the Council will be going into Closed Session this evening.

Mayor Taylor clarified a resident's earlier comment that he has office hours at the City Hall on Thursday at 1 p.m. but will not be here tomorrow. He addressed a resident's earlier comment about the campaigning taking place for the *ReCreating Recreation Initiative*, and stated that is what people do when they want to provide information about an issue. He clarified that his wife has the right to campaign for the plan, regardless of whether or not she is married to him. He urged everyone to go on the website to look at the total breakdown of costs associated with the *ReCreating Recreation Initiative*, noting it will be more than the \$45 million. He explained the \$45 million includes the infrastructure improvements but there is also an operational component so that the yearly operational costs can be covered. He clarified that, with regard to the parade, the Council each year either contributes their own money or uses their campaign money to purchase

candy to throw out, and this year they used it for t-shirts. He assured the City did not sponsor it and there is no public money being used.

UNFINISHED BUSINESS

There was no Unfinished Business discussed.

NEW BUSINESS

There was no New Business.

CLOSED SESSION PERMITTED UNDER ACT 267 OF 1976

Moved by Ziarko, seconded by Schmidt, to recess to closed session to discuss privileged and confidential communications from legal counsel and to discuss pending litigation.

Roll call vote:

Yes: Ziarko, Schmidt, Koski, Romano, Shannon, Skrzyniarz, Taylor.

The motion carried.

The meeting was recessed at 8:12 p.m.

ADJOURN

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

Yes: All. The motion carried.

The meeting was adjourned at 9:51 p.m.

MARK CARUFEL, City Clerk

EXPENDITURES FOR THE MEETING OF
September 6, 2016

	TOTAL PREPAYMENT LISTING	INTERFUND TRANSFERS	PROPERTY TAXES TO OTHER ENTITIES	EXPENSES & EXPENDITURES
GENERAL FUND	\$602,230.33			\$602,230.33
WATER & SEWER FUND	\$3,279,421.95			\$3,279,421.95
OTHER FUNDS	\$1,558,509.74		\$259,294.38	\$1,299,215.36
TOTAL CHECKS	\$5,440,162.02	\$0.00	\$259,294.38	\$5,180,867.64

BILL LISTING DETAIL IS AVAILABLE AT THE STERLING HEIGHTS PUBLIC LIBRARY



AGENDA STATEMENT
OMB AS03 Rev. 11/04

Item Title: To approve an agreement for reclassification services between the City of Sterling Heights and Rahmberg, Stover and Associates (Estimated expenditure in fiscal year 2016/17 of \$11,000)

Submitted By: Human Resources

Contact Person/Telephone: Walt Blessed, Human Resources Director, (586) 446-2316

Administration (initial as applicable)

Attachments

 City Clerk	___	Resolution	___	Minutes
 Finance & Budget Director	___	Ordinance	___	Plan/Map
 City Attorney (as to legal form)	<u>x</u>	Contract	___	Other
 City Manager				

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

Executive Summary

The following three bargaining units have collective bargaining agreements with the City that provide for a job reclassification process:

- ✓ Michigan Association of Police (MAP) Police Clerical;
- ✓ Michigan Association of Public Employees (MAPE) Professional and Technical Employees; and
- ✓ Michigan Association of Public Employees (MAPE) Technical - Office Employees.

The reclassification process is outlined below:

1. An employee may file a reclassification request only once during the term of this agreement. An employee requesting reclassification is required to complete and file with the Human Resources Director a detailed job analysis form supplied by the City. A request for reclassification is limited to: (a) reclassification from the employee's existing classification to another existing classification within the same bargaining unit; or, (b) reclassification to a new classification within the same bargaining unit. Any reclassification requests that do not comply with either of these criteria will not be processed.
2. Reclassification requests must be filled by November 1st of each year. The Human Resources Director will perform the initial review of the request. If there are duties that have been improperly assigned to the position, then those duties will be reassigned to the proper classification. If it is not possible to reassign those duties, then the request will be submitted to the City's third party consultant for evaluation. All other reclassification requests will be submitted to the City's third-party consultant for evaluation. The decision by the third-party consultant is final and binding upon the City, Union, and employee. There is no right of appeal. In cases where the third-party consultant recommends reclassification of the employee to a new classification within the bargaining unit, the City and Union will meet to negotiate the new classification's job description and pay scale.

3. The processing of a reclassification request must be completed by February 1st of the following year or shall be deemed to be granted. Reclassification requests which are granted shall be deemed effective as of February 1st for purposes of any change in wages.

Pursuant to the foregoing CBA language, the City requires the services of a third-party consultant to evaluate the merits of an eligible employee's reclassification request. Previously, the City contracted with the Michigan Municipal League (MML) to perform these services. Due to staff turnover, MML has notified the City that it can no longer act as the third-party consultant for reclassification services.

The City has identified Rahmberg, Stover and Associates (RSA) as a well-qualified consultant to succeed the MML as the third-party consultant for reclassification services. RSA has provided a variety of human resources consulting services for public and private entities, including the following clients: Southfield, Dearborn, Wixom, and Livingston County (client list attached). In particular, RSA has provided reclassification services along with their other consulting services. MAPE is familiar with RSA through their work with Livingston County and found them to be very thorough and equitable.

The City and RSA have negotiated the attached agreement for reclassification services. There is an initial professional fee paid to RSA in the amount of \$4,000 to develop an updated reclassification process consistent with the provisions in the applicable CBAs. RSA's fee for each employee reclassification request submitted for evaluation will range between \$800 and \$1,000. As professional consulting services, the City's acquisition of RSA's reclassification services are exempt from competitive bidding requirements under City Code §2-217(A)(3).

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to approve the agreement for reclassification services between the City of Sterling Heights and Rahmberg, Stover and Associates and authorize the Mayor and City Clerk to sign the agreement on behalf of the City.

AGREEMENT

FOR

RECLASSIFICATION ASSESSMENT SERVICES

THIS AGREEMENT ("Agreement"), made and entered into as of this 6th day of September, 2016, between the city of Sterling Heights, a Michigan municipal corporation, whose address is 40555 Utica Road, Post Office Box 8009, Sterling Heights, MI 48311-8009 ("City"), and Rahmberg Stover and Associates, a Michigan limited liability company, whose address is 789 Vinewood Avenue, Birmingham, MI 48009 ("Consultant"):

A. Consultant is in the business of providing professional consulting services related to human resources and compensation studies and evaluations for municipal governments in Michigan;

B. The City is in need of a consultant to assist in the provision of professional consulting services related to the study and evaluation of requests by employees for reclassification pursuant to a process established under collective bargaining agreements between the City and three bargaining units representing City employees.

C. The City and Consultant desire to enter into an agreement whereby Consultant provides the needed services to the City.

NOW THEREFORE, it is agreed as follows:

1. Engagement of Consultant. The City retains Consultant to provide the following scope of professional consulting services:

- A. Review and, as appropriate, develop an updated reclassification process consistent with the provisions in the applicable collective bargaining agreements. This will include documentation requirements (e.g., reclassification requests) and procedures to be followed.
- B. Following the completion of the updated reclassification process, reclassification requests submitted by the City will be reviewed and processed by Consultant in the following manner:
 - i. A review of the reclassification request;
 - ii. A review of the existing job description and other pertinent information;
 - iii. An interview with the incumbent(s) initiating the reclassification request;
 - iv. An internal equity analysis;

- v. A market analysis; and,
 - vi. With each reclassification review, prepare and submit a written report, including recommendation.
2. Payment of Services. Provided that the Consultant has provided the services required under section 1, the City shall pay Consultant as follows:
- A. For professional consulting fees rendered under section 1. A. above, an upfront fee not to exceed \$4,000; and,
 - B. For professional consulting fees rendered under section 1. B. above, a per reclassification request reviewed fee of between \$800.00 and \$1,000.00 each.
3. Independent Contractor. The Consultant shall at all times during the term of this Agreement be considered by both parties an Independent Contractor and nothing herein contained shall be construed to create a partnership, joint venture, master/servant or employer/employee relationship. The Contractor acknowledges and understands that it is solely responsible for payment of any taxes due on account of the payments made by the City for services rendered. Contractor reserves to itself the right to designate the hours, duties, and work assignments, sequence of performance, and work locations of individuals who are performing services pursuant to this Agreement.
4. Term. The term of this Agreement shall, subject to the cancellation provision hereinafter provided, be for the period October 1, 2016 through March 1, 2020.
- Notwithstanding any other provision in this Agreement to the contrary, the City and Contractor shall each have the right to cancel this Agreement upon sixty days' notice to the other party without any further obligation. In the event of such cancellation, Consultant shall be paid for all services satisfactorily performed up to the effective date of the cancellation. All City property in the possession of the Consultant shall be delivered to the City immediately upon the termination of this Agreement.
5. Indemnity. Consultant agrees to indemnify and hold the City, its elected and appointed officers, officials employees and others working on the City's behalf, harmless from any and all claims, causes of action, liabilities, costs and attorneys' fees, lawsuits, judgments or awards for damages or injuries to any person or property resulting from or in any way related to the acts or omissions of Consultant during the term of this Agreement.
6. Entire Agreement. This Agreement may be amended or modified only by the written agreement of all of the parties hereto, and the same constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and all prior negotiations are hereby merged herein.

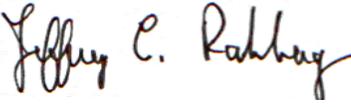
7. Counter-Parts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to be one and the same instrument.

CITY OF STERLING HEIGHTS, a Michigan
municipal corporation

By: _____
Michael C. Taylor
Its: Mayor

By: _____
Mark Carufel
Its: Clerk

RAHMBERG STOVER AND ASSOCIATES, a
Michigan limited liability company

By: 
Jeffrey C. Rahmberg
Its: Partner

RS&A Client List – Michigan Local Units of Government

36 th District Court	Grosse Pointes/Clinton Refuse Authority
46 th District Court	Hamburg Township
Ada Township	Highland Township
Albion, City	Holland Board of Public Works
Allen Park, City	Holland, City of
Alpena, City	Huron Behavioral Health (County CMH Board)
Antwerp Township	Huron County
Baldwin Public Library	Ingham County Library
Benton Harbor/St. Joseph Water & Sewer Board	Ingham County Road Commission
Berrien County	Ionia County
Branch County	Isabella County MCF
Brighton Township	Kalamazoo County
Calhoun County	Kalamazoo Township
Canton Township	Kent District Library
Center Line, City	Leelanau County
Charlevoix County	Lincoln Charter Township
Clay Township	Livingston County
Clinton Township	Lyon Township
Dearborn Heights, City	Mason, City of
Dearborn, City	Monroe County Drain Commission
Delta Township	Muskegon Charter Twp.
Detroit Public Library	Northville Township
Detroit Wayne Mental Health Authority	Novi Public Library
Detroit, City Of	Novi, City of
East Bay Charter Township	Oakland County Road Commission
East Detroit, City	Orion Township
Ferndale, City of	Plymouth, Charter Township Of
Garfield Township	Plymouth, City of
Genesee County WWS	Redford Township
Grand Blanc Township	Retirement Systems, City of Detroit
Green Oak Charter Township	Richmond, City
Grosse Ile Township	Romulus, City

RS&A Client List – Michigan Local Units of Government

Royal Oak, City

Saginaw Circuit Court

Saline District Library

Scio Township

Southfield, City

Spring Lake, Village

St. Clair County

St. Clair County Road Commission

St. Clair Shores, City

Sterling Heights, City

Trenton, City of

Veteran's Memorial Library

Waterford Township

West Bloomfield Parks & Recreation Commission

West Bloomfield Township

Western Townships Utilities Authority

Westland, City

Wixom, City

Wyandotte Municipal Services

Zeeland, City of



AGENDA STATEMENT
OMB AS03 Rev. 11/04

Item Title: To accept a proposal by Empco, Inc. for promotional testing services for the position of police sergeant (Estimated expenditure in fiscal year 2016/17 of \$21,000)

Submitted By: Human Resources

Contact Person/Telephone: Walt Blessed, Human Resources Director, (586) 446-2316

Administration (initial as applicable)

Attachments

 City Clerk	___	Resolution	___	Minutes
 Finance & Budget Director	___	Ordinance	___	Plan/Map
 City Attorney (as to legal form)	<u>x</u>	Contract	___	Other
 City Manager				

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

Executive Summary

The promotional process for the position of sergeant within the Sterling Heights Police Department is dictated by the terms and conditions of the collective bargaining agreement (CBA) negotiated between the City and Michigan Association of Police (MAP) Sterling Heights Police Officers Association. Specifically, the CBA mandates that qualified candidates undergo testing and evaluation in the form of a written examination and an oral board interview which generates a promotional list based on scores achieved.

For many years, the City has utilized the services of Empco, Inc. of Troy, Michigan to provide the professional consulting services associated with the development and scoring of the required written examination and design and composition of oral board interviews. Overall, Empco has done an excellent job of administering a fair and thorough promotional process. Empco, Inc. has also been used by the City for assessment centers convened to assess candidates for the positions of police lieutenant, police captain, and police chief. Empco, Inc. has also conducted assessment centers for positions in the Fire Department, including chief of training, fire marshal, assistant chief and fire chief.

Because the ranks of Command Officers, including sergeants, is undergoing tremendous turnover due to retirements, the City anticipates promoting approximately 15 police officers to the rank of sergeant in the next 16 months. These promotional opportunities require that the City utilize the professional consulting services to administer the promotional process required under the CBA. Recommendation is being made to accept a proposal by Empco, Inc. to provide the CBA-required promotional testing services.

Empco, Inc.'s pricing will remain in effect through May 31, 2019. Based upon the proposed pricing, the City anticipates an expenditure of \$21,000 in fiscal year 2016/17 for promotional testing services.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to accept a proposal by Empco, Inc. for promotional testing services for the position of police sergeant and authorize the Mayor and City Clerk to sign the agreement on behalf of the City.

Proposal for The City of Sterling Heights

Police Sergeant
Written Exam and Oral Board

Proposal Submitted by:



Submitted:
August 1, 2016

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Proposal for The City of Sterling Heights

Thank you for the opportunity to submit a proposal for your upcoming promotional process for Police Sergeant. Our proposal covers the development and administration of the testing process you describe in your Request for Proposal.

About Empco

Empco was incorporated in 1985 and is located in Troy, MI. Empco, Inc. specializes in employment relationships with an emphasis on testing and evaluations in the public sector. Our focus is on entry level and promotional assessments for public safety and municipal positions.

In 1987, Empco began conducting promotional testing for police departments in Michigan. From our offices in Troy, we have grown into the largest firm in the state providing promotional testing to law enforcement and the fire service. Empco also serves clients across the United States including Florida, Rhode Island, Massachusetts, Oklahoma, Wyoming, and several other states.

Empco, Inc.
1740 W. Big Beaver Rd.
Suite 200
Troy, MI 48084
Phone: 248-528-8060
Fax: 248-526-7274
Web site: www.empco.net
E-mail address: info@empco.net

Experience and Qualifications

In total, Empco conducts assessment centers, oral boards and/or written examinations for over 400 agencies in Michigan and across the United States. In this, we test over 5,000 candidates.

Conducting this number of examinations gives us the experience to satisfy your promotional requirements. It must be recognized that current clients, who use our examination services annually, could switch to another vendor if our results did not only satisfy the agency's needs, but also the need for fairness among test takers. We keep our clients, and the number continues to grow because of a reputation for integrity and fairness in our examinations.

Job Analysis

Empco conducts a job analysis before developing any assessment. The job analysis includes meetings with subject matter experts and those persons in a position to fully understand the requirements of the job. Empco will also administer surveys about the position to these individuals.

Empco will analyze the information collected during these meetings and through the surveys. We will also examine the job description for the position, as well as any job analyses previously conducted.

The information gathered in the job analysis will be used as the basis for any assessment and is included as part of the validation of the exam.

Written Exams

After completing the job analysis, Empco will begin developing the written exam. Questions on the test will come from sources determined by the department and Empco. These sources can include, but are not limited to, commonly accepted training books, nationally recognized standards, and department materials such as policies, procedures and ordinances. The content of the questions will be determined by the information collected in the job analysis and information from the department.

Empco will then develop a bibliography that contains the list of sources all questions came from, and where these sources can be obtained. This bibliography will then be provided to the department so that candidates can study the source material. Empco recommends that candidates receive between 30 and 90 days to study for the exam. The specific study period will be determined by department deadlines and regulations.

Empco generally recommends a 100-question exam. Our exams are multiple-choice. Samples of our exam questions can be found on our web site at www.empco.net. The items will be written by experts in the field of public safety and are reviewed to make certain the content is relevant and the wording is unbiased.

Empco has several options for administration of these written exams. The first option is for the department to administer paper and pencil exams to all of the candidates. Instructions for administration would be provided to the department by Empco. The department would be responsible for providing proctors, a testing location and ensuring test security.

Another administrative option is to have Empco administer the exam. Empco would ensure the exams were administered in a proper manner and maintain test security. The department would be responsible for providing a location for the test administration and would be responsible for paying the cost of an Empco representative to administer the exam.

Examinations can be developed in three formats: off-the-shelf, tailored or customized. An off-the-shelf examination is one that is used by a number of departments desiring value testing. A tailored examination is one where the Department selects specific books from a list of texts provided by Empco. A customized examination is a tailored examination with 20% of the questions authored from the Department's own Rules, Regulations, Policies, etc.

Scoring

Empco will consider reliability and adverse impact in determining the cut off scores for passing the assessment. Final scores will be reported after these analyses have been completed.

Empco will provide scores within one week of the examination – usually 48 hours. Scores will be reported in a format requested by the department (e.g., E-mail, fax).

If requested, Empco will provide an item analysis on the test.

Question Challenges

Empco will follow the department's written policy on challenges. However, in the absence of a departmental written policy, Empco's policy shall prevail. Empco's policy is: Candidates will be allowed to challenge any item on a written exam for up to 2 business days after the exam.

Candidates who wish to challenge a question must complete a challenge form provided by Empco. Empco will review all of the challenges and provide responses to these challenges after the completion of the challenge period. If an item is challenged, and Empco agrees with the challenge, all candidates will receive credit for a correct answer to the item. Empco must be notified of the department's challenge policy prior to the administration of the exam.

Scheduling and Billing

Off-the-shelf exams – Empco recommends a minimum 60 day study period. This is the time from the date the department posts the bibliography to the test date. Final test counts must be given to Empco two weeks prior to the test date. Any orders/final counts given one week or less prior to the testing deadline will result in an expedited shipping fee billed to the client.

Tailored exams – Empco recommends a minimum 60 day study period. This is the time from the date the department posts the bibliography to the test date. Final test counts must be given to Empco two weeks prior to the test date. Exams cancelled less than two weeks prior to the test will result in the client being billed the development fee for the test. Any orders/final counts given one week or less prior to the testing deadline will result in an expedited shipping fee billed to the client.

Custom exams – Empco requires a minimum 60 day study period/preparation time. This is the time from the date the department posts the bibliography AND gets all local content material to Empco to the test date. Final test counts must be given to Empco two weeks prior to the test date. Exams cancelled less than one month prior to the test will result in the client being billed the development fee for the test. Any orders/final counts given one week or less prior to the testing deadline will result in an expedited shipping fee billed to the client.

Oral Boards

Oral boards are developed based on the job analysis and meetings with subject matter experts. The questions or topics included in the oral board allow candidates to demonstrate skills and abilities required by the position they seek. The oral board will consist of questions on modern management techniques, personal philosophies, and can contain job related scenario questions, all based on findings from the job analysis.

Assessors

Empco will provide all assessors for oral board exercises. All assessors will be those regularly used by Empco and are therefore trained in how Empco evaluates and scores candidates. This panel will evaluate all candidates on the oral board to ensure reliability of ratings. Assessors are drawn from non-contiguous departments and have no prejudicial knowledge of the candidates.

Candidate Preparation

Empco will provide the department with a handout that must be distributed to all candidates going through the oral board. This handout will inform candidates on how to prepare for the oral board and what to expect.

Scheduling and Billing

Empco requires a minimum three week development period. The specific dates and times of each aspect of the test development and administration will depend on the availability of representatives from the department. Final candidate counts must be given to Empco two weeks prior to the oral board. Oral Boards cancelled less than two weeks prior to the oral board will result in the client being billed the development fee for the oral board. Reduction in the number of days for the oral board less than two weeks prior to the oral board will result in the client being billed \$1000 for the cancelled day(s).

Scoring

Empco will consider reliability and adverse impact in determining the cut off scores for passing the oral board. Final scores will be reported after these analyses have been completed.

Empco will provide departments with scores on oral boards within one week of the assessment completion. Scores can be reported in multiple formats, but always as a percentage of 100 percent.

Department Requirements

Empco requires that the department provide adequate facilities for all orientations, written exams, assessment centers and review sessions. The department is responsible for making sure these facilities provide adequate space and layouts conducive to the activities that will be held in the space. Empco asks that the departments provide lunch to Empco assessors and facilitators for all oral boards and assessment centers. The department is also responsible for notifying all candidates of the dates and times of orientation and feedback sessions and testing dates, as well as providing the candidates with a copy of the bibliography for the written exam. The department will need to provide Empco with a copy of all job analyses and job descriptions for the position, and make subject matter experts available to Empco if additional job analysis information needs to be conducted. Empco also requires the city to provide all local content materials for written exams and allow Empco use of a copy machine during the assessment center process.

It is the department's responsibility to notify candidates that recording devices of any kind, including department issued body cameras, are strictly prohibited at all orientations, written exams, assessment centers and oral boards. If a candidate is wearing any of these devices upon arriving at the testing facility, they will be asked to turn the device off and remove it from the testing areas. Use of a recording device during written exams, assessment centers or oral boards will be considered cheating and will be handled in the same manner.

The department must notify Empco of any additional requirements when scheduling a testing process. Those additional requirements could be dictated by department policy or collective bargaining agreement and include, but are not limited to, specific cut scores, candidate reviews and candidate challenge periods. Additional fees may apply.

Project Team

Kendra Royer, President

Dr. Kendra Royer holds a Masters degree and a Doctoral degree in Industrial/Organizational Psychology. She has worked as a public safety consultant since 2001 and has been with Empco since 2005. Her expertise is in the development and validation of employment testing. As President, Kendra oversees the development of all assessment processes. She ensures that all Empco products are valid and reliable and consistent with industry standards.

Charles Castle, Director of Marketing and Project Management

Charles Castle is the retired Police Chief from Southgate, Michigan. Chuck has 31 years of law enforcement experience and has worked for Empco since 2005 in a consulting capacity. He holds a Bachelors Degree in Criminal Justice from Madonna University where he is on staff as an adjunct Criminal Justice instructor. Chuck obtained his Master's Degree in Criminal Justice from Wayne State University and is an active volunteer mentor for students in WSU's CJ program. As Director of Marketing and Project Management, Chuck will administer and facilitate all aspects of the assessment process. He will utilize his experience in law enforcement to provide insight into the development of the assessment tools.

In addition to the Empco team members listed above, Empco works regularly with 50 independent contractors to develop written examinations, examine on oral boards, and act as assessors in assessment centers. These contractors are experts in the area of public safety.

References

Empco, Inc. conducts assessment centers and written exams for hundreds of departments each year. The following are a sample of departments that we are currently doing work for or that we have recently completed work:

Police

Birmingham Police Department	
Contact:	Chief Don Studt Birmingham Police Department 151 Martin Street MI, 48012-3001 (248) 530-1889 dstudt@ci.birmingham.mi.us Dates of Service: 2004 to present
Project:	Empco designs and conducts tailored written exams for the Police Department. The ranks tested include Corporal, Sergeant and Commander. The Police Department also uses Empco for its entry level hiring as a participant in Empco's Law Enforcement Testing System.

Dearborn Police Department	
Contact:	Tracy Duncan HR Senior Analyst City of Dearborn 16901 Michigan Ave., Suite 18 Dearborn, MI 48126 (313) 943-2130 tduncan@ci.dearborn.mi.us Dates of Service: 2004 to Present
Project:	Empco conducted assessment centers for the rank of Police Sergeant. Empco introduced the assessment centers to the department and conducted several meetings and training sessions to ensure that the department was well informed of what assessment centers were, and to develop a promotional process that reflected the needs of the department. This was done by conducting meetings with subject matter experts and conducting job analyses for each rank. In addition, we designed and conducted written examinations for Police Sergeant and Lieutenant.

Lansing Police Department	
Contact:	Lt. Cherie Ballor Lansing Police Department 120 W. Michigan Ave. Lansing, MI 48933 (517) 483-4647 cballor@lansingmi.gov Dates of Service: 2002 to present

Project:	Empco develops and conducts assessment centers for the ranks of Police Captain and Lieutenant. Empco also develops and administers oral boards and written examinations for Detective and Sergeant. All assessment centers, written exams and oral boards are based on extensive job analyses conducted for each rank.
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Livonia Police Department	
Contact:	Denise Maier HR Director Civil Service Department 33000 Civic Center Drive Livonia, MI 48154 (734) 466-2527 dmaier@ci.livonia.mi.us Dates of Service: 1998 to present
Project:	Empco designs and conducts written examinations for the Livonia Police Department for the ranks of Sergeant and Lieutenant. These examinations contain questions from a bibliography developed with the department and include both national texts and local content.

Madison Heights Police Department	
Contact:	Amy Mischak HR Director 300 W. Thirteen Mile Road Madison Heights, MI 48071 (248)837-2609 amymischak@madison-heights.org
Project:	Empco facilitates both hiring and promotions for the Madison Heights Police Department. Empco develops and conducts assessment centers for the ranks of Police Lieutenant and Chief and develops and conducts oral boards for the rank of Sergeant. Empco also develops and administers written exams for Sergeants and Lieutenants. Madison Heights also utilizes our Law Enforcement Testing System to create eligibility lists for entry level positions. Empco also develops and facilitates oral boards for these entry level positions.

Novi Police Department	
Contact:	Chief Dave Molloy Director of Public Safety Novi Police Department 45125 W. Ten Mile Road Novi, MI 48375 (248)348-7100 dmolloy@cityofnovi.org
Project:	Empco develops custom written exams for the ranks for Sergeant and Lieutenant in the Novi Police Department.

Port Huron Police Department	
Contact:	Director Michael Reaves Port Huron Police Department 100 McMorrان Blvd Port Huron, MI 48060 (810) 984-9710 reavesm@porthuron.org Dates of Service: 1999 to present
Project:	Empco designs a tailored exam for the following ranks in the Police Department: Detective, Sergeant and Lieutenant.

Portsmouth Police Department	
Contact:	Lt. Mike Maloney Portsmouth NH Police Department Personnel & Training Division 3 Junkins Ave. Portsmouth, NH 03801 (603) 610.7549 MMaloney@cityofportsmouth.com Dates of Service: 2007 to present
Project:	Empco designs custom exams for the Portsmouth Police Department. Empco has designed these exams for the ranks of Sergeant and Detective in the department. These examinations contain questions from a bibliography developed with the department and include both national texts and local content.

Royal Oak Police Department	
Contact:	Chief Corrigan O'Donohue Royal Oak Police Department 221 E. Third St. Royal Oak, MI 48067 (248) 246-3527 CorriganO@ci.royal-oak.mi.us
Project:	Empco develops and administers custom written exams for the ranks of Detective, Sergeant and Lieutenant in the Royal Oak Police Department.

Sheridan Police Department	
Contact:	Sergeant Jenifer Shassetz Sheridan WY Police Department 45 W. 12 th Street Sheridan, WY 82801 (307) 672-2413 jenifer@sheridanpolice.com
Project:	Empco develops and administers custom written exams for the ranks of Corporal, Sergeant and Lieutenant in the Sheridan Police Department.

Southfield Police Department	
Contact:	Lauri Siskind HR Director City of Southfield 26000 Evergreen Road Southfield, MI 48037-2055 (248) 796-4708 lsiskind@cityofsouthfield.com Dates of Service: 1999-present
Project:	Empco has conducted written exams and assessment centers for various ranks in the Police Department. Custom written exams are designed for the Police Department including: Sergeant, Lieutenant, and Police Specialist. Empco has also designed and administered an assessment Center for the Deputy Police Chief.

Southgate Police Department	
Contact:	Thomas Coombs Director of Public Safety Southgate Police Department 14710 Reaume Parkway Southgate, MI 48195 (734) 258-3046 tcoombs@ci.southgate.mi.us Dates of Service: 2002 to present
Project:	Empco designs and conducts assessment centers, oral boards and written exams for the Police Department. Custom written exams and oral boards are regularly conducted for Lieutenant. Assessment Centers are designed and administered for Police Chief and Deputy Police Chief.

St. Clair Shores Police Department	
Contact:	Mike Smith City Manager City of St. Clair Shores 27600 Jefferson Circle Drive St. Clair Shores, MI 48081 (586) 447-3311 smithm@scsmi.net
Project:	Empco develops and conducts assessment centers for the ranks of Chief and Assistant Chief in the St. Clair Shores Police Department. Empco also develops custom written exams for the rank of Sergeant and Lieutenant in the department.

