



CITY COUNCIL

REGULAR MEETING

AGENDA

SEPTEMBER 14, 2020
CONVENING AT 7:30 P.M.

Submitted By
The City Manager

NOTICE: Persons with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk at (248) 524-3316 or via e-mail at clerk@troymi.gov at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



500 West Big Beaver
Troy, MI 48084
troymi.gov

The Honorable Mayor and City Council Members

City of Troy
500 West Big Beaver
Troy, MI 48084

Dear Mayor and City Council Members:

In this packet, you will find the agenda for the City Council meeting. To help facilitate an informed discussion, the packet provides you with agenda items and additional details. The packet also contains recommended courses of action for your consideration and seeks to aid you in adopting sound policy decisions for the City of Troy.

This comprehensive agenda has been put together through the collaborative efforts of management and staff members. We have made all attempts to obtain accurate supporting information. It is the result of many meetings and much deliberation, and I would like to thank the staff for their efforts.

If you need any further information, staff is always available to provide more information and answer questions that may arise. You can contact me at CityManager@troymi.gov or 248.524.3330 with questions.

Respectfully,

Mark F. Miller,
City Manager



CITY COUNCIL AGENDA

September 14, 2020 – 7:30 PM

View the Meeting Live at

www.troymi.gov/currentagenda

or on Local Access Cable (WOW – Ch 10,
Comcast – Ch 17, AT&T – Ch 99)

<u>A.</u>	<u>CALL TO ORDER:</u>	<u>1</u>
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A. CALL TO ORDER:**B. ROLL CALL:**

- a) Mayor Ethan Baker
Edna Abraham
Theresa Brooks
Rebecca A. Chamberlain-Creangă
Ann Erickson Gault
Mayor Pro Tem David Hamilton
Ellen Hodorek

Excuse Absent Council Members:

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of _____ at the Regular City Council Meeting of September 14, 2020, due to _____.

Yes:

No:

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 Proclamation in Recognition of Constitution Week – September 17-23, 2020
(Presented by: Mayor Ethan D. Baker)

C-2 Proclamation to Declare September 2020 as National Recovery Month in the City of Troy (Presented by: Mayor Ethan D. Baker)

C-3 Proclamation to Declare September 2020 as National Suicide Prevention Awareness Month in the City of Troy (Presented by: Mayor Ethan D. Baker)

Vote on Resolution to Waive the Rules of Procedure for the City Council, Rule #8 Proclamations and Congratulatory Certificates

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **WAIVES** the Rules of Procedure for the City Council Rule #8 *Proclamations and Congratulatory Certificates* to approve and present a Proclamation for International Day of Peace on September 17, 2020.

Yes:

No:

C-4 Proclamation for International Day of Peace – September 17, 2020 (Presented by: Mayor Ethan D. Baker)

D. CARRYOVER ITEMS:

D-1 No Carryover Items

E. PUBLIC HEARINGS:

E-1 No Public Hearings

F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

In accordance with the Rules of Procedure for the City Council:

Any person not a member of the City Council may address the Council with recognition of the Chair, after clearly stating the nature of his/her inquiry or comment. **NOTE TO THE PUBLIC:** *City Council requests that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and Council.*

- Petitioners of items that are included in the pre-printed agenda booklet shall be given a fifteen (15) minute presentation time that may be extended with the majority consent of City Council.
- Any member of the public, not a petitioner of an item, shall be allowed to speak for up to three (3) minutes to address any Public Hearing item.
- Any member of the public, not a petitioner of an item, does not have the right to engage in discussion or debate with City Council during the Public Comment portions of the meeting.
- All members of the public who wish to address the Council at a meeting shall be allowed to speak only if they have signed up to speak within thirty minutes before or within fifteen minutes after the meeting's start time. Signing up to speak requires each speaker provide his or her name. If the speaker is addressing an item(s) that appears on the pre-printed agenda, then the speaker shall also identify each such agenda item number(s) to be addressed.
- City Council may waive the requirements of this section by a consensus of the City Council.
- Agenda items that are related to topics where there is significant public input anticipated should initiate the scheduling of a special meeting for that specific purpose.

Prior to Public Comment for Items On the Agenda, the Mayor may provide a verbal notification of the rules of decorum for City Council meetings or refer to the pre-printed agenda booklet, which will include the following language, as approved by City Council:

The audience should be aware that all comments are to be directed to the Council rather than to City Administration or the audience. Anyone who wishes to address the Council is required to sign up to speak within thirty minutes before or within fifteen minutes of the start of the meeting. There are three Public Comment portions of the agenda. For Items On the Agenda, visitors can sign up to address Postponed, Regular Business, Consent Agenda, or Study items or any other

item on the agenda. All other topics are addressed under Items Not on the Agenda. There is a timer on the City Council table in front of the Mayor that turns yellow when there is one minute of speaker time remaining, and turns red when the speaker's time is up. In order to make the meeting more orderly and out of respect, please do not clap during the meeting, and please do not use expletives or make derogatory or disparaging comments about any one person or group. If you do so, then there may be immediate consequences, including having the microphone turned off, being asked to leave the meeting, and/or the deletion of speaker comments for any re-broadcast of the meeting. Speakers should also be careful to avoid saying anything that would subject them to civil liability, such as slander and defamation. Please avoid these consequences and voluntarily assist us in maintaining the decorum befitting this great City.

G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

H. POSTPONED ITEMS:

H-1 No Postponed Items

I. REGULAR BUSINESS:

I-1 Board and Committee Appointments: a) Mayoral Appointments – None; b) City Council Appointments – None

a) Mayoral Appointments: None

b) City Council Appointments: None

I-2 Board and Committee Nominations: a) Mayoral Nominations – Brownfield Redevelopment Authority, Downtown Development Authority, Global Troy Advisory Committee, Local Development Finance Authority; b) City Council Nominations – Animal Control Appeal Board, Building Code Board of Appeals, Historic District Commission, Parks and Recreation Board

a) Mayoral Nominations:

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That the Mayor of the City of Troy hereby **FORWARDS** the following nominated person(s) to serve on the Boards and Committees as indicated to the next Regular City Council Meeting for action:

Brownfield Redevelopment Authority

Appointed by Mayor

6 Regular Members

3 Year Term

Current Members:

Last Name	First Name	App/Resume Expire	Appointment Expire	Notes 2
Gottlieb	Steven	11/24/2016	4/30/2022	
Kornacki	Rosemary	4/28/2022	4/30/2023	
Noguez-Ortiz	Carolina	12/19/2019	4/30/2023	
Sweidan	Rami	4/28/2022	4/30/2023	
Vacancy			4/30/2021	Mr. Salgat resigned 10/15/2019
Vassallo	Joseph	3/27/2020	4/30/2021	

Nominations to the Brownfield Redevelopment Authority:**Term Expires: 4/30/2021**

Term currently held by: Vacancy–Mr. Salgat resigned 10/15/19

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Aowad	Ayman	9/10/2020	
Swaminathan	Abiramasundari	3/6/2022	

Downtown Development Authority

Appointed by Mayor
13 Regular Members
4 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 2
Baker	Ethan		11/13/2023	At Large	City Council exp 11/13/23; DDA; LDFA
Blair	Timothy	6/17/2017	9/30/2023	In District	
Bostick	Dennis	6/22/2018	9/30/2020	In District	
Bush	Cheryl	7/13/2022	9/30/2020	In District	
Keisling	Laurence	6/22/2018	9/30/2020	At Large	
Kiriluk	Alan	10/12/2014	9/30/2020	In District	
Knollenberg	Martin	6/28/2021	9/30/2023	In District	
Koza	Kenny	9/18/2019	9/30/2021	In District	
MacLeish	Daniel	6/15/2019	9/30/2021	In District	
Mioduszewski	Brian	8/8/2021	9/30/2023	In District	

Randol Jr.	Ward	9/28/2020	9/30/2022	At Large	
Reschke	Ernest	10/4/2020	9/30/2022	At Large	
Schroeder	Douglas	10/23/2016	9/30/2022	At Large	

Nominations to the Downtown Development Authority:**Term Expires: 9/30/2024**

Term currently held by: Dennis Bostick

Term Expires: 9/30/2024

Term currently held by: Cheryl Bush

Term Expires: 9/30/2024

Term currently held by: Laurence Keisling

Term Expires: 9/30/2024

Term currently held by: Alan Kiriluk

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1	Notes 2
Aowad	Ayman	9/10/2020	At Large	
Ashland	David	11/14/2021	At Large	
Crawford	Timothy	6/26/2021	At Large	
Forster	Jeffrey	12/26/2021	At Large	
Kornacki	Rosemary	4/28/2022	At Large	Brownfield Redev Auth exp 4/30/23
Malalahalli	Jayalakshmi	11/20/2021	At Large	
McGerty	Ryan	2/25/2022	At Large	
Schick	Michael	1/16/2021	At Large	
Sekhri	Suneel	12/20/2021	At Large	
Sekhri	Arun	9/19/2020	At Large	
Shepherd	John	4/22/2021	At Large	
Singh	Inderpal	11/12/2021	At Large	

Global Troy Advisory Committee

Appointed by Mayor
12 Regular Members
3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Baker	Ethan		1/1/2999	Council Member
Bica-Grodsky	Lisa	6/15/2019	10/30/2020	
Burrus	MiVida	7/15/2018	10/30/2022	
Fakhoury	Awni	4/28/2018	10/30/2021	
Francois	Cathleen	11/20/2019	10/30/2020	
Hao	Kaitlyn	9/10/2020	7/31/2020	Student - Graduates 2020
Mohideen	Syeda	8/24/2020	10/30/2021	
Nacy	Emily	11/8/2021	10/30/2022	
Natcheva	Daniela	11/8/2021	10/30/2022	
Noguez-Ortiz	Carolina	12/19/2019	10/30/2022	
Sekhri	Suneel	12/20/2021	10/30/2021	
Tholakapalli	Arjun	4/10/2021	7/31/2020	Student - Graduates 2021
Vacancy			10/30/2020	Rebecca Chamberlain-Creangă resigned 2/26/2020
Zhou	Yudong	10/23/2021	10/30/2022	

Nominations to the Global Troy Advisory Authority:

Unexpired Term Expiring: 10/30/2020

Term currently held by: Vacancy–Rebecca Chamberlain-Creangă resigned 2/26/2020

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
Aggarwal	Divya	8/12/2021	Student - Graduates 2020
Ali	Aleem	1/2/2021	
Cicchini	Philippe	4/28/2022	
DiFalco	Melissa	12/2/2021	
Fox	Tyler	11/15/2021	
Jones	Kelly	12/11/2021	
Swaminathan	Abiramasundari	3/6/2022	

Local Development Finance Authority (LDFA)

Appointed by Mayor
5 Regular Members
Staggered 4 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 2
Baker	Ethan		11/13/2023	Alternate; City Council	
Beltramini	Robin	7/17/2021	6/30/2022	Resident Member	
Hodorek	Ellen		11/8/2021	Alternate; City Council	City Council exp 11/8/2021
Hoef	Paul	5/1/2017	6/30/2023	Resident Member	EDC exp. 4/30/2015; LDFA exp 6/30/2023
Hunter	Daniel			Oakland County Designee	
Vacancy			6/30/2024	Resident Member	D. Shield's term exp 6/30/2016 - No Reappointment
Vacancy			6/30/2024	Resident Member	John Sharp's unexpired term
Vitale	Nickolas	3/7/2021	6/30/2023	Resident Member	

