
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.

**AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, AUGUST 5, 2013
7:30 P.M.**

- I. **CALL TO ORDER.**
- II. **ROLL CALL.**
- III. **INVOCATION/PLEDGE OF ALLEGIANCE.**
- IV. **PUBLIC HEARING.**
- V. **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 City Council Meeting held on July 15, 2013 and the Minutes of the Special City Council Meeting held on Wednesday, July 24, 2013.
 - B. Approval of payments to vendors in the amount of \$_____.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.
- 178 Scottwood Avenue Block Party.
 - 1. Communication from the City Manager's Office, submitting a request from the residents and families of Scottwood Avenue for permission to hold their annual block party on August 17, 2013, specifically to close the 500 block of Scottwood Avenue between Riverview and Arbor Avenue from 2:00 p.m. – 10:00 p.m., for their annual party, and recommending that City Council approve the request contingent upon items being met as outlined by the administration, **subject to no additional overtime or other cost to the city**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
 - 2. Supporting documents.
 - 3. Action: Accept, place on file and the recommendation be carried out.
- 179 St. Mary Catholic Central Homecoming Parade.
 - 1. Communication from the City Manager's Office, submitting a request from St. Mary Catholic Central High School for permission to hold their annual Homecoming Parade on September 27, 2013 at 5:30 p.m. Specifically the request is to use the parade route selected by the Police

Department, which is as follows: assemble at rear of school on West Willow Street, proceed east on Willow, south on Monroe Street, east on Fifth Street, south on Washington to Jones Avenue to the entrance at Navarre Field, and recommending that the City Council approve this request contingent upon items being met as outlined by the administration, subject to insurance requirements being met, a parade permit, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

2. Supporting documents.
3. Action: Accept, place on file and the recommendation be adopted.

180 Demolition Bid – 1765 Riverside Drive.

1. Communication from the Building Official, reporting back on bids received for the demolition of a property located at 1765 Riverside Drive, and recommending that Council award the contract in the amount of \$7,500 to Superior Demolition and that a total of \$11,500 be encumbered to include a contingency of \$4000 for any unforeseen costs associated with the demolition, and further recommending that the Mayor and Clerk-Treasurer be authorized to sign the contract on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be adopted.

181 Arthur Lesow Community Center “Back 2 School, Backpack Event.

1. Communication from City Manager’s Office, submitting a request from Anthony Hoskins, ALCC Activities Director, for permission to hold the annual “Back 2 School, Supplying Our Future Backpack Event” on August 17, 2013, to use the back parking lot of the ALCC, use of the city’s portable stage, and to close East Second Street between Winchester and Eastchester Streets from 10:00 a.m. – 2:00 p.m. for the event, and recommending that the City Council approve the request contingent upon items being met as outlined by the administration, **subject to no additional overtime or other costs to the city, review of any electrical connections by the City Electrical Inspector**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

182 Proposed Resolution to Recognize Gabby’s Ladder as a Non-Profit Organization.

1. Communication from the City Manager’s Office submitting a proposed resolution to recognize Gabby’s Ladder as a non-profit organization in the Monroe community, and recommending that the Resolution be adopted and the City Clerk convey a certified copy of the attached resolution to the applicant for submittal to the State LCC.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted

183 Capital Improvement Bond Notice of Intent Resolution.

1. Communication from the Finance Director, submitting a proposed resolution as a Notice of Intent for the Capital Improvement Bond Notice of Intent, and recommending that Council approve the Notice of Intent Resolution for the City of Monroe Capital Improvement Bonds.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

- 184 Emergency Repair – MMSC Dehumidification System.
1. Communication from the Finance Director, reporting back on emergency repairs needed on the MMSC dehumidification system, and recommending that Council confirm the emergency direct purchase authorized by the City Manager from Thompson Plumbing and Heating in the amount of \$13,809 and approve transferring \$10,000 from the General Fund Contingency to the Multi-Sports Complex budget.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 185 2013 Curb Replacement and Resurfacing Program Bids.
1. Communication from the Director of Engineering & Public Services, reporting back on bids received for the 2013 Curb Replacement and Resurfacing Program, and recommending that Council award a contract for the 2013 Curb Replacement and Resurfacing Program (Locations A, B, C, and D only) to Al's Asphalt Paving in the amount of \$320,440.08, that a total of \$368,000 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make the necessary transfers, and further recommending that Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 186 Appointments Resolution.
1. Communication from the Mayor's Office, submitting a proposed resolution for appointments to various boards, commissions and committees, and recommending that the resolution be adopted.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution.
- 187 Downtown Monroe Business Network – Annual Fine Art Fair – Additional Street Closure.
1. Communication from the City Manager's Office, submitting a request from the Downtown Monroe Business Network Fine Art Fair Committee Co-chairperson Jennifer Fountain to add an additional street closure of E. Front Street between Macomb and Monroe Streets to place Artist on East Front Street as well as hold a BBQ and Street Party during the Annual Fine Art Fair, and recommending that Council approve the request contingent upon items being met as outlined by the administration, subject to no additional overtime or other costs to the city in accordance with City Council adopted policy and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 188 Dunbar Road Water Main Replacement Bids.
1. Communication from the Director of Engineering & Public Services, reporting back on bids received for the Dunbar Road Water Main replacement, and recommending that Council award a contract for the Dunbar Road Water Main Replacement project to Pamar Enterprises, Inc., in the amount of \$664,468, that a total of \$764,000 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make any necessary transfers from the Water Fund reserves, 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. Action: Accept, place on file and the recommendation be carried out.

189 Water Treatment Plant Filter Chamber Rehabilitation Bids.

1. Communication from the Director or Engineering & Public Services, reporting back on bids received for the Water Treatment Plant Filter Chamber Rehabilitation, and recommending that Council award a contract for the Monroe Water Treatment Plant Filter Chamber Rehabilitation project to Meridian Restoration, LLC in the amount of up to \$141,451 and that a total of \$162,700 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 and further recommending that a professional services contract be awarded to The Mannik & Smith Group in an amount "Not to exceed" \$9,700, and that the Director of Engineering & Public Services or his designee be authorized to execute it on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

190 Command Officers.

1. Communication from the Human Resources Director, submitting an agreement to extend the current collective bargaining agreement dated September 13, 2011 through December 31, 2014, and recommending that Council approve the attached extension of the COAM/Command Officers Collective Bargaining Agreement.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

VI. MAYOR'S COMMENTS.

VII. COUNCIL COMMENTS.

VIII. CITY MANAGER COMMUNICATION.

IX. CITIZEN COMMENTS.

X. CLOSED EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING.

XI. ADJOURNMENT.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: SCOTTWOOD AVENUE BLOCK PARTY

DISCUSSION: The City received a request from the residents and families of Scottwood Avenue for permission to hold their annual block party on August 17, 2013. Specifically the request is to close the 500 block of Scottwood Avenue between Riverview and Arbor Avenue from 2:00 p.m. – 10:00 p.m. for their annual party.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained.

DPS personnel will place and pick up barricades on normal hours, residents can place in street.

The Police Department does not foresee any traffic issues as long as D.P.S. provides barricades to prevent motor vehicle traffic within the requested area. The Afternoon Shift Commanders will be made aware of the event so their shifts can make periodic checks.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, **subject to no additional overtime or other costs to the city**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Attorney, Engineering, Fire, Finance, Building and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

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

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$
\$
\$

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 7/24/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 8/5/13

August 8, 2012

The Honorable Robert E. Clark,
Mayor of Monroe and
Members of the Monroe City Council
120 East First Street
Monroe, MI 48161

Dear Mayor Clark and Members of the City Council:

The residents and families of Scottwood Avenue, Monroe, Michigan request permission to hold our annual Scottwood Avenue Block Party on Saturday, August 17, 2013 from 2P.M. to 10P.M. We also request permission to use city-owned barricades to block off the 500 section of the street right- of- way which begins at Riverview Avenue and ends at Arbor Avenue for the purpose of gathering for our picnic and barbeque.

Thank you for your consideration on this matter.

Sincerely,

The Valmassei Family
506 Scottwood Ave.
734-457-2221

The DeRoeck Family
517 Scottwood Ave.
734-6524640

The Kunzelman Family
418 Scottwood
734-755-1086

R. Clark
7-22-13

RECEIVED

JUL 19 2013

MAYOR'S OFFICE



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM ST. MARY CATHOLIC CENTRAL HIGH SCHOOL FOR PERMISSION TO HOLD THEIR ANNUAL HOMECOMING PARADE ON SEPTEMBER 27, 2013

DISCUSSION: The City received a request from St. Mary Catholic Central High School for permission to hold their annual Homecoming Parade on September 27, 2013 at 5:30 p.m. Specifically the request is to use the parade route selected by the Police Department, which is as follows: assemble at rear of school on West Willow Street, proceed east on Willow, south on Monroe Street, east on Fifth Street, south on Washington to Jones Avenue to the entrance at Navarre Field.

The request was reviewed by the administrative staff and there were no objections to the request subject to insurance requirements being met and a parade permit.

The Police Department will coordinate with DPS to assure that all safety aspects are covered and the proper barricades are in place for the event. The parade will be staffed with twelve officers and the estimated maximum cost of staffing the event would be \$1,815.09.

The Department of Public Services has no objections to the event, and no real objections if they continue to use the Monroe Street route that was used in the past. There was not any significant cost savings to going away from Monroe Street from a Police standpoint, and DPS found much the same. We will staff the event as in the past, set up advance detour route, and move barricades the day of the event. The estimated overtime cost to staff this event is approximately \$850.00 to \$800.00.

Therefore, it is recommended, that City Council approve this request contingent upon items being met as outlined by the administration, subject to insurance requirements being met, a parade permit, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:
REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against
REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Engineering, Fire, Finance, Planning, and Manager

FINANCES			
<u>COST AND REVENUE PROJECTIONS:</u>			
	Cost of Total Project		\$
	Cost of This Project Approval		\$
	Related Annual Operating Cost		\$
	Increased Revenue Expected/Year		\$
<u>SOURCE OF FUNDS:</u>	<u>City</u>	Account Number	Amount
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$
Budget Approval: _____			

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 7/24/13
REVIEWED BY: **DATE:**
COUNCIL MEETING DATE: 8/5/13



St. Mary Catholic Central High School

Living Faith, Gaining Knowledge, Serving Others

July 12, 2013

Dear Mayor Robert E. Clark and City Officials,

As you know, Saint Mary Catholic Central High School has a tradition of holding a Homecoming parade, which runs from the SMCC parking lot to Navarre Field. This year, we would like to continue these festivities.

This year, the parade will leave the SMCC parking lot on Willow Street promptly at 5:30 p.m. on Friday, September 27th, 2013. We will follow the same parade route as last year. We plan to submit the application for the parade permit to the Police Department once you have approved.

Your agreement to this proposal will be greatly appreciated. Full cooperation will be given by both the students and the faculty of SMCC to ensure a safe and enjoyable parade.

I would like to thank you in advance for your time. If you have any questions or concerns, please contact me at 241-7622 extension 117.

Sincerely,

Mrs. Jen Foldvary
Student Council Co-Moderator
College Counselor
St. Mary Catholic Central High School

RECEIVED

JUL 18 2013

MAYOR'S OFFICE

Memorandum

To: Thomas C. Moore III, Chief of Police
From: Lt. Gregory N. Morgel
CC: Patricia Weaver, Executive Secretary to the Mayor/Manager City of Monroe, file
Date: July 23, 2013
Re: **Staff Study: St. Mary Catholic Central High School Homecoming Parade - 2013**

The annual St. Mary Catholic Central High School Homecoming Parade is scheduled for Friday, September 27, 2013 at 5:30 pm. The route will be the same as last year's route. This route is a more direct path, which makes it more cost and time effective as it involves fewer officers for a much shorter period. It is also more spectator friendly. I discussed this route with Patrick Lewis, the City of Monroe Director of Engineering & Public Services, and he had no issues with the parade continuing to be held on Monroe Street.

The units will stage in the rear lot of SMCC then line up in the 0-100 block of West Willow Street. The parade will then head S/B on Monroe Street to Fifth Street, where it will turn left and head E/B on East Fifth Street to Washington Street. The procession will turn right at Washington Street and travel S/B on Washington Street to Jones Avenue. At Jones Avenue, the units will turn left and travel E/B on Jones Avenue to the entrance to Navarre Field.

Last year's parade was staffed with twelve officers and a supervisor, which is the minimum of officers that required, especially since this parade is during rush hour. The entire parade is approximately thirty minutes long.

The estimated maximum cost of staffing the event would be \$1,815.09. This figure includes two hours pay for each officer, one hour planning time as well as the afternoon shift premium. The actual cost may vary as the amount was computed at "PSO/Corporal" wages.

I recommend approval of this event, provided the necessary permits are obtained. I will coordinate with DPS to ensure the proper barricades are in place for the event.

As always, I am available for any questions, comments, or concerns you may have.

EVENT COORDINATOR: Mrs. Jen Foldvary 241-7622 ext. 117



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Bids for the Demolition of the structures located at 1765 Riverside Drive.

DISCUSSION: Bids were opened on June 24, 2013 for the demolition of the structures located at 1765 Riverside Drive. The three lowest bids were received from Superior Demolition (\$7,500.00), Gasper Recycling (\$8,700.00) and Earth Works Excavating (\$8,999.00).

After review of the bids it is recommended that the City Council award the above contact in the amount of \$7,500.00 to Superior Demolition and that a total of \$11,500.00 be encumbered to include a contingency of \$4000.00 for any unforeseen costs associated with the demolition.

It is further recommended that the Mayor or Clerk Treasure be authorized to sign the contract on behalf of the City of Monroe.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: 8/5/13

REASON FOR DEADLINE: Council Meeting on this date.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Building Department

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council and Building Department

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$11,500.00
Cost of This Project Approval	\$11,500.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

City	Account Number	Amount
Demolition Service	10165805818030	\$11,500.00
		\$ N/A
		\$ N/A
<u>Other Funds</u>		\$ N/A
		\$ N/A
		\$ N/A
		\$ N/A

Budget Approval:  - FUNDED WITH FIRE INSURANCE WITHHOLDING

FACT SHEET PREPARED BY: Joseph A. Lehmann, Building Official

DATE: 7/23/13

REVIEWED BY: Joseph A. Lehmann, Building Official 

COUNCIL MEETING DATE: 8/5/13



**Building Department
120 East First Street
Monroe, MI 48161-2169
(734) 384-9186**

January 02, 2013

MIRAMONTI, JUSTIN V
1765 RIVERSIDE DR
MONROE, MI 48162

RE: 1765 RIVERSIDE DR

DEAR MIRAMONTI, JUSTIN V

An inspection was conducted at this property on 01/02/2013. At the time of inspection, the following is a list of violations according to the 2009 International Property Maintenance Code.

305.3 Interior surfaces. All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood and other defective surface conditions shall be corrected.

305.2 Structural members. All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

305.1 General. The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

304.7 Roofs and drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

304.4 Structural members. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

304.2 Protective treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

304.13 Window, skylight and door frames. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

304.1.1 #8 Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects;

It is, therefore, required that the conditions described above be repaired or improvements made to abate the unsafe condition and that you contact us within 14 calendar days of 01/02/2013 to secure all required permits, the work must show progress within 30 days after issuance of the permit and all work shall be completed within 180 days from the date of this order.

Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to appeal to the Construction Board of Appeals, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served and with a filing fee of four hundred dollars (\$400.00). An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted there under have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

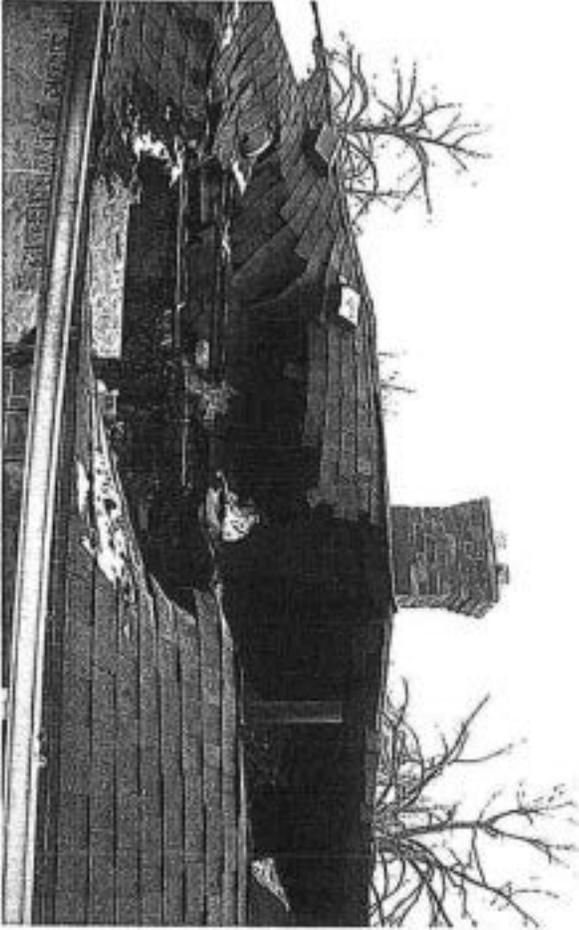
Please be advised that if the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

We look forward to your prompt response.