Troy Police Department	
Contact:	Chief Gary Mayer Troy Police Department 500 W. Big Beaver Road

	Troy, MI 48084 (248) 524-3424 mayergg@troymi.gov Dates of Service: 1990 to present
Project:	Empco conducts assessment centers for the City of Police Department for the positions of Sergeant, Lieutenant, Captain and Chief. These are full assessment centers consisting of a series of exercises developed after a job analysis determined the dimensions to be measured. The exercises used were a structured interview, role-play situations, written exercise, an oral presentation, and an in-basket exercise. Between four and 31 candidates participated in each assessment center. In addition, written examinations are conducted for Sergeant. These examinations contain questions from a bibliography developed with the department and include both national texts and local content.

Warren Police Department	
Contact:	Sandy Jones Personnel Analyst City of Warren One City Square Personnel, Suite 410 Warren, MI 48093 (586) 574-4669 sjones@cityofwarren.org
Project:	Empco develops and administers written exams for Corporal, Sergeant and Lieutenant in the Warren Police Department. Empco also facilitates an onsite review after each written exam.

Wayne County Airport Police Department	
Contact:	Police Commander John Bowyer Wayne County Airport Police Department 10250 Middlebelt Rd. Detroit, MI 48242 (734) 247-7142 John.bowyer@wcaa.us
Project:	Empco is actively working with the Wayne County Airport Authority to develop written exams and assessment centers for the ranks of Sergeant and Lieutenant in the Wayne County Airport Police Department.

Legal Standards

In developing all exams, Empco, Inc. followed the legal and ethical guidelines put forth in:

- *Americans with Disabilities Act of 1990.*
- *Civil Rights Act of 1991.*
- *Guidelines and Ethical Considerations for Assessment Center Operations (2009)*, International Taskforce on Assessment Center Guidelines.
- *Principles for the Validation and Use of Personnel Selection Procedures*, 4th edition (2003), Society of Industrial Organizational Psychology.
- *Standards for Educational and Psychological Testing* (1999), American Psychological Association.
- *Uniform Guidelines on Employment Selection Procedures* (1978), Code of Federal Regulations, Chapter 41, Part 60-3.

Insurance

Empco carries required insurance.

Litigation

Empco has never been involved in any litigation of any kind.

Contact

Empco staff is easily accessible by several methods: office phone: 248-528-8060; fax: 248-526-7274; email: info@empco.net, or view our web site at: www.empco.net. We are located in Troy, Michigan near I-75, approximately 30 minutes north of Detroit.

Authorized Individual

Kendra Royer, Ph.D., President, is the person authorized to sign a contract. She can be reached at 248-528-8060 or at kendra@empco.net

Non-Collusion

Empco has not and will not work with any other vendor on this project.

Pricing

Written Exam

Off-The-Shelf	
Per Candidate Fee	\$110.00
Proctoring of Exam	\$350.00
Tailored	
Development Fee	\$1,500.00
Per Candidate Fee	\$15.00
Proctoring of Exam	\$350.00
Custom	
Development Fee	\$2,400.00
Per Candidate Fee	\$24.00
Proctoring of Exam	\$350.00

Oral Boards

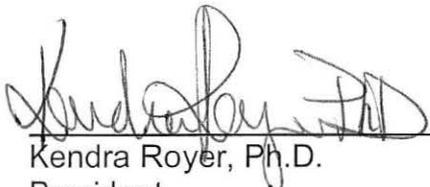
Development Fee	\$4,000.00
(with 1 day administration for up to 9 candidates)	
Administration Fee (each additional day – up to 9 candidates per day)	\$3,700.00

Mileage and travel expenses will be billed as they occur.

Prices effective through May 31, 2019 upon acceptance of this proposal.

Signatures of Agreement

Empco, Inc. Representative:


Kendra Royer, Ph.D. 8/1/16
President Date

City of Sterling Heights Representatives:

Michael Taylor Date
Mayor

Mark Carufel Date
City Clerk

AGENDA STATEMENT
OMB AS03 Rev. 11/04

Item Title: To approve a contractual services agreement between the City of Sterling Heights and Alpha Psychological Services P.C., Inc. for police officer and firefighter pre-employment psychological evaluations (Estimated expenditure in fiscal year 2016/17 of \$11,000)

Submitted By: Human Resources

Contact Person/Telephone: Walt Blessed, Human Resources Director, (586) 446-2316

Administration (initial as applicable)

Attachments

 City Clerk	___	Resolution	___	Minutes
 Finance & Budget Director	___	Ordinance	___	Plan/Map
 City Attorney (as to legal form)	<u>x</u>	Contract	___	Other
 City Manager				

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

Executive Summary

Candidates for the positions of Sterling Heights police officer and firefighter undergo an extensive pre-employment evaluative process. After candidates successfully complete the written examination, an interview, and a rigorous background investigation by the Police Department, they must undergo a pre-employment physical examination and job-specific psychological evaluation. It is a long-standing practice for candidates to undergo a pre-employment psychological evaluation to ensure that they are mentally fit to meet the demands of the police and fire professions.

The City has used the professional services of Alpha Psychological Services, P.C. to complete pre-employment psychological evaluations of its police and firefighter candidates. The City has been pleased with the services rendered by Alpha Psychological Services, P.C. Other notable clients include Ann Arbor, Birmingham, Saginaw and Wayne State University Police Department (see client list attached).

To meet the expected need for pre-employment psychological evaluations of candidates under consideration in the next year, the City negotiated terms and conditions for a new contractual services agreement. It is anticipated that seventeen police officer and two firefighter vacancies will need to be filled in the next year. The cost per evaluation is \$595.

Recommendation is being made to approve the proposed contractual services agreement for police officer and firefighter pre-employment psychological evaluations. As professional consulting services, the City's acquisition of Alpha Psychological Services, P.C.'s psychological evaluation services are exempt from competitive bidding requirements under City Code §2-217(A)(3).

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to approve the contractual services agreement between the City of Sterling Heights and Alpha Psychological Services, P.C. for police officer and firefighter pre-employment psychological evaluations and authorize the Mayor and City Clerk to sign the agreement on behalf of the City.



Alpha Psychological Services, P.C.

INDEPENDENT CONTRACTOR CONTRACTUAL SERVICES AGREEMENT FOR PSYCHOLOGICAL PRE-EMPLOYMENT TESTING FOR POLICE OFFICERS

WHEREAS Alpha Psychological Services, P.C. (“Contractor”) is capable and desirous of performing certain services for the City of Sterling Heights (“City”), and

WHEREAS City is desirous of securing the services of Contractor,

IT IS HEREBY AGREED as follows:

1. CONTRACTOR’S DUTIES AND RESPONSIBILITIES:

Contractor is hereby retained by City in the capacity of an Independent Contractor to perform the following services:

Conduct psychological assessment and evaluation for new hire police and fire candidates. Contractor will provide a written report for each candidate detailing findings and recommendations as to appropriateness of the candidate to serve as a police officer or firefighter.

In the performance of the services to be rendered pursuant to this Agreement, it is mutually understood and agreed that Contractor shall be at all times acting and performing as an independent contractor. Nothing in this Agreement is intended to create an employer/employee relationship or a joint venture relationship between the parties or between individuals providing services on behalf of Contractor and City. The parties agree that Contractor is not an employee of the City and, accordingly, is not eligible for any compensation, fringe benefits, pension, Workman’s Compensation, sickness or health insurance benefits or other similar benefits accorded employees of City. Contractor reserves to itself the right to designate the hours, duties, and work assignments, sequence of performance, and work locations of individuals who are performing services pursuant to this Agreement.

Contractor shall use its best skill, judgment, and efforts in completing the above-described work and in cooperating with and serving City, its employees, and agents.

Contractor’s services shall be provided by Dr. Thomas R. Clark, Ph.D., LP, ABFamP, Consulting Clinical & Police Psychologist.

41820 Six Mile Road
Suite 104
Northville, Michigan 48168
(248) 349-3131
FAX: (248) 349-3232
www.alphapsych.com
Email: alpha@ameritech.net

2. (a) Fee or Rate

City will pay Contractor the rate of \$595 (includes discount) for each evaluation of police and fire new hires in City. This agreement will remain in effect for two years. Contractor will submit an invoice to City upon completion of written report, and City, upon receipt of the invoice, will pay Contractor within 30 days of receipt of the invoice.

Contractor

Signature: Dr. Thomas R. Clark, Ph.D.

Name: DR. THOMAS R. CLARK, PH.D.

Title: PRESIDENT + EXECUTIVE DIRECTOR

Date: 9/6/16

City

Signature: _____

Name: _____

Title: _____

Date: _____

Signature: _____

Name: _____

Title: _____

Date: _____



Alpha Psychological Services, P.C.

PARTIAL LIST OF POLICE AND FIRE AGENCIES
USING ALPHA PSYCHOLOGICAL SERVICES, P.C.
FOR PRE-EMPLOYMENT EVALUATIONS (LARGER CITIES AND TOWNSHIPS)

Ann Arbor Police and Fire Departments
Berkley Department of Public Safety
Birmingham Police and Fire Departments
Brighton Police Department
Brownstown Township Police and Fire Departments
Chelsea Area Fire Authority
Clawson Police Department
Detroit Public Schools Police Department
Downriver Mutual Aid SWAT (18 cities)
Eastpointe Police and Fire Departments
Flat Rock Police and Fire Departments
Great Lakes Water Authority Police
Green Oak Township Police and Fire Departments
Grosse Ile Township Police and Fire Departments
Grosse Pointe City Department of Public Safety
Hamburg Township Police Department
Harper Woods Department of Public Safety
Hartland-Deerfield Fire Authority (5 departments)
Hazel Park Police and Fire Departments
Henry Ford Health System Police Authority
Huron-Potawatomi Police Department
Jewish Federation of Metropolitan Detroit Security Police
Lathrup Village Police Department
Lincoln Park Police and Fire Departments
Livingston County Sheriff's Department
Melvindale Police and Fire Departments
Pinckney Police Department
Plymouth Township Police and Fire Departments
River Rouge Police and Fire Departments
Rochester Police Department
Romulus Police and Fire Departments
Saginaw Police and Fire Departments
Schoolcraft College Police Authority

41820 Six Mile Road
Suite 104
Northville, Michigan 48168
(248) 349-3131
FAX: (248) 349-3232
www.alphapsych.com
Email: alpha@ameritech.net

Southgate Police and Fire Departments
St. Joseph Mercy Health System Security Police
Sterling Heights Police Department
Sumpter Township Police Department
United States Steel Security
Van Buren Township Police and Fire Departments
Wayne County Community College District Police Authority (6 campuses)
Wayne State University Police Department
White Lake Township Police and Fire Departments
Woodhaven Police Department
Wyandotte Police and Fire Departments

Additional names for smaller departments provided upon request.



**Business of the City Council
Sterling Heights, Michigan**

DEFERRED SEP - 1 2016

City Clerk's Use
Item No: 3-F
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To accept a proposal by GISinc. to upgrade the geographical information system (GIS) (Total expense of \$68,600 – 90% funded through a Stormwater, Asset Management, and Wastewater (SAW) Grant).

Submitted By: Office of Purchasing

Contact Person/Telephone: James Buhlinger, Purchasing Manager, (586) 446-2741

Administration (initial as applicable)

Attachments

	City Clerk	—	Resolution	—	Minutes
	Finance & Budget Director	—	Ordinance	—	Plan/Map
	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:

- In 2008, the City committed to implementation of a geographic information system (GIS), which provides critical asset information for essential city infrastructure and allows access to such information via a computer based mapping system. This mapping system is invaluable to City personnel, developers, businesses and residents.
- Over the course of the past 8 years, advances in GIS capability and delivery, combined with the impact of mobile technology, have increased the demand for GIS. GIS is critical for all modern applications that require any type of mapping services. The existing version of the proprietary GIS software developed by Environmental Systems Research Institute, Inc. (ESRI) is no longer capable of supporting the progressive GIS related efforts/systems currently in place and planned for the immediate future.
- The City recognizes both the need for and potential of a GIS-system upgrade given the need to support existing systems (New World and TylerTech), new innovative functionality (SeeClickFix), as well as new enterprise systems to include asset and infrastructure management solutions (CityWorks).
- The City is working with Hubbell, Roth and Clark (HRC) on the overall GIS project. HRC is recommending that the City contract with GISinc to engineer, design and implement a GIS upgrade. The City has worked with GISinc over the last seven years to build and support the current GIS system. GISinc has the institutional knowledge of the City's network and GIS infrastructure to successfully complete this project.
- Funding from the Stormwater, Asset Management, and Wastewater (SAW) Grant program is budgeted

to pay for 90% this \$68,600 software upgrade. Official notification of grant proceeds is expected in late September, 2016. The 10% City-share is included in the fiscal year 2016/17 budget.

- Recommendation is being made to purchase the GIS software upgrade.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to accept a proposal by Geographic Information Services, Inc., 2100 Riverchase Center, Suite 105, Birmingham, AL 35244 to upgrade the geographical information system (GIS) at a cost of \$68,600 and authorize the City Manager to sign all required documents on behalf of the City.

CITY OF STERLING HEIGHTS
STAFF REPORT
September 6, 2016

Prepared By: James Buhlinger, Purchasing Manager

Ext. No. 2741

GENERAL INFORMATION:

The City of Sterling Heights has applied for a Stormwater, Asset Management, and Wastewater (SAW) Grant that is administered by the Michigan Department of Environmental Quality. Hubbell, Roth, and Clerk (HRC), under direction of the Office of Engineering, has taken a lead role in guiding the City's SAW Grant application through the MDEQ process and clarifying what expenditures are eligible grant funding. HRC has notified the City that formal notification of SAW Grant funds being awarded for 2016/2017 is forthcoming by the end of September or early October. The Office of Engineering is proposing to proceed with the GIS upgrade at a cost of \$68,600 which is reimbursable through the proceeds of the SAW Grant.

Funds for this purchase in the amount of \$80,000 are appropriated in the 2016/17 budget in 59955552 (W&S Fund – Water & Sewer Administration) 982000 (Machinery & Equipment).

STAFF ANALYSIS AND FINDINGS:

City Code §2-217(A)(3) provides in relevant part:

(A) Competitive bids shall **not** be required with respect to the following purchases unless otherwise required by law:

(3) Professional and consultant services (including legal, accounting, architectural, engineering, surveying, construction management, insurance, investment, advertising, marketing, fundraising, lobbying, insurance and health care administration, and **information technology** and energy efficiency consulting).

The City has relied on the professional services of GSInc annually for the past seven years to build, provide consulting services as well as system support for the existing GIS infrastructure. GSInc possesses the requisite knowledge of and experience with the City's existing GIS to successfully implement an upgrade and train City personnel on its use going forward. The GSInc proposal includes a multi-faceted approach as described below. The GSInc proposal does not include any cost for the most current release of ESRI software as it is included in the annual maintenance contract paid for annually.

Presented below is a summary of the proposed upgrade:

<ul style="list-style-type: none"> • Base Environment Upgrade <ul style="list-style-type: none"> ○ Implementation Services \$ 11,850 ○ Knowledge Transfer/Training 1,450 • Flex App Replacement (GISinc OneView) <ul style="list-style-type: none"> ○ Implementation Services 26,300 ○ Framework Fee (Software) 10,000 ○ Knowledge Transfer/Training 2,100 • Property Report Repair / Persistence <ul style="list-style-type: none"> ○ Implementation Services 16,000 ○ Knowledge Transfer/Training 900 	
Total	\$ 68,600

Base Environmental Upgrade – As specified, this aspect of the project will focus on upgrades to the City’s base environment, the server-side ESRI software environment. GSInC will implement the upgrade in a parallel environment thereby allowing the current solution to remain in place until the upgraded system has been validated and ready for use. Nearing completion of this task, GSInC will coordinate the knowledge transfer to provide staff with the data and information necessary to adapt to new processes.

Flex App Replacement (GSInC OneView) – The flex technology in use with the current system is no longer supported. GSInC will implement *OneView*, a web viewer that will meet the demands for interface between GIS data and mobile devices such as tablets and smart phones. This implementation will result in the deployment of GISinc *OneView* to the newly established ESRI environment. Knowledge transfer services will be provided covering the administrative aspects of using and maintaining *OneView*.

Property Report Repair / Persistence – Reporting capabilities are not optimal with the existing GIS. Implementation of this upgrade will include the review of existing ‘code’ to diagnose the problems being incurred and revise the code to allow for efficient access through the GISinc OneView previously mentioned. This approach assumes the original code remains viable and a complete rewrite is unnecessary. Knowledge transfer/training will be provided to staff as required.

Upgraded software will prepare the City to expand its overall GIS capabilities and take advantage of technological advances to support a broader city-wide implementation. This upgrade will be capable of supporting the SAW Grant funded GIS Utility Integration project which is also included in the 2016/17 fiscal year budget.

STAFF RECOMMENDATION:

Please see Suggested Action on the accompanying Agenda Statement.

Notification list:

Geographic Information Services, Inc.

2100 Riverchase Center

Suite 105

Birmingham, AL 35244

Tyler Prah, State & Local Account Manager

tyler.prah@gisinc.com



Interoffice Memorandum

Date: August 11, 2016

To: Jim Buhlinger, Purchasing Manager

From: 
Brent Bashaw, City Engineer

Subject: ESRI GIS Software Upgrade

The Office of Engineering has utilized the existing GIS system for many years. A primary goal is to implement an asset inventory of all public utilities. The inventory will serve many City departments, consultants, and developers with asset information. It is anticipated that the City will receive a SAW grant shortly that will enable the City to complete the inventory. The software upgrade is necessary to complete this task.

GISi Inc. is the contractor that originally installed and helped develop our existing web-based mapping system. They have been consulted with over the years for program additions and modifications. They are familiar with the City network and GIS data.

Due to their institutional knowledge of the City system, expertise, and success of previous projects, the Office of Engineering recommends the GIS upgrade via GISi Inc.

If you have any questions, please contact this office.



CITY OF
**Sterling
Heights**

InnovatingLiving

Interoffice Memorandum

Date: August 11, 2016

To: Jim Buhlinger, Purchasing Manager

From: 
Steven Deon, Information Technology Director

Subject: GIS Infrastructure Project

:

The GIS or Geographical Information System is critical for all modern applications that require any type of mapping services. The GIS system contains the asset information for critical city infrastructure and allows this data to be displayed on a map. The current system was cutting edge when first deployed, but now after seven years the current infrastructure needs to be replaced. The hardware and software that support the GIS system are out of date and need to be upgraded. The three servers involved currently run software which is already end of life. The ESRI software is four commercial releases behind the current version and is the last version that supports a direct upgrade.

Information Technology is working with several departments to implement new software. Cityworks, SeeClickFix, and TylerTech all rely on the GIS software and require this GIS upgrade to be completed before installation. Sterling Heights is scheduled to receive a SAW grant that will fund this project with a ten percent match required by the City. Sterling Heights is working with HRC on this project, and HRC is handling the SAW grant administration. Sterling Heights has worked with GISi for the last seven years to build and support the current GIS infrastructure. HRC has recommended that GISi engineer, design, and implement the GIS infrastructure project.

Information Technology strongly supports this project and ranked the GIS infrastructure upgrade as the third highest priority in the Information Technology 2016-2017 capital budget. Please contact me if you have any questions.

August 4, 2016

Steve Deon
IT Director
City of Sterling Heights
40555 Utica Road
Sterling Heights, MI 48313

Dear Steve,

The City has an existing investment in GIS that has facilitated internal data maintenance along with web based data access and interaction. Based on advancements within the technology and evolutions across the industry that have changed the technical landscape, the City's current implementation requires an update that spans the current platform. The proposal included herein offers the City a series of options that will combine to upgrade the City to the contemporary software version.

The upgraded solution will help position the City to expand overall GIS capabilities to take advantage of technological advances to support a broader enterprise implementation. With the completion of the upgrade, the system will be capable of supporting solutions that are associated with parallel efforts undertaken within the context of the Michigan SAW Grant program.

It is our pleasure to provide a proposal for GIS implementation services and we look forward to the opportunity to continue to work with the City!

Sincerely,



Tyler Prah
State & Local Account Manager
Geographic Information Services, Inc.
2100 Riverchase Center, Suite 105 | Birmingham, AL 35244
p: 205.941.0442 ext.487 | m: 612.275.6752 | e: tyler.prah@gisinc.com

01 – Background

Dating back to 2008 and 2009, the City invested in an effort to establish GIS as a core capability. At the time, the underlying Esri software was at version 9.3.x and the featured technology to deliver a rich web based experience was Flex, both of which remain in place today. At the same time, the 9.3.x version represents a retired release of the Esri software and Flex has been deprecated more broadly by almost all web browsers. Perhaps more significantly, over the eight years since the initial engagements the technology landscape has exploded.

Today, GIS is more accessible than ever and to a broader audience. Advances in capability and delivery, combined with the revolutionary impacts of mobile technology, have transformed the pattern of adoption of GIS across the country. The City has recognized both the need for and potential of a system upgrade, especially within the context of supporting new functionality and additional enterprise systems, such as asset and infrastructure management solutions.

Given the duration since the last system implementation project combined with the pace of change since that time, refreshing the City's system is an extensive undertaking that can be broken into a sequence of related projects. While each project may be logically considered separate, technical dependencies exist that effectively result in the overarching system upgrade project. The content that follows is intended to articulate each of the logical projects in a manner that represents a cohesive effort:

1. Base Environment Upgrade
2. Flex App Replacement (GISinc OneView)
3. Report Repair/Persistence

02 – Base Environment Upgrade

The environment upgrade task will focus on upgrades to the City's server-side Esri software environment. The current environment is founded on a version of Esri's GIS software that has been officially deprecated and is now unsupported. As a result, the system is not capable of supporting other contemporary solutions that would empower the organization, such as asset management software.

The upgrade task is multifaceted and will cover both the enterprise geodatabase (referred to as SDE at version 9.3.x) and the ArcGIS for Server (map services, etc.). The approach assumes a parallel upgrade, meaning that the new version of the software will be installed on a new server(s), which allows the current solution to remain in place until the upgraded system has been validated and is ready for release.

Virtualization is fully supported and encouraged as a deployment pattern and the GISinc team can coordinate with City technical staff on recommended system specifications, although a true, quantitative capacity analysis is external to the scope and may not be supported or available.

As mentioned, the upgrade task will focus on server-side software, but the City likely also has ArcGIS Desktop deployed to end users, which would fall under the responsibility of City staff to upgrade. As part of the upgrade, GISinc will help deploy a new license manager on a server of the City's designation (may

be coincident with other GIS elements). We may also install an instance of ArcGIS Desktop on the server to accommodate upgrade and administration.

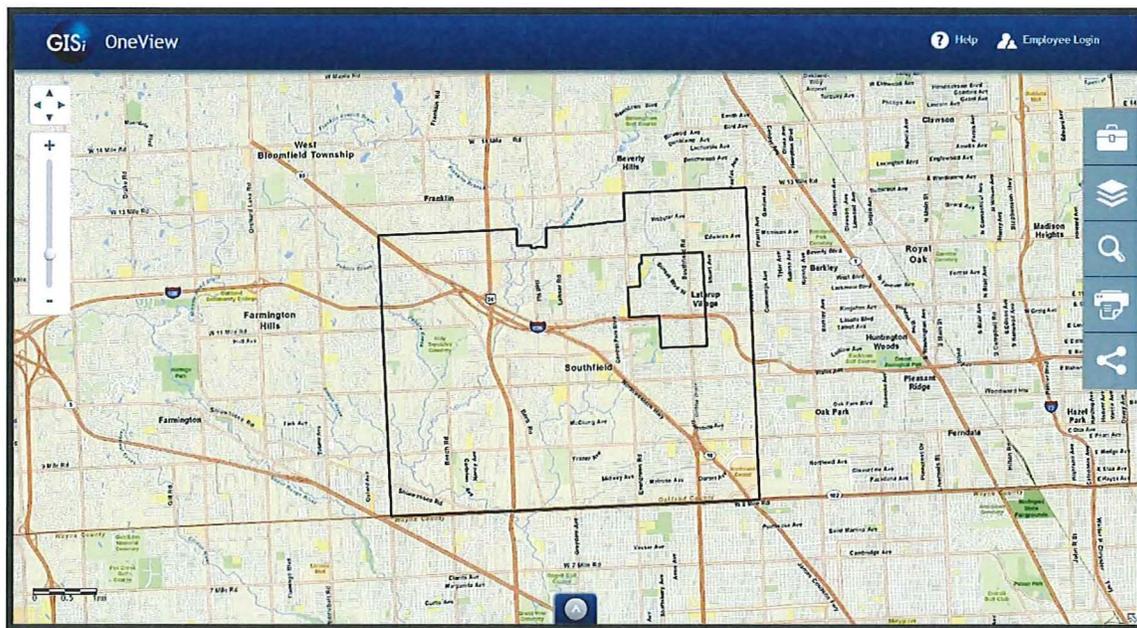
The upgrade itself is intended to largely replicate the current environment, but deployed against a current software release, which means the effort will not include the creation of *new* data, content, or services. With direction and input from the City staff, some elements of the legacy solution may not be ported over as a method of purging unnecessary content or clutter.

As this task nears completion, GISinc will coordinate a knowledge transfer session with appropriate City technical staff to review the deployment and walk through administrative processes. The City has experience with ArcGIS for Server based on maintenance of the current system, however, Esri re-architected the software starting at version 10.1 and some of the primary workflows are now different, which will require orientation. The knowledge transfer is not intended to be holistic or comprehensive training, but rather to leverage current technical skill and help adapt to new processes.

03 – Flex App Replacement (GISinc OneView)

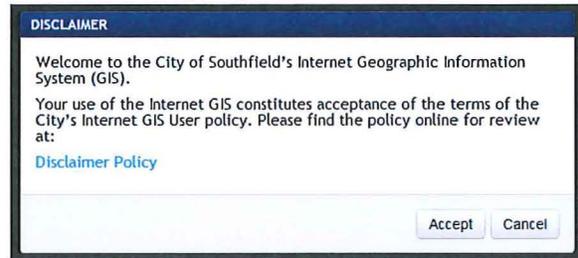
GISinc OneView delivers a web viewer that meets the growing demand local governments are facing to interface with GIS data via mobile devices such as tablets and smart phones, including storm and waste water infrastructure. GISinc OneView provides internal and external users with access to a feature-rich, simple to use web viewer that is accessible on mobile devices (optimized for tablets as well as smart phones in portrait layout).

A description of the key interfaces and functionality in GISinc OneView is included below.



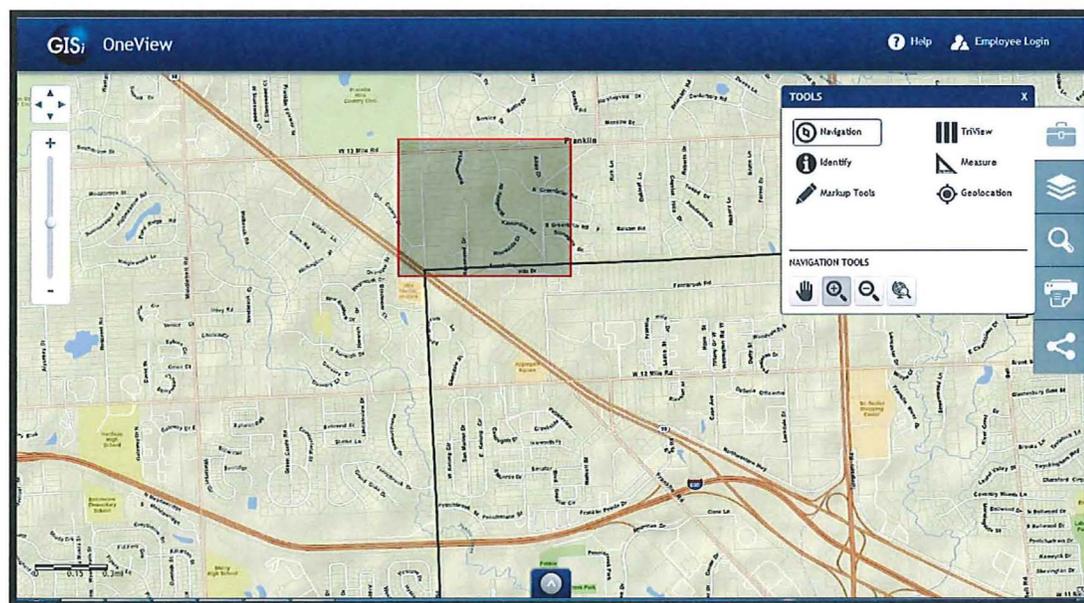
KEY FEATURES:

1. **Disclaimer:** A splash screen that prompts users to accept your organization’s Internet policy before entering the web application. In addition, or in lieu of, the disclaimer can also provide a statement about your organization’s GIS data policies. The content of the dialog is configurable based on standard HTML.

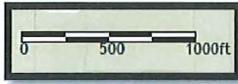


2. **Navigation Tools:** The application will include the following standard map navigation tools:

- Zoom Bar
- Full Extent
- Zoom In/Out (tools, keyboard shortcuts, & zoom bar)
- Pan tool & pan buttons (N, S, E, W)



- 3. **Scale Bar:** The scale bar is a dynamic representation of the map extent's current scale.