Nominations to the Local Development Finance Authority (LDFA):**Term Expires: 6/30/2024****Resident Member**

Term currently held by: Vacant

Term Expires: 6/30/2024**Resident Member**

Term currently held by: Vacant – Sharp's unexpired term

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
Crawford	Timothy	6/26/2021	
D'Aoust	Allen	5/23/2021	
DiFalco	Melissa	12/2/2021	
Nacy	Emily	11/8/2021	
Pensa	Grant	10/1/2020	
Schick	Michael	1/16/2021	
Shepherd	John	4/22/2021	
Sweidan	Rami	4/28/2022	
Yu	Fu-Shin	8/20/2021	

Yes:

No:

b) City Council Nominations:

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **FORWARDS** the following nominated person(s) to serve on the Boards and Committees as indicated to the next Regular City Council Meeting for action:

Animal Control Appeal Board

Appointed by Council

5 Regular Members

3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 2
Carolan	Patrick	8/28/2021	9/30/2022		
Floch	Patrick	9/10/2020	9/30/2021		
Petrulis	Al	6/16/2017	9/30/2021		Traffic Comm. exp 1/31/20; HDC exp 3/1/2020
Saeger	Jayne	6/15/2019	9/30/2020		
Waters	Gretchen	9/29/2019	9/30/2020		

Nominations to the Animal Control Appeal Board:

Term Expires: 9/30/2023

Term currently held by: Jayne Saeger

Term Expires: 9/30/2023

Term currently held by: Gretchen Waters

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Green	Aaron	3/8/2021	

Building Code Board of Appeals

Appointed by Council

5 Regular Members: Three (3) Residents with background, training or experience in construction or similar trades; at least one shall be a professional structural or civil engineer or architectural engineering experience; Two (2) by Ordinance - City Manager and Oakland County Health Department Representative

5 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Abitheira	Gary	1/20/2014	1/1/2022	Resident w/Construction/Engineering Experience.
Brooks	Teresa	1/4/2019		Oakland County Health Dept Sanitarian
Dziurman	Matthew	3/6/2021	1/1/2025	Resident w/Construction Experience.
Frisen	Sande	11/2/2017	1/1/2020	Architectural Engineer
Miller	Mark F.			Per Chapter 79, Sect 116.2

Nominations to the Building Code Board of Appeals:**Term Expires: 1/1/2025**

Term currently held by: Sande Frisen

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Ali	Aleem	1/2/2021	Engineering experience
Bertelsen	David	3/2/2022	
Chambers	Barbara	2/26/2021	Historic Dist Comm exp 3/1/2023

Historic District Commission

Appointed by Council
7 Regular Members
3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 3
Adams	John Howard	3/12/2020	5/15/2021		
Chambers	Barbara	12/5/2021	3/1/2023	Historical Comm Recommendation	
Chanda	Hirak	11/25/2021	3/1/2021		
Huber	Laurie	6/10/2017	3/1/2020		No Reappointment
McGee	Timothy	3/23/2020	5/15/2021	P&R exp 9/30/20	
Petrulis	Al	12/16/2021	3/1/2023	ACAB exp 9/30/2021; Traffic Comm. exp 1/31/23	

Voigt	W. Kent	1/16/2021	3/1/2022	Historical Comm. Recommendation	
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Nominations to the Historic District Commission:**Term Expires: 3/1/2023**

Term currently held by: Laurie Huber (No Reappointment)

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Dicker	Susanne F.	8/15/2022	
Forster	Jeffrey	1/13/2022	
Jennings	Janet	8/12/2022	

Parks and Recreation Board

Appointed by Council

7 Regular Members and 1 Troy School Board of Education Representative

Regular Member: 3 Year Term / Troy School Board Member: 1 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 2
Baker	Julia (Judy)	8/8/2021	9/30/2022		
Bo	Elaine		12/31/2099		
Brady	Pamela	10/4/2020	9/30/2022		
Brady	Michael	10/4/2020	9/30/2021		
Franklin	Kristin	8/8/2021	9/30/2022		
Huber	Laurie	9/10/2020	9/30/2021		
Martin	Kelly	7/11/2021	9/30/2020		
McGee	Timothy	6/15/2019	9/30/2020		P&R Bd exp 9/30/20; Hist. Dist Comm exp 5/15/21

Nominations to the Parks and Recreation Board:**Term Expires: 9/30/2023**

Term currently held by: Kelly Martin

Term Expires: 9/30/2023

Term currently held by: Timothy McGee

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1	Notes 2
Ashland	David	11/14/2021		
Chanda	Hirak	11/25/2021		
Cicchini	Philippe	4/28/2022		
Colussi	Casey	8/20/2022		
Dicker	Susanne F.	8/15/2022		
DiFalco	Melissa	12/2/2021		
Dziurman	Matthew	3/6/2021		
Forster	Jeffrey	1/13/2022		
Fox	Tyler	11/15/2021		
Hoef	Paul	3/4/2021		EDC exp. 4/30/2015; LDFA exp 6/30/2023
Nacy	Emily	11/8/2021		
Rowe	Diane	9/10/2020		
Shepherd	John	4/22/2021		
Tholakapalli	Arjun	4/10/2021		Student – Graduates 2021
Yu	Fu-Shin	8/20/2021		

Yes:

No:

I-3 No Request for Closed Session

I-4 Revisions to the City Council Rules of Procedure (Introduced by: Lori Grigg Bluhm, City Attorney)
Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **ADOPTS** the Rules of Procedure of the City Council of the City of Troy as presented.

Yes:

No:

I-5 Request for Affirmation of Emergency Purchase and Agreement – Kent Communications, Inc. (KCI) for TrackMIBallot Service (Introduced by: Aileen Dickson, City Clerk)

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **AFFIRMS** the City Manager's authorization of the emergency purchase of the TrackMIBallot ballot tracking service for the November 3, 2020 General Election as allowed by City Charter Section 12.1.

BE IT FURTHER RESOLVED, That Troy City Council hereby **AFFRIMS** the City Manager's authorization for the City Clerk to sign the agreement with Kent Communications, Inc. (KCI) of Grand Rapids, MI.

Yes:

No:

I-6 Proclamation Urging State Legislature to Support SB757 (Introduced by: Aileen Dickson, City Clerk)

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

WHEREAS, Since the passage of Proposal 18-3 in 2018 that authorized no-reason absentee voting, election officials have been predicting that Michigan Election Law would need to be revised to allow more time for absent voter counting boards (AVCB) to process the expected increase in absentee ballots; and

WHEREAS, Senate Bill 757 was introduced by State Senator Ruth Johnson and passed by the Michigan Senate Elections Committee in February, 2020, would allow pre-processing of absentee ballots by the AVCB on the Monday prior to Election Day, during the hours of 10 AM to 8 PM, would not allow voted ballots to be removed from the secrecy sleeves on Monday, and would allow tabulating to begin at 7:00 AM on Election Day; and

WHEREAS, The COVID-19 pandemic has caused a shift in voting habits of Troy voters from 25% absentee voting during elections prior to March, 2020 to 50-75% absentee voting for the March and August, 2020 elections, respectively; and

WHEREAS, Michigan Election Law currently allows the processing of absentee ballots to begin at 7 AM on Election Day, and to continue through Election Day until all ballots are processed; and

WHEREAS, The Troy City Clerk's Office currently has more than 25,500 absentee ballot applications on file for the November 3 General Election, with a total number of ballots expecting to reach 30,000, the highest number of absentee ballots ever issued in Troy's history; and

WHEREAS, Processing this many absentee ballots will take two days, meaning under current Election Law, the Election Inspectors and Clerk's Office staff will have to work through the night on November 3 and well into November 4 in order to complete the processing of the expected 30,000 absentee ballots; and

WHEREAS, Senate Bill 757 continues to be discussed by the Michigan Legislature, and has received bipartisan support from legislators, from the Michigan Secretary of State, and from Clerks and Election Officials throughout Michigan, but has not been taken up for a vote of the full Senate;

NOW, THEREFORE, BE IT RESOLVED, That Troy City Council hereby **URGES** Michigan Senate Majority Leader Shirkey to take up Senate Bill 757 for a vote of the full Senate as soon as possible so it can be enacted in time for the November 3, 2020 General Election; and

BE IT FURTHER RESOLVED, That Troy City Council hereby **CALLS UPON** the members of the Michigan Legislature to support Senate Bill 757 in order to provide a realistic, responsible, secure plan for Absent Voter Counting Boards to complete the processing of the record number of absentee ballots expected for the November 3, 2020 General Election.

Yes:

No:

I-7 Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Trail and Pathway Paving – Phase 2 *(Introduced by: Kurt Bovensiep, Public Works Director)*

Suggested Resolution

Resolution #2020-09-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **AWARDS** a contract to install the second phase of the Troy Trail to the low bidder meeting specification, *Warren Contractors & Development, Inc. of Shelby Township, MI*, at unit prices contained in the bid tabulations opened September 3, 2020; a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with an estimated total of \$549,671.25 and with a 15% contingency totaling \$82,450.69, but not to exceed budgetary limitations.

BE IT FINALLY RESOLVED, That the awards are **CONTINGENT** upon the contractors' submission of properly executed bid documents, insurance certificates and all other specified requirements.

Yes:

No:

I-8 Budget Amendment and Standard Purchasing Resolution 4: Oakland County Purchasing Cooperative – City Hall Domestic Hot Water Boiler *(Introduced by: Kurt Bovensiep, Public Works Director)*

Suggested Resolution

Resolution #2020-09-
Moved by
Seconded by

RESOLVED, That the Troy City Council hereby **AWARDS** a contract to furnish all labor, materials and equipment to replace the Domestic Hot Water Boiler at Troy City Hall to *Limbach Inc. of Pontiac MI*, for an estimated cost of \$41,482 with a 10% contingency for a not to exceed amount of \$45,630 at the prices detailed in the quote and per the Oakland County Purchasing Cooperative Contract #005013.

BE IT FURTHER RESOLVED, That the Troy City Council hereby **APPROVES** a budget amendment in the amount of \$45,630 for the Building Operations City Hall Capital Projects Fund for the 2021 fiscal year.

BE IT FINALLY RESOLVED, That the award is **CONTINGENT** upon the company's submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

Yes:
No:

J. CONSENT AGENDA:

J-1a Approval of "J" Items NOT Removed for Discussion

Suggested Resolution
Resolution #2020-09-
Moved by
Seconded by

RESOLVED, That Troy City Council hereby **APPROVES** all items on the Consent Agenda as presented with the exception of Item(s) _____, which shall be **CONSIDERED** after Consent Agenda (J) items, as printed.

Yes:
No:

J-1b Address of "J" Items Removed for Discussion by City Council

J-2 Approval of City Council Minutes

Suggested Resolution
Resolution #2020-09-

RESOLVED, That Troy City Council hereby **APPROVES** the following Minutes as submitted:

- a) City Council Minutes-Draft – August 24, 2020

J-3 Proposed City of Troy Proclamations:Suggested Resolution

Resolution #2020-09-

- a) Service Commendation for Troy Historic Village Executive Director Loraine Campbell
- b) Proclamation for Childhood Cancer Awareness Month – September, 2020

J-4 Standard Purchasing Resolutions:

- a) **Standard Purchasing Resolution 4: National IPA Purchasing Cooperative Contract – Access Control and Closed Circuit Monitoring Equipment and Installation**

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide and install upgrades and additional devices to the access control and closed circuit monitoring equipment for various municipal facilities; to *Wadsworth Solutions of Southgate, MI*, based on the National IPA Purchasing Cooperative Contract #R170504 for an estimated total amount not to exceed \$640,000.