Respectfully,


Randy Harris
Building Inspector

CC: File
Joseph A. Lehmann
Building/Zoning Director



1765 PARADISE DRIVE

01-02-2013





CITY OF MONROE
BUILDING DEPARTMENT
120 East First Street
Monroe, Michigan 48161-2169
734-384-9186

03/20/2013

MIRAMONTI, JUSTIN V
1765 RIVERSIDE DR
MONROE, MI 48162

Re: 1765 RIVERSIDE DR

Dear MIRAMONTI, JUSTIN V:

NOTICE AND ORDER

Due to the present condition and the failure to repair the structure at 1765 RIVERSIDE DR it has become so old, dilapidated and out of repair as to be dangerous, unsafe, unsanitary, or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair that the structure be demolished and removed. (**Section 110 of the 2009 International Property Maintenance Code**).

ACTION TO BE TAKEN

It is, therefore, required that you shall secure the required demolition permit within 21 days of March 20, 2013 and demolition completed within 30 days of issuance. That should you fail to comply with this order within the time prescribed, I shall cause the structure to be demolished per the City of Monroe demolition specifications and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate. The cost shall also be the personal obligation of the property owner which may be collected by the use of any and all appropriate legal remedies.

Any person directly affected by a decision of the code official, the Building Official or a notice or order issued under this code shall have the right to appeal to the Construction Board of Appeals, provided that a written application for appeal is filed within 21 days after the day the decision, notice or order was served and with a filing fee of four hundred dollars (\$400.00). An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted there under have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means or that the strict application of any requirement of this code would cause an undue hardship.

If you have any questions, please feel free to contact this office.

Sincerely,

Joseph A. Lehmann
Building Official
City of Monroe



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: ARTHUR LESOW COMMUNITY CENTER "BACK 2 SCHOOL, BACKPACK EVENT"

DISCUSSION: The City received a request from Anthony Hoskins, ALCC Activities Director, for permission to hold the annual "Back 2 School, Supplying Our Future Backpack Event" on August 17, 2013. Specifically the request is to use the back parking lot of the ALCC, use of the city's portable stage, and to close East Second Street between Winchester and Eastchester Streets from 10:00 a.m. – 2:00 p.m. for the event.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained.

DPS personnel will place and pick up barricades and stage on normal hours and ALCC staff and volunteers can place in street.

The Police Department does not foresee any traffic issues as long as D.P.S. provides barricades to prevent motor vehicle traffic within the requested area. The Day Shift Commander will be made aware of the event so their shifts can make periodic checks.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, **subject to no additional overtime or other costs to the city, review of any electrical connections by the City Electrical Inspector**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

For *[Signature]*
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Engineering, Fire, Finance, and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

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

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$
\$
\$

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 7/30/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 8/5/13

JUNE 19, 2013

CITY OF MONROE
ATTN: MAYOR ROBERT E. CLARK AND COUNCIL
120 EAST FIRST STREET
MONROE, MI 48161

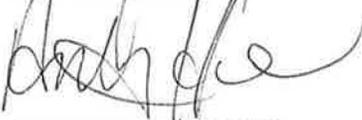
DEAR MAYOR CLARK AND COUNCIL,

I AM WRITING YOU TODAY TO REQUEST YOUR ASSISTANCE WITH THE FOLLOWING EVENT. ARTHUR LESOW COMMUNITY CENTER HAS PLANNED A 'SUPPLYING OUR FUTURE' BACKPACK FOR KIDS' EVENT. ALCC WILL BE PROVIDING ENTERTAINMENT AND A SENSE OF COMMUNITY FOR THE RESIDENTS OF MONROE COUNTY AND SPECIFICALLY THE CITY OF MONROE.

FOR THIS EVENT WE (ALCC) WOULD LIKE TO REQUEST PERMISSION TO HAVE SECOND STREET BETWEEN WINCHESTER AND EASTCHESTER BLOCKED OFF. ALSO, WE WOULD LIKE TO USE THE PARKING LOT FROM 10:00AM UNTIL 2:00PM ON SATURDAY AUGUST 17TH, 2012.

FINALLY, FOR THIS EVENT WE REQUEST THAT ALL FEES BE WAIVED. I WOULD LIKE TO THANK YOU AND YOUR STAFF FOR ALL ASSISTANCE PROVIDED FOR ALCC. AND, I THANK YOU IN ADVANCE FOR YOUR CONTINUED SUPPORT, AS WITHOUT THE CITY OF MONROE; ALCC COULD NOT EFFECTIVELY PROVIDE OPPORTUNITIES FOR OUR COMMUNITY. AGAIN, THANK YOU AND I LOOK FORWARD TO HEARING FROM YOU.

RESPECTFULLY,



ANTHONY D. HOSKINS
ACTIVITIES DIRECTOR

ENCL:
SPECIAL EVENT APPLICATION AND ACCOMPANYING MATERIALS

RECEIVED
JUL 24 2013
MAYOR'S OFFICE



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: PROPOSED RESOLUTION TO RECOGNIZE GABBY'S LADDER AS A NON-PROFIT ORGANIZATION

DISCUSSION: Gabby's Ladder has requested that they be officially confirmed as a non-profit organization in the Monroe community. The Resolution of official recognition is necessary in order to apply for a charitable gaming license from the State of Michigan Lottery Division.

The request was reviewed by the Administration and there were no objections.

The proposed Resolution is presented for your review and approval. It is recommended that the Resolution be adopted and the City Clerk convey a certified copy of the attached resolution to the applicant for submittal to the State LCC.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

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

<u>SOURCE OF FUNDS:</u>	<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: 7/30/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 8/5/13

RESOLUTION

WHEREAS, Gabby's Ladder has determined that it may be necessary or appropriate to conduct raffles or similar fund-raising activities as part of its future fundraising efforts in order to continue its service to the Monroe community; and

WHEREAS, the Michigan Bureau of State Lottery requires organizations seeking licenses or registering for future licensing to be recognized by resolution adopted by the city in which the organization conducts its principal activities as a "local civic organization"; and

WHEREAS, Gabby's Ladder has requested that the City Council of the City of Monroe pursuant to regulations of the Michigan Bureau of State Lottery formally confirm Gabby's Ladder as a nonprofit organization operating in the community for the purpose of obtaining gaming licenses issued by the Michigan Lottery.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Monroe hereby formally recognizes and confirms Gabby's Ladder as a nonprofit organization operating in the community for the purpose of obtaining gaming licenses issued by the Michigan Bureau of State Lottery.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be provided to Gabby's Ladder so that it may file with the Michigan Bureau of State Lottery.

Gabby's Ladder

Steps for Guiding Grieving Children and their Families

July 26, 2013

The Honorable Mayor Robert Clark & Monroe City Council
City of Monroe
120 E. First Street
Monroe, MI 48161

Dear Mayor Clark and Monroe City Council,

Gabby's Ladder is a non-profit organization which provides grief supportive services to those who have lost a loved one by death. We have been a part of the Monroe community since 2001, when we opened our doors. All of our services are provided to people of all ages at no cost.

We are hoping to hold a Progressive Card Raffle event at Nick & Nino's when we are approved for a Charitable Gaming License. I have already begun the application process, but am in need of a few more pieces of documentation. One of these items is the Mayor and City Council members sign a resolution saying the community of Monroe recognizes Gabby's Ladder as a non-profit organization. I have enclosed information pertaining to the organization and also the form which needs to be completed by the Council.

I am hoping this request will arrive in your office in time to be added to the August 5, 2013 agenda. Please feel free to contact me at one of the numbers listed below if you should have any questions. Thank you for your time and expedience with this matter. Have a wonderful day!

Sincerely,



Kaye Lani Rafko-Wilson
Executive Director, Gabby's Ladder
431 East Elm Ave.
Monroe, MI 48162
Work: 734-242-8773
Cell: 734-625-2899

RECEIVED

JUL 29 2013

P.O. Box 2107 • Monroe, MI 48161 • **MAYOR'S OFFICE**
www.gabbysladder.org • info@gabbysladder.org



INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 26 2006

GABBYS LADDER INC
431 E ELM AVE
MONROE, MI 48162

Employer Identification Number:
38-3564824
DLN:
17053021800016
Contact Person:
STEVE D DUVAL ID# 31535
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b) (1) (A) (vi)

Dear Applicant:

Our letter dated AUGUST 2001, stated you would be exempt from Federal income tax under section 501(c) (3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c) (3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

MICHIGAN DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
CORPORATION AND LAND DEVELOPMENT BUREAU

Date Received

OCT 04 2000

(FOR BUREAU USE ONLY)

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

10/04/2000 10:30:00 AM
CORP. SEC. & LAND DEV. BUREAU
PETER FALES, ATTORNEY

FILED

OCT 05 2000

Administrator
CORP. SEC. & LAND DEV. BUREAU

Name Peter K. Fales, Attorney at Law		
Address 707 Westwood, P.O. Box 1156		
City Monroe	State MI	Zip Code 48161

EFFECTIVE DATE:

Document will be returned to the name and address you enter above.
If left blank document will be mailed to the registered office.

768-627

ARTICLES OF INCORPORATION
For use by Domestic Nonprofit Corporations
(Please read information and instructions on the last page)

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Articles:

ARTICLE I

The name of the corporation is:

GABBY'S LADDER, INC.

ARTICLE II

The purpose or purposes for which the corporation is organized are:
To serve as a family grief center where bereaved children and their families are guided through grief. The center shall provide grief support groups and outreach programs to schools and other organizations in the community.

ARTICLE III

- The corporation is organized upon a Nonstock basis.
(Stock or Nonstock)
- If organized on a stock basis, the total number of shares which the corporation has authority to issue is _____ . If the shares are, or are to be, divided into classes, the designation of each class, the number of shares in each class, and the relative rights, preferences and limitations of the shares of each class are as follows:

Use space below for additional Articles or for continuation of previous Articles. Please identify any Article being continued or added. Attach additional pages if needed.

I, (We), the incorporator(s) sign my (our) name(s) this 20th day of September, 2000.

Eleanor Mruzek _____

**DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU
NONPROFIT CORPORATION INFORMATION UPDATE**

2013

I certify that the board consists of 3 or more directors, and further certify that all directors' names and addresses are previously filed with the Department, and that no changes have occurred in required information since the last filed report.

Identification Number
768627

Corporation Name
GABBY'S LADDER, INC.

Resident agent name and mailing address of the registered office

KAYE WILSON

**P.O. Box 2107
MONROE MI 48161**

The address of the registered office

431 E. ELM AVE

MONROE MI 48162

Describe the purpose and activities of the corporation during the year covered by this report:

Electronic Signature

Filed By

KAYE LANI WILSON

Title

CHAIRPERSON

Phone

734-242-8773

I certify that this filing is submitted without fraudulent intent and that I am authorized by the business entity to make any changes reported herein.

Payment Information

Payment Amount

\$ 20

Payment Date/Time

07/03/2013 13:09:06

Reference Nbr

71315 6800 768627 2013

GABBY'S LADDER, INC.
BY-LAWS

ARTICLE 1.

Offices

1.1. Registered Office. The registered office of the Corporation is 431 E. Elm Avenue, Monroe, Michigan 48162 or at such other location as the Board of Directors may determine from time to time.

1.2. Other Offices. The Corporation may have other offices as the Board of Directors may determine from time to time.

ARTICLE 2.

Board of Directors

2.1. Functions.

2.1.1. The Corporation is a nonprofit directorship corporation, as defined in the Non-Profit Corporation Act (MCLA 450.2302 et. Seq.) Except as specifically provided in the Corporation's Articles of Incorporation or these bylaws, all rights, powers, duties and responsibilities related to the management and control of the Corporation's property, activities and affairs are vested in the Board of Directors. In addition to the power and authority expressly conferred on it by these bylaws and the Articles of Incorporation, the Board of Directors may take any lawful action on behalf of the Corporation which is not by law or by the Articles of Incorporation or by these bylaws required to be taken by some other party.

2.1.2. Number and Term. The Board of Directors will consist of not less than 5 (five) and not more than 9 (nine) directors who will be elected or appointed at each annual meeting. In addition, honorary directors may be appointed in accordance with Section 2.1.3.

2.1.3. Honorary Directors. The Board of Directors may select honorary directors as appropriate in recognition of outstanding contribution to the community and commitment to the purposes of the Corporation, or in recognition of an individual's special talent which could be drawn on from time to time by the Corporation. Honorary directors may attend meetings periodically or at their desire or interest, but will not have voting privileges.

2.1.4. Removal. The Board of Directors may remove any director, with or without cause, whenever believed to be in the best interest of the Corporation. Any director may be removed for failure to fulfill their duty to attend meetings. Failure to attend 2 (two) meetings in a row will prompt a letter from the President of the board asking for an explanation and/or intention. Failure to attend 3 (three) meetings in a row will prompt an automatic dismissal by the Board of Directors unless the directors feel there are "special" circumstances to warrant such absence. Commitments, other than personal and unforeseen, will not be acceptable circumstances.

2.1.5. Vacancies. Any vacancies occurring in the Board of Directors for any reason may, but need not, be filled by the Board of Directors. Any person appointed to fill a vacancy will serve for the unexpired portion of the term.

2.1.6. Term of Board Member. Each board member shall serve a 6 (six) year term beginning on the day of the official appointment which shall be at the Annual Meeting so designated in Section 2.7.1. Each board member will be elected or appointed by a simple majority of the current, active Board of Directors. Directors may be elected or appointed to an additional 6 (six) year term *after* completion of their previous term plus 1 (one) year. This process of 6 years on and 1 year off for each individual member can continue so long as the Board of Directors desires.

2.2. Meetings

2.2.1. The annual organizational meeting of the Board of Directors will be held on the fourth Thursday of January each year at the offices of Gabby's Ladder, Inc. or at a time, date and location otherwise determined by the Board of Directors.

2.2.2. In addition to the annual or organizational meeting, regular meetings of the Board of Directors shall take place in the first month after the end of each quarter, the same being January (organizational meeting), April, July and October. The meetings will be held at the Gabby's Ladder, Inc. offices on the fourth Thursday of the month at 7:00 p.m. or at a time, date and location otherwise determined by the Board of Directors.

2.2.3. Special meetings of the Board of Directors may be called by the Secretary of the Corporation at the request of the President or not less than one-third of the directors.

2.2.4. Meetings of the Board of Directors may be held at any place within or without the State of Michigan.

2.2.5. A majority of the directors constitutes a quorum for the purpose of conducting business at any meeting of the Board of Directors.

2.2.6. A majority of the directors present, whether or not a quorum, may adjourn any meeting to another time and place. Notice of the adjourned meeting must be given even though the time and place are announced at the meeting at which the adjournment is taken.

2.2.7. Any action required or permitted to be taken pursuant to authorized vote at any meeting of the Board of Directors or a committee of the Board of Directors, may be taken without a meeting, if, before or after the action, all members of the Board of Directors or the committee consent to the action in writing. Written consent must be filed with the minutes of the proceeds of the Board of Directors or committee. Such consent will have the same effect as the vote of the Board of Directors or committee for all purposes.

2.2.8. A member of the Board of Directors or of a committee may participate in a meeting by means of conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this Section constitutes presence in person at the meeting.

2.3. Notice of Meetings

2.3.1. Written notice must be given to the directors at least 10, but not more than 60 days, prior to all regular meetings of the Board of Directors. Special meetings of the Board of Directors will be held pursuant to notice of the time, place and purpose of the meeting either delivered personally, communicated by telephone, or sent by mail, or email to each director not less than 10 days prior to the meeting, and if by telephone, confirmed in writing.

2.3.2 Notwithstanding the foregoing, no notice need be given to any director who submits a signed waiver of notice before or after a meeting, or who attends a meeting without protesting any lack of notice.

2.4. Resignation. A director may resign by giving written notice to the Secretary of the Corporation. Unless otherwise specified in the resignation, the resignation will take effect on receipt, and the acceptance of the resignation will not be necessary to make it effective.

2.5. Voting. The vote of a majority of the directors present at a meeting at which a quorum is present will be the act of the Board of Directors unless a greater vote is required by law, by the Articles of Incorporation or by these bylaws. Except for honorary directors (who have no vote) each director present will have one vote. No director will be entitled to a vote by proxy.

2.6. Compensation of Directors. The directors, as such, will not be compensated for the performance of services for the Corporation, but may, by resolution of the Board of Directors, be reimbursed for expenses incurred on behalf of the Corporation.

ARTICLE 3

Officers

3.1. Officers. The officers of the Corporation are a President, Secretary, and Treasurer, each of whom will be chosen from among the Board of Directors, and who will be elected by the Board of Directors at each annual organizational meeting. The Board of Directors may appoint other officers as it deems advisable, who need not be directors and who will have authority and will perform duties as may be prescribed by the Board. Any two or more offices may be held by the same person, but an officer may not execute, acknowledge or verify an instrument in more than one capacity. In addition to the powers set forth in these bylaws, the officers will have such authority and will perform such duties as may be determined by the Board of Directors.