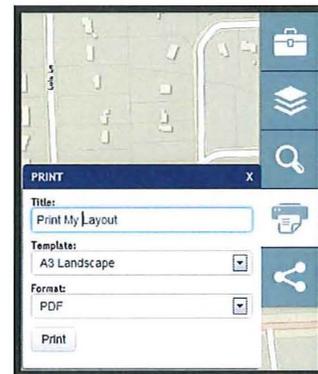
- 4. **Overview Map:** Used to orient users and provide an overview of the current map extent in context to the larger geography (e.g. City of Sterling Heights boundary).



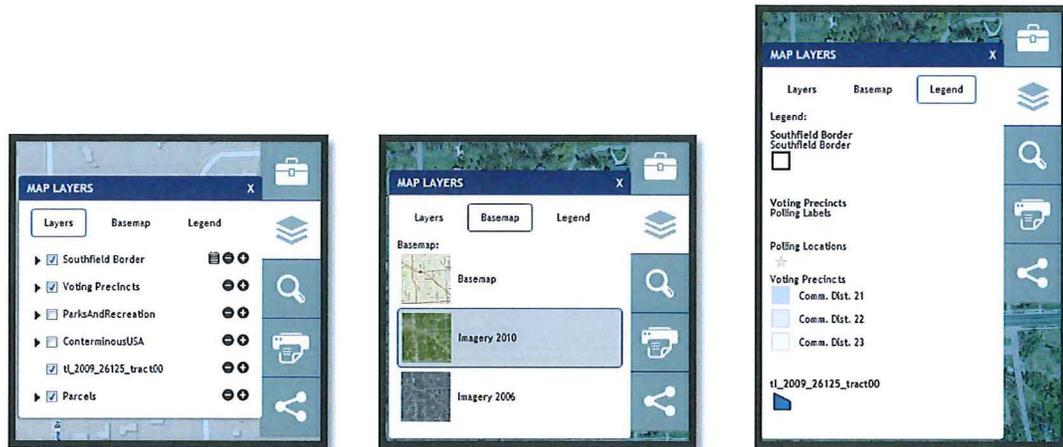
- 5. **Login Control:** The application will include a login control that manages layer and tool access. This controls the number of layers a user will see in the layer list as well as the number of tools available. This security feature is managed by ArcGIS Server security and can be integrated with most Windows domain controls (e.g. Active Directory).



- 6. **Print Tool:** The print tool will be based off the Esri print task and allow users to print PDF & JPEG and to a template authored in ArcMap and saved as a map template document (MXT).



- 7. **Map Layer Control:** The map layer control offers users the ability to toggle layers on or off, control transparency, and review metadata about the layer. Additionally, users will be able to toggle between basemaps and the legend.



8. **Identify Tool:** The Identify tool allows the users to click on features and retrieve attribute and descriptive information in a results dialog.



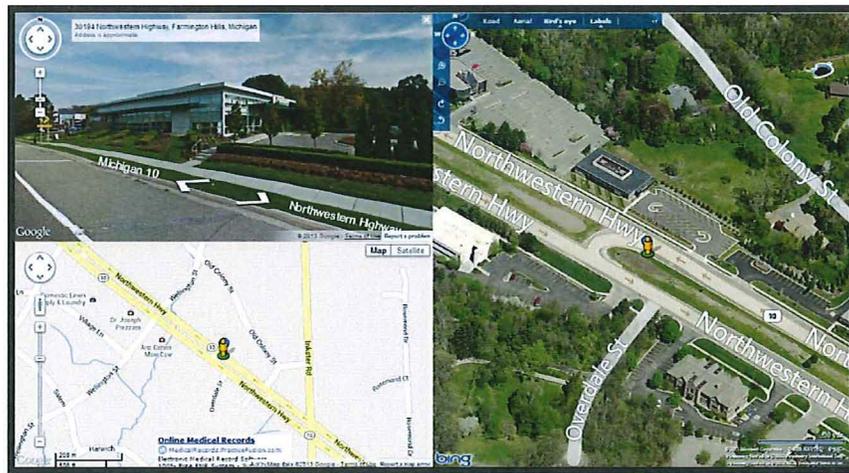
9. **Measure Tools:** Measurement tools will allow the user to perform linear and area measurements. Measurements will be displayed for each segment and the units can be changed on the fly.



10. Markup Tool: The markup tool will allow users to draw graphics (shapes and text) on the map. This will include tools for: point, line, polygons rectangle, freehand, text, and clear.



11. Tri-View Tool: The Tri-View tool will offer users the ability to click a point on the map and open a new window divided into three (3) sections referencing public web services (Google Maps, Google Street View and Bing Birdseye view). This will offer a more detailed view of a selected location.



Note: Tri-View is not a product of GISinc, but rather a third party solution that GISinc OneView links into. Accordingly, the availability of Tri-View is beyond the control of GISinc.

12. Help documentation

Help
Employee Login

OneView

Introduction

- What is OneView?
- Minimum system requirements
- Limitations
- Disclaimer

- Getting around the map
- OneView Tools
- Map Layers
- Searching in OneView
- Printing from OneView
- Sharing from OneView

What is OneView?

OneView is a **web mapping application** which allow users to view and interact with spatial (place) and attribute (information about places) data. Spatial data makes up the map layers you see on the map, and these map layers have attributes that describe them and provide information. The sections of this help documentation describe how to use OneView to view the map layers and associated data and information. The main areas of OneView are shown below:

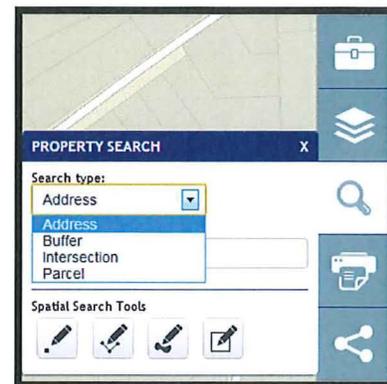


The main areas and features of the OneView mapping application.

Minimum system requirements

13. Searches: The web application will offer users many ways to search, select, and interact with data. Searches are organized by four primary options; quick search, text search, spatial search, and buffer search. Details of each have been provided below.

- Quick Search – Users will be able to perform quick searches or canned searches for Address, Parcel, Owner, and Intersection. Auto complete functionality will be enabled for all quick searches. As users key in the criteria a dialog box will appear with matching results. This feature will expedite searches and enhance the user experience.
- Spatial Search – Spatial search tools will enable the users to perform spatial searches within the application. This includes searching by point, line, polygon, and rectangle.
- Buffer Search – Establish a buffer around selected parcel(s) at user specified distance and create a selection of target features that intersect the bugger. The user can identify the

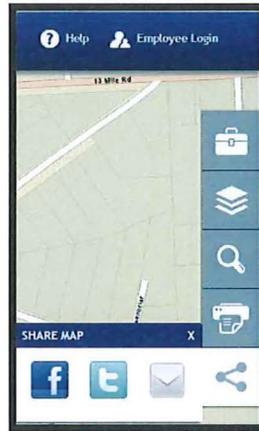


feature(s) they want the buffer to select from a configurable drop-down list. The buffer search works from a user defined selected feature(s).

All search results can be exported to MS Excel.

14. Share Map

- a. Facebook
- b. Twitter
- c. Email



CUSTOMIZATIONS

OneView is considered a framework and not a true product, which allows each implementation to be adapted to local functional requirements. Based on discussions with the City, two such customizations were identified as necessary to retain established functionality that would otherwise be lost as part of the upgrade. The following customizations have been included in the quoted price that follows.

- **Mailing Labels.** GISinc OneView has a search and selection feature that allows users to buffer a given parcel to select the adjacent/intersecting parcels based on the specified distance and the results can be exported, however the result is a flat file (CSV or KML). The City has requested that the results also be exportable to a mailing label format (Avery) to accommodate mass mailings or notifications. This feature will be added to the results export option.
- **Document Association.** The City has been working toward establishing a repository of digital documents that can be associated with and accessed through GIS features. Out-of-the-box, GISinc OneView doesn't accommodate presenting related documentation and as such, the team will develop an extension to the results that identifies and lists the files in an interactive fashion (linkable). A prime, relevant example are the sanitary and storm drawings that the City has scanned and available in digital format, which could then be accessible to the staff and crews who need them most. The behavior will require coordination on the relationship and method of accessing the related files and accessing individual file types will require that users have an application to support the native storage format (no transformation will be applied). Available files can then be accessed through GISinc OneView, but new files associations will not be created or managed through GISinc OneView. This approach also assumes that the City will be able to make the associated files available to the users via HTTP.

IMPLEMENTATION & KNOWLEDGE TRANSFER SERVICES

GISinc will provide implementation services to the City that will result in the deployment of GISinc OneView to the newly established Esri environment.

- GISinc will implement GISinc OneView based on the newly created ArcGIS for Server architecture.
- The City will be able to provide a web/proxy server that will host the Esri Web Adapter to make GIS content publicly accessible (represents an updated approach since 9.3.x).
- Implementation services are based on a deployment of the GISinc OneView framework configured against the City’s map services and with high level styling to conform to basic branding requirements. The only customizations or code-based modifications to be made are those explicitly listed above.

GISinc will provide knowledge transfer services to the City covering the administrative aspects of using and maintaining GISinc OneView. Knowledge transfer assumes the recipient(s) have a baseline knowledge of GIS and ArcGIS for Server.

04 – Report Upgrade

The property report currently in place with the City was designed as a rich product that pulled together potentially disparate information into a concise report based on location and proximity to support core business process. Since the original development and deployment several years ago, certain aspects of the report have started to fail and, in some cases, the report is inaccessible completely. This is likely a consequence of changes in the environment, data, and technology over time.

As part of the proposed project, GISinc will review the code for the property report, diagnose the misbehaviors, revise the code to accommodate access through GISinc OneView (rather than the legacy Flex app) and deploy the updated version. This approach assumes that the core code to the application/page remains viable and that a complete re-write of the application is unnecessary.

No enhancements or content changes are proposed as a part of this process, but rather just a restoration of the legacy functionality.

09 – Pricing

GISinc is proposing firm-fixed prices for each of the three key priority projects to help upgrade the GIS system.

Priority Projects	Price
Base Environment Upgrade	
Implementation Services	\$ 11,850
Knowledge Transfer/Training	\$ 1,450
Flex App Replacement (GISinc OneView)	
Implementation Services	\$ 26,300
Framework Fee (Software)	\$ 10,000

Knowledge Transfer/Training	\$	2,100
Property Report Repair/Persistence		
Implementation Services	\$	16,000
Knowledge Transfer/Training	\$	900
Total	\$	68,600

Assumptions:

- The City will provide the requisite hardware environment.
- Data will be migrated between the old version and new version as is and will not require cleansing, manipulation or transformation by GISinc.
- Map services currently published and consumed by the City's Flex app will be used as the foundation for the GISinc OneView configuration.
- Code for the Property Report is available and will not require *re-writing*, but rather *revisions* to restore functionality.
- No functional enhancements will be made to the Property Report.
- The City is ultimately responsible for the cartographic design of the map services delivered through GISinc OneView.
- The City will provide input to GISinc based on intimacy with the local data on which map services are included and which attributes are to be returned from those services upon an *Identify*.
- The Tri-View tool is dependent on a 3rd party service, Dual Maps Channel, which is beyond the control of GISinc.
- Linking to digital documents will be facilitated by a mutually agreed upon method and relationship between GIS and files/file paths.
- GISinc will not be responsible for establishing any file associations or document linkages, but rather will focus on supporting functionality.
- Knowledge transfer will focus on the specific content of the selected projects and will not represent more comprehensive GIS training.
- All implementation and knowledge transfer services will be performed remotely.

You may indicate your acceptance of the above proposal with a signature from authorized personnel at City of Sterling Heights.

Signature:

Name:

Title:

Date:

Quotation Terms and Conditions

This confidential quotation is valid for thirty (30) days unless otherwise stated and does not include shipping or tax unless otherwise stated. This quotation information is proprietary and may not be copied or released other than for the express purpose of system and service selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Geographic Information Services, Inc. (GISinc).

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To award a bid for the washing, cleaning, and reconditioning of City-owned vehicles for a two-year period at unit prices bid (Estimated annual expenditure of \$18,000).

Submitted By: Office of Purchasing

Contact Person/Telephone: James Buhlinger, Purchasing Manager, (586) 446-2741

Administration (initial as applicable)



Attachment

 City Clerk	—	Resolution	—	Minutes
 Finance & Budget Director	—	Ordinance	—	Plan/Map
 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 maintains a fleet of 330 vehicles, 260 of which receive washing and cleaning services as needed by a selected vendor. In an effort to control costs, City Administration has instructed departments to closely monitor this expenditure while continuing to maintain a clean, safe, and presentable fleet of vehicles. The majority of vehicles receive normal exterior / interior cleaning, or just exterior cleaning. On occasion, vehicle reconditioning and/or disinfecting of the interior is required, such as after the transport of arrestees.
- The City issued an invitation to bid for the washing, cleaning, and reconditioning of City-owned vehicles for a two-year period.
- On August 3, 2016, a single bid was received in response to the City's bid solicitation. Recommendation is being made to award the bid to the sole bidder, Backus Incorporated, d/b/a Backus Auto Wash (Backus). Backus is the incumbent vendor and has provided these services to the City for over 30 years. Backus' long-term performance continues to be excellent and its location on 17 Mile Road, just west of Van Dyke, is ideal when the frequent need arises for unscheduled, drive-in service.
- Backus' current bid reflects modest increases for the majority of services provided. It should be noted that there have been no price increases bid by Backus, Inc. since 2001. Unit pricing bid will remain the same for both years of the new bid period (September 2016 through August 2018).
- Bid specifications provide for four main sections (A – D), with subsections. The unit pricing bid by

Backus is provided below:

		<u>1st Year</u>	<u>2nd Year</u>
Section A-I	Normal exterior cleaning	\$3.50	\$3.50
Section A-II	Normal interior/exterior cleaning	5.50	5.50
Section B-I	Interior reconditioning, upholstered seats	50.00	50.00
Section B-II	Interior reconditioning, plastic seats	50.00	50.00
Section B-III	Exterior reconditioning	50.00	50.00
Section B-IV	Interior reconditioning of buses/trolley - NEW	225.00	225.00
Section C-I	Normal reconditioning, plus disinfecting	60.00	60.00
Section D-I	Hand washing of Police Vehicles	5.50	5.50
Section D-II	Hand washing of Police Motorcycles	5.50	5.50
Section D-III	Hand washing of Animal Control Vans	5.50	5.50

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to award the bid for washing, cleaning, and reconditioning of City-owned vehicles to Backus Incorporated, d/b/a Backus Auto Wash, 7755 17 Mile Road, Sterling Heights, MI 48313, for a two-year period at unit prices bid.

CITY OF STERLING HEIGHTS
STAFF REPORT
September 6, 2016

Prepared By: James Buhlinger, Purchasing Manager

Ext. No. 2741

GENERAL INFORMATION:

On August 3, 2016, bids were due for the washing, cleaning, and reconditioning of City-owned vehicles. An Invitation to Bid was advertised on SHTV, posted to the MITN website, Facebook and Twitter and published in the Sentry. One vendor responded as outlined on the attached bid tabulation. Funds for this purchase are allocated annually in 11744553 (Fleet Maintenance) 759000 (Parts and Sublet Services).

The City maintains a fleet of approximately 330 motor vehicles. With the exception of Department of Public Works and Fire Department trucks, which are washed by DPW and Fire personnel as necessary, approximately 260 passenger cars, trucks and vans receive regular washing and cleaning services as necessary by the selected vendor. In an effort to control costs, City Administration continues to advise departments to closely monitor this expenditure while continuing to maintain a clean, hygienic, and presentable fleet of vehicles.

STAFF ANALYSIS AND FINDINGS:

Staff from the Department of Public Works and Office of Purchasing reviewed the sole bid received and are recommending an award to Backus Incorporated, d/b/a Backus Auto Wash. Backus has served as the City's vendor for over 30 years and has established a record for reliability and quality.

Unit prices bid have increased as indicated below:

		<u>From</u> <u>Prior Bid</u>	<u>To</u> <u>Current Bid</u>
Section A-I	Exterior cleaning – Est. Qty. 40	\$3.00	\$3.50
Section A-II	Interior/exterior cleaning – Est. Qty. 2,000	5.00	5.50
Section B-I	Interior reconditioning, upholstered seats – Est. Qty. 30	40.00	50.00
Section B-II	Interior reconditioning, plastic seats – Est. Qty. 30	40.00	50.00
Section B-III	Exterior reconditioning – Est. Qty. 30	40.00	50.00
Section B-IV	Interior reconditioning of buses/trolley – Est. Qty. 5	175-200	225.00
Section C-I	Normal reconditioning, plus disinfecting – Est. Qty. 20	90.00	60.00
Section D-I	Hand washing of Police Vehicles – Est. Qty. 5	5.00	5.50
Section D-II	Hand washing of Police Motorcycles – Est. Qty. 15	5.00	5.50
Section D-III	Hand washing of Animal Control Vans – Est. Qty. 5	5.00	5.50

It should be noted that the vast majority of the services provided under this award involve Section A-II (normal interior/exterior cleaning). The unit price bid for this service increased \$0.50

from \$5.00 to \$5.50, or 10%. Since 2001, there have been no increases in the unit prices awarded to this, or any other vendor.

Please see the attached departmental memorandum supporting this recommendation. The City anticipates expenditures of approximately \$18,000 annually for washing, cleaning, and reconditioning of City-owned vehicles under this bid.

STAFF RECOMMENDATION:

Please see Suggested Action set forth on the accompanying Agenda Statement.

Notification list:

Backus Inc. Auto Wash
7755 17 Mile Road
Sterling Heights, MI 48314
Louis Backus, President
backuscw@att.net



Interoffice Memorandum

Date: August 9, 2016

To: Jim Buhlinger, Purchasing Manager

From: 
Jared Beaudoin, Operations Manager

Subject: Recommendation: Washing, Cleaning, & Restoration of City Vehicles

The Department of Public Works has reviewed the only bid received for the washing, cleaning, and restoration of city vehicles. The DPW staff recommends that the bid be awarded to the only bidder meeting all specifications and requirements based on their unit prices bid for this two-year contract:

Backus Car Wash Inc.
7755 17 Mile Road
Sterling Heights, MI 48314
Attn: Louis Backus

The City has successfully utilized Backus Car Wash Inc. through this contract for many years to the satisfaction of staff. Based on the average expenditures over the past three years, the DPW staff estimates that approximately \$18,000 per year will be spent on the washing, cleaning, and restoration of all city vehicles.

Funds for this service have been budgeted in the Fleet Maintenance, Parts and Sublet Services account #11744553-759000.

C: Michael Moore, Public Works Director
Don Barron, Fleet Maintenance Supervisor

**CITY OF STERLING HEIGHTS
 BID TABULATION - AUGUST 3, 2016
 ITB-SH16-036: WASHING/CLEANING
 AND RECONDITIONING OF CITY VEHICLES**

BACKUS, INC.

		<i>Est. Qty.</i>	<i>Year One</i>	<i>Year Two</i>
A-I	Normal exterior cleaning	40	\$3.50	\$3.50
A-II	Normal interior/exterior cleaning	2,000	5.50	5.50
B-I	Interior reconditioning, upholstered seats	30	50.00	50.00
B-II	Interior reconditioning, plastic seats	30	50.00	50.00
B-III	Exterior cleaning	30	50.00	50.00
B-IV.	Interior Reconditioning of Buses/Trolleys for Sterlingfest	5	225.00	225.00
C-I	Normal reconditioning, plus disinfecting	20	60.00	60.00
D-I	Hand washing of Police Vehicles	5	5.50	5.50
D-II	Hand washing of Police Motorcycles	15	5.50	5.50
D-III	Hand washing of Animal Control Vans	5	5.50	5.50
Hours of operation - weekdays, Saturday, Holidays			8:00 am - 5:00 pm	8:00 am - 5:00 pm
Hours of operation - Sunday			9:00 am - 4:00 pm	9:00 am - 4:00 pm



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

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

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

INVITATION TO BID

ITB-SH16-036

The City of Sterling Heights, Michigan is accepting sealed bids for WASHING/CLEANING AND RECONDITIONING OF CITY VEHICLES until WEDNESDAY, AUGUST 3, 2016 AT 2:30 P.M. in the Office of the City Clerk, 40555 Utica Road, Sterling Heights, Michigan 48313. Specifications are attached.



 James Buhlinger
 Purchasing Manager

Office of Purchasing
586-446-2740

VI. SPECIFICATIONS

All quantities indicated in the bid form are estimated amounts for one (1) year and may vary substantially during the course of the contract. The estimated quantities are used for assisting in the determination of the lowest responsible bidder.

SECTION A — INTERIOR/EXTERIOR VEHICLE WASHING/CLEANING

Interior/exterior washing of City vehicles shall include, but is not limited to, full and mini-size vans, 4 x 4 trucks, pick-up trucks, passenger vehicles and vehicles with emergency lights.

All wash and rinse water must be fresh, not recirculated from washing of other vehicles.

The following specifications are to be considered minimum standards:

A-I EXTERIOR CLEANING

Wash and rinse all surfaces
Wipe dry - including door jambs
Under body flush

A-II INTERIOR/EXTERIOR CLEANING

To include all of section A-I, plus the following:

Vacuum floor and seats
Clean windows and mirror
Clean dashboard
Clean center console

SECTION B — NORMAL RECONDITIONING OF VEHICLES

Interior/exterior reconditioning of City vehicles shall include but is not limited to the following specifications that are to be considered minimum standards:

B-I INTERIOR RECONDITIONING WITH UPHOLSTERED SEATS

Vacuum and shampoo carpet, seats, headliner and mats
Clean windows and mirrors
Clean and polish dashboards and trim
Clean console
Spray with air freshener

B-II INTERIOR RECONDITIONING WITH PLASTIC ROAD SEAT

To include all of section B-I, plus the following:
Disinfect plastic seat, floor and headliner
Clean plexiglass/metal prisoner shield

B-III EXTERIOR CLEANING

Wash and rinse all surfaces
Wipe dry – including door jambs
Remove any oxidation, tar, etc.
Wax (not polish) entire exterior including doorjamb areas and chrome
Clean interior of trunk, if applicable to vehicle
Steam clean engine and engine compartment

B-IV COMPLETE INTERIOR RECONDITIONING OF BUSES / TROLRIES USED FOR STERLINGFEST

Currently 7 buses / trolleys are maintained by the City for the Sterlingfest. Reconditioning will include all of section B-I; to be completed before the Sterlingfest.
Sizes of buses / trolleys range from 21 feet to 30 feet.
Note the seats of the buses/trolleys may vary, cloth, vinyl or wood.

SECTION C — EXTENSIVE RECONDITIONING OF VEHICLES

Extensive interior/exterior cleaning of Police vehicles shall include all of the above, with the exception of steam cleaning the engine and engine compartment. Police vehicles may contain blood and other body fluid contaminations. Disinfectants must meet the latest health and safety standards.

SECTION D — HAND WASHING OF VEHICLES

Police vehicles with specialized sensitive equipment, Police Motorcycles, Animal Control and Prisoner Transport vans that cannot be put through the car wash are to be washed by hand, including the cargo area (animal control vans).

VII. BID FORM

The undersigned hereby declares that the instructions and specifications have been carefully examined and that **WASHING/CLEANING AND RECONDITIONING OF CITY VEHICLES** will be furnished for the prices set forth in this bid. It is understood and agreed that all bids are **F.O.B. DESTINATION**, that all bid prices shall remain in effect for at least ninety (90) days from the date of the bid opening to allow for the award of the bid and that, if chosen the successful vendor, the prices will remain firm for two (2) years from date of contract.

All quantities indicated are estimated amounts for one (1) year and may vary during the course of the contract. The estimated quantities are used for assisting in the determination of the lowest responsible bidder.

It is the intent of the City to purchase the services in the quantity and frequency as listed in this bid, however, the City reserves the right to reduce or eliminate this purchase without prior notice. The City reserves the right to split and/or reject all bids to realize the greatest cost savings.

	<u>Year One</u>	<u>Year Two</u>
BID GRAND TOTAL (SECTIONS A-D): (totals from page 14)	\$ _____	\$ _____

How did you receive notification of this bid? _____

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

The undersigned certifies that all documents/addendums associated with this bid have been downloaded from the MITN website.

Company _____

Address _____

City/State/Zip _____

Representative/Title _____

Telephone/Fax _____

E-Mail Address/Website _____

Terms _____

Signature/Date _____

VII. BID FORM (CONT'D)

Please indicate pricing per Vehicle:

	Est. Qty.	Unit Price Year 1	Extended Total (Yr 1)	Unit Price Year 2	Extended Total (Yr 2)
SECTION A — INTERIOR/EXTERIOR VEHICLE WASHING/CLEANING					
A-I Normal exterior cleaning	40	\$ _____	\$ _____	\$ _____	\$ _____
A-II Normal interior/exterior cleaning	2,000	\$ _____	\$ _____	\$ _____	\$ _____
Section A Total:			\$ _____	\$ _____	\$ _____
SECTION B — NORMAL RECONDITIONING					
B-I Interior reconditioning, upholstered seats	30	\$ _____	\$ _____	\$ _____	\$ _____
B-II Interior reconditioning, plastic seats	30	\$ _____	\$ _____	\$ _____	\$ _____
B-III Exterior cleaning	30	\$ _____	\$ _____	\$ _____	\$ _____
B-IV Interior reconditioning of Buses/Trolleys for Sterlingfest	5	\$ _____	\$ _____	\$ _____	\$ _____
Section B Total:			\$ _____	\$ _____	\$ _____
SECTION C — EXTENSIVE RECONDITIONING					
C-I Normal reconditioning, plus disinfecting	20	\$ _____	\$ _____	\$ _____	\$ _____
Section C Total:			\$ _____	\$ _____	\$ _____
SECTION D — HAND WASHING OF VEHICLES					
D-I Hand washing of Police vehicles	5	\$ _____	\$ _____	\$ _____	\$ _____
D-II Hand washing of Police Motorcycles	15	\$ _____	\$ _____	\$ _____	\$ _____
D-III Hand washing of Animal Control Vans	5	\$ _____	\$ _____	\$ _____	\$ _____
Section D Total:			\$ _____	\$ _____	\$ _____
GRAND TOTAL: (Sec. A-D)			\$ _____	\$ _____	\$ _____
(Please carry totals forward to page 13)					

Indicate hours of operation: Weekdays _____ a.m. to _____ p.m.

Saturdays, Sundays, Holidays _____ a.m. to _____ p.m.

This form **must** be completed and returned with your bid.

AGENDA STATEMENT

OMB A503 Rev. 11/04

Item Title: To purchase nine 2017 Ford Interceptor police pursuit vehicles and one 2017 Chevrolet Tahoe SUV through cooperative bids (Total expenditure of \$277,861).

Submitted By: Office of Purchasing

Contact Person/Telephone: James Buhlinger, Purchasing Manager, (586) 446-2741

Administration (initial as applicable)



Attachments

	City Clerk	—	Resolution	—	Minutes
	Finance & Budget Director	—	Ordinance	—	Plan/Map
	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:

Over the past several years, law enforcement agencies across the nation and at all levels of government (federal, state, county and local) have been shifting their choice for police pursuit vehicles (PPVs) from 'sedans' to 'SUVs.' The predominant reason for this change is attributable to three factors: increased capacity for personnel/equipment, cheaper vehicle cost and pursuit rated all-wheel-drive (AWD) capability.

The Sterling Heights Police Department and DPW Fleet Maintenance Division have evaluated the pros and cons associated with this shift and determined that the SUV is the best option. Accordingly, Ford Motor Company's Police Interceptor SUV has been selected as the model for future additions to the Police Department's fleet of PPVs.

The Police Department needs to replace nine high-mileage PPVs with the new Ford Police Interceptor SUVs. In addition, a high-mileage Chevrolet Tahoe dedicated to the Special Response Team also needs replacement with a new model.

The Ford Police Interceptor SUVs are available for purchase at competitively bid pricing through a State of Michigan MiDeal cooperative purchasing contract with Gorno Ford. The City can acquire the Chevrolet Tahoe at competitively bid pricing through an Oakland County cooperative purchasing contract with Berger Chevrolet. The cumulative cost of the ten new vehicles is \$277,861.

Please see supporting documentation for additional information.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to:

- a) Purchase nine 2017 Ford Interceptor police pursuit vehicles from Gorno Ford, 22025 Allen Road, Woodhaven, MI 48183, through the State of Michigan cooperative bid, MiDeal contract #071B1300005, in the cumulative amount of \$244,224; and
- b) Purchase a 2017 Chevrolet Tahoe SUV from Berger Chevrolet, Inc., 2525 28th Street S., Grand Rapids, MI 49512, through the Oakland County cooperative bid, contract #4556, in the amount of \$33,637; and
- c) Authorize an amendment to the Capital Project Fund budget in the amount of \$14,161 from Capital Project Fund reserves.

CITY OF STERLING HEIGHTS
STAFF REPORT
September 6, 2016

Prepared By: James Buhlinger, Purchasing Manager

Ext. No. 2741

GENERAL INFORMATION:

Funding for the acquisition of the police vehicles in the cumulative amount of \$263,700 is budgeted in 43790901 (Capital Projects Fund – Vehicles) 984315 (Vehicles – Police Operations). A budget amendment for the balance of the cumulative purchase price in the amount of \$14,161 is necessary from Capital Project Fund reserve.