BE IT FURTHER RESOLVED, That the Troy City Council hereby **AWARDS** a contract for a service/maintenance contract to *Wadsworth Solutions, of Southgate, MI*, for a not to exceed amount of \$100,000, not to exceed the operating budgetary limitations of the Facilities Division.

BE IT FINALLY RESOLVED, That the awards are **CONTINGENT** upon the contractors' submission of properly executed bid documents, insurance certificates and all other specified requirements.

- b) **Standard Purchasing Resolution 1: Award to Low Bidder – Contract 20-02 – 2020 Pavement Rehabilitation**

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **AWARDS** Contract No. 20-02, 2020 Pavement Rehabilitation, to *Asphalt Specialists, Inc., 1780 E. Highland Road, Pontiac, MI 48340*, for their low bid of \$624,650.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements, and if additional work is required, such additional work is **AUTHORIZED** in an amount not to exceed 25% of the total project cost.

- c) **Standard Purchasing Resolution 1: Award to Low Bidder – Contract 20-04 – 2020 Joint and Crack Sealing Program**

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **AWARDS** Contract No. 20-04, 2020 Joint and Crack Sealing Program, to *Michigan Joint Sealing, Inc., 28830 W. 8 Mile Road, Suite 103, Farmington Hills, MI 48336*, for their low bid of \$148,682.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements, and if additional work is required such additional work is **AUTHORIZED** in an amount not to exceed 15% of the total project cost.

d) Standard Purchasing Resolution 1: Award to Low Bidder – Contract 20-01 – 2020 Sewer Cleaning and Televising

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **AWARDS** Contract No. 20-01, 2020 Sewer Cleaning and Televising, to *Equix Integrity, Inc., 46 South Rolling Meadows Dr., Fond du Lac, WI 54937* for their low base bid amount of \$120,195.00 and the unit prices for Alternate #1.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements, and if additional work is required, Alternate #1 unit prices will be used such that additional work is **AUTHORIZED** in an amount not to exceed \$220,000.00 total project cost.

e) Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Trails and Pathways – Sylvan Glen Lake Park

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **APPROVES** expending budgeted capital funds to *Anderson, Eckstein, and Westrick, Inc. (AEW) of Shelby Township, MI*, which is one of the City's professional service engineering firms (Resolution #2017-06-105-J-4a), for the construction management of a trail and pathway at Sylvan Glen Lake Park for a total estimated cost of \$70,032 and not to exceed budgetary limitations.

J-5 I-75 Segment 2 – Betterment Widening of Coolidge Highway South of Square Lake Road

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **APPROVES** PCO-042 City of Troy Coolidge Highway Betterment, as submitted by Walsh/Toebe, for the widening of Coolidge Highway, south of Square Lake Road as part of the I-75 reconstruction project in the amount of \$315,000.

BE IT FURTHER RESOLVED, If additional work is required such additional work is **AUTHORIZED** in an amount not to exceed 10% of the original cost.

J-6 2020-2021 Winter Maintenance Agreement - Road Commission for Oakland County

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **APPROVES** the 2020-2021 Winter Maintenance Agreement between the Road Commission for Oakland County and the City of Troy for Snow and Ice Control of county roads, which are described and outlined in Exhibit A, and the Mayor and City Clerk are **AUTHORIZED** to execute the necessary documents; a copy of this agreement, which is authorized by the provisions of 1951 PA 51 (MCL 247.651 et seq), shall be **ATTACHED** to the original Minutes of this meeting.

J-7 Private Agreement – Contract for Installation of Municipal Improvements Square Lake Court (Phase 2) Townhome Development – Project No. 20.911.3

Suggested Resolution

Resolution #2020-09-

RESOLVED, That Troy City Council hereby **APPROVES** the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Eureka Building Company for the installation of Water Main, Sanitary Sewer, Storm Sewer, Underground Storm Water Detention, and Concrete Sidewalk, and the Mayor and City Clerk are **AUTHORIZED** to execute the documents, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K-1 Announcement of Public Hearings: None Submitted

K-2 Memorandums (Items submitted to City Council that may require consideration at some future point in time): None Submitted

L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

M. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

N. COUNCIL REFERRALS:

Items Advanced to the City Manager by the Mayor and City Council Members for Placement on the Agenda

N-1 No Council Referrals

O. COUNCIL COMMENTS:

O-1 No Council Comments Advanced

P. REPORTS:

P-1 Minutes – Boards and Committees: None Submitted

P-2 Department Reports:

- a) 2020 Lead and Copper Rule Monitoring Update
- b) Troy Family Aquatic Center
- c) Library Millage Community Engagement Plan Update

P-3 Letters of Appreciation:

- a) To Teresa Shepard (Assessing) From Ramki Krishnan Regarding Excellent Customer Service
- b) To Brian Dodoro (DPW) From Melissa Irrig Regarding Excellent Customer Service
- c) To SafeBuilt From Kendall Taylor Regarding Excellent Customer Service
- d) To Chief Roberts From Bloomfield Hills Director of Public Safety
- e) To Chief Roberts From Mike Tamkin

P-4 Proposed Proclamations/Resolutions from Other Organizations:

- a) Oakland County Miscellaneous Resolution #20250 - Establish Protect Democracy Election Inspector Recruitment and Retention Program Within the Oakland Together Local Government Partnership Grant
- b) Oakland County Miscellaneous Resolution #20257 – Creation of Oakland Together Absentee Ballot Program for All Oakland County Voters

Q. CLOSED SESSION

Q-1 No Closed Session Requested

R. ADJOURNMENT:

Respectfully submitted,



Mark F. Miller
City Manager

2020 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:**2020 SCHEDULED REGULAR CITY COUNCIL MEETINGS:**

September 21, 2020	Regular Meeting
October 12, 2020	Regular Meeting
October 26, 2020	Regular Meeting
November 9, 2020	Regular Meeting
November 23, 2020	Regular Meeting
December 7, 2020	Regular Meeting
December 14, 2020	Regular Meeting

**PROCLAMATION IN RECOGNITION OF
CONSTITUTION WEEK
SEPTEMBER 17 – 23, 2020**

WHEREAS: September 17, 2020, marks the two hundred thirty-third anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, The events that led to the signing of The Constitution of the United States of America by the delegates of the Constitutional Convention on September 17, 1787, have significance for every American and are honored in public schools across the nation on **September 17 as Constitution Day**; and

WHEREAS, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

NOW, THEREFORE, BE IT RESOLVED, That the Troy City Council does hereby proclaim the week of **September 17 – 23, 2020 as Constitution Week** in the City of Troy.

Signed this 14th day of September 2020.

**PROCLAMATION
TO DECLARE SEPTEMBER 2020 AS
NATIONAL RECOVERY MONTH
IN THE CITY OF TROY**

WHEREAS, Substance use recovery is important for individual well-being and vitality, as well as for families, communities and businesses; and

WHEREAS, According to the Substance Abuse and Mental Health Services Administration, in 2018, an estimated 20.3 million people aged 12 and older needed substance use treatment; and

WHEREAS, We will continue to educate and raise awareness of the risks and potential harm associated with prescription drug misuse. We believe everyone facing substance use disorders deserve the benefit of recovery; and

WHEREAS, Stigma and stereotypes associated with substance use disorders often keep people from seeking treatment that could improve quality of life. Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically or functionally significant impairment, such as health problems, disability, and failure to meet major responsibilities at work, school, or home; and

WHEREAS, Substance use disorder recovery is a journey of healing and transformation, enabling people to live in a community of his/her choice while striving to achieve his/her full potential; and

WHEREAS, Substance use disorder recovery benefits individuals with substance use disorders by focusing on their abilities to live, work, learn, and fully participate and contribute to our society, and also enriches the culture of our community; and

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Troy hereby recognizes **September 2020 as National Recovery Month** in the City of Troy; and

BE IT FURTHER RESOLVED, That the City Council of the City of Troy calls upon our citizens, public and private institutions, businesses, and schools to recommit our City to increasing awareness and understanding of substance use, and the need for appropriate and accessible services to promote recovery.

Presented this 14th day of September 2020.

**PROCLAMATION
TO DECLARE SEPTEMBER 2020 AS
NATIONAL SUICIDE PREVENTION AWARENESS MONTH
IN THE CITY OF TROY**

WHEREAS; September is known around the United States as National Suicide Prevention Awareness Month and is intended to help promote awareness surrounding each of the Suicide Prevention resources available to us and our community. The simple goal is to learn how to help those around us and how to talk about suicide without increasing the risk of harm; and

WHEREAS; World Suicide Prevention Day is observed each year on September 10; and

WHEREAS, Suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

WHEREAS; According to the CDC, each year more than 48,000 people die by suicide; and

WHEREAS; Suicide is the second leading cause of death among people aged 10 – 34 years of age, the fourth leading cause of death among people 35 – 54 years of age, and the eighth leading cause among people 55 to 64 years of age; and

WHEREAS; The City of Troy is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, scout leaders, police officers, and parents, as partners in supporting our community in simply being available to one another; and

WHEREAS; Local organizations like Suicide Prevention Services and national organizations like the National Alliance on Mental Illness and National Suicide Prevention Lifeline work to help individuals in crisis and provide resources to shed light on the battles of suicide and mental illness which often remain too taboo to discuss; and

WHEREAS, Every member of our community should understand that throughout life's struggles we all need the occasional reminder that we are all silently fighting our own battles; and

WHEREAS, We encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. A simple phone call, message, or hug can go a long way towards helping someone realize that suicide is not the answer.

NOW, THEREFORE, BE IT RESOLVED, That the Troy City Council hereby proclaims the month of September 2020, as National Suicide Prevention Awareness Month in the City of Troy, and encourages all residents to support one another as partners to support our community; and

BE IT FURTHER RESOLVED, That we encourage everyone to practice kindness and acceptance for one another as we live together in the City of Troy.

Presented this 14th Day of September 2020.

**PROCLAMATION
INTERNATIONAL DAY OF PEACE
SEPTEMBER 17, 2020**

WHEREAS, The issue of peace embraces the deepest hopes of all peoples and remains humanity's guiding inspiration; and

WHEREAS, In 1981 the United Nations proclaimed the **International Day of Peace** be devoted to commemorating and strengthening the ideals of peace both within and among all nations and peoples; and

WHEREAS, The United Nations expanded the observance of the **International Day of Peace in 2001** to include the call for a day of global ceasefire and non-violence, and invited all nations and people to honor a cessation of hostilities for the duration of the Day; and

WHEREAS, There is growing support within our City for the observance of the **International Day of Peace**, which affirms a vision of our world at peace, and fosters cooperation between individuals, organizations and nations; and

WHEREAS, Global crises impel all citizens to work toward converting humanity's noblest aspirations for world peace into a practical reality for future generations; and

WHEREAS, The **2020 Peace Day Theme "Shaping Peace Together,"** invites everyone around the world to spread compassion, kindness and hope in the face of the COVID-19 pandemic; and stand together with the UN against attempts to use the virus to promote discrimination or hatred;

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Troy does hereby proclaim **September 17, 2020 as International Day of Peace** in the City of Troy and urges all citizens to join us in recognizing this day to discover different faith traditions' teaching on peace or any other education and public awareness activities in order to help establish a global day of peace in our homes, our communities and between nations; and

BE IT FURTHER RESOLVED, That the City Council urges all government agencies, organizations, schools, places of worship and individuals in our City to commemorate the **International Day of Peace** including joining the Troy Interfaith Group at their monthly meetings and events, held virtually for now. There are special programs year-round for people to engage in dialogues about peace, faith, and justice among all religions locally and globally.

