

---

**RULE OF THE CHAMBER**

Any person wishing to address City Council shall step up to the lectern, state their name and address in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall limit their address to **three (3) minutes**. A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Council.

Any person who does not wish to address Council from the lectern, may print their name, address and comment/question which he/she would like brought before Council on a card provided by the Clerk/Treasurer and return the card to the Clerk/Treasurer before the meeting begins. The Clerk/Treasurer will address the presiding officer at the start of Citizen Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

Those who want to use audio and image recording equipment in Council Chambers that requires a monopod, tripod or other auxiliary equipment for the audio and image devices shall notify the City Clerk before the meeting begins. Arrangements will be made to accommodate the request in a manner that minimizes the possibility of disrupting the meeting. No additional illuminating lights may be used in Council Chambers unless a majority of City Council members consent. Additionally, cell phones and pagers should be set to vibrate or silent mode when inside Council Chambers.

Should any person fail or refuse to comply with any Rules of the Chamber, after being informed of such noncompliance by the presiding officer, such a person may be deemed by the presiding officer to have committed a breach of the peace by disrupting the public meeting, and the presiding officer may then order such person excluded from the public meeting under Section 3 (6) of Open Meetings Act, Act 267 of 1976.

You will notice a numbering system under each heading. There is significance to these numbers. Each agenda item is numbered consecutively beginning in January and continues through December of each calendar year.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one week's notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9138. The City of Monroe website address is [www.monroemi.gov](http://www.monroemi.gov).

---

**AGENDA - CITY COUNCIL REGULAR MEETING  
MONDAY, JULY 2, 2012  
7:30 P.M.**

**I. CALL TO ORDER.**

**II. ROLL CALL.**

**III. INVOCATION/PLEDGE OF ALLEGIANCE.**

**IV. PRESENTATION.**

Presentation by Mark Jagodzinski, General Manager of Lake Erie Transit Commission regarding the LET Millage that will be on the August 7<sup>th</sup>, 2012 Primary Election.

**V. COUNCIL ACTION.**

124 Communication for the Director of Economic & Community Development, submitting proposed Ordinance No. 12-004, an ordinance to amend Part Two of the Monroe Code, Chapter 720, Zoning, Section 720-12, Zoning Map, in order to rezone property located at 11 Scott Street.

Proposed Ordinance No. 12-004, up for its first reading and recommending that the public hearing be set for Monday, July 16, 2012.

**VI. CONSENT AGENDA.** (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and will be approved by one motion, unless a Council member or citizen requests that an item be removed and acted on as a separate agenda item.)

A. Approval of the Minutes of the Regular Council Meeting held on June 4, 2012 and the Minutes of the Regular Council Meeting held on June 18, 2012.

B. Approval of payments to vendors in the amount of \$\_\_\_\_\_.  
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

125 Monroe Missionary Baptist Church Banner Request

1. Communication from the Manager's Office, reporting back on a request from Monroe Missionary Baptist Church for permission to display a banner across Monroe Street from August 14 – 19, 2012 announcing their Summer Festival, and recommending that Council approve the request.

2. Supporting documents.
  3. Action: Accept, place on file and the recommendation be carried out.
- 126 2012 Concrete Paving Program Bids.
1. Communication from the Director of Engineering & Public Services, reporting back on bids received for the 2012 Concrete Paving Program, and recommending that Council award a contract for the 2012 Concrete Paving Program to G. V. Cement Contracting Co. in the amount of \$417,633.06, and that a total of \$480,000 be encumbered to include a 15% project contingency, and further recommending that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 127 Installation of New Public Sanitary Sewer – South Roessler Street From West Seventh Street to the City Line – Special Assessment Resolution Number 4 – Sewer SAD #231.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 4 which schedules a public hearing on the distribution of the assessment roll, and recommending that the attached Resolution 4 be adopted, and that a public hearing on the distribution of the assessment roll be schedule for Monday, July 16, 2012 at 7:30 P.M. in the City Council Chambers.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.
- 128 Raw Sewage Pump #5 Repairs – Wastewater Treatment Plant.
1. Communication from the Director of Water & Wastewater Utilities, submitting a change order to the raw sewage pump #5 repairs purchase order, and recommending that the existing purchase order issued to Industrial Motor Services, Inc out of Toledo, OH be increased by \$2,633 via change order to increase the purchase order amount to \$6,712 for repairing RSP #5 in accordance with their quotation #22096 dated June 21, 2012.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 129 Installation of Public Street Lighting – Mason Run Phase 2 – Special Assessment Resolution Number 1.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 1 in the special assessment process declaring the installation of public street lighting for Mason Run 2, and recommending that the attached resolution 1 be adopted, which directs the Engineering Department to prepare plans, specifications, and cost estimates for this project.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.
- 130 Sidewalk Installation on South Side of North Dixie Highway between Detroit Avenue and Ternes Drive – Special Assessment Resolution Number 1.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 1 in the special assessment process declaring the installation of sidewalks on the south side of North Dixie Highway between Detroit Avenue and Ternes Drive, and recommending that the attached Resolution 1 be adopted, which directs the Engineering Department to prepare plans, specifications, and cost estimated for this project.

2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.
- 131 2012 Sanitary Sewer Rehabilitation Program – Change Order Award.
1. Communication from the Director of Water & Wastewater Utilities, submitting a change order to the 2012 sanitary sewer rehabilitation program, and recommending that Council award a change order to the 2012 Sanitary Sewer Rehabilitation Program contract to Lanzo Lining Services, Inc. in the amount of \$273,400, and that a total of \$301,000 be encumbered to include a 10% project contingency, and further recommending that the Director of Engineering & Public Services be authorized to execute the change order on behalf of the City of Monroe.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 132 Water Department & Department of Public Services Spoils Removal Bid.
1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for Water Department & Department of Public Services spoils removal, and recommending that a purchase order in the amount of \$9,950 and a total amount of \$11,000 be encumbered to include a 10% contingency for Division 1 and a purchase order in the amount of \$8,100 and a total amount of \$9,000 be encumbered to include a 10% contingency, be awarded to Jack's Lawn Services out of Monroe, MI and Gasper Brothers recycling, Inc out of Willis, MI, respectively to remove and dispose spoils (including dirt, rock, asphalt, concrete, wood, etc) from various Water Department and Department of Public Services excavation related projects in accordance with the bid specifications.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 133 Consider Awarding Community Development Block Grant (CDBG) FIX Project to Pranam GlobalTech.
1. Communication from the Director of Economic & Community Development, reporting back on bids received for the recipient of the CDBG FIX Program, and recommending that Council award the Community Development Block Grant FIX contracts to Pranam GlobalTech with a budget of \$24,700 plus an additional \$299 in contingencies for the West Elm project, and also recommending that Council authorize staff to take the necessary steps to complete each project in compliance with federal regulations, including drafting agreements to be signed by each homeowner and the contractor.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 134 Proposed Sidewalk Special Assessment Project – Brick Paver Area on North Side of West Front Street at Cass Street – Special Assessment Resolution Number 2.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 2 in the special assessment process declaring the installation of a brick paver area on the north side of West Front Street at Cass Street, and recommending that the attached Resolution 2 be adopted, and that the public hearing on the necessity of this project be scheduled for July 16, 2012 at 7:30 P.M. in the City Council Chambers.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.

- 135 2012 Bridge Inspections – Consultant Award.
1. Communication from the Director of Engineering & Public Services, submitting a proposal for the 2012 Bridge Inspections Consultant Services, and recommending that Council award a contract for inspection services to the Mannik & Smith Group, in the amount of \$21,800 and that the Director of Engineering & Public Services be authorized to execute the agreement on behalf of the City, and further recommending that the Finance Director be given the authority to transfer up to \$11,800 from another appropriate funding source, either the Major Street Fund, Capital Projects Fund, or a combination thereof.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 136 Sprinkler System Repairs from 2011 Water Main Projects.
1. Communication from the Director of Engineering & Public Services, submitting invoices for repairs to the sprinkler system from the 2011 Water Main Replacement Program Projects, and recommending that Council approve payment for the attached invoices to Jack's Lawn Service, Inc in the amount of \$6,934, and that the Director of Engineering & Public services be authorized to prepare a purchase order for the above amount.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 137 Resolution Authorizing the Acquisition of 1101 East Second Street from the Monroe County Treasurer through the Tax Foreclosure Procedure in the General Property Tax Act.
1. Communication from the Director of Economic & Community Development, submitting a proposed resolution authorizing the acquisition of 1101 East Second Street from the Monroe County Treasurer through tax foreclosure procedure in the General Property Tax Act, for use in adding to existing park land, and recommending that Council approve the resolution, authorizing acquisition of 1101 East Second Street from the Monroe County Treasurer through the Tax Foreclosure Procedure.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.
- 138 Public Safety Department Administrative Vehicle Purchases.
1. Communication from the Director of Engineering & Public Services, submitting a request to purchase two (2) Public Safety Department administrative vehicles, and recommending that Council award a contract to purchase one (1) 2013 Ford Explorer 4 x 4 Vehicle for a price of \$24,015, and one (1) 2013 Ford Fusion SE for a price of \$22,104 from Signature Ford of Owosso, Michigan, for a total of \$46,119 between the two units, and further recommending that the Director of Engineering & Public Services be authorized to prepare a purchase order for the above amount.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 139 Appointments Resolution.
1. Communication from the Mayor's Office, submitting a proposed resolution for appointment to various City Boards and Commissions, and recommending the proposed Resolution be adopted.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.

- VII. MAYOR'S COMMENTS.
- VIII CITY MANAGER COMMUNICATION.
- IX. COUNCIL COMMENTS.
- X. CITIZEN COMMENTS
- XI. ADJOURNMENT.



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** Proposed Ordinance 12-004. Amendment to the City of Monroe's Official Zoning Map

**DISCUSSION:** The Monroe Citizens Planning Commission (CPC) received a request to rezone 11 Scott Street from R-2, Two-Family Residential, to C-1, Local Commercial, from owners Gary and Marguerite Nowitzke. The Nowitzkes recently purchased the subject property with the intent of moving their financial services business to this location. Only after the purchase did they realize that while the R-2, Two-Family, zoning does allow certain home occupations it does not allow commercial offices either as a permitted or special use. At that time, they came to the Department of Economic & Community Development. The department explored a number of options with the Citizens Planning Commission ultimately determining that rezoning would be the most efficient and efficacious route. On Wednesday, June 6, 2012, the Citizens Planning Commission heard Case #RZ 12-001 regarding the proposed request. After conducting a public hearing, the Commission voted in favor of the rezoning and authorized staff to forward their recommendation to the City Council.

### Site History

In 2008, the Planning Office was contacted regarding the zoning shown on the official Zoning Map. The map identified the subject parcel along with 15 Scott Street, 308 E. Front Street and 320 E. Front Street as being zoned I-1., Light Industrial. These districts were evidently the result of a scrivener's error. After being brought to the attention of the Planning Office in 2008 by the owners of 11 Scott Street who were attempting to market the property, the Planning Office submitted a rezoning request to the CPC in September. The Commission recommended rezoning as follows: 11 Scott Street, 15 Scott Street, and 308 E. Front Street to be R-2, Two-Family Residential; and 320 E. Front Street (the Sawyer House) as C-1, Local Commercial. The City Council accepted the recommendation and rezoned the parcels. Although the subject parcel is identified as residential, the current owners indicate that the actual use has been commercial for at least the past 50 years, ending with the last occupant Bevel's Salon. They have also noted that the building has no kitchen and the interior layout is not conducive to a residential use – further emphasizing its commercial nature.

### Staff Review and CPC Action

After reviewing the request, the Planning Office determined that rezoning the property to C-1, Local Commercial, would be in keeping with the uses that have taken place at this site, which have been exclusively commercial businesses, dining, or office. The Citizens Planning Commission concurred finding that the proposed rezoning: 1). Seeks to correct a previous error on the zoning map; 2). Better aligns use and zoning; 3). Meets the intent of the City's nonconforming regulations, which discourage the survival of nonconforming uses; 4). Will not impact the City's ability to provide adequate public facilities and services; and 5). Will not adversely impact the general health, safety and welfare of the residents within the City. The Planning Office is therefore submitting the findings and recommendation of the Citizens Planning Commission for action. It is recommended that the City Council approve the first reading of Ordinance 12-004, and that Monday, July 16, 2012, be established as the second reading and public hearing date.

### CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** July 16, 2012

**REASON FOR DEADLINE:** N/A

**STAFF RECOMMENDATION:**       For       Against

**REASON AGAINST:** N/A

**INITIATED BY:** Planning Office/Department of Economic & Community Development

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Citizen Planning Commission, Assessor's Office

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

<b>SOURCE OF FUNDS:</b>	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Jeffrey Green, AICP

**DATE:** 6-25-12

**REVIEWED BY:** Dan Swallow, AICP, Director  
Department of Economic & Community Development

**DATE:** 6-25-12

**COUNCIL MEETING DATE:** July 2, 2012

*Dan Swallow*

## ORDINANCE 12-004

1 An Ordinance to amend Part Two of the Monroe Code, Chapter  
2 720, Zoning, Section 720-23, Zoning Map, in order to rezone property  
3 located at 11 Scott Street.

4 THE CITY OF MONROE ORDAINS:

### 5 **SECTION 1: ORDINANCE AMENDMENTS; PROPERTY DESCRIPTIONS**

6 A. The following described property located at 11 Scott Street  
7 (Parcel #39-00469-000) is hereby rezoned from R-2, Two-Family Residential,  
8 to C-1, Local Commercial:

#### 9 **Parcel #39-00469-000**

10 Wadsworth and Navarre Plat, Part of Lot 135, COMM AT NW  
11 CORNER 135; TH S 66D 09M 24S E 66.35 FT; TH S 24D 18M 36S W 22.45 FT; TH  
12 S 58 D 38M 24S E 4.42 FT; TH S 41D 51M 11S E 2.06 FT; TH S 56D 58M 24S E  
13 3.82 FT; TH S 33D 08M 36S W 36 FT; TH N 57D 21M 24S W 76.40 FT; TH N 32D  
14 38M 36S E 50.03 FT to POB.

### 15 **SECTION 2: SEVERABILITY**

16 If any section, subsection, sentence, clause or phrase of this  
17 Ordinance is for any reason declared to be unconstitutional by a court of  
18 competent jurisdiction, such decision shall not affect the validity of the  
19 remaining portion of this Ordinance.

### 20 **SECTION 3: EFFECTIVE DATE**

21 This Ordinance shall be in full force and effect twenty (20) days after  
22 final passage and publication.

# draftminutes

---

## Citizens Planning Commission

Regular Meeting

Wednesday, June 6, 2012

7 p.m.

City Council Chambers

### 1. Roll Call

Present: Chairman Smith, Vice Chairman Miller, Secretary Caldwell;  
Commissioners: Mielnik and Roberts

Excused: Commissioner Myers

Staff: Jeffrey Green, AICP, City Planner / Historic Preservation Officer; and  
Dan Swallow, Director of Economic & Community Development

Public: Jim Jacobs, Michael Thomas, Kelly Winebaugh, David Smith,  
Marguerite Nowitzke, Gary Nowitzke, Mary C. Sims, Brian Lamour,  
and Councilman James Kansier

Chairman Smith stated that he and the Mayor had received a letter of resignation from Commissioner Scott Neinas effective immediately. He also confirmed with staff the CPC By-laws [Article IX – Quorum, Section 1], which states that "For transaction of ordinary business at any regular meeting, adjournment of meeting, or special meeting, five (5) members constitutes a quorum. An affirmative vote of at least four (4) members of the Commission shall be necessary in order to make a decision."

### 2. Pledge of Allegiance

### 3. Consent Agenda

- Approval of Agenda – June 6, 2012
- Approval of Minutes – May 2, 2012, Regular Meeting; May 23, 2012, Special Meeting

Motion by Vice Chairman Miller "To approve the Consent Agenda, as presented." Second by Commissioner Roberts.

*Motion passed unanimously (7-0).*

#### 4. Case Reviews

1. **Case** #RZ 12-001  
**Applicant** Gary and Marguerite Nowitzke  
**Property Address:** 11 Scott Street  
**Request:** Rezone subject parcel  
**Property ID:** 39-00469-000  
**Zoning:** R2, Two-Family Residential

- Staff Report
- Applicant Comments
- Public Hearing
- Discussion
- Commission Action

Chairman Smith opened the first case on the docket, which is the request for the rezoning of 11 Scott Street by Gary and Marguerite Nowitzke. He asked staff to begin.

##### Staff Report

Mr. Green provided the Commission with a brief synopsis of the staff report and its conclusions. The Planning Office found the rezoning to be appropriate for the reasons indicated below and recommended approval stating:

It is the opinion of the Planning Office that granting the rezoning request from R-2 to C-1 for the property at 11 Scott Street is appropriate for the following reasons:

1. The prior I-1 zoning was very likely an scrivener's error when the zoning map was created. The subsequent rezoning in 2008 was an attempt to rectify the errors found in this location and to address the concerns of the property owner at the time. This request seeks to correct that situation.
2. Granting the request would better align the use and the zoning. Currently, the Master Plan, the intended use, and the zoning are inconsistent.
3. Rezoning is in keeping with the intent of the City's nonconforming regulations, which discourages the survival of nonconforming uses.
4. The property has been utilized for commercial and office uses for approximately the past 50 years most recently as a hair salon and

day spa. As such, rezoning to a C-1 commercial use should have no impact upon the City's ability to provide adequate public facilities and services.

5. The rezoning will not adversely impact the general health, safety and welfare of the residents within the City.

If approved, Mr. Green recommended that the Commission forward a letter to City Council recommending and supporting the rezoning.

#### Applicant Comments

Marguerite Nowitzke, applicant, addressed the Commission on the proposed rezoning and provided information on the business she and her husband will operate at 11 Scott Street if the rezoning is approved.

#### Public Hearing

David A. Smith, 530 Hollywood Drive, spoke in favor of the rezoning.

There were no further comments from those attending the meeting, Chairman Smith closed the public hearing and moved to Commission discussion and action.

#### Commission Discussion and Action

Secretary Caldwell made a motion "To recommend approval of the rezoning of 11 Scott Street, Tax ID #39-00469-000, from R-2, Two-Family Residential, to C-1, Local Commercial, for the reasons stated in the staff report for Case #RZ 12-001. He also requested that a communication recommending approval be forwarded to the City Council for action." Second by Vice Chairman Miller.

There being no further comments or discussion, Chairman Smith called the vote .

*Motion passed unanimously (5-0)*

- |           |                          |   |
|-----------|--------------------------|---|
| <b>2.</b> | <b>Case:</b>             | #SPL 12-002                                 |
|           | <b>Applicant:</b>        | Salvation Army / James S. Jacobs Architects |
|           | <b>Property Address:</b> | 815 E. First Street                         |
|           | <b>Request:</b>          | Expansion of Special Use                    |
|           | <b>Property ID:</b>      | 49-01530-000                                |
|           | <b>Zoning:</b>           | C-1, Local Commercial                       |

- Staff Report
- Applicant Comments
- Public Comment
- Discussion
- Commission Action

### Staff Report

Mr. Green introduced Case #SPL 12-002 noting that a special use for this site was approved by the Planning Commission at the April 2012 CPC meeting; and that Mr. Jacobs, Project Architect, had updated the Commission at the May meeting on progress related to the proposed site plan. Mr. Green also noted that the Planning Office has had several conversations with Mr. Jacobs and his staff regarding the project prior to this evening's meeting and that most of the seven (7) items that were identified in the staff report as conditions to be met for approval are technical issues or corrections that should be easily addressed by the applicant. Noting the Commission's familiarity with the project, Mr. Green deferred to Mr. Jacobs for comments.

### Applicant Comments

Mr. Jacobs began with items 2 – 7, which he, agreeing with Mr. Green, indicated were technical or minor corrections that will be addressed if they have not already been addressed. He briefly discussed the Engineering Department's comments on the sidewalk grade and explained the term "boxing-in" the sidewalk to the Commission. He also noted that the light pole height had been corrected and a new photometric plan prepared, which will meet ordinance requirements. He also requested use of 25-foot poles, which is allowed in some circumstances, rather than 15-foot poles.

Mr. Green noted that the ordinance specifies that in circumstances where nonresidential uses were adjacent to residential uses, lighting fixtures shall not exceed a height of fifteen (15) feet. Mr. Green also noted that the ordinance was silent as to what constitutes a nonresidential use being "adjacent" to a residential use with regard to lighting poles. I.e., does it mean poles that are on the property line? 10 feet from the property line? Or 25 feet from the property line? Given this vagueness in the ordinance and the fact that the photometric plan indicates 0.0 foot-candles at the property line and that there is no current or anticipated development of the residential property to the east the Planning Office is comfortable with allowing the project to go forward with that the 25-foot lighting poles.

Mr. Jacobs then made a short presentation regarding Item #1 identified by the Planning Office, which dealt with the height of the building. In the staff report, Mr. Green noted that the plans called for a building height of thirty (30) feet in one portion of the proposed structure. The maximum building height called out in the *Schedule of Regulations* (Section 1263.23) for the C-1, Local Commercial District, is 20 feet. The ordinance does provide additional height under certain specific conditions. Mr. Jacobs stated that he felt the additional building height was warranted as it met the threshold called out in the ordinance....

### Public Comment

Chairman Smith opened the floor for public comment. There being no one wishing to address the proposed site plan, Chairman Smith closed the public comment portion of the meeting and indicated that he would entertain further discussion or action by the Commission.

### Commission Discussion and Action

Secretary Caldwell made a motion "To approve Case #SPL 12-002, 815 E. First Street, with conditions 2-7 noted in the staff report; that the building height of 30 feet be approved per Section 1269.06 of the Zoning Code; and that the 25-foot light poles be approved and not require a zoning variance." Second by Commissioner Mielnik.

There being no further discussion on the project, Chairman Smith called for the vote.

*Motion passed unanimously (5-0).*

### **5. New Business**

- *Port Zoning*

Chairman Smith opened the discussion stating that he had asked that staff add this as an agenda item. He indicated that it has become apparent over the past year or two that development at the Port could be facilitated through the creation of a zoning district that would address the Port exclusively.

Mr. Swallow provided some examples of types of variances and issues encountered over the time-frame referenced by Chairman Smith.

Mr. Green also noted that locating an industry such as Gerdau Steel at the Port today could be extremely difficult, if not impossible, under the current I-2, General Industrial, zoning.

A motion was made by Commissioner Caldwell "To have staff begin reviewing and developing a new industrial zoning district for the Port area." Second by Vice Chairman Miller.

*Motion passed unanimously.*

- *Sale of City-Owned Property (former Southern Michigan Railway (west side of Monroe).*

Mr. Green updated the Commission regarding a policy initiative to sale vacant, city-owned parcels. One of the areas, which City Administration asked the Planning Commission to provide comment on, is the former Michigan Southern Railway west of Monroe Street beginning at approximately Smith and Front streets and extending southwest to Woodcraft Square.

He explained that there has not been a consistent policy on whether to retain this property and develop it as a trail, or simply sell it to adjacent homeowners. Mr. Green explained that the Planning Office currently has interest by at least one homeowner interested in purchasing the former railway property behind his home. No action has been taken on this request as yet.

6. **Public Comment**

None

7. **Adjournment**

Motion by Vice Chairman Miller "To adjourn." Second by Commissioner Neinas.

*The motion passed unanimously.*

ilq/5.4.12



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO: REQUEST FROM MONROE MISSIONARY BAPTIST CHURCH FOR PERMISSION TO DISPLAY A BANNER ACROSS MONROE STREET FROM AUG. 14-19, 2012**

**DISCUSSION:** The City received a request from Monroe Missionary Baptist Church for permission to display a banner. Specifically the request is to display a banner across Monroe Street from August 14 – 19, 2012 announcing *their Summer Festival*.