STAFF ANALYSIS AND FINDINGS:

Following considerable discussion and analysis, the Police Department is changing the model recommended for purchases of new police pursuit vehicles (PPVs) from the Chevrolet Caprice to the Ford Interceptor SUV. The Ford Interceptor SUV offers all-wheel drive and increased interior space that better accommodates drivers, passengers, and equipment. The Ford Interceptor SUV is less expensive than the Chevrolet Caprice. This model is currently available for purchase at competitively bid pricing through a State of Michigan MiDeal cooperative bid. Recommendation is being made to purchase nine Ford police patrol vehicles through the MiDeal cooperative bid.

The new PPVs will replace the following makes and models that are scheduled for replacement:

	<u>Current Mileage</u>	<u>Estimated Mileage at Replacement</u>
2011 Ford Crown Vic - #100	89,408	93,110
2011 Ford Crown Vic - #104	102,069	105,770
2013 Dodge Charger - #111	79,939	83,640
2011 Ford Crown Vic - #112	80,483	84,180
2011 Ford Crown Vic - #117	97,153	100,850
2011 Ford Crown Vic - #118	75,599	79,300
2011 Ford Crown Vic - #120	90,693	94,390
2011 Ford Crown Vic - #123	81,081	84,780
2011 Ford Crown Vic - #127	83,584	87,280

When these vehicles are removed from service as PPVs, the DPW will remove all police-related equipment (light bars, push bars, radio / computer equipment and decals) and prepare them for use by City personnel for general, non-police purposes.

Based on the specifications established by the Sterling Heights Police Department and DPW Fleet Maintenance Division, the following model and options are recommended for the replacement vehicles:

2017 Ford Explorer Interceptor SUV – 6 White / 3 Black

Police package – includes title and delivery

- 3.7L V6 (police calibrated) engine,
- 4WD, 6-speed automatic transmission,
- Heavy-duty police rated suspension, 3.65 axle ratio,
- 18" heavy-duty steel wheels, power windows, lock and mirrors
- Seats - front bucket cloth, rear bench vinyl
- Police Patrol package - Heavy-duty battery, alternator, radiator & oil cooler

Gorno Ford is the supplier of the Ford Interceptor SUV through a contract with the State of Michigan's MiDeal cooperative purchasing program. Expected delivery of these vehicles is within ten to twelve weeks from receipt of a purchase order.

The Police Department's Special Response Team also needs to replace a 2012 Chevrolet Tahoe with 109,624 miles. Mileage at the time of replacement is expected to be 113,480. The 2012 Chevrolet Tahoe will be repurposed within the city fleet.

Based on the specifications established by the DPW Fleet Maintenance Division, the following model and options are recommended for the replacement Chevrolet Tahoe SUV:

2017 Chevrolet Tahoe Police Pkg. SUV - Base Model - White (includes title & delivery)

- 5.3L Ecotech V8 engine
- 2WD, 6-speed automatic transmission,
- Heavy duty police-rated suspension, 3.08 ratio rear axle
- 17" x 8" steel wheels
- 40/20/40 split bench seating
- Police Patrol Package (9C1)

This replacement vehicle will be purchased through Oakland County cooperative contract #4556 from Berger Chevrolet. The anticipated delivery date is late November, 2016.

STAFF RECOMMENDATION:

Please see Suggested Action on the accompanying Agenda Statement.

Notification list:

Gorno Ford
22025 Allen Road
Woodhaven, MI 48183
Jim Agney, Government & Fleet Sales
jagney@gornoford.com

Berger Chevrolet
2525 28th Street S.E.
Grand Rapids, MI 49506
Bob Evans, Government Sales
bevans@bergerchevy.com



Date: August 8, 2016
To: Jim Buhlinger, Purchasing Manager
From: Captain Dale Dwojakowski, Police Administration / Support Services
Subject: Fiscal Year 16/17 Police Vehicle Purchase

The 2016-17 fiscal year budget included funding for the purchase of one (1) Chevrolet Tahoe and nine (9) police patrol / traffic vehicles. Please see the following analysis regarding the purchase of the approved vehicles.

Purchase of One (1) Chevrolet Tahoe Police Patrol Vehicle

This replacement vehicle is used by the Special Response Team (SRT) to conduct daily patrol / tactical duties as well as house many pieces of tactical equipment. The Tahoe has served us well and all of the existing racks and emergency equipment can be easily removed from the current Tahoe and transferred to the new Tahoe. The one (1) Chevrolet Tahoe will replace the following high mileage SRT vehicle that is at the end of its useful life.

2012 Chevrolet Tahoe, vehicle #SRT2, current mileage 109,624

Purchase of nine (9) Ford Police Interceptor Utility Police Patrol / Traffic Vehicles

These replacement vehicles are used by police command officers and police officers to conduct daily patrol / traffic activities as well as house equipment. This year the police department is moving away from the Chevrolet Caprice and requesting purchase of the Ford Police Interceptor (P.I.) Utility vehicle. Because the Caprice is a sedan, it offers limited space for our taller officers and the trunk cargo area can't accommodate patrol rifles and other larger pieces of police equipment. The Ford P.I. Utility offers much more room for the officers and all of their equipment because of the SUV body style. The Ford Interceptor Utility also comes standard with all-wheel drive making the vehicle much easier to drive in snow, ice and rain. Because the Ford P.I. Utility is larger, all-wheel drive and less expensive than the Chevrolet Caprice, it is the recommendation of the police department to purchase the Ford P.I. Utility vehicle as our new standard patrol vehicle. The nine (9) Ford Police Interceptor Utility vehicles will replace the following high mileage vehicles that are approaching the end of their useful life.

2011 Ford Crown Victoria, vehicle #100, current mileage 89,408
2011 Ford Crown Victoria, vehicle #104, current mileage 102,069
2013 Dodge Charger, vehicle #111, current mileage 79,939

2011 Ford Crown Victoria, vehicle #112, current mileage 80,483
2011 Ford Crown Victoria, vehicle #117, current mileage 97153
2011 Ford Crown Victoria, vehicle #118, current mileage 75,599
2011 Ford Crown Victoria, vehicle #120, current mileage 90,693
2011 Ford Crown Victoria, vehicle #123, current mileage 81,081
2011 Ford Crown Victoria, Vehicle #127, current mileage 83,584

The Police Department has reviewed the MIDEAL and Oakland County Cooperative bid as it pertains to the Chevrolet Tahoe and the Ford Police Interceptor Utility. MIDEAL was used for the Ford Police Interceptor Utility (Gorno Ford) purchase, and the Oakland County Cooperative was used for the Chevrolet Tahoe (Berger Chevrolet) pricing as follows:

Nine (9) Ford Police Interceptor Utility (6 white/3 black) @ \$27,136.00 each X 9 = \$244,224.00

One (1) Chevrolet Tahoe (white) @ \$33,637.00= \$33,637.00

Total Purchase = \$277,861.00

Delivery and Title fees Included in pricing

Due to the fact that the pricing for the Ford came in higher than was allocated for in the FY16/17 capital budget there is a shortfall of \$14,161.00. Therefore, the capital budget funding for this purchase will have to be amended to include the additional \$14,161.00.

Allocated Capital Projects Fund 984315 (9 Ford's & 1 Chevrolet Tahoe) = \$263,700
Budget Amendment Requested to Capital Projects Fund 984315 = \$14,161.00

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 4890
 OR
 525 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 10
 to
CONTRACT NO. 071B1300005
 between
THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR	PRIMARY CONTACT	EMAIL
GORNO FORD INC 22025 Allen Road Woodhaven Michigan 48183	Jim Agney	jagney@gornoford.com
	PHONE	CONTRACTOR'S TAX ID NO. (LAST FOUR DIGITS ONLY)
	734-671-4033	4520

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
PROGRAM MANAGER / CCI	MDOT	Dan Smith	517-334-7767	smithd4@michigan.gov
CONTRACT ADMINISTRATOR	DTMB	Yvon Dufour	(517) 284-6996	dufour@michigan.gov

CONTRACT SUMMARY			
DESCRIPTION: Vehicles, Patrol and Passenger Vehicles, Trucks, Vans, Cabs & Chassis			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILIABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE (S) NOTED BELOW
October 01, 2010	September 30, 2015	2, 1 year	September 30, 2016
PAYMENT TERMS		DELIVERY TIMEFRAME	
Net 45		30 Days	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input type="checkbox"/> P Card: <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS			
N/A			

DESCRIPTION OF CHANGE NOTICE				
EXERCISE OPTION?	LENGTH OF OPTION	EXERCISE EXTENSION?	LENGTH OF EXTENSION	REVISED EXPIRATION DATE
<input type="checkbox"/>		<input type="checkbox"/>		
CURRENT VALUE		VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE	
\$1,615,494.00		\$0.00	\$1,615,494.00	

DESCRIPTION:
 Effective October 15, 2015, the following amendment is hereby incorporated into the contract: contract vehicle pricing is REVISED per the attached spreadsheet. All other terms, conditions, specifications and pricing remain the same. Per contractor proposal and agency agreement, and DTMB Procurement approval.

GORNO FORD
22025 ALLEN ROAD
WOODHAVEN, MI 4818

DATE: 7/24/16 (Rev. 7.27.16)

TO: CAPTAIN DALE DWOJAKOWSKI, STERLING HEIGHTS P.D.
586-446-2931 (DIRECT) ddwojakowski@sterling-heights.net

FROM: JIM AGNEY, GORNO FORD, GOVERNMENT & FLEET SALES
734-671-4033 (DIRECT) (FAX) 734-676-7647 jagney@gornoford.com

RE: **MiDEAL # 3905-0016 - 2017MY P.I. UTILITY, *BLACK/BLACK CLOTH* 3.7L V6 (POLICE CALIBRATED), 4WD, *DUAL LED SPOTLIGHTS*, *NOISE SUPPRESS*, DISC BRKS.w/ABS (H.D.ROTORS/CALIPERS), ELEC. PWR. ASSIST STEERING, H.D. (POLICE CALIBRATED) 6 Spd. AT, H.D. ALT./BATT., H.D. RADIATOR/TRANS. OIL COOLER/ENGINE OIL COOLER ENGINE HOUR METER, TPMS, COLUMN SHIFT, TILT/CRUISE, VINYL FLOOR COVERING, PWR. ADJUSTABLE PEDALS, PWR. DRIVER SEAT, FLEET KEY, 18.6 gal. TANK, *DARK CAR FEATURE*, *REAR WDW. PWR. DEL.*, CLOTH FRONT SEATSw/INTRUSION PLATES/VINYL REAR, 3.65 AXLE RATIO, ADVANCE TRACw/ROLL STABILITY CNTRL. & GYROSCOPIC SENSORS, FRNT. CONSOLE MOUNTING PLATE, PRIVACY GLASS, 245/55Rx18 AS, 18"H.D. STEEL WHEELS, PWR. WINDOWS/LOCKS/*MIRRORS*, BATT. – SAVER, CAPLESS FUEL FILLER, FRNT./SIDE AIR BAGSw/ROLL CURTAIN & - CANOPY, 2-WAY RADIO PRE-WIRE, AM/FM/CD/MP3w/CLOCK, 4.2"LCD INFO SCREEN, *FRONT/REAR HEADLAMP SOLUTION*, KEYED ALIKE (1111X), *DOOR LOCK FOB*, REAR CAMERAw/WASHER, *RED/WHITE DOME LIGHT***

F.O.B. DELIVERED TO STERLING HEIGHTS, MI \$27,136.00
(MSRP = \$33,770.00)

Current lead-times are estimated at 10-12 weeks from receipt of Purchase Order.

Please review SELECT COLOR/OPTIONS, sign and e-mail/fax back or e-mail/fax Purchase Order to Jim Agney.

Customer Signature: _____

Thank you,

Jim Agney

This quotation is confidential and privileged and is intended solely for the use of Gorno Ford and City of Sterling Heights. This quotation is compiled in association with the MiDEAL Contract and intended for use by MiDEAL Members and State of Michigan government agencies stated above. Information/specifications in this quotation have been established by and are intended only for use by the stated parties. This document is not to be disclosed, distributed, used/re-used as a basis for specifications subsequent bids or request(s) for quotation(s) to any other party or bidders other than the intended parties and/or their authorized personnel.



QUICKEST AND FASTEST UTILITY*

Armed with the 365-hp¹ EcoBoost[®] V6² and standard AWD, it out-accelerates the competition's V8-equipped utility (and all base V6-powered sedans too)³. In the most recent official tests by the Michigan State Police and Los Angeles Sheriff's Department, this Police Interceptor clocked the quickest 0-60-mph and 0-100-mph acceleration times, the fastest quarter-mile time, the best top speed in the quarter mile, and the fastest average lap time compared to all utility vehicles! Dominant is the word for it.

An intimidating presence, offering commanding views and more. Front seats feature slim, uniquely shaped bolsters that enable officers to quickly get in, get going and get out. Those minimized bolsters supply ample room for a holstered pistol (left- or right-hand). To allow for a fitter fit, the 6-way power driver's seat is standard. Reconfigure the rear 60/40 split-fold bench as desired, or fold it fully out of the way for 85.1 cu. ft. of load space and a 1,630-lb. standard payload capacity. Devices and dogs can be kept cooler with the auxiliary air conditioning⁴. The liftgate release switch in the overhead console is not only handy, but helps provide added security by relocking the mechanism after 45 seconds if unopened. A rear view camera with washer is standard – the camera display in the 4" center-stack LCD screen is standard too, or choose to have that display in the rearview mirror as a no-charge option.

It's purpose-built in the U.S.A.⁵ – engineered in Dearborn and assembled in Chicago. As a cost-control measure, a number of components on the Utility are identical to the Sedan. The standard 3.7L V6 and available 3.5L EcoBoost V6 share many parts for simplified service. This holds true for the front seats and brakes. Furthermore, the Police Interceptor key doesn't contain a microchip, meaning cost is minimal for copies and the entire fleet can run with one common design.

¹Based on Michigan State Police and Los Angeles Sheriff's Department test results for 2016 models. ² horsepower and torque ratings achieved with 10-cylinder fuel. ³Available feature. ⁴Assembled in the U.S.A., with domestic and foreign parts.

POLICE INTERCEPTOR[®] UTILITY





CONTRACT



**OAKLAND COUNTY
PURCHASING DIVISION**

Dispatch via Print

Executive Office Building 41 West
2100 Pontiac Lake Rd.
Lower Level
Waterford MI 48328-0462
Main Phone 248/858-0511
www.oakgov.com/purchasing/
Berger Chevrolet
Bob Evans
2525 28th Street SE
Grand Rapids MI 49512

Contract ID 00000000000000000004556		Page 1 of 2	
Contract Dates 09/01/2015 to 09/30/2016		F.O.B. DEST	Terms NET 0
Buyer Joseph P. Dahl	Phone 248/858-0514	Email dahlj@oakgov.com	
Description: 2016 Chevy Truck,SUV,Express-B		Contract Maximum 800,000.00	

Vendor ID 0000016040
Phone: 616/575-9629 Bob Evans
Fax: 616/988-9178 bevans@bergerchevy.com

Tax Exempt ID: 38-6004876

Line #	Item Number	Item/Description	Category Co	Item UOM	Contract Price
1	000000000000036581	2016 Chevy Trucks, SUV's, Express	25000000	EA	1.00

This contract is for 2016 model year Chevy Trucks, SUV's and Express until the official cut off date for ordering. Government entities are to contact the dealer for verification of the vehicle ordered and send all Purchase Orders directly to the dealer.

The dealer is responsible for delivery to all participants located within Oakland County. Delivery charges to municipalities outside the County of Oakland must be noted on the Purchase Order. The vehicle shall include a minimum of five (5) gallons of fuel with each vehicle delivery or pickup. This is included in the base price of the vehicle. NO EXCEPTIONS.

The standard cost subtotal shall include cost of the TITLE which is currently \$15.00. The dealer should note any other irregularities in regards to options..etc..., on the final quote to the government entity.

Color will be determined at the time of order by the County or other government entity ordering the vehicle.

LATE PAY CHARGE from DATE OF DELIVERY:
OVER 10 BUSINESS DAYS \$ 0
OVER 15 BUSINESS DAYS \$50.00
OVER 30 BUSINESS DAYS \$100.00

Charge per mile for delivery to any government entity outside of Oakland County
\$1.00/ per mile

FOB: DESTINATION- Vendor is responsible until vehicle is accepted at time of pick-up or delivery. Out of stock purchases are subject to price adjustments due to loss of protection, floor plan credit and possible GM advertising charges.

Inasmuch as no specific quantities are indicated on this contract, there is no commitment involved by Oakland County other than for the payment of goods procured under the conditions of this contract.

Oakland County issues individual Purchase Orders on behalf of County Departments as authorization for items ordered from this contract. The individual Purchase Order numbers are to be used on all Invoices, Bills of Lading, Shipping Documents and all correspondence relating to the Purchase Order.

Itemized invoices must be submitted to the ship to location on the purchase order, unless otherwise stipulated, for subsequent checking as to price and content. Invoices not itemized may be returned for correction.

This contract is not to be used for the purchase of any equipment and or services not listed herein. Oakland County requires a 30 day written notice of all price changes. Oakland County reserves the right to take advantage of any special pricing programs available from the contract vendor or any other outside vendors offering the said special pricing programs to Oakland County during the term of this contract.

Oakland County reserves the right to cancel this contract if orders are not filled within the time and in accordance with the terms specified.

Authorized Signature

CONTRACT

Dispatch via Print



**OAKLAND COUNTY
PURCHASING DIVISION**

Executive Office Building 41 West
2100 Pontiac Lake Rd.
Lower Level
Waterford MI 48328-0462
Main Phone 248/858-0511
www.oakgov.com/purchasing/
Berger Chevrolet
Bob Evans
2525 28th Street SE
Grand Rapids MI 49512

Contract ID 00000000000000000004556		Page 2 of 2
Contract Dates 09/01/2015 to 09/30/2016		F.O.B. DEST
Buyer Joseph P. Dahl	Phone 248/858-0514	Email dahlj@oakgov.com
Description: 2016 Chevy Truck,SUV,Express-B		Contract Maximum 800,000.00

Vendor ID 0000016040
Phone: 616/575-9629 Bob Evans
Fax: 616/988-9178 bevans@bergerchevy.com

Tax Exempt ID: 38-6004876

Line #	Item Number	Item/Description	Category Co	Item UOM	Contract Price
--------	-------------	------------------	-------------	----------	----------------

All shipments must be accompanied by Packing Slips and containers properly marked with requesting Department Name, Address, Contact Person and Purchase Order Number.

The prices indicated on this contract are not subject to change without written notification in advance.

No Charges will be allowed for boxing or packing unless stated on the Contract. Acceptance of this contract includes specifications, process, delivery and conditions included therein. Material is subject to inspection on our property. If rejected we agree to first advise vendor before returning goods. All freight and extra handling charges derived from said rejection shall be borne by the vendor. The acceptance of this contract does not in any way make the County of Oakland a party to any infringement or damage suits. Such suits to be borne by the vendor.

Compliance with Laws. Contractor shall comply with all federal, state, and local laws, statutes, ordinances, regulations, insurance policy requirements, and requirements applicable to its activities under this Contract, including zoning and building codes and MIOSHA guidelines

Discrimination. Contractor shall not discriminate against any employee or applicant for employment because of sex, race, religion, color, national origin, or handicap in violation of State and Federal law. Contractor shall promptly notify the County of any complaint or charge filed and/or determination by any Court or administrative agency of illegal discrimination by Contractor. The County, in its discretion, may consider any illegal discrimination described above as a breach of this Contract and may terminate or cancel this Contract immediately with notice.

A Materials Safety Data Sheet shall accompany or precede all shipments of materials subject to the Michigan Hazard Communications Standard also known as the "Right to Know Law" and classified as hazardous by Michigan Compiled Laws, Act 154 of the Public Acts of 1974 as amended. All containers shall have approved warning labels in accordance with this law. Copies of all MSDS's are to be sent to the requesting department.

Pursuant to Act 167 of the Public Acts of 1933, the County of Oakland, a Michigan Constitutional Corporation, is exempt from the sales tax provisions of this Act. In addition, the Michigan Department of Treasury has promulgated General and Specific Sales and Use Tax Rules which provide that the County of Oakland is not required to have a sales tax exemption number (R205.79; Rule 29).
FOR REPORTING PURPOSES – COUNTY OF OAKLAND I.D. #38-6004876W.

THIS IS A COOPERATIVE PURCHASING BLANKET CONTRACT

Authorized Signature
Scott N. Guzzu
Scott N. Guzzu (Sep 4, 2015)

MODEL: 2016 CHEVROLET TAHOE (9C1) CC 15706 POLICE PACKAGE			
Body Style: 2WD		Name Berger Chevrolet Inc	
NOTE Model Should include STANDARD PACKAGING, unless otherwise indicated below		Address 2525 28th Street SE 1	
		Address Grand Rapids, MI 49512 2	
		Contact Bob Evans	
		Telephone 616-949-5200	
Standard Equipment Plus		MINUS	COST
9C1			
A23	40/20/40 Seating		
5T5	Front Cloth Seat		
	Vinyl Rear Seat		
PLUS TITLE FEE			
MINUS TOTAL		\$	-
STANDARD COST SUBTOTAL			\$ 32,744.00 *
POSSIBLE OPTIONS.			
6N6	Door locks and handles, inside rear doors inoperative		\$ 52 00
B30	Floor covering, color-keyed carpeting		\$ 168 00
5HP	Key, 6 additional keys		\$ 112 00
6E8	Key common, complete special service vehicle fleet		\$ 22 00
6E2	Key common, complete vehicle fleet		\$ 22 00
UEO	OnStar, delete (Deletes (UPF) bluetooth for phone	\$ 69 00	
AMF	Remote keyless entry package, includes 6 additional transmitters		\$ 146 00
BTV	Remote vehicle start		\$ 264 00
A95	Seats, Front Bucket with Premium Cloth		\$ 220 00
5T5	Seats, front cloth and second row vinyl		N/C
6N5	Switches, rear window inoperative		\$ 53 00
UTQ	Theft-deterrent system		\$ 10 00 *
WX7	Wiring, auxiliary speaker		\$ 53 00
6J3	Wiring, grille lamps and siren speakers		\$ 83 00 *
6J4	Wiring, horn and siren circuit		\$ 37 00 *
6J7	Flasher system, headlamp and taillamp		\$ 436 00
AKP	Glass, solar absorbing, non deep tint	\$ 249 00	
9G8	Headlamps, daytime running lamps & automatic headlamp control delete		\$ 9 00 *
V76	Recovery hooks, front, frame-mounted		\$ 45 00 *
7X6	Spotlamps, left-handed		\$ 435 00 *
7X7	Spotlamps, left & right-handed		\$ 753 00
RWK	LPO, painted body-side moldings		\$ 242 00
1LR	Brake system, modified, police "City Brake Package"		N/C
R9Y	Fleet Free Maintenance Credit		
UT7	Ground studs, auxiliary		\$ 78 00
UEO	OnStar with 4G LTE		Std
TOTAL OPTIONS			
		TOTAL COST	\$ -
AUTHORIZED NAME (Print) Robert Evans		DATE: 8/28/2015	
AUTHORIZED SIGNATURE			

Delivery

276

33,637.

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$ \$33,637.00

Number of units 1

Total Bid Amount \$ \$33,637.00

Vehicle Description:

Year 2017

Make Chevrolet

Model Tahoe 2WD
Police Package

Vendor:

Berger Chevrolet Inc.

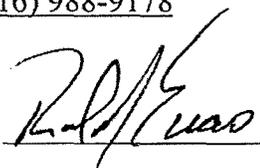
Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Signature



Printed Signature Robert M. Evans

Date 7/27/2016

Bid Prepared For :

Sterling Heights

Price includes title fee and delivery.

Prepared By:
administrator
Robert M. Evans
2525 28th SE
Grand Rapids, MI 49512
Phone: (616) 949-5200
Fax: (616) 988-9178
Email: bevans@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

<u>Code</u>	<u>Description</u>
CC15706	2017 Chevrolet Tahoe 2WD 4dr Commercial

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

<u>Code</u>	<u>Description</u>
-	Interior: Jet Black
-	Exterior 1: Summit White
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>
SUSPENSION PKG	
Z56	SUSPENSION, HEAVY-DUTY, POLICE-RATED front, independent torsion bar, and stabilizer bar and rear, multi-link with coil springs (Included and only available with (9C1) Police Vehicle only.)
EMISSIONS	
FE9	EMISSIONS, FEDERAL REQUIREMENTS
ENGINE	
L83	ENGINE, 5.3L ECOTEC3 V8 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJECTION AND VARIABLE VALVE TIMING includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm) (STD)
TRANSMISSION	
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)
AXLE	
GU4	REAR AXLE, 3.08 RATIO (Not available with (NHT) Max Trailering Package.)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 448.0, Data updated 7/19/2016
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Customer File:

Prepared By:
 administrator
 Robert M. Evans
 2525 28th SE
 Grand Rapids, MI 49512
 Phone: (616) 949-5200
 Fax: (616) 988-9178
 Email: bevans@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>
PREFERRED EQUIPMENT GROUP	
1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment
WHEEL TYPE	
RAP	WHEELS, 17" X 8" (43.2 CM X 20.3 CM) STEEL, POLICE, BLACK (Included and only available with (9C1) Police Vehicle.)
TIRES	
QAR	TIRES, P265/60R17 ALL-SEASON, POLICE, V-RATED (Included and only available with (9C1) Police Vehicle.)
SPARE TIRE	
ZAK	TIRE, SPARE, P265/60R17 ALL-SEASON, POLICE, V-RATED (Included and only available with (9C1) Police Vehicle.)
PAINT SCHEME	
ZY1	PAINT SCHEME, SOLID APPLICATION
PAINT	
GAZ	SUMMIT WHITE
SEAT TYPE	
AZ3	SEATING, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With vinyl, does not include (AG1) Driver 6-way power seat adjuster or (AG2) Front passenger 6-way power adjuster.) (STD)
SEAT TRIM	
H0U	JET BLACK, CLOTH SEAT TRIM
RADIO	
IO3	AUDIO SYSTEM, AM/FM STEREO WITH CD PLAYER AND AUXILIARY INPUT JACK includes USB port (STD)
GVWR	

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

Prepared By:
 administrator
 Robert M. Evans
 2525 28th SE
 Grand Rapids, MI 49512
 Phone: (616) 949-5200
 Fax: (616) 988-9178
 Email: bevans@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>
GVWR	
C5U	GVWR, 6800 LBS. (3084 KG) (Included and only available with (9C1) Police Vehicle.)
ADDITIONAL EQUIPMENT	
9C1	IDENTIFIER FOR POLICE PATROL VEHICLE includes, (K47) high-capacity air cleaner, (KW7) 170 amp high output alternator, (K4B) 730 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (UN9) radio suppression package, (Z56) heavy-duty, police-rated suspension, front independent torsion bar, and stabilizer bar and rear, multilink with coil springs, (QAR) P265/60R17 all-season, v-rated tires, (ZAK) P265/60R17 all-season, V-rated spare tire, Police brakes, (NZZ) underbody shield, (RAP) Black steel wheels w/bolt on center caps, Certified speedometer, delete roof rails, (ATD) third row seat delete, (NQH) active 2-speed transfer case (4WD only).
—	CAPLESS FUEL FILL (Included and only available with (9C1) Police Vehicle only.)
NZZ	FRONT UNDERBODY SHIELD (Requires a Fleet or Government sales order type. Included and only available with (9C1) Police Vehicle.)
K4B	BATTERY, AUXILIARY, 730 CCA
—	POWER SUPPLY, 100-AMP, AUXILIARY BATTERY, REAR ELECTRICAL CENTER (Included and only available with (9C1) Police Vehicle only.)
—	POWER SUPPLY, 50-AMP, POWER SUPPLY, AUXILIARY BATTERY passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle only.)
—	POWER SUPPLY, 120-AMP, (4) 30-AMP CIRCUIT, PRIMARY BATTERY relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle only.)
KW7	ALTERNATOR, 170 AMPS, HIGH OUTPUT (Included and only available with (9C1) Police Vehicle only.)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 448.0, Data updated 7/19/2016
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Customer File:

Prepared By:
 administrator
 Robert M. Evans
 2525 28th SE
 Grand Rapids, MI 49512
 Phone: (616) 949-5200
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2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>
ADDITIONAL EQUIPMENT	
V76	RECOVERY HOOKS, 2 FRONT, FRAME-MOUNTED, BLACK (Standard on 4WD Commercial models. Available on 2WD, Police and Special Service models. Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands.)
RM7	WHEEL, 17" X 8" (43.2 CM X 20.3 CM) FULL-SIZE, STEEL SPARE includes P265/60R17 V-rated tire (Included and only available with (9C1) Police Vehicle.)
___	LUGGAGE RACK, DELETE (Included and only available with (9C1) Police Vehicle only.)
7X6	SPOTLAMP, LEFT-HAND (Requires (9C1) Police Vehicle. Not available with (7X7) left and right-hand spotlamps.)
___	EXTERIOR ORNAMENTATION DELETE (Included and only available with (9C1) Police Vehicle only.)
6J3	WIRING, GRILLE LAMPS AND SIREN SPEAKERS (Requires (9C1) Police Vehicle.)
6J4	WIRING, HORN AND SIREN CIRCUIT (Requires (9C1) Police Vehicle.)
___	DOOR HANDLES, BODY-COLOR (Included and only available with (9C1) Police Vehicle only.)
UN9	RADIO SUPPRESSION PACKAGE, WITH GROUND STRAPS (Included and only available with (9C1) Police Vehicle.)
ATD	SEAT DELETE, THIRD ROW PASSENGER (Deletes rear storage compartment.) (Included with (9C1) Police Vehicle.)
___	INSTRUMENTATION, ANALOG with certified 150 mph speedometer, odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle only.)
___	KEY, 2-SIDED (Included and only available with (9C1) Police Vehicle only.)
___	THEFT-DETERRENT SYSTEM, VEHICLE, PASS-KEY III (Included and only available with (9C1) Police Vehicle only.)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 448.0, Data updated 7/19/2016
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Customer File:

Prepared By:
administrator
Robert M. Evans
2525 28th SE
Grand Rapids, MI 49512
Phone: (616) 949-5200
Fax: (616) 988-9178
Email: bevens@bergerchevy.com

2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>
ADDITIONAL EQUIPMENT	
—	POWER OUTLETS, 4 AUXILIARY, 12-VOLT includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle.)
9G8	HEADLAMPS, DAYTIME RUNNING LAMPS AND AUTOMATIC HEADLAMP CONTROL DELETE deletes standard Daytime Running Lamps and automatic headlamp control features from the vehicle for police stealth surveillance (Requires (9C1) Police Vehicle.)
R9Y	FLEET FREE MAINTENANCE CREDIT This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (2 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FLS, FNR, FRC or FGO. Not available with FDR order types.)
SHIP THRU CODES	
VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY and shipped to Kerr Industries and onto Arlington Assembly
SPECIAL EQUIPMENT OPTIONS	
5T5	SEATS, 2ND AND 3RD ROW VINYL WITH FRONT CLOTH SEATS Provides vinyl second and third row seats and cloth front seats (Requires interior trim (HOU) Jet Black and RPO (AZ3) front 40/20/40 split-bench seat.)
UTQ	CONTENT THEFT ALARM DISABLE

OPTIONS TOTAL

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 448.0, Data updated 7/19/2016
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Customer File:



AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To purchase a Pierce Ascendant PUC 107' aerial ladder fire truck and accessories through a Houston-Galveston Area Council cooperative bid (Total expenditure of \$825,000).