Signed this 14th day of September 2020.



**RULES OF PROCEDURE FOR THE
CITY COUNCIL
CITY OF TROY, MICHIGAN**

**Adopted: ~~November 11, 2019~~ September xx,
2020**

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1. APPOINTMENT OF MAYOR PRO TEM:

The selection of Mayor Pro Tem shall rotate annually in the following order: ~~Hamilton,~~
Brooks, Erickson Gault, ~~Pennington~~Chamberlain-Creanga, Hodorek, Abraham, Hamilton

2. CODE OF ETHICS:

a) CITY COUNCIL CODE OF ETHICS:

City Council shall review and revisit the City Council Code of Ethics in November of each calendar year, and all City Council members shall agree to abide by the approved City Council Code of Ethics, and shall evidence this agreement by affixing their signature to a written copy of the Code of Ethics at the earliest opportunity, and providing an executed copy to the City Clerk. City Council members shall hold themselves to the highest level of integrity.

b) BOARD AND COMMITTEE CODE OF ETHICS:

City Council shall review and revisit the Board and Committee Code of Ethics in November of each calendar year, and upon appointment, all Board and Committee members shall agree to abide by the adopted Board and Committee Code of Ethics, and shall evidence this agreement by affixing their signature to a written copy of the Code of Ethics at the earliest opportunity, and providing an executed copy to the City Clerk.

3. DESIGNATION OF ACTING MAYOR:

In the absence or disability of both the Mayor and the Mayor Pro Tem, the Council Member present who has served longest shall be designated Acting Mayor and shall perform the duties of the Mayor.

4. SPECIAL MEETINGS:

Special meetings may be called in accordance with the City Charter and the Open Meetings Act. Special meetings shall be held at 6:00 P.M. in the Council Board Room unless the written notice to each member of the Council provides for a different time and/or place.

a) SPECIAL MEETING AGENDAS:

The City Manager shall be responsible for the preparation of an agenda for each special meeting. The agenda packet, excluding material exempt from disclosure by state or federal statute, shall be posted on the City's website and distributed to the

City Council at least eighteen (18) hours in advance of the meeting.

b) SPECIAL MEETING ORDER OF BUSINESS:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Business Stated in the Special Meeting Notice
- E. Other Business (Only with consent in accordance with City Charter Section 4.3).
- F. Adjournment

5. REGULAR MEETINGS:

Regular meetings shall be held at 7:30 P.M. in the Council Chambers. A schedule of regular meetings for the subsequent calendar year shall be adopted by resolution in accordance with the City Charter and the Open Meetings Act.

a) REGULAR MEETING AGENDAS:

The City Manager shall be responsible for the preparation of an agenda for each regular meeting. The agenda packet, excluding material exempt from disclosure by state or federal statute, shall be posted on the City's website and distributed to the City Council at least forty-eight (48) hours in advance of the meeting. When City Council meets in a closed session pursuant to MCL 15.268 (c), for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, the collective bargaining agreement shall be identified on the agenda. When City Council meets in a closed session pursuant to MCL 15.268 (e), to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, the specific pending litigation shall be identified on the agenda.

b) REGULAR MEETING ORDER OF BUSINESS:

- A. Call to Order
- B. Roll Call
- C. Certificates of Recognition and Special Presentations
- D. Carryover Items
- E. Public Hearings
- F. Public Comment for Items On the Agenda
- G. City Council/City Administration Response/Reply to Public Comment
- H. Postponed Items
- I. Regular Business
- J. Consent Agenda
- K. Memorandums and Future Council Agenda Items
- L. Public Comment for Items Not on the Agenda

- M. City Council/City Administration Response/Reply to Public Comment – Any Responses/Replies will be provided after all persons have finished addressing City Council
- N. Council Referrals - Items appearing under Council Referrals are items intended for City Council action that are brought forward by the Mayor or Council Members in accordance with the Rules of Procedure
- ~~O. Council Comments - Items for the good of the order brought forward by Mayor and Council~~
- ~~O. Reports~~
- ~~P. Council Comments - Items for the good of the order brought forward by Mayor and Council~~
- ~~P.~~
- Q. Closed Session
- R. Adjournment

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6. BROADCASTING OF CITY COUNCIL MEETINGS:

All regular meetings of the City Council will be broadcast on the City's government access cable channel and/or made available through online streaming or similar media formats.

7. MINUTES:

The draft City Council meeting minutes will be available on the City's website prior to their inclusion in the next regular agenda packet. The requested approval of the minutes will be included on the Consent Agenda.

8. PROCLAMATIONS AND CONGRATULATORY CERTIFICATES:

City Council receives requests for proclamations to honor or celebrate milestones or achievements of Troy residents and businesses, and also to raise awareness of certain events or causes. Proclamations are intended to positively impact the community and convey an affirmative message to Troy residents, and are discretionary. Any person requesting a proclamation for presentation at a regular City Council meeting shall submit a written request to the City Manager or his/her designee. Proclamations must be approved by City Council at a regular meeting preceding the requested presentation date. If a presentation is requested, the proclamation will be included under the topic of Certificates of Recognition and Special Presentations.

Congratulatory certificates are public announcements made by City Council at ribbon cutting ceremonies, grand openings and other events outside of regular City Council meetings. Any request for such a congratulatory certificate should be submitted to the City Manager or his/her designee in advance of the planned business celebration and will not require City

Council action.

9. RECONSIDERATION OF RESOLUTIONS:

A motion to reconsider any vote of the Council may be made by either side of the voted motion and shall require the affirmative vote of the majority of the Council Members elect. A motion to reconsider can be made only if no action was taken as a result of the previous vote. If such a motion to reconsider passes, and new information has been brought forward, then any member of Council may move to take action on the motion that is to be reconsidered, and any such motion would pass by an affirmative vote of the majority of the Council Members elect.

10. RESCISSION OF RESOLUTIONS

Rescission of any vote of the Council shall require the affirmative vote of the majority of the Council Members elect only if no action was taken as a result of the previous vote.

11. PUBLIC HEARINGS:

Public hearings will be held after required notice has been provided. The City Council may upon affirmative vote of a majority of its members "continue" said hearing at a future date designated in the resolution, without the necessity of re-notification. If the City Council elects to continue the public hearing it will appear in the designated meeting agenda under the topic of Public Hearings.

12. CONSENT AGENDA:

The Consent Agenda includes items of a routine nature and will be approved with one motion. That motion will approve the recommended action for each item on the Consent Agenda. Any Council Member may remove an item from the Consent Agenda and have it considered as a separate item. Any item(s) so removed from the Consent Agenda shall be considered after approval of the motion for all non-removed items on the consent portion of the agenda. Public comment on Consent Agenda items will be permitted pursuant to the Rules of Procedure.

13. APPOINTMENTS TO BOARDS AND COMMITTEES:

a) MAYORAL APPOINTMENTS:

The Mayor shall, with City Council concurrence, appoint members of the following boards or committees as governed by state statute or city ordinances: Board of Review, Brownfield Redevelopment Authority, Civil Service Commission (Act 78),

Downtown Development Authority, Economic Development Corporation, Global Troy Advisory Committee, Local Development Finance Authority, Planning Commission, Volunteer Firefighter Incentive Board

b) CITY COUNCIL APPOINTMENTS:

The Mayor Pro Tem shall contact candidates or incumbents for City Council appointments to determine their interest in being nominated or reappointed. Any Council Member, but usually the Mayor Pro Tem, may put forth nominees to the following boards or committees: Animal Control Appeal Board, Building Code Board of Appeals, Charter Revision Committee, Election Commission, Historic District Commission, Liquor Advisory Committee, Municipal Building Authority, Parks and Recreation Board, Personnel Board, Retiree Health Care Benefits Plan & Trust, SOCRRRA, SEMCOG, Sustainable Design Review Committee, Traffic Committee, Zoning Board of Appeals

c) NOMINATIONS:

The Mayor or any Council Member desiring to nominate a person for appointment to a board, commission, or committee shall submit the person's name for nomination at a regular meeting during the item Board and Committee Nominations. The person's name will be placed on the agenda for the next regular meeting under the item Board and Committee Appointments. A brief summary of background and personal data as to nominee's qualifications (or a resume) should be submitted on or before the time of nomination, except that such a resume shall not be required for the re-nomination of a current board or commission member, or if the Council unanimously agrees that a resume is not necessary. In the event that more nominees are put forth than positions available, the City Clerk will conduct a roll call vote.

14. CITY COUNCIL REPRESENTATION ON BOARDS AND COMMITTEES:

a) SEMCOG (Southeastern Michigan Council of Governments) Representation:

The Mayor and City Council shall appoint one delegate and one alternate to serve on the SEMCOG General Assembly for a term of two-years expiring at 7:30 PM on the Monday following the City Council general election.

b) SOCRRRA (South Oakland County Resource Recovery Authority) Representation:

The Mayor and City Council shall appoint one delegate and one alternate to serve on the SOCRRRA Board for a term of one-year expiring on June 15th.

c) No member of the City Council shall serve on any committee, commission or board of the City of Troy, except the Retirement System Board of Trustees, Retiree Health Care Benefits Plan and Trust, Volunteer Firefighter Incentive Plan & Trust, Global Troy Advisory Committee, Downtown Development Authority and Local Development

Finance Authority (LDFA), unless membership is required by ordinance, statute or the City Charter.

- d) Because quasi-judicial boards and commissions are appointed by Council, and make recommendations to the Council, these recommendations should be made independent of the influence of individual Council Members. As a result, members of City Council shall not appear before or attend meetings of City boards or commissions if they are not appointed members of the City board or committee.

15. MEMBERS OF THE PUBLIC AND VISITORS:

Any person not a member of the City Council may address the Council with recognition of the Chair, after clearly stating the nature of his/her inquiry or comment. **NOTE TO THE PUBLIC:** *City Council requests that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and Council.*

- Petitioners of items that are included in the pre-printed agenda booklet shall be given a fifteen (15) minute presentation time that may be extended with the majority consent of City Council.
- Any member of the public, not a petitioner of an item, shall be allowed to speak for up to three (3) minutes to address any Public Hearing item.
- Any member of the public, not a petitioner of an item, does not have the right to engage in discussion or debate with City Council during the Public Comment portions of the meeting.
- All members of the public who wish to address the Council at a meeting shall be allowed to speak only if they have signed up to speak within thirty minutes before or within fifteen minutes after the meeting's start time. Signing up to speak requires each speaker provide his or her name. If the speaker is addressing an item(s) that appears on the pre-printed agenda, then the speaker shall also identify each such agenda item number(s) to be addressed.
- City Council may waive the requirements of this section by a consensus of the City Council.
- Agenda items that are related to topics where there is significant public input anticipated should initiate the scheduling of a special meeting for that specific purpose.