3.2. Term of Office and Vacancy. Each officer will serve a term of one (1) year or until the officer's successor is elected. Any officer may serve consecutive terms. A vacancy in any office will be filled by vote of the Board of Directors. A person elected to fill a vacancy will service the balance of the unexpired term.

3.3. Removal. Any officer may be removed at any time, with or without cause, by majority vote of the Board of Directors.

3.4. Duties of Officers. The duties of the officers will be as set forth in these bylaws.

3.4.1. **President.** The President presides at all meetings of the Board of Directors, acts as the chief executive officer of the Corporation, and, subject to the direction of the Board of Directors, has general powers of supervision and management of the affairs of the Corporation. The President will appoint, with the approval of the Board of Directors, the chairperson and members of all committees, and will be an ex-officio member of all committees. The President will not have voting rights at Board meetings except in event there is a tied vote among Board members, at which time the President shall cast the deciding vote. The President will also be responsible for compiling the agenda for all Board of Directors meetings, and passing the agenda to the Secretary for distribution to Board members.

3.4.2. **Secretary.** The Secretary will cause a record to be kept in permanent form of all meetings of the Board of Directors and will send out notices of all membership and Board of Directors meetings.

3.4.3. **Treasurer.** The Treasurer will have general charge of the finances of the Corporation. When necessary and proper they will endorse, or cause to be endorsed on behalf of the Corporation, all checks, drafts, notes, and other obligations and evidences of payment of money to the corporation or coming into their possession; will deposit the same, together with all other funds of the Corporation coming into his or her possession, in such bank(s) as may be selected by the Board of Directors. He or she will keep full and accurate account of all receipts and disbursements of the Corporation in books belonging to the Corporation, which will be open at all times to the inspection of the Board of Directors. It is the duty of the Treasurer, if necessary, to contract the services of an accounting firm to maintain the books and prepare any tax documents, including, but not limited to, all 940 Annual Tax Returns, 941 Quarterly reports and other Federal, State, and/or Local reports. He or she will present to the Board of Directors at its annual meeting a report as Treasurer and will from time to time, make such other reports to the Board of Directors as it may require.

3.5. Compensation. The compensation of all agents, employees, officers, and representatives of the Corporation will be fixed by the Board of Directors or in accordance with the method of determination which is established by it.

ARTICLE 4

Committees

4.1. Appointment of Committees. The Board of Directors may designate one or more committees, each of which will consist of at least one committee chairperson and one or more committee member. The chairperson and members of the committee will be approved by the Board of Directors and each committee will contain at least one Board member in addition to the ex-officio member being the President. Each committee may exercise all powers and authority delegated to it in the Board resolution establishing the committee, except as restricted by applicable law.

4.2. Reports of Committees. The studies, findings, and recommendations of all committees will be reported to the Board of Directors by the Board member sitting on said committee for consideration and action, except as otherwise ordered by the Board of Directors. Committees may adopt such rules for the conduct of business as are appropriate and as are not inconsistent with these bylaws, the Articles of Incorporation, or state law.

ARTICLE 5

Indemnification of Directors, Officers and Employees

5.1. Actions in the Best Interest of the Corporation. The Corporation has the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Corporation) by reason of the fact that he or she is or was a director, officer, employee or agent of the Corporation or is or was serving at the request of the Corporation as a director, officer, partner, trustee, employee or agent of another foundation, corporation, business corporation, partnership, joint venture, trust or other enterprise, whether for profit or not, against expenses (including attorneys' fees), judgments, penalties, fines and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the Corporation and, with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction or on a plea of *nolo contendere* or its equivalent, will not of itself create a presumption that the person did not act in good faith and in a manner which he or she reasonably believed to be in or not opposed to the best interest of the Corporation and, with respect to any criminal action or proceeding, had reasonable cause to believe that his or her conduct was unlawful.

5.2. Actions by or in Right of the Corporation. The Corporation has the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of the fact that he or she is or was a director, officer, employee or agent of the Corporation or is or was serving at the request of the Corporation as a director officer, partner, trustee, employee, or agent of another foundation, corporation, business corporation, partnership, joint venture, trust or other enterprise, whether for profit or not, against expenses (including attorneys' fees) and amounts paid in settlement actually and reasonably incurred by him or her in connection with the defense or settlement of such action or suit if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the Corporation, except that no indemnification will be made in respect of any claim, issue or matter as to which the person is adjudged to be liable to the Corporation except to the extent that the Court in which the action or suit was brought, or another court of competent jurisdiction, determines on application that indemnification is consistent with applicable law and any restrictions which may be contained in the Corporation's Articles of Incorporation or these Bylaw and that, despite the adjudication of liability and in view of all relevant circumstances, he or she is fairly and reasonably entitled to

indemnification for reasonable expenses incurred which the Court deems proper, whether or not he or she has met the applicable standard of conduct set forth in this Section 5.2.

5.3. Expenses. To the extent that a director, officer, employee or agent of the Corporation has been successful on the merits or otherwise in defense of any action, suit or proceedings referred to in Sections 5.1 and 5.2 or in defense of any claim, issue or matter, he or she will be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by him or her.

5.4. Determination of Indemnification. An indemnification under Sections 5.1 and 5.2 (unless ordered by a Court) will be made by the Corporation only as authorized in the specific case on a determination that indemnification of the director, officer, employee or agent is proper in the circumstances because he or she has met the applicable standard of conduct set forth in Section 5.1 or 5.2 and on an evaluation of the reasonableness of expenses and amounts paid in settlement. This determination will be made (i) by the Board of Directors by a majority vote of a quorum (as defined in Section 2.2.5 of these Bylaws) consisting of directors who are not parties to such action, suit or proceeding; (ii) if such quorum is not obtainable, by a majority vote of a committee duly designated by the Board (in which designation all Board member may participate) and consisting solely of two or more directors not at the time parties or threatened to be made parties to the action; or (iii) by independent legal counsel, in a written opinion, selected by the Board or its committee in the manner described in the foregoing clauses (i) or (ii) or, if a quorum under clause (i) cannot be obtained and a committee under clause (ii) cannot be designated, by the Board (in such actions all Board member may participate). Notwithstanding, the failure or refusal of the directors or counsel to make provision for indemnification, the indemnification will be made if a court of competent jurisdiction has made a determination that the director, officer, employee or agent has a right to indemnification under this agreement in any specific case on the application of the director, officer, employer, or agent.

5.5. Advancement of Expenses. Expenses incurred in defending a civil or criminal action, suit or proceeding described in Section 5.1 or 5.2 may be paid by the Corporation in advance of the final disposition of the action, suit or proceeding as authorized by the Board of Directors in the specific case on: (i) receipt of written affirmation from the person seeking advancement of expenses of his or her good-faith belief that he or she has met the standard of conduct set forth in Section 5.1 or 5.2; (ii) receipt of an undertaking by or on behalf of the person to repay amounts advanced if it is ultimately determined that he or she did not meet such standard of conduct; and (iii) a determination that facts then known to those making the determination would not preclude indemnification. This determination will be made in the manner specified in Section 5.4.

5.6. Insurance. The Corporation has the power to purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, or agent of the Corporation or is or was serving at the request of the Corporation as a director, officer, employee, or agent of another foundation, corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted against him or her or the Corporation and incurred by him or her or the

Corporation in any such capacity, or arising out of his or her status as such, whether or not the Corporation would have the power to implement the provisions of this Article.

5.7. Employment Policy: Affirmation of Nondiscrimination. Consistent with Department of Management & Budget Policy Number 1200.05, it is the policy of Gabby's Ladder, Inc. to provide equal opportunities to all eligible persons to the extent required by applicable State and Federal laws.

ARTICLE 6

Conflict of Interest

6.1. Statement of Policy. It is the policy of the Corporation that all officers, directors, committee member and employees of the Corporation must avoid any conflict between their own respective individual interests and the interests of the Corporation, in any and all actions taken by them on behalf of the Corporation in their respective capacities.

6.2. Deal with the Corporation. A contract or other transaction between the Corporation and one or more of its directors or officers, or between the Corporation and a domestic or foreign corporation, firm or association of any type or kind in which one or more of the Corporation's directors or officers are directors or officers, or are otherwise interested, will not, because of the interest, or because such directors are present at the meeting of the Board of Directors or committee of the Board of Directors at which the contract or transaction is acted on or because their votes are counted for such purpose, be enjoined, set aside or give rise to an award of damages or other sanctions in a proceeding by a shareholder or by or in the right of the corporation, if any of the following conditions are satisfied:

- a. The contract or other transaction is fair and reasonable to the Corporation when it is authorized, approved or ratified; or
- b. The material facts of the contract or transaction and the director's or officer's interest are disclosed or known to the Board of Directors or committee and the Board of Directors or committee authorizes, approves or ratifies the contract or transaction by a vote of a majority of the directors or the committee members who had no interest in the contract or transaction, even though less than a quorum.

6.3. Procedure in Event of Potential Conflict of Interest. In the event that any officer, director, committee member or employee of the Corporation has any direct or indirect interest in, or relationship with, any individual or organization which proposes to enter into any transaction with the Corporation, such officer, director, committee member or employee must give the Board of Directors notice of such interest or relationship and must refrain from voting or otherwise attempting to exert any influence on the Corporation, Board of Directors, or its committees, to affect its decision to participate or not to participate in the transaction.

ARTICLE 7

Annual Audits and Fiscal Year

7.1. Annual Audit. There will be a bi-annual audit of the financial statements of the Corporation by an independent certified public accountant selected by the Board of Directors.

7.2. Fiscal Year. The fiscal year of the Corporation will be determined from time to time by the Board of Directors.

ARTICLE 8

Dissolution of Corporation

In the event of the dissolution of Gabby's Ladder, Inc., a State of Michigan Corporation, the net assets of the organization shall be distributed as follows:

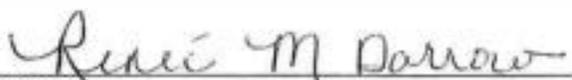
- A. All liabilities and obligations shall be paid, satisfied and discharged or adequate provisions shall be made thereof.
- B. All remaining assets shall be transferred to a licensed non-profit organization with similar purposes as determined by the Board of Directors. If a similar purpose organization cannot be determined, all remaining assets shall be transferred to The United Way of Monroe County, Michigan.

ARTICLE 9

Amendments of Bylaws

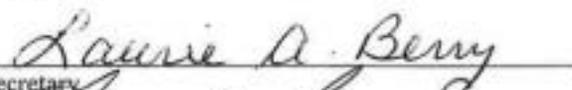
The bylaws may be amended at any regular or special meeting of the board at which two-thirds of the entire membership of the board at that time in office are present and voting therefore, provided at least 15 days written notice is given to each director of the time, place and subject of such meeting and the proposed changes to the Bylaw. The bylaws may also be amended at any annual or special meeting of the members by a vote of a majority of the members present in person.

So approved by a two-thirds majority of the Board of Directors this date...



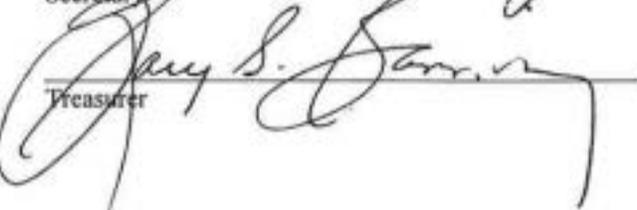
President

Dated: 01-23-09



Secretary

Dated: 01-23-09



Treasurer

Dated: 1/23/2009

REGISTRATION #
MICS 25384

STATE OF MICHIGAN
DEPARTMENT OF ATTORNEY GENERAL



BILL SCHUETTE
ATTORNEY GENERAL

EXPIRATION DATE:
July 31, 2013

Gabby'S Ladder, Inc.
431 E Elm Ave
Monroe, MI 48162

CHARITABLE SOLICITATION REGISTRATION

Gabby's Ladder, Inc.

1. **The renewal form for this registration is due no later than July 01, 2013.**
This is 30 days prior to the expiration date shown above. Please calendar the date now.
Forms are available on the Attorney General's web site at: www.michigan.gov/agcharities
or may be requested by contacting the Charitable Trust Section at (517) 373-1152.
2. **Extension** of the registration may be requested if required information will not be available prior to the renewal due date. A written request for an extension must be received on or before the above expiration date of the registration.
3. **Throughout the year**, notify us within 30 days of changes in the following:
 - Name or address
 - Board of directors
 - Resident agent
 - Methods of soliciting donations
 - Fiscal year end
 - Purposes
 - Amendments to the bylaws or constitution of the organization
 - Amendments to your articles of incorporation, assumed names or name changes
 - If any other state has prohibited solicitation activity by your organization
4. Any **contracts** you enter into with professional fundraisers must be submitted to our office within 10 days of execution. Charities must verify the licensure of their professional fundraiser.
5. If you no longer need to register because the organization now meets exemption criteria, or if it is ceasing operations or merging with another organization, please notify our office.

Charitable Trust Section
P.O. Box 30214
Lansing, Michigan 48909

Phone: 517-373-1152
Fax: 517-241-7074
Email: ct_email@michigan.gov
Website: www.michigan.gov/agcharities

Gabby's Ladder

Steps for Guiding Grieving Children and their Families

June 24, 2013

State of Michigan
Department of Attorney General
Charitable Trust Section
PO Box 30214
Lansing, MI 48909

Dear Sir,

On behalf of Gabby's Ladder, Inc. a non-profit, tax exempt Family Grief Center of Monroe County, Michigan I wish to apply for an extension of time in filing our renewal application for the Charitable Solicitation License. Please know that we will fill out the renewal application and mail it to you sometime over the next two weeks.

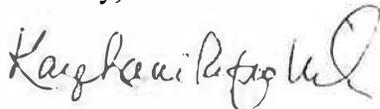
Our license number is: # MICS 25384

Our current license expires July 31, 2013 and the renewal application is due to you no later than July 1, 2013.

Your consideration in this matter is greatly appreciated.

Thank you for your time.

Sincerely,



Kaye Lani Rafko Wilson
Executive Director

Dept. of the
Attorney General

JUN 27 2013

Charitable Trust Section
RECEIVED

Dept. of Attorney General
Charitable Trust Section
Extension Expires

DEC 31 2013

Application Due 30 Days
Prior to Above Date:

P.O. Box 2107 • Monroe, MI 48161 • (734) 242-8773
www.gabbysladder.org • info@gabbysladder.org





CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Capital Improvement Bond Notice of Intent Resolution

DISCUSSION: The Capital Improvement Program budget approved in February 2013 included funding for the West Dunbar Road Water Main Replacement project and the Ozone System Upgrade & MCC 'C' Replacement at the Water Filtration Plant. Both projects were larger projects and were placed in the CIP budget to be funded with a bond issue. Current cost estimates for both projects combined amount to \$5,019,415. The Dunbar Road project has actually been bid and the bid award is expected to be on the August 5 agenda for the City Council's approval. The Ozone System project will probably not be bid until November or December 2013.

Because of the schedule differences between the two projects, we are planning to fund the Dunbar Road project from the Water Fund reserves until the bonds are issued. At that point, the bond issue would reimburse the Water Fund for the costs of the project. The Notice of Intent Resolution includes language to allow that to happen. The Notice of Intent resolution calls for a maximum bond issue amount of \$7.0 million. The amount is set that high because the Ozone System project is still in the design phase and the cost estimates are still subject to change. Setting the bond amount in the resolution higher protects against having to start the referendum period over again and incurring additional advertisement costs.

Prior to the bonds being issued, the City Council will have to approve a bond authorizing resolution as well. That would be the final action needed by the City Council to issue the bonds. We will likely bring that before the City Council when the design phase of the Ozone System project is completed.

A letter from the City's bond counsel, Patrick McGow, and the notice of intent resolution are attached explaining additional details of the bond issue.

It is recommended that the Mayor and City Council approve the Notice of Intent Resolution for the City of Monroe Capital Improvement Bonds.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: 9/3/13

REASON FOR DEADLINE: Reimbursement period

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Edward Sell, Finance Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Water Fund

FINANCES

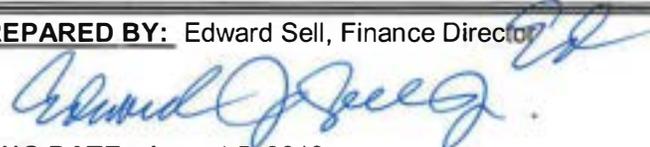
COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<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: Edward Sell, Finance Director

DATE: 7/31/2013

REVIEWED BY: 

DATE: 7-31-13

COUNCIL MEETING DATE: August 5, 2013

Founded in 1852
by Sidney Davy Miller

MILLER CANFIELD

PATRICK F. MCGOW
TEL (313) 496-7684
FAX (313) 496-8450
E-MAIL mcgow@millercanfield.com

Miller, Canfield, Paddock and Stone, P.L.C.
150 West Jefferson, Suite 2500
Detroit, Michigan 48226
TEL (313) 963-6420
FAX (313) 496-7500
www.millercanfield.com

MICHIGAN: Ann Arbor
Detroit • Grand Rapids
Kalamazoo • Lansing • Troy

FLORIDA: Tampa

ILLINOIS: Chicago

NEW YORK: New York

OHIO: Cincinnati

CANADA: Toronto • Windsor

CHINA: Shanghai

MEXICO: Monterrey

POLAND: Gdynia

Warsaw • Wrocław

July 30, 2013

Via email and U.S. Mail

Mr. Edward J. Sell, Jr.
Finance Director
City of Monroe
120 East First Street
Monroe, MI 48161-2169

Re: Notice of Intent Resolution for City of Monroe Capital Improvement Bonds

Dear Ed:

As we discussed, I have enclosed a Notice of Intent Resolution for consideration by the City Council at its meeting on August 5th. This Resolution authorizes the publication of a Notice of Intent relating to the City's bonds to be issued to pay for water supply system improvements, including water treatment plant facilities, rehabilitation, replacement and looping of water mains (the "Project"). This includes the ozone system modifications at the water treatment plant along with the water main improvements.