Submitted By: Office of Purchasing

Contact Person/Telephone: James Buhlinger, Purchasing Manager, (586) 446-2741

Administration (initial as applicable)



Attachments

 City Clerk	—	Resolution	—	Minutes
 Finance & Budget Director	—	Ordinance	—	Plan/Map
 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 Fire Department maintains a fleet of fire pumpers, ladder / pumper trucks, and heavy rescue trucks fully equipped to respond to building fires, motor vehicle accidents, medical emergencies and other emergency incidents throughout the City. This fleet, equipment and trained personnel are housed in five fire stations strategically situated throughout the City. Residents, businesses and visitors depend upon the readiness of the fire department to respond to any emergency with reliable and capable fire equipment for the protection of lives and property.
- The Fire Department is seeking approval for the purchase of a Pierce Ascendant PUC 107' aerial ladder fire truck at a total delivered cost of \$825,000. The Pierce Ascendant PUC aerial ladder fire truck is available at competitively bid pricing through a Houston – Galveston Area Council cooperative bid. Sterling Heights is a member of the cooperative and can avail itself of the bid pricing received from Pierce Manufacturing.
- Pierce Manufacturing, Inc., a division of Oshkosh Corporation, is the manufacturer of the Ascendant PUC aerial ladder fire truck. The unit will be built to meet current federal specifications and will include numerous improvements, including a pump under cab (PUC) design intended to improve access to the pump components for easier and less costly maintenance, improved cab design for roll-over protection of the occupants, and driver and passenger airbags. The City currently owns six apparatus manufactured by Pierce Manufacturing that have received high marks for quality and reliability by Fire Department personnel and Department of Public Works Fleet Maintenance mechanics.

- The Ascendant PUC aerial ladder fire truck will replace a 1990 Sutphen 100' aerial ladder (S90-L02) fire truck that is currently on reserve status. The Sutphen has in excess of 121,000 miles and is at the end of its useful life. This 26 year-old aerial platform truck is no longer dependable as a fire fighting response vehicle, it is not compliant with NFPA safety standards and the Department of Public Works' Fleet Maintenance Division struggles to find parts to properly service and maintain the truck's engine. As a result, the Sutphen will be removed from the fleet and will be auctioned.
- Funding for the purchase of the Ascendant PUC aerial ladder fire truck is included in the fiscal year 2016/2017 budget in the amount of \$825,000.
- Please see the attached Staff Report, departmental recommendation, and supporting documentation for additional information.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to purchase a Pierce Ascendant PUC 107' aerial ladder fire truck and accessories from Pierce Manufacturing, Inc., 2600 American Drive, P.O. Box 2017, Appleton, WI 54912, at pricing available through a Houston-Galveston Area Council cooperative bid in the amount of \$825,000, and authorize the City Manager to sign all documents required in conjunction with this purchase.

CITY OF STERLING HEIGHTS
STAFF REPORT
September 6, 2016

Prepared By: James Buhlinger, Purchasing Manager

Ext. No. 2741

GENERAL INFORMATION:

Authorization is being requested to purchase an aerial ladder fire truck manufactured by Pierce Manufacturing, Inc. for the Fire Department. The proposed Pierce Ascendant PUC 107' aerial ladder fire truck is available for purchase at competitively bid pricing through a Houston – Galveston Area Council (H-GAC) cooperative bid. The cumulative cost of the ladder truck, with accessories, is \$825,000, which includes the manufacturing cost, three inspection trips (pre-construction, post-paint inspection, and final inspection) by Fire/Fleet Maintenance personnel to the manufacturing site in Appleton Wisconsin, and delivery of the finished aerial ladder fire truck to Sterling Heights. Additionally, on-site sessions are included to address training on the water pump/tank, aerial ladder and new-vehicle needs.

Funding for this purchase is included in the fiscal year 2016/2017 budget in 43790901 (Capital Project Fund Vehicles/Equipment) 984339 (Vehicles – Fire Extinguishment) in the amount of \$825,000.

STAFF ANALYSIS AND FINDINGS:

The Sterling Heights Fire Department has two aerial ladder trucks, one front-line (S03-L03), housed at fire station #1 and one reserve (S90-L02), housed at fire station #3. As the wear and tear on the front-line aerial ladder (a 2003 Sutphen 100' aerial) increases with daily use, it is periodically removed from front line service for regular maintenance. At that point the reserve ladder truck (the 1990 Sutphen 100' aerial) is placed into active service and required to perform accordingly.

The 1990 Sutphen (S90-L02) is no longer capable of serving as a reserve truck and will be permanently removed from reserve service upon delivery of the new ladder fire truck. S90-L02 has reached the end of its useful life with over 121,000 miles. Additionally, this aerial ladder fire truck no longer meets the NFPA safety standards for firefighter safety. The truck has not passed the required non-destructive aerial ladder testing and is failing rapidly. The Department of Public Works' Fleet Maintenance Division struggles to find replacement parts for this 26 year-old ladder fire truck.

The Fire Department thoroughly investigated the available options for a new aerial ladder fire truck manufactured by Ferrara, Pierce Manufacturing, Toyne, KME, Emergency One, Smeal, and Rosenbauer. This review identified Pierce Manufacturing as the only single-source manufacturer, which means that it produces and assembles the entire fire engine, including the chassis, pump and box. Other manufacturers purchase components from other sources and bring them together during the assembly process. A single-source manufacturer provides for a seamless production of the fire engine along with a single point of contact and accountability.

Additionally, Pierce is the only manufacturer with a 107' ladder on a single-axle. Single-axle trucks have a shorter wheelbase allowing tighter turning radius, greater access to smaller areas such as cul-de-sacs and lower maintenance costs (axle, tires, etc.). Other manufacturers with comparable ladder lengths come equipped with tandem axles.

The Fire Department fleet includes six other Pierce Manufacturing apparatus, all of which have an established record of quality in design and durability in performance. The DPW Fleet Maintenance Division has developed expertise in the regular maintenance of the Pierce Manufacturing apparatus as well. Available specifications and options for fire apparatus were reviewed by personnel from the Fire Department and DPW (Fleet Maintenance Division) and the following options were selected:

Pierce Ascendant PUC 107' Aerial Ladder - Base Price	\$ 760,780.00
Specified published options (see attached details)	88,608.00
Specified unpublished options (see attached details)	36,787.00
H-GAC Processing Charge	2,000.00
Performance Bond (covering mfg. time frame)	included
Three (3) inspection trips to manufacturing site	included
Delivery of the finished vehicle to Sterling Heights	included
Three (3) new vehicle onsite training sessions	<u>included</u>
	\$ 888,175.00
Less: Preferred customer discount	(19,259.00)
Less: Non-financing discount	<u>(43,916.00)</u>
Pierce Ascendant PUC 107' Aerial Ladder - Total Purchase Price	<u>\$ 825,000.00</u>

Within the listing of unpublished options, there is a \$15,356.00 expenditure that represents an 'allowance' line-item covering costs associated with the addition of fixed and pull-out shelves, mounting brackets, tool trays, tool boards, compartment lights, additional electrical feeds (12v, 120v, 240v), additional warning lights, etc. to be added throughout the build phase that could never have been imagined being needed during the design phase.

Unlike the outright purchase of a vehicle off a sales lot or the building a vehicle along an assembly line where there are limited options available and choices are made in advance of the purchase with no latitude downstream, the building of an aerial ladder fire truck is completely customized based on the needs of each community as well as the equipment that will be carried within that vehicle.

As the aerial ladder fire truck takes shape during the build phase, additional storage needs will surface. This allowance provides a 'contingency-like' account whereby these small items (not anticipated during the design phase) can be added (during the build phase). Since these trucks are not purchased on a regular basis, there is likely no carryover of experience from the last truck order, which would easily explain why the equipment shelves, mounting brackets, tool boards, etc. were not included in detail in the design phase. Any unused funds within this allowance account, if any, will be returned to the City.

The cooperative bid hosted by the Houston – Galveston Area Council offers competitive pricing on the aerial ladder fire truck. In addition, the City will be purchasing the ladder truck directly from the manufacturer and taking delivery through Halt Fire, Inc., the local dealership. Halt Fire out of Wixom, Michigan will provide final delivery, service, and all on-site training. The Fire Department has worked with Halt Fire in the past with the purchase of fire apparatus/vehicles and found them to be extremely reliable.

The aerial ladder fire truck and all equipment are covered under a one-year bumper-to-bumper base warranty from the time of delivery and acceptance by the City. Additional warranties cover specialized sub-components of the vehicle and include warranties on the engine (5 years), transmission (5 years), axles (2 years), frame (50 years), structural/cab/body (10 years), water tank (lifetime), PUC water pump (6 years), paint (10 years), stainless steel plumbing (10 years), aerial swivel device (5 years), aerial hydraulic system (3 years), aerial waterway (10 years) and hydraulic generator (5 years).

Expected delivery of the completed fire engine is expected between 12 to 14 months after receipt of the purchase order.

Please see the attached memorandum from the Fire Department and supporting documentation for additional information.

STAFF RECOMMENDATION:

Please see the suggested action on the Agenda Statement.

Notification list:

Pierce Manufacturing Inc.
2600 American Drive
PO Box 2017
Appleton, WI 54912-2017
Matt McLeish, Vice President, Sales & Marketing
mmcleish@piercemfg.com

Halt Fire, Inc.
50168 West Pontiac Trail
Wixom, MI 48393
Todd Russell, Sales Representative
russell@haltfire.net



Interoffice Memorandum

Date: August 10, 2016

To: Jim Buhlinger, Purchasing Manager

From:

A handwritten signature in black ink, appearing to read "Robert Duke".

Robert Duke, EFO
Assistant Fire Chief

Subject: Recommendation to purchase Ladder Truck

The fire department is requesting the purchase of one Pierce Enforcer chassis 107' single axle rear mount aerial through a cooperative bid issued by the Houston-Galveston Area Council (HGAC), 3555 Timmons, Suite 120 Houston, TX 77027 for a purchase price of \$825,000.

HGAC is a "Government-to-Government" procurement service that strives to make the governmental procurement process more efficient by establishing competitively priced contracts for goods and services. All contracts available to members of HGAC, which the City of Sterling Heights belongs, have been awarded by virtue of a public competitive procurement process compliant with state statutes.

The primary purposes of a ladder truck include transporting firefighters to an incident scene, providing water with which to fight a fire, and carrying other equipment needed by the firefighters. This vehicle will carry tools for a wide range of firefighting and rescue tasks, with common equipment including multiple ground ladders of varying length and purpose; an aerial ladder used to reach upper floors of buildings; rescue equipment for forcible entry, extrication, etc.; numerous power tools such as chain saws, ventilation fans, and lighting equipment.

Pierce Manufacturing, Inc., a division of Oshkosh Corporation, is the manufacturer of the Pierce Enforcer 107' single axle rear mount aerial. The unit will be built to meet current federal specifications and will include numerous improvements, including a pump under cab (PUC) design intended to improve access to the pump components for easier and less costly maintenance, improved cab design for roll-over protection of the occupants. New compartment designs also improve ladder and equipment storage throughout the vehicle. The City currently owns six apparatus build by Pierce Manufacturing that has received high marks for quality and reliability by Fire Department personnel and Department of Public Works Fleet Maintenance mechanics.

The Pierce Ladder Truck being purchased will replace a 1990 Sutphen Ladder Truck (S90-L02). The 1990 Sutphen Ladder Truck has in excess of 122,000 miles and is at the end of its useful life. This 26 year-old ladder truck is no longer dependable as a fire fighting response vehicle, it is

not compliant with NFPA safety standards and the Department of Public Works' Fleet Maintenance Division struggles to find parts to properly service and maintain the pumper's engine. As a result, Sutphen Ladder truck (S90-L02) will be removed from the fleet as a reserve ladder truck.

The Pierce make of ladder truck was chosen because of several factors. Pierce Manufacturing, Inc. is a single-source manufacturer of fire apparatus, has achieved ISO 9001-2008 certification and is certified to NFPA 1901-2009 standards.

Funds in the amount of \$825,000 have been budgeted in the FY16/17 Capital Projects Fund-Vehicles, account number 43790901-984339.



Helping Governments Across the Country Buy

PO Box 22777 • 3555 Timmons Ln. • Houston, Texas 77227-2777 • 1-800-926-0234

CONTRACT PRICING VERIFICATION

TO:	Jim Buhlinger	FROM:	Jackie Palmer
COMPANY:	City of Sterling Heights	DATE:	8/11/2016
PHONE NUMBER:		PHONE NUMBER:	713-993-2466
RE:	Price Verification		Contract Pricing Worksheet dated 8/10/2016

We have reviewed the pricing worksheet provided through HGACBuy Contract FS12-15. Our review verifies that the pricing provided is in compliance with the contract.

Please advise if we can assist further in this matter.

*******This is not an Order Confirmation*******

Pride			Published	Unpublished
Number	Qty	Description	Options	Options
10793	1	Lube system, 34 point Vogel lube		\$5,675.00
123	1	air inlet - outlet	\$647.00	
134	1	exhaust extension for Plymo or Nederman	\$282.00	
139	1	Extended bumper, 19"	\$2,498.00	
141	1	Bumper tray with cover	\$1,636.00	
608023	1	Coating, top & bottom flange, Line-X, black		\$589.00
601722	1	Computer mount, Gamber Johnson TS5		\$898.00
629512	1	Cab interior, Line -X engine tunnel, vinyl head liner		\$2,628.00
794602	1	EMS cabinet, breadbox door style with roll up door		\$3,149.00
181	1	Install customer provided MDT	\$983.00	
182	2	Install customer provided 2-way radios	\$1,788.00	
549679	1	Floor, Line-X covering front and rear		\$1,479.00
188	1	Intercom syste, basic	\$3,094.00	
191	4	Intercom systems, wired	\$2,012.00	
195	1	Kussmaul charger	\$1,718.00	
200	1	Kussmaul, auto eject 20 amp	\$511.00	
648542	1	Headlights, HID		\$1,947.00
586887	2	Bracket, alum painted, recessed, above compartments		\$996.00
209	2	12 volt LED brow light	\$3,976.00	
210	5	12 volt LED flood recessed or surface	\$9,115.00	
222	1	PUC body configuration	\$11,629.00	
552511	1	Upgrade the water tank from 300 to 500 gallons		\$1,366.00
244	13	Adjustable compartment shelves	\$2,496.00	
246	1	Swing out tool board	\$1,650.00	
247	4	Slide-out floor mounted tray	\$2,932.00	
559498	1	Backboard storage inside the transverse body compartment		\$734.00
251	4	SCBA cylinder storage in fenders, double	\$3,328.00	
4379	1	Bell, 12" Chrome w/eagle on cab corner		\$1,970.00
259	1	Mechanical pump seal	\$809.00	
284	1	Crosslay roll up doors	\$2,323.00	
306	1	Airhorn activation at the pump panel	\$161.00	
343	1	Additonal speaker, electric siren	\$707.00	
344	1	Q2B siren	\$3,694.00	
346	1	Roto ray emergency light	\$2,651.00	
308	1	Tank level LED group	\$1,244.00	
356	1	Hydraulic 6kw generator	\$17,500.00	
379	2	Electric cord reel with 200' of 10/3 cord	\$4,280.00	
394	1	Pinnable waterway	\$4,944.00	
NPN	1	Shelve and tray allowance of \$15,356.00		\$15,356.00

Base Bid	\$ 760,780.00	
Published Options	\$ 88,608.00	
Total Published Options	\$ 849,388.00	
Unpublished Options	\$ 36,787.00	4.33%
Total Options w/o HGAC Fee	\$ 886,175.00	

Pierce Manufacturing Inc.

AN OSHKOSH CORPORATION COMPANY • ISO 9001 CERTIFIED



2600 AMERICAN DRIVE
POST OFFICE BOX 2017
APPLETON, WISCONSIN 54912-2017
920-832-3000 • FAX 920-832-3208
www.piercemfg.com

August 10, 2016

To whom it may concern,

The purpose of this letter is to verify that Halt Fire Inc., 50168 West Pontiac Trail, Wixom, MI 48393 is our authorized dealer and sole provider for Pierce apparatus, parts and service in the State of Michigan except for the counties of Alger, Baraga, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Marquette, Menominee, Ontonagon, Schoolcraft.

Please let me know if you have any additional questions or need further verification.

Best regards,

A handwritten signature in black ink, appearing to read "Matthew McLeish".

Matthew McLeish
Vice President – Sales, Marketing & Customer Service
Pierce Manufacturing Inc.

A CONTRACT BETWEEN
HOUSTON-GALVESTON AREA COUNCIL
Houston, Texas
AND
PIERCE MANUFACTURING INC.
Appleton, Wisconsin

This Contract is made and entered into by the Houston-Galveston Area Council of Governments, hereinafter referred to as H-GAC, having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, AND, Pierce Manufacturing Inc., hereinafter referred to as the CONTRACTOR, having its principal place of business at 2600 American Drive, Appleton, Wisconsin 54914.

ARTICLE 1: **SCOPE OF SERVICES**

The parties have entered into a Fire Service Apparatus (All Types) Contract to become effective as of December 1, 2015, and to continue through November 30, 2017 (the "Contract"), subject to extension upon mutual agreement of the CONTRACTOR and H-GAC. H-GAC enters into the Contract as Agent for participating governmental agencies, each hereinafter referred to as END USER, for the purchase of Fire Service Apparatus (All Types) offered by the CONTRACTOR in states other than Texas. The CONTRACTOR agrees to sell Fire Service Apparatus (All Types) through the H-GAC Contract to END USERS in states other than Texas.

ARTICLE 2: **THE COMPLETE AGREEMENT**

The Contract shall consist of the documents identified below in order of precedence:

1. The text of this Contract form, including but not limited to, Attachment A
2. General Terms and Conditions
3. Bid Specifications No: FS12-15, including any relevant suffixes
4. CONTRACTOR's Response to Bid No: FS12-15, including but not limited to, prices and options offered

All of which are either attached hereto or incorporated by reference and hereby made a part of this Contract, and shall constitute the complete agreement between the parties hereto. This Contract supersedes any and all oral or written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Contract cannot be modified without the written consent of both parties.

ARTICLE 3: **LEGAL AUTHORITY**

CONTRACTOR and H-GAC warrant and represent to each other that they have adequate legal counsel and authority to enter into this Contract. The governing bodies, where applicable, have authorized the signatory officials to enter into this Contract and bind the parties to the terms of this Contract and any subsequent amendments thereto.

ARTICLE 4: **APPLICABLE LAWS**

The parties agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, directives, issuances, ordinances, and laws in effect or promulgated during the term of this Contract.

ARTICLE 5: **INDEPENDENT CONTRACTOR**

The execution of this Contract and the rendering of services prescribed by this Contract do not change the independent status of H-GAC or CONTRACTOR. No provision of this Contract or act of H-GAC in performance of this Contract shall be construed as making CONTRACTOR the agent, servant or employee of H-GAC, the State of Texas or the United States Government. Employees of CONTRACTOR are subject to the exclusive control and supervision of CONTRACTOR. CONTRACTOR is solely responsible for employee payrolls and claims arising therefrom.

ARTICLE 6: **END USER AGREEMENTS**

H-GAC acknowledges that the END USER may choose to enter into an End User Agreement with the CONTRACTOR through this Contract and that the term of said Agreement may exceed the term of the H-GAC Contract. However this acknowledgement is not to be construed as H-GAC's endorsement or approval of the End User Agreement terms and conditions. CONTRACTOR agrees not to offer to, agree to or accept from END USER any terms or conditions that conflict with or contravene those in CONTRACTOR's H-GAC contract. Further, termination of this Contract for any reason shall not result in the termination of the underlying End User Agreements entered into between CONTRACTOR and any END USER which shall, in each instance, continue pursuant to their stated terms and duration. The only effect of termination of this Contract is that CONTRACTOR will no longer be able to enter into any new End User Agreements with END USERS pursuant to this Contract. Applicable H-GAC order processing charges will be due and payable to H-GAC on any End User Agreements surviving termination of this Contract between H-GAC and CONTRACTOR.

ARTICLE 7: SUBCONTRACTS & ASSIGNMENTS

CONTRACTOR agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Contract or any right, title, obligation or interest it may have therein to any third party without prior written notice to **H-GAC**. **H-GAC** reserves the right to accept or reject any such change. **CONTRACTOR** shall continue to remain responsible for all performance under this Contract regardless of any subcontract or assignment. **H-GAC** shall be liable solely to **CONTRACTOR** and not to any of its Subcontractors or Assignees.

ARTICLE 8: EXAMINATION AND RETENTION OF CONTRACTOR'S RECORDS

CONTRACTOR shall maintain during the course of its work, complete and accurate records of items that are chargeable to **END USER** under this Contract. **H-GAC**, through its staff or its designated public accounting firm, the State of Texas, or the United States Government shall have the right at any reasonable time to inspect copy and audit those records on or off the premises of **CONTRACTOR**. Failure to provide access to records may be cause for termination of this Contract. **CONTRACTOR** shall maintain all records pertinent to this Contract for a period of not less than five (5) calendar years from the date of acceptance of the final contract closeout and until any outstanding litigation, audit or claim has been resolved. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. **CONTRACTOR** further agrees to include in all subcontracts under this Contract, a provision to the effect that the subcontractor agrees that **H-GAC'S** duly authorized representatives, shall, until the expiration of five (5) calendar years after final payment under the subcontract or until all audit findings have been resolved, have access to, and the right to examine and copy any directly pertinent books, documents, papers, invoices and records of such subcontractor involving any transaction relating to the subcontract.

ARTICLE 9: REPORTING REQUIREMENTS

CONTRACTOR agrees to submit reports or other documentation in accordance with the General Terms and Conditions of the Bid Specifications. If **CONTRACTOR** fails to submit to **H-GAC** in a timely and satisfactory manner any such report or documentation, or otherwise fails to satisfactorily render performance hereunder, such failure may be considered cause for termination of this Contract.

ARTICLE 10: MOST FAVORED CUSTOMER CLAUSE

If **CONTRACTOR**, at any time during this Contract, routinely enters into agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to **H-GAC** on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to **H-GAC**, **CONTRACTOR** shall notify **H-GAC** within ten (10) business days thereafter of that offering and this Contract shall be deemed to be automatically amended effective retroactively to the effective date of the most favorable contract, wherein **CONTRACTOR** shall provide the same prices, warranties, benefits, or terms to **H-GAC** and its **END USER**. **H-GAC** shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If **CONTRACTOR** is of the opinion that any apparently more favorable price, warranty, benefit, or term charged and/or offered a customer during the term of this Contract is not in fact most favored treatment, **CONTRACTOR** shall within ten (10) business days notify **H-GAC** in writing, setting forth the detailed reasons **CONTRACTOR** believes aforesaid offer which has been deemed to be a most favored treatment, is not in fact most favored treatment. **H-GAC**, after due consideration of such written explanation, may decline to accept such explanation and thereupon this Contract between **H-GAC** and **CONTRACTOR** shall be automatically amended, effective retroactively, to the effective date of the most favored agreement, to provide the same prices, warranties, benefits, or terms to **H-GAC**.

The Parties accept the following definition of routine: A prescribed, detailed course of action to be followed regularly; a standard procedure. *EXCEPTION: This clause shall not be applicable to prices and price adjustments offered by a bidder, or contractor, which are not within bidder's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies.*

ARTICLE 11: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 12: DISPUTES

Any and all disputes concerning questions of fact or of law arising under this Contract, which are not disposed of by agreement, shall be decided by the Executive Director of **H-GAC** or his designee, who shall reduce his decision to writing and provide notice thereof to **CONTRACTOR**. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, **CONTRACTOR** requests a rehearing from the Executive Director of **H-GAC**. In connection with any rehearing under this Article, **CONTRACTOR** shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. **CONTRACTOR** may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, **CONTRACTOR** shall proceed diligently with the performance of this Contract and in accordance with **H-GAC'S** final decision.

ARTICLE 13: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the CONTRACTOR and an END USER, CONTRACTOR's total liability under this Contract, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC described in Article 14, is limited to the price of the particular products/services sold hereunder, and CONTRACTOR agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will CONTRACTOR be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. CONTRACTOR understands and agrees that it shall be liable to repay and shall repay upon demand to END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Contract.

ARTICLE 14: LIMIT OF H-GAC'S LIABILITY AND INDEMNIFICATION OF H-GAC

H-GAC's liability under this Contract, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees, and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgments, and liens arising as a result of CONTRACTOR's negligent act or omission under this Contract. CONTRACTOR shall notify H-GAC of the threat of lawsuit or of any actual suit filed against CONTRACTOR relating to this Contract.

ARTICLE 15: TERMINATION FOR CAUSE

H-GAC may terminate this Contract for cause based upon the failure of CONTRACTOR to comply with the terms and/or conditions of the Contract; provided that H-GAC shall give CONTRACTOR written notice specifying CONTRACTOR'S failure. If within thirty (30) days after receipt of such notice, CONTRACTOR shall not have either corrected such failure, or thereafter proceeded diligently to complete such correction, then H-GAC may, at its option, place CONTRACTOR in default and the Contract shall terminate on the date specified in such notice. CONTRACTOR shall pay to H-GAC any order processing charges due from CONTRACTOR on that portion of the Contract actually performed by CONTRACTOR and for which compensation was received by CONTRACTOR.

ARTICLE 16: TERMINATION FOR CONVENIENCE

Either H-GAC or CONTRACTOR may cancel or terminate this Contract at any time by giving thirty (30) days written notice to the other. CONTRACTOR may be entitled to payment from END USER for services actually performed; to the extent said services are satisfactory to END USER. CONTRACTOR shall pay to H-GAC any order processing charges due from CONTRACTOR on that portion of the Contract actually performed by CONTRACTOR and for which compensation is received by CONTRACTOR.

ARTICLE 17: CIVIL AND CRIMINAL PROVISIONS AND SANCTIONS

CONTRACTOR agrees that it will perform under this Contract in conformance with safeguards against fraud and abuse as set forth by H-GAC, the State of Texas, and the acts and regulations of any funding entity. CONTRACTOR agrees to notify H-GAC of any suspected fraud, abuse or other criminal activity related to this Contract through filing of a written report promptly after it becomes aware of such activity.

ARTICLE 18: GOVERNING LAW & VENUE

This Contract shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with this Contract shall lie exclusively in Harris County, Texas. Disputes between END USER and CONTRACTOR are to be resolved in accord with the law and venue rules of the state of purchase. CONTRACTOR shall immediately notify H-GAC of such disputes.