Prior to Public Comment for Items On the Agenda, the Mayor may provide a verbal notification of the rules of decorum for City Council meetings or refer to the pre-printed agenda booklet, which will include the following language, as approved by City Council:

The audience should be aware that all comments are to be directed to the Council rather than to City Administration or the audience. Anyone who wishes to address the Council is required to sign up to speak within thirty minutes before or within fifteen minutes of the start of the meeting. There are three Public Comment portions of the agenda. For Items On the Agenda, visitors can sign up to address Postponed, Regular Business, Consent Agenda, or Study items or any other item on the agenda. All other topics are addressed under Items Not on the Agenda. There is a timer on the City Council table in front of the Mayor that turns yellow when there is one minute of speaker time remaining, and turns red when the

speaker's time is up. In order to make the meeting more orderly and out of respect, please do not clap during the meeting, and please do not use expletives or make derogatory or disparaging comments about any one person or group. If you do so, then there may be immediate consequences, including having the microphone turned off, being asked to leave the meeting, and/or the deletion of speaker comments for any re-broadcast of the meeting. Speakers should also be careful to avoid saying anything that would subject them to civil liability, such as slander and defamation. Please avoid these consequences and voluntarily assist us in maintaining the decorum befitting this great City.

16. RULES OF ORDER:

Robert's Rules of Order Newly Revised, as clarified by the City Clerk, is hereby adopted, except as modified by these Rules of Procedure, the Charter, or the City Code.

17. ABSENCES AT COUNCIL MEETINGS:

Members of Council who are unable to attend a Council meeting and desire an excused absence shall notify the City Attorney or City Manager of their absence in writing as soon as possible prior to the meeting and indicate the reason for the absence. The reason shall be entered in the proceedings of the Council at the time of each absence.

18. SUSPEND RULES:

The Rules of Procedure may be waived by a simple majority vote, unless specifically noted that a consensus of City Council is sufficient.

19. COUNCIL DISCUSSION:

No member of Council shall speak a second time on any item under discussion until all other members desiring to speak on that item have been heard. No member of Council shall be allowed to speak for more than five (5) minutes at a time.

20. AGENDA ITEMS SUBMITTED BY COUNCIL MEMBERS:

Timely submitted agenda items that, in the City Manager's judgment, do not require a professional opinion from City Administration, will be placed on the next regular agenda for City Council action. These items include, but are not limited to proclamations and celebratory matters. If the City Manager believes that City Council could benefit from additional input from City Administration prior to voting on a referral, then the next regular agenda will contain only a resolution directing City Administration to provide additional input to accompany the Council referral for a future City Council meeting.

21. WIRE COMMUNICATIONS BY AND TO COUNCIL MEMBERS DURING ANY MEETING OF COUNCIL:

Members of Council shall not engage in electronic communication with each other or a member of the public during a regular or special meeting. Electronic communication is defined as e-mail, text message, instant message, website, social media, blog posting, or any other form of communication transmitted or retrieved through the use of an electronic device. This rule does not apply to participation of a Council Member in a meeting via electronic means, subject to the approval of City Council for such participation.



CITY COUNCIL AGENDA ITEM

Date: September 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
M. Aileen Dickson, City Clerk
MaryBeth Murz, Purchasing Manager

Subject: Request for Affirmation of Emergency Purchase and Agreement – Kent Communications, Inc. (KCI) for TrackMIBallot Service

History

The United States Postal Service (USPS) is experiencing internal upheaval and service delays that have been the subject of a constant stream of news stories and investigations by elected officials. In the weeks leading up to the August 4th Primary Election, and since then, the delays in mail delivery times have caused election officials to seek out remedies for voters such as drop boxes, and encouraging voters to pick up their ballots in-person.

The City Clerk's Office has addressed the issue of mail delays with new drop boxes including expanding our number of boxes from 2 to 4, and placing 2 of the drop boxes at the Troy Public Library and the Troy Community Center. We have also scheduled absentee ballot pick-up events on Saturday and Sunday, September 26 and 27, from noon to 4:00 PM.

Another tool we can use to help mitigate the issues with USPS delivery is a service called TrackMIBallot, created by Kent Communications, Inc. (KCI) from Grand Rapids, MI. KCI is a company that specializes in mail management services, along with design and printing. Through their agreement with the USPS, they are provided with real-time updates from the scanning machines within the USPS mail processing plants.

TrackMIBallot provides real-time tracking of absentee ballots throughout the USPS system from the City Clerk's Office to the voter, then of the return envelope from the voter back to the City Clerk's Office. The service will provide voters whose email addresses or cell phone numbers are in the Qualified Voter File with a link where those voters can track their ballots directly. The City Clerk's Office will also be able to track any ballot within the USPS system. TrackMIBallot was successfully used during the August election by the City of Lansing and the City of Walker. Many more municipalities are signing up for the service for the November election including Ann Arbor and Huntington Woods. Recently, the Michigan Bureau of Elections recommended that election officials use a ballot tracking service because of the mail delays expected to affect the mailing of absentee ballots for the November 3rd election.



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CITY COUNCIL AGENDA ITEM

Since TrackMIBallot provides the City Clerk's Office with information about a ballot's location within the USPS system, we will be able to locate ballots "lost in the mail". Every election, a percentage of ballots don't arrive at their destination, and the City Clerk's Office is unable to provide voters with any help in figuring out what happened to them. There were hundreds of ballots during the August 4th election season that were never received by the voters. With TrackMIBallot in use for the November election, we will be able to see where the ballots are, and work with the USPS to get them moving on to their destinations. With 30,000 absentee ballots expected to be issued, the City Clerk's Office needs to utilize this secure, intuitive service to prevent hundreds of ballots being lost again.

Due to the time constraints involved with preparing absentee ballots for mailing, and in order to have the TrackMIBallot service ready for when the first shipment of ballots go to the USPS on September 28th, the City Manager authorized the emergency purchase of the TrackMIBallot service and authorized the City Clerk to sign the agreement with Kent Communications, Inc. The City Attorney reviewed the agreement before the City Clerk signed it.

Purchasing

- City Charter Section 12.1 – Purchase and Sale of Property authorizes the City Manager to make necessary purchases prior to Council approval in a declared emergency, which shall be affirmed by City Council at the next regularly scheduled Council meeting.
- The annual cost for the TrackMIBallot is \$250; plus, \$0.25 for each ballot mailed/tracked through the USPS system. The cost for the November 3, 2020 election is estimated at \$7500. Since the fee is per-ballot mailed, the cost per election will vary depending on the number of absentee ballots we issue.

Financial

- The cost for TrackMIBallot associated with the November 3rd election is reimbursable through the CARES Act, or through the Center for Tech and Civic Life COVID-19 Response Grant. City Management will submit the required documents for reimbursement.
- Funds for future elections will be budgeted in the Elections account.

Recommendation

City Management requests that the City Manager's authorization of an emergency purchase of the TrackMIBallot service for the November 3, 2020 General Election, and the signing of the agreement with Kent Communications, Inc., be affirmed by City Council.

Legal Review

This item was submitted to the City Attorney for review pursuant to City Charter Section 3.17.

Kent Communications, Inc.
Mailing Services Agreement (Ballot)

This Mailing Services Agreement ("Agreement") is made this 3 day of September, 2020 between Kent Communications, Inc. ("KCI"), whose address is 3901 East Paris SE, Grand Rapids, Michigan 49512, and City of Troy (the "Municipality"), whose address is 500 W. Big Beaver Rd. Troy MI 48084.

Introduction

- A. KCI is in the business of providing postal optimization for its clients. This includes mail pickup and direct delivery to the United States Postal Service ("USPS"), and allows KCI to presort mail, barcode mail, and maximize timely and accurate delivery by the USPS and minimize postal costs by utilizing appropriate presort and nonprofit discounts.
- B. The Municipality mails certain absent voter ballots to persons requesting these ballots, all pursuant to Michigan statutes.
- C. KCI has developed a "TrackMIBallot" program for mailing and tracking absent voter ballots, and proposes to provide mailing services to the Municipality for the absent voter ballots pursuant to the description of services and the terms in this Agreement.

Agreement

1. **Services:** KCI will produce and provide to the Municipality return labels (with barcodes) specific to the Municipality's precincts and ballot number. The Municipality Clerk will place the appropriate label over the current return address barcode on the return envelope for the ballot to be mailed by the voter, which will provide for USPS tracking of that ballot-envelope once mailed by the voter. The ballot and return envelope are placed in a sealed envelope by the clerk and appropriately addressed to the voter by the clerk. All ballots to be mailed that day will be delivered to KCI (or picked up by KCI if agreed herein).

KCI will sort these envelopes and place a barcode on the outer envelope to allow USPS tracking of the mailed envelope to the voter. KCI will deliver these envelopes directly to the USPS within 12 hours of receipt if the envelopes are received by KCI during normal business hours. KCI will provide to the Municipality a tracking portal for round trip tracking of each of the envelopes (that sent to the voter, and the return ballot).

The sorting and barcode allow the Municipality to qualify for USPS mailing discounts and nonprofit mailing discounts, all pursuant to the USPS rate structure.

KCI will also send a text and an email to the voter's phone and email address of record on the Qualified Voter File ("QVF") file. The communication will contain a Voter URL address on the internet allowing the voter to track their incoming ballot envelope and outgoing ballot envelope. To take advantage of the email notification, Municipality will provide KCI with the Absent Voter List, a standard file from the QVF system containing voter ID, phone number and email address, each time ballots are mailed.

2. **Payment for Services.** The Municipality will pay for all postage charges by the USPS to KCI for the mailings. In addition, the Municipality will pay to KCI \$0.25 for each envelope processed and mailed by KCI, \$0.05 for metering (if needed) and a \$250 per election setup fee. KCI will invoice its service fees weekly. These invoices are payable within 30 days of the date of the invoice. KCI reserves the right to require advance payment of postage fees upon advance written notice to the Municipality.

3. **Postage.** Nonprofit postage will be billed at the MAADC Presort rate of \$0.184 for each envelope mailed. First Class Postage will be billed at \$0.46 for each envelope mailed.

4. **Term.** This Agreement shall remain in effect from the date this Agreement is signed until 10 days written notice of termination is provided from one party to the other.

5. **Pickup and Delivery Terms:**

6. **General Terms.** This Agreement is subject to the attached General Terms, which are incorporated herein.

WHEREFORE, the parties have executed this Agreement this 3 day of September 2020.

Kent Communications, Inc.

Brian Quist

By: Brian Quist, president

Municipality

City of Troy

M. Aileen Dickson

M. Aileen Dickson, City Clerk

Kent Communications, Inc.
Mailing Services Agreement (Ballot)

General Terms and Conditions

1. **Rejects and Returns.** Envelopes that are rejected by a machine may be delayed in processing by 24 hours. If mail is returned as undeliverable, or is damaged in processing, KCI will return such mail to the Municipality within 3 business days of receipt or damage.

2. **Scans and Tracking.** An unmatched scan can occur when an envelope with a barcode requests data where no tracking has been created. This can occur by machine error, unreadable codes or other causes. Additionally, tracking relies on the USPS scanning and reporting. KCI disclaims any liability for errors in tracking or scanning the mail.