The enclosed Resolution and notice indicates the City's intent to issue full faith and credit Capital Improvement Bonds in an amount not to exceed \$7,000,000 to pay part of the cost of acquiring, constructing, furnishing and equipping the Project. The Resolution authorizes the City Clerk to publish a notice of intent to issue Bonds in the *Monroe Evening News* indicating the City's intent to issue bonds for the project in an amount not to exceed \$7,000,000.

The proceeds of the Bonds may be used to pay for the construction of the Project as well as reimburse the City for the engineering, design and other preliminary costs related to the Project. The Bonds will also be used to pay issuance costs related to the bonds. The Notice provides that the City will pledge its limited tax full faith and credit as security for the Bonds, although the City intends to pay the debt service for the Bonds from the user charges of the City's water supply system.

The not to exceed amount was selected by the City's staff as a conservatively high estimate based on the current cost estimates plus contingencies. The size of the Bond issue may be reduced at the time of issuance to whatever amount is required based on the bids and final costs. The City can reduce the amount of the Bonds for this project from the amount indicated in the notice, but the City would not be able to increase the size of the Bonds for this project over

Mr. Edward J. Sell, Jr.

-2-

July 30, 2013

the amount in the notice without republishing a new notice for the increased amount.

The Revised Municipal Finance Act requires the City to notify the electors of the City of its intent to issue the bonds by publishing a notice which gives the voters a referendum right on the issuance of the bonds. The bonds can be issued without a vote of the City electors unless a petition is filed with the City Clerk within 45 days of publication of the notice signed by at least 10% of the registered electors of the City. The form of Notice of Intent is included in the Resolution on page 4. **The Notice of Intent must be published as a display advertisement at least one-quarter (1/4) page in size in a newspaper of general circulation in the City.**

Paragraph 4 of the Resolution contains language required by the Internal Revenue Code which authorizes the City to reimburse itself from bond proceeds for certain costs relating to the project incurred prior to issuance of the bonds, including costs for engineering and design. The language of the Resolution is taken from the IRS regulations and, not surprisingly, it therefore reads as tax jargon. This is intended to provide you with flexibility relating to the use of the Bond proceeds in the event the City incurs hard construction costs before the bonds are actually issued.

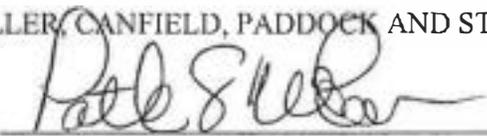
If approved by Council and the Notice of Intent is published shortly thereafter, the 45 day referendum period will expire in mid-September. After the referendum period expires, we will need to have the City Council adopt a resolution to authorize the issuance of the Bonds, which would probably occur in late 2013 or early 2014.

We would appreciate receiving three (3) certified copies of the Resolution upon adoption by the City Council as well as three (3) Affidavits of Publication from the newspaper in which the Notice of Intent is published. **Please remind the newspaper that the Notice must be a quarter page ad.**

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

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By: 

Patrick F. McGow

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Mr. Edward J. Sell, Jr.

-3-

July 30, 2013

Enclosures

Cc: (w/ Encl.)

George Brown, City Manager

Barry LaRoy, Utilities Director

Kari Blanchett

Thomas Ready, Esq.

DISCLOSURE UNDER TREASURY CIRCULAR 230: The United States Federal tax advice contained in this document and its attachments, if any, may not be used or referred to in the promoting, marketing or recommending of any entity, investment plan or arrangement, nor is such advice intended or written to be used, and may not be used, by a taxpayer for the purpose of avoiding Federal tax penalties. Advice that complies with Treasury Circular 230's "covered opinion" requirements (and thus, may be relied on to avoid tax penalties) may be obtained by contacting the author of this document.

21380294.1\061967-00054

**NOTICE OF INTENT RESOLUTION
CAPITAL IMPROVEMENT BONDS**

CITY OF MONROE
County of Monroe, State of Michigan

Minutes of a regular meeting of the City Council of the City of Monroe, County of Monroe, State of Michigan, held on the 5th day of August, 2013, at 7:30 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

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

WHEREAS, the City of Monroe, County of Monroe, State of Michigan (the "City") intends to issue general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in an aggregate principal amount of not to exceed Seven Million Dollars (\$7,000,000) (the "Bonds"), in one or more series, for the purpose of paying part of the costs of acquiring, constructing, furnishing and equipping water supply system improvements, including water treatment plant facilities, rehabilitation, replacement and looping of water mains, together with all appurtenances and attachments (together, the "Project"); and

WHEREAS, a notice of intent to issue the Bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is authorized and directed to publish a notice of intent to issue bonds in the *Monroe Evening News*, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a display advertisement not less than one-quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.
3. The City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds and the manner of publication directed is the method best calculated to give notice to the City's electors and taxpayers residing in the boundaries of the City of the City's intent to issue the Bonds, the maximum amount of the Bonds, the purpose of the Bonds, the source of payment for the Bonds and the right of referendum relating thereto, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) The City reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from water funds of the City subsequent to sixty (60) days prior to today.
- (b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$7,000,000.
- (c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City for a capital expenditure made pursuant to this resolution.

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

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Charles D. Evans
City Clerk

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Monroe, County of Monroe, State of Michigan, at a regular meeting held on the 5th day of August, 2013, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by said Act.

Charles D. Evans
City Clerk

EXHIBIT A

NOTICE TO TAXPAYERS AND ELECTORS
OF THE CITY OF MONROE
OF INTENT TO ISSUE BONDS
AND THE RIGHT OF REFERENDUM RELATING THERETO

PLEASE TAKE NOTICE that the City of Monroe, County of Monroe, State of Michigan (the "City"), intends to issue and sell its general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended, in an aggregate principal amount of not to exceed Seven Million Dollars (\$7,000,000), in one or more series, for the purpose of paying part of the costs of acquiring, constructing, furnishing and equipping water supply system improvements, including water treatment plant facilities, rehabilitation, replacement and looping of water mains, together with all appurtenances and attachments.

SOURCE OF PAYMENT OF BONDS

THE PRINCIPAL OF AND INTEREST ON SAID BONDS SHALL BE PAYABLE from the general funds of the City lawfully available for such purposes including property taxes levied within applicable constitutional, statutory and charter tax rate limitations.

BOND DETAILS

SAID BONDS will be payable in annual installments not to exceed twenty (20) in number for each issue and will bear interest at the rate or rates to be determined at a public or private sale but in no event to exceed the maximum rate permitted by law on the balance of the bonds from time to time remaining unpaid.

RIGHT OF REFERENDUM

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 517, Act 34, Public Acts of Michigan, 2001, as amended.

Charles D. Evans
City Clerk, City of Monroe

21379384.1\061967-00054



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Emergency Repair- MMSC Dehumidification System

DISCUSSION: The Monroe Multi-Sports Complex (MMSC) dehumidification system began to malfunction in June, 2013. During the course of the month fog and humidity started to be seen in the ice arena. The General Manager had the system reviewed and was getting quotes for the repair. It continued to get worse with the arrival of the hot and humid weather in July. Rain droppings started to appear on the ice surface causing damage to the ice surface. The air quality was getting heavy and players and participants were getting short of breath. The recently replaced lighting fixtures were starting to malfunction. Three companies were approached to get quotes: Thompson Plumbing and Heating, Monroe Plumbing and Heating, and Arctic Air. Thompson quoted a price of \$13,809, Monroe Plumbing and Heating's quote was \$18,225.00, and Arctic Air did not submit a quote. Based on this information, the City Manager approved moving forward with the quote from Thompson Plumbing and Heating in the amount of \$13,809 under the emergency direct purchase procedure outlined in the purchasing ordinance. The repairs included replacement of two condensing fan motors and replacement of the compressor for the system.

The emergency direct purchase procedure requires the City Manager to advise the City Council of the purchase at its next regular meeting after the emergency purchase of the circumstances for and terms of the procurement. In order to fund this purchase, it is being recommended that \$10,000 be transferred from the General Fund Contingency. The remaining \$3,809 is available in the MMSC budget.

It is recommended that the Mayor and City Council confirm the emergency direct purchase authorized by the City Manager from Thompson Plumbing and Heating in the amount of \$13,809 and approve transferring \$10,000 from the General Fund Contingency to the Multi-Sports Complex budget.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: August 5, 2013

REASON FOR DEADLINE: Purchasing ordinance emergency direct purchase procedure

STAFF RECOMMENDATION: XFor Against

REASON AGAINST:

INITIATED BY: Louis Lombardo III, General Manager ; Monroe Multi-Sports Complex
Ed Sell, Finance Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: MMSC – Operations Department

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$13,809
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

<u>City</u>	Account Number	Amount
MMSC Operating Budget		\$3,809
General Fund Contingency		\$10,000
		\$
		\$
		\$
<u>Other Funds</u>		\$
		\$
		\$
		\$

Budget Approval: 

FACT SHEET PREPARED BY: Louis Lombardo III, General Manager, Monroe Multi-Sports Complex

DATE: July 30, 2013

REVIEWED BY: 

DATE: 7-31-13

COUNCIL MEETING DATE: August 5, 2013



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2013 CURB REPLACEMENT AND RESURFACING PROGRAM – REPORT ON BIDS RECEIVED

DISCUSSION: Bids for this project were originally opened on July 8, with only one bid received that was significantly (26%) over the Engineer’s Estimate. To provide additional time to potential bidders, the project was re-bid in exactly the same form and the Engineering Department more actively solicited bids from other paving contractors. Bids were opened for the second time on Monday, July 29. There were four (4) bidders, and a bid tabulation and breakdown of costs by work location are attached for your review. The project as bid consists of work in the following locations:

- Location A: Maple Boulevard – full curb replacement and resurfacing – Scottwood to Mason Run Drain
- Location B: East Second Street – full curb replacement and resurfacing – Monroe to Washington
- Location C: Cass Street – spot curb replacement and resurfacing only – Third to Front
- Location D: St. Mary’s Park Tennis Courts - resurfacing
- Location E: West Front Street – curb replacement on north side – Island to east of Roessler

The low bidder for the work is Al’s Asphalt Paving of Taylor, Michigan. Their low bid of \$358,322.14 is 4.0% above the Engineer’s Estimate of \$344,657.60. Al’s Asphalt has performed work for the City of Monroe in the past, most recently the 2012 Resurfacing Program (South Macomb Parking Lot and Munson Park Access Road Resurfacing), and the resurfacing of Custer Drive and Scott Streets, both in 2010. We feel that they are capable of performing this project satisfactorily.

Funding for locations A, B, D, and E was allocated through the 2013-14 Capital Improvements Program (CIP), and while Location C was not specifically funded, it was mentioned by the City Council at a subsequent work session as a preferred project should funding be available. As a result of this work session, the Finance Director has transferred \$181,000 in surplus funding from a previous grant set-aside that is no longer needed into the Capital Projects Fund, and a portion of this is available for use on this project. While the low bid was only 4% above the estimate, during design the Engineering Department identified some necessary and desirable project additions that drove the base project costs beyond our original CIP estimates in a few cases, such as our original intent to leave some curbing in place on Maple Boulevard, but proper drainage design required its removal. While we could scale back one or more of the projects to save on costs, it is our preference to complete all work as bid. In order to complete the full scope of the work, we are asking that a portion of this Capital Project Fund surplus be allocated for use on these projects as needed. Where items are listed as “provisional”, on the breakdown between locations, a price is sought in case the item is needed, and usually we will encumber funds against the largest project, in this case, Maple Boulevard.

Lastly, after reviewing bids for Location E (West Front Street curb replacement), we have determined that it is highly likely that the 2012-13 Concrete Paving Program contractor can perform this work more cost effectively than the submitted bids for this project, perhaps at a savings of more than \$10,000. We will likely be presenting a request for award to this contractor, G.V. Cement, at a future Council meeting once we receive a quotation for their one unique item, the MDOT E2 curb installation. As a result, we are recommending omitting Location E from this award at this time.

IT IS RECOMMENDED that the City Council award a contract for the 2013 Curb Replacement and Resurfacing Program (Locations A, B, C, and D only) to Al’s Asphalt Paving in the amount of \$320,440.08, that a total of \$368,000 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make the necessary transfers. **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: Contract 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, St. Mary's Park users

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$368,000
	Cost of This Project Approval	\$368,000
	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>
	Maple Boulevard Resurfacing	203-60.451-818.020 14L07	\$166,000*
	East Second Resurfacing	202-60.451-818.020 14M04	\$82,000**
	Cass Street Resurfacing	202-60.451-818.020 14M05	\$63,000***
	St. Mary's Park Tennis Courts	401-95.756-818.020 14C06	\$57,000****

*Requires transfer of \$36,500 from Local Street Fund reserves.

**Requires transfer of \$3,500 from Major Street Fund reserves.

***Requires creation of new project code, 14M05, with transfer of all funding from General Fund reserve transfer funding. In addition, \$5,000 in Engineering should also be allocated from Capital Fund reserves into account 202-60.451-825.005 14M05 to provide for inspection activities.

****Requires transfer of \$4,000 from Capital Projects Fund reserves.

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/31/13

REVIEWED BY: 

DATE:

COUNCIL MEETING DATE: August 5, 2013

2013 CURB REPLACEMENT AND RESURFACING - BID TABULATION				ENGINEER'S ESTIMATE		1 - AL'S ASPHALT PAVING COMPANY		2 - PAVEX CORPORATION	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	R&D CURB & GUTTER	3585.2	LFT	\$8.00	\$ 28,681.60	\$ 8.00	\$ 28,681.60	\$ 7.21	\$ 25,849.29
2	R&D SIDEWALK	5082.4	SFT	\$1.50	\$ 7,623.60	\$ 2.50	\$ 12,706.00	\$ 0.65	\$ 3,303.56
3	R&D PAVEMENT & APPROACH	417.5	SYD	\$10.00	\$ 4,175.00	\$ 15.00	\$ 6,262.50	\$ 7.20	\$ 3,006.00
4	R&D NET POST	4.0	EA	\$100.00	\$ 400.00	\$ 55.00	\$ 220.00	\$ 80.00	\$ 320.00
5	R&D CENTER ANCHOR	2.0	EA	\$50.00	\$ 100.00	\$ 55.00	\$ 110.00	\$ 30.00	\$ 60.00
6	R&D EXISTING BENCH AND POSTS	1.0	EA	\$100.00	\$ 100.00	\$ 225.00	\$ 225.00	\$ 150.00	\$ 150.00
7	SUBGRADE MANIPULATION	1653.3	SYD	\$3.00	\$ 4,959.90	\$ 2.25	\$ 3,719.93	\$ 2.40	\$ 3,967.92
8	EARTH EXCAVATION	100.0	SYD	\$5.00	\$ 500.00	\$ 12.00	\$ 1,200.00	\$ 20.60	\$ 2,060.00
9	SUBGRADE UNDERCUTTING	25.0	CYD	\$25.00	\$ 625.00	\$ 50.00	\$ 1,250.00	\$ 47.00	\$ 1,175.00
10	COLD MILL PAVEMENT	9184.3	SYD	\$2.00	\$ 18,368.60	\$ 2.50	\$ 22,960.75	\$ 7.23	\$ 66,402.49
11	ADJUST VALVE BOX	1.0	EA	\$300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 175.00	\$ 175.00
12	ADJUST, CLEAN, & PLASTER STRUCTURE	27.0	EA	\$500.00	\$ 13,500.00	\$ 200.00	\$ 5,400.00	\$ 480.00	\$ 12,960.00
13	CLEAN & PLASTER STRUCTURE	6.0	EA	\$250.00	\$ 1,500.00	\$ 200.00	\$ 1,200.00	\$ 250.00	\$ 1,500.00
14	RECONSTRUCT STRUCTURE	2.0	EA	\$750.00	\$ 1,500.00	\$ 400.00	\$ 800.00	\$ 1,500.00	\$ 3,000.00
15	ABANDON / REMOVE STRUCTURE	1.0	EA	\$500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 1,000.00	\$ 1,000.00
16	F&I 2' DIA. STRUCTURE	1.0	EA	\$1,500.00	\$ 1,500.00	\$ 1,600.00	\$ 1,600.00	\$ 1,950.00	\$ 1,950.00
17	F&I 4' DIA. STRUCTURE	1.0	EA	\$2,250.00	\$ 2,250.00	\$ 1,900.00	\$ 1,900.00	\$ 2,500.00	\$ 2,500.00
18	F&I #1040 WATERTIGHT EJ CASTING	5.0	EA	\$750.00	\$ 3,750.00	\$ 700.00	\$ 3,500.00	\$ 800.00	\$ 4,000.00
19	F&I #1040 EJ CASTING	10.0	EA	\$750.00	\$ 7,500.00	\$ 700.00	\$ 7,000.00	\$ 800.00	\$ 8,000.00
20	F&I #7045 EJ CASTING	13.0	EA	\$750.00	\$ 9,750.00	\$ 800.00	\$ 10,400.00	\$ 940.00	\$ 12,220.00
21	F&I #7065 EJ CASTING	1.0	EA	\$750.00	\$ 750.00	\$ 800.00	\$ 800.00	\$ 940.00	\$ 940.00
22	F&I 12" R.C.P. STORM SEWER	10.0	LFT	\$60.00	\$ 600.00	\$ 60.00	\$ 600.00	\$ 90.00	\$ 900.00
23	F&I 12" PVC STORM SEWER	16.0	LFT	\$50.00	\$ 800.00	\$ 70.00	\$ 1,120.00	\$ 85.00	\$ 1,360.00
24	TAP EXISTING STRUCTURE	1.0	EA	\$250.00	\$ 250.00	\$ 400.00	\$ 400.00	\$ 500.00	\$ 500.00
25	RECONNECT CURB DRAIN	2.0	EA	\$200.00	\$ 400.00	\$ 200.00	\$ 400.00	\$ 400.00	\$ 800.00
26	F&I 6" CONCRETE PAVEMENT & APPROACH	436.4	SYD	\$30.00	\$ 13,092.00	\$ 43.75	\$ 19,092.50	\$ 25.65	\$ 11,193.66
27	F&I 8" CONCRETE PAVEMENT & APPROACH	25.0	SYD	\$35.00	\$ 875.00	\$ 48.25	\$ 1,206.25	\$ 36.00	\$ 900.00
28	F&I 6" CONCRETE ADA RAMP	581.0	SFT	\$9.00	\$ 5,229.00	\$ 9.50	\$ 5,519.50	\$ 11.07	\$ 6,431.67
29	F&I 4" CONCRETE SIDEWALK	3987.2	SFT	\$4.00	\$ 15,948.80	\$ 4.00	\$ 15,948.80	\$ 2.30	\$ 9,170.56
30	F&I MDOT 21A STONE	40.0	TON	\$25.00	\$ 1,000.00	\$ 25.00	\$ 1,000.00	\$ 30.00	\$ 1,200.00
31	F&I CONTROLLED DENSITY BACKFILL	10.0	CYD	\$80.00	\$ 800.00	\$ 175.00	\$ 1,750.00	\$ 100.00	\$ 1,000.00
32	F&I SPOT CURB & GUTTER	30.0	LFT	\$20.00	\$ 600.00	\$ 50.00	\$ 1,500.00	\$ 20.00	\$ 600.00
33	F&I MDOT F-4 CURB & GUTTER	3110.2	LFT	\$12.00	\$ 37,322.40	\$ 13.50	\$ 41,987.70	\$ 9.75	\$ 30,324.45
34	F&I MDOT E-4 CURB	445.0	LFT	\$12.00	\$ 5,340.00	\$ 21.50	\$ 9,567.50	\$ 20.00	\$ 8,900.00

2013 CURB REPLACEMENT AND RESURFACING - BID TABULATION				ENGINEER'S ESTIMATE		1 - AL'S ASPHALT PAVING COMPANY		2 - PAVEX CORPORATION	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
35	F&I HAND PATCH	20.0	TON	\$150.00	\$ 3,000.00	\$ 120.00	\$ 2,400.00	\$ 200.00	\$ 4,000.00
36	F&I MDOT 13A BIT. PAVE. LEVELING	918.0	TON	\$75.00	\$ 68,850.00	\$ 67.00	\$ 61,506.00	\$ 84.00	\$ 77,112.00
37	F&I MDOT 13A BIT. PAVE. WEARING	621.3	TON	\$75.00	\$ 46,597.50	\$ 67.00	\$ 41,627.10	\$ 84.00	\$ 52,189.20
38	F&I MDOT 36A BIT. PAVE. WEARING	136.4	TON	\$80.00	\$ 10,912.00	\$ 98.00	\$ 13,367.20	\$ 93.00	\$ 12,685.20
39	F&I NET POST	4.0	EA	\$200.00	\$ 800.00	\$ 700.00	\$ 2,800.00	\$ 650.00	\$ 2,600.00
40	F&I CENTER ANCHOR	2.0	EA	\$100.00	\$ 200.00	\$ 500.00	\$ 1,000.00	\$ 100.00	\$ 200.00
41	TEMP. FENCING REMOVAL FOR PAVING	1.0	LS	\$1,000.00	\$ 1,000.00	\$ 600.00	\$ 600.00	\$ 750.00	\$ 750.00
42	F&I 4" WHITE WATERBORNE PVMT. MRKG.	234.0	LFT	\$1.00	\$ 234.00	\$ 3.00	\$ 702.00	\$ 2.80	\$ 655.20
43	F&I 24" WHITE WATERBORNE STOP BAR	36.0	LFT	\$10.00	\$ 360.00	\$ 20.00	\$ 720.00	\$ 16.80	\$ 604.80
44	F&I ACRYLIC COLOR COURT SURFACE	1653.3	SYD	\$4.00	\$ 6,613.20	\$ 5.85	\$ 9,671.81	\$ 4.50	\$ 7,439.85
45	TRAFFIC CONTROL - LOCATION A	1.0	LS	\$3,000.00	\$ 3,000.00	\$ 800.00	\$ 800.00	\$ 3,000.00	\$ 3,000.00
46	SITE RESTORATION - LOCATION A	1.0	LS	\$3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	\$ 11,600.00	\$ 11,600.00
47	TRAFFIC CONTROL - LOCATION B	1.0	LS	\$2,000.00	\$ 2,000.00	\$ 800.00	\$ 800.00	\$ 3,000.00	\$ 3,000.00
48	SITE RESTORATION - LOCATION B	1.0	LS	\$3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	\$ 3,465.00	\$ 3,465.00
49	TRAFFIC CONTROL - LOCATION C	1.0	LS	\$1,000.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 3,000.00	\$ 3,000.00
50	SITE RESTORATION - LOCATION C	1.0	LS	\$500.00	\$ 500.00	\$ 1,800.00	\$ 1,800.00	\$ 333.00	\$ 333.00
51	TRAFFIC CONTROL - LOCATION D	1.0	LS	\$500.00	\$ 500.00	\$ 800.00	\$ 800.00	\$ 3,000.00	\$ 3,000.00
52	SITE RESTORATION - LOCATION D	1.0	LS	\$500.00	\$ 500.00	\$ 1,800.00	\$ 1,800.00	\$ 2,088.00	\$ 2,088.00
53	TRAFFIC CONTROL - LOCATION E	1.0	LS	\$1,000.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 3,000.00	\$ 3,000.00
54	SITE RESTORATION - LOCATION E	1.0	LS	\$1,000.00	\$ 1,000.00	\$ 1,800.00	\$ 1,800.00	\$ 3,900.00	\$ 3,900.00
			TOTAL		\$ 344,657.60		\$ 358,322.14		\$ 422,441.85

Note: Bold line items indicate deviation from "as read" total.

2013 CURB REPLACEMENT AND RESURFACING - BID TABULATION				3 - BEST ASPHALT, INC.		4 - BARRETT PAVING MATERIALS, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST
1	R&D CURB & GUTTER	3585.2	LFT	\$ 12.00	\$ 43,022.40	\$ 11.50	\$ 41,229.80
2	R&D SIDEWALK	5082.4	SFT	\$ 1.00	\$ 5,082.40	\$ 3.00	\$ 15,247.20
3	R&D PAVEMENT & APPROACH	417.5	SYD	\$ 14.00	\$ 5,845.00	\$ 15.00	\$ 6,262.50
4	R&D NET POST	4.0	EA	\$ 50.00	\$ 200.00	\$ 150.00	\$ 600.00
5	R&D CENTER ANCHOR	2.0	EA	\$ 50.00	\$ 100.00	\$ 150.00	\$ 300.00
6	R&D EXISTING BENCH AND POSTS	1.0	EA	\$ 50.00	\$ 50.00	\$ 800.00	\$ 800.00
7	SUBGRADE MANIPULATION	1653.3	SYD	\$ 1.50	\$ 2,479.95	\$ 6.50	\$ 10,746.45
8	EARTH EXCAVATION	100.0	SYD	\$ 11.00	\$ 1,100.00	\$ 18.00	\$ 1,800.00
9	SUBGRADE UNDERCUTTING	25.0	CYD	\$ 40.00	\$ 1,000.00	\$ 36.00	\$ 900.00
10	COLD MILL PAVEMENT	9184.3	SYD	\$ 3.35	\$ 30,767.41	\$ 5.00	\$ 45,921.50
11	ADJUST VALVE BOX	1.0	EA	\$ 500.00	\$ 500.00	\$ 475.00	\$ 475.00
12	ADJUST, CLEAN, & PLASTER STRUCTURE	27.0	EA	\$ 1,400.00	\$ 37,800.00	\$ 700.00	\$ 18,900.00
13	CLEAN & PLASTER STRUCTURE	6.0	EA	\$ 500.00	\$ 3,000.00	\$ 500.00	\$ 3,000.00
14	RECONSTRUCT STRUCTURE	2.0	EA	\$ 1,500.00	\$ 3,000.00	\$ 1,000.00	\$ 2,000.00
15	ABANDON / REMOVE STRUCTURE	1.0	EA	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 600.00
16	F&I 2' DIA. STRUCTURE	1.0	EA	\$ 3,000.00	\$ 3,000.00	\$ 1,650.00	\$ 1,650.00
17	F&I 4' DIA. STRUCTURE	1.0	EA	\$ 4,000.00	\$ 4,000.00	\$ 1,850.00	\$ 1,850.00
18	F&I #1040 WATERTIGHT EJ CASTING	5.0	EA	\$ 500.00	\$ 2,500.00	\$ 690.00	\$ 3,450.00
19	F&I #1040 EJ CASTING	10.0	EA	\$ 500.00	\$ 5,000.00	\$ 750.00	\$ 7,500.00
20	F&I #7045 EJ CASTING	13.0	EA	\$ 600.00	\$ 7,800.00	\$ 800.00	\$ 10,400.00
21	F&I #7065 EJ CASTING	1.0	EA	\$ 600.00	\$ 600.00	\$ 900.00	\$ 900.00
22	F&I 12" R.C.P. STORM SEWER	10.0	LFT	\$ 100.00	\$ 1,000.00	\$ 150.00	\$ 1,500.00
23	F&I 12" PVC STORM SEWER	16.0	LFT	\$ 100.00	\$ 1,600.00	\$ 95.00	\$ 1,520.00
24	TAP EXISTING STRUCTURE	1.0	EA	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
25	RECONNECT CURB DRAIN	2.0	EA	\$ 200.00	\$ 400.00	\$ 250.00	\$ 500.00
26	F&I 6" CONCRETE PAVEMENT & APPROACH	436.4	SYD	\$ 40.00	\$ 17,456.00	\$ 36.00	\$ 15,710.40
27	F&I 8" CONCRETE PAVEMENT & APPROACH	25.0	SYD	\$ 45.00	\$ 1,125.00	\$ 41.00	\$ 1,025.00
28	F&I 6" CONCRETE ADA RAMP	581.0	SFT	\$ 13.75	\$ 7,988.75	\$ 12.50	\$ 7,262.50
29	F&I 4" CONCRETE SIDEWALK	3987.2	SFT	\$ 4.00	\$ 15,948.80	\$ 3.75	\$ 14,952.00
30	F&I MDOT 21A STONE	40.0	TON	\$ 25.00	\$ 1,000.00	\$ 36.30	\$ 1,452.00
31	F&I CONTROLLED DENSITY BACKFILL	10.0	CYD	\$ 100.00	\$ 1,000.00	\$ 600.00	\$ 6,000.00
32	F&I SPOT CURB & GUTTER	30.0	LFT	\$ 40.00	\$ 1,200.00	\$ 35.50	\$ 1,065.00
33	F&I MDOT F-4 CURB & GUTTER	3110.2	LFT	\$ 14.00	\$ 43,542.80	\$ 16.00	\$ 49,763.20
34	F&I MDOT E-4 CURB	445.0	LFT	\$ 20.00	\$ 8,900.00	\$ 18.50	\$ 8,232.50

2013 CURB REPLACEMENT AND RESURFACING - BID TABULATION				3 - BEST ASPHALT, INC.		4 - BARRETT PAVING MATERIALS, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST
35	F&I HAND PATCH	20.0	TON	\$ 250.00	\$ 5,000.00	\$ 175.00	\$ 3,500.00
36	F&I MDOT 13A BIT. PAVE. LEVELING	918.0	TON	\$ 78.00	\$ 71,604.00	\$ 86.00	\$ 78,948.00
37	F&I MDOT 13A BIT. PAVE. WEARING	621.3	TON	\$ 75.00	\$ 46,597.50	\$ 98.00	\$ 60,887.40
38	F&I MDOT 36A BIT. PAVE. WEARING	136.4	TON	\$ 102.00	\$ 13,912.80	\$ 225.00	\$ 30,690.00
39	F&I NET POST	4.0	EA	\$ 700.00	\$ 2,800.00	\$ 450.00	\$ 1,800.00
40	F&I CENTER ANCHOR	2.0	EA	\$ 350.00	\$ 700.00	\$ 275.00	\$ 550.00
41	TEMP. FENCING REMOVAL FOR PAVING	1.0	LS	\$ 500.00	\$ 500.00	\$ 5,000.00	\$ 5,000.00
42	F&I 4" WHITE WATERBORNE PVMT. MRKG.	234.0	LFT	\$ 1.00	\$ 234.00	\$ 3.50	\$ 819.00
43	F&I 24" WHITE WATERBORNE STOP BAR	36.0	LFT	\$ 10.00	\$ 360.00	\$ 12.00	\$ 432.00
44	F&I ACRYLIC COLOR COURT SURFACE	1653.3	SYD	\$ 4.50	\$ 7,439.85	\$ 8.00	\$ 13,226.40
45	TRAFFIC CONTROL - LOCATION A	1.0	LS	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00
46	SITE RESTORATION - LOCATION A	1.0	LS	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00
47	TRAFFIC CONTROL - LOCATION B	1.0	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00
48	SITE RESTORATION - LOCATION B	1.0	LS	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00
49	TRAFFIC CONTROL - LOCATION C	1.0	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
50	SITE RESTORATION - LOCATION C	1.0	LS	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00
51	TRAFFIC CONTROL - LOCATION D	1.0	LS	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00
52	SITE RESTORATION - LOCATION D	1.0	LS	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00
53	TRAFFIC CONTROL - LOCATION E	1.0	LS	\$ 4,000.00	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00
54	SITE RESTORATION - LOCATION E	1.0	LS	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
			TOTAL		\$ 423,656.66		\$ 503,167.85

Note: Bold line items indicate deviation from "as read" total.