The request has been sent to the various departments for their review and there were no objections.

FYI – The River Raisin Jazz Festival has reserved Monroe Street for banner placement on July 30 – Aug. 13<sup>th</sup> and the River Raisin Labor Day BBQ Festival has reserved Monroe Street from Aug. 20<sup>th</sup> – Sept. 2<sup>nd</sup>. The Engineering Department has confirmed that the applicant still wants Monroe Street for the short time span, 6 days, and also knows that there was no guarantee that the banner would go up on Monday, Aug. 14<sup>th</sup>; it would depend on staff's availability.

After Council approval, advance notification will be sent to MDOT.

**Manager:** The City Manager recommends approval of the request.

**CITY MANAGER RECOMMENDATION:**

- For  
 For, with revisions or conditions  
 Against  
 No Action Taken/Recommended
- [Handwritten signature]*

**APPROVAL DEADLINE:**

**REASON FOR DEADLINE:**

**STAFF RECOMMENDATION:**       For       Against

**REASON AGAINST:**

**INITIATED BY:**

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:**

**FINANCES**

**COST AND REVENUE PROJECTIONS:**

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<b>SOURCE OF FUNDS:</b>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** City Manager's Office      **DATE:** 6/25/12

**REVIEWED BY:**      **DATE:**

**COUNCIL MEETING DATE:** 7/2/12



Aug. 14 - 19 \$150.00

No Guarantee it would go upon 14th

### CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant Monroe Missionary Baptist Church  
 Name of Organization Tim Taylor  
 Applicant's Affiliation with Organization Minister  
 Applicant's Home Address 740 N. Ruessler Monroe, MI 48162  
 Mailing Address (if different) \_\_\_\_\_  
 Day Phone 734 241-6860 Evening Phone (734) 731-0142 cell

Type of Banner *a Overhead Banner (\$150)*

Overhead Banner Locations: (List as 1 for first choice, 2 for second )

\_\_\_\_ E. Front St.                      Dates Requested Aug. 14, 15, 16, 17, 18, 19  
 \_\_\_\_ W. First St.  
 Monroe St.

Type of Banner *a Vertical Pole Banner (\$25/banner)*

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location )      Dates Requested \_\_\_\_\_

No. of Banners: \_\_\_\_ Monroe St. (42)                      o Spring (March-May)  
                          \_\_\_\_ Elm St. (8)    o Summer (June-Aug.)  
                          \_\_\_\_ First St. (8)    o Fall (Sept.-Nov.)  
                          \_\_\_\_ Macomb St. (8)    o Winter (Dec.-Feb.)

Company Fabricating Banners: \_\_\_\_\_

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

**RECEIVED**  
JUN 21 2012

**CITY MANAGER'S OFFICE**

Applicant Timothy L. Taylor                      Date 6-20-12

# Summer Festival

Monroe Missionary Baptist Church

14260 S. Dixie Highway

Saturday, August 25th 9:00 A.M. - 4:00 P.M.

Car Show, Bike Ride, Inflatables, Food



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** 2012 CONCRETE PAVING PROGRAM – REPORT ON BIDS RECEIVED

**DISCUSSION:** The Engineering Department opened bids for the above project on Monday, June 25, 2012. There were seven (7) bidders, and a bid tabulation is attached for your review. This contract consists of complete reconstruction work in two (2) geographic locations as follows:

Location A: West Noble Avenue – Theodore Drive to North Telegraph Road

Location B: O'Brien Street – entire length from west end to West Front Street

Both projects were funded for construction through the 2012-13 Capital Improvements Program, though the O'Brien Street project was actually first identified in 2007 as a potential project and design costs funded, but was delayed until completion of all required water main replacement work could be undertaken. Funds for the West Noble Avenue project were appropriated from the Local Street Fund Balance, while the O'Brien Street project is being funded entirely through General Funds.

The low bidder on the project is G.V. Cement Contracting Co. from Brownstown Township, Michigan. Their low bid of \$417,633.06 is 14.9% below the Engineer's Estimate of \$491,013.90. G.V. Cement has performed concrete work for the City in the past, including the 2011 and 2012 Sidewalk Replacement Programs, as well as a very similar street reconstruction project in 2004. We feel that they are quite capable of carrying out all facets of this project successfully as well. The completion date for all work is September 30, 2012, and G.V. Cement has indicated that they will likely start work in early August.

Since the low bid for this project came in significantly lower than expected, there is a total of \$77,500 available in budgeted funding through the Capital Improvements Program that was intended to be used for these two projects that can still be appropriated later this season for additional work. The Engineering Department will review various options to determine an appropriate project or projects, and will likely recommend additional work to be added as a change order at a future Council meeting in the next month or two.

**IT IS RECOMMENDED** that the City Council award a contract for the 2012 Concrete Paving Program to G.V. Cement Contracting Co. in the amount of \$417,633.06, and that a total of \$480,000 be encumbered to include a 15% project contingency. **IT IS FURTHER RECOMMENDED** that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible

**REASON FOR DEADLINE:** Work can commence as soon as the contracts are finalized.

**STAFF RECOMMENDATION:**           X For                    Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, adjacent property owners and residents, traveling public

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$480,000*
	Cost of This Project Approval	\$480,000*
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

\*includes 15% contingencies

<b>SOURCE OF FUNDS:</b>	City	Account Number	Amount
	O'Brien Street	203-60.451-818.020 08L10	\$205,000
	W. Noble Avenue	203-60.451-818.020 13L02	\$275,000

Other Funds

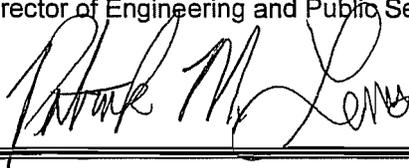
Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services   **DATE:** 06/25/12

**REVIEWED BY:**

**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



2012 CONCRETE PAVING PROGRAM BID TABULATION						ENGINEER'S ESTIMATE		1 - G.V. CEMENT CONTRACTING CO.		2 - CENTURY CEMENT CO., INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	R & D SIDEWALK	2,989.3	SFT	\$1.00	\$ 2,989.30	\$ 1.10	\$ 3,288.23	\$ 1.00	\$ 2,989.30		
2	R & D PAVEMENT & APPROACH	8,614.4	SYD	\$12.00	\$ 103,372.80	\$ 7.50	\$ 64,608.00	\$ 8.00	\$ 68,915.20		
3	SUBGRADE MANIPULATION	7,952.6	SYD	\$3.00	\$ 23,857.80	\$ 4.50	\$ 35,786.70	\$ 2.50	\$ 19,881.50		
4	EARTH EXCAVATION	175.0	SYD	\$9.00	\$ 1,575.00	\$ 4.50	\$ 787.50	\$ 3.00	\$ 525.00		
5	SUBGRADE UNDERCUTTING	200.0	CYD	\$20.00	\$ 4,000.00	\$ 7.00	\$ 1,400.00	\$ 1.00	\$ 200.00		
6	ADJUST VALVE BOX	3.0	EA	\$300.00	\$ 900.00	\$ 150.00	\$ 450.00	\$ 250.00	\$ 750.00		
7	ADJUST, CLEAN, & PLASTER STRUCTURE	16.0	EA	\$500.00	\$ 8,000.00	\$ 180.00	\$ 2,880.00	\$ 500.00	\$ 8,000.00		
8	RECONSTRUCT STRUCTURE	1.0	EA	\$750.00	\$ 750.00	\$ 1,300.00	\$ 1,300.00	\$ 500.00	\$ 500.00		
9	ABANDON STRUCTURE	1.0	EA	\$400.00	\$ 400.00	\$ 450.00	\$ 450.00	\$ 50.00	\$ 50.00		
10	F & I 2' DIA. STRUCTURE	1.0	EA	\$1,250.00	\$ 1,250.00	\$ 1,100.00	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00		
11	F & I 12" RCP STORM SEWER	26.0	LFT	\$50.00	\$ 1,300.00	\$ 55.00	\$ 1,430.00	\$ 50.00	\$ 1,300.00		
12	TAP EXISTING STRUCTURE	1.0	EA	\$250.00	\$ 250.00	\$ 350.00	\$ 350.00	\$ 300.00	\$ 300.00		
13	F & I #1040 WATERTIGHT EJ CASTING	1.0	EA	\$600.00	\$ 600.00	\$ 430.00	\$ 430.00	\$ 500.00	\$ 500.00		
14	F & I #1040 EJ CASTING	2.0	EA	\$500.00	\$ 1,000.00	\$ 430.00	\$ 860.00	\$ 350.00	\$ 700.00		
15	F & I #7045 EJ CASTING	14.0	EA	\$500.00	\$ 7,000.00	\$ 480.00	\$ 6,720.00	\$ 380.00	\$ 5,320.00		
16	F & I 6" CONCRETE PAVEMENT & APPROACH	667.8	SYD	\$30.00	\$ 20,034.00	\$ 30.00	\$ 20,034.00	\$ 29.00	\$ 19,366.20		
17	F & I 8" CONCRETE PAVEMENT W/INTEGRAL CURB	7,952.6	SYD	\$35.00	\$ 278,341.00	\$ 30.50	\$ 242,554.30	\$ 34.00	\$ 270,388.40		
18	F & I HAND PATCH	25.0	TON	\$150.00	\$ 3,750.00	\$ 170.00	\$ 4,250.00	\$ 10.00	\$ 250.00		
19	F & I 6" CONCRETE ADA RAMP	1,545.8	SFT	\$10.00	\$ 15,458.00	\$ 12.00	\$ 18,549.60	\$ 8.00	\$ 12,366.40		
20	F & I 4" CONCRETE SIDEWALK	1,362.5	SFT	\$4.00	\$ 5,450.00	\$ 2.85	\$ 3,883.13	\$ 3.00	\$ 4,087.50		
21	F & I MDOT 21A STONE	31.2	TON	\$30.00	\$ 936.00	\$ 18.00	\$ 561.60	\$ 18.00	\$ 561.60		
22	F & I CONTROLLED DENSITY BACKFILL	20.0	CYD	\$75.00	\$ 1,500.00	\$ 18.00	\$ 360.00	\$ 10.00	\$ 200.00		
23	RECONNECT ROOF DRAIN	2.0	EA	\$150.00	\$ 300.00	\$ 300.00	\$ 600.00	\$ 100.00	\$ 200.00		
24	TRAFFIC CONTROL - DIVISION A	1.0	LS	\$1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 3,750.00	\$ 3,750.00		
25	SITE RESTORATION - DIVISION A	1.0	LS	\$2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 3,750.00	\$ 3,750.00		
26	TRAFFIC CONTROL - DIVISION B	1.0	LS	\$2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,750.00	\$ 2,750.00		
27	SITE RESTORATION - DIVISION B	1.0	LS	\$2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,750.00	\$ 2,750.00		
			<b>TOTAL</b>		<b>\$ 491,013.90</b>		<b>\$ 417,633.06</b>		<b>\$ 431,351.10</b>		

\*Note: Bold items reflect difference from "as read" numbers.

2012 CONCRETE PAVING PROGRAM BID TABULATION										3 - AUDIA CONCRETE CONSTRUCTION, INC.		4 - DOMINIC GAGLIO CONSTRUCTION, INC.		5 - MAJOR CEMENT COMPANY	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST				
1	R & D SIDEWALK	2,989.3	SFT	\$ 1.00	\$ 2,989.30	\$ 1.33	\$ 3,975.77	\$ 0.55	\$ 1,644.12						
2	R & D PAVEMENT & APPROACH	8,614.4	SYD	\$ 6.16	\$ 53,064.70	\$ 12.00	\$ 103,372.80	\$ 12.00	\$ 103,372.80						
3	SUBGRADE MANIPULATION	7,952.6	SYD	\$ 3.00	\$ 23,857.80	\$ 3.60	\$ 28,629.36	\$ 1.75	\$ 13,917.05						
4	EARTH EXCAVATION	175.0	SYD	\$ 13.00	\$ 2,275.00	\$ 10.00	\$ 1,750.00	\$ 19.00	\$ 3,325.00						
5	SUBGRADE UNDERCUTTING	200.0	CYD	\$ 14.00	\$ 2,800.00	\$ 20.00	\$ 4,000.00	\$ 40.00	\$ 8,000.00						
6	ADJUST VALVE BOX	3.0	EA	\$ 100.00	\$ 300.00	\$ 150.00	\$ 450.00	\$ 125.00	\$ 375.00						
7	ADJUST, CLEAN, & PLASTER STRUCTURE	16.0	EA	\$ 180.00	\$ 2,880.00	\$ 450.00	\$ 7,200.00	\$ 500.00	\$ 8,000.00						
8	RECONSTRUCT STRUCTURE	1.0	EA	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 900.00	\$ 900.00						
9	ABANDON STRUCTURE	1.0	EA	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 550.00	\$ 550.00						
10	F & I 2' DIA. STRUCTURE	1.0	EA	\$ 1,950.00	\$ 1,950.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00						
11	F & I 12" RCP STORM SEWER	26.0	LFT	\$ 48.00	\$ 1,248.00	\$ 65.00	\$ 1,690.00	\$ 75.00	\$ 1,950.00						
12	TAP EXISTING STRUCTURE	1.0	EA	\$ 175.00	\$ 175.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00						
13	F & I #1040 WATERTIGHT EJ CASTING	1.0	EA	\$ 470.00	\$ 470.00	\$ 580.00	\$ 580.00	\$ 425.00	\$ 425.00						
14	F & I #1040 EJ CASTING	2.0	EA	\$ 450.00	\$ 900.00	\$ 550.00	\$ 1,100.00	\$ 500.00	\$ 1,000.00						
15	F & I #7045 EJ CASTING	14.0	EA	\$ 600.00	\$ 8,400.00	\$ 700.00	\$ 9,800.00	\$ 595.00	\$ 8,330.00						
16	F & I 6" CONCRETE PAVEMENT & APPROACH	667.8	SYD	\$ 28.00	\$ 18,698.40	\$ 28.00	\$ 18,698.40	\$ 31.00	\$ 20,701.80						
17	F & I 8" CONCRETE PAVEMENT W/INTEGRAL CURB	7,952.6	SYD	\$ 38.00	\$ 302,198.80	\$ 36.00	\$ 286,293.60	\$ 34.00	\$ 270,388.40						
18	F & I HAND PATCH	25.0	TON	\$ 195.00	\$ 4,875.00	\$ 250.00	\$ 6,250.00	\$ 155.00	\$ 3,875.00						
19	F & I 6" CONCRETE ADA RAMP	1,545.8	SFT	\$ 5.90	\$ 9,120.22	\$ 9.85	\$ 15,226.13	\$ 9.00	\$ 13,912.20						
20	F & I 4" CONCRETE SIDEWALK	1,362.5	SFT	\$ 2.75	\$ 3,746.88	\$ 3.00	\$ 4,087.50	\$ 3.00	\$ 4,087.50						
21	F & I MDOT 21A STONE	31.2	TON	\$ 19.00	\$ 592.80	\$ 18.00	\$ 561.60	\$ 32.50	\$ 1,014.00						
22	F & I CONTROLLED DENSITY BACKFILL	20.0	CYD	\$ 20.00	\$ 400.00	\$ 85.00	\$ 1,700.00	\$ 85.00	\$ 1,700.00						
23	RECONNECT ROOF DRAIN	2.0	EA	\$ 200.00	\$ 400.00	\$ 800.00	\$ 1,600.00	\$ 595.00	\$ 1,190.00						
24	TRAFFIC CONTROL - DIVISION A	1.0	LS	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 10,000.00	\$ 10,000.00						
25	SITE RESTORATION - DIVISION A	1.0	LS	\$ 1,700.00	\$ 1,700.00	\$ 2,200.00	\$ 2,200.00	\$ 9,000.00	\$ 9,000.00						
26	TRAFFIC CONTROL - DIVISION B	1.0	LS	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00						
27	SITE RESTORATION - DIVISION B	1.0	LS	\$ 1,700.00	\$ 1,700.00	\$ 2,000.00	\$ 2,000.00	\$ 12,500.00	\$ 12,500.00						
			<b>TOTAL</b>		\$ 452,941.90		\$ 510,065.16		\$ 512,157.87						

\*Note: Bold items reflect difference from "as read" numbers.

2012 CONCRETE PAVING PROGRAM BID TABULATION				6 - ANGELO IAFRATE CONSTRUCTION COMPANY		7 - FLORENCE CEMENT COMPANY	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST
1	R & D SIDEWALK	2,989.3	SFT	\$ 1.00	\$ 2,989.30	\$ 2.00	\$ 5,978.60
2	R & D PAVEMENT & APPROACH	8,614.4	SYD	\$ 7.50	\$ 64,608.00	\$ 8.00	\$ 68,915.20
3	SUBGRADE MANIPULATION	7,952.6	SYD	\$ 2.50	\$ 19,881.50	\$ 11.00	\$ 87,478.60
4	EARTH EXCAVATION	175.0	SYD	\$ 2.50	\$ 437.50	\$ 12.00	\$ 2,100.00
5	SUBGRADE UNDERCUTTING	200.0	CYD	\$ 40.00	\$ 8,000.00	\$ 35.00	\$ 7,000.00
6	ADJUST VALVE BOX	3.0	EA	\$ 150.00	\$ 450.00	\$ 150.00	\$ 450.00
7	ADJUST, CLEAN, & PLASTER STRUCTURE	16.0	EA	\$ 400.00	\$ 6,400.00	\$ 450.00	\$ 7,200.00
8	RECONSTRUCT STRUCTURE	1.0	EA	\$ 750.00	\$ 750.00	\$ 1,000.00	\$ 1,000.00
9	ABANDON STRUCTURE	1.0	EA	\$ 150.00	\$ 150.00	\$ 300.00	\$ 300.00
10	F & I 2' DIA. STRUCTURE	1.0	EA	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00
11	F & I 12" RCP STORM SEWER	26.0	LFT	\$ 55.00	\$ 1,430.00	\$ 100.00	\$ 2,600.00
12	TAP EXISTING STRUCTURE	1.0	EA	\$ 700.00	\$ 700.00	\$ 500.00	\$ 500.00
13	F & I #1040 WATERTIGHT EJ CASTING	1.0	EA	\$ 525.00	\$ 525.00	\$ 500.00	\$ 500.00
14	F & I #1040 EJ CASTING	2.0	EA	\$ 375.00	\$ 750.00	\$ 450.00	\$ 900.00
15	F & I #7045 EJ CASTING	14.0	EA	\$ 500.00	\$ 7,000.00	\$ 550.00	\$ 7,700.00
16	F & I 6" CONCRETE PAVEMENT & APPROACH	667.8	SYD	\$ 46.50	\$ 31,052.70	\$ 44.00	\$ 29,383.20
17	F & I 8" CONCRETE PAVEMENT W/INTEGRAL CURB	7,952.6	SYD	\$ 35.50	\$ 282,317.30	\$ 34.00	\$ 270,388.40
18	F & I HAND PATCH	25.0	TON	\$ 200.00	\$ 5,000.00	\$ 200.00	\$ 5,000.00
19	F & I 6" CONCRETE ADA RAMP	1,545.8	SFT	\$ 8.75	\$ 13,525.75	\$ 5.00	\$ 7,729.00
20	F & I 4" CONCRETE SIDEWALK	1,362.5	SFT	\$ 4.75	\$ 6,471.88	\$ 5.00	\$ 6,812.50
21	F & I MDOT 21A STONE	31.2	TON	\$ 40.00	\$ 1,248.00	\$ 40.00	\$ 1,248.00
22	F & I CONTROLLED DENSITY BACKFILL	20.0	CYD	\$ 100.00	\$ 2,000.00	\$ 200.00	\$ 4,000.00
23	RECONNECT ROOF DRAIN	2.0	EA	\$ 500.00	\$ 1,000.00	\$ 300.00	\$ 600.00
24	TRAFFIC CONTROL - DIVISION A	1.0	LS	\$ 31,500.00	\$ 31,500.00	\$ 3,000.00	\$ 3,000.00
25	SITE RESTORATION - DIVISION A	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
26	TRAFFIC CONTROL - DIVISION B	1.0	LS	\$ 23,000.00	\$ 23,000.00	\$ 3,000.00	\$ 3,000.00
27	SITE RESTORATION - DIVISION B	1.0	LS	\$ 7,500.00	\$ 7,500.00	\$ 4,000.00	\$ 4,000.00
			<b>TOTAL</b>		<b>\$ 529,886.93</b>		<b>\$ 533,783.50</b>

\*Note: Bold items reflect difference from "as read" numbers.

2012 CONCRETE PAVING PROGRAM - BREAKDOWN OF PAY ITEMS PER LOCATION - LOW BID COSTS												
ITEM NO.	DESCRIPTION	UNIT PRICE	UNITS	NO. OF UNITS				TOTAL-ALL LOCATIONS	PROJECT COSTS			
				NOBLE	O'BRIEN	PROVIS.	PROV.		NOBLE	O'BRIEN	PROV.	TOTAL-ALL LOCATIONS
1	R & D SIDEWALK	\$1.10	SFT	1296.0	1693.3	0.0	2989.3	\$1,425.60	\$1,862.63	\$0.00	\$0.00	\$3,288.23
2	R & D PAVEMENT & APPROACH	\$7.50	SYD	5035.8	3578.6	0.0	8614.4	\$37,768.50	\$26,839.50	\$0.00	\$0.00	\$64,608.00
3	SUBGRADE MANIPULATION	\$4.50	SYD	4611.2	3341.4	0.0	7952.6	\$20,750.40	\$15,036.30	\$0.00	\$0.00	\$35,786.70
4	EARTH EXCAVATION	\$4.50	SYD	115.0	60.0	0.0	175.0	\$517.50	\$270.00	\$0.00	\$0.00	\$787.50
5	SUBGRADE UNDERCUTTING	\$7.00	CYD	100.0	100.0	0.0	200.0	\$700.00	\$700.00	\$0.00	\$0.00	\$1,400.00
6	ADJUST VALVE BOX	\$150.00	EA	1.0	2.0	0.0	3.0	\$150.00	\$300.00	\$0.00	\$0.00	\$450.00
7	ADJUST, CLEAN, & PLASTER STRUCTURE	\$180.00	EA	12.0	4.0	0.0	16.0	\$2,160.00	\$720.00	\$0.00	\$0.00	\$2,880.00
8	RECONSTRUCT STRUCTURE	\$1,300.00	EA	0.0	0.0	1.0	1.0	\$0.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00
9	ABANDON STRUCTURE	\$450.00	EA	0.0	0.0	1.0	1.0	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00
10	F & I 2' DIA. STRUCTURE	\$1,100.00	EA	0.0	1.0	0.0	1.0	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00
11	F & I 12" RCP STORM SEWER	\$55.00	LFT	0.0	26.0	0.0	26.0	\$0.00	\$1,430.00	\$0.00	\$0.00	\$1,430.00
12	TAP EXISTING STRUCTURE	\$350.00	EA	0.0	1.0	0.0	1.0	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00
13	F & I #1040 WATERTIGHT EJ CASTING	\$430.00	EA	0.0	1.0	0.0	1.0	\$0.00	\$430.00	\$0.00	\$0.00	\$430.00
14	F & I #1040 EJ CASTING	\$430.00	EA	1.0	1.0	0.0	2.0	\$430.00	\$430.00	\$0.00	\$0.00	\$860.00
15	F & I #7045 EJ CASTING	\$480.00	EA	10.0	4.0	0.0	14.0	\$4,800.00	\$1,920.00	\$0.00	\$0.00	\$6,720.00
16	F & I 6" CONCRETE PAVEMENT & APPROACH	\$30.00	SYD	424.6	243.2	0.0	667.8	\$12,738.00	\$7,296.00	\$0.00	\$0.00	\$20,034.00
17	F & I 8" CONCRETE PAVEMENT W/INTEGRAL CURB	\$30.50	SYD	4611.2	3341.4	0.0	7952.6	\$140,641.60	\$101,912.70	\$0.00	\$0.00	\$242,554.30
18	F & I HAND PATCH	\$170.00	TON	25.0	0.0	0.0	25.0	\$4,250.00	\$0.00	\$0.00	\$0.00	\$4,250.00
19	F & I 6" CONCRETE ADA RAMP	\$12.00	SFT	735.0	810.8	0.0	1545.8	\$8,820.00	\$9,729.60	\$0.00	\$0.00	\$18,549.60
20	F & I 4" CONCRETE SIDEWALK	\$2.85	SFT	480.0	882.5	0.0	1362.5	\$1,368.00	\$2,515.13	\$0.00	\$0.00	\$3,883.13
21	F & I MDOT 21A STONE	\$18.00	TON	25.0	6.2	0.0	31.2	\$450.00	\$111.60	\$0.00	\$0.00	\$561.60
22	F & I CONTROLLED DENSITY BACKFILL	\$18.00	CYD	0.0	0.0	20.0	20.0	\$0.00	\$0.00	\$360.00	\$0.00	\$360.00
23	RECONNECT ROOF DRAIN	\$300.00	EA	0.0	2.0	0.0	2.0	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00
24	TRAFFIC CONTROL - DIVISION A	\$1,000.00	LS	1.0	0.0	0.0	1.0	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
25	SITE RESTORATION - DIVISION A	\$1,500.00	LS	1.0	0.0	0.0	1.0	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
26	TRAFFIC CONTROL - DIVISION B	\$1,000.00	LS	0.0	1.0	0.0	1.0	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
27	SITE RESTORATION - DIVISION B	\$1,500.00	LS	0.0	1.0	0.0	1.0	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00
TOTAL COST								\$239,469.60	\$176,053.46	\$2,110.00	\$417,633.06	
BUDGET								\$292,500.00	\$265,000.00	\$0.00	\$557,500.00	



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** INSTALLATION OF NEW PUBLIC SANITARY SEWER – SOUTH ROESSLER STREET FROM WEST SEVENTH STREET TO THE CITY LINE – SPECIAL ASSESSMENT RESOLUTION NUMBER 4 – SEWER SAD #231

**DISCUSSION:** In June 2011, the Engineering Department received an inquiry from a contractor representing a property on South Roessler Street in Monroe Charter Township, wishing to connect to a public sanitary sewer. Upon investigation of the potentially available public sanitary sewer options in the immediate area by the Wastewater Department, it was discovered that three (3) properties within the City on the west side of South Roessler Street (716, 800, and 810) south of West Seventh Street within the City actually share a private line, and this line appears to have been severed at some point nearly thirty (30) years ago during private utility modifications to support the Woodcraft Square project. Since that time, the sanitary sewage from all of these properties was simply discharging underground and being absorbed into the soils, until the Wastewater Department began regular pumping of this area upon discovery of the condition for the immediate protection of the public health. In addition, the property owner of 716 South Roessler indicated that they were having sanitary backups as well at around the same time. While the property owner in Monroe Charter Township has now expressed that they are no longer interested in connecting to a new public main, with this knowledge of a public health issue, the City is obligated to move ahead with construction of a new public main to serve the properties within the City.