ARTICLE 19: PAYMENT OF H-GAC ORDER PROCESSING CHARGE

CONTRACTOR agrees to sell its products to END USERS based on the pricing and other terms of this Contract, including, but not limited to, the payment of the applicable H-GAC order processing charge. On notification from an END USER that an order has been placed with CONTRACTOR, H-GAC will invoice CONTRACTOR for the applicable order processing charge. Upon delivery of any product/service by CONTRACTOR and acceptance by END USER, CONTRACTOR shall, within thirty (30) calendar days or ten (10) business days after receipt of payment, whichever is less, pay H-GAC the full amount of the applicable order processing charge, whether or not CONTRACTOR has received an invoice from H-GAC. For sales made by CONTRACTOR based on this contract, including sales to entities without Interlocal Contracts, CONTRACTOR shall pay the applicable order processing charges to H-GAC. Further, CONTRACTOR agrees to encourage entities who are not members of H-GAC's Cooperative Purchasing Program to execute an H-GAC Interlocal Contract. H-GAC reserves the right to take appropriate actions including, but not limited to, contract termination if CONTRACTOR fails to promptly remit H-GAC's order processing charge. In no event shall H-GAC have any liability to CONTRACTOR for any goods or services an END USER procures from CONTRACTOR.

ARTICLE 20:

LIQUIDATED DAMAGES

Any liquidated damages terms will be determined between CONTRACTOR and END USER at the time END USER's purchase order is placed.

ARTICLE 21:

PERFORMANCE AND PAYMENT BOND FOR INDIVIDUAL ORDERS

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB), and offered pricing should reflect this cost saving. However, CONTRACTOR must be prepared to offer a PPB to cover any specific order if so requested by END USER. CONTRACTOR shall quote a price to END USER for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of END USER's purchase order.

ARTICLE 22:

CHANGE OF CONTRACTOR STATUS

CONTRACTOR shall immediately notify H-GAC, in writing, of ANY change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name, and shall also advise whether or not this Contract shall be affected in any way by such change. H-GAC shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Contract.

ARTICLE 23:

LICENSING REQUIRED BY TEXAS MOTOR VEHICLE BOARD [IF APPLICABLE]

CONTRACTOR will for the duration of this Contract maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Contract period, any CONTRACTOR'S license is not renewed, or is denied or revoked, CONTRACTOR shall be deemed to be in default of this Contract unless the Motor Vehicle Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to H-GAC upon request.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed by their duly authorized representatives.

Signed for Houston-Galveston
Area Council, Houston, Texas:



Jack Steele, Executive Director

Attest for Houston-Galveston
Area Council, Houston, Texas:



Deidre Vick, Director of Public Services
Date: 2015, 2015

Signed for Pierce Manufacturing Inc.
Appleton, Wisconsin:



Printed Name & Title: VP Finance Michael E. Pack

Date: October 28, 2015

Attest for Pierce Manufacturing Inc.
Appleton, Wisconsin:



Printed Name & Title: Kelly K. Quinn, Executive Assistant

Date: October 28, 2015

Attachment A
Pierce Manufacturing Inc.
Fire Service Apparatus (All Types)
Contract No. FS12-15

T. Pierce		
A. Aerials (Booms/Platforms, Ladders, Ladder/Platforms)		
TA01	Pierce Saber Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Single Axle, 75' Rear-Mounted Telescoping Ladder (500#)	\$ 672,469.00
TA02	Pierce Enforcer Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Single Axle, 75' Rear-Mounted Telescoping Ladder (500#)	\$ 725,555.00
TA03	Pierce Enforcer Impel Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Tandem Axle, 75' Rear-Mounted Telescoping Ladder (500#)	\$ 771,831.00
TA04	Pierce Enforcer Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Single Axle, 107' Rear-Mounted Telescoping Ladder	\$ 760,780.00
TA05	Pierce Enforcer Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Tandem Axle, 105' Rear-Mounted Telescoping Ladder (500#)	\$ 785,980.00
TA06	Pierce Arrow Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Tandem Axle, 100' Mid-Mounted Telescoping Ladder (#500)	\$ 935,278.00
TA07	Pierce Arrow Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Tandem Axle, 85' Rear-Mounted Telescoping Ladder with Platform (750#)	\$ 927,599.00
TA08	Pierce Arrow Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Tandem Axle, 95' Mid-Mounted Telescoping Ladder with Platform (750#)	\$ 1,056,068.00
TA09	Pierce Arrow Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Tandem Axle, 100' Rear-Mounted Telescoping Ladder with Platform (750#)	\$ 1,001,872.00
TA10	Pierce Arrow Chassis, 4-Door Full Tilt Aluminum Cab, Formed Aluminum Body, Single Axle, 100' Tractor Drawn - Mid-Mounted Telescoping Ladder (#500)	\$ 963,334.00
B. Wildland Fire Apparatus (Brush Fire)		
TB03	Pierce Brush Fire Apparatus, Ford F450, Formed Aluminum Flatbed	\$ 130,565.00
TB04	Pierce Brush Fire Apparatus, Ford F450, Formed Aluminum Utility Body	\$ 176,118.00
TB06	Freightliner 4-Door 4 x 4 Wildland, 500 water, 1000 gpm Pump	\$ 263,872.00
C. Pumper Fire Apparatus		
TC01	M2 Freightliner, 2-Door, OEM Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted Pumper	\$ 205,926.00
TC02	IHC, 2-Door, OEM Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted Pumper	\$ 211,974.00
TC03	KW, 2-Door, OME Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted Pumper	\$ 225,215.00
TC04	Peterbilt, 2-Door, OME Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted Pumper	\$ 234,744.00
TC05	Pierce Saber, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted Pumper	\$ 349,604.00
TC06	Pierce Enforcer, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted Pumper	\$ 384,990.00
TC07	Pierce Dash CF, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1250 GPM Pump, PUC Body Pumper	\$ 487,569.00
D. Special Service Apparatus (Walk-In & Non Walk-In Bodies) Multi-Use: Rescue, Re-Hab, Hazmat, Mobile Command Center		
TD01	Ford F-550 4-Door, 12' Non-Walk-in Formed Aluminum Body	\$ 138,883.00
TD02	M2 Freightliner, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Non-Walk-In Body	\$ 204,800.00
TD03	IHC, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Non-Walk-In Body	\$ 214,262.00
TD04	Kenworth, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Non-Walk-In Body	\$ 212,677.00
TD05	Peterbilt, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Non-Walk-In Body	\$ 220,144.00

TD06	Pierce Saber, Full-Tilt, Aluminum Cab, Single Axle, Formed Aluminum Body, Non-Walk-In Body	\$ 334,534.00
TD07	Pierce Enforcer 4-Door, Full Tilt, Aluminum Cab, Single Axle, Formed Aluminum Body, Non Walk-in Body	\$ 389,155.00
TD08	M2 Freightliner, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Walk-In Body	\$ 265,665.00
TD09	IHC, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Walk-In Body	\$ 267,891.00
TD10	Kenworth, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Walk-In Body	\$ 269,723.00
TD11	Peterbilt, 2-Door, OEM Cab, Single Axle, Formed Aluminum Body, Walk-In Body	\$ 279,327.00
TD12	Pierce Saber 4-Door, Full-Tilt, Aluminum Cab, Single Axle, Formed Aluminum Body, Walk-In Body	\$ 393,460.00
TD13	Pierce Enforcer 4-Door, Full Tilt, Aluminum Cab, Single Axle, Formed Aluminum Body, Walk-in Body	\$ 410,874.00
E. Pumper/Tankers & Tankers		
TE10	Peterbilt 2dr Tandem Axle Tanker, Aluminum w/3000 water & 500 pump	\$ 241,587.00
TE11	Pierce Saber, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1000 GPM Pump, Mid-Mounted Elliptical Tanker	\$ 416,762.00
TE12	Pierce Enforcer, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Tandem Axle, 1000 GPM Pump, Mid-Mounted Elliptical Tanker	\$ 484,980.00

AERIAL LADDERS



www.piercemfg.com



Pierce Manufacturing Inc., An Oshkosh Corporation Company
P.O. Box 2017, Appleton WI 54912-2017 USA

Specifications, descriptions and illustrative material in this literature are as accurate as known at the time of publication, but are subject to change without notice. Illustrations may include optional equipment and accessories and may not include all standard equipment. All measurements are nominal values.
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P-0024-LADRR 4/10



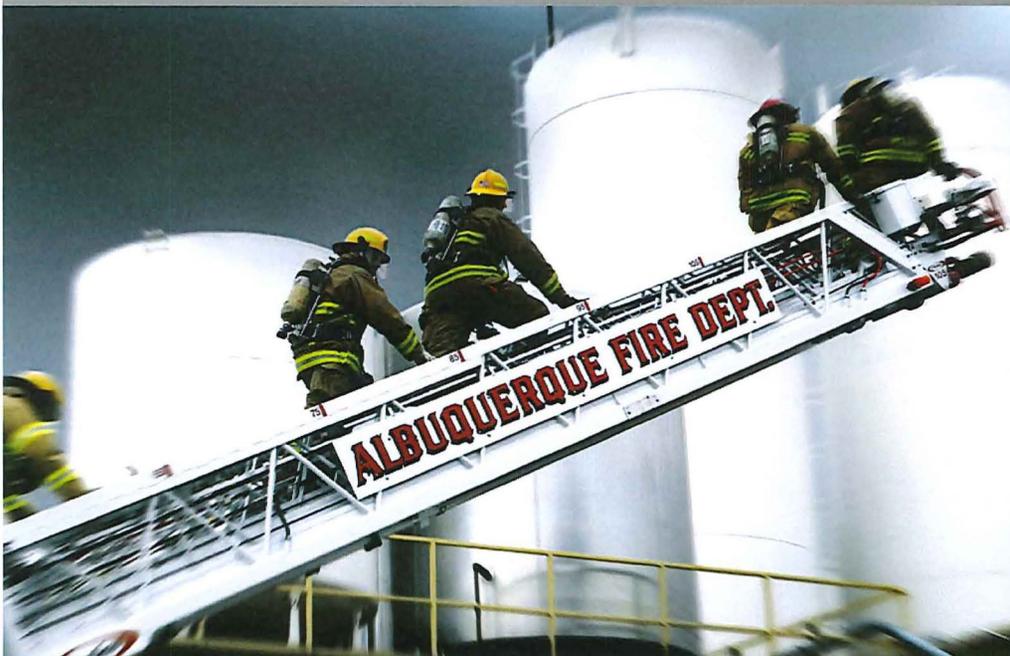
There are a thousand variables you can't control. Your ladder isn't one of them.

You use a ladder in the riskiest situations. You need a ladder that you can be absolutely sure of. It needs to perform safely and repeatedly. Run after run. Year after year. In the worst conditions.

Pierce® Ladders are designed to power through the hazards: 50 mph winds, uneven terrain, a quarter inch of ice build-up. And they can be equipped with red, green, blue or white LED rung lighting for superior illumination.



300



Our commitment to your performance and safety starts with an unmatched in-house product development and engineering team. They know what it takes to build aerial ladders that stand up to tough duty, day in and day out. They've spent their careers focused on how to make every Pierce® Aerial Ladder safer. Stronger. More stable. More effective.

We then build every Pierce Ladder at our own facilities, where we can keep an eye on quality. Professional engineers conduct exhaustive tests, including finite element analysis, modal analysis and utilize brittle lacquer and strain gauge instrumentation. As a result, Pierce Ladders meet or exceed all NFPA 1901 standards. And after we test it with our own engineers, every apparatus is also certified by independent, professional engineers backed up by UL® and ULC third-party testing.

Not all custom chassis pictured are available for sale, but are representations of the aerial body offerings available from Pierce. Please see your local Pierce Representative for custom chassis options.

***Different mounts. Different lengths.
Even different materials. But the same
commitment to safety and performance.***



Each ladder is supported by a superior design. One that's fully welded, in compliance with the American Welding Society, by certified welders. Ladder sections are trussed vertically and diagonally and all rungs are welded to each section with k-bracing for rigidity. The ladder device comes with a 20-year warranty against structural failure.

Our easy-to-use, independently controlled horizontal and vertical stabilizers can be positioned quickly and easily. Pierce® Ladders will perform at full capacity on severe grades. And short-setting doesn't compromise performance.

The Pierce Torque Box steps up to the challenge with another robust design. It's the backbone of every Pierce Ladder, engineered to transfer all torsional and horizontal loading away from the chassis and body when stabilizers and aerial are deployed. It's been strain-gauge and Type 1, UL® third-party tested. The result? Structural integrity and durability.

The hydraulic system's load-sensing pump operates at low temperatures, so it goes full tilt, no matter what.



Our egress is easy to replace. If it's ever damaged on a call, you simply replace it with a new one, rather than replacing the entire fly section.

As an added back-up system, a 12v emergency power unit (EPU) ensures 30 minutes of continuous operation.

In this job, close doesn't count. Our pinpoint aerial feathering controls let you put the ladder where it needs to be. Extend, raise and rotate simultaneously. We've tucked the controls out of harm's way, on the driver's side, to prevent damage to the control console while in transit. And the aerial controls work independently of the engine rpm, so you know you can operate the aerial at any engine speed. Easily visible load charts are located at the aerial operator's positions per NFPA 1901 as standard.

Your crew can move quickly to the top, under the stresses of a fire or rescue, without worrying about stray cables or slippery rungs. We've routed all wires and cables inside sealed base rails, cleared all walking areas of hoses and harnesses and sheathed the ladder rungs in aggressive, composite, photo-luminescent rung covers.



Pierce® Bodies feature lateral frame extensions built directly off the chassis frame rails – the strongest part of the truck. That's why we can deliver a 500 lb. compartment floor capacity and a body structure that comes with a 10-year warranty. Maximize every inch of space with our selection of two-way slide-out trays, tilt trays, floor-mounted trays, tool boxes, swing-out toolboards and adjustable partitions.

You can customize your Pierce Ladder to the particular demands of your situation with a range of options:

- Quick-lock waterway
- Creeper controls at tip
- Breathing air at tip
- Rescue options
- 110v/220v power to tip
- Lighting options at tip
- Locator beacons
- Waterway pre-connect at tip
- Roof ladder mountings
- Pike pole and axe mounting
- Luminescent rung covers
- Optional LED rung lighting





Pierce exclusive ground design provides strength without the weight



Below grade operation (+10 degrees)



New Command Zero interface

Five patents. Zero shortcuts.

Ladder Design / Lightweight Turntable / Outrigger Design / Pedestal and Torque Box / Overall Configuration*

Ascendant™ was brilliantly engineered to equip firefighters with a true performance upgrade. Which means no watered-down features or skimping on options.

*patents pending

Vertical Height	107'
Horizontal Reach	107'
Tip Load Dry	750 lb
Tip Load Wet	500 lb
Wind Load	35 mph
Equipment Allowance	100 lb
Flow Rate	150 gpm
Jack Spread	11'
Collision Avoidance	Standard
Multiplexed	Yes
Ladder Material	100% steel
Number of Stabilizers	3
Water Capacity	500 gallons
Chassis Availability	Enhanced™/Ascend™/Vulcan™/Impact™
Body Styles	Quint / Texas Quint-Box / PWC / No Pump-Dr. Tank



107' Horizontal Reach



11' jack spread / 13' short-jacked



Chain tip & replaceable outriggers



Store front bliz capable

www.piercemfg.com



Pierce Manufacturing Inc. An Oshkosh Corporation Company
P.O. Box 2017, Appleton WI 54912-2017 USA

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All other trademarks are the property of their respective owners.

P-0101-ACCENT107BR 0/16



ASCENDANT



107 feet. 500 gallons.
750 pound tip load.
On a single rear axle.

Go where no aerial apparatus has gone before. And do so with the heavy duty capabilities and dependability you deserve without compromising water capacity, performance or safety.



Single set of H-Style outriggers and a single downrigger

107

ASCENDANT



- 750 lb tip load dry
- 500 lb tip load wet
- 1500 gpm flow
- 100 lb tip accessories in addition to rung lighting

- Replaceable egress
- Clean tip design
- Store front blitz (30° vertical nozzle angle)

- 107' vertical reach
- 100' horizontal reach
- Heavy-duty high-strength steel
- Innovative gusset design
- 35 mph wind operation / 1/4" ice
- Below grade operation (-10 degrees)
- Multiplexed

- Collision avoidance
- Exceeds NFPA Structural and Stability safety factors
- 5 patents pending ladder design, lightweight turntable, outrigger design, pedestal and torque box, overall configuration



- Configured on Enforcer™, Arrow XT™, Velocity™ and Impel™ chassis
- Full range of body options: Quint, Texas Chute Out / Side Stack Hosebed, PUC™, No Pump No Tank / Truck Company
- Available with ISL, ISX12, DD13
- OAL: 39'2" / OAH: 11'5"

- Single rear axle
- 2500 lb equipment
- 500 gal water
- 2000 gpm pump
- 18' jack spread / 13' short-jacked
- Set up 6% level up to 12% uphill slope

- E-Coated pedestal / torque box
- Single set of outriggers and one downrigger
- 115' ground ladders







Business of the City Council
Sterling Heights, Michigan

DELIVERED SEP - 1 2016

City Clerk's Use
Item No: 3-5
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To adopt a resolution directing the City Engineer to fulfill the requirements of City Code §47-6 in preparation for a public hearing on the Gardner Street East Asphalt Paving Special Assessment District, City Project #14-257.

Submitted By: Office of Engineering

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

Administration (initial as applicable)

Attachments

City Clerk	___	Resolution	___	Minutes
Finance & Budget Director	___	Ordinance	___	Plan/Map
City Attorney (as to legal form)	___	Contract	<u>x</u>	Other
City Manager				Report, Survey Map, Resident Letters

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

Executive Summary:

The fiscal year 2016/2017 budget includes funding for the paving of Gardner Street East through a special assessment of the properties located within a proposed special assessment district (SAD).

The Office of Engineering initiated the special assessment process on April 28, 2016 by sending a survey form to the owners of property within the proposed SAD to gauge the current interest level. Listed below are the results of that survey.

Description of Project: 31-foot wide asphalt pavement with ditch drainage and drive approach construction (No curb and gutter, storm sewer extension, or sidewalk installation)

<u>Yes</u>	<u>No</u>	<u>No Response</u>
17	6*	2

* Two (2) "No" votes submitted without property identification information, shown as no response on attached map.

Based on the results of the survey, the Office of Engineering is recommending that City Council adopt a resolution per City Code §47-6 directing the City Engineer to complete the following items prior to holding a public hearing of necessity on the proposed Gardner Street East Asphalt Paving SAD:

- Ascertain the assessed valuation of all property affected by the proposed improvements;
- Determine the number of parcels which show tax delinquencies;
- Determine the number of parcels owned by public authorities and the number of parcels which are vacant;

- Prepare or cause to prepare plans and specifications therefore, and an estimate of the cost thereof and to file the same with the City Clerk together with the City Engineer's recommendation as to what proportion of the cost of the improvements should be paid by special assessment and what part, if any, should be a general obligation of the City;
- Determine the number of annual installments in which assessments may be paid; and,
- Determine the lands to be included in the special assessment district.

It should be noted that these items are preliminary in nature and do not establish the SAD or otherwise commit the City to completing this project at this time.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to adopt the resolution directing the City Engineer to fulfill the requirements of City Code §47-6 in preparation for the public hearing on the Gardner Street East Asphalt Paving Special Assessment District.

Cc: Mike Moore, Public Works Director
Denice Gerstenberg, City Development Director
Jason Castor, City Development Manager
Adam LaClair, Lead Inspector
Andrew Konkle, Civil Engineer II

**CITY OF STERLING HEIGHTS
STAFF REPORT
September 6, 2016**

RE: Gardner Street East Asphalt Paving Special Assessment District, City Project #14-257

Prepared By: Brent Bashaw, City Engineer

(586) 446-2720

BACKGROUND INFORMATION:

Gardner Street East is a local street located on the west side of Mound Road, approximately 1,800 feet north of 17 Mile Road. Gardner Street East extends from the Easthampton Subdivision where it is improved with concrete paving to an unimproved (gravel) portion that extends approximately 1,285 lineal feet to its intersection with Mound Road. Gardner Street East is one of the few remaining gravel streets in the City. Gardner Street East paving has been budgeted for in the fiscal year 2016/2017 budget.

The unimproved (gravel) portion of Gardner Street East is bordered by 25 parcels of property. Two parcels are corner lots with frontage on Mound Road and Gardner Street East.

GENERAL INFORMATION:

On July 12, 2013, the City Clerk received a petition for "Paving/Blacktop Gardner East." After including funding in the proposed fiscal year 2016/2017 budget for the potential paving of Gardner Street East, the Office of Engineering undertook a survey of 25 parcels to be included within a special assessment district. The survey results are disclosed below and demonstrate that two-thirds of the property owners support the paving of Gardner Street East by special assessment.

Description of Project: 31-foot wide asphalt pavement with ditch drainage and drive approach construction. (No curb and gutter, storm sewer extension, or sidewalk installation)

<u>Yes</u>	<u>No</u>	<u>No Response</u>
17	6*	2

* Two (2) "No" votes submitted without property identification information. Shown as no response on attached map.

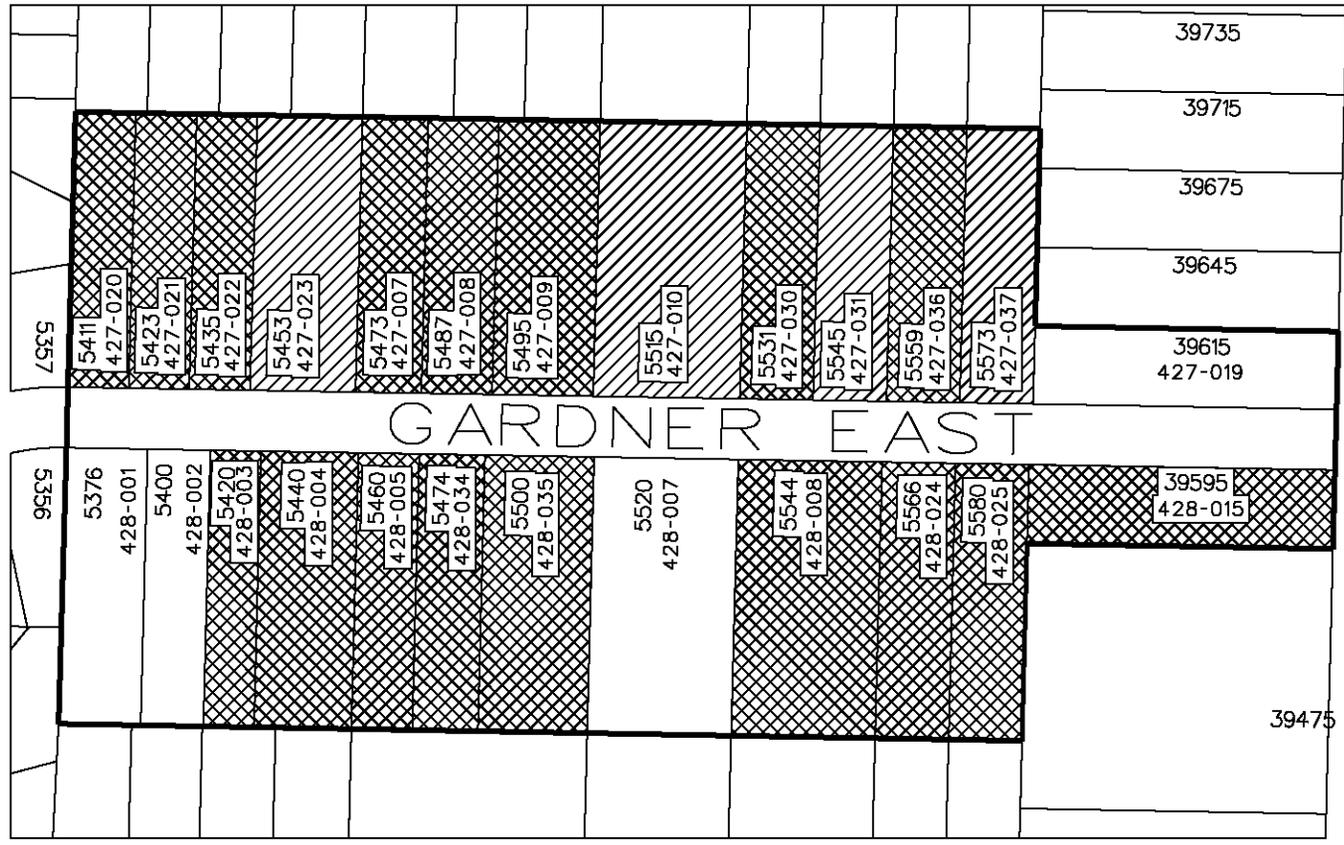
STAFF RECOMMENDATION:

Based on the results of the survey, the Office of Engineering recommends that City Council adopt the attached resolution per City Code §47-6 directing the City Engineer to complete the following items prior to holding a public hearing:

- Ascertain the assessed valuation of all property affected by the proposed improvements;
- Determine the number of parcels which show tax delinquencies;
- Determine the number of parcels owned by public authorities and the number of parcels which are vacant;
- Prepare or cause to prepare plans and specifications therefore, and an estimate of the cost thereof and to file the same with the City Clerk together with the City Engineer's recommendation as to what proportion of the cost of the improvements should be paid by special assessment and what part, if any, should be a general obligation of the City;
- Determine the number of annual installments in which assessments may be paid; and,
- Determine the lands to be included in the special assessment district.

If City Council adopts the subject resolution, a public hearing of necessity will be scheduled upon completion of the above-mentioned items.

Cc: Mike Moore, Public Works Director
Denice Gerstenberg, City Development Director
Adam LaClair, Lead Inspector
Jason Castor, City Development Manager
Andrew Konkle, Civil Engineer II



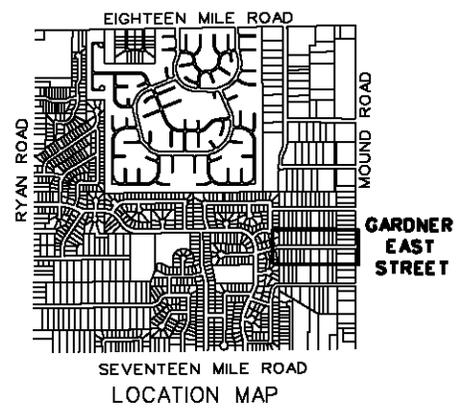
MOUND ROAD



STREET PAVING SURVEY RESULTS

TOTAL	RESPONSE
6	NO*
17	YES
2	NO RESPONSE

*TWO (2) NO VOTES SUBMITTED WITHOUT PROPERTY IDENTIFICATION INFORMATION. SHOWN AS NO RESPONSE IN ABOVE MAP.



SPECIAL ASSESSMENT DISTRICT
 CITY PROJECT #14-257
 GARDNER EAST STREET IMPROVEMENTS

RESOLUTION

Gardner Street East Special Assessment District

Resolution made and adopted at a regular meeting of the Council of the City of Sterling Heights, Macomb County, Michigan, held at the City Offices on the ____ day of _____, 2016 at 7:30 p.m., Eastern Daylight Savings Time.

Members Present: _____

Members Absent: _____

The following preamble and resolution was offered by Member _____ and supported by Member _____:

WHEREAS, this City Council has been presented with information concerning the undertaking of certain local public improvements consisting of street paving together with all necessary appurtenances and attachments, the cost of which improvements are to be paid in whole or in part by the levy of a special assessment; and

WHEREAS, Chapter 47 of the City Code of Ordinances requires the preparation and presentation of certain information before the Council determines to make any such local public improvement to be defrayed by special assessment;

NOW, THEREFORE, BE IT RESOLVED THAT :

1. The City Engineer be and is hereby directed to ascertain the assessed valuation of all property affected by the proposed improvement, the number of parcels which show tax delinquencies, the number of parcels owned by public authorities and the number of parcels which are vacant and further to prepare or cause to be prepared plans and specifications therefore and an estimate of the cost thereof and to file the same with

the City Clerk together with the City Engineer's recommendation as to what proportion of the cost of the improvement should be paid by special assessment and what part, if any, should be a general obligation of the City, the number of annual installments in which assessments may be paid and the lands to be included in the special assessment district.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and they hereby are rescinded.

AYES: _____

NAYS: _____

ABSTAINED: _____

ABSENT: _____

Resolution declared and adopted.

CERTIFICATION

I hereby certify that the above Resolution is a true and correct copy of a Resolution entered in the Minutes of the Sterling Heights City Council, held at a meeting of said Council on the _____ day of _____, 2016.