2013 CURB REPLACEMENT AND RESURFACING - BREAKDOWN OF PAY ITEMS AND COSTS PER LOCATION

ITEM NO.	DESCRIPTION	UNIT PRICE	UNITS	NO. OF UNITS							TOTAL ALL LOCATIONS	PROJECT COSTS						
				MAPLE AVENUE	E. 2ND STREET	CASS STREET	TENNIS COURTS	W. FRONT CURB	PROVIS.	MAPLE AVENUE		E. 2ND STREET	CASS STREET	TENNIS COURTS	W. FRONT CURB	PROVIS.	TOTAL ALL LOCATIONS	
1	R&D CURB & GUTTER	\$ 8.00	LFT	2316.0	794.2	30.0		445.0			3585.2	\$18,528.00	\$6,353.60	\$240.00	\$0.00	\$3,560.00	\$0.00	\$28,681.60
2	R&D SIDEWALK	\$ 2.50	SFT	309.9	2368.6	132.0		2271.9			5082.4	\$774.75	\$5,921.50	\$330.00	\$0.00	\$5,679.75	\$0.00	\$12,706.00
3	R&D PAVEMENT & APPROACH	\$ 15.00	SYD	245.0	69.8	22.1		80.6			417.5	\$3,675.00	\$1,047.00	\$331.50	\$0.00	\$1,209.00	\$0.00	\$6,262.50
4	R&D NET POST	\$ 55.00	EA				4.0				4.0	\$0.00	\$0.00	\$0.00	\$220.00	\$0.00	\$0.00	\$220.00
5	R&D CENTER ANCHOR	\$ 55.00	EA				2.0				2.0	\$0.00	\$0.00	\$0.00	\$110.00	\$0.00	\$0.00	\$110.00
6	R&D EXISTING BENCH AND POSTS	\$ 225.00	EA				1.0				1.0	\$0.00	\$0.00	\$0.00	\$225.00	\$0.00	\$0.00	\$225.00
7	SUBGRADE MANIPULATION	\$ 2.25	SYD				1653.3				1653.3	\$0.00	\$0.00	\$0.00	\$3,719.93	\$0.00	\$0.00	\$3,719.93
8	EARTH EXCAVATION	\$ 12.00	SYD						100.0		100.0	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
9	SUBGRADE UNDERCUTTING	\$ 50.00	CYD						25.0		25.0	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00
10	COLD MILL PAVEMENT	\$ 2.50	SYD	3150.0	1420.9	2960.1	1653.3				9184.3	\$7,875.00	\$3,552.25	\$7,400.25	\$4,133.25	\$0.00	\$0.00	\$22,960.75
11	ADJUST VALVE BOX	\$ 300.00	EA						1.0		1.0	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00
12	ADJUST, CLEAN, & PLASTER STRUCTURE	\$ 200.00	EA	14.0	11.0	1.0			1.0		27.0	\$2,800.00	\$2,200.00	\$200.00	\$0.00	\$200.00	\$0.00	\$5,400.00
13	CLEAN & PLASTER STRUCTURE	\$ 200.00	EA			6.0					6.0	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00
14	RECONSTRUCT STRUCTURE	\$ 400.00	EA						2.0		2.0	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
15	ABANDON / REMOVE STRUCTURE	\$ 600.00	EA	1.0							1.0	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00
16	F&I 2' DIA. STRUCTURE	\$ 1,600.00	EA	1.0							1.0	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00
17	F&I 4' DIA. STRUCTURE	\$ 1,900.00	EA						1.0		1.0	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900.00	\$0.00	\$1,900.00
18	F&I #1040 WATERTIGHT EJ CASTING	\$ 700.00	EA	3.0	1.0	1.0					5.0	\$2,100.00	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$3,500.00
19	F&I #1040 EJ CASTING	\$ 700.00	EA	4.0	6.0						10.0	\$2,800.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00
20	F&I #7045 EJ CASTING	\$ 800.00	EA	8.0	4.0				1.0		13.0	\$6,400.00	\$3,200.00	\$0.00	\$0.00	\$800.00	\$0.00	\$10,400.00
21	F&I #7065 EJ CASTING	\$ 800.00	EA								1.0	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
22	F&I 12" R.C.P. STORM SEWER	\$ 60.00	LFT						10.0		10.0	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00
23	F&I 12" PVC STORM SEWER	\$ 70.00	LFT	6.0					10.0		16.0	\$420.00	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00	\$1,120.00
24	TAP EXISTING STRUCTURE	\$ 400.00	EA						1.0		1.0	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00
25	RECONNECT CURB DRAIN	\$ 200.00	EA	2.0							2.0	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
26	F&I 6" CONCRETE PAVEMENT & APPROACH	\$ 43.75	SYD	245.0	69.8	38.6		83.0			436.4	\$10,718.75	\$3,053.75	\$1,688.75	\$0.00	\$3,631.25	\$0.00	\$19,092.50
27	F&I 8" CONCRETE PAVEMENT & APPROACH	\$ 48.25	SYD						25.0		25.0	\$0.00	\$0.00	\$0.00	\$0.00	\$1,206.25	\$0.00	\$1,206.25
28	F&I 6" CONCRETE ADA RAMP	\$ 9.50	SFT	265.4	237.5	30.0		48.1			581.0	\$2,521.30	\$2,256.25	\$285.00	\$0.00	\$456.95	\$0.00	\$5,519.50
29	F&I 4" CONCRETE SIDEWALK	\$ 4.00	SFT	44.5	1596.3	102.0		2244.4			3987.2	\$178.00	\$6,385.20	\$408.00	\$0.00	\$8,977.60	\$0.00	\$15,948.80
30	F&I MDOT 21A STONE	\$ 25.00	TON	20.0	20.0						40.0	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
31	F&I CONTROLLED DENSITY BACKFILL	\$ 175.00	CYD						10.0		10.0	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	\$0.00	\$1,750.00
32	F&I SPOT CURB & GUTTER	\$ 50.00	LFT			30.0					30.0	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
33	F&I MDOT F-4 CURB & GUTTER	\$ 13.50	LFT	2316.0	794.2						3110.2	\$31,266.00	\$10,721.70	\$0.00	\$0.00	\$0.00	\$0.00	\$41,987.70
34	F&I MDOT E-4 CURB	\$ 21.50	LFT					445.0			445.0	\$0.00	\$0.00	\$0.00	\$0.00	\$9,567.50	\$0.00	\$9,567.50
35	F&I HAND PATCH	\$ 120.00	TON	5.0		5.0		10.0			20.0	\$600.00	\$0.00	\$600.00	\$0.00	\$1,200.00	\$0.00	\$2,400.00
36	F&I MDOT 13A BIT. PAVE. LEVELING	\$ 67.00	TON	314.5	142.1	296.1	165.3				918.0	\$21,071.50	\$9,520.70	\$19,838.70	\$11,075.10	\$0.00	\$0.00	\$61,506.00
37	F&I MDOT 13A BIT. PAVE. WEARING	\$ 67.00	TON	259.9	117.2	244.2					621.3	\$17,413.30	\$7,852.40	\$16,361.40	\$0.00	\$0.00	\$0.00	\$41,627.10
38	F&I MDOT 36A BIT. PAVE. WEARING	\$ 98.00	TON					136.4			136.4	\$0.00	\$0.00	\$0.00	\$13,367.20	\$0.00	\$0.00	\$13,367.20
39	F&I NET POST	\$ 700.00	EA				4.0				4.0	\$0.00	\$0.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00
40	F&I CENTER ANCHOR	\$ 500.00	EA				2.0				2.0	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
41	TEMP. FENCING REMOVAL FOR PAVING	\$ 600.00	LS				1.0				1.0	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00
42	F&I 4" WHITE WATERBORNE PVMT. MRKG.	\$ 3.00	LFT		123.5	110.5					234.0	\$0.00	\$370.50	\$331.50	\$0.00	\$0.00	\$0.00	\$702.00
43	F&I 24" WHITE WATERBORNE STOP BAR	\$ 20.00	LFT		36.0						36.0	\$0.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$720.00
44	F&I ACRYLIC COLOR COURT SURFACE	\$ 5.85	SYD				1653.3				1653.3	\$0.00	\$0.00	\$0.00	\$9,671.81	\$0.00	\$0.00	\$9,671.81
45	TRAFFIC CONTROL - LOCATION A	\$ 800.00	LS	1.0							1.0	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00
46	SITE RESTORATION - LOCATION A	\$ 1,800.00	LS	1.0							1.0	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00
47	TRAFFIC CONTROL - LOCATION B	\$ 800.00	LS		1.0						1.0	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00
48	SITE RESTORATION - LOCATION B	\$ 1,800.00	LS		1.0						1.0	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00
49	TRAFFIC CONTROL - LOCATION C	\$ 800.00	LS			1.0					1.0	\$0.00	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00
50	SITE RESTORATION - LOCATION C	\$ 1,800.00	LS			1.0					1.0	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
51	TRAFFIC CONTROL - LOCATION D	\$ 800.00	LS				1.0				1.0	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00
52	SITE RESTORATION - LOCATION D	\$ 1,800.00	LS				1.0				1.0	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$1,800.00
53	TRAFFIC CONTROL - LOCATION E	\$ 800.00	LS					1.0			1.0	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
54	SITE RESTORATION - LOCATION E	\$ 1,800.00	LS					1.0			1.0	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00
ESTIMATED BASE COSTS PER LOW BID											TOTAL COST	\$134,841.60	\$71,154.85	\$54,015.10	\$49,522.28	\$37,882.05	\$10,906.25	\$358,322.13
ENCUMBERED COSTS INC 15% CONTINGENCY												\$155,067.84	\$81,828.08	\$62,117.36	\$56,950.62	\$43,564.36	\$12,542.19	\$412,070.45
BUDGETED FUNDING FROM CIP (INCL. CONTINGENCIES)											BUDGET	\$129,500.00	\$78,500.00	\$53,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$287,000.00
												14L07	14M04		14C06	14M03		



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Appointments

DISCUSSION: The attached Resolution recommends appointment 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 *[Signature]*
 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

COST AND REVENUE PROJECTIONS:

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

<u>SOURCE OF FUNDS:</u>	<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: Mayor's Office

DATE: 7/31/13

REVIEWED BY: Robert E. Clark, Mayor 

DATE: 8-1-13

COUNCIL MEETING DATE: 8/5/13

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 person is hereby appointed to the office and the term hereinafter indicated, August 5, 2013

CITIZEN PLANNING COMMISSION

Brian LaMour	fill an unexpired term to January 13, 2014
Kellie Vining	fill an unexpired term to January 12, 2015

RECREATION ADVISORY COMMISSION

Charles Michael Madison, Sr.	3 year term to June 30, 2016
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DOWNTOWN DEVELOPMENT AUTHORITY

Stephen Pipis	fill an unexpired term to June 30, 2016
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CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Downtown Monroe Business Network – Annual Fine Art Fair – Additional Street Closure

DISCUSSION: The City approved a request from the Downtown Monroe Business Network (DMBN) Fine Art Fair Committee Co-chairperson Jennifer Fountain to hold the Annual Fine Art Fair in conjunction with the 2013 River Raisin Jazz Festival on August 10 & 11, 2013. Specifically the original request was for use of utilities, services, personnel from the City, closure of the affected streets, picnic tables, extra trash cans and porta potties.

The attached letter from the DMBN requests the additional closure of E. Front Street between Macomb and Monroe Streets so they can place Artists on East Front Street as well as hold a BBQ and Street Party.

The request was reviewed by the administrative staff and there were no objections to the request subject to insurance requirements being met, emergency vehicle access being maintained, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, subject to no additional overtime or other costs to the city in accordance with City Council adopted policy, **and** that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

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: DPS, Police, Finance, Recreation, and Manager

FINANCES

COST AND REVENUE PROJECTIONS:	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

SOURCE OF FUNDS:	<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: City Manager's Office

DATE: 7/31/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 8/5/13

July 31, 2013

City Hall
120 East First Street
Monroe, Michigan 48161

Dear Mayor and City Council:

The Monroe Fine Art Fair Committee request to close E. Front St. from Macomb St to Monroe St. in conjunction with the Art Fair . We ask E Front St. to be closed from 6:00 Friday Evening August 9th to 6:00 Sunday Evening August 11th.

We would like to expand the Art Fair for additional artists and a BBQ and Street Party.

We further request for no parking on Washington St. between E. First and E Front St. on Friday after 5:00 PM.

Thank you for your consideration.

Sincerely;

A handwritten signature in blue ink that reads "Jennifer Fountain". The signature is written in a cursive style with a horizontal line extending from the end.

Jennifer Fountain
DMBN- Fine Arts Committee



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: DUNBAR ROAD WATER MAIN REPLACEMENT – REPORT ON BIDS RECEIVED

DISCUSSION: Bids for this project were opened by the Engineering Department on July 29. There were five (5) bidders, and a bid tabulation is attached for your review. This project consists of the replacement of the existing 12" water main along Dunbar Road from Strasburg Road to approximately 1400 feet west of Raisinville Road. Due to the need to stay within the utility corridor established for us by the Monroe County Road Commission, the replacement method chosen for this work is through pipe bursting, whereby the existing users are connected to a shared temporary service feed line while the new main is pulled through the existing main, then the services are reconnected. Funding for this work will be provided through a Water bond issue that will also include modifications to the Ozone System at the Water Filtration Plant. At this time the Water Department is undertaking conceptual design activities for that project that will determine its total costs, so bonds have not yet been sold. To allow for the Dunbar Road project to be completed this construction season, at least the early portion of this work can be advanced from the Water Fund reserves, which will be subsequently repaid from the bond proceeds later this summer or fall.

The low bidder for the work is Pamar Enterprises of New Haven, Michigan. Their low bid of \$664,468.00 is 0.9% above the Engineer's Estimate of \$658,223.00. While we have not worked with them before, a check of their references indicates that they are capable of completing the work satisfactorily and we would recommend award on this basis. The completion date of the project is November 15. We plan to inspect this project with City staff or through the previously-approved inspection contract with TTL Associates if City staff is not available at the actual time of construction.

IT IS RECOMMENDED that the City Council award a contract for the Dunbar Road Water Main Replacement project to Pamar Enterprises, Inc. in the amount of \$664,468, that a total of \$764,000 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make any necessary transfers from the Water Fund reserves. **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 *J. M. [Signature]*
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Work should be completed this construction season.

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, water customers

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$820,000*
	Cost of This Project Approval	\$764,000
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

*Amount to be transferred from reserves could be up to this amount, which includes previously-allocated design award of \$19,415 on April 4, 2013 City Council meeting, plus this construction award, construction engineering costs, and water service material costs.

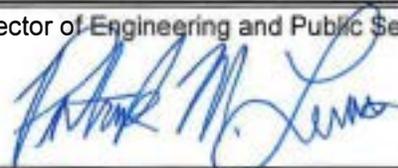
SOURCE OF FUNDS:	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	Water Fund Reserves	(To be repaid by bond proceeds)	\$764,000*

*Total amount will not likely be needed as the bond sale will occur well before project completion.

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/31/13

REVIEWED BY: 

DATE:

COUNCIL MEETING DATE: August 5, 2013

DUNBAR ROAD WATER MAIN REPLACEMENT				ENGINEER'S ESTIMATE		1 - PAMAR ENTERPRISES, INC.		2 - LAWRENCE M. CLARK, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	REMOVE AND DISPOSE 12" X 12" X 6" TEE	11.0	EA	\$500.00	\$ 5,500.00	\$ 300.00	\$ 3,300.00	\$ 200.00	\$ 2,200.00
2	REMOVE AND SALVAGE GATE VALVE AND BOX	5.0	EA	\$400.00	\$ 2,000.00	\$ 300.00	\$ 1,500.00	\$ 500.00	\$ 2,500.00
3	FURNISH & INSTALL 12" FUSIBLE PVC C-900 DR 14	110.0	LFT	\$90.00	\$ 9,900.00	\$ 180.00	\$ 19,800.00	\$ 90.00	\$ 9,900.00
4	FURNISH & INSTALL 12" FUSIBLE PVC C-900 DR WATER MAIN, PIPE BURST	5865.0	LFT	\$95.00	\$ 557,175.00	\$ 88.00	\$ 516,120.00	\$ 90.00	\$ 527,850.00
5	FURNISH & INSTALL 2" TEMPORARY POLYETHYLENE WATER SERVICE LINE	5988.0	LFT	\$4.00	\$ 23,952.00	\$ 1.00	\$ 5,988.00	\$ 10.00	\$ 59,880.00
6	FURNISH & INSTALL 12" GATE VALVE AND BOX	5.0	EA	\$2,200.00	\$ 11,000.00	\$ 5,000.00	\$ 25,000.00	\$ 3,500.00	\$ 17,500.00
7	FURNISH & INSTALL 12" X12" X6" DUCTILE IRON TEE	11.0	EA	\$600.00	\$ 6,600.00	\$ 2,000.00	\$ 22,000.00	\$ 800.00	\$ 8,800.00
8	RECONNECT FIRE HYDRANT	11.0	EA	\$500.00	\$ 5,500.00	\$ 3,000.00	\$ 33,000.00	\$ 1,000.00	\$ 11,000.00
9	RECONNECT WATER SERVICE, COMPLETE	24.0	EA	\$800.00	\$ 19,200.00	\$ 500.00	\$ 12,000.00	\$ 665.00	\$ 15,960.00
10	CONNECT WATER LINE TO TEMPORARY 2: WATER SERVICE LINE	24.0	EA	\$300.00	\$ 7,200.00	\$ 250.00	\$ 6,000.00	\$ 200.00	\$ 4,800.00
11	FURNISH & INSTALL 2" TEMPORARY BLOWOFF	1.0	EA	\$500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 700.00	\$ 700.00
12	FURNISH & INSTALL 1" CHLORINATION TAP	1.0	EA	\$500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 500.00	\$ 500.00
13	SITE RESTORATION	1.0	LS	\$3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
14	FURNISH & INSTALL INLET PROTECTION	1.0	EA	\$100.00	\$ 100.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
15	FURINSH & INSTALL SITE FENCE	32.0	LFT	\$3.00	\$ 96.00	\$ 5.00	\$ 160.00	\$ 10.00	\$ 320.00
16	MAINTAIN DRIVEWAY AT TEMPORARY SERVICE LINE	1.0	LS	\$5,000.00	\$ 5,000.00	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00
17	TRAFFIC CONTROL	1.0	LS	\$1,000.00	\$ 1,000.00	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00
			TOTAL		\$ 658,223.00		\$ 664,488.00		\$ 676,610.00