The City Charter provides for the installation of public sewers at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties. By Charter, a minimum of one-sixth of the project costs are borne by the Wastewater Fund. The remaining share of the costs are divided among the properties in the district on a benefit basis, and while normally this is done on a Residential Equivalent Unit (REU) basis, given the wide swings in possible uses of these properties, it appears more prudent to instead assess on a frontage basis, since at least two (2) of the properties could theoretically be split in the future, and all could be developed more intensely than their present water and sewer use suggests. Based on verbal and written comments received from the property owner of 800 South Roessler Street, one of the assessable properties, during the informational meeting (held on May 15) and the public hearing on necessity (held on June 4), the Engineering Department made significant changes to the proposed breakdown of costs between the property owners and the Wastewater Fund prior to the City Council adopting Resolution 3 on June 4. Since the apartment complex on the southwest corner of West Seventh Street and South Roessler Street is not part of the district but the proposed main must traverse their 200 feet of frontage to reach the assessable properties, this portion of the project has been separated out and is proposed to be borne by the Wastewater Fund at large. In addition, since the three (3) properties in the district have historically shared a private line, they have paid usage charges to the Wastewater Fund, and in consideration of this, the Wastewater Fund share of the assessable project costs is proposed to be 50%, versus the typical one-sixth.

Following Resolution 3, which states that the project is a public necessity, the project was advertised for bids, which were received on Monday, June 25. There were three (3) bids received, and the low bidder was Salenbien Trucking and Excavating from Dundee, Michigan. Their low bid of \$73,431.80 was 3.6% below the engineer's estimate of \$76,198.00. While a contract will not be awarded until and unless the district is confirmed, the low bid numbers have been used to develop the revised costs and assessment breakdown, which have been attached to this Fact Sheet. As the low bidder has performed extensive underground work for the City of Monroe during the past three (3) years, they are certainly qualified and we intend to recommend awarding the bid to them if this project goes forward.

The next step in this process is Resolution 4, which schedules a public hearing on the distribution of the assessment roll. This district, if confirmed, would be known as Sewer Special Assessment District 231. Since this project was not petitioned by the property owners, it is classified as a City-Council initiated project and any action would have to be by at least a 5-2 vote.

**IT IS RECOMMENDED** that the attached Resolution 4 be adopted, and that a public hearing on the distribution of the assessment roll be scheduled for Monday, July 16, 2012 at 7:30 P.M. in the City Council Chambers.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible.

**REASON FOR DEADLINE:** Wastewater Department is continuing to perform regular pumping at this location

**STAFF RECOMMENDATION:**                      X For                       Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, Wastewater Department, adjacent property owners, Monroe Charter Township

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$95,461.34*
	Cost of This Project Approval	\$N/A
	Related Annual Operating Cost	\$N/A
	Increased Revenue Expected/Year	\$N/A

\*Includes construction costs, 15% engineering and 15% contingencies.

<b>SOURCE OF FUNDS:</b>	<u>City</u> *	Account Number	Amount
	<u>Other Funds</u> *		

\*Funds will not be appropriated until confirmation of the Special Assessment District

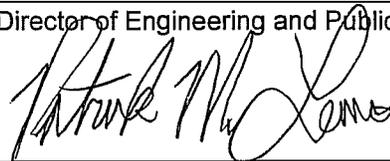
Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services      **DATE:** 06/25/12

**REVIEWED BY:**

**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



## **RESOLUTION NUMBER 4**

WHEREAS, the City Assessor has reported and filed a special assessment for the installation of a sanitary sewer of adequate size to service the properties located on the west side of South Roessler Street between West Seventh Street and the city line; known and designated as Sewer Special Assessment District Number 231, therefore be it;

RESOLVED, that the special assessment costs be spread over a period of ten (10) years with equal principal payments and interest charged at a rate of 2.90% on the unpaid balance, therefore be it;

RESOLVED, that on Monday, July 2, 2012, at the Council Chambers in the City of Monroe at 7:30 P.M., the Council will meet to review the special assessments so made; and that the City Clerk-Treasurer is directed to give notice of such review as required by the Charter.



# W. SEVENTH ST./ROESSLER ST. SANITARY SEWER S.A.D.#231

Commencing at the intersection of the southerly right-of-way of W. Seventh St. and the westerly right-of-way of Roessler St.

Thence S 29°00' W 200.00 feet;  
to the Point Of Beginning;

Thence S 29°00' W 529.00 feet;

Thence N 60°41' W 290.00 feet;

Thence N 19°12' E 123.00 feet;

Thence N 29°08' E 406.00 feet;

Thence S 60°47' E 306.90 feet; to  
the Point of Beginning.

REVISIONS		
NO.	DRAWN BY:	DATE:

CITY OF MONROE, MICHIGAN  
ENGINEERING DEPARTMENT  
W. SEVENTH ST./ROESSLER ST.  
SANITARY SEWER  
S.A.D.#231

SCALE: 1"=100'

FILE NO. A-XXX

DATE: JUNE, 2011

SHEET NO. 2 OF 2

DWG. OF RECORD

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

CITY ENGINEER

SOUTH ROESSLER STREET SANITARY SEWER BID TABULATION				ENGINEER'S ESTIMATE				1 - SALENBIE TRUCKING & EXCAVATING INC.		2 - E.R. ZEILER EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	R&D CONCRETE PAVEMENT & APPROACH	89.2	SYD	\$ 10.00	\$ 892.00	\$ 9.00	\$ 802.80	\$ 15.00	\$ 1,338.00		
2	R&D SPOT CURB & GUTTER	14.0	LFT	\$ 10.00	\$ 140.00	\$ 6.00	\$ 84.00	\$ 25.00	\$ 350.00		
3	R&D EXST'G. TREE	2.0	EA	\$ 500.00	\$ 1,000.00	\$ 250.00	\$ 500.00	\$ 850.00	\$ 1,700.00		
4	R&D ROCK	10.0	CYD	\$ 50.00	\$ 500.00	\$ 200.00	\$ 2,000.00	\$ 300.00	\$ 3,000.00		
5	R&D STRUCTURE	3.0	EA	\$ 750.00	\$ 2,250.00	\$ 300.00	\$ 900.00	\$ 250.00	\$ 750.00		
6	F&I 4' DIA. SANITARY MANHOLE	3.0	EA	\$ 2,250.00	\$ 6,750.00	\$ 1,800.00	\$ 5,400.00	\$ 1,600.00	\$ 4,800.00		
7	F&I #1040 EAST JORDAN IRON WORKS 1040 WATERTIGHT CASTING	3.0	EA	\$ 750.00	\$ 2,250.00	\$ 600.00	\$ 1,800.00	\$ 450.00	\$ 1,350.00		
8	F&I 8" PVC SDR 35 SANITARY SEWER	712.9	LFT	\$ 55.00	\$ 39,209.50	\$ 55.00	\$ 39,209.50	\$ 53.00	\$ 37,783.70		
9	F&I 6" PVC SDR 35 SANITARY SEWER	160.5	LFT	\$ 50.00	\$ 8,025.00	\$ 51.00	\$ 8,185.50	\$ 68.50	\$ 10,994.25		
10	F&I 8"X6" PVC WYE	4.0	EA	\$ 50.00	\$ 200.00	\$ 80.00	\$ 320.00	\$ 65.00	\$ 260.00		
11	F&I 8"X6" PVC WYE (PLUGGED)	1.0	EA	\$ 60.00	\$ 60.00	\$ 80.00	\$ 80.00	\$ 100.00	\$ 100.00		
12	F&I 6" CONCRETE PAVEMENT & APPROACH	31.9	SYD	\$ 35.00	\$ 1,116.50	\$ 40.00	\$ 1,276.00	\$ 60.00	\$ 1,914.00		
13	F&I 36A BITUMINOUS HAND PATCHING	16.0	TON	\$ 225.00	\$ 3,600.00	\$ 200.00	\$ 3,200.00	\$ 350.00	\$ 5,600.00		
14	F&I SPOT CURB & GUTTER	14.0	LFT	\$ 20.00	\$ 280.00	\$ 32.00	\$ 448.00	\$ 32.00	\$ 448.00		
15	RECONNECT SANITARY SERVICE	4.0	EA	\$ 200.00	\$ 800.00	\$ 250.00	\$ 1,000.00	\$ 650.00	\$ 2,600.00		
16	F&I CONTROL DENSITY BACKFILL	15.0	CYD	\$ 75.00	\$ 1,125.00	\$ 95.00	\$ 1,425.00	\$ 85.00	\$ 1,275.00		
17	MAINTAIN UTILITY MAIN AND SERVICE TRENCHES	1.0	LS	\$ 2,000.00	\$ 2,000.00	\$ 1.00	\$ 1.00	\$ 1,500.00	\$ 1,500.00		
18	TRAFFIC CONTROL	1.0	LS	\$ 2,500.00	\$ 2,500.00	\$ 600.00	\$ 600.00	\$ 2,500.00	\$ 2,500.00		
19	SITE RESTORATION	1.0	LS	\$ 3,500.00	\$ 3,500.00	\$ 6,200.00	\$ 6,200.00	\$ 5,000.00	\$ 5,000.00		
			<b>TOTAL</b>		<b>\$ 76,198.00</b>		<b>\$ 73,431.80</b>		<b>\$ 83,262.95</b>		

SOUTH ROESSLER STREET SANITARY SEWER BID TABULATION		3 - CENTURY CEMENT CO. INC.			
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
1	R&D CONCRETE PAVEMENT & APPROACH	89.2	SYD	\$ 15.00	\$ 1,338.00
2	R&D SPOT CURB & GUTTER	14.0	LFT	\$ 10.00	\$ 140.00
3	R&D EXST'G. TREE	2.0	EA	\$ 700.00	\$ 1,400.00
4	R&D ROCK	10.0	CYD	\$ 100.00	\$ 1,000.00
5	R&D STRUCTURE	3.0	EA	\$ 100.00	\$ 300.00
6	F&I 4' DIA. SANITARY MANHOLE	3.0	EA	\$ 3,500.00	\$ 10,500.00
7	F&I #1040 EAST JORDAN IRON WORKS 1040 WATERTIGHT CASTING	3.0	EA	\$ 500.00	\$ 1,500.00
8	F&I 8" PVC SDR 35 SANITARY SEWER	712.9	LFT	\$ 75.00	\$ 53,467.50
9	F&I 6" PVC SDR 35 SANITARY SEWER	160.5	LFT	\$ 65.00	\$ 10,432.50
10	F&I 8"X6" PVC WYE	4.0	EA	\$ 400.00	\$ 1,600.00
11	F&I 8"X6" PVC WYE (PLUGGED)	1.0	EA	\$ 450.00	\$ 450.00
12	F&I 6" CONCRETE PAVEMENT & APPROACH	31.9	SYD	\$ 40.00	\$ 1,276.00
13	F&I 36A BITUMINOUS HAND PATCHING	16.0	TON	\$ 50.00	\$ 800.00
14	F&I SPOT CURB & GUTTER	14.0	LFT	\$ 30.00	\$ 420.00
15	RECONNECT SANITARY SERVICE	4.0	EA	\$ 400.00	\$ 1,600.00
16	F&I CONTROL DENSITY BACKFILL	15.0	CYD	\$ 90.00	\$ 1,350.00
17	MAINTAIN UTILITY MAIN AND SERVICE TRENCHES	1.0	LS	\$ 1,000.00	\$ 1,000.00
18	TRAFFIC CONTROL	1.0	LS	\$ 4,000.00	\$ 4,000.00
19	SITE RESTORATION	1.0	LS	\$ 5,000.00	\$ 5,000.00
			TOTAL		\$ 97,574.00

ROESSLER SANITARY SEWER REPLACEMENT - S.A.D. # 231 - TOTAL COSTS (STOP 75 FEET NORTH OF CITY LIMIT)					LOW BID COSTS	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	
1	R&D CONCRETE PAVEMENT & APPROACH	89.2	SYD	\$ 9.00	\$ 802.80	
2	R&D SPOT CURB & GUTTER	14.0	LFT	\$ 6.00	\$ 84.00	
3	R&D EXST'G. TREE	2.0	EA	\$ 250.00	\$ 500.00	
4	R&D ROCK	10.0	CYD	\$ 200.00	\$ 2,000.00	
5	R&D STRUCTURE	3.0	EA	\$ 300.00	\$ 900.00	
6	F&I 4' DIA. SANITARY MANHOLE	3.0	EA	\$ 1,800.00	\$ 5,400.00	
7	F&I #1040 EAST JORDAN IRON WORKS 1040 WATERTIGHT CASTING	3.0	EA	\$ 600.00	\$ 1,800.00	
8	F&I 8" PVC SDR 35 SANITARY SEWER	712.9	LFT	\$ 55.00	\$ 39,209.50	
9	F&I 6" PVC SDR 35 SANITARY SEWER	160.5	LFT	\$ 51.00	\$ 8,185.50	
10	F&I 8"X6" PVC WYE	4.0	EA	\$ 80.00	\$ 320.00	
11	F&I 8"X6" PVC WYE (PLUGGED)	1.0	EA	\$ 80.00	\$ 80.00	
12	F&I 6" CONCRETE PAVEMENT & APPROACH	31.9	SYD	\$ 40.00	\$ 1,276.00	
13	F&I 36A BITUMINOUS HAND PATCHING	16.0	TON	\$ 200.00	\$ 3,200.00	
14	F&I SPOT CURB & GUTTER	14.0	LFT	\$ 32.00	\$ 448.00	
15	RECONNECT SANITARY SERVICE	4.0	EA	\$ 250.00	\$ 1,000.00	
16	F&I CONTROL DENSITY BACKFILL	15.0	CYD	\$ 95.00	\$ 1,425.00	
17	MAINTAIN UTILITY MAIN AND SERVICE TRENCHES	1.0	LS	\$ 1.00	\$ 1.00	
18	TRAFFIC CONTROL	1.0	LS	\$ 600.00	\$ 600.00	
19	SITE RESTORATION	1.0	LS	\$ 6,200.00	\$ 6,200.00	
					<b>CONSTRUCTION</b>	<b>\$ 73,431.80</b>
					<b>CONSTRUCTION COST TOTAL</b>	<b>\$ 73,431.80</b>
					<b>CONTINGENCIES (15%)</b>	<b>\$ 11,014.77</b>
					<b>ENGINEERING (15%)</b>	<b>\$ 11,014.77</b>
					<b>PROJECT TOTAL COST</b>	<b>\$ 95,461.34</b>



PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER MAILING ADDRESS	OWNER CITY, STATE, ZIP	FRONTAGE	ASSESSMENT
19-412	716 S. ROESSLER ST.	JAMES & SHELLY SOTTILE	10677 IDA WEST RD.	IDA, MI 48140	200	\$12,835.42
19-413	800 S. ROESSLER ST.	DOUGLAS & PATRICIA GIPSON	2163 COUNTRY CLUB CIRCLE	MONROE, MI 48162	80	\$5,134.17
19-414	810 S. ROESSLER ST.	GEORGE SALENBIEN (ETAL)	PO BOX 134	DUNDEE, MI 48131	249	\$15,980.10
<b>TOTAL FOR ALL PARCELS</b>						<b>\$33,949.69</b>

COST PER FRONT FOOT = \$64.1771



# CITY COUNCIL AGENDA FACT SHEET

## **RELATING TO:** RAW SEWAGE PUMP #5 REPAIRS - WASTEWATER TREATMENT PLANT

**DISCUSSION:** The Wastewater Treatment Plant (WWTP) has 6 Raw Sewage Pumps (RSP) that are used for pumping flows to the grit system and onto the primary clarifiers. The RSP are an integral function to the facilities treatment capacity & process. The materials and environment the RSP are subjected to is harsh such that keeping them in optimal operating condition is difficult to maintain, but necessary to allow the WWTP to treat sewage efficiently. Loss of RSP leaves the WWTP without enough pumping / treatment capacity & redundancy as required per the 10 State Standards and maintain compliant with our NPDES permit.

RSP #5 recently came into disrepair such that staff inspected and consulted with pump vendors on the scope needed to repair / rehabilitate it and put it back into service to extend the pump's service life. Staff developed the scope and solicited quotes from vendors to complete the work. Three vendors provided quotes in which the low bid was from Industrial Motor Services, Inc out of Toledo, OH. Their quote for the scope of work was for \$4,079.00 such that they were issued a purchase order to complete the work. The vendor disassembled the pump and it was discovered that additional repairs are needed for the pump to properly function including: Repair & machine opposite drive end (ODE) bearing housing, Drum bearing housing, Stomag pulley fit; and Install new brushes & seal.

The cost for the additional repairs is \$2,633.00 which increases the existing purchase order amount & total award to the vendor to \$6,712.00. The City Manager is not authorized to approve and make purchases for contracts and services over \$5,000.00 where further approval of the City Council is required per the City Purchasing Code. The pump has been disassembled such that it is not feasible to reassemble it, ship it back to the WWTP and bid out the necessary repairs cost effectively. The additional repair costs are in line with industry costs where it is recommended to award the additional repairs on RSP #5 to the vendor as an emergency direct purchase without bids. With the WWTP pumping capacity being reduced (with RSP #5 being out of service) delaying the repairs could vitally affect the public health, safety, or welfare of the facility and its customers by not being able to adequately pump / treat sewage at the WWTP and meet redundancy requirements.

Industrial Motor Services, Inc out of Toledo, OH has worked for the City previously on a few WWTP pump projects where they performed adequately.

IT IS RECOMMENDED that the existing purchase order issued to Industrial Motor Services, Inc out of Toledo, OH be increased by \$2,633.00 via change order to increase the purchase order amount to \$6,712.00 for repairing RSP #5 in accordance with their quotation # 22096 dated June 21, 2012.

### **CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

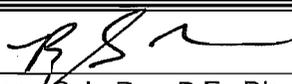
**APPROVAL DEADLINE:** ASAP

**REASON FOR DEADLINE:** Repair RSP #5 so as to place the equipment back into service at the WWTP.

**STAFF RECOMMENDATION:**  For  Against

**REASON AGAINST:** N/A

**INITIATED BY:**

  
Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Wastewater Department and Customers

## FINANCES

**COST AND REVENUE PROJECTIONS:**

Cost of Total Project	\$ 40,000.00
Cost of This Project Approval	\$ 6,712.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

**SOURCE OF FUNDS:**

<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Operating Equipment	590-75.527-977.000 12Z15	\$ 6,712.00
<u>Other Funds</u>		

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** June 25, 2012

**REVIEWED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COUNCIL MEETING DATE:** July 2, 2012

**Industrial Motor Services, Inc.**  
 1038 Matzinger Road  
 Toledo, OH 43612  
 U. S. A.

Voice: (419) 727-9145  
 Fax: (419) 727-9179  
 Website: www.industrial-motor-services.com

# QUOTATION

Quote Number: 22096  
 Quote Date: Jun 21, 2012  
 Page: 1

**Quotation valid for 30 days**

Quoted To:
City of Monroe Attn: Gary Saul 2205 E Front Street Monroe, MI 48161

Customer ID	Good Thru	Payment Terms	Sales Rep
C0328	7/21/12	Net 30 Days	

Qty.	Description	Unit Price	Amount
	Repairs to 100 HP Siemens Allis, 585 RPM, 449TSD frame, type RGZF, serial no. 1-5106-56002-1-4 with Stromag magnetic drive serial no. 47627/11141/2		
	Disassemble, clean and inspect all parts.		
	Steam clean, bake and test stator and coil, dip and bake stator.		
	Mic and polish all mechanical fits. Turn and polish rings.		
	Clean and adjust brushrigging.		
	Balance rotating parts. Install new bearings.		
	Assemble motor and drive. Test, paint and deliver.		
1.00	Price:	4,079.00	4,079.00
1.00	Additional Repairs: Repair and machine O.D.E. bearing housing, drum bearing housing, Stromag pulley fit, install new brushes and seal.	2,633.00	2,633.00
	Delivery: 2-3 working weeks after approval.		