KCI expressly disclaims all warranties of any kind or nature concerning scanning or tracking services whether express or implied, including without limitation, any warranty of merchantability, quality, informational content, accuracy, or fitness for your specific purpose. We expressly disclaim any warranties that may be implied from usage of trade, course of dealing, or course of performance. Access to the information portal via the Internet is "as is" and "as available" and KCI provides no warranties of any kind regarding the availability, reliability or integrity of the Internet, or any data transmitted via the Internet.

3. **Envelopes.** KCI is not responsible for the contents of any ballot envelopes or the accuracy or integrity of any addresses placed on the envelopes.

4. **Payment.** The Municipality agrees to review all invoices promptly. Any objection to an invoice is waived if KCI is not notified thereof within 6 months of the invoice date. If the Municipality fails to timely pay KCI, KCI may, at its option, along with all other remedies available to KCI, suspend performance until payment is received. A service fee of 1% per month shall accrue on any outstanding balance. The Municipality shall pay all costs and expenses, including actual attorney's fees, incurred by KCI in enforcing the provisions of this Agreement.

5. **Office Hours:** KCI's office hours are 8:00 a.m. to 7:00 p.m. Monday through Friday, excepting legal holidays. All mail provided to KCI outside of KCI's office hours will be processed on the next business day.

6. **Records.** KCI will provide weekly reports to the Municipality regarding items mailed on its behalf. Tracking data will be maintained for 90 days. KCI agrees to maintain billing records for two years.

7. **Municipality Responsibilities.** The Municipality will only use envelope sizes preapproved by KCI and in compliance with all USPS regulations. All mail will be addressed with clear printing and in compliance with all USPS regulations and guidelines. The Municipality agrees to promptly execute all documents required by or for the USPS.

8. **Force Majeure.** Except as otherwise provided herein, KCI shall not be liable for any delay in, or failure of performance of, a requirement contained in this Agreement caused by force majeure. The existence of such causes of delay or failure shall extend the period of performance until after the causes of delay or failure have been removed provided KCI exercises all reasonable due diligence to perform. Force majeure is defined as weather, acts of God, war, strike, fires, explosions, machinery breakdown, electrical interruption, riot, pandemic, order of public authority, or other causes that are beyond the reasonable control of KCI and that by exercise of due foresight could not reasonably have been expected to avoid, and which, by the exercise of reasonable diligence, such party is unable to overcome.

9. **Confidential Information.** KCI acknowledges that the QVF and Absent Voter List may contain confidential information. KCI agrees to use such information only for the purposes set out in this agreement and except for such purposes KCI will not, directly or indirectly, use, take commercial or proprietary advantage of or profit from such information. KCI will take reasonable efforts to protect such information.

10. **Indemnification.** The Municipality agrees to indemnify, defend and hold harmless KCI from and against and all charges, claims (including claims of third parties), fines, penalties, obligations, causes of action, damages, losses, expenses, charges, costs, or other liabilities (including attorney's fees), arising out of: (i) the Municipality's breach of any obligations or covenants arising under this Agreement; or (ii) the makeup or content of any mail or other items delivered to KCI by the Municipality. KCI agrees to indemnify,

defend and hold harmless the Municipality from and against and all charges, claims (including claims of third parties), fines, penalties, obligations, causes of action, damages, losses, expenses, charges, costs, or other liabilities (including attorney's fees), arising out of KCI's breach of any obligations or covenants of KCI arising under this Agreement.

11. **Limitation on Liability.** KCI's liability under this Agreement is limited to the limits of the liability insurance maintained by KCI. For occurrences not so insured, the liability of KCI under this Agreement shall not exceed \$25,000 in the aggregate. The parties agree that these limits of liability shall survive and continue in full force and effect despite any termination or expiration of this Agreement. Under no circumstances shall KCI be otherwise liable to the Municipality or any other person for any consequential, incidental, economic, indirect, general or specific damages arising out of this agreement.

12. **Taxes.** Any amounts due for taxes and assessments will be added to the Municipality's invoice and are the responsibility of the Municipality. No tax exemption will be granted unless official proof of exemption is on file with KCI. If, after the Municipality has paid the invoice, it is determined that more tax is due, the Municipality shall promptly remit the required taxes to the taxing authority or immediately reimburse KCI for any additional taxes paid by KCI.

13. **Survival.** Any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement shall survive any expiration or termination of this Agreement.

14. **General Provisions.**

A. **No Assignment.** No rights under this Agreement may be assigned or otherwise transferred by the Municipality, in whole or in part, whether directly or by operation of law, without the prior written consent of the other party.

B. **Counterparts.** This Agreement may be executed and delivered in multiple counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. A facsimile or other electronic copy of a signature shall be deemed an original for purposes of this Agreement.

C. **Severability.** If any one or more of the covenants, agreements, provisions or terms of this

Agreement shall be for any reason whatsoever held invalid, then such covenants, agreements, provisions or terms shall be deemed severable from the remaining covenants, agreements, provisions or terms of this Agreement, and shall in no way affect the validity or enforceability of the other provisions of this Agreement.

D. **Cumulative Rights.** All rights and remedies specified in this Agreement are cumulative and are in addition to, not in limitation of, any rights or remedies the parties may have at law, in equity, or otherwise, and all such rights and remedies may be exercised singularly and concurrently.

E. **Construction.** This Agreement is the joint product of the parties, and any ambiguity herein shall not be construed against the drafter, but rather the terms hereof shall be given a reasonable interpretation as if each party had in fact drafted the Agreement.

F. **Notices.** Any notice required or permitted to be given under this Agreement must be in writing and must be served by hand delivery, or by a nationally recognized overnight delivery service, or by express mail or certified mail return receipt requested. Notice shall be effective on tender of delivery at the notice address during ordinary business hours. Any communication given in any other manner shall be effective only if and when received by the party notified. For purposes of this section, the notice addresses of the parties shall be as set forth at the beginning of this Agreement. Any party may change the address to which such communications are to be sent by notice to the other party as provided in this Agreement.

G. **Governing Law.** This Agreement shall be deemed to have been executed and entered into in the State of Michigan and this Agreement, and its formation, operation, and performance shall be governed, construed, performed, and enforced in accordance with the substantive laws of Michigan without regard to its conflicts of law principles.

H. **Waiver.** Any waiver on the part of either party hereto of any right or interest shall not imply the waiver of any other right or interest, or any subsequent waiver.

I. **Entire Agreement.** This Agreement sets forth the entire Agreement and understanding between the parties on the subject matter hereof, and supersedes all prior agreements related thereto between the parties.

This Agreement can only be modified by a written amendment signed by the Parties.

WHEREAS, Since the passage of Proposal 18-3 in 2018 that authorized no-reason absentee voting, election officials have been predicting that Michigan Election Law would need to be revised to allow more time for absent voter counting boards (AVCB) to process the expected increase in absentee ballots; and

WHEREAS, Senate Bill 757 was introduced by State Senator Ruth Johnson and passed by the Michigan Senate Elections Committee in February, 2020, would allow pre-processing of absentee ballots by the AVCB on the Monday prior to Election Day, during the hours of 10 AM to 8 PM, would not allow voted ballots to be removed from the secrecy sleeves on Monday, and would allow tabulating to begin at 7:00 AM on Election Day; and

WHEREAS, The COVID-19 pandemic has caused a shift in voting habits of Troy voters from 25% absentee voting during elections prior to March, 2020 to 50-75% absentee voting for the March and August, 2020 elections, respectively; and

WHEREAS, Michigan Election Law currently allows the processing of absentee ballots to begin at 7 AM on Election Day, and to continue through Election Day until all ballots are processed; and

WHEREAS, The Troy City Clerk's Office currently has more than 25,500 absentee ballot applications on file for the November 3 General Election, with a total number of ballots expecting to reach 30,000, the highest number of absentee ballots ever issued in Troy's history; and

WHEREAS, Processing this many absentee ballots will take two days, meaning under current Election Law, the Election Inspectors and Clerk's Office staff will have to work through the night on November 3 and well into November 4 in order to complete the processing of the expected 30,000 absentee ballots; and

WHEREAS, Senate Bill 757 continues to be discussed by the Michigan Legislature, and has received bipartisan support from legislators, from the Michigan Secretary of State, and from Clerks and Election Officials throughout Michigan, but has not been taken up for a vote of the full Senate;

NOW, THEREFORE, BE IT RESOLVED, That Troy City Council hereby **URGES** Michigan Senate Majority Leader Shirkey to take up Senate Bill 757 for a vote of the full Senate as soon as possible so it can be enacted in time for the November 3, 2020 General Election; and

BE IT FURTHER RESOLVED, That Troy City Council hereby **CALLS UPON** the members of the Michigan Legislature to support Senate Bill 757 in order to provide a realistic, responsible, secure plan for Absent Voter Counting Boards to complete the processing of the record number of absentee ballots expected for the November 3, 2020 General Election.

Signed this 14th Day of September, 2020



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Troy, MI 48084
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I-07

CITY COUNCIL AGENDA ITEM

Date: September 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiepe, Public Works Director
Dennis Trantham, Facilities and Grounds Operations Manager
Ashely Levin, Project Manager
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 2 – Low Bidder Meeting Specifications – Trail and Pathway Paving - Phase 2

History

Trails and Pathways has been a heavily discussed topic in the City of Troy. For the past several years trails and pathways have been included as a strategy and top initiative. “Re-evaluate the Trails & Pathways program with a focus on public participation and creative problem solving to build community support” is included as a 2019 strategy. Over the years, City Staff has applied for grants, held public engagement sessions, and recently constructed Phase One of the Troy Trail.

The first phase features a paved pathway approximately one mile in length that stretches from the Daisy Knight Dog Park to Wattles Road highlighting Troy’s natural features in a wooded area.

In 2019, City Council was presented the proposed pathway for Phase Two of the Troy Trail in Sylvan Glen Lake Park. The second phase of the Troy Trail will begin in the parking lot at the park. A paved pathway will be constructed from the parking lot along the south edge of the lake and enter the wooded area. The trail will wind through the wooded area and provide connection to the adjacent subdivision. Phase two will continue to highlight Troy’s natural resources while providing a new recreational opportunity.

Residents in the adjacent neighborhood were notified by mail of the proposed trail and asked to provide comments. Feedback was received regarding concerns for tree preservation and drainage which were both taken into consideration in the design process.

Anderson, Eckstein, and Westrick, Inc. (AEW), one of the City’s professional service engineering firms (Resolution #2017-06-105-J-4a), has completed the Phase Two design drawings and specifications. AEW has also obtained necessary wetland and flood plain permits from the Michigan Department of Environment, Great Lakes, and Energy. With approval from City Council, the City will continue to use consultant AEW for construction management on this project.



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Purchasing

- On September 3, 2020 a bid opening was conducted as required by City Charter/Code for the Sylvan Glen Pathway Project.
- The bid was posted on the Michigan Intergovernmental Trade Network (MITN); www.mitn.info.
- Five hundred and fifty nine (559) vendors were notified via the MITN website.
- Six (6) bid responses were received. Below is a detailed summary of potential vendors for the bid opportunity:

Companies notified via MITN	559
Troy Companies notified via MITN	15
Troy Companies notified - Active email Notification	15
Troy Companies - Active Free	0
Companies that viewed the bid	108
Troy Companies that viewed the bid	2

MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy. **Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City. **Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City. **Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

- After reviewing the bid proposals with *AEW, Warren Contractors & Development, Inc. of Shelby Township, MI* was the low bidder meeting all specifications for the installation of the second phase of the Troy Trail and is being recommended.
- Attached is *AEW's* supporting documentation to this recommendation.
- Although *Warren Contractors & Development* was not the low bidder, they are the next lowest bidder meeting the *similar project completion* requirement.
- The low bidder did not meet this requirement because they did not have the necessary project experience as a primary contractor.