DUNBAR ROAD WATER MAIN REPLACEMENT				3 - C I CONTRACTING, INC.		4 - VERDETERRE CONTRACTING, INC.		5 - UTILITY SERVICES AUTHORITY, LLC	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	REMOVE AND DISPOSE 12" X 12" X 6" TEE	11.0	EA	\$ 785.00	\$ 8,635.00	\$ 450.00	\$ 4,950.00	\$ 500.00	\$ 5,500.00
2	REMOVE AND SALVAGE GATE VALVE AND BOX	5.0	EA	\$ 785.00	\$ 3,925.00	\$ 450.00	\$ 2,250.00	\$ 500.00	\$ 2,500.00
3	FURNISH & INSTALL 12" FUSIBLE PVC C-900 DR 14	110.0	LFT	\$ 115.00	\$ 12,650.00	\$ 128.85	\$ 14,173.50	\$ 250.00	\$ 27,500.00
4	FURNISH & INSTALL 12" FUSIBLE PVC C-900 DR WATER MAIN, PIPE BURST	5865.0	LFT	\$ 83.00	\$ 486,795.00	\$ 104.85	\$ 614,945.25	\$ 110.00	\$ 645,150.00
5	FURNISH & INSTALL 2" TEMPORARY POLYETHYLENE WATER SERVICE LINE	5988.0	LFT	\$ 6.75	\$ 40,419.00	\$ 7.95	\$ 47,604.60	\$ 10.00	\$ 59,880.00
6	FURNISH & INSTALL 12" GATE VALVE AND BOX	5.0	EA	\$ 4,250.00	\$ 21,250.00	\$ 3,965.00	\$ 19,825.00	\$ 6,500.00	\$ 32,500.00
7	FURNISH & INSTALL 12" X12" X6" DUCTILE IRON TEE	11.0	EA	\$ 1,820.00	\$ 20,020.00	\$ 1,825.00	\$ 20,075.00	\$ 1,500.00	\$ 16,500.00
8	RECONNECT FIRE HYDRANT	11.0	EA	\$ 1,250.00	\$ 13,750.00	\$ 2,560.00	\$ 28,160.00	\$ 100.00	\$ 1,100.00
9	RECONNECT WATER SERVICE, COMPLETE	24.0	EA	\$ 755.00	\$ 18,120.00	\$ 985.00	\$ 23,640.00	\$ 500.00	\$ 12,000.00
10	CONNECT WATER LINE TO TEMPORARY 2: WATER SERVICE LINE	24.0	EA	\$ 745.00	\$ 17,880.00	\$ 465.00	\$ 11,160.00	\$ 500.00	\$ 12,000.00
11	FURNISH & INSTALL 2" TEMPORARY BLOWOFF	1.0	EA	\$ 1,645.00	\$ 1,645.00	\$ 1,425.00	\$ 1,425.00	\$ 3,500.00	\$ 3,500.00
12	FURNISH & INSTALL 1" CHLORINATION TAP	1.0	EA	\$ 1,140.00	\$ 1,140.00	\$ 1,425.00	\$ 1,425.00	\$ 1,500.00	\$ 1,500.00
13	SITE RESTORATION	1.0	LS	\$ 21,200.00	\$ 21,200.00	\$ 27,500.00	\$ 27,500.00	\$ 30,000.00	\$ 30,000.00
14	FURNISH & INSTALL INLET PROTECTION	1.0	EA	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 500.00	\$ 500.00
15	FURNISH & INSTALL SITE FENCE	32.0	LFT	\$ 8.00	\$ 256.00	\$ 3.50	\$ 112.00	\$ 10.00	\$ 320.00
16	MAINTAIN DRIVEWAY AT TEMPORARY SERVICE LINE	1.0	LS	\$ 6,850.00	\$ 6,850.00	\$ 4,105.00	\$ 4,105.00	\$ 2,500.00	\$ 2,500.00
17	TRAFFIC CONTROL	1.0	LS	\$ 2,100.00	\$ 2,100.00	\$ 8,475.00	\$ 8,475.00	\$ 5,000.00	\$ 5,000.00
			TOTAL		\$ 676,785.00		\$ 829,975.35		\$ 857,950.00



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: WATER TREATMENT PLANT FILTER CHAMBER REHABILITATION – REPORT ON BIDS RECEIVED

DISCUSSION: Bids for this project were opened by the Engineering Department on July 30. There were four (4) bidders, and a bid tabulation is attached for your review. This project consists of a variety of structural repairs and rehabilitation of both the interior and exterior of the filter chamber at the filtration plant at 915 East Front Street to ensure proper structural integrity and prevent leakage and adjacent groundwater contamination. Some funding for this work was originally set aside as a part of the 2011-12 Capital Improvements Program, though completion of the work has required some additional budget transfers from surplus funds in other Water capital projects. The project was designed by The Mannik and Smith Group of Frenchtown Township, and they assisted City staff with the review of bids and qualifications as well.

The low bidder for the work is Meridian Restoration, LLC of Alpena, Michigan. Their low bid of \$214,576.00 is 112% above the Engineer's Estimate of \$101,229.00. While we have not worked with them before, a check of their references by The Mannik and Smith Group (see attached letter) leads us to believe that they are capable of performing the work satisfactorily. While all bids were significantly over the Engineer's Estimate, the consultant review indicates that the combination of what appears to be an over-estimation of the likely usage for one item ("Patch, Forming") that appears in Categories 1, 2, and 3, and the high pricing by the low bid contractor for that item is the primary cause of much of the overage. After additional review, the consultant provided City staff with revisions on the likely usage of this item, and a second revised bid tabulation form has been prepared (and is attached) to indicate the more likely costs resulting from this bidding. While we generally would award the contract for the full amount, our contract language gives us wide latitude to modify quantities at any time to bring this project better within available funding. Even with the quantity changes, the low bid is still 54.6% above the revised Engineer's Estimate. However, as this project was widely advertised, and is of a specialty nature, it is highly unlikely that re-bidding this project will result in significantly better bids. Since the late summer / early fall is the optimum time to perform this work, the award should proceed now if at all possible.

In addition the construction award, we solicited the attached proposal for construction inspection and testing from The Mannik and Smith Group. Their proposed "Not to Exceed" fee is \$9,700, and we feel that it is reasonable and within industry standards.

IT IS RECOMMENDED that the City Council award a contract for the Monroe Water Treatment Plant Filter Chamber Rehabilitation project to Meridian Restoration, LLC in the amount of up to \$141,451.00 and that a total of \$162,700 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. **IT IS FURTHER RECOMMENDED** that a professional services contract be awarded to The Mannik and Smith Group in an amount "Not to Exceed" \$9,700, and that the Director of Engineering and Public Services or his designee be authorized to execute it 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 should be completed this fall at the latest

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, water customers

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$184,072*
Cost of This Project Approval	\$172,400
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

*Includes previous \$11,672 design award, plus \$162,700 current construction contract award and \$9,700 construction inspection and testing award.

SOURCE OF FUNDS:

<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Filter Rehab. Constr. Work	591-40.537-975.000 12W08	\$162,700
Filter Rehab. Contract Serv.	591-40.537-818.020 12W08	\$9,700
<u>Other Funds</u>		

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services

DATE: 08/01/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: August 5, 2013



MONROE WATER TREATMENT PLANT FILTER CHAMBER REHABILITATION - BID TABULATION				ENGINEER'S ESTIMATE		1 - MERIDIAN RESTORATION LLC		2 - SHARED SYSTEMS TECHNOLOGY, INC.		3 - ADVANCED REHABILITATION TECHNOLOGY		4 - D.C. BYERS COMPANY	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
CATEGORY 0: MOBILIZATION													
1500001	MOBILIZATION, MAX 10%	1.0	LS	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 17,000.00	\$ 17,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
			TOTAL		\$ 10,000.00		\$ 10,000.00		\$ 17,000.00		\$ 20,000.00		\$ 20,000.00
CATEGORY 1: FILTER CHAMBER INTERIOR WALLS REHABILITATION													
7107010	EPOXY LINER	4300.0	SFT	\$3.00	\$ 12,900.00	\$ 2.05	\$ 8,815.00	\$ 3.40	\$ 14,620.00	\$ 7.00	\$ 30,100.00	\$ 3.00	\$ 12,900.00
7120017	PATCH, FORMING	590.0	SFT	\$10.00	\$ 5,900.00	\$ 75.00	\$ 44,250.00	\$ 21.00	\$ 12,390.00	\$ 7.75	\$ 4,572.50	\$ 11.50	\$ 6,785.00
7120098	FLUSHING CRACKS, WATER	300.0	FT	\$1.50	\$ 450.00	\$ 4.00	\$ 1,200.00	\$ 2.50	\$ 750.00	\$ 12.30	\$ 3,690.00	\$ 3.00	\$ 900.00
7120099	STRUCTURAL CRACK, REPR	300.0	FT	\$25.00	\$ 7,500.00	\$ 30.00	\$ 9,000.00	\$ 32.00	\$ 9,600.00	\$ 28.20	\$ 8,460.00	\$ 22.00	\$ 6,600.00
7127010	SURFACE CLEANING	4700.0	SFT	\$1.00	\$ 4,700.00	\$ 1.50	\$ 7,050.00	\$ 0.93	\$ 4,371.00	\$ 7.00	\$ 32,900.00	\$ 2.00	\$ 9,400.00
7127021(A)	HAND CHIPPING	2.0	CYD	\$1,400.00	\$ 2,800.00	\$ 3,200.00	\$ 6,400.00	\$ 3,000.00	\$ 6,000.00	\$ 2,110.00	\$ 4,220.00	\$ 7,300.00	\$ 14,600.00
7127021(B)	PATCHING MOTAR (WALLS ONLY)	20	CYD	\$2,500.00	\$ 5,000.00	\$ 3,200.00	\$ 6,400.00	\$ 7,000.00	\$ 14,000.00	\$ 3,775.00	\$ 7,550.00	\$ 5,825.00	\$ 11,650.00
			TOTAL		\$ 38,250.00		\$ 83,115.00		\$ 61,731.00		\$ 91,492.50		\$ 62,835.00
CATEGORY 2: FILTER CHAMBER ROOF REHABILITATION													
4047001	DRAINAGE (COMMERCIAL SIZE GUTTERS & DOWNSPOUTS)	110.0	CYD	\$10.00	\$ 1,100.00	\$ 20.00	\$ 2,200.00	\$ 50.00	\$ 5,500.00	\$ 50.00	\$ 5,500.00	\$ 50.00	\$ 5,500.00
7107010	ROOF WATERPROOFING SYSTEM	1545.0	SFT	\$13.00	\$ 20,085.00	\$ 10.80	\$ 16,686.00	\$ 36.50	\$ 56,392.50	\$ 27.94	\$ 43,167.30	\$ 25.00	\$ 38,625.00
7120017	PATCH, FORMING	445.0	SFT	\$10.00	\$ 4,450.00	\$ 75.00	\$ 33,375.00	\$ 22.00	\$ 9,790.00	\$ 7.75	\$ 3,448.75	\$ 14.50	\$ 6,452.50
7120098	FLUSHING CRACKS, WATER	200.0	FT	\$1.50	\$ 300.00	\$ 4.00	\$ 800.00	\$ 3.00	\$ 600.00	\$ 12.30	\$ 2,460.00	\$ 4.00	\$ 800.00
7120099	STRUCTURAL CRACK, REPR	200.0	FT	\$25.00	\$ 5,000.00	\$ 30.00	\$ 6,000.00	\$ 32.00	\$ 6,400.00	\$ 28.20	\$ 5,640.00	\$ 22.00	\$ 4,400.00
7127021(A)	HAND CHIPPING	2.0	CYD	\$1,400.00	\$ 2,800.00	\$ 3,000.00	\$ 6,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,110.00	\$ 4,220.00	\$ 7,300.00	\$ 14,600.00
7127021(B)	PATCHING MORTAR (ROOF ONLY)	20	CYD	\$2,500.00	\$ 5,000.00	\$ 3,000.00	\$ 6,000.00	\$ 7,000.00	\$ 14,000.00	\$ 3,775.00	\$ 7,550.00	\$ 5,825.00	\$ 11,650.00
			TOTAL		\$ 38,735.00		\$ 71,061.00		\$ 97,682.50		\$ 71,986.95		\$ 82,027.50
CATEGORY 3: FILTER CHAMBER EXTERIOR WALL REHABILITATION													
2040055	SIDEWALK, REM (BETWEEN FILTER CHAMBERS 8 & 10 INCLUDING PAST THE STEP)	10.0	SYD	\$6.00	\$ 60.00	\$ 350.00	\$ 3,500.00	\$ 170.00	\$ 1,700.00	\$ 80.00	\$ 800.00	\$ 292.00	\$ 2,920.00
2060002	BACKFILL STRUCTURE, CIP	40.0	CYD	\$18.00	\$ 720.00	\$ 100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00	\$ 120.00	\$ 4,800.00	\$ 367.00	\$ 14,680.00
2060010	EXCAVATION, FDN	40.0	CYD	\$10.00	\$ 400.00	\$ 100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00	\$ 257.00	\$ 10,285.00
7120017	PATCH, FORMING	250.0	SFT	\$10.00	\$ 2,500.00	\$ 75.00	\$ 18,750.00	\$ 22.00	\$ 5,500.00	\$ 7.75	\$ 1,937.50	\$ 17.00	\$ 4,250.00
7127021(A)	HAND CHIPPING	1.0	CYD	\$1,400.00	\$ 1,400.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,110.00	\$ 2,110.00	\$ 7,300.00	\$ 7,300.00
7127021(B)	PATCHING MORTAR	1.0	CYD	\$2,500.00	\$ 2,500.00	\$ 1,600.00	\$ 1,600.00	\$ 7,000.00	\$ 7,000.00	\$ 3,775.00	\$ 3,775.00	\$ 5,825.00	\$ 5,825.00
8030044	SIDEWALK CONC., 4 INCH	90.0	SFT	\$3.00	\$ 270.00	\$ 15.00	\$ 1,350.00	\$ 15.50	\$ 1,395.00	\$ 12.00	\$ 1,080.00	\$ 28.00	\$ 2,520.00
8167011	SLOPE RESTORATION	250.0	SYD	\$4.00	\$ 1,000.00	\$ 11.00	\$ 2,750.00	\$ 16.80	\$ 4,200.00	\$ 50.00	\$ 12,500.00	\$ 35.00	\$ 8,750.00
			TOTAL		\$ 8,850.00		\$ 37,950.00		\$ 31,295.00		\$ 31,002.50		\$ 56,525.00
CATEGORY 4: MISCELLANEOUS REPAIRS													
2040055	SIDEWALK, REM (BETWEEN FILTER CHAMBERS 3 & 5)	8.0	SYD	\$6.00	\$ 48.00	\$ 300.00	\$ 2,400.00	\$ 200.00	\$ 1,600.00	\$ 80.00	\$ 640.00	\$ 277.00	\$ 2,216.00
2040061	STRUCTURES, REM PORTIONS (CANTILEVER OVERHANG REMOVAL)	1.0	LS	\$4,000.00	\$ 4,000.00	\$ 5,600.00	\$ 5,600.00	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 4,500.00	\$ 10,000.00	\$ 10,000.00
8030044	SIDEWALK, CONC., 4 INCH	70.0	SFT	\$3.00	\$ 210.00	\$ 15.00	\$ 1,050.00	\$ 16.00	\$ 1,120.00	\$ 12.00	\$ 840.00	\$ 35.00	\$ 2,450.00
8167011	SLOPE RESTORATION	34.0	SYD	\$4.00	\$ 136.00	\$ 100.00	\$ 3,400.00	\$ 16.80	\$ 571.20	\$ 50.00	\$ 1,700.00	\$ 50.00	\$ 1,700.00
			TOTAL		\$ 4,394.00		\$ 12,450.00		\$ 9,291.20		\$ 7,680.00		\$ 16,366.00
			TOTAL		\$ 101,229.00		\$ 214,576.00		\$ 215,999.70		\$ 222,161.95		\$ 237,753.50

Monroe Water Treatment Plant Filter Chamber Rehabilitation - Bid Tabulation REVISED to reflect expected actual pay item usage