Mark Carufel, City Clerk



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

City Council

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

City Manager Mark D. Vanderpool

TEL 586.446.CITY (2489) FAX 586.276.4077

cityhall@sterling-heights.net | www.sterling-heights.net

facebook.com/cityofsterlingheights | twitter.com/sterling_hts

May 5, 2016

PROPERTY OWNER
ADDRESS
CITY STATE ZIP

Re: PROPERTY ADDRESS, Sterling Heights, MI 48310

VIA CERTIFIED MAIL:

Dear PROPERTY OWNER:

A petition was filed with the City Clerk requesting the paving of Gardner East Street. As a result of the submitted petition, City Council budgeted funds for a potential project to pave Gardner through a Special Assessment. A Special Assessment is a legal process whereby properties are charged for all or a portion of the cost of installation of a local public improvement which benefits such property. Each property along the portion of Gardner East to be improved would share in the total cost of improvements on a pro rata basis based on frontage. You are receiving this letter because your property falls within the Special Assessment District that would be created to fund this project. Enclosed, please find a brief survey to be filled out by the property owner and returned to the Office of Engineering. The survey is being sent to verify the petition. Please complete and return by June 3, 2016. The City of Sterling Heights administration will collect and tabulate the results of the survey. If resident interest is significant, proceedings would begin with an estimated timetable as follows:

Summer, 2016 - City Council would meet, review results from the survey, and determine whether to direct City Administration to prepare information necessary for a preliminary public hearing. The information will include creation of plans, specifications, cost estimate and a preliminary Special Assessment Roll which will provide an estimate cost per property within the District.

Fall, 2016 - A preliminary hearing would be held at a regular City Council Meeting. This hearing would provide all residents the opportunity to speak on behalf of the project. Shall City Council

vote to proceed with the project, a direction would be made for Administration to solicit and receive bids and create a final Special Assessment Roll based on the recommended bid for award.

Winter, 2017 - A final hearing would be held at a regular City Council meeting. This meeting would provide all residents the opportunity to speak on behalf of the project and final Special Assessment Roll. Shall City Council vote to proceed with the project, the final Special Assessment Roll would be approved and the construction contract awarded.

Spring, 2017 - Construction would commence shall the action be approved at the previous regular City Council meeting.

Please note that the timetable above is estimated and timing may vary. However, you will be notified via Certified Mail of all hearings associated with the project. The hearings are the appropriate opportunity for you to speak on behalf of the project.

If you have any questions and/or comments on the project, please present them in writing to the City of Sterling Heights Office of Engineering and a reply will follow if applicable. You can contact Jason Castor, City Development Manager or myself with questions on the above at 586-446-2720.

Sincerely,

Brent Bashaw, P.E.
City Engineer

BB/ks

Cc: Mark D. Vanderpool, City Manager
Denice Gerstenberg, City Development Director
Jason Castor, City Development Manager
Andrew Konkle, Civil Engineer II

NEIGHBORHOOD SURVEY

GARDNER EAST STREET ASPHALT PAVING PROJECT
(FROM MOUND ROAD TO WEST EXISTING CONCRETE)

CITY PROJECT #14-257

Note: Only one survey is to be completed and signed for each residence.

**Please indicate by marking "Yes" if you wish to proceed with this project.
Please indicate by marking "No" if you wish to not proceed with this project.**

Description of Project: 31-foot wide asphalt pavement with ditch drainage and drive approach construction. (No curb and gutter, storm sewer extension, or sidewalk installation.)

Special Assessment: This is a special assessment project. All costs associated with the project will be shared by property owners based on road frontage along the street.

Yes No

Comments:

Date

Signature

Printed Name

Address of Parcel in District

Telephone No.



**Business of the City Council
Sterling Heights, Michigan**

City Clerk's Use
Item No: 3-K
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To set a public hearing to consider the request by FCA US LLC for an Industrial Facilities Tax Exemption Certificate at 38111 Van Dyke.

Submitted By: Office of Assessing

Contact Person/Telephone: Dwayne McLachlan, City Assessor / 586-446-2341 and Luke Bonner, Senior Economic Development Advisor / 734-846-9746

Administration (initial as applicable)

Attachments

<i>MC</i> City Clerk	___	Resolution	___	Minutes
<i>BB</i> Finance & Budget Director	___	Ordinance	<u> x </u>	Plan/Map
<i>MK</i> City Attorney (as to legal form)	___	Contract	___	Other
<i>LV</i> City Manager				

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

Executive Summary

On August 11th, 2016, FCA US LLC (Applicant) made application to the City for an Industrial Facilities Tax Exemption Certificate (IFEC) for a proposed \$72,300,000 real property investment at the old Sterling Heights Assembly Plant (SHAP) situated at 38111 Van Dyke. Applicant plans to make a new real property investment on this parcel totaling \$72,300,000 that, together with a \$1.4 billion personal property investment, will generate increased employment in connection with the production of the next generation RAM 1500 pick-up truck starting in 2018.

The real property is located within a Plant Rehabilitation District to be established by the City Council on September 6, 2016.

Under state law, MCL 207.555, the owner or lessee of a facility may file an application for an IFEC with the clerk of the local governmental unit that established the PRD. Upon receipt of an IFEC Application, the clerk of the local governmental unit shall notify in writing the assessor and the legislative body of each taxing unit which levies ad valorem property taxes in the local governmental unit in which the facility is located or is to be located. Before acting upon the IFEC application, the legislative body of the local governmental unit shall afford the applicant, the assessor, and a representative of all of the affected taxing units an opportunity for comment at a public hearing.

In preparation for the October 4, 2016 public hearing required under MCL 207.555, the City Assessor and Senior Economic Development Advisor will provide the City Council with a detailed

staff report, including a specific recommendation regarding the tax abatement term according to the City's existing Industrial Facilities Tax Abatement Program Guidelines.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to set a public hearing on Tuesday, October 4, 2016 at 7:30 p.m. regarding the application by FCA US LLC, for an Industrial Facilities Tax Exemption Certificate at 38111 Van Dyke.



Business of the City Council
Sterling Heights, Michigan

DELIVERED SEP - 1 2016

City Clerk's Use

Item No: 3-4

Meeting: 08/03/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To set a public hearing to consider the request by Ultra Manufacturing USA, Inc. for an Industrial Facilities Tax Exemption Certificate at 7191 17 Mile Road.

Submitted By: Office of Assessing

Contact Person/Telephone: Dwayne McLachlan, City Assessor / 586.446-2341 and Luke Bonner Senior Economic Development Advisor, 586-446-2341

Administration (initial as applicable)

Attachments

Table with 4 columns: Initials, Title, Attachment Type, and Attachment Status. Rows include City Clerk, Finance & Budget Director, City Attorney, and City Manager.

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

Executive Summary

On August 23, 2016, Ultra Manufacturing USA, Inc. (Applicant) filed an application for and Industrial Facilities Tax Exemption Certificate (IFEC) for a proposed real property investment of \$13,500,000 at 7191 17 Mile Road.

The real property will be located within an Industrial Development District (IDD) established by the City Council on September 6, 2016.

Under state law, MCL 207.555, the owner or lessee of a facility may file an application for an IFEC with the clerk of the local governmental unit that established the IDD.

In preparation for the October 4, 2016 public hearing required under MCL 207.555, the City Assessor and Senior Economic Development Advisor will provide the City Council with a

detailed staff report including a specific recommendation regarding the tax abatement term, and tax revenue calculations, according to the City's existing Industrial Facilities Tax Abatement Program Guidelines.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to set a public hearing on Tuesday, October 4, 2016 at 7:30 p.m. regarding the application by Ultra Manufacturing USA, Inc. for an Industrial Facilities Tax Exemption Certificate at 7191 17 Mile Road.



CITY OF Sterling Heights

40555 Utica Road | P.O. Box 8009
Sterling Heights, Michigan 48311-8009
FAX 586.276.4077 | TEL 586.446.2780

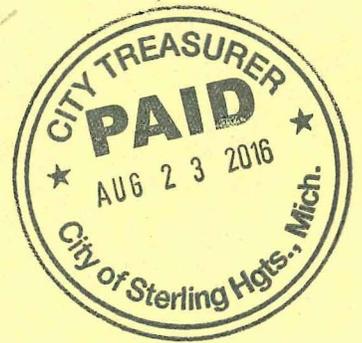
This is a valid receipt when machine certified by City Treasurer's Office.

DEPARTMENT City Clerk

ORG / OBJECT 11601040-638000

AMOUNT \$2100.00

Ultra Manufacturing 7191 17Mile





Business of the City Council
Sterling Heights, Michigan

DELIVERED SEP - 1 2016

City Clerk's Use

Item No: 3-M

Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To set a public hearing to consider the request by Ring Screw, LLC for an Industrial Facilities Tax Exemption Certificate at 6125 18 Mile Road.

Submitted By: Office of Assessing and Economic Development

Contact Person/Telephone: Dwayne McLachlan, City Assessor / 586-446-2341 and Luke Bonner, Senior Economic Development Advisor, 734-846-9746

Administration (initial as applicable)

Attachments

Table with 4 columns: Initials, Title, Attachment type, and Attachment status. Includes entries for City Clerk, Finance & Budget Director, City Attorney, and City Manager.

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

Executive Summary

On August 11th, 2016, Ring Screw, LLC (Applicant) filed an application for and Industrial Facilities Tax Exemption Certificate (IFEC) for a proposed real property investment of \$3,068,053 at 6125 18 Mile Mile Road.

The real property will be located within an Industrial Development District (IDD) established by the City Council on October 4th, 1994.

Under state law, MCL 207.555, the owner or lessee of a facility may file an application for an IFEC with the clerk of the local governmental unit that established the IDD.

In preparation for the October 4, 2016 public hearing required under MCL 207.555, the City Assessor and Senior Economic Development Advisor will provide the City Council with a

detailed staff report including a specific recommendation regarding the tax abatement term, and tax revenue calculations, according to the City's existing Industrial Facilities Tax Abatement Program Guidelines.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to set a public hearing on Tuesday, October 4, 2016 at 7:30 p.m. regarding the application by Ring Screw, LLC. for an Industrial Facilities Tax Exemption Certificate at 6125 18 Mile Road.



CITY OF Sterling Heights

40555 Utica Road | P.O. Box 8009
Sterling Heights, Michigan 48311-8009
FAX 586.276.4077 | TEL 586.446.2780

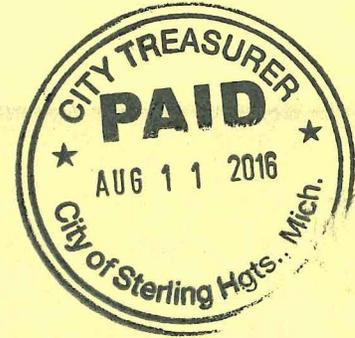
This is a valid receipt when machine certified by City Treasurer's Office.

DEPARTMENT City Clerk

ORG / OBJECT 116 01040-638000

AMOUNT \$2,1000.00

TREC
Ring Screw
6125 18 mile



CITY OF STERLING HEIGHTS
RESOLUTION

WHEREAS, the owner of Shamrock Fastener Technologies for the building at 6125 18 Mile Road, has petitioned the City Council to establish an Industrial Development District for the following legal description:

Parcel I:

That part of the Southwest 1/4 of Section 9, Town 2 North, Range 12 East, City of Sterling Heights, Macomb County, Michigan, described as beginning at a point distant due East 502.00 feet along the South line of said Section 9 from the Southwest corner of said Section 9; proceeding thence North 1 degree 04 minutes East 997.35 feet to the center line of the Plumbrook Drain; thence along the said center line of the Plumbrook Drain, South 61 degrees 45 minutes 03 seconds East 96.03 feet and South 65 degrees 47 minutes 08 seconds East 96.19 feet and South 56 degrees 05 minutes 22 seconds East 149.49 feet and South 81 degrees 28 minutes 32 seconds East 118.55 feet and South 15 degrees 50 minutes 25 seconds East 61.88 feet and South 64 degrees 56 minutes 17 seconds East 349.76 feet and South 52 degrees 08 minutes 14 seconds East 74.52 feet to a point; thence South 1 degree 10 minutes 20 seconds West 36.16 feet; thence due West, parallel with the said South line of Section 9, 417.42 feet; thence South 1 degree 10 minutes 20 seconds West 521.77 feet to a point on the said South line of Section 9; thence due West, along the said South line of Section 9, 395.98 feet to the point of beginning.

Parcel II:

That part of the Southwest 1/4 of Section 9, Town 2 North, Range 12 East, City of Sterling Heights, Macomb County, Michigan, described as beginning at a point distant due East 897.98 feet along the South line of said Section 9 from the Southwest corner of said Section 9; proceeding thence North 1 degree 10 minutes 20 seconds East 521.77 feet; thence due East, parallel with the said South line of Section 9, 200.00 feet; thence South 1 degree 10 minutes 20 seconds West, 521.77 feet to a point on the said South line of Section 9; thence due West, along the said South line of Section 9, 200.00 feet to the point of beginning.

WHEREAS, The City Council has held a public hearing on this petition and there were no objections, and

THEREFORE, BE IT RESOLVED, that the City Council of the City of Sterling Heights does hereby establish an Industrial Development District at 6125 18 Mile Road.

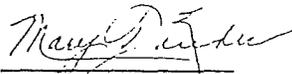
Dated this 4th day of October, 1994.

AYES: Arnold, Zaczek, Palazzolo, Pollard, Notte, Koski, Zaniewski

NAYS: None

ABSENT: None




Mary G. Zander, CMG/AAE
City Clerk

AGENDA STATEMENT

OMB A503 Rev. 11/04

Item Title: To approve the application for a Type B Amusement Device License for Cora & Toma Management, Inc., d/b/a Al Shoroq Restaurant, 33120 Ryan Road, Sterling Heights, MI 48310.

Submitted By: Office of the City Clerk

Contact Person/Telephone: *MC* Mark Carufel, City Clerk, 586/446-2421

Administration (initial as applicable)

Attachments

<i>MC</i>	City Clerk	___	Resolution	___	Minutes
<i>BB</i>	Finance & Budget Director	___	Ordinance	___	Plan/Map
<i>WK</i>	City Attorney (as to legal form)	___	Contract	___	Other
<i>MM</i>	City Manager				

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

Executive Summary

Introduction – Cora & Toma Management, Inc., a Michigan corporation, d/b/a Al Shoroq Restaurant (Applicant) has made application to the Office of the City Clerk for a Type B Amusement Device license for the purpose of locating amusement devices on the premises of its restaurant located at 33120 Ryan Road, Sterling Heights, MI 48310.

A Type B Amusement Device license is a license to operate at one business location ten or fewer amusement devices as an accessory use to a valid principal use. Applicant is purchasing the amusement devices to be located at the licensed location.

Background – Applicant is owned and operated by Raad Cora and Mazin Toma. Al Shoroq restaurant occupies 4,500 square feet of leased space dedicated to a restaurant and 1,250 square feet of leased space dedicated to an adjoining banquet facility in the Marcus Plaza. Approximately 200 square feet of the leased restaurant space will be dedicated to the amusement devices.

Applicant's valid principal use is a restaurant serving middle eastern food. Applicant's hours of operation are from 5:00 p.m. to 2:00 a.m., daily. The Michigan Liquor Control Commission has issued a Class C liquor license for this location. Applicant has also pending a request with the MLCC for an extended hours / specific purpose (food) permit that would allow service of food on the liquor licensed premises to 4:00 a.m. Applicant is currently seeking ZBA approval of a use variance to operate a banquet facility in a C-1 (local convenience) zoned district.

Applicant is proposing to install and operate four amusement devices that qualify as games of skill under MCL 750.310b. Under this state law, these games of skill are exempt from gambling regulation provided the following conditions are satisfied:

- (a) The outcome of the game is determined through the application of an element of skill by the player.

(b) The award of the prize is based upon the player's achieving the object of the game or otherwise upon the player's score.

(c) Only noncash prizes, toys, novelties, or coupons or other representations of value redeemable for noncash prizes, toys, or novelties are awarded. A gift card may be awarded under this subdivision if all of the following apply:

(i) The gift card is usable only at a retailer or an affiliated group of retailers.

(ii) The gift card is issued in a specified amount.

(iii) The gift card is redeemable only for goods and services available from the retailer or retailers and not for cash.

(iv) Information on the gift card may not be altered with the use of a personal identification number.

(d) The wholesale value of a prize, toy, or novelty awarded for the successful single play of a game is not more than \$3.75.

(e) The redemption value of coupons or other representations of value awarded for the successful single play of a game does not exceed 15 times the amount charged for a single play of the game or a \$3.75-per-play average, whichever is less. However, players may accumulate coupons or other representations of value for redemption for noncash prizes, toys, or novelties of a greater value up to, but not exceeding, \$500.00 wholesale value.

(2) As used in this section, "redemption game" means a single player or multiplayer mechanical, electronic, or manual amusement device involving a game, the object of which is throwing, rolling, bowling, shooting, placing, propelling, or stopping a ball or other object into, upon, or against a hole or other target. Redemption game does not include either of the following:

(a) A game such as roulette, beano, cards, dice, wheel of fortune, video poker, a slot machine, or another game in which winning depends primarily upon fortuitous or accidental circumstances beyond the control of the player.

(b) A game that includes a mechanical or physical device that directly or indirectly impairs or thwarts the skill of the player.

In accordance with the provisions of Chapter 7 of the City Code, the Applicant's owners have undergone a background check which produced no negative information. All other City departments have completed reviews of Applicant's location with no material issues noted.

Recommendation is being made to approve the Applicant's request for a Type B Amusement Device license at 33120 Ryan Road for the purpose of locating four amusement devices at this location.

MOVED BY:

SECONDED BY:

Resolved, to approve the application by Cora & Toma Management, Inc., d/b/a Al Shoroq Restaurant, for a Type B Amusement Device License located at 33120 Ryan Road, Sterling Heights, MI 48310.

New

CITY OF STERLING HEIGHTS
OFFICE OF THE CITY CLERK

Renewal

APPLICATION FOR AMUSEMENT DEVICE LICENSE

TYPE B (Location)

LOCATION INFORMATION:

Name of Business AL SHOROR RESTAURANT

Business Address 33120 RYAN RD

City Sterling Heights State MI Zip 48310 Business Phone 248-939-2400

Owner of Business RAAD CORA Birth Date _____

Residential Address 36221 PICKWICK CT

City ST. HEIGHTS State MI Zip 48310 Residential Phone 586-222-2651

Owner's Michigan Driver's License No. _____

Manager SAME AS ABOVE Birth Date _____

Residential Address _____

City _____ State _____ Zip _____ Residential Phone _____

Manager's Michigan Driver's License No. _____

Distributor NONE - OWN THE DEVICES

Address _____ Phone No. _____

If business operates under an assumed name, as a partnership or a corporation, give the full names, business and residential addresses, phone numbers and birth dates of proprietors, partners or corporate officers.

Name	Business Address	Business Phone	Residential Address	Residential Phone	Birth Date
------	------------------	----------------	---------------------	-------------------	------------

CORA : TOMA MANAGEMENT INC

33% MAZIN TOMA PARTNER 43736 SAINT JULIANC

ST. HEIGHTS, MI 48310

67% Raad Cora President

586-596-1027

Has owner or manager been convicted of any crime, misdemeanor, or violation of any municipal ordinance? If so, identify individual, charge, date, place and disposition.

NO

Please complete the following information pertaining to the type of license that you are renewing or submitting a new application:

Type A (Amusement device center)

Name and sq. footage of center _____
Sq. footage of area devoted to devices _____

Type B (business location with 10 or fewer amusement devices as an accessory use to a valid principal use)

Principal use of premises RESTAURANT
Hours of operation of principal use 4:00 - 2:00 AM
Sq. footage of building 7,000 SQ FT

AMUSEMENT DEVICE LISTING:

Number of devices to be placed at this location 4

DESCRIPTION OF MACHINE	MANUFACTURER'S NAME	SERIAL NUMBER
CAPTAIN JACK	GL AMUSEMENT	19130450
PENGUIN PARTY	GL AMUSEMENT	19130470
PIZZERIA	GL AMUSEMENT	19130490
CHERRY MASTER	GL AMUSEMENT	19130510

(Attach additional sheet if necessary)

THIS APPLICATION CANNOT BE PROCESSED UNTIL ALL REQUESTED INFORMATION AND DOCUMENTATION HAS BEEN PROVIDED AND ALL APPLICABLE FEES HAVE BEEN PAID. THE POLICE DEPARTMENT MAY CONTACT YOU FOR ADDITIONAL INFORMATION IF NECESSARY.

I hereby apply for an amusement device license in the City of Sterling Heights and agree to operate in compliance with the Code of Ordinances, the Zoning Ordinance, and Charter of the City of Sterling Heights, and any other applicable statutes.

I acknowledge receipt of a copy of the current ordinances and resolutions regulating such operations, and agree to abide by their terms as amended. I acknowledge that my license expires on December 31 of each year, that it is non-transferable and that it must be prominently displayed.

If signing for a partnership, assumed name business or corporation, I certify that I am authorized to act on its behalf.

I further certify that all information contained on this application is true. I understand any false or fraudulent statement may result in revocation of the license and that all statements contained herein are subject to verification.

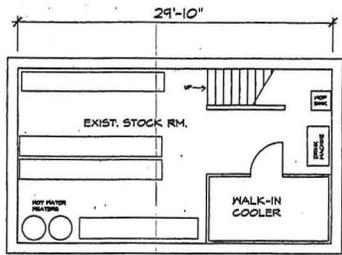
6-2-2016
Date

Raad Cora
Signature

Raad Cora
Print Name

President
Title

IMPORTANT: APPLICATION WILL BE RETURNED IF ALL INFORMATION REQUESTED ON THIS FORM IS NOT PROVIDED.



BASEMENT PLAN
SCALE: 3/8"=1'-0"

LEGEND

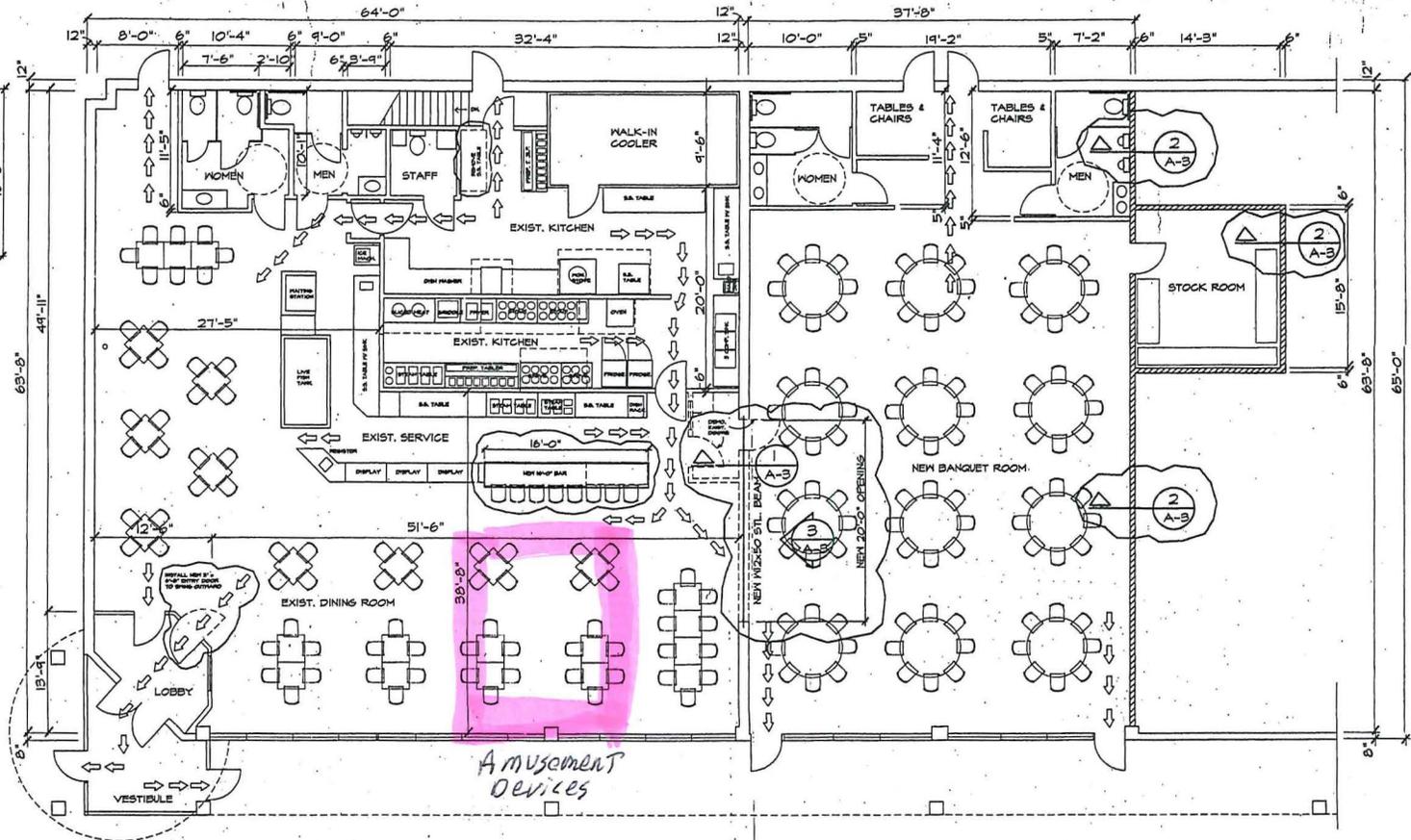
- ⇄ EMERGENCY EGRESS PATH
- NEW STEEL LINTEL
- AREA OF NEW WORK

EGRESS CALCULATIONS

RESTAURANT-OCCUPANCY 89.35 PERSONS
(2) DOORS REQUIRED, (4) PROVIDED

BANQUET-OCCUPANCY 125 PERSONS
(2) DOORS REQUIRED, (4) PROVIDED

ALL DOORS HAVE 32" MINIMUM CLEARANCE



FIRST FLOOR PLAN
SCALE: 3/8"=1'-0"

GENERAL NOTES

1. Contractor shall field verify sizes, locations, elevations, and details of all existing conditions that may affect the work.
2. All work shall be in accordance with all Federal, State and City Codes, Ordinances and requirements.
3. Contractors and Subcontractors shall be licensed as required by law in the performance of their work.
4. Should existing conditions other than those indicated on the drawings be encountered, the Architect shall be notified immediately in writing.
5. The Architect will not have control, or charge of, and will not be responsible for construction means, methods, techniques, sequences, or procedures, or for the safety precautions and programs in connection with the work.
6. All interior finishes to have a flame rating of less than 200 and a smoke density of less than 450.
7. Panic Hardware on all designated exit doors shall be per NFPA Standard #101.
8. Provide portable Fire Extinguishers for all areas per NFPA Standard #101.
9. Install 5/8" moisture resistant treated plywood behind all sinks.