Subtotal	6712.00
Sales Tax	
<b>TOTAL</b>	<b>6712.00</b>

**Thank you for the opportunity to offer this quotation.  
 We are looking forward to servicing you.**



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** INSTALLATION OF PUBLIC STREET LIGHTING – MASON RUN PHASE 2 – SPECIAL ASSESSMENT  
RESOLUTION NUMBER 1

**DISCUSSION:** The Mason Run Development was begun in the late 1990s as part of a Brownfield Redevelopment project, and in general, this project has been successful in establishing a traditional neighborhood keeping with the historic character of the City of Monroe. The overall development area is roughly bounded by Elm Avenue on the south, East Lorain Street extended on the north, the Norfolk Southern railroad on the east, and the homes on the east side of Michigan Avenue on the west. The original developer, Creative Land Design Inc. (CLD), is the development arm of Crosswinds Communities, a firm that has done substantial “traditional neighborhood” design throughout the state. Due to its unique characteristics, the Mason Run project was not platted like most subdivisions within the City, but is a site condominium development. For purposes of long-term management, the site has been divided into two (2) condominium phases in that the entire Mason Run project south of Noble Avenue is a part of “Mason Run I” and the area north of Noble is a part of “Mason Run II”. The “Mason Run I” association is under resident control, but “Mason Run II” is essentially non-functioning, as the control of the association has never been turned over to the residents as was required by the timelines set forth in the Master Deed. In 2009, in order to effectuate the completion of roadway paving, which had not then been completed by the developer as required, the City Council approved Paving Special Assessment District 331, which spread the costs of the last 1-1/2 inches of paving among the benefitting properties on a frontage basis. Fortunately, these costs were later reimbursed to the property owners through the redemption of a project bond, which has now been exhausted.

One other major infrastructure item remains that impacts the public health, safety, and welfare of the residents, and that is the lack of adequate street lighting. The lighting system for both Mason Run I and II was intended to be private, was indeed installed by the developer as a private system, and is functioning as such in Phase I, where a portion of the association dues is used to pay for the monthly lighting bills to DTE Energy. However, since the developer has no longer been supporting Phase II and no functioning association exists for collection of required revenues, the system has been turned off for non-payment, a situation that seems to have existed now for nearly four (4) years. As the City of Monroe is not equipped to maintain an additional private lighting system, after significant discussion with the City Manager, the Engineering Department has solicited quotations from DTE to replace the existing private lighting system with either a) conventional overhead lighting at intersections and mid-block locations on blocks longer than 400 feet or b) a historic lighting design similar to the existing private system at roughly 100-foot spacing. Once a public system is installed, the City would pay the lighting costs as we do in nearly all other City neighborhoods. While ideally DTE would take over the fixtures already in place, since they are non-standard, they have indicated that the City would likely be responsible for perpetually stocking replacements, which does not appear at this point to be more advantageous than simply replacing the system now. DTE is preparing estimates, and we are hoping to have these available within the next month or so.

As with most localized capital improvements, the City Charter provides for installation by the implementation of a Special Assessment District. While the exact breakdown of costs between each property has not yet been determined, it is likely that they will be divided up on a frontage basis, and the City itself will have a sizable share, due to the presence of a number of parks in the district. It is presumed that the district would be the same as that previously approved for the paving project, since the area of benefit is the same. Since this is classified as a City-Council initiated project, any action would have to be by a 5-2 vote of City Council. The first step in this process is Resolution 1, which directs the Engineering Department to prepare plans, specifications, and cost estimates for this project, which can be done as soon as DTE provides the required information.

**IT IS RECOMMENDED** that the attached Resolution 1 be adopted, which directs the Engineering Department to prepare plans, specifications, and cost estimates for this project.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible

**REASON FOR DEADLINE:** We would like to have any new street lighting put into place by the end of fall 2012, which requires the Special Assessment process to proceed as quickly as possible.

**STAFF RECOMMENDATION:**           X For            Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering and Public Services Department, adjacent property owners and residents

## FINANCES

**COST AND REVENUE PROJECTIONS:**

Cost of Total Project	\$*
Cost of This Project Approval	\$N/A
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$N/A

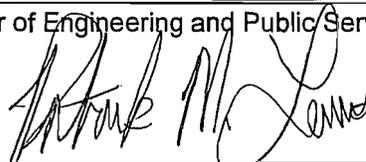
\*Estimated cost will not be known until DTE returns with their estimates.

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	TBD	TBD	\$TBD
	<u>Other Funds</u>		

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services   **DATE:** 06/25/12

**REVIEWED BY:**



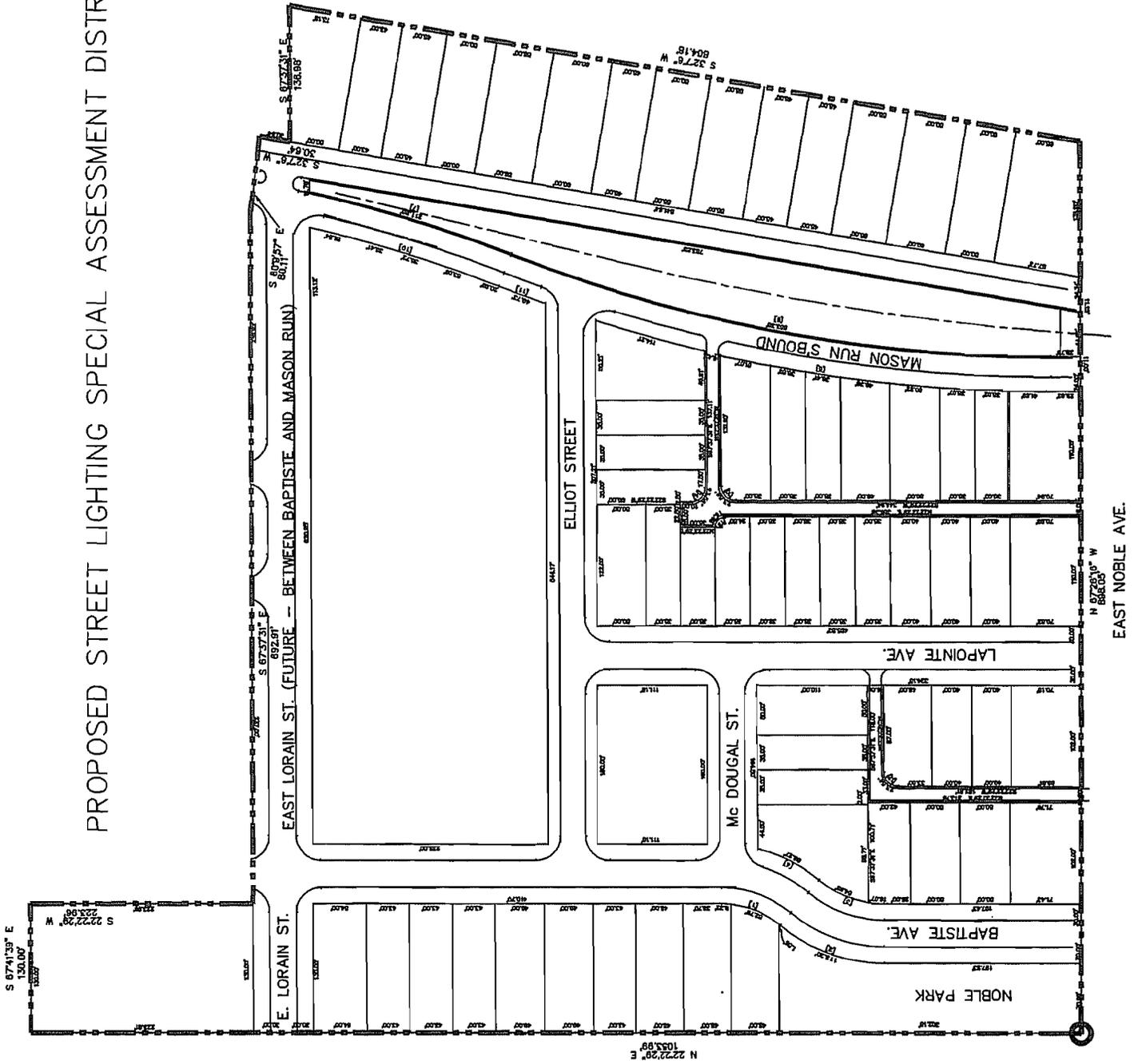
**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012

## RESOLUTION NUMBER 1

RESOLVED that it is the intention of this Council, as a necessary public improvement, to install public street lighting to service properties fronting Baptiste Avenue between East Noble Avenue and East Lorain Street, Lapointe Avenue between East Noble Avenue and Elliot Street, McDougal Street between Baptiste Avenue and Mason Run Boulevard, Elliot Street between Baptiste Avenue and Mason Run Boulevard, Mason Run Boulevard between East Noble Avenue and future East Lorain Street, and East Lorain Street between the Mason Run Drain and Baptiste Avenue; that the City shall pay One Dollar (\$1.00) plus any additional amount that the Council deems proper of cost thereof, the remaining cost to be levied according to the benefits upon the property benefited thereby; and that the City Engineer is hereby instructed to prepare and file with the City Clerk-Treasurer map, plan, profile, specifications, and estimate of the cost of said improvement, upon which a map he shall delimit for the Council the district to be included in the special assessment for said improvement, which shall include such property as shall be benefited by said improvement.

PROPOSED STREET LIGHTING SPECIAL ASSESSMENT DISTRICT





# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** SIDEWALK INSTALLATION ON SOUTH SIDE OF NORTH DIXIE HIGHWAY BETWEEN DETROIT AVENUE AND TERNES DRIVE – SPECIAL ASSESSMENT RESOLUTION NUMBER 1

**DISCUSSION:** As a part of the 2012-13 Capital Improvements Program, the Engineering Department proposed, and the City Council approved, the installation of sidewalks along the southerly frontage of North Dixie Highway between Detroit Avenue and Ternes Drive. The four (4) properties fronting this section of roadway are not presently served by any non-motorized facility, though our existing ordinances would require construction of same were these businesses to be constructed today. The River Raisin Heritage Trail completion along Elm Avenue from the National Park to Sterling State Park, combined with the planned construction of a 10-foot-wide dedicated bicycle lane on Detroit Avenue between Elm Avenue and North Dixie Highway when that roadway is reconstructed this summer, provides linkage to this proposed project. In addition, the Community Development and Engineering Departments are presently working with a consultant to determine the feasibility to converting North Dixie Highway from the present four (4) to three (3) lanes with bike shoulders from Elm Avenue to the rail underpass, further building momentum for a much more complete non-motorized linkage to this historically under-served area. Given that these businesses, all of which have a food service component to them, would stand to benefit from additional non-motorized traffic from the City's tourist destinations, this project seems very appropriate.

The City Charter provides for both the installation of public sidewalks at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties, typically on a front foot basis. While there is no specific charter or ordinance requirement for City participation, usually the City has paid the costs for ADA-compliant ramps at adjacent streets (such as the corner ramps at Detroit Avenue and Ternes Drive). Based on the proposed Federal ADA guidelines, we believe that any new sections of sidewalk should now be 5 feet wide, so this will be the proposed design unless City Council determines that a wider section is desirable. The exact breakdown of costs and proportioning of the assessable amount between properties is typically made following design activities. Since this is classified as a City-Council initiated project, any action would have to be by 5-2 vote of City Council. Survey for this project has already been completed, and we are expecting to be able to complete design activities within the next month or so, with the work likely added to our 2012 Sidewalk Replacement Program, 2012 Concrete Paving Program, or other concrete contracts as a change order for construction this fall.

**IT IS RECOMMENDED** that the attached Resolution 1 be adopted, which directs the Engineering Department to prepare plans, specifications, and cost estimates for this project.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible  
**REASON FOR DEADLINE:**

**STAFF RECOMMENDATION:**           X For            Against  
**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, adjacent property owners, pedestrians at large

### FINANCES

**COST AND REVENUE PROJECTIONS:**

Cost of Total Project	\$50,000
Cost of This Project Approval	\$1,000*
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$N/A

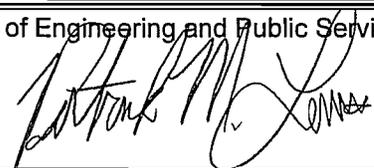
\*Approximate cost of design work needed to complete plans for this project, some costs have already been expended on survey work.

**SOURCE OF FUNDS:**

<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Engineering Full-Time Salaries	101-40.449-702.000	\$1,000*
<u>Other Funds</u>		

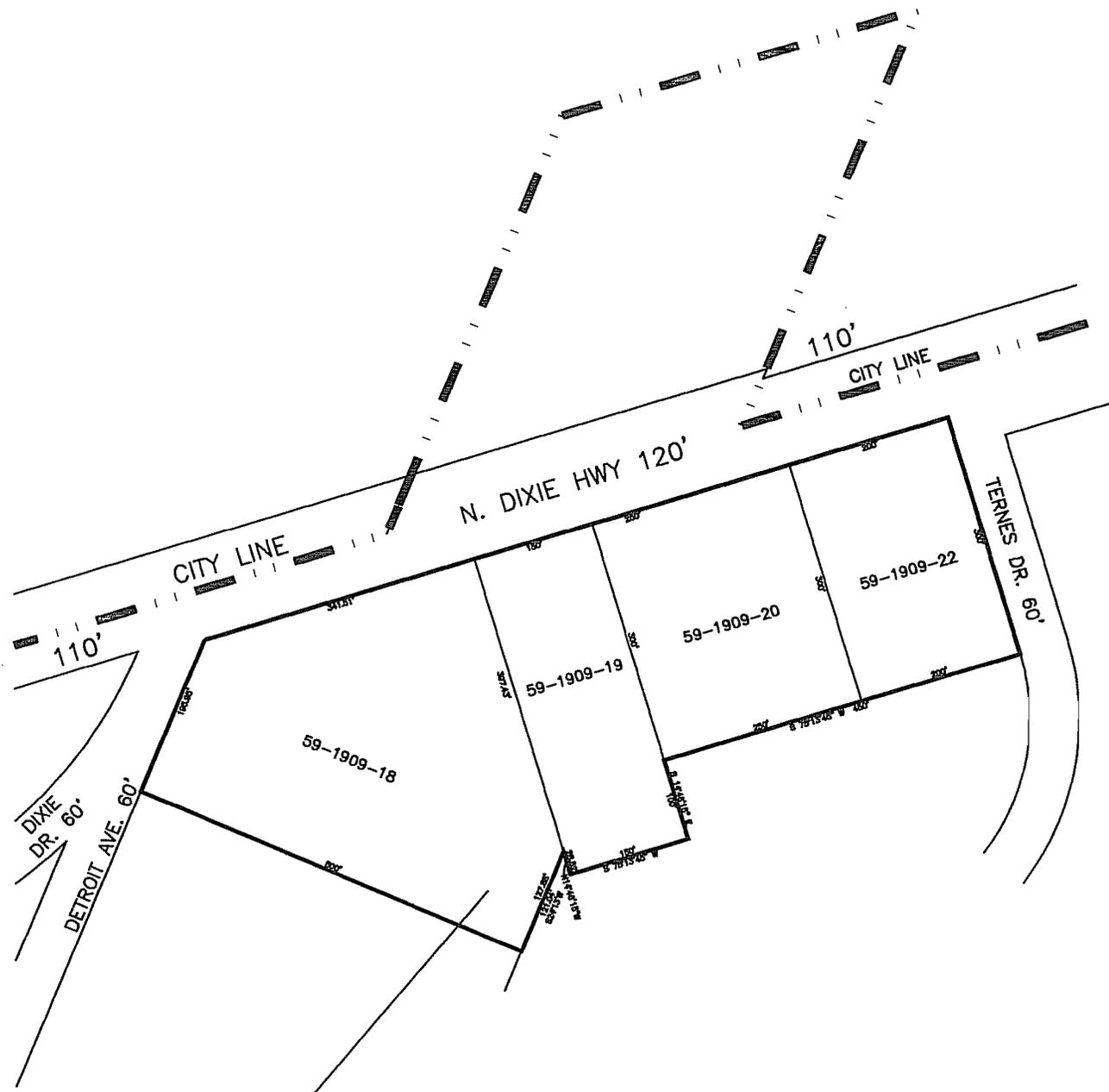
\*Funds to be reimbursed by Special Assessment District upon confirmation by City Council.

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services   **DATE:** 06/25/12  
**REVIEWED BY:**    **DATE:**  
**COUNCIL MEETING DATE:** July 2, 2012

## RESOLUTION NUMBER 1

RESOLVED that it is the intention of this Council, as a necessary public improvement, to construct public sidewalks to service the properties on the southerly frontage of North Dixie Highway between Detroit Avenue and Ternes Drive; that the City shall pay One Dollar (\$1.00) plus any additional amount that the Council deems proper of cost thereof, the remaining cost to be levied according to the benefits upon the property benefited thereby; and that the City Engineer is hereby instructed to prepare and file with the City Clerk-Treasurer map, plan, profile, specifications, and estimate of the cost of said improvement, upon which a map he shall delimit for the Council the district to be included in the special assessment for said improvement, which shall include such property as shall be benefited by said improvement.



PROPOSED SIDEWALK SPECIAL ASSESSMENT DISTRICT NO. XXX

REVISIONS		
NO.	DRAWN BY:	DATE:

CITY OF MONROE, MICHIGAN  
 ENGINEERING DEPARTMENT  
 N. DIXIE HW.Y SIDEWALK INSTALLATION  
 SOUTH SIDE – DETROIT TO TERNES  
 SIDEWALK S.A.D. NO. XXX

SCALE: 1"=100'

FILE NO. A-XXX

DATE: JUNE, 2012

SHEET NO. 1 OF 1

DWG. OF RECORD  
 DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
 CITY ENGINEER



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** 2012 SANITARY SEWER REHABILITATION PROGRAM – CHANGE ORDER AWARD

**DISCUSSION:** The City Council awarded a contract for the 2012 Sanitary Sewer Rehabilitation Program on January 17, 2012 to Lanzo Lining Services, Inc. of Deerfield Beach, Florida (with local office in Roseville, Michigan), in the amount of \$406,214.00, and they were subsequently awarded a change order on April 16 for \$70,180 for additional work in two other locations. Thus far, our experience with them has been highly positive, and they have essentially completed all work, except for a few manhole rehabilitations, ahead of the original June 30 completion date, even with the addition of the change order work. The contract thus far has consisted of rehabilitation using Cured-in-Place Pipe (CIPP) liner for nearly a mile of sanitary sewers, along with the interior rehabilitation of most manholes in the respective project areas.

As a part of the 2012-13 Capital Improvements Program and in keeping with the desire of the City Engineering and Wastewater Departments to perform sanitary sewer rehabilitation work ahead of or simultaneously with street reconstruction work, the rehabilitation of sanitary sewers on Cass Street (1868 feet in total in various locations between the City line and Front Street) and Detroit Avenue (3719 feet in total between Mill Street and Dixie Highway) has been funded for 2012 construction. In addition, one other project location (a mid-block sewer running between Arbor Avenue and Maple Avenue for 300 feet) has been identified as likely to benefit from this type of work and can be funded through previous project allocations. Since their base contract work has been completed, and Lanzo is willing to hold existing unit prices (or in some cases lower them with an increase in quantities), the most efficient mechanism for the completion of this work with a competent contractor seems to be to award this additional work as a change order to the base contract, rather than to bid these new projects separately. The attached quotation indicates the proposed unit prices, all of which have been determined to be reasonable by Engineering and Wastewater staff, and the cost breakdown illustrates the distribution between project accounts.

**IT IS RECOMMENDED** that the City Council award a change order to the 2012 Sanitary Sewer Rehabilitation Program contract to Lanzo Lining Services, Inc. in the amount of \$273,400, and that a total of \$301,000 be encumbered to include a 10% project contingency. **IT IS FURTHER RECOMMENDED** that the competitive bidding process we waived for this award, for the reasons stated above. **IT IS FURTHER RECOMMENDED** that the Director of Engineering and Public Services be authorized to execute the change order on behalf of the City of Monroe.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** N/A

**REASON FOR DEADLINE:**

**STAFF RECOMMENDATION:**      X For       Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, Wastewater Department, adjacent residents

**FINANCES**

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$824,834*
	Cost of This Project Approval	\$301,000**
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

\*Includes previous base award and previous change order, and this award, all including 10% contingencies

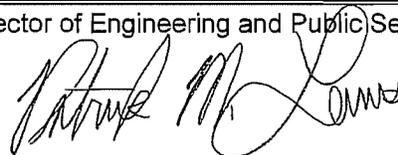
\*\*Includes 10% contingencies.

<b>SOURCE OF FUNDS:</b>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	590-75.529-973.000 02Z05	Sanitary Sewer Rehab. (Arbor/Maple)	\$16,800
	590-75.529-973.000 13Z01	Cass Street Sanitary Rehabilitation	\$114,100
	590-75.529-973.000 13Z02	Detroit Avenue Sanitary Rehabilitation	\$170,100
	<u>Other Funds</u>		

Budget Approval: \_\_\_\_\_

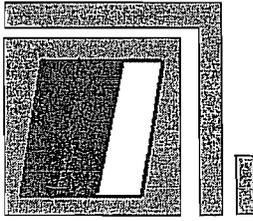
**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services      **DATE:** 06/25/12

**REVIEWED BY:**



**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



# LANZO

Lining Services, Inc.

28137 Groesbeck Hwy  
Roseville, MI 48066  
Office: (586) 775-7566  
Fax: (586) 775-2328  
www.lanzo.net

June 20, 2012

City of Monroe  
120 East First Street  
Monroe, MI. 48161

Subject: 2012 Sanitary Sewer Rehabilitation Program

Attn: Barry LaRoy

We are pleased to provide item cost for rehabilitation of the 8", 10" and 12" Sanitary Sewer lines by Cured in Place Pipe Lining. We have provided cost references which mirror those competitively bid in our original Contract.

Bid Item Reference	Description	Quantity	Unit	Unit Price	Extended Price
2	MOBILIZATION (Cass Street)	1	LS	\$600.00	\$600.00
4	MOBILIZATION (Detroit Ave.)	1	LS	\$600.00	\$600.00
6 (Clean & Televis 10")	Clean and Televis 8"	2094	LF	\$4.00	\$8,376.00
6	Clean and Televis 10"	2727	LF	\$4.00	\$10,908.00
7	Clean and Televis 12"	766	LF	\$4.00	\$3,064.00
13	Maintenance Daily Pumping (Cass Street)	1	LF	\$1,000.00	\$1,000.00
15	Maintenance Daily Pumping (Detroit Ave.)	1	LF	\$1,000.00	\$1,000.00
16* Less \$2.00 for 10" to 8" size	8" CIPP SANITARY	2094	LF	\$32.00	\$67,008.00
16	10" CIPP SANITARY	2727	LF	\$34.00	\$92,718.00
18	12" CIPP SANITARY	1066	LF	\$56.00	\$59,696.00
21	Locate and reinstate services	90	EA	\$100.00	\$9,000.00
22	Rehabilitate Sewer Manholes	1	EA	\$2,200.00	\$2,200.00
25	Traffic Control (Cass Street)	1	EA	\$400.00	\$400.00

An Equal Opportunity Employer

27	Traffic Control (Detroit Ave.)	1 EA	\$400.00	\$400.00
	Rehabilitate Sewer Chamber	5 EA	\$3,300.00	\$16,500.00
	<b>Grand Total</b>			<b>\$273,470.00</b>

The above stated pricing is consistent with our current contract with the City of Monroe except for sewer pipeline diameters not in our contract scope of work. All pricing shall include but may not be limited sealed P.E. Calculations, bypass pumping, cleaning, pre & post video inspection, root, sludge, and silt removal, inversion lining by methods described in ASTM F 1216, third party testing, and 5 year warranty. All work shall be in accordance with City of Monroe, MDOT, and ASTM F 1216 specifications.

A water source shall be made available and dumping site for debris from Sewer & MH cleaning.

With the acceptance of this proposal for additional Sewer and MH Rehabilitation work added to our current contract with the City of Monroe, Lanzo Lining Services request that the completion date of the project to be extended to August 30, 2012.

Thank you for your kind consideration of Lanzo Lining Services.