MONROE WATER TREATMENT PLANT FILTER CHAMBER REHABILITATION - BID TABULATION				ENGINEER'S ESTIMATE		1 - MERDIAN RESTORATION LLC		2 - SHARED SYSTEMS TECHNOLOGY, INC.		3 - ADVANCED REHABILITATION TECHNOLOGY		4 - D.C. BYERS COMPANY	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1500001	MOBILIZATION, MAX 10%	1.0	LS	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 17,000.00	\$ 17,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
	CATEGORY 0 TOTAL				\$ 10,000.00		\$ 10,000.00		\$ 17,000.00		\$ 20,000.00		\$ 20,000.00
7107010	EPOXY LINER	4300.0	SFT	\$3.00	\$ 12,900.00	\$ 2.05	\$ 8,815.00	\$ 3.40	\$ 14,620.00	\$ 7.00	\$ 30,100.00	\$ 3.00	\$ 12,900.00
7120017	PATCH, FORMING	600.0	SFT	\$10.00	\$ 6,000.00	\$ 75.00	\$ 45,000.00	\$ 21.00	\$ 12,600.00	\$ 7.75	\$ 4,650.00	\$ 11.50	\$ 6,900.00
7120098	FLUSHING CRACKS, WATER	300.0	FT	\$1.50	\$ 450.00	\$ 4.00	\$ 1,200.00	\$ 2.50	\$ 750.00	\$ 12.90	\$ 3,870.00	\$ 3.00	\$ 900.00
7120099	STRUCTURAL CRACK, REPR	300.0	FT	\$25.00	\$ 7,500.00	\$ 30.00	\$ 9,000.00	\$ 32.00	\$ 9,600.00	\$ 28.20	\$ 8,460.00	\$ 22.00	\$ 6,600.00
7127010	SURFACE CLEANING	4700.0	SFT	\$1.00	\$ 4,700.00	\$ 1.50	\$ 7,050.00	\$ 0.93	\$ 4,371.00	\$ 7.00	\$ 32,900.00	\$ 2.00	\$ 9,400.00
7127021(A)	HAND CHIPPING	2.0	CYD	\$1,400.00	\$ 2,800.00	\$ 3,200.00	\$ 6,400.00	\$ 3,000.00	\$ 6,000.00	\$ 2,110.00	\$ 4,220.00	\$ 7,300.00	\$ 14,600.00
7127021(B)	PATCHING MOTAR (WALLS ONLY)	2.0	CYD	\$2,500.00	\$ 5,000.00	\$ 3,200.00	\$ 6,400.00	\$ 7,000.00	\$ 14,000.00	\$ 3,775.00	\$ 7,550.00	\$ 5,825.00	\$ 11,650.00
	CATEGORY 1 TOTAL				\$ 32,850.00		\$ 42,615.00		\$ 50,191.00		\$ 87,207.50		\$ 56,625.00
4047001	DRAINAGE (COMMERCIAL SIZE GUTTERS & DOWNSPOUTS)	110.0	CYD	\$10.00	\$ 1,100.00	\$ 20.00	\$ 2,200.00	\$ 50.00	\$ 5,500.00	\$ 50.00	\$ 5,500.00	\$ 50.00	\$ 5,500.00
7107010	ROOF WATERPROOFING SYSTEM	1545.0	SFT	\$13.00	\$ 20,085.00	\$ 10.80	\$ 16,686.00	\$ 36.50	\$ 56,392.50	\$ 27.94	\$ 43,167.50	\$ 25.00	\$ 38,625.00
7120017	PATCH, FORMING	100.0	SFT	\$10.00	\$ 1,000.00	\$ 75.00	\$ 7,500.00	\$ 22.00	\$ 2,200.00	\$ 7.75	\$ 775.00	\$ 14.50	\$ 1,450.00
7120098	FLUSHING CRACKS, WATER	200.0	FT	\$1.50	\$ 300.00	\$ 4.00	\$ 800.00	\$ 3.00	\$ 600.00	\$ 12.90	\$ 2,580.00	\$ 4.00	\$ 800.00
7120099	STRUCTURAL CRACK, REPR	200.0	FT	\$25.00	\$ 5,000.00	\$ 30.00	\$ 6,000.00	\$ 32.00	\$ 6,400.00	\$ 28.20	\$ 5,640.00	\$ 22.00	\$ 4,400.00
7127021(A)	HAND CHIPPING	2.0	CYD	\$1,400.00	\$ 2,800.00	\$ 3,000.00	\$ 6,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,110.00	\$ 4,220.00	\$ 7,300.00	\$ 14,600.00
7127021(B)	PATCHING MORTAR (ROOF ONLY)	2.0	CYD	\$2,500.00	\$ 5,000.00	\$ 3,000.00	\$ 6,000.00	\$ 7,000.00	\$ 14,000.00	\$ 3,775.00	\$ 7,550.00	\$ 5,825.00	\$ 11,650.00
	CATEGORY 2 TOTAL				\$ 34,385.00		\$ 38,436.00		\$ 88,112.50		\$ 61,614.50		\$ 75,720.00
2040055	SIDEWALK, REM (BETWEEN FILTER CHAMBERS 8 & 10 INCLUDING PAST THE STEP)	10.0	SYD	\$6.00	\$ 60.00	\$ 350.00	\$ 3,500.00	\$ 170.00	\$ 1,700.00	\$ 80.00	\$ 800.00	\$ 292.00	\$ 2,920.00
2060002	BACKFILL STRUCTURE, CIP	40.0	CYD	\$18.00	\$ 720.00	\$ 100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00	\$ 120.00	\$ 4,800.00	\$ 357.00	\$ 14,280.00
2060010	EXCAVATION, FDN	40.0	CYD	\$10.00	\$ 400.00	\$ 100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00	\$ 257.00	\$ 10,280.00
7120017	PATCH, FORMING	299.0	SFT	\$10.00	\$ 2,990.00	\$ 75.00	\$ 22,325.00	\$ 22.00	\$ 6,578.00	\$ 7.75	\$ 2,312.25	\$ 17.00	\$ 5,082.50
7127021(A)	HAND CHIPPING	1.0	CYD	\$1,400.00	\$ 1,400.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,110.00	\$ 2,110.00	\$ 7,300.00	\$ 7,300.00
7127021(B)	PATCHING MORTAR	1.0	CYD	\$2,500.00	\$ 2,500.00	\$ 1,600.00	\$ 1,600.00	\$ 7,000.00	\$ 7,000.00	\$ 3,775.00	\$ 3,775.00	\$ 5,825.00	\$ 5,825.00
8030044	SIDEWALK CONC., 4 INCH	90.0	SFT	\$3.00	\$ 270.00	\$ 15.00	\$ 1,350.00	\$ 15.50	\$ 1,395.00	\$ 12.00	\$ 1,080.00	\$ 28.00	\$ 2,520.00
8167011	SLOPE RESTORATION	250.0	SYD	\$4.00	\$ 1,000.00	\$ 11.50	\$ 2,875.00	\$ 16.80	\$ 4,200.00	\$ 50.00	\$ 12,500.00	\$ 35.00	\$ 8,750.00
	CATEGORY 3 TOTAL				\$ 2,850.00		\$ 17,950.00		\$ 30,295.00		\$ 31,002.50		\$ 54,575.00
2040055	SIDEWALK, REM (BETWEEN FILTER CHAMBERS 3 & 5)	8.0	SYD	\$8.00	\$ 64.00	\$ 300.00	\$ 2,400.00	\$ 200.00	\$ 1,600.00	\$ 80.00	\$ 640.00	\$ 277.00	\$ 2,216.00
2040061	STRUCTURES, REM PORTIONS (CANTILEVER OVERHANG REMOVAL)	1.0	LS	\$4,000.00	\$ 4,000.00	\$ 5,600.00	\$ 5,600.00	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 4,500.00	\$ 10,000.00	\$ 10,000.00
8030044	SIDEWALK CONC., 4 INCH	70.0	SFT	\$3.00	\$ 210.00	\$ 15.00	\$ 1,050.00	\$ 16.00	\$ 1,120.00	\$ 12.00	\$ 840.00	\$ 35.00	\$ 2,450.00
8167011	SLOPE RESTORATION	34.0	SYD	\$4.00	\$ 136.00	\$ 100.00	\$ 3,400.00	\$ 16.80	\$ 571.20	\$ 50.00	\$ 1,700.00	\$ 50.00	\$ 1,700.00
	CATEGORY 4 TOTAL				\$ 4,394.00		\$ 12,450.00		\$ 9,291.20		\$ 7,680.00		\$ 16,366.00
	TOTAL				\$ 91,479.00		\$ 141,451.50		\$ 195,089.70		\$ 214,504.80		\$ 225,236.00
Note: Shaded cells reflect changes from "as bid" quantities but reflect likely item usage								54.6%					
						w/15%	\$ 162,700.00						



July 31, 2013

Mr. Barry LaRoy, PE
Director of Water and Wastewater Utilities
City of Monroe
120 East First Street
Monroe, Michigan 48161

**Re: Filter Chamber Rehabilitation
Contractor Recommendations**

Dear Mr. LaRoy:

MSG has reviewed the bid tabulations provided by the City of Monroe for the Filter Chamber Repair Project. The unit pricing provided generally appears to be reasonable for the required work items listed. However, the low bidder's proposal included one unit price for patch, forming, that stands out as being unusually high for the type of work required. This observation is made based on our experience and is supported by review of the other three bidder's unit price for this pay item. This item of work was initially setup and to be used as needed or directed in order to perform concrete patch work. During construction the actual quantity used may be significantly less than the estimated quantity provided, and would result in an overall cost savings to the project.

MSG attempted to contact several of the references in the short time available following the receipt of bids. One of the references listed by the contractor was available and provided an opinion of Meridian Restoration. The reference regarded Meridian as a good contractor that is recommended for this type of rehabilitation work. The reference cited that Meridian Restoration has performed concrete repair work for some of their projects, they do good work, and have been a reasonably good contractor to work with.

Based on our review of the bid tabulation and information provided by the contractor reference, MSG is recommending that the City of Monroe award a contract to Meridian Restoration for rehabilitation of portions of the City of Monroe's Filter Chamber facility as provided in the project plans, specifications and addendum.

Sincerely,

A handwritten signature in black ink that reads "Christopher M. Zangara".

Christopher M. Zangara, PE
Civil Service Group Manager

TECHNICAL SKILL.
CREATIVE SPIRIT.



1771 N. Dixie Highway, Monroe, Michigan 48162
 Tel: 734.289.2200 Fax: 734.289.2345
 www.MannikSmithGroup.com

AGREEMENT FOR PROFESSIONAL SERVICES

MSG Proposal No.: OP130928
 Date: July 23, 2013

CLIENT:	<u>City of Monroe</u>		
CLIENT CONTACT:	<u>Barry LaRoy, PE</u>		
ADDRESS:	<u>120 East First Street</u>	CITY, STATE ZIP:	<u>Monroe, Michigan 48161</u>
PHONE:	<u>(734) 384-9122</u>	EMAIL:	<u>barry.laroy@monroemi.gov</u>
PROJECT NAME:	<u>Monroe Water Filter Chamber</u>		

SCOPE OF WORK FOR MSG:

MSG will provide Construction Engineering, Inspection and Material Testing for the Water Filter Chamber Rehabilitation project. Services will include part time observation including approximately 6 hours per week for a Construction Engineer for the 12 week project duration. The construction engineer will observe and document progress, provide recommendations to the City for any field conditions that may arise during the construction phase in addition to the review and recommendation for processing of the contractor's pay application. In addition to the construction engineering, MSG will provide material testing for the proposed concrete work in confirm that the work is in compliance with the contract specifications.

The deliverables to the City for this project will include, daily field reports for the days in which the construction engineer is on site, concrete quality control reports and progress photos of the work completed.

FEE SCHEDULE:

TIME AND MATERIALS (NOT TO EXCEED) LUMP SUM

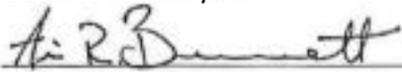
PROJECT FEE \$ 9,700

RETAINER \$ N/A (to be applied to final invoice)

SCHEDULE: Work will commence following the receipt of an executed copy of this agreement.

AGREEMENT:

By execution of this Agreement, the Client authorizes The Mannik & Smith Group, Inc. to provide the services described above according to the attached Terms and Conditions. No terms or conditions other than those stated within the attached, and no agreement or understanding oral or written, in any way purporting to modify these terms and conditions whether contained in Client'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. In the event Client directs The Mannik & Smith Group, Inc. to proceed with the work, even if not signed below, the Terms & Conditions are considered accepted by the Client.

CITY OF MONROE	THE MANNIK & SMITH GROUP, INC.
SIGNED: _____	SIGNED: <u></u>
PRINTED: _____	PRINTED: <u>Aric R. Bennett</u>
TITLE: _____	TITLE: <u>Construction Services Group Manager</u>
DATE: _____	DATE: <u>July 23, 2013</u>

**The Mannik & Smith Group, Inc.
Standard Terms and Conditions**

Services The Mannik & Smith Group, Inc. (MSG) will perform services for the Project as set forth in the MSG proposal and in accordance with these Terms & Conditions. MSG has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by MSG in performing their services.

Additional Services The Client and MSG acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, MSG shall notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

Cost Estimates or Opinions MSG shall prepare cost estimates or opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and MSG acknowledge that actual costs may vary from the cost estimates or opinions prepared and that MSG offers no guarantee related to the Project cost.

Defects In Service The Client shall promptly report to MSG any defects or suspected defects in service. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor agreement and shall require all subcontracts at any level to contain a like provision. Failure by the Client and Client's contractors and subcontractors to notify MSG shall relieve MSG of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Dispute Resolution Any claim or dispute between the Client and MSG will be submitted to non binding mediation, subject to the parties agreeing to a mediator.

Governing Law The terms of agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Indemnification MSG agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damage, liability or cost to the extent caused by MSG's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her subconsultants or anyone for whom MSG is legally liable. The Client agrees, to the fullest extent permitted by law, to indemnify and hold MSG harmless from any damage, liability or cost to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this Agreement. Neither party is obligated to indemnify the other in any manner whatsoever for the other's own negligence.

Insurance MSG will maintain General Liability, Professional Liability, Automobile Liability and Workers Compensation Insurance during the period of service if such coverage is reasonably available at commercially affordable premium.

Lien Rights MSG may file a lien against the Client's property in the event that the Client does not make payment within the time prescribed in this agreement. The Client agrees that services by MSG are considered property improvements and the Client waives the right to any legal defense to the contrary.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and MSG, the Client agrees, to the fullest extent permitted by law, to limit MSG's total liability to the Client or anyone making claims through the Client, for any and all damages or claim expenses arising out of this agreement, from any and all causes, to \$50,000 or the fee realized by MSG for the Project, whichever is greater.

Ownership of Documents Documents prepared by MSG for the Project are instruments of services and shall remain the property of MSG. Record documents of service shall be based on the printed copy. If specified in the MSG proposal, MSG will furnish documents electronically; however, the client releases MSG from any liability that may result from documents used in this form. MSG shall be defended and indemnified for reuse of documents for any purpose other than those intended under the Project.

Payment Terms MSG shall submit monthly invoices for services performed and Client shall pay the full invoice amount within 30 calendar days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 calendar days of the invoice date. MSG shall be entitled to a 1.5% per month administrative charge in the event of payment delay. Client payment to MSG is not contingent on arrangement of project financing. Invoice payment delayed beyond 60 calendar days shall give MSG the right to suspend services until payments are made.

Project Requirements The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to MSG at Project inception. MSG will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Safety MSG shall be responsible solely for the safety precautions or programs of its employees and no other party. In no event will MSG be responsible for construction methods, means, techniques or sequences of construction, which are solely the responsibility of the Contractor.

Site Access The Client shall obtain all necessary approvals for MSG to access the Project site(s).

Standard of Care Services provided by MSG will be performed with the care and skill ordinarily exercised by members of the same profession practicing under similar circumstances. The standard of care shall exclusively be judged as of the time the services are rendered and not according to later standards.

Revised January 2011



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: COMMAND OFFICERS

DISCUSSION: The City of Monroe and the Command Officers Association of Michigan (representing the command officers) have reached an agreement to extend the current collective bargaining agreement dated September 13, 2011 through December 31, 2014, for one additional year. The new agreement will expire on December 31, 2015; will not reflect any wage increases or changes in benefits or working conditions; and will meet the requirements imposed by Public Act 152 regarding the "hard caps".

IT IS RECOMMENDED that the Mayor and City Council approve the attached extension of the COAM/Command Officers Collective Bargaining Agreement.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: August 5, 2013

REASON FOR DEADLINE: Collective Bargaining Agreement Extension

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Peggy A. Howard, Human Resources Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Command Officers

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

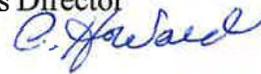
SOURCE OF FUNDS:	City Amount	Account	Number
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Peggy A. Howard, Human Resources Director

DATE: 7-29-13

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: 8/05/13

EXTENSION AGREEMENT

The City of Monroe (the "Employer") and the Command Officers Association of Michigan (the "Association") hereby agree that their September 13, 2011 through December 31, 2014 collective bargaining agreement ("Current Agreement") shall automatically be extended upon its expiration for a period of one (1) year, commencing January 1, 2015, and expiring December 31, 2015. The terms of the extended Agreement shall be the same as those provided in the Current Agreement, except as provided below:

1. Appendix A-2, Wage Schedule, p. 52, shall be amended to reflect that it is effective July 1, 2011, through December 31, 2015.
2. Notwithstanding anything in the Current Agreement or this Extension Agreement to the contrary, effective January 1, 2015, the Employer's contributions to the cost of employee health care benefits shall comply with Section 3 of the Publicly Funded Health Insurance Contribution Act, Act No. 152 of the Michigan Public Acts of 2011, commonly referred to as the "hard caps" section of the Public Act. The Employer will follow the same administrative procedures in determining these contributions as are currently followed for all other employee groups in the City that have been subject to the provisions of the Public Act for calendar years 2012 and 2013.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the ____ day of August, 2013.

CITY OF MONROE

COMMAND OFFICERS ASSOCIATION
OF MICHIGAN

Robert E. Clark, Mayor

Charles F. McCormick, President

George A. Brown, City Manager

Gregory N. Morgel, Vice President

Thomas C. Moore, Director of Public
Safety/Chief of Police

Richard J. Ohanesian, Secretary/Treasurer

Peggy A. Howard, Director of Human
Resources

Christopher L. Miller, 4th Negotiator

Charles D. Evans, Clerk/Treasurer

James Tignanelli, President/COAM