Financial

Funds are available in Capital Fund – Park – Trails & Pathways with an associated project number of 2021C0048. Expenditures will be charged to 401.751.770.7974.710.

Recommendation

City management recommends awarding a contract to install the second phase of the Troy Trail to the low bidder meeting specifications; *Warren Contractors & Development, Inc. of Shelby Township, MI* at the unit prices contained in the bid tabulations opened September 3, 2020 with an estimated total of \$549,671.25 and with a 15% contingency totaling \$82,450.69 but not to exceed budgetary limitations. The award is contingent upon the contractor's submission of properly executed bid documents including insurance certificates, and all other specified requirements.



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Opening Date: 09/03/2020
Reviewed Date: 09/03/2020

BID TABULATION
CITY OF TROY
SYLVAN GLEN PATHWAYS

ITB-COT 21-04
Page 1 of 4

Vendor Name:	Allstar Power Excavation, LLC	Warren Contractors & Development, Inc.	Pro-Line Asphalt Paving Corp.
City:	Grosse Pointe, MI	Shelby Twp., MI	Washington, MI
Check Amt:	\$10,000.00	\$10,000.00	\$10,000.00
Check #:	1608212131	1625409576	2014205661

BID PROPOSAL: SYLVAN GLEN PATHWAY PROJECT									
Line	Description	Total Quantity	Units	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1	Bonds, Insurance & Mobilization (\$40,000 Max)	1	Ls	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
2	Preconstruction Audio-Visual Documentation (\$10,000 Max)	1	Ls	\$ 4,000.00	\$ 4,000.00	\$ 1,100.00	\$ 1,100.00	\$ 1,500.00	\$ 1,500.00
3	Clearing, Modified	6.8	Sta	\$ 1,675.00	\$ 11,390.00	\$ 1,650.00	\$ 11,220.00	\$ 1,500.00	\$ 10,200.00
4	Removal of Misc. Concrete	1	Ls	\$ 1,500.00	\$ 1,500.00	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
5	Pavt, Rem	97	Syd	\$ 13.00	\$ 1,261.00	\$ 24.00	\$ 2,328.00	\$ 25.00	\$ 2,425.00
6	Station Grading	3977	Ft	\$ 11.00	\$ 43,747.00	\$ 25.00	\$ 99,425.00	\$ 40.00	\$ 159,080.00
7	Tree, Remove, 1 inch to 6 inch	1	Ea	\$ 140.00	\$ 140.00	\$ 137.00	\$ 137.00	\$ 150.00	\$ 150.00
8	Tree, Remove, 6 inch to 18 inch	13	Ea	\$ 245.00	\$ 3,185.00	\$ 242.00	\$ 3,146.00	\$ 220.00	\$ 2,860.00
9	Culv, Rem, 24 inch to 48 inch	1	Ea	\$ 670.00	\$ 670.00	\$ 1,650.00	\$ 1,650.00	\$ 2,500.00	\$ 2,500.00
10	Culv, Rem, Less than 24 inch	2	Ea	\$ 845.00	\$ 1,690.00	\$ 490.00	\$ 980.00	\$ 100.00	\$ 200.00
11	Culv, End, Rem, Less than 24 inch	2	Ea	\$ 300.00	\$ 600.00	\$ 250.00	\$ 500.00	\$ 100.00	\$ 200.00
12	Culv, CI A, Conc, 48 inch	16	Ft	\$ 240.00	\$ 3,840.00	\$ 405.00	\$ 6,480.00	\$ 400.00	\$ 6,400.00
13	Culv, CI A, Conc, 15 inch	22	Ft	\$ 70.00	\$ 1,540.00	\$ 120.00	\$ 2,640.00	\$ 150.00	\$ 3,300.00
14	Culv, CI A, Conc, 12 inch	45	Ft	\$ 62.00	\$ 2,790.00	\$ 65.00	\$ 2,925.00	\$ 150.00	\$ 6,750.00
15	Headwall, Conc.	1	Ls	\$ 20,000.00	\$ 20,000.00	\$ 17,100.00	\$ 17,100.00	\$ 20,000.00	\$ 20,000.00
16	Culv, End Sect, Conc, 15 inch	2	Ea	\$ 800.00	\$ 1,600.00	\$ 915.00	\$ 1,830.00	\$ 1,500.00	\$ 3,000.00
17	Culv, End Sect, Conc, 12 inch	4	Ea	\$ 650.00	\$ 2,600.00	\$ 690.00	\$ 2,760.00	\$ 1,000.00	\$ 4,000.00
18	6 inch ADS N-12 Pipe	212	Ft	\$ 16.00	\$ 3,392.00	\$ 52.00	\$ 11,024.00	\$ 25.00	\$ 5,300.00
19	12 inch Dia Nyloplast Inlet	5	Ea	\$ 1,350.00	\$ 6,750.00	\$ 1,650.00	\$ 8,250.00	\$ 1,500.00	\$ 7,500.00
20	Fence, Split Rail, Wood	980	Ft	\$ 12.00	\$ 11,760.00	\$ 22.00	\$ 21,560.00	\$ 20.00	\$ 19,600.00
21	Fence, Rem	1033	Ft	\$ 5.00	\$ 5,165.00	\$ 8.25	\$ 8,522.25	\$ 8.00	\$ 8,264.00
22	Fence, Moving	158	Ft	\$ 15.00	\$ 2,370.00	\$ 22.00	\$ 3,476.00	\$ 25.00	\$ 3,950.00
23	Subgrade Undercutting, Type 1	1474	Cyd	\$ 25.00	\$ 36,850.00	\$ 65.00	\$ 95,810.00	\$ 10.00	\$ 14,740.00
24	HMA 36A, 2 inch	10	Ton	\$ 120.00	\$ 1,200.00	\$ 103.00	\$ 1,030.00	\$ 200.00	\$ 2,000.00
25	HMA 3C, 2.5 inch	10	Ton	\$ 120.00	\$ 1,200.00	\$ 113.00	\$ 1,130.00	\$ 200.00	\$ 2,000.00
26	HMA 36A, 1.5 inch	400	Ton	\$ 111.00	\$ 44,400.00	\$ 103.00	\$ 41,200.00	\$ 120.00	\$ 48,000.00
27	HMA 3C, 1.5 inch	400	Ton	\$ 109.00	\$ 43,600.00	\$ 113.00	\$ 45,200.00	\$ 115.00	\$ 46,000.00
28	Aggregate Base, 8 inch, 21AA	89	Syd	\$ 16.00	\$ 1,424.00	\$ 18.00	\$ 1,602.00	\$ 25.00	\$ 2,225.00
29	Aggregate Base, 6 inch, 21AA	4332	Syd	\$ 12.25	\$ 53,067.00	\$ 11.00	\$ 47,652.00	\$ 13.00	\$ 56,316.00
30	Seeding, Mixture THM	138	Lbs	\$ 10.00	\$ 1,380.00	\$ 9.00	\$ 1,242.00	\$ 10.00	\$ 1,380.00
31	Water, Seeding	21	Units	\$ 110.00	\$ 2,310.00	\$ 100.00	\$ 2,100.00	\$ 90.00	\$ 1,890.00
32	Fertilizer, Chemical Nutrient, CI A	142	Lbs	\$ 8.00	\$ 1,136.00	\$ 8.00	\$ 1,136.00	\$ 10.00	\$ 1,420.00

Opening Date: 09/03/2020
Reviewed Date: 09/03/2020

BID TABULATION
CITY OF TROY
SYLVAN GLEN PATHWAYS

ITB-COT 21-04
Page 2 of 4

Vendor Name:				Allstar Power Excavation, LLC		Warren Contractors & Development, Inc.		Pro-Line Asphalt Paving Corp.	
City:				Grosse Pointe, MI		Shelby Twp., MI		Washington, MI	
Line	Description	Total Quantity	Units	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
33	Mulch	3036	Syd	\$ 2.00	\$ 6,072.00	\$ 1.25	\$ 3,795.00	\$ 2.00	\$ 6,072.00
34	Topsoil Surface, Furn, 4 inch	3036	Syd	\$ 4.00	\$ 12,144.00	\$ 3.75	\$ 11,385.00	\$ 4.00	\$ 12,144.00
35	Erosion Control, Inlet Protection, Fabric Drop	2	Ea	\$ 85.00	\$ 170.00	\$ 100.00	\$ 200.00	\$ 100.00	\$ 200.00
36	Erosion Control, Silt Fence	5300	Ft	\$ 1.75	\$ 9,275.00	\$ 1.65	\$ 8,745.00	\$ 2.00	\$ 10,600.00
37	Erosion Control, Sediment Trap	1	Ea	\$ 90.00	\$ 90.00	\$ 500.00	\$ 500.00	\$ 250.00	\$ 250.00
38	Maintenance Aggregate, 21AA Limestone	61	Ton	\$ 40.00	\$ 2,440.00	\$ 31.00	\$ 1,891.00	\$ 40.00	\$ 2,440.00
39	Traffic Control and Maintenance	1	Ls	\$ 12,000.00	\$ 12,000.00	\$ 6,000.00	\$ 6,000.00	\$ 25,000.00	\$ 25,000.00
40	Inspection Day		Days	\$ 500.00	\$ 15,000.00	\$ 500.00	\$ 27,500.00	\$ 500.00	\$ 17,500.00
41	Obtain Permit from EGLE	1	Ls	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
				\$ 414,248.00		\$ 549,671.25		\$ 559,856.00	
Warranty:				2 Year		1 Year		1 Year	
Start Date Anticipated:				09/17/2020 09/21/2020		ASAP 09/21/2020		9/21/2020	
Anticipated Duration to Complete:				10/30/2020		11 weeks of construction; Dec 4th weather permitting for paving		11/15/2020	
Hours of Operation:				6AM - 6PM		7AM - 5PM		7AM - 5PM	
24 Hour Phone #:				734-308-7106		Upon Request		586-752-7730	
Proposed Payment Schedule:				\$30,000 initial; 30 net upon completion		Every Month		Progress Payments - 30 Days	
References:			Y or N	Y		Y		Y	
Can meet Insurance:			Y or N	Y		Y		Y	
Can meet Completion Date:			Y or N	11/15/2020		Depending on start date cannot guarantee paved out by		11/15/2020	
Payment Terms:				30 Net		30 Days		30 Days	
Exceptions:			Y or N	N		Depending on start date cannot guarantee paved out by		N	
Acknowledgement:			Y or N	Y		Y		Y	
Signed Addendum:			Y or N	Addendum 2 signed only		Addendum 2 signed only		Addendum 2 signed only	
Bidder Questionnaire Included:			Y or N	Y		Y		Y	
Forms:			Y or N	Y		Y		Y	

Opening Date: 09/03/2020
Reviewed Date: 09/03/2020

BID TABULATION
CITY OF TROY
SYLVAN GLEN PATHWAYS

ITB-COT 21-04
Page 3 of 4

Vendor Name:	Anglin Civil, LLC	Asphalt Specialists, Inc.	WCI Contractors, Inc.
City:	Livonia, MI	Pontiac, MI	Detroit, MI
Check Amt:	\$10,000.00	\$10,000.00	\$10,000.00
Check #:	9200930504	2014151172	420075320