Respectfully Submitted,

Lanzo Lining Services

*Jeff Obertyniuk*

Jeff Obertyniuk, Sales Representative

CIVIL WAR MONUMENT  
24"x30" SANITARY SEWER REHABILITATION  
COST BREAKDOWN

NO.	DESCRIPTION	CONTRACT ITEM			ARBOR / MAPLE - 02Z05		CASS-DIV I (13Z01)		DETROIT-DIV J (13Z02)	
		QTY.	UNIT	UNIT PRICE	TOTAL	TOTAL	TOTAL	TOTAL		
1	MOBILIZATION - LOCATION A (EAST & WEST FRONT)	1.0	LS	\$600.00						
2	MOBILIZATION - LOCATION B (MAPLE)	1.0	LS	\$600.00						
3	MOBILIZATION - LOCATION C (REISIG)	1.0	LS	\$600.00						
4	MOBILIZATION - LOCATION D (DAM NO. 1-BEHIND WTP)	1.0	LS	\$600.00						
5	MOBILIZATION - LOCATION E (DAM NO. 6-E. OF WINCHESTER)	1.0	LS	\$600.00						
6	CLEAN & TELEVIEW 10" SANITARY SEWER PRIOR TO RELINING	2,090.0	LFT	\$4.00			271.0	\$1,084.00	2456.0	\$9,824.00
7	CLEAN & TELEVIEW 12" SANITARY SEWER PRIOR TO RELINING	336.0	LFT	\$4.00			355.0	\$1,420.00	411.0	\$1,644.00
6	CLEAN & TELEVIEW 21" SANITARY SEWER PRIOR TO RELINING	495.0	LFT	\$6.00						
9	CLEAN & TELEVIEW 42" SANITARY SEWER PRIOR TO RELINING	310.0	LFT	\$8.00						
10	CLEAN & TELEVIEW 30"x36" SANITARY SEWER PRIOR TO RELINING	1,240.0	LFT	\$8.00						
11	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - LOCATION A (EAST & WEST FRONT)	1.0	LS	\$1,000.00						
12	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - LOCATION B (MAPLE)	1.0	LS	\$1,000.00						
13	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - LOCATION C (REISIG)	1.0	LS	\$1,000.00						
14	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - LOCATION D (DAM NO. 1-BEHIND WTP)	1.0	LS	\$22,000.00						
15	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - LOCATION E (DAM NO. 6-E. OF WINCHESTER)	1.0	LS	\$8,000.00						
16	FURNISH & INSTALL 10" CURED-IN-PLACE SEWER LINING	2,090.0	LFT	\$34.00			271.0	\$9,214.00	2456.0	\$83,504.00
17	FURNISH & INSTALL 12" CURED-IN-PLACE SEWER LINING	35.0	LFT	\$160.00						
18	FURNISH & INSTALL 21" CURED-IN-PLACE SEWER LINING	748.0	LFT	\$76.00						
19	FURNISH & INSTALL 42" CURED-IN-PLACE SEWER LINING	310.0	LFT	\$168.00						
20	FURNISH & INSTALL 30"x36" CURED-IN-PLACE BRICK SEWER LINING	400.0	LFT	\$120.00						
21	LOCATE SANITARY SERVICE TAP AND CUT OPEN	92.0	EA	\$100.00			60.0	\$6,000.00	30.0	\$3,000.00
22	REHABILITATE SEWER MANHOLE	20.0	EA	\$2,200.00			1.0	\$2,200.00		
23	TRAFFIC CONTROL -LOCATION A (EAST & WEST FRONT)	1.0	LS	\$400.00						
24	TRAFFIC CONTROL - LOCATION B (MAPLE)	1.0	LS	\$400.00						
25	TRAFFIC CONTROL - LOCATION C (REISIG)	1.0	LS	\$400.00						
26	TRAFFIC CONTROL - LOCATION D (DAM NO. 1-BEHIND WTP)	1.0	LS	\$400.00						
27	TRAFFIC CONTROL - LOCATION E (DAM NO. 6-E. OF WINCHESTER)	1.0	LS	\$400.00						
28	MOBILIZATION - EAST FRONT / NAVARRE	1.0	LS	\$600.00						
29	MOBILIZATION - HARBOR / DIXIE	1.0	LS	\$600.00						
30	CLEAN & TELEVIEW 8" SANITARY SEWER PRIOR TO RELINING	165.0	LFT	\$4.00			1242.0	\$4,968.00	852.0	\$3,408.00
31	CLEAN & TELEVIEW 15"x24" SANITARY SEWER PRIOR TO RELINING	415.0	LFT	\$8.00						
32	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - EAST FRONT / NAVARRE	1.0	LS	\$1,000.00						
33	MAINTENANCE/PUMPING OF DAILY SANITARY SEWER FLOW - HARBOR / DIXIE	1.0	LS	\$1,000.00						
34	FURNISH & INSTALL 8" CURED-IN-PLACE SEWER LINING	165.0	LFT	\$32.00			1242.0	\$39,744.00	852.0	\$27,264.00
35	FURNISH & INSTALL 15"x24" CURED-IN-PLACE BRICK SEWER LINING	415.0	LFT	\$76.00						
36	TRAFFIC CONTROL - EAST FRONT / NAVARRE	1.0	LS	\$400.00						
37	TRAFFIC CONTROL -HARBOR / DIXIE	1.0	LS	\$400.00						
38	MOBILIZATION - DIVISION H (ARBOR/MAPLE)	1.0	LS	\$600.00						
39	MAINTENANCE/PUMP OF DAILY SANITARY SEWER FLOW - DIVISION H (ARBOR/MAPLE)	1.0	LS	\$1,000.00						
40	FURNISH & INSTALL 24"x30" CURED-IN-PLACE SEWER LINING	104.0	LFT	\$136.00						
41	TRAFFIC CONTROL - DIVISION H (ARBOR/MAPLE)	1.0	LS	\$400.00						
42	FURNISH & INSTALL 21" TO 18" CURED-IN-PLACE BRICK SEWER LINING	380.0	EA	\$120.00						
43	FURNISH & INSTALL 18" CURED-IN-PLACE BRICK SEWER LINING	122.0	EA	\$74.00						
44	ADDITIONAL SEWER LINING SETUP COSTS	2.0	EA	\$2,400.00						
45	.30"x36" LINER RESTOCKING COST	1.0	LS	\$25,665.20						
46	MOBILIZATION - DIVISION I (CASS)	1.0	LS	\$600.00			1.0	\$600.00		
47	MOBILIZATION - DIVISION J (DETROIT)	1.0	LS	\$600.00				\$0.00	1.0	\$600.00
48	MAINTENANCE/PUMP OF DAILY SANITARY SEWER FLOW - DIVISION I (CASS)	1.0	LS	\$1,000.00			1.0	\$1,000.00		
49	MAINTENANCE/PUMP OF DAILY SANITARY SEWER FLOW - DIVISION J (DETROIT)	1.0	LS	\$1,000.00				\$0.00	1.0	\$1,000.00
50	FURNISH & INSTALL 12" CURED-IN-PLACE SEWER LINING	1,065.0	LS	\$56.00	300.0	\$16,800.00	355.0	\$19,880.00	411.0	\$23,016.00
51	REHABILITATE SEWER CHAMBER	5.0	EA	\$3,300.00			5.0	\$16,500.00		
52	TRAFFIC CONTROL -CASS	1.0	LS	\$400.00			1.0	\$400.00		
53	TRAFFIC CONTROL -DETROIT	1.0	LS	\$400.00				\$0.00	1.0	\$400.00
TOTAL						\$16,800.00		\$103,010.00		\$153,660.00
								\$273,470.00		



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** REPORT BACK ON BIDS RECEIVED FOR WATER DEPARTMENT & DEPARTMENT OF PUBLIC SERVICES SPOILS REMOVAL

**DISCUSSION:** The Water Department and Department of Public Services received eight (8) bids to remove and dispose spoils (including dirt, rock, asphalt, concrete, wood, etc) from various excavation related projects (see bid tabulation attached). The Division 1 bid includes removing & disposing spoils from the Water Department facility and the Division 2 bid includes removing and disposing spoils from Department of Public Services facility. The lowest bid for Division 1 is from Jack's Lawn Service out of Monroe, MI for \$9,950.00. The lowest bid for Division 2 is from Gasper Brothers Recycling, Inc out of Willis, MI for \$8,100.00. The bid specifications were developed to allow the contractor to bid on Division 1, Division 2 or both. The specifications allow the divisions to be awarded to separate bidders based on the most cost advantageous scenario to the City. The bid security of the bidder for Division 2 did not meet the bid security requirements within the bid specifications; however the City has the right to waive these bid irregularities. Based on the bids, it is recommended to waive the bid security irregularity for Division 2.

As part of the Water Department and Department of Public Services fiscal year 2012-2013 budgets, it is budgeted to remove and dispose the spoils that have accumulated at the facilities from various department excavations and maintenance projects. These projects include water main installations, water main break repairs, water service installations & renewals, roadway and storm sewer maintenance, etc. The spoils are stored at the Water Department Meter Shop and at the Department of Public Services site such that there is limited room available where the spoils need to be removed. Adequate funding has been budgeted for this work to be completed. Jack's Lawn Service has worked for the City in the past with excellent results; however Gasper Brothers Recycling, Inc has not worked for the City previously. Gasper Brothers Recycling, Inc is listed in the County Solid Waste Plan as a hauler and recycling contractor such that they have been compliant with all County rules and regulations and have not had any violations. We are confident they will perform well for the City.

IT IS RECOMMENDED that a purchase order in the amount of \$9,950.00 and a total amount of \$11,000.00 be encumbered to include a 10% contingency for Division 1 and a purchase order in the amount of \$8,100.00 and a total amount of \$9,000.00 be encumbered to include a 10% contingency, be awarded to Jack's Lawn Service out of Monroe, MI and Gasper Brothers Recycling, Inc out of Willis, MI, respectively to remove and dispose spoils (including dirt, rock, asphalt, concrete, wood, etc) from various Water Department and Department of Public Services excavation related projects in accordance with the bid specifications.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

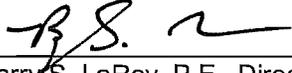
**APPROVAL DEADLINE:** July 25, 2012

**REASON FOR DEADLINE:** Bid is good for thirty (30) days.

**STAFF RECOMMENDATION:**  For  Against

**REASON AGAINST:** N/A

**INITIATED BY:**

  
Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** Water Department, Department of Public Services

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$ 20,000.00
	Cost of This Project Approval	\$ 20,000.00
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

<b>SOURCE OF FUNDS:</b>	City	Account Number	Amount
	General Contract Services	591-40.538-818.020	\$ 11,000.00
	General Contract Services	101-60.441-818.020	\$ 9,000.00

Other Funds

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** June 26, 2012

**REVIEWED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COUNCIL MEETING DATE:** July 2, 2012

**BIDS RECEIVED LIST FOR DIRT SPOILS REMOVAL FOR THE  
WATER AND PUBLIC SERVICES DEPARTMENTS. BID  
REQUESTS MAILED JUNE 8, 2012. BIDS DUE MONDAY, JUNE  
25, 2012.**

	<u><b>BID AMOUNT</b></u>
<b>Homrich Incorporated</b> Carleton, MI 48117	<b>\$63,734.00</b> \$44,734 (Division 1) \$19,000 (Division 2)
<b>Jack's Lawn Service</b> Monroe, MI 48181	<b>\$9,950 (Division 1 Only)</b> ← <b>DIV 1</b>
<b>Salenbien Trucking &amp; Excavating, Inc</b> Dundee, MI 48131	<b>\$108,000.00</b> \$46,800.00 (Division 1) \$61,200.00 (Division 2)
<b>Gasper Brothers Recycling, Inc.</b> Willis, MI	<b>\$32,500.00</b> \$24,400 (Division 1) \$8,100 (Division 2) ← <b>DIV 2</b>
<b>Erie Construction, LLC</b> Woodhaven, MI	<b>\$168,994.00</b> \$124,970 (Division 1) \$44,024 (Division 2)
<b>San Marino Excavating</b> Howell, MI	<b>\$87,749.80</b> \$38,645.40 (Division 1) \$49,104.40 (Division 2)
<b>Rockstar Transportation, Inc.</b> Sylvania, OH	<b>\$66,250.00</b> \$28,750 (Division 1) \$37,500 (Division 2)
<b>Wrights Excavating, LLC</b> Lasalle, MI	<b>\$36,000.00</b> \$18,000 (Division 1) \$18,000 (Division 2)



## CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** Consider Awarding Community Development Block Grant FLX Project to Pranam GlobalTech

**DISCUSSION:** As part of its Community Development Block Grant program, the City of Monroe has instituted a home rehabilitation program intended to provide low- and moderate-income homeowners an opportunity to make needed improvements to their homes. The assistance comes in the form of no interest, deferred loans of up to \$24,999. These loans do not have to be paid back as long as the recipients do not sell their home within five years of receiving the assistance. To gain bids for the two current projects, area contractors qualified to complete the work were sent bid packages.

This project is located on West Elm and involves replacing the windows, gutters, roof and rear porch while also doing interior repairs to the bathroom, various interior ceilings and electrical upgrades. To complete the work listed, the lowest bid of \$24,700 was submitted by Pranam GlobalTech. The other bids received were \$70,234 from Three Brothers Construction and \$38,470 from Williams Painting. Staff is going to work closely with the contractor to prioritize the proposed work such that parts of the project will be pared off should change orders be needed in the project's more crucial components.

All of the contractors bidding are certified to complete this work using lead-based paint safe work practices, as is required by the Department of Housing and Urban Development regulations.

[Note: Federal regulations require anonymity for program recipients.]

IT IS RECOMMENDED that City Council award the Community Development Block Grant FIX contracts to Pranam GlobalTech with a budget of \$24,700 plus an additional \$299 in contingencies for the West Elm project. It is also recommended that City Council authorize staff to take the necessary steps to complete each project in compliance with federal regulations, including drafting agreements to be signed by each homeowner and the contractor.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** No set deadline  
**REASON FOR DEADLINE:** N/A

**STAFF RECOMMENDATION:** X For  Against  
**REASON AGAINST:** N/A

**INITIATED BY:** Department of Economic and Community Development

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** Dept. of Economic and Community Development, Local homeowners

**FINANCES**

<b>COST AND REVENUE PROJECTIONS:</b>		
Cost of Total Project		\$ 24,999
Cost of This Project Approval		\$ 24,999
Related Annual Operating Cost		\$ N/A
Increased Revenue Expected/Year		\$ *

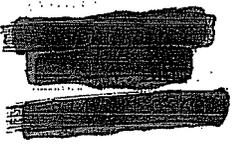
\*Exact revenue is unknown, as it depends largely on future increases in valuation to homes assisted with CDBG programs

<b>SOURCE OF FUNDS:</b>		
<u>City</u>	Account Number	Amount
<u>Other Funds</u>	Community Development Block Grant 273.65.730.818.027	\$24,999

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Matt Wallace, Planner **DATE:** June 26, 2012  
**REVIEWED BY:** Dan Swallow, Director of Economic and Community Development **DATE:** June 26, 2012  
**COUNCIL MEETING DATE:** July 2, 2012 





All estimates should include permit costs. Work must be completed according to local building codes and doing so may include tasks not included in specifications. Please be aware Michigan Code specifies this home **will be required to have hard-wired smoke and carbon monoxide detectors** in addition to having the work below completed.

**Replace Windows**

Remove all existing windows and install vinyl replacement double-hung windows with Low-E glass and welded frame and sash. Include insulation and exterior aluminum trim around windows. Install interior wood trim if needed. Caulk all openings. Color should either match existing or match owner's request. All windows shall comply to current Michigan uniform entry code, and U-factor shall be submitted prior to installation.

Cost of Replacement Windows: \$ ~~6,500.00~~ <sup>6,500.00</sup>

Install Low E basement windows to code. *Note: block windows do not meet current Michigan energy efficiency requirements.*

Cost of Basement Windows: \$ 1800.00

**Replace Gutters**

Remove existing gutters, gutter attachments and downspouts. Install new gutters and downspouts, matching existing dimensions and materials and replacing all existing downspouts. Gutters shall be of the continuous design with no middle seams and supported with hidden hangers. (Gutters nails shall not be used)

Cost of Gutters: \$ 1500.00

**Porches**

Replace rear porch with new concrete steps. Install new handrails on front and back porch. Get homeowner approval on material and color.

Cost of Porches: \$ 2500.00

**Kitchen repairs**

Remove existing drop ceiling along with its framing  
Tear out existing ceiling and install new drywall in kitchen ceiling  
If necessary, repair wiring in ceiling lighting  
Cover gap between drop ceiling and new drywall ceiling with 4" wood trim  
Paint new ceiling, using primer for first coat and interior paint of homeowner's desired finish and color for second coat

Cost of Kitchen Repairs: \$ 2000.00

7/15  
7/10

## Replace Roof

Remove all existing shingles and flashings throughout the home (i.e. including all bays and additions).

Repair of ceiling after tear-off includes replacement of up to 50' of 1" x 6" roof boards or 3 sheets of 7/16 OSB.

Additional sheeting: at \$ 58.00 per sheet of 7/16 OSB

boards: at \$ 2.50 per linear ft. of 1" X 6" boards

Replace fascia as necessary at \$ \_\_\_\_\_ per linear ft.

Remove decking and guardrail assembly from south elevation of second floor. Remove existing roof covering and construct new roof assembly. The pitch of the new roof shall be increased to provide positive drainage, 2/12 or steeper would be preferred. Install new rafters, sheathing, and roof covering, including any required flashings. Barricade door leading to roof.

Install 15 lb. felt underlayment on roof and 30 lb. roll roofing in all valleys if applicable

Install ice and water shield

Install new soil pipe flashing and stack pipe cover(s)

Install new metal step and counter flashing at chimney

Provide and install to manufacturer's specifications GAF, CertainTeed, or approved equal Class A laminated architectural type of shingles

Minimum 30 year warranty. Color: Homeowner's choice from samples provided by contractor

Install roof ventilation system per MRC 2006 requirements

If roof vents are used – use bird proof vents

Install new single ply rubber roofing or equal (contact Building Inspector to discuss other methods to be used) where pitch of roof is shallower than 4:12

Remove and dispose of all nails, scrap and debris

Provide manufacturer's warranty to housing rehab specialist

Cost of Roof Replacement: \$ 7,500.00

## Upstairs Bathroom

Remove and replace toilet in ½ bath near master bedroom upstairs

Inspect sink in ½ bath for leaks and repair if necessary

Cost of Bathroom Repairs: \$ 400.00

## Interior repairs

In upstairs hallway, identify cracks in ceiling.

Where cracks have been identified, tear out and install new drywall

Prime and paint\*

Cost of Upstairs Hallway: \$ 200.00

Tear out and install new drywall in back interior porch ceiling and mudroom ceiling

Prime and paint\*

Cost of Porch/Mudroom Ceilings: \$ 200.00

Tear out and install new drywall in ceiling of northeast office (addition)  
Prime and paint\*

Cost of NE Addition Ceiling: \$ 400.00

Scrape deteriorated paint on ceiling and wall in dining room  
Patch to achieve smooth surface  
Prime and paint\*

Cost of Dining Room Repair: \$ 200.00

\*Always use paint matching homeowner's desire finish and color

## Electrical Repairs

### Exterior

Remove or properly install wiring on west exterior of garage.  
Properly install wiring for lights on rear porch.

### Basement

Replace pendant fixtures  
Replace missing junction box covers  
Replace missing and broken switch covers  
Install blanks or spare breakers in breaker panel  
Install properly sized range circuit, cable and overcurrent device

### Kitchen

Install GFCI protection in kitchen

### General

Repair wall sconces above fireplace in sunroom  
Install 20 amp window a/c circuits in living room and bedrooms  
Repair second floor hallway lights  
Install 20 amp GFCI protected circuit adjacent to sinks in bathrooms  
Repair fanlight in bathroom

Cost of Electrical Repairs: \$ 1500.00

**LEAD-BASED PAINT NOTICE**

As this project is being financed with federal funds, all work that disturbs lead-based painted surfaces (as determined by a lead-based paint hazard assessment to be shared with the homeowner and the contractor) will require lead-based paint safe work practices. The contractor is also required to distribute the *Lead hazard information pamphlet*, as required by the U.S. Department of Housing and Urban Development.

It will also be required that lead safe work practices be used in the interior work areas and that those areas are isolated from any area of the house considered to be free of lead-based hazards. For this reason, please submit a detailed description of the process you propose to use to ensure lead safe work practices within the home, which should be compliant with the rules detailed in 24 CFR 35.930.

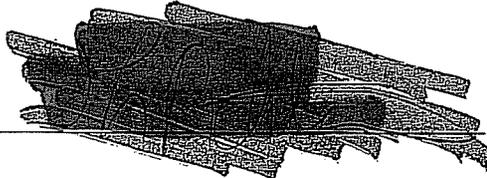
Please be aware that once the interior work has been completed, a clearance test will need to be performed while the work areas are still isolated from the rest of the home. This will require coordination between your workers, the City of Monroe and a certified lead testing professional. The City of Monroe will pay to have the initial assessment completed as well as the first clearance test. Any clearance tests required beyond the initial test will be paid for by the contractor.

Please include anticipated costs related to lead-based paint in each of the individual items listed in these specifications. The total cost given under "Estimated Cost of Lead Safe Practices" is intended to show extra costs added to the project by meeting these requirements. **It is the city's intent that the Lead Safe Practices costs be included in the Total Project Cost listed above this item.**

*Total Project Cost:* \$ 24,700.00

*Estimated Cost of Lead Safe Practices:* \$ 500.00

Homeowner Signature:  
(to verify site visit)

A large, dark, irregularly shaped redaction mark covers the signature area, obscuring any text or handwriting that might have been present.



## CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** PROPOSED SIDEWALK SPECIAL ASSESSMENT PROJECT – BRICK PAVER AREA ON NORTH SIDE OF WEST FRONT STREET AT CASS STREET – SPECIAL ASSESSMENT RESOLUTION NUMBER 2

**DISCUSSION:** In recent years, the condition of the brick sidewalks at various intersection corners throughout the downtown areas has been deteriorating fairly rapidly. Many of these were installed between 1982 and 1984 as a part of the City's "Streetscape" program which intended to beautify the downtown area and create visual contrast with the pavement areas and surrounding standard concrete sidewalk sections in the mid-block areas. In addition, water main rehabilitation and replacement work in the past few years has caused excavation in some of these areas, such that a large portion of many of corners would need to be reset at substantial expense. Due to the age of the brick sidewalks (which actually consist of a section of 1-1/4" brick over a 3/4" asphalt setting bed and 4" concrete base) and the fact that they would need to be patched back due to water main activities in any event, it was recommended that the City replace entire corners at one time. The first grouping of these were replaced in 2010, and replaced with a new design, where the accessible route for disabled individuals is constructed in standard concrete at 2% or less cross slope, and the remaining areas are designed in stamped concrete at slopes that can be higher since they are considered "non-walking" areas. This model has still allowed for the color contrast, but can better provide for the required ADA-compliant slopes and clearly delineate the accessible route that we are designating for disabled individuals. Sometime this summer, the Engineering Department plans to solicit bids for up to five (5) additional locations where funding was previously provided by the Water Fund and the Downtown Development Authority (DDA), but work was delayed for completion of the water main work.