DATE	FOR CITY REVIEW	DATE	BY	SCALE
DATE	ISSUE FOR	DATE	BY	REVISIONS

EX. RESTAURANT NEW BANQUET ROOM
5526 RYAN ROAD
WARREN, MI 48092

Architects Planners Engineers

1 ARCHITECTS INTERNATIONAL INC.
17400 Westland
Detroit, Michigan 48221
Phone: 313-881-7900
Fax: 313-841-6944

DESIGNED TLR	CHECKED TLR	PROJECT NO.
DRAWN TLR	DATE TLR-D	1365
APPROVED TLR	DATE TLR-D	SHEET NO.
SHEET TITLE		A-2

FLOOR PLANS





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- Switcher Systems
- Coin Quarter Pushers
- Pull Tab Dispensers & Cards
- Sweepstakes Solutions
- Progressive Linking Systems
- Parts & Supplies
- Coin & Currency
- Counters & Changers
- Hot Games

Brands

- IGS
- Astro
- Multi-Game Boards
- Pyramid
- Dyna
- ICT
- Bellis
- Subsino
- Amcoe
- Borden

Email Newsletter

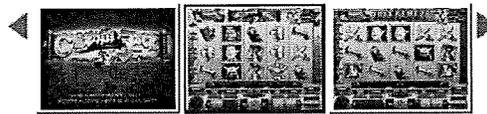
Your Name:

Your Email:



Home Game Boards - New Captain Jack Game By IGS - VGA 9 or 25 Liner

Captain Jack Game By IGS - VGA 9 or 25 Liner



Price:
\$1,095.00

Brand:
IGS

Quantity:

Like Tweet

Product Description

Captain Jack Game By IGS - VGA 9 or 25 Liner

- > VGA
- > 9 or 25 Liner (Operator Selectable)
- > Touchscreen Option
- > Pirate Themed Animated Graphics
- > 3 Bonus Games - 3 or More "Telescope" Bonus Game Symbols
 - > City Map
 - > Trading with the Natives
 - > Late Night Kisses
- > 3 Jackpots - 1 Random or Progressive and 2 Random
- > Free Game - 5-20 Free Games Awarded
- > Double Up Game - Pirate Drinking Contest
- > Hold Pair
- > Score Box Feature
- > Game Count Feature
- > Continuous Spin Feature
- > On Screen Set Up
- > Includes Game Manual
- > Linkable With the IGS Diamond Progressive
- > Price Above Includes **Game Board ONLY**, Machine Sold Separately
- > Connects to Standard 36/10 Pin Cherry Master Harness
- > 1 Year Warranty



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- Coin Quarter Pushers
- Pull Tab Dispensers & Cards
- Sweepstakes Solutions
- Progressive Linking Systems
- Parts & Supplies
- Coin & Currency
- Counters & Changers
- Hot Games

Brands

- IGS
- Astro
- Multi-Game Boards
- Pyramid
- Dyna
- ICT
- Bellis
- Subsino
- Amcoe
- Borden

Email Newsletter

Your Name:

Your Email:



Home Game Boards - New Penguin Party Game By Astro - VGA 9 or 25 Liner

Penguin Party Game By Astro - VGA 9 or 25 Liner

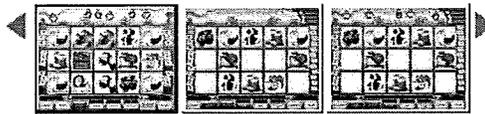


Price:
\$795.00

Brand:
Astro

Quantity:

Like Tweet



Product Description

Penguin Party Game By Astro - VGA 9 or 25 Liner

- > VGA
- > 9 or 25 Liner (Operator Selectable)
- > Touchscreen Option
- > Penguin Themed Animated Graphics
- > 2 Bonus Games
 - > Luge Bonus Game
 - > Dragon Ball Jackpot Chance Game (Only For Linking Version)
- > Snow Ball Wild Reel Feature
- > Penguin Re-Spin Feature
- > Corner Fever Feature
- > 3 Jackpots (Only For Linking Version)
- > Double Up Game - Guess Which Egg Will Hatch into a Baby Penguin
- > Score Box Feature
- > Game Count Feature
- > Continuous Spin Feature
- > On Screen Set Up
- > Includes Game Manual
- > Price Above Includes **Game Board ONLY**, Machine Sold Separately
- > Connects to Standard 36/10 Pin Cherry Master Harness
- > 1 Year Warranty

Add **Penguin Party** Game to Cabinet (Price Listed Below is for Game Board and Machine):

- > Mini Table Top: \$1,845.00
- > Table Top: \$1,845.00
- > Wall Mount: \$1,845.00



Building Top **QUALITY**
Amusement Games
Since 1993

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- Nudge/Skill Games
- Pre-Reveal Games
- Arcade Games
- Switcher Systems
- Coin Quarter Pushers
- Pull Tab Dispensers & Cards
- Sweepstakes Solutions
- Progressive Linking Systems
- Parts & Supplies
- Coin & Currency
- Counters & Changers
- Hot Games

Brands

- IGS
- Astro
- Multi-Game Boards
- Banilla Games
- Pyramid
- Dyna
- ICT
- Bellis
- Subsino
- Amcoe

Email Newsletter

Your Name:

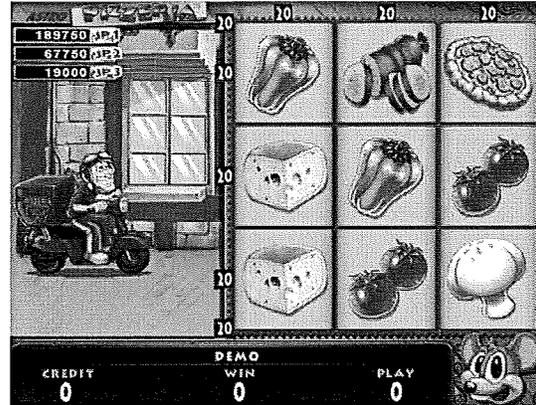
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Home Game Boards - New Pizzeria Game By Astro - VGA 8 Liner

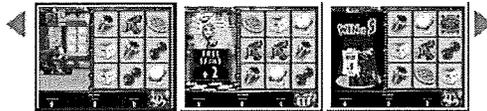
Pizzeria Game By Astro - VGA 8 Liner



Price:
\$750.00

Brand:
Astro

Quantity:
1



Product Description

Pizzeria Game By Astro - VGA 8 Liner

- > VGA
- > 8 Liner
- > Pizza Themed Animated Graphics
- > 2 Bonus Games - 3 Pizzeria Symbols in a Line
 - > Pizza Dough Bonus Game
 - > Cooking Pizza Bonus Game
- > Pizza Delivery Guy Feature
- > Lucky Kiss Extra Spin Feature
- > 3 Random Jackpots (Progressive When Linked)
- > Free Game - 3 Delivery Guy Symbols Awards 10 Free Games - Chance to Win More Free Spins or Multiplier
- > Double Up Game - Guess Which Chef Will Catch His Pizza Dough
- > Score Box Feature
- > Game Count Feature
- > Continuous Spin Feature
- > On Screen Set Up
- > Includes Game Manual
- > Price Above Includes **Game Board ONLY**, Machine Sold Separately
- > Connects to Standard 36/10 Pin Cherry Master Harness
- > 1 Year Warranty



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- Pre-Reveal Games
- Arcade Games
- Switcher Systems
- Coin Quarter Pushers
- Pull Tab Dispensers & Cards
- Sweepstakes Solutions
- Progressive Linking Systems
- Parts & Supplies
- Coin & Currency
- Counters & Changers
- Hot Games

Brands

- IGS
- Astro
- Multi-Game Boards
- Banilla Games
- Pyramid
- Dyna
- ICT
- Bellis
- Subsino
- Amcoe

Email Newsletter

Your Name:

Your Email:



Home Game Boards - New Cherry Master Game By Dyna - CGA 8 Liner

Cherry Master Game By Dyna - CGA 8 Liner

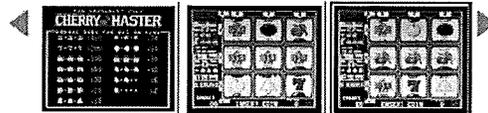


Price:
\$400.00

Brand:
Dyna

Quantity:
1

5



Product Description

Cherry Master Game By Dyna - CGA 8 Liner

Limited Quantities Available

- > CGA
- > 8 Liner
- > Classic Fruit, Bar and Bell Graphics
- > 3 Bonuses
 - > Cherry Bonus
 - > Bell Bonus
 - > 1Bar Bonus
- > Double Up Game - High-Low Girl Card Game
- > DIP Switch Set Up
- > Includes Game Manual
- > Price Above Includes **Game Board ONLY**, Machine Sold Separately
- > Connects to Standard 36/10 Pin Cherry Master Harness
- > 1 Year Warranty

Add **Cherry Master Game** to Cabinet (Price Listed Below is for Game Board and Machine):

- > Mini Table Top: \$1,275.00
- > Table Top: \$1,275.00
- > Wall Mount: \$1,275.00
- > Mini Upright: \$1,325.00
- > Full Upright: \$1,325.00
- > Upright Marquee: \$1,375.00
- > Upright - 22" LCD: \$1,425.00
- > Sit Down - 22" LCD: \$1,475.00

STERLING HEIGHTS FIRE DEPARTMENT
Amusement Device License - Type B
Inspection Status Report Form

DATE: May 12, 2016
TO: City Clerk Mark Carufel - City Clerk's Office
FROM: Fire Marshal Mike Bauss - Fire Prevention Division
BUSINESS: Al Shoroq
33120 Ryan
Sterling Heights, MI 48310

Date of your request 03/02/16
Inspection Report Number 41726
Inspection Report Date 05/11/16/16
Number of Amusement Devices Found 4
Capacity for this facility

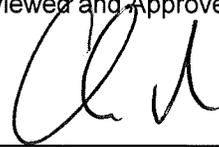
- At this time, all fire and life safety requirements are in compliance. We have no objection to the approval of a **Amusement Device License** for this business.
- This business is not built yet. Plans have NOT been received and/or reviewed.
- Violation items were cited on the inspection report and Fire Department approval cannot be granted at this time. A re-inspection will be conducted upon completion.
- A re-inspection was conducted on _____
Violation items were found corrected. We have no objection to the approval of an **Amusement Device License** for this business at this time.

Yours in fire safety,



Mike Bauss
Fire Marshal

Reviewed and Approved:



Chris Martin
Fire Chief

/rk

Amusement Device Permit | PAD15-0028

Property Information

10-32-351-006-000 33120 Ryan Road Subdivision:
Sterling Heights MI, 48310 Lot: Block:

Name Information

Owner: MARCUS PLAZA, LLC Phone:
Occupant: MAHAS MIKHAEL Phone: (586) 563 8003
Applicant: RONI N HERMEZ Phone: (586) 335 5441
Contractor: Phone:
Licensee: Phone:
License Issued:
License Expires:

Permit Information

Date Issued: Date Expires: Status: READY TO ISSUE

Work Description:
AMUSEMENT DEVICE - TYPE B NEW/RENEWAL APPLICATION

Stipulations:

Comment:

*Approved 12-23-15
BohE*

Approval - Building Inspection | Robert Earley

Status: Scheduled Result:
Scheduled: Completed: *OK*

Planning Department Inspection | Chris McLeod

Status: Scheduled Result:
Scheduled: Completed:

Proactive - Amusement Device Enforcement | E15-9679

Property Information

10-32-351-006-000 33120 Ryan Road Subdivision:
Sterling Heights MI, 48310 Lot: Block:

Name Information

Owner: MARCUS PLAZA, LLC Phone:
Occupant: MAHAS MIKHAEL Phone: (586) 563 8003
Filer: Phone:

Enforcement Information

Date Filed: 12/04/2015 Date Closed: 01/05/2016 Status: CLOSED

Complaint:

Last Action Date: 01/05/2016 Last Inspection: 01/05/2016

Last Action:

Other Inspection | Horst Hrinciu

Status: Completed Result: Complied
Scheduled: 01/05/2016 Completed: 01/05/2016

Comments:

Some debris and garbage violations remain and are being taken to OBA under file E15-8901. Will close this file.



CITY OF Sterling Heights

Interoffice Memorandum

Date: August 3, 2016 (Recheck from previous dated 12/11/15)

To: Mark Carufel

From:

Jennifer Varney → *Maureen Proudfoot*

Jennifer Varney, Treasurer Maureen Proudfoot, Account Clerk

Subject: Tax Search –Application for an Amusement Device License –Type B

Treasury review of the attached application has been completed. This review included status checks on outstanding property taxes as well as special assessments and invoices. The results of our review reflect the following -

Personal Taxes	10-32-351-006-013	Property Address	33120 Ryan Rd.
Taxable Value	0.00	Requested By	Mark Carufel
School District	Warren Consolidated Schools	Date Requested	7/25/16
	AL SHOROQ RESTAURANT VICTORIA, INC.		

2016 Summer Taxes

- Paid in full
- Due in the amount of \$
- Delinquent in the amount of \$
- No taxes due

Invoices (Munis)

- Paid in full
- Due in the amount of \$
- None

2015 Winter Taxes

- Paid in full
- Delinquent in the amount of \$
- No taxes due

Special Assessments

- Paid in full
- Due in the amount of \$
- Delinquent in the amount of \$
- None

2015 Summer Taxes

- Paid in full
- Delinquent in the amount of \$
- No taxes due

2014 Taxes and Prior

- Paid in full
- Delinquent in the amount of \$
- No taxes due



CITY OF
**Sterling
Heights**

InnovatingLiving

Interoffice Memorandum

Date: August 4, 2016

Re: Requested Information Search – 33120 Ryan Rd

From: Pam Ambriez & Jennifer Varney

Finance review of the attached application has been completed. This review included a status check on outstanding utility bills. The results of our review reflect the following.

Utility bills are:

- Current balances of \$ 240.48
- Paid in full – balance is \$0
- Delinquent/outstanding in the amount of \$ _____
- Utility Billing is not aware of any service at that exact address

This total does not include any interim billings

Pam Ambriez, Senior Account Clerk

Jennifer L. Varney, Treasurer

If you require any additional information, please contact this office on extension 2781.

Attachment

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To authorize the City Attorney to pursue all available remedies to abate the nuisance condition existing at 35235 Mound Road.

Submitted By: City Attorney's Office

Contact Person/Telephone: Marc Kaszubski, City Attorney; 586/726-1000

Administration (initial as applicable)

Attachments

	City Clerk	___	Resolution	___	Minutes
	Finance & Budget Director	___	Ordinance	___	Plan/Map
	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

A nuisance condition has been identified at 35235 Mound Road. The City Attorney's Office is seeking authorization to pursue remedies available to the City to abate the nuisance and bring the subject property into compliance.

A Privileged and Confidential Attorney-Client Communication has been reviewed by the City Council in support of this authorization request.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to authorize the City Attorney to pursue all available remedies to abate the nuisance conditions and code violations existing at 35235 Mound Road.

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To receive the lawsuit, *American Islamic Community Center, Inc. v City of Sterling Heights*, United States District Court for the Eastern District of Michigan Case No. 2:16-cv-12920-GAD-EAS.

Submitted By: Office of the City Clerk

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

Administration (initial as applicable)

Attachments

	City Clerk	___	Resolution	___	Minutes
	Finance & Budget Director	___	Ordinance	___	Plan/Map
	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 Office of the City Clerk has been served with a summons and complaint in connection with the above-referenced lawsuit. A privileged and confidential attorney-client communication regarding this lawsuit has been provided to the City Council.

Because this is pending litigation against the City and based upon the advice of legal counsel, there will be no response to any question or comment regarding this case.

Suggested Action:

MOVED BY:

SECONDED BY:

RESOLVED, to receive the lawsuit, *American Islamic Community Center, Inc. v City of Sterling Heights*, United States District Court for the Eastern District of Michigan Case No. 2:16-cv-12920-GAD-EAS.



Business of the City Council
Sterling Heights, Michigan

DELIVERED SEP - 1 2016

City Clerk's Use

Item No: 4
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To consider nominations to City of Sterling Heights Boards and Commissions

Submitted By: Office of the City Clerk

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

Administration (initial as applicable)

Attachments

Handwritten initials for City Clerk

City Clerk

Blank line for Finance & Budget Director

Finance & Budget Director

Blank line for Resolution

Resolution

Blank line for Minutes

Minutes

Handwritten initials for City Attorney and City Manager

City Attorney (as to legal form)

Blank line for Ordinance

Ordinance

Blank line for Plan/Map

Plan/Map

City Manager

Blank line for Contract

Contract

Blank line for Other

Other

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

Executive Summary:

City Council Governing Body Rule of Procedure 23, as amended on August 21, 2012, provides in relevant part as follows:

Prior to an appointment to the Planning Commission, Zoning Board of Appeals, Board of Ordinance Appeals, Board of Review, Police and Fire Pension Board, and General Employees Retirement System Board, an appointee shall be nominated, as applicable, by the Mayor or City Council at a prior regular meeting.

The vacancies for which nominations will be considered at the September 6, 2016 regular meeting are listed below:

Table with 3 columns: Board / Commission, Vacancies, Power of Appointment. Rows include Zoning Board of Appeals and Board of Ordinance Appeals II.

Applications of the residents interested in serving on the above-noted boards are attached. Spreadsheets indicating the applicants' preferences for appointment as reflected by their ranking of the respective boards and commissions, and attendance records of current members, are also attached.

Suggested Action No. 1 (To make a nomination to the ZBA):

MOVED BY:

SECONDED BY:

RESOLVED, to nominate _____ for consideration as an appointee to the Zoning Board of Appeals at the September 20, 2016 regular City Council meeting.

Suggested Action No. 2 (To make a nomination to OBA II – permanent member):

MOVED BY:

SECONDED BY:

RESOLVED, to nominate _____ for consideration as an appointee to the Board of Ordinance Appeals II at the September 20, 2016 regular City Council meeting.

Suggested Action (To postpone a nomination(s) to a Date Certain):

MOVED BY:

SECONDED BY:

RESOLVED to postpone a nomination(s) to the _____ to the _____, 2016* regular City Council Meeting.

[*Future Regular Meeting Dates are September 20, 2016, October 4, 2016 and October 18, 2016].

Zoning Board of Appeals

(7 Members)

(One Vacancy)

Name	Request Re-Appt. (Yes/No)	Expiration Date of New Term	Action
1.		06/30/19	
Unexpired Term			

Applications on File:

Mohammed Alomari	(Ethnic Community Committee-exp. 06/30/17)
Brian Cole	(Economic Development Corporation/Brownfield Auth.-exp. 06/30/19)
Jazmine M. Early	(Arts Commission-exp. 06/30/18)
Kozeta Elzhenni	(Citizens Advisory Committee-Community Development BI Grant-exp. 06/30/17) (Ethnic Community Committee-exp. 06/30/18)
Robert Ervin	(Board of Ordinance Appeals-exp. 06/30/18)
Junina Jean	
Laurel Johnson	(Board of Code Appeals-exp. 06/30/17) (Local Development Finance Authority-exp. 06/30/19)
Robert Lulgjuraj	(Ethnic Community Committee-exp. 06/30/19)
Ryan Makowski	
Louis Marinelli	
Benjamin D. McMartin	(Board of Ordinance Appeals-exp. 06/30/19)
Jeffrey I. Norgrove	(Planning Commission-exp. 06/30/17)
Louis Ottolini	(Board of Ordinance Appeals II-exp. 06/30/19)
Joanne L. Paraventi	(Citizens Advisory Committee-Community Development BI Grant-exp. 06/30/17)
Steven Pomaville	
Leonard Reinowski	(Planning Commission-exp. 06/30/17)
Juli Sala	(Board of Ordinance Appeals-exp. 06/30/18)
Michael Sauger	(Board of Ordinance Appeals II-exp. 06/30/19) (Board of Ordinance Appeals-exp. 06/30/19)
Howard Sizemore II	
Thomas Szatkowski	(Board of Code Appeals-exp. 06/30/20) (Housing Commission-exp. 12/31/19)
Shawn Taylor	(Ethnic Community Committee-exp. 06/30/19)
Joyce Tye	(Beautification Commission-exp. 06/30/17)

The Zoning Board of Appeals shall consist of seven regular members, each to be appointed for a term of three years, expiring on June 30 in the year of expiration. All vacancies for unexpired terms shall be filled for the remainder of the term. The Zoning Board of Appeals shall consist of seven regular members, each to be appointed by a majority of the City Council members serving. All members of the Zoning Board of Appeals shall be selected from the electors of the City and shall be representative of the population distribution and of the various interests in the City. One member of the Board may be a member of the Planning Commission, with the remaining members selected from the electors of the City. Appointments shall be for a three year term expiring on June 30 in the year of expiration, except for appointments to fill vacancies or appointments of the member of the Board who is also a member of the Planning Commission. The term of the member of the Board who is also a member of the Planning Commission shall be limited to the time he or she is a member of the Planning Commission.

		"A" means the individual is already appointed to Board or Commission denoted											"E" means the individual has been elected to Board or Commission denoted																		
		shaded area means Board or Commission that is appointed by the Mayor with confirmation of City Council																							8/31/2016						
		the number is the ranking given by the applicant to that Board or Commission they are interested in																													
		Total Board and Comm. Assign	Arts Commission	Beautification Commission	Board of Code Appeals	Board of Ordinance Appeals	Board of Ordinance Appeals II	Board of Review	Building Authority	Citizens Advisory Committee	Civil Service Commission Act 78	Corridor Improvement Authority	Civil Service Comm - Charter	Econ Dev Corp/Brownfield Authority	Elected Officials Comp Comm	Election Commission	Ethnic Community Committee	Historical Commission	Housing Commission	Library Board of Trustees	Local Development Finance Authority	Pension Board Gen Emp	Pension Board Police & Fire	Planning Commission	Solid Waste Mgt Comm	Telecommunication Comm	Transportation Advisory Comm	Zoning Board of Appeals			
ALOMARI	MOHAMMED	1	17			1		5	7		8		9																		1
COLE	BRIAN	1					1							A																3	16
EARLY	JAZMINE	1	A	20	25	2	2	12	21	5	19	18	24	23	17	16	3	15	4	14	13	22	11	6	1	10	9	7		1	
ELZHENNI	KOZETA	2	17	4	15	10		12	18	A	11	18	16	14	20	21	A	22	23	25	19	18	17	16	17	19	18	8		1	
ERVIN	ROBERT	1				A																		3					2	1	
JEAN	JUNINA	0	7	2	25	24	23		1	5	21	6	20	22	19	18	3	8	9	16		14	13	12	11	10	11	9		2	
JOHNSON	LAUREL	2			A				3			4		2					5		A			7			8	9		2	
LULGJURAJ	ROBERT	2	6	A	24	2		10	20	5	9	12	3	4	7	22	A	6	7	18	4	23	19	8	11	14	13	15		1	
MAKOWSKI	RYAN	0			1	2	3	4	5										8	9	10			6					7	1	
MARINELLI	LOUIS	0	5	2	5	6	6	8	9	6	4	9	10	7	25	6	7	3	6	8	7	23	24	1	6	3		1		1	
MCMARTIN	BENJAMIN	1				A				3				4						2	6							5		1	
NORGROVE	JEFFREY	1								2								4						A			3	1		1	
OTTOLINI	LOUIS	0					alt																					1		1	
PARAVENTI	JOANNE	1				9			6	A		7	5		1				3	3				8			4	10		1	
POMAVILLE	STEVEN	0								6								5		4	1			2				3		1	
REINOWSKI	LEONARD	1				2																		A				3		1	
SALA	JULI	1				A																		2				1		1	
SAUGER	MICHAEL	1				Alt	A							5	4							3	2					1		1	
SIZEMORE II	HOWARD	0	22	19	20	21	22	23	15	8	4	13		1	7	9	16	17	12	24	3	10	11	2	14	15	6	5		1	
SZATKOWSKI	THOMAS	2			A														A					1				4		1	
TAYLOR	SHAWN	1				5			3	6	4		3				A		1					2			2		3		
TYE	JOYCE	1	4	A				2								5			1				6					7		5	



Board of Ordinance Appeals II

(5 Members)

(One Vacancy)

Name	Request Re-Appt. (Yes/No)	Expiration Date of New Term	Action
1. Unexpired Term		06/30/19	

Applications on File:

- Brian Cole (Economic Development Corporation/Brownfield Auth.-exp. 06/30/19)
- Jazmine M. Early (Arts Commission-exp. 06/30/18)
- Nancy E. Kijek (Beautification Commission-exp. 06/30/19)
- Ryan Makowski
- Louis Marinelli
- Roman Stojalowsky
- Paul Zdzieblowski (Board of Ordinance Appeals-exp. 06/30/19)

The Board of Ordinance Appeals shall consist of five members who shall be appointed by the City Council for staggered three year terms, or until a successor has been appointed. The staggered terms shall continue to be structured so that the term of one member expires each year. The members should have varying backgrounds, and one or more of the members should have experience or training related to construction or property and building maintenance.

The City Council may appoint not more than two alternate members to the Board of Ordinance Appeals who may be called by the chairperson to participate in hearings, appeals, and variance hearings of the Board during the absence or disqualification of a member.



Business of the City Council
Sterling Heights, Michigan

DELIVERED SEP - 1 2016

City Clerk's Use
Item No: 5
Meeting: 09/06/16

AGENDA STATEMENT

OMB AS03 Rev. 11/04

Item Title: To consider appointments to City of Sterling Heights Boards and Commissions

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

—

Finance & Budget Director

—

Resolution

—

Minutes

JJK

City Attorney (as to legal form)

—

Ordinance

—

Plan/Map

AN

City Manager

—

Contract

—

Other

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

Executive Summary:

Resignations were recently received from membership on the Historical Commission and the Elected Officials' Compensation Commission. These vacancies will be filled through a one-step appointment process.

The Mayor has the power of appointment to the following commission, subject to confirmation by the City Council:

Elected Officials' Compensation Commission (1 vacancy) Term Ending June 30, 2022

The City Council has the power of appointment to the following commission:

Historical Commission (1 vacancy) Term Ending June 30, 2019

Applications of the residents interested in serving on the above-noted commissions have been provided to City Council. Spreadsheets indicating the applicants' preferences for appointment as reflected by their ranking of the respective boards and commissions are also included in the attached materials.

Suggested Action (To appoint):

MOVED BY:

SECONDED BY:

RESOLVED, to appoint _____ to the _____ to a term ending June 30, _____, subject to the appointee meeting the qualifications set forth in Charter §4.03 and taking the oath of office within two weeks.

Suggested Action (To Postpone Appointment(s) to a Date Certain):

MOVED BY:

SECONDED BY:

RESOLVED to postpone the appointment(s) to the _____ to the _____, 2016* regular City Council Meeting.

[*Future Regular Meeting Dates are September 20, 2016, October 4, 2016 and October 18, 2016).

Elected Officials Compensation Commission

(7 Members)

(One Vacancy)

Name	Request Re-Appt. (Yes/No)	Expiration Date of New Term	Action
1.		06/30/22	
Unexpired Term			

Applications on File:

Mohammed Alomari (Ethnic Community Committee-exp. 06/30/17)
Jazmine M. Early (Arts Commission-exp. 06/30/18)
Kozeta Elzhenni (Citizens Advisory Committee-Community Development BI Grant-exp. 06/30/17)
(Ethnic Community Committee-exp. 06/30/18)
Junina Jean
David Kozlowski
Robert Ljucovic (Beautification Commission-exp. 06/30/19)
Robert Lulgjuraj (Ethnic Community Committee-exp. 06/30/19)
Louis Marinelli
Michael Sauger (Board of Ordinance Appeals II-exp. 06/30/19)
(Board of Ordinance Appeals-exp. 06/30/19)
Howard Sizemore II

The Commission shall consist of seven members who shall be appointed by the Mayor, subject to confirmation by a majority of the members elected and serving on the City Council. No member or employee of the legislative, judicial or executive branch of any level of government or members of the immediate family of such member or employee shall be eligible to be a member of the Commission. All appointments to the Commission shall be for a term of seven years.

Historical Commission

(7 Members)

(One Vacancy)

Name	Request Re-Appt. (Yes/No)	Expiration Date of New Term	Action
1.		06/30/19	
Unexpired Term			

Applications on File:

Cynthia Appleton
Laura Brzozowski
William Dechavez (Ethnic Community Committee-exp. 06/30/17)
Judi Dent (Arts Commission-exp. 06/30/17)
Steven Duncan (Beautification Commission-exp. 06/30/18)
Jazmine M. Early (Arts Commission-exp. 06/30/18)
Kozeta Elzhenni (Citizens Advisory Committee-Community Development BI Grant-exp. 06/30/17)
(Ethnic Community Committee-exp. 06/30/18)

Sandra Evans
Stephanie Guran (Beautification Commission-exp. 06/30/18)
(Ethnic Community Committee-exp. 06/30/19)

Junina Jean
Charles W. Jefferson
Robert Lulgjuraj (Ethnic Community Committee-exp. 06/30/19)
Louis Marinelli
Kathleen Martin
David May
Donald McCoy (Solid Waste Management Commission-exp. 06/30/19)
Steven Pomaville
Kyle Schimeck
Howard Sizemore II
Joel Thomas
Deborah Travis

The Historical Commission shall consist of seven members to be appointed by the City Council. No person shall be eligible to appointment who has not been a registered elector of the city continuously for at least two years immediately preceding his or her appointment. Members of the Historical Commission shall hold office for terms of three years.

		"A" means the individual is already appointed to Board or Commission denoted													"E" means the individual has been elected to Board or Commission denoted															
		shaded area means Board or Commission that is appointed by the Mayor with confirmation of City Council																										8/31/2016		
		the number is the ranking given by the applicant to that Board or Commission they are interested in																												
		Total Board and Comm. Assign	Arts Commission	Beautification Commission	Board of Code Appeals	Board of Ordinance Appeals	Board of Ordinance Appeals II	Board of Review	Building Authority	Citizens Advisory Committee	Civil Service Commission Act 78	Corridor Improvement Authority	Civil Service Comm - Charter	Econ Dev Corp/Brownfield Authority	Elected Officials Comp Comm	Election Commission	Ethnic Community Committee	Historical Commission	Housing Commission	Library Board of Trustees	Local Development Finance Authority	Pension Board Gen Emp	Pension Board Police & Fire	Planning Commission	Solid Waste Mgt Comm	Telecommunication Comm	Transportation Advisory Comm	Zoning Board of Appeals		
APPLETON	CYNTHIA	0																												1
BRZOZOWSKI	LAURA	0																												16
DECHAVEZ	WILLIAM	1															A													1
DENT	JUDI	1	A							4								2	3	1										1
DUNCAN	STEVEN	1		A														1												1
EARLY	JAZMINE	1	A	20	25	2	2	12	21	5	19	18	24	23	17	16	3	15	4	14	13	22	11	6	1	10	9	7		2
ELZHENNI	KOZETA	2	17	4	15	10		12	18	A	11	16	16	14	20	21	A	22	23	25	19	18	17	16	17	19	18	8		2
EVANS	SANDRA	0																2		1										1
JEAN	JUNINA	0	7	2	25	24	23		1	5	21	6	20	22	19	18	3	8	9	16		14	13	12	11	10	11	9		1
JEFFERSON	CHARLES	0	2							1								3								4	5			1
LULGJURAJ	ROBERT	2	6	A	24	2		10	20	5	9	12	3	4	7	22	A	6	7	18	4	23	19	8	11	14	13	15		1
MARINELLI	LOUIS	0	5	2	5	6	6	8	9	6	4	9	10	7	25	6	7	3	6	8	7	23	24	1	6	3		1		1
MARTIN	KATHLEEN	0		4												3		2	1											1
MAY	DAVID	0								1								3						2						1
MCCOY	DONALD	1			1													4	3						A					1
NORGROVE	JEFFREY	1								2								4									3	1		1
POMAVILLE	STEVEN	0								6								5		4	1			2				3		1
SCHIMECK	KYLE	0													2			1												1
SIZEMORE II	HOWARD	0	22	19	20	21	22	23	15	8	4	13		1	7	9	16	17	12	24	3	10	11	2	14	15	6	5		1
THOMAS	JOEL	0								1								2												1
TRAVIS	DEBORAH	0	4	1						2								3												1