One additional location not immediately scheduled for replacement is the large brick walk area along the north side of West Front Street at the intersection of Cass Street, which was originally placed in 1995. However, due to extensive renovations being made at 78 West Front Street (the former Steve's Tavern property), it is now necessary for the front doorway of that building to be made flush with the sidewalk to provide for a fully compliant entrance. Due to the internal structure of the building, the required modifications will have to be made on the exterior, which would involve raising the brick walk grade nearly 6 inches at that doorway. As might be expected, it will be exceedingly difficult to make these modifications without impacting a majority of the brick area including two additional properties to the west, whose doorways also are not presently considered to be accessible (see attached photos). The Engineering Department has discussed this issue with the City Manager's office and the property owner at 78 West Front Street, and we are recommending that the City partner with the property owners in accelerating this area for replacement now, rather than waiting a few years until it is planned for replacement. While the two properties to the west have not made us aware of any immediate rehabilitation projects, nonetheless they would stand to benefit from an improvement project that would make their doorways more compliant than they are at present. The Engineering Department has completed cost estimates, and based on direction from the City Manager, the City will contribute a substantial sum to the project that would include all of the "bumped out" part of the area protruding past the normal curb line, crosswalk ramps, tree grate replacement, and the differential cost between stamped concrete and standard grey concrete in other areas, whereas the property owners (including again the City for our parking lot) would be responsible for a front foot cost of the standard grey walk between the building face and running curb line. The City Charter provides for both the installation of and replacement of sidewalks at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties. Since this is classified as a City-Council initiated project, any action would have to be by 5-2 vote of City Council. If this project is confirmed, we would likely include this location in bids for work in other locations later this summer. Due to the small number of property owners involved, we are setting up individual meetings with both of the two (2) that have not yet been versed on this project, rather than the usual public informational meeting, and these are expected to occur prior to the public hearing on necessity. The source of the City funding does not need to be specifically identified until confirmation of the district, but the Engineering Department has held back sufficient funds from the FY 12-13 Major Street surface maintenance budget to cover the City share if needed.

**IT IS RECOMMENDED** that the attached Resolution 2 be adopted, and that the public hearing on the necessity of this project be scheduled for July 16, 2012 at 7:30 P.M. in the City Council Chambers.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible

**REASON FOR DEADLINE:** 78 West Front Street will require an accessible entrance to open for business, which they would like to do in August or September

**STAFF RECOMMENDATION:**           X For                    Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, Downtown Development Authority, adjacent property owners and residents

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$TBD
	Cost of This Project Approval	\$500*
	Related Annual Operating Cost	\$N/A
	Increased Revenue Expected/Year	\$N/A

\*Staff time only to meet with property owners and prepare this location for bidding.

<b>SOURCE OF FUNDS:</b>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	Engineering Full-Time Salaries	101-40.449-702.000	\$500*
	<u>Other Funds</u>		

\*Funds to be reimbursed by Special Assessment District upon confirmation by City Council.

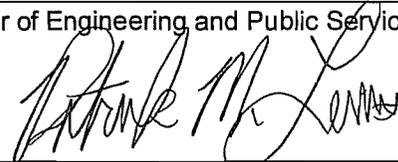
Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services   **DATE:** 06/26/12

**REVIEWED BY:**

**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



## RESOLUTION NUMBER 2

WHEREAS, the plat, plan, diagram, grade, and specifications for the replacement of the existing brick paver sidewalk located on the north side of West Front Street across from the intersection with Cass Street, including some or all of the frontage on properties at 78 West Front Street, 86 West Front Street, and 102 West Front Street, together with a map of the assessment district, therefore, are now on file with the City Clerk-Treasurer for public inspection and examination, which district is described as follows:

Commencing at the intersection of the easterly right-of-way line of Cass Street (66-foot right-of-way) and the southerly right-of-way line of West Front Street (66-foot right-of-way),

thence, North 07° 02' 34" East 66.43 feet; to the Point of Beginning;

thence, North 77° 17' 00" West 46.82 feet;

thence, North 84° 35' 00" West 22.60 feet;

thence, North 77° 17' 12" West 54.00 feet;

thence, North 09° 28' 00" East 100.00 feet;

thence, South 77° 17' 12" East 54.30 feet;

thence, North 05° 32' 00" East 10.51 feet;

thence, South 84° 35' 00" East 22.69 feet;

thence, South 05° 29' 12" West 15.30 feet;

thence, South 77° 20' 27" East 46.73 feet;

thence, South 13° 03' 29" West 95.31 feet;

to the Point of Beginning.

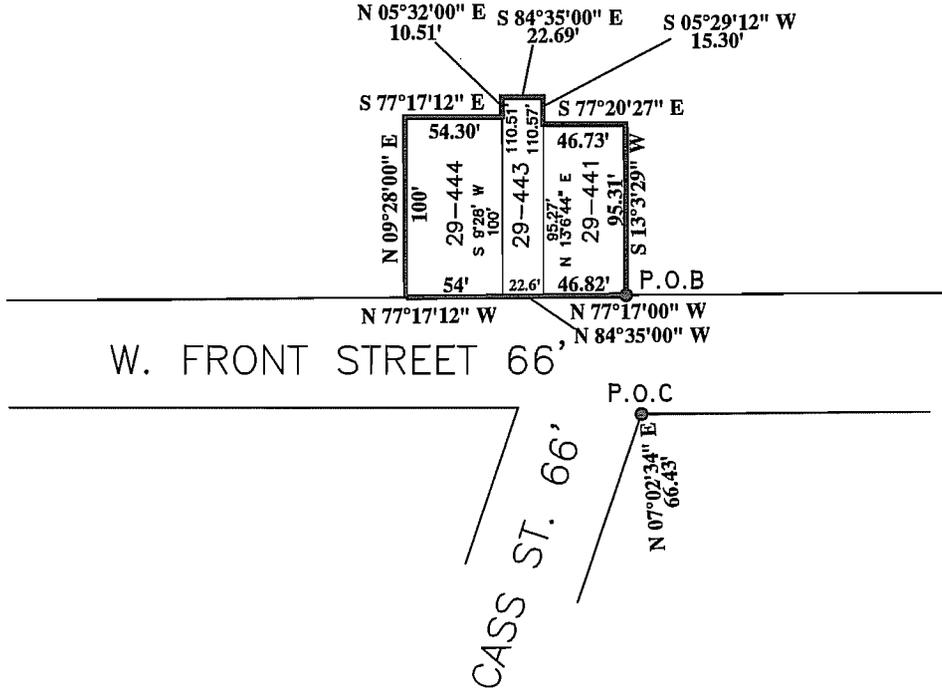
THEREFORE, BE IT RESOLVED, that the Council accept the estimated cost of such improvement at \$31,976.10 as reported by the City Engineer; that the estimated period of usefulness

of the improvement will not be less than fifteen (15) years; and that the City of Monroe shall pay \$23,416.69 of the costs, which represents the designated share of the assessable project work; and

BE IT FURTHER RESOLVED, that on Monday, July 16, 2012 at 7:30 P.M. Local Time, at the Council Chambers, the Council will hear comments on the proposed improvement, plans, specifications, amount to be paid by the City and also review and hear objections to the special assessment above delimited; and

BE IT FURTHER RESOLVED, that there be raised by special assessment upon the land and prernises within the above described Sidewalk Special Assessment District Number 18 for the replacement of the existing brick paver sidewalk located on the north side of West Front Street across from the intersection with Cass Street, including some or all of the frontage on properties at 78 West Front Street, 86 West Front Street, and 102 West Front Street; and

BE IT FURTHER RESOLVED, that upon the adoption of the district and the estimate by this Council, that the City Clerk-Treasurer report the aforesaid special assessment to the City Assessor of said City, who shall make a special assessment roll, and levy as a special assessment therein upon each lot or parcel of land so reported to him, and against the persons chargeable therewith, if known, the whole amount of all charges so directed, as aforesaid, to be levied upon each of such lots or premises respectively; and when complete, he shall report the assessment to this Council; that such special assessment shall be made and levied according to the benefits revised, and that he shall assess upon each lot or parcel of land such relative proportion of the whole sum to be levied, as shall be proportionate to the estimated benefit resulting to such lot or parcel of land from the improvement.



**PROPOSED SIDEWALK REPLACEMENT S.A.D NO. XXX**  
 Commencing at the easterly right-of-way of Cass St. (66' R/W) and the southerly right-of-way West Front St. (66' R/W);  
 thence N 07°02'34" E 66.43 feet to the point of beginning;  
 thence N 77°17'00" W 46.82 feet;  
 thence N 84°35'00" W 22.6 feet;  
 thence N 77°17'12" W 54.00 feet;  
 thence N 09°28'00" E 100.00 feet;  
 thence S 77°17'12" E 54.30 feet;  
 thence N 05°32'00" E 10.51 feet;  
 thence S 84°35'00" E 22.69 feet;  
 thence S 05°29'12" W 15.30 feet;  
 thence S 77°20'27" E 46.73 feet;  
 thence S 13°03'29" W 95.31 feet to the point of beginning.

REVISIONS		
NO.	DRAWN BY:	DATE:

DWG. OF RECORD  
 DATE: \_\_\_\_\_

CITY OF MONROE, MICHIGAN  
 ENGINEERING DEPARTMENT  
 W FRONT ST. PROPOSED  
 SIDEWALK REPLACEMENT  
 SPECIAL ASSESSMENT DISTRICT NO. XXX  
 SCALE: 1"=100' FILE NO. A-XXX  
 DATE: JUNE., 2012 SHEET NO. 1 OF 1

APPROVED: \_\_\_\_\_  
 CITY ENGINEER

**Brick Paver Replacement - West Front at Cass**  
**Total Project Costs (All Quantities)**

No.	Item	# units	Units	Estimated Costs	
				Unit Price	Amt.
1	R & D Existing Tree Grate	3.00	EA	150.00	450.00
2	R & D Existing Brick Pavers	2072.00	SFT	1.00	2,072.00
3	R & D Concrete Sidewalk	137.00	SFT	1.50	205.50
4	Subgrade Manipulation	2209.00	SFT	0.50	1,104.50
5	F & I 6" Concrete ADA Sidewalk (Main Portion)	892.00	SFT	5.00	4,460.00
5	F & I 6" Concrete ADA Sidewalk (End Transitions)	137.00	SFT	5.00	685.00
5	F & I 6" Concrete ADA Sidewalk (Crosswalk Ramps)	120.00	SFT	5.00	600.00
6	F & I 6" Stamped Colored Conc. Sidewalk (All)	1060.00	SFT	7.00	7,420.00
7	F & I ADA Compliant Tree Grate	3.00	EA	2,200.00	6,600.00
8	Traffic Control	1.00	LS	1,000.00	1,000.00
Construction Costs Total					24,597.00
Engineering (15%) and Contingencies (15%)					7,379.10
Total Project Costs					<b>31,976.10</b>

**City Enhancement Areas Costs**

No.	Item	# units	Units	Estimated Costs	
				Unit Price	Amt.
1	R & D Existing Tree Grate	3.00	EA	150.00	450.00
2	R & D Existing Brick Pavers	656.00	SFT	1.00	656.00
3	R & D Concrete Sidewalk	137.00	SFT	1.50	205.50
4	Subgrade Manipulation	793.00	SFT	0.50	396.50
5	F & I 6" Concrete ADA Sidewalk (End Transitions)	137.00	SFT	5.00	685.00
5	F & I 6" Concrete ADA Sidewalk (Crosswalk Ramps)	120.00	SFT	5.00	600.00
6A	Stamped Area - incremental over grey cost	524.00	SFT	2.00	1,048.00
6	F & I 6" Stamped Colored Conc. Sidewalk (Bump Out)	536.00	SFT	7.00	3,752.00
7	F & I ADA Compliant Tree Grate	3.00	EA	2,200.00	6,600.00
8	Traffic Control	0.50	LS	1,000.00	500.00
Construction Costs Total					14,893.00
Engineering (15%) and Contingencies (15%)					4,467.90
Total Project Costs					<b>19,360.90</b>

**Assessable Costs**

No.	Item	# units	Units	Estimated Costs	
				Unit Price	Amt.
1	R & D Existing Tree Grate	0.00	EA	150.00	0.00
2	R & D Existing Brick Pavers	1416.00	SFT	1.00	1,416.00
3	R & D Concrete Sidewalk	0.00	SFT	1.50	0.00
4	Subgrade Manipulation	1416.00	SFT	0.50	708.00
5	F & I 6" Concrete ADA Sidewalk (Main Portion)	892.00	SFT	5.00	4,460.00
6A	Stamped Area - cost if done in grey concrete instead	524.00	SFT	5.00	2,620.00
6	F & I 6" Stamped Colored Conc. Sidewalk	0.00	SFT	7.00	0.00
7	F & I ADA Compliant Tree Grate	0.00	EA	2,200.00	0.00
8	Traffic Control	0.50	LS	1,000.00	500.00
Construction Costs Total					9,704.00
Engineering (15%) and Contingencies (15%)					2,911.20
Total Project Costs					<b>12,615.20</b>
Front Footage Cost (based on 120.00 front feet)					<b>105.1267</b>

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER MAILING ADDRESS	OWNER CITY, STATE, ZIP	FRONTAGE	ASSESSMENT
29-441	78 W. FRONT ST.	JDK, LLC	862 WILL CARLETON DR.	CARLETON, MI 48117	46.82	\$4,922.03
29-443	86 W. FRONT ST.	JAMES A. REILLY	6303 GEIGER RD.	IDA, MI 48140	22.60	\$2,375.86
29-444*	102 W. FRONT ST.	STEWART HOLDINGS, LLC	17 WASHINGTON ST.	MONROE, MI 48161	12.00	\$1,261.52
29-440**	66 W. FRONT ST.	MONROE BUILDING AUTHORITY	120 E. FIRST ST.	MONROE, MI 48161	38.58	\$4,055.79
<b>TOTAL FOR ALL PARCELS</b>						<b>\$12,615.20</b>

COST PER FRONT FOOT = \$105.1267

\*Only 12 feet is being assessed, as existing brick area only includes a portion of the entire property frontage on West Front Street

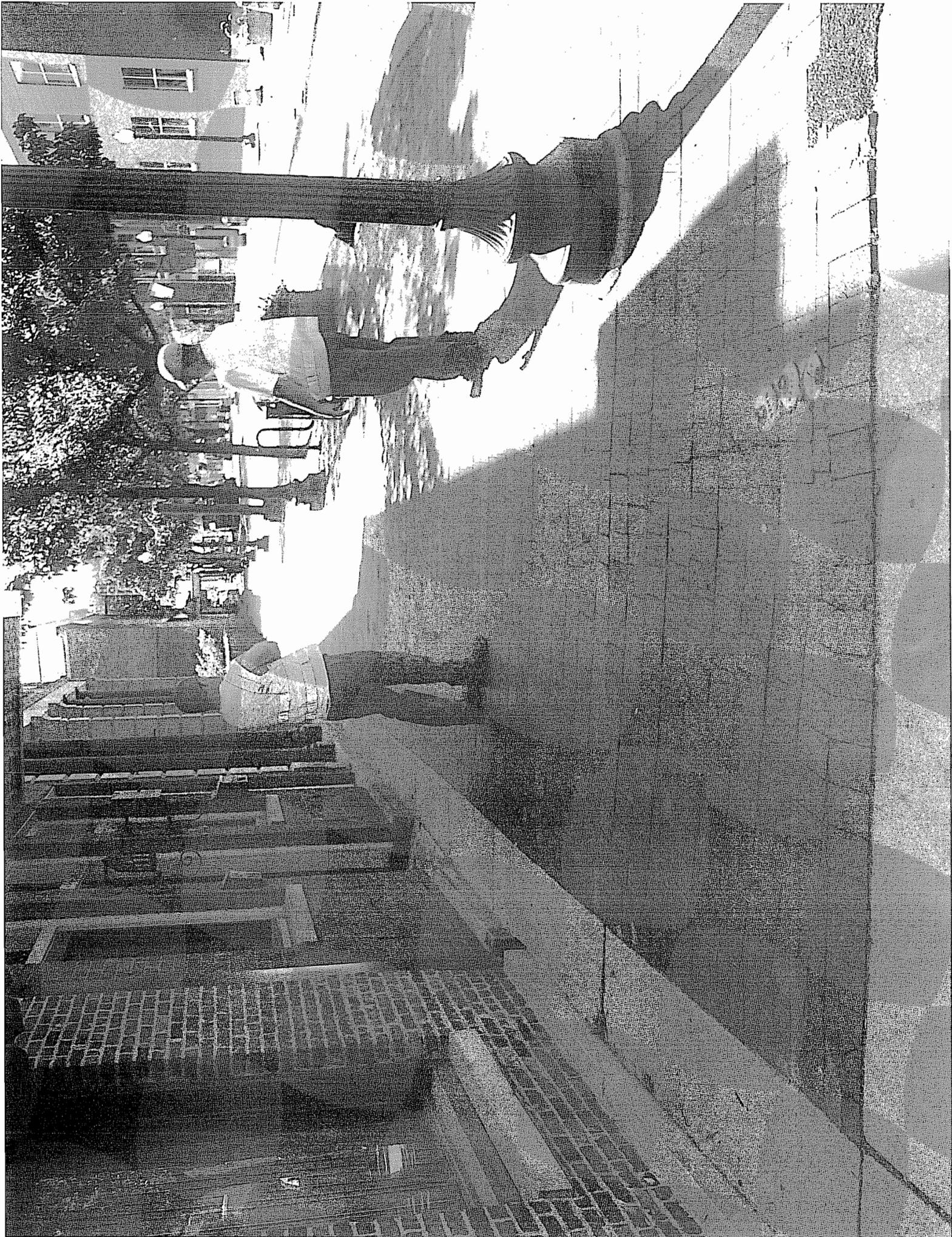
\*\*City's frontage cost only. City is also liable for additional costs for enhancements in area, parking lot is being omitted from the SAD but has frontage on brick area



COMMERCIAL PAPER  
SPACE AVAILABLE  
CALL FOR DET.  
734-654-4

Pepsi







# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** 2012 BRIDGE INSPECTIONS – CONSULTANT AWARD

**DISCUSSION:** Every even-numbered year, the City of Monroe is mandated through the State of Michigan to inspect all bridges with a span length of more than 20 feet. Currently this includes three bridges over the River Raisin (Roessler Street, Macomb Street, and Winchester Street), the Kentucky Avenue bridge over Plum Creek, the East Elm Avenue bridge over Mason Run Drain, and the railroad underpass structure at North Dixie Highway. These inspections must include all elements that can be accessed, including, but not limited to, the deck surface, underside of the deck, any beam ends, abutments, piers, sidewalks, railings, roadway approaches, and slope protection. In 2000, 2002, 2004, and 2006, these required inspections were performed by the Engineering Department, but due to lack of available staff time and qualifications, we utilized The Mannik and Smith Group for this work in both 2008 and 2010.

In addition to the baseline inspection activities, Federal regulations now require that load ratings be performed for most types of bridges within a certain time frame, in our case prior to the end of September 2012. Fortunately, The Mannik and Smith Group performed load ratings for us in 2009 for the Roessler, Macomb, and Winchester Bridges due to their deterioration, so these locations must only be updated to reflect any changes in condition. The Macomb Street Bridge is expected to be under construction during the fall 2012, so we will have all inspection activities and revised load rating performed by our bridge consultant, Spalding DeDecker Associates. Additionally, the CN / NS railroad underpass is exempt from load rating requirements as well, since it carries the railroad traffic above it. Therefore, only the Kentucky Avenue and East Elm Avenue structures require a full analysis at this time.

Lastly, the southbound lanes of the Winchester Street bridge in the span closest to East Elm Avenue are exhibiting some signs of minor deck distress. Based on a cursory review by the Engineering Department, it is believed that the depth of the top mat of reinforcing steel placed was insufficient to provide proper cover to prevent popping out of the deck surface, and this was apparently stemming from the 2005 deck overlay project, not a part of the most recent beam end repair work. As a part of the routine inspection process, we would also like to arrange for more in-depth review of this situation and preparation of a repair recommendation and conceptual cost estimate as well.

The Mannik and Smith Group is the only Monroe County firm that is Michigan Department of Transportation (MDOT) pre-qualified for in-service bridge inspections, and they performed work very satisfactorily in the past at a reasonable cost, therefore, they were the only firm from which a proposal was solicited this year for all of the above activities. It should be noted that in 2010 we did perform an extensive consultant selection process, and Mannik and Smith was the preferred vendor both from a qualifications and cost standpoint. The proposal from the Mannik and Smith Group is attached, and it is felt that their quoted pricing is reasonable for all items.

The Engineering Department requested only \$10,000 in the Fiscal Year 12-13 budget for the baseline bridge inspections (which would have been sufficient), as we anticipated neither the Federal load rating requirement nor the Winchester Street condition review during budget preparation. However, we feel that these work items are indeed necessary at this time, so we are recommending that the additional \$11,800 required be transferred from another appropriate source. Possibilities include the Major Street Fund Balance, surplus funding from the Detroit Avenue Reconstruction project (which was bid substantially under the allocated funding), or partially (\$4,700) from funds raised from the bridge millage, in the case of the Winchester Street deck review activities, since this work would be considered conceptual design for a future capital improvement project.

**IT IS RECOMMENDED** that the City award a contract for inspection services to the Mannik and Smith Group, in the amount of \$21,800.00, and that the Director of Engineering and Public Services be authorized to execute the agreement on behalf of the City. **IT IS FURTHER RECOMMENDED** that the Finance Director be given the authority to transfer up to \$11,800 from another appropriate funding source, either the Major Street Fund, Capital Projects Fund, or a combination thereof.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible

**REASON FOR DEADLINE:** Inspections must be completed by October 2012.

**STAFF RECOMMENDATION:**           X For            Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, traveling public

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$21,800.00
	Cost of This Project Approval	\$21,800.00
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

<b>SOURCE OF FUNDS:</b>	City	Account Number	Amount
	Major Streets – Bridge Main.	202-60.473-818.020 (FY 12-13)	\$10,000.00
	TBD by Finance Director	Major Street or Capital Projects Fund	\$11,800.00
	<u>Other Funds</u>		

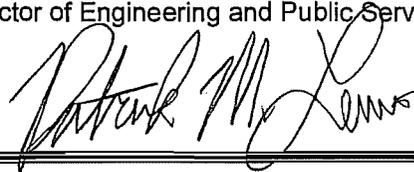
Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services   **DATE:** 06/26/12

**REVIEWED BY:**

**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



June 26, 2012

Mr. Patrick M. Lewis, PE  
Director of Engineering and Public Services  
City of Monroe  
120 E. First Street  
Monroe, Michigan 48161

**Re: Proposal for 2012 Biennial Bridge Inspections for Winchester Street, Roessler Street, Kentucky Avenue, East Elm Avenue & the CN/NS RR Overpass;  
Detailed Analysis of Remedial Options for Winchester Street Deck Rehabilitation;  
Load Rating Analysis for Winchester Street, Roessler Street, Kentucky Avenue & East Elm Avenue Bridges**

Dear Mr. Lewis:

The Mannik & Smith Group, Inc. (MSG) is pleased to submit our proposal for the biennial bridge inspection services for the City of Monroe. The specific type of inspection to be performed will be a routine inspection. In addition to the bridge inspections, a detailed analysis of the Winchester Street bridge deck will be completed and remedial options will be provided.

MSG will perform routine bridge inspections at the following locations throughout the City of Monroe:

- Winchester Street Bridge over the River Raisin
- Roessler Street Bridge over the River Raisin
- Kentucky Avenue over Plum Creek
- East Elm Avenue over Mason Run Drain
- CN / NS Railroad bridge over North Dixie Highway

Note that Macomb Street bridge is scheduled for a major rehabilitation in 2012. Updating of this information will be performed by the City of Monroe or their bridge consultant with respect to the 2012 update as well as the revisions that will be required upon completion of the bridge project. Therefore, MSG has not included this work within the scope of our services.

All five bridges will be inspected and all findings will be submitted to the City of Monroe. The previous biennial inspection was performed in 2010 by MSG. The inspection proposed will be a routine biennial inspection used to update the current condition records for the bridge within the Michigan Bridge Inspection System (MBIS). Our proposal includes inspection of the following portions of the bridges:

- Superstructure
- Substructures
- Wearing surfaces
- Sidewalks and railings on the bridges
- Approach pavement and sidewalks
- Approach guardrail / railings
- Channel areas immediately upstream and downstream of the culvert
- Embankment areas

***Civil Engineering, Surveying and Environmental Consulting***

Inspections will be conducted from the ground using ladders to access elevated areas. Tops of piers and bearing inspections will be conducted from the shoreline visually using binoculars. Use of MDOT's snooper vehicle or platform truck is not included in this cycle of inspections. In addition, the inspection of the East Elm bridge will require use of a boat to conduct a complete review of the substructure and portions of the superstructure.

During the field inspection the current bridge safety inspection report (BSIR) will be printed from the MBIS system and used throughout the inspection. The form will be marked-up in red ink with comments and our opinion of existing conditions and subsequent ratings. Ratings will be based on guidelines established from the descriptions provided within the MBIS system to determine more uniform ratings. Information from this form will be used to update the current SI&A form as needed. All areas that are found to be deteriorating will be measured and documented. Pictures and notes will be kept and used to maintain accurate records of the condition of the bridge. The work recommendations form will be completed for each bridge detailing the recommended repairs.

Following our field inspection MSG will update the comprehensive report developed in previous years summarizing our findings. If requested, we will meet with the City of Monroe to review the report. Areas of concern will be brought to the attention of the City.

### **Winchester Bridge Deck Analysis**

---

MSG will conduct a detailed field analysis (in-depth inspection) of the Winchester Street Bridge deck surface with respect to the delaminating and spalled concrete areas occurring specifically within span 5 (northerly span) of the bridge deck. We anticipate inspecting the bridge under live traffic with no anticipated lane closures. Areas of distress will be noted including measurements of depth of concrete surface to the reinforcing steel face, amount of corrosion of the reinforcing steel, size of concrete delamination around the reinforcing steel, etc. Following the in-depth inspection MSG will develop recommendations for repair of the bridge deck, and provide cost estimates to perform the rehabilitations. We anticipate that only the analysis, recommendations and development of estimated costs will be performed at this time. Construction drawings and specification development is not included within this proposal.

MSG is working with MDOT to determine the specific need / necessity for completion of comprehensive hydraulic analysis of bridges crossing waterways. A specific answer to whether or not this type of analysis is required is pending. Once this determination is received MSG will coordinate with the City of Monroe to determine the need to provide a hydraulic analysis for each bridge crossing a waterway.

### **Load Rating Analysis**

---

It is our understanding that a load rating analysis for all bridges will be required by the 3<sup>rd</sup> quarter of 2012 in order to be in conformance with federal regulations. MSG recently completed a load rating analysis for Winchester St, Macomb St, and Roessler St bridges. These ratings should be updated with current information and reported. Macomb Street will not require a load rating analysis as it is scheduled for major rehabilitation. CN/NS RR Bridge is an overpass bridge carrying rail traffic and would not require a load rating. East Elm Avenue and Kentucky Avenue bridges have not been load rated to our knowledge. Therefore, a cost for load rating these two bridges has also been included with the proposed fee. Load ratings would include analysis of the superstructures, only, to determine safe load carrying capacity. Section loss of members will be incorporated into the analysis. A conventional analysis using the Load Factor Design (LFD) method of analysis as outlined in MDOT's Bridge Analysis guide will be utilized to perform the analysis. Load ratings will be provided to the City.

## Proposal Fee

---

Our cost is based upon performing the work on a Time & Material basis with the following not-to-exceed fee for the proposed work outlined above.

Biennial Bridge Inspection of Winchester Street, Roessler Street, Kentucky Avenue, East Elm Avenue, and CN/NS RR bridges	\$ 6,800.00
Traffic Control Coordination (at CN/NS RR)	\$ 1, 500.00
Winchester Street bridge deck detailed analysis, recommendations and cost estimate development	\$4,700.00
Load Rating of East Elm Avenue, and Kentucky Avenue. Update load ratings for Winchester Street, Roessler Street.	\$8,800.00
<b>Total Fees</b>	<b>\$21,800.00</b>

\* Will be billed based on actual cost for establishing traffic control zone

## Assumptions for this Proposal

---

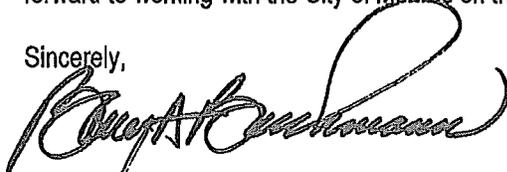
The following work items are not anticipated as part of this proposal and have not been included in our fee structure:

1. Structural analysis or design
2. Hydraulic modeling and analysis
3. Destructive testing
4. Load ratings of CN/NS Railroad bridge

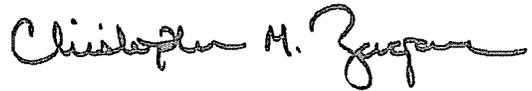
During the course of this project some of the items listed, as well as other tasks, may become necessary to complete. At the direction of the City of Monroe, MSG will provide a cost to complete any additional task requested and will begin work following a notice to proceed.

Should you have any questions regarding this proposal, please do not hesitate to contact Barry Buschmann or Christopher Zangara at (734) 289-2200. We appreciate the opportunity to provide engineering services and look forward to working with the City of Monroe on this project.

Sincerely,



Barry A. Buschmann, PE  
Senior Vice President



Christopher M. Zangara, PE  
Senior Structural Engineer

**AGREEMENT FOR SERVICES**

By execution of this Agreement, the Client authorizes The Mannik & Smith Group to provide the services described within the proposal designated below according to the Terms and Conditions provided within Attachment A.

No other terms or conditions other than those stated within Attachment A, and no agreement or understanding oral or written, in any way purporting to modify these terms and conditions whether contained in the owner's purchase order or elsewhere, shall be binding on MSG and its subcontractors unless hereafter made in writing and signed by an authorized representative of MSG. All proposals, negotiations, and representations if any, made prior to, and referenced hereto, are merged herein.

**APPROVAL AND ACCEPTANCE**

The Mannik & Smith Group is hereby directed and authorized to proceed with the services for the designated project in accordance with the provisions of this Agreement.

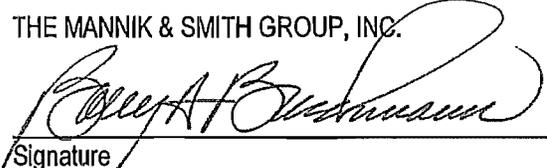
**Proposal Date:** June 26, 2012

**Proposal Number:** OP120791

CITY OF MONROE

THE MANNIK & SMITH GROUP, INC.

\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Signature

Patrick M. Lewis, P.E.

Barry A. Buschmann, P.E.

Name

Name

Director of Engineering and Public Services

Senior Vice President

Title

Title

\_\_\_\_\_  
Date

June 26, 2012

Date



# CITY COUNCIL AGENDA FACT SHEET

## RELATING TO: SPRINKLER SYSTEM REPAIRS FROM 2011 WATER MAIN PROJECTS

**DISCUSSION:** As the City Council has been made aware, the Engineering Department has been negotiating with the 2010-11 Water Main Replacement Program (Group 2) contractor, C & D Hughes, Inc., in an attempt to close out the construction contract. While we had hoped to be able to present a comprehensive change order for approval by now, we are still waiting for additional information on pay quantities and extra claim documentation from the contractor. Unfortunately, due to the time of year of their work completion (late Fall 2011) on both Riverview Avenue and South Monroe Street, they did not complete required repairs to the sprinkler systems of a few properties along these roadways, nor have they satisfactorily completed general lawn restoration in many locations. The Engineering Department informed the contractor over a month ago that we would make arrangements to have this work completed on our own, and would charge these monies against the retainage due the contractor, in order to avoid making our residents wait an excessive length of time for these repairs.

Jack's Lawn Service was chosen to perform this work on behalf of the City since they had been used as a subcontractor by C & D Hughes for similar work throughout the contract term. In one other previous instance, the property owner insisted that his preferred vendor we used, so the City contracted with AquaMist in Southgate at a cost of \$1,750 for repairs at 1263 Riverview Avenue, which matched a quoted price from Jack's at that location. Since that expense was under \$5,000, Council approval was not sought.

The invoices attached illustrate the extent of repairs at the following locations:

1. CVS Pharmacy, South Monroe Street	\$1,912.70
2. 1430 Riverview	\$1,636.84
3. 1224 Riverview	\$1,775.38
4. Electric Beach Tanning, South Monroe Street	\$1,610.06
Total Costs	\$6,934.98

At this point, we believe there are no further sprinkler repairs needed under this contract, but at some point this fall when growing conditions improve, if the contractor has still not completed their lawn restoration obligations, we may choose to arrange to have that work done through the same mechanism as well.

**IT IS RECOMMENDED** that the City Council approve payment for the attached invoices to Jack's Lawn Service, Inc. in the amount of \$6,934.98, and that the Director of Engineering and Public Services be authorized to prepare a purchase order for the above amount.

### **CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** As soon as possible

**REASON FOR DEADLINE:** Contractor has already completed work per our direction on a time and material basis, invoices totaled over \$5,000.

**STAFF RECOMMENDATION:**           X For            Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Engineering Department, Water Department, adjacent residents

## FINANCES

**COST AND REVENUE PROJECTIONS:**

Cost of Total Project	\$6,934.98*
Cost of This Project Approval	\$6,934.98*
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

\*Expenditure will be offset against retainage eventually due prime contractor, for now, funds should be allocated separately, as we do not yet know the final amount of construction contract.

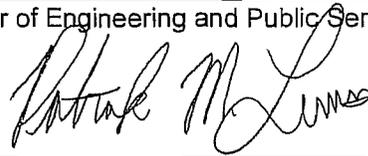
<b><u>SOURCE OF FUNDS:</u></b>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	Water System Improvements	591-40.538-818.020 11W01	\$6,934.98

Other Funds

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services   **DATE:** 06/27/12

**REVIEWED BY:**



**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code: CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269395                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	SPRINKLER SYSTEM REPAIRS C/O CVS	0.00	0.00	0.00
L003	DATE OF JOB: 6/20/12	0.00	0.00	0.00
L003	LABOR 1ST MAN	55.00	10.50	577.50
L003	2ND & 3RD MAN	50.00	8.75	437.50
L003	PARTS: POLY PIPE, 1" 150 FT. @ .50	75.00	1.00	75.00
L003	PVC SLEEVE, 3"	2.76	31.00	85.56
L003	POP UP SPRAYS, 4"	4.70	14.00	65.80
L003	NOZZLE, 15 H	2.90	14.00	40.60
L003	PVC COUPLER, 3"	3.91	3.00	11.73

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$ 1293.69
Tax	\$ 0.00
	\$ 0.00
<b>NET TO PAY</b>	<b>\$ 1293.69</b>
=====	

**"THE PROS WHO MAKE LAWNS GROW"**

Received Time Jun. 26. 2012 2:51PM No. 6604 Since 1977



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code:CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269396                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	CON'T C/O CVS TEE, 1"	2.64	2.00	5.28
L003	90'S, 1"	2.44	1.00	2.44
L003	1" ONLINES	2.99	5.00	14.95
L003	1" END OF LINES	2.26	2.00	4.52
L003	FUNNY, 90'S 1/2"	1.26	13.00	16.38
L003	POLY CLAMPS, 1"	0.71	24.00	17.04
L003	FUNNY PIPE, 1/2"	0.80	10.00	8.00
L003	COUPLERS, 1"	1.80	3.00	5.40

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	74.01
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	74.01
=====		



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code: CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269397                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	CON'T C/O CVS DINGO 1ST ONE USAGE	150.00	1.00	150.00
L003	DINGO 2ND ONE USAGE	100.00	1.00	100.00
L003	PIPE PULLER ATTACHMENT	75.00	1.00	75.00
L003	BORING ATTACHMENT	100.00	1.00	100.00
L003	BACKHOE ATTACHMENT	60.00	1.00	60.00
L003	GAS	10.00	1.00	10.00
L003	LOAD & UNLOAD EQUIPMENT	50.00	1.00	50.00
0000		0.00	0.00	0.00

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	545.00
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	545.00
=====		

**"THE PROS WHO MAKE LAWNS GROW"**  
 Since 1977



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161

Att:

Code: CM22

-----  
 Inv/Stat: 6/25/12

Inv/Stat #: 269398

Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	SPRINKLER SYSTEM REPAIRS C/O 1430	0.00	0.00	0.00
L003	DATE OF JOB: 6/19/12 RIVERVIEW	0.00	0.00	0.00
L003	LABOR 1ST MAN	55.00	8.25	453.75
L003	2ND MAN	50.00	8.25	412.50
L003	PARTS: RAINBIRD 5000	20.95	5.00	104.75
L003	POP UP SPRAYS, 4"	4.70	9.00	42.30
L003	NOZZLES, 10H	2.90	9.00	26.10
L003	1" END OF LINES	2.26	7.00	15.82
L003	1" ONLINES	2.99	7.00	20.93

Thank You CITY OF MONROE!

-----  
 2% Service Charge After Due Date.

Subtotal	\$ 1076.15
Tax	\$ 0.00
	\$ 0.00
NET TO PAY	\$ 1076.15

=====

"THE PROS WHO MAKE LAWNS GROW"  
 Since 1977



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code: CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #: 269399                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	CON'T      1430 RIVERVIEW	0.00	0.00	0.00
L003	1" POLY PIPE      200 FT	100.00	1.00	100.00
L003	1" CLAMPS	0.71	39.00	27.69
L003	1" POLY TEE'S 1" TO FPT	2.99	4.00	11.96
L003	1" POLY COUPLERS	1.80	4.00	7.20
L003	FUNNY, 90'S 3/4"	1.27	12.00	15.24
L003	1/2" FUNNY PIPE	0.80	17.00	13.60
L003		0.00	0.00	0.00

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	175.69
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	175.69
=====		



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code: CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269400                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	CON'T 1430 RIVERVIEW	0.00	0.00	0.00
L003	DINGO USAGE	150.00	1.00	150.00
L003	PIPE PULLER ATTACHMENT	75.00	1.00	75.00
L003	BORING ATTACHMENT	100.00	1.00	100.00
L003	GAS	10.00	1.00	10.00
L003	LOAD AND UNLOAD EQUIPMENT	50.00	1.00	50.00
L003		0.00	0.00	0.00
L003		0.00	0.00	0.00

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	385.00
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	385.00
=====		





15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code:CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269402                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	CON'T 1224 RIVERVIEW	0.00	0.00	0.00
L003	1" ONLINES	2.99	10.00	29.90
L003	1" END OF LINE	2.26	6.00	13.56
L003	1" POLY PIPE 300 FT.	150.00	1.00	150.00
L003	1/2" FUNNY PIPE	0.80	14.00	11.20
L003	CLAMPS, 1"	0.71	39.00	27.69
L003	NOZZLES 15 VAN	2.90	10.00	29.00
L003	FUNNY, 90'S 3/4"	1.27	4.00	5.08
L003	FUNNY, 90'S 1/2"	1.26	10.00	12.60

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	279.03
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	279.03
=====		

"THE PROS WHO MAKE LAWNS GROW"  
 Since 1977



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code:CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269403                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	C/O 1224 RIVERVIEW	0.00	0.00	0.00
L003	DINGO USAGE	150.00	1.00	150.00
L003	PIPE PULLER ATTACHMENT	75.00	1.00	75.00
L003	BORING ATTACHMENT	100.00	1.00	100.00
L003	GAS	10.00	1.00	10.00
L003	LOAD AND UNLOAD EQUIPMENT	50.00	1.00	50.00
L003		0.00	0.00	0.00
L003		0.00	0.00	0.00

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	385.00
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	385.00
=====		





15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code:CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #:269405                      Due Date: 7/10/12  
 -----  
 Code    Description    Rate/Amt    Hrs/Qty    Extended  
 -----

L003	CON'T ELECTRIC BEACH, S. MONROE ST.	0.00	0.00	0.00
L003	1" POLY PIPE                      200 FT.	100.00	1.00	100.00
L003	FUNNY PIPE, 1/2"	0.80	12.00	9.60
L003	CLAMPS, 1"	0.71	30.00	21.30

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

-----

Subtotal	\$	130.90
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	130.90
=====		



15550 Garden Stone Drive Monroe, Michigan 48161  
 (734) 243-3382 Fax (734) 243-3370  
 www.jackslawnservice.com

CITY OF MONROE  
 222 JONES AVENUE

MONROE, MI 48161  
 Att:

Code: CM22

-----  
 Inv/Stat: 6/25/12                      Inv/Stat #: 269406                      Due Date: 7/10/12  
 -----

Code	Description	Rate/Amt	Hrs/Qty	Extended
L003	CON'T ELECTRIK BEACH, S. MONROE ST.	0.00	0.00	0.00
L003	DINGO USAGE	150.00	1.00	150.00
L003	PIPE PULLER ATTACHMENT	75.00	1.00	75.00
L003	BORING ATTACHMENT	100.00	1.00	100.00
L003	GAS	10.00	1.00	10.00
L003	LOAD AND UNLOAD EQUIPMENT	50.00	1.00	50.00
L003		0.00	0.00	0.00

Thank You CITY OF MONROE!

2% Service Charge After Due Date.

Subtotal	\$	385.00
Tax	\$	0.00
	\$	0.00
-----		
NET TO PAY	\$	385.00
=====		



## CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** Resolution Authorizing the Acquisition of 1101 East Second Street from the Monroe County Treasurer through the Tax Foreclosure Procedure in the General Property Tax Act

**DISCUSSION:** The property located at 1101 East Second Street, Property Identification Number 49-01121-000, has been foreclosed upon by the Monroe County Treasurer due to nonpayment of property taxes. The General Property Tax Act, Section 78m (Michigan Compiled Laws 211.78m) grants the City the right to purchase the property for a public purpose by payment of the minimum bid consisting of delinquent property taxes and any costs associated with the foreclosure action. The current minimum bid estimated by the Treasurer's office is \$548.00.

The City has an interest in the property due to its location immediately adjacent to the designated "Labor Park" and its proximity to the City owned Arthur Lesow Community Center and Navarre Library. The City of Monroe Comprehensive Plan (2003) identifies this property on the Future Land Use Map as Neighborhood Commercial. However, due to its small size, the property is not viable for commercial development by itself. Any future commercial development of the property would require the City to provide additional land from the ALCC site. Therefore, acquisition of this property would add to existing park land in the short term, and provide for common ownership by the City if future redevelopment was considered.

It is important to note that acquisition of property by the City through the tax foreclosure process must be for an identified "public purpose." If for any reason the City chose to sell the property for a non-public purpose, any excess amount above and beyond the minimum bid, and demolition and maintenance costs would need to be returned to the Monroe County Treasurer. Therefore, the resolution specifically states the public purpose envisioned by the City.

IT IS RECOMMENDED that the City Council approve the resolution, authorizing acquisition of 1101 East Second Street from the Monroe County Treasurer through the Tax Foreclosure Procedure.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** July 2, 2012

**REASON FOR DEADLINE:** July deadline for submittal of application to Monroe County Treasurer

**STAFF RECOMMENDATION:**       For       Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Economic and Community Development

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** Department of Public Services, Recreation Department

## FINANCES

<b><u>COST AND REVENUE PROJECTIONS:</u></b>	
Cost of Total Project	\$ 548.00
Cost of This Project Approval	\$ 548.00
Related Annual Operating Cost	\$ 250.00 (est.)
Increased Revenue Expected/Year	\$ 0

<b><u>SOURCE OF FUNDS:</u></b>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	Capital Improvement Fund	401-95.802-971.000-11C10	\$548.00
	<u>Other Funds</u>		

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Dan Swallow, Director of Economic and Community Development      **DATE:** 06/26/2012

**REVIEWED BY:** George Brown, City Manager

*Paul Zikus*

**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012

**CITY OF MONROE  
RESOLUTION**

**Authorizing the Acquisition of 1101 East Second Street from the Monroe County Treasurer through the Tax Foreclosure Procedure in the General Property Tax Act**

WHEREAS, the property located at 1101 East Second Street, Property Identification Number 49-01121-000, has been foreclosed upon by the Monroe County Treasurer due to nonpayment of property taxes; and

WHEREAS, the General Property Tax Act (MCL 211.78m) grants the City the right to purchase the property for a public purpose by payment of the minimum bid consisting of delinquent property taxes and any costs associated with the foreclosure action; and

WHEREAS, the City has an interest in the property for use as an expansion of the adjacent Labor Park, a public park, and provision of public open space in proximity the Arthur Lesow Community Center and Navarre Library Branch, both City-owned facilities; and

WHEREAS, use of the property as a public park constitutes a public purpose under the General Property Tax Act.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Monroe hereby authorizes the City Manager and City staff to prepare and execute an application to the Monroe County Treasurer and any other necessary documents to purchase the tax foreclosed property located at 1101 East Second Street, Property Identification Number 49-01121-000, for a public purpose.

BE IT FURTHER RESOLVED, the City Council hereby authorizes the expenditure of funds to pay the minimum bid, not to exceed \$600.00, for purchase of the property as required by the General Property Tax Act.

Motion:

Seconded by:

Ayes:            Nays:            Absent:

I, Charles D. Evans, City Clerk-Treasurer of the City of Monroe, State of Michigan, do hereby certify that the foregoing resolution is an exact copy of a Resolution adopted by the City Council of said City, at a regular meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2012.

---

Charles D. Evans  
City Clerk-Treasurer



City of Monroe  
CivicSight Map

PARCEL INFORMATION:

PIN - 49-01121-000  
Owner Info:  
Name 1 - OERTHER BROTHERS  
Name 2 -  
Owner Address - 3500 N MONROE ST  
Owner CSZ - MONROE, MI 48162  
Site Address - 1101 E SECOND ST V  
Legal Description: STEWART PLAT LOT 138 EXCEPT  
NORTH 67 FT

MAP LEGEND:

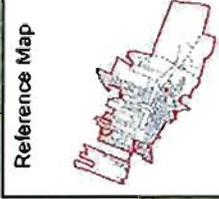
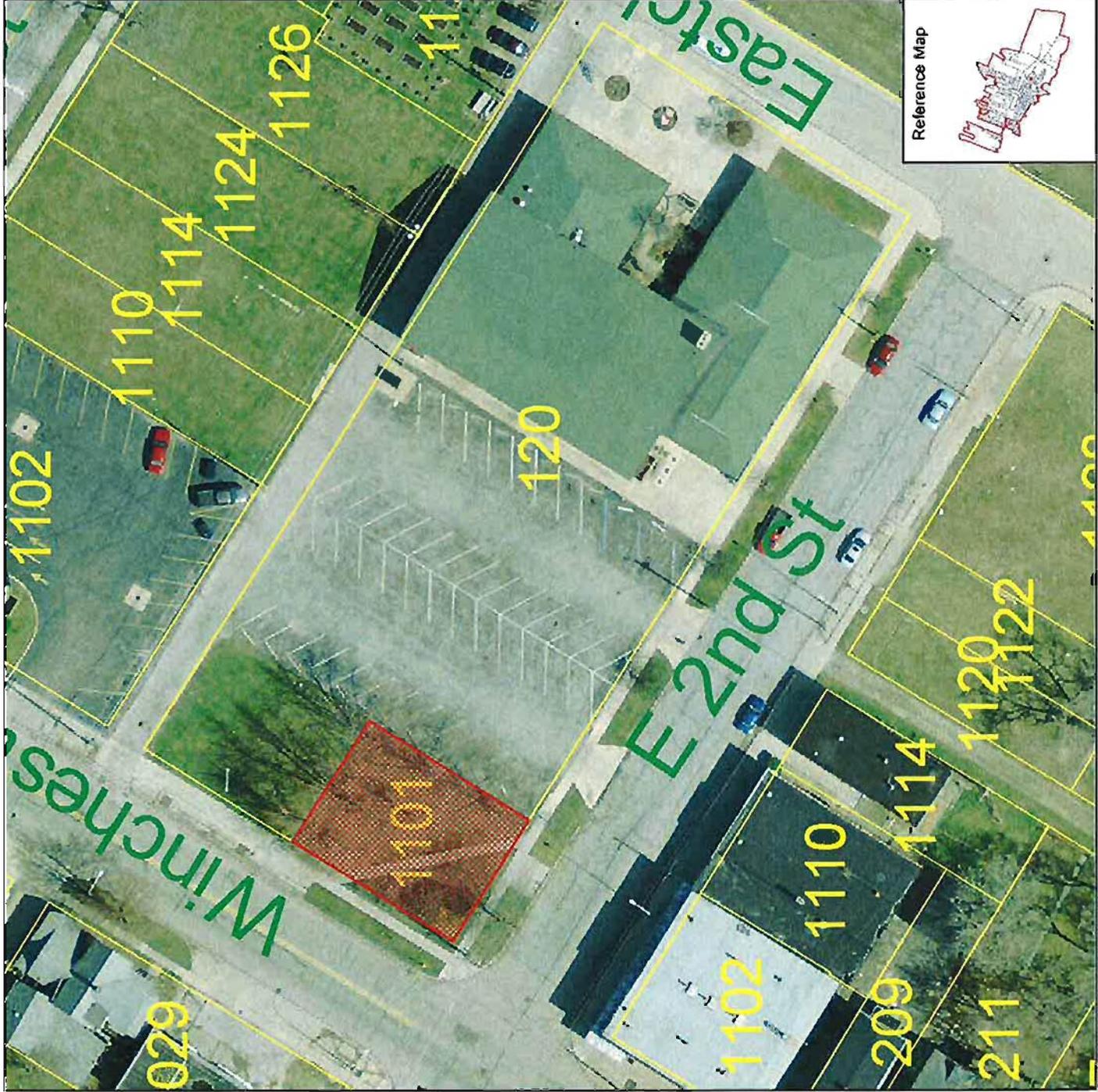
- EDGE OF PAVEMENT
- CITY LIMITS
- PARCELS
- 2010 ORTHO (Incep)



Map Scale: 1 inch = 57 feet  
Map Date: 6/18/2012  
Data Date: June 17, 2011

Sources: City of Monroe, River's Edge GIS, LLC.

Disclaimer: This map is neither a legally recorded map nor a survey and is not intended to be used as one. The user acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by the user, its employees or agents, or third parties which arise out of the user's access or use of data provided.





# CITY COUNCIL AGENDA FACT SHEET

## RELATING TO: PUBLIC SAFETY DEPARTMENT ADMINISTRATIVE VEHICLE PURCHASES

**DISCUSSION:** The City's Stores and Equipment Fund, an Internal Service Fund, is responsible for the maintenance and purchase of most City vehicles, including all in the Building, Engineering, Police, Planning, Assessing, and Public Services Departments, and selected vehicles in the Water, Wastewater, and Fire Department. The Stores and Equipment Fund is managed by the Department of Public Services, and like most City functions, has been attempting to focus on capital replacement of its assets in an appropriate and timely fashion. Fortunately, over the last few years, the fund is beginning to show a positive trend due to right-sizing of the staffing levels and promoting efficiency through incorporation of the Police vehicles to the fleet while maintaining the same staffing levels as before.

While the patrol and command officer Police vehicles are generally all in good condition such that no additional purchases will be required for at least another fiscal year, the "administrative" vehicles within the Public Safety Division (Police and Fire) are due for replacement. The Fire Department command vehicle, a Ford Explorer, which has historically been utilized by the Fire Chief, is in good condition and will be retained, whereas two additional vehicles need to be purchased for use by the Public Safety Director and Deputy Public Safety Director. Of the vehicles presently in use for these functions, one former police sedan will be retained for use with Fire inspection activities, and the present Police Chief sedan will be retained in the detective bureau, which will then allow a much older vehicle in their use to be sold at auction. To allow for maximum flexibility in future use within the department, it is being recommended that the Director's vehicle being purchased is a non-pursuit sport utility vehicle, whereas the Deputy Director will be provided with a mid-sized sedan, similar to that purchased for other department heads recently.

The Stores and Equipment Supervisor has investigated various alternatives for purchase of these units. She has determined, as has been the case in past years for a variety of vehicles, that the pooled bids for the Urban counties and the State of Michigan are by far the greatest advantage due to their massive volume, with the lowest bid again this year being through Macomb County. While we would welcome the opportunity to purchase from the local Ford dealership, they have repeatedly indicated that they cannot come close to the aforementioned bid pricing. A listing of all items included in the base prices for each vehicle, as well as all available options and the selected options packages has been attached to this Fact Sheet.

**IT IS RECOMMENDED** that the City Council award a contract to purchase one (1) 2013 Ford Explorer 4 x 4 Vehicle for a price of \$24,015.00, and one (1) 2013 Ford Fusion SE for a price of \$22,104.00 from Signature Ford of Owosso, Michigan, for a total of \$46,119.00 between the two units. **IT IS FURTHER RECOMMENDED** that the Director of Engineering and Public Services be authorized to prepare a purchase order for the above amount.

### **CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** N/A

**REASON FOR DEADLINE:**

**STAFF RECOMMENDATION:** X For  Against

**REASON AGAINST:** N/A

**INITIATED BY:** Department of Engineering and Public Services

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Council, Department of Public Safety (Police / Fire), Department of Public Services, traveling public

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$46,119.00
	Cost of This Project Approval	\$46,119.00
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

<b>SOURCE OF FUNDS:</b>	<u>City</u>	Account Number	Amount
	Vehicles – Stores & Equip.	641-60.521-981.000	\$46,119.00

Other Funds

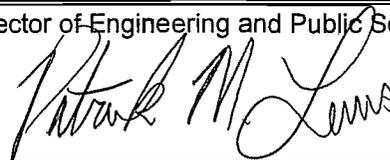
Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 06/26/12

**REVIEWED BY:**

**DATE:**

**COUNCIL MEETING DATE:** July 2, 2012



# Macomb County (Bid #12-07)

## 2013 Explorer FWD and 4x4 Fleet, 4-Door

### Major Standard Equipment

#### MECHANICAL

- Alternator – 175 Amp
- Axle Ratio – 3.39 (FWD), Non Limited-Slip
- Battery – maintenance-free (58 AH)
- Electronic Power Assist Steering
- Engine – 3.5L Ti-VCT V6
- Fuel Tank – 18.6 gallons
- Hill Start Assist
- Suspension – independent front & rear
- Transmission – 6 Speed SelectShift Automatic™

#### EXTERIOR

- Antenna, Roof mounted
- Bumpers – Painted Body-Color, front & rear (Body-Color Top, Black Bottom)
- Cladding – Lower bodyside cladding (Black)
- Door Handles – Black (MIC)
- Exhaust Tips – Dual Chrome
- Glass – 2nd and 3rd Row Privacy Glass
- Grille – Foundry Grey Painted
- Headlamps – Bi-Functional Projector Beam Halogen
- Liftgate Appliqué – Chrome with embossed Explorer
- Mirrors – Black (MIC), Power Electric Remote, Manual Folding with Integrated Blind Spot Mirrors (integrated blind spot mirrors not included when equipped with BLIS®)
- Roof Side Rails – Black with Black End Caps
- Spare – Mini Spare
- Spoiler – Body-Color
- Tail lamps – LED
- Tires – P245/65R17 A/S BSW
- Wheel Lip Molding – Black (MIC)
- Wheels – 17" Steel Wheels

#### INTERIOR / COMFORT

- Air Filtration System
- Appliqués – Dark Galvano
- Cargo Hooks
- Center-stack – Dark Slate Metallic
- Climate Control
  - Auxiliary A/C
  - Manual Single Zone
- Console
  - Floor – Armrest / Storage
  - Overhead Console with Lights and Sunglass Holder
- Floor mats, color-keyed, carpeted, front & rear
- Glove box
- Grab Handles – (1) at passenger seat, (2) in 2nd Row
- Load Floor Tie-Down Hooks
- Media Hub – Includes Auxiliary Input Jack with courtesy light (Auxiliary input Jack not included when equipped with SYNC®)
- Mirror – manual Rearview day/night
- Power Door Locks

- Power points – (4 total) 12-volt, 1st Row (2), 2nd Row & rear cargo area
- Rear Dome/Map Light, 2nd and 3rd Row
- Scuff Plates – Front & Rear Embossed with Explorer
- Seats
  - 1st Row Cloth, Bucket Seats, 6-way power driver with manual lumbar and recline, 2-way (fore/aft) Manual Passenger Seat w/Manual Recline
  - 2nd Row – 60/40 Split-Fold-Flat Bench
  - 3rd Row – 50/50 Split-Folding Seat
- Steering Column – Manual Tilt/Telescoping
- Steering Wheel – Speed Controls, 5-Way Controls and Secondary Audio Controls
- Sun visors, color-keyed, single blade covered vanity mirrors
- Windows, Power with 1-touch down drivers

#### SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags, 2nd generation driver & front-passenger, side seat
- Battery saver feature
- Belt-Minder® (Front Driver / Passenger)
- Front-Passenger Sensing System
- Illuminated entry
- Keyless-Entry Remote (2)
- LATCH (Lower Anchors and Tethers for CHildren) system on rear outboard seat locations
- Safety Canopy®
- Seat Belts, Pretensioner/Energy Management System w/adjustable height in 1st Row
- Security – SecuriLock® Passive Anti-Theft System
- SOS Post-Crash Alert System™
- Tire Pressure Monitoring System (TPMS)
- Traction Control

#### FUNCTIONAL

- Audio – Single-CD, MP3-Capable, 6 Speakers
  - Cruise Control
  - Easy Fuel® Capless Fuel-Filler
  - Integrated Key fob
  - Liftgate – 1 piece
  - MyFord™
    - 4.2" color LCD display in instrument cluster (Analog displays for fuel, speedometer and tachometer)
    - 4.2" color LCD display in IP center-stack (display for outside temp)
  - MyKey® owner controls feature
  - Trailer Sway Control
  - Wipers – Front Speed-Sensitive Intermittent; Rear 2-speed with Defroster
- 4WD MODELS INCLUDE**
- Hill Descent Control™
  - Recovery Hooks, Front Only
  - Terrain Management System™

<input type="checkbox"/>	Explorer FWD Base Price K7B/100A	\$22,115.00
<input checked="" type="checkbox"/>	Explorer 4x4 Base Price K8B/100A	\$23,895.00

**Explorer Base Options**

	<b><u>Option Code</u></b>	<b><u>Price</u></b>
<input type="checkbox"/> SIRIUS® Satellite Radio	85B	185.00
<input type="checkbox"/> SYNC® Voice-Activated Communications & Entertainment System	53M/85B	437.00
<input checked="" type="checkbox"/> Floor Mats-All weather rubber mats	16N	75.00
<input type="checkbox"/> License Plate Bracket Front	153	N/C
<input checked="" type="checkbox"/> Daytime Running Lights	942	45.00
<input type="checkbox"/> Engine Block Heater	41H	35.00
<input type="checkbox"/> Reverse Sensing System	76R	245.00
<input type="checkbox"/> Cargo Shade	60T	125.00
<input type="checkbox"/> Smokers Kit with Element	60X	97.00
<input type="checkbox"/> Rear Bumper Protector	60V	85.00
<input type="checkbox"/> Roof Rack Cross Bars	50N	125.00
<input type="checkbox"/> Splash Guards	50M	185.00
<input type="checkbox"/> Extra keys _____ @ 32.50 ea = _____	SIG	
<input type="checkbox"/> <b><u>Trailer Tow Package Class III/IV</u></b>	<b>52T</b>	<b>517.00</b>
(SelectShift Automatic™ Transmission, Engine Oil Cooler, and 4.7 – PIN Wiring Harness)		

Total Price \$ \_\_\_\_\_

**2013 Explorer Base Colors**

**Exterior Colors**

Deep Impact Blue Metallic	[J4]
Tuxedo Black Metallic	[UH]
Ingot Silver Metallic	[UX]
Oxford White	[YZ]
<b>Extra Cost Paint (\$345.00)</b>	
Ruby Red Metallic Tinted Clearcoat	[RR]

**Interior Colors**

Med Lt. Stone (7L)

[ ]
[ ]
[ ]
[ ]
[ ]
[ ]

<input type="checkbox"/> Explorer FWD XLT Price K7D/200A	<b>\$25,191.00</b>
<input type="checkbox"/> Explorer 4x4 XLT Price K8D/200A	<b>\$26,951.00</b>

**XLT Contains all Standard Items Plus:**

**MECHANICAL**

- Alternator – 200 Amp

**EXTERIOR**

- 18" Painted Aluminum Wheels
- Automatic Headlamps
- Chrome Door Handles
- Cladding – Lower Bodyside (Black with Chrome accent)
- Fog Lamps
- Grille – Satin Silver Finish
- Mirrors – Black "A" Gloss Finish, Heated with LED signal indicators and Security Approach Lamps
- Roof Rack Side Rails – Silver
- Tires – P245/60R18 A/S BSW

**INTERIOR / COMFORT**

- Appliqués – Bright Galvano over LA Grain
- Seats – Unique Cloth

- 6-way Power Front-Passenger Seat with Manual Recline and Lumbar
  - Shift Knob – Leather
  - Steering Wheel – Leather Wrapped with Secondary Audio Controls
  - Visors – Illuminated Driver and Passenger
  - Windows – 1-touch up/down Front Driver/Passenger
- FUNCTIONAL**
- Media Hub with Auxiliary Audio Input Jack and 1 USB Port
  - Reverse Sensing System
  - SecuriCode™ – Keyless-Entry Keypad
  - SIRIUS® Satellite Radio includes 6 month prepaid subscription (48 continuous states).
  - SYNC® Basic – Voice-Activated Communications and Entertainment System
- SAFETY & SECURITY**
- Perimeter Alarm

**Explorer XLT Options**

	<b><u>Option Code</u></b>	<b><u>Price</u></b>
<input type="checkbox"/> Floor Mats-All weather rubber mats	16N	75.00
<input type="checkbox"/> License Plate Bracket Front	153	N/C
<input type="checkbox"/> Daytime Running Lights	942	45.00

## 2013 Ford Fusion Major Standard Equipment

### MECHANICAL

- 2.5L i-VCT Engine
- 6-Speed Automatic Transmission
- Electric Power Assist Steering
- SelectShift (SST with thumb switch on gear shift)

### EXTERIOR

- 16" Steel Wheels – P215/60H16 BSW Tires
- Chrome Exhaust Tip
- Chrome Grille
- Color-Keyed Exterior Door Handles
- Color-Keyed Front and Rear Bumpers
- Color-Keyed Mirrors with Power Adjust
- Fixed Mast Antenna
- Solar Tinted Glass
- Steel mini Spare Wheel/Tire (T125/80d16)

### INTERIOR/COMFORT

- 2-Way Manual Passenger Seat
- 4-Way Front Seat Head Restraints
- 4-Way Manual Driver Seat
- Cloth Trim Seats
- Fold Down Split Rear-Seatback (60/40)
- Rear-Seat Headrests – 2-Way Adjustable
- Front Carpeted Floor Mats
- Front Center Console w/Fixed Armrest
- Halogen Projector Headlamps
- Illuminated Glovebox with Lockable Door
- LED Center High Mount Stop Light
- LED Rear Taillamps
- MIC Black Rocker Moldings
- Overhead Console
- Perimeter Lighting
- Seat Back Map Pockets
- Seating – 5 Passenger
- Solar Tinted Glass
- SYNC® with MyFord® – Voice-Activated Communications and Entertainment System with 911 assist® & Vehicle Health Reports.

**Note:** SYNC® Services available for a \$60 annual subscription fee

### SAFETY & SECURITY

- 8 Airbags
- Driver & Passenger Knee
- Dual Front Airbags
- Side Airbags

— Side Air Curtains

- AdvanceTrac® w/ESC & Brake Traction Control
- Anti-lock Braking System
- Electric Parking Brake
- Emergency Brake Assist
- LATCH (Lower Anchors & Tethers for CHildren)
- Perimeter Alarm
- Remote Keyless-Entry System with Trunk Release (Fob Integrated Into Key) Integrated Keyhead Remote Transmitter
- Seat Belt Pretensioners
- SecuriLock® (Passive Anti-Theft System)
- Tire Pressure Monitoring System

### FUNCTIONAL

- AM/FM Stereo/MP3/Single CD (4 Speakers)
- Audio Input Jack
- Automatic Headlamps
- Dome Lamp with Map Lights
- Driver and Passenger Dual Visors w/Illuminated Mirrors
- Easy Fuel® Capless Refuel
- Electric Parking Brake
- Front and Rear Roof Grab Handles
- Global Open/Close
- Hill Start Assist
- Integrated Spotter Mirror
- Intermittent/Speed Sensitive Wipers
- Message Center w/Trip Computer
- MyKey®
- Power Door-Locks
- Power Windows w/Driver/Pass/Rear with Global 1-Touch Up/Down
- Rear Window Defroster
- Redundant Audio Controls on Steering Wheel
- Remote Decklid Release
- Steering Wheel Mounted Cruise Control
- SYNC® with MyFord® – Voice-Activated Communications and Entertainment System with 911 assist® & Vehicle Health Reports
- Note:** SYNC® Services available for a \$60 annual subscription fee
- Three Powerpoints
- Tilt and Telescoping Steering Wheel

**[ ] Fusion S, Model Base Price P0G/100A/44W PKG (2.5L 4 Cyl Eng) \$18,409.00**

### Available Standard Options

<u>[ ]</u>	<u>Option #</u>	<u>Price</u>
[ ] Front License Plate Bracket	153	N/C
[ ] Daytime running Lamps	942	45.00
[ ] Engine Block Heater	41H	35.00
[ ] All Weather Floor Mats(Black) – Front and Rear	55M	75.00
[ ] Powercode Remote Start System	55S	345.00

- Fusion SE, Model Price P0H/203A/44W PKG(2.5L 4 Cyl Engine) \$19,932.00**
- Fusion SE, Model Price P0H/203A PKG(99R/44W 1.6L EccoBoost Engine) \$20,624.00**

**SE CONTAINS ALL BASE EQUIPMENT PLUS:**

- 6 Speakers
- 10-Way Power Driver with Power Lumbar
- 17" Aluminum Wheels
- Body-Color Rocker Moldings
- Compass
- Outside Temperature Indicator
- Rear A/C Ducts
- Rear Center Armrest with 2 Cupholders
- SecuriCode™ Keypad
- SIRIUS® Satellite Radio
- SYNC® with MyFord®
- Upgraded Exterior Mirrors
  - Heated Mirrors
  - Signal Indicator
  - Puddle Lamps

Available Options for all SE Package's

	<u>Option #</u>	<u>Price</u>
<input checked="" type="checkbox"/> <b>Appearance Package (1.6L EccoBoost Engine Only, 18"</b> Premium Painted Sport Wheels, Rear Decklid Spoiler, Leather-Wrapped Steering Wheel, Fog Lamps, Red Stitching on armrest, center console and seat, and Charcoal EcoCloth Interior. <b>Not available with Stop Start (47B)</b>	<b>204A</b>	<b>410.00</b>
<input type="checkbox"/> <b>SE Technology Package (Rear Video Camera, Dual Zone</b> Electronic Automatic Temperature Control, SYNC® with MyFord Touch®, 2 Driver configurable 4.2" LCD displays in cluster, 8" LCD touch-screen in center-stack, Media hub with USB Ports (2) SD Card Reader & RCA Video input jacks, 5-way controls located on steering wheel, and SYNC® Services (Traffic reports, GPS based turn-by-turn directions and information services).	<b>14K</b>	<b>930.00</b>
<input type="checkbox"/> <b>SE Technology Package with Voice Activated Navigation</b>	<b>14K/90A</b>	<b>1670.00</b>
<input checked="" type="checkbox"/> 2.0L EcoBoost® Engine w/Automatic Transmission w/204A Pkg	999/44W	950.00
<input type="checkbox"/> Moonroof with Universal Garage Door Opener	13B	825.00
<input type="checkbox"/> Front License Plate Bracket	153	N/C
<input type="checkbox"/> Reverse Sensing System	43P	280.00
<input checked="" type="checkbox"/> Daytime running Lamps	942	45.00
<input type="checkbox"/> Engine Block Heater	41H	35.00
<input type="checkbox"/> Premium Floor Mats	12C	170.00
<input checked="" type="checkbox"/> All Weather Floor Mats(Black) – Front and Rear	55M	75.00
<input type="checkbox"/> Trunk Cargo Net	96B	25.00
<input type="checkbox"/> Powercode Remote Start System	55S	345.00

- Fusion Titanium, Model Price P0K/400A PKG \$25,587.00**
- Fusion Titanium, AWD Model Price P0D/400A PKG \$27,327.00**

**CONTAINS ALL SE EQUIPMENT PLUS**

- 1.6L EccoBoost Engine
- 18" Polished Aluminum Wheels
- 110v Power Outlet
- Aluminum Scuff Plates – Front Doors
- Aluminum Sport Pedals
- Ambient Lighting
- Decklid Spoiler
- Driver Seat: 10-Way Power
- Dual Integrated Bright Exhaust
- Dual Zone Electronic Automatic Temperature Control
- Electrochromatic Interior Rearview Mirror
- Exterior Mirrors (Auto-Dimming, Body-Colored,  
Electrochromatic, Heated, Memory, Power, Puddle Lamp,  
Signal Lamps
- Intelligent Access with Push Button Start
- Leather & Heated Sport Seats w/3 Memory Settings
- Leather-Wrapped Shifter
- Leather-Wrapped Steering Wheel
- Passenger Seat: 2-Way Power w/Power Recline
- Rear Floor Mats
- Rear View Camera
- Remote Start
- Reverse Sensing System
- Sony® Premium Audio w/12 Speakers & HD Radio™
- Sport Suspension
- SYNC® with MyFord Touch® – Voice-Activated  
Communications and Entertainment with 911 assist® &  
Vehicle Health Reports. Includes SYNC® Services



# CITY COUNCIL AGENDA FACT SHEET

**RELATING TO:** Appointments

**DISCUSSION:** The attached Resolution recommends appointments to various City Boards and Commissions whose terms have expired and/or where there is a vacancy.

**Therefore, it is recommended,** that City Council approve the proposed Resolution making appointments to various City Boards and Commissions.

**CITY MANAGER RECOMMENDATION:**

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

**APPROVAL DEADLINE:** N/A

**REASON FOR DEADLINE:** N/A

**STAFF RECOMMENDATION:**  For  Against

**REASON AGAINST:** N/A

**INITIATED BY:**

**PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:** City Operations

## FINANCES

<b>COST AND REVENUE PROJECTIONS:</b>	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

<b>SOURCE OF FUNDS:</b>	City	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: \_\_\_\_\_

**FACT SHEET PREPARED BY:** Mayor's Office

**DATE:** 6/26/12

**REVIEWED BY:** Robert E. Clark, Mayor

**DATE:**

**COUNCIL MEETING DATE:** 7/2/12

## **RESOLUTION**

WHEREAS, there are terms on various Boards, Commissions, and Committees which have vacancies; and

WHEREAS, a diligent effort has been made to fill these appointments;

THEREFORE BE IT RESOLVED that the following people are hereby appointed to the office and the term hereinafter indicated, July 2, 2012:

### **MONROE PORT COMMISSION**

Kenyon Calender	3 yr term to June 30, 2015
Lisa Leachman	3 yr term to June 30, 2015
Christopher Bica, Council Liaison	

### **DOWNTOWN DEVELOPMENT AUTHORITY**

Kimberle Daniels	4 yr. term to June 30, 2016
Ken Wickenheiser	4 yr. term to June 30, 2016
David Bruce	4 yr. term to June 30, 2016
Jodie Stevens	4 yr. term to June 30, 2016

### **COMMISSION ON THE ENVIRONMENT AND WATER QUALITY**

Daniel Stefanski	3 yr term to June 30, 2015
Maureen Pfund	3 yr term to June 30, 2015
Hal Weakly	3 yr term to June 30, 2015
Barry LaRoy	3 yr term to June 30, 2015