BID PROPOSAL: SYLVAN GLEN PATHWAY PROJECT

Line	Description	Total Quantity	Units	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1	Bonds, Insurance & Mobilization (\$40,000 Max)	1	Ls	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 37,100.00	\$ 37,100.00
2	Preconstruction Audio-Visual Documentation (\$10,000 Max)	1	Ls	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,200.00	\$ 4,200.00
3	Clearing, Modified	6.8	Sta	\$ 2,300.00	\$ 15,640.00	\$ 1,500.00	\$ 10,200.00	\$ 2,200.00	\$ 14,960.00
4	Removal of Misc. Concrete	1	Ls	\$ 4,025.00	\$ 4,025.00	\$ 2,500.00	\$ 2,500.00	\$ 5,700.00	\$ 5,700.00
5	Pavt, Rem	97	Syd	\$ 17.25	\$ 1,673.25	\$ 3.00	\$ 291.00	\$ 17.00	\$ 1,649.00
6	Station Grading	3977	Ft	\$ 13.80	\$ 54,882.60	\$ 45.00	\$ 178,965.00	\$ 25.00	\$ 99,425.00
7	Tree, Remove, 1 inch to 6 inch	1	Ea	\$ 402.50	\$ 402.50	\$ 125.00	\$ 125.00	\$ 175.00	\$ 175.00
8	Tree, Remove, 6 inch to 18 inch	13	Ea	\$ 575.00	\$ 7,475.00	\$ 220.00	\$ 2,860.00	\$ 260.00	\$ 3,380.00
9	Culv, Rem, 24 inch to 48 inch	1	Ea	\$ 1,725.00	\$ 1,725.00	\$ 500.00	\$ 500.00	\$ 230.00	\$ 230.00
10	Culv, Rem, Less than 24 inch	2	Ea	\$ 575.00	\$ 1,150.00	\$ 300.00	\$ 600.00	\$ 1,150.00	\$ 2,300.00
11	Culv, End, Rem, Less than 24 inch	2	Ea	\$ 575.00	\$ 1,150.00	\$ 100.00	\$ 200.00	\$ 300.00	\$ 600.00
12	Culv, CI A, Conc, 48 inch	16	Ft	\$ 287.50	\$ 4,600.00	\$ 500.00	\$ 8,000.00	\$ 400.00	\$ 6,400.00
13	Culv, CI A, Conc, 15 inch	22	Ft	\$ 172.50	\$ 3,795.00	\$ 200.00	\$ 4,400.00	\$ 115.00	\$ 2,530.00
14	Culv, CI A, Conc, 12 inch	45	Ft	\$ 143.75	\$ 6,468.75	\$ 120.00	\$ 5,400.00	\$ 115.00	\$ 5,175.00
15	Headwall, Conc.	1	Ls	\$ 24,725.00	\$ 24,725.00	\$ 15,000.00	\$ 15,000.00	\$ 29,600.00	\$ 29,600.00
16	Culv, End Sect, Conc, 15 inch	2	Ea	\$ 1,150.00	\$ 2,300.00	\$ 500.00	\$ 1,000.00	\$ 575.00	\$ 1,150.00
17	Culv, End Sect, Conc, 12 inch	4	Ea	\$ 862.50	\$ 3,450.00	\$ 450.00	\$ 1,800.00	\$ 575.00	\$ 2,300.00
18	6 inch ADS N-12 Pipe	212	Ft	\$ 23.00	\$ 4,876.00	\$ 20.00	\$ 4,240.00	\$ 29.00	\$ 6,148.00
19	12 inch Dia Nyloplast Inlet	5	Ea	\$ 1,725.00	\$ 8,625.00	\$ 1,500.00	\$ 7,500.00	\$ 1,750.00	\$ 8,750.00
20	Fence, Split Rail, Wood	980	Ft	\$ 51.75	\$ 50,715.00	\$ 21.00	\$ 20,580.00	\$ 55.00	\$ 53,900.00
21	Fence, Rem	1033	Ft	\$ 6.90	\$ 7,127.70	\$ 11.00	\$ 11,363.00	\$ 8.00	\$ 8,264.00
22	Fence, Moving	158	Ft	\$ 28.75	\$ 4,542.50	\$ 30.00	\$ 4,740.00	\$ 28.00	\$ 4,424.00
23	Subgrade Undercutting, Type 1	1474	Cyd	\$ 51.75	\$ 76,279.50	\$ 50.00	\$ 73,700.00	\$ 61.20	\$ 90,208.80
24	HMA 36A, 2 inch	10	Ton	\$ 115.00	\$ 1,150.00	\$ 120.00	\$ 1,200.00	\$ 480.00	\$ 4,800.00
25	HMA 3C, 2.5 inch	10	Ton	\$ 119.60	\$ 1,196.00	\$ 118.00	\$ 1,180.00	\$ 475.00	\$ 4,750.00
26	HMA 36A, 1.5 inch	400	Ton	\$ 115.00	\$ 46,000.00	\$ 120.00	\$ 48,000.00	\$ 182.00	\$ 72,800.00
27	HMA 3C, 1.5 inch	400	Ton	\$ 119.60	\$ 47,840.00	\$ 118.00	\$ 47,200.00	\$ 209.00	\$ 83,600.00
28	Aggregate Base, 8 inch, 21AA	89	Syd	\$ 17.25	\$ 1,535.25	\$ 14.00	\$ 1,246.00	\$ 57.00	\$ 5,073.00
29	Aggregate Base, 6 inch, 21AA	4332	Syd	\$ 8.63	\$ 37,385.16	\$ 11.00	\$ 47,652.00	\$ 18.25	\$ 79,059.00
30	Seeding, Mixture THM	138	Lbs	\$ 34.50	\$ 4,761.00	\$ 10.00	\$ 1,380.00	\$ 13.00	\$ 1,794.00
31	Water, Seeding	21	Units	\$ 402.50	\$ 8,452.50	\$ 175.00	\$ 3,675.00	\$ 600.00	\$ 12,600.00
32	Fertilizer, Chemical Nutrient, CI A	142	Lbs	\$ 17.25	\$ 2,449.50	\$ 5.00	\$ 710.00	\$ 13.00	\$ 1,846.00

Opening Date: 09/03/2020
Reviewed Date: 09/03/2020

BID TABULATION
CITY OF TROY
SYLVAN GLEN PATHWAYS

ITB-COT 21-04
Page 4 of 4

Vendor Name:				Anglin Civil, LLC		Asphalt Specialists, Inc.		WCI Contractors, Inc.	
City:				Livonia, MI		Pontiac, MI		Detroit, MI	
Line	Description	Total Quantity	Units	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
33	Mulch	3036	Syd	\$ 4.60	\$ 13,965.60	\$ 3.50	\$ 10,626.00	\$ 1.50	\$ 4,554.00
34	Topsoil Surface, Furn, 4 inch	3036	Syd	\$ 9.20	\$ 27,931.20	\$ 4.50	\$ 13,662.00	\$ 10.00	\$ 30,360.00
35	Erosion Control, Inlet Protection, Fabric Drop	2	Ea	\$ 172.50	\$ 345.00	\$ 150.00	\$ 300.00	\$ 175.00	\$ 350.00
36	Erosion Control, Silt Fence	5300	Ft	\$ 3.45	\$ 18,285.00	\$ 3.00	\$ 15,900.00	\$ 1.80	\$ 9,540.00
37	Erosion Control, Sediment Trap	1	Ea	\$ 747.50	\$ 747.50	\$ 1,100.00	\$ 1,100.00	\$ 850.00	\$ 850.00
38	Maintenance Aggregate, 21AA Limestone	61	Ton	\$ 57.50	\$ 3,507.50	\$ 20.00	\$ 1,220.00	\$ 57.00	\$ 3,477.00
39	Traffic Control and Maintenance	1	Ls	\$ 4,025.00	\$ 4,025.00	\$ 3,000.00	\$ 3,000.00	\$ 10,700.00	\$ 10,700.00
40	Inspection Day		Days	\$ 500.00	\$ 22,500.00	\$ 500.00	\$ 17,500.00	\$ 500.00	\$ 22,500.00
41	Obtain Permit from EGLE	1	Ls	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
				\$ 578,204.01		\$ 615,015.00		\$ 737,721.80	
Warranty:				Not Specified		1 Year		2 Years per project documents	
Start Date Anticipated:				Not Specified		Within 10 days of Award		Within 10 days of Notice to Proceed	
Anticipated Duration to Complete:				Not Specified		Per Contract Documents		10 Weeks	
Hours of Operation:				8AM - 5PM		7:30AM - 4:30PM		8AM - 4PM	
24 Hour Phone #:				989-621-2175		734-323-7744 248-648-7526		248-330-8663	
Proposed Payment Schedule:				4 Payments @ 25 % intervals based on dollar value		Progress payments - every 2 weeks		Monthly	
References:			Y or N	Y		Y		Y	
Can meet Insurance:			Y or N	Y		Y		Y	
Can meet Completion Date:			Y or N	Not Specified		Per Contract Documents		Not Specified	
Payment Terms:				Not Specified		Every 2 Weeks		Net 30	
Exceptions:			Y or N	N		N		N	
Acknowledgement:			Y or N	Y		Y		Y	
Signed Addendum:			Y or N	Addendum 2 signed only		N		Addendum 2 signed only	
Bidder Questionnaire Included:			Y or N	Y		Y		Y	
Forms:			Y or N	Y		Y		Y	

Attest:

(*Bid Opening conducted via a Go-To Meeting)

Kurt Bovensiepe
Ashley Levin
Kristine Kallek
Jackie Ahlstrom
Jodi Kolakowski

MaryBeth Murz,
Purchasing Manager



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

September 8, 2020

Kurt Bovensiep, Public Works Director
City of Troy
500 W. Big Beaver
Troy, Michigan 48084

Reference: Recommendation of Award
Sylvan Glen Pathway Project
AEW Project No. 0238-0009

Dear Mr. Bovensiep:

Anderson, Eckstein and Westrick, Inc. (AEW) prepared plans and specifications for the Sylvan Glen Pathway Project. This project consists of providing a 10-foot-wide bituminous pathway through the Sylvan Glen Park from Rochester Road to Glasgow Drive.

The City of Troy received bids for this project on Thursday, September 3, 2020. Six bids were received and the low bidder was All Star Power Excavation, LLC, with a total bid amount of \$414,248.00. All Star Power Excavation's bid was 25% less than the next bidder or approximately \$135,000 less and 29% less than the engineer's estimate or approximately \$165,000 less. AEW has not worked with or heard of this company; and we have concern that they may be missing costs in their bid price.

The next closest bidder was Warren Contractors & Development Inc, with a total bid amount of \$549,671.25. AEW has worked with Warren Contractors & Development in the past and are confident they can conduct the work included in this project.

Therefore, based upon past experience working with Warren Contractors & Development, Inc, the available funding and the necessity of completing this project, we recommend that the City of Troy contract with Warren Contractors & Development, Inc, 14979 Technology Dr, Shelby Twp, MI 48315, for the above referenced project with a total bid amount of \$549,671.25.

Sincerely,

Taylor Sting, PE
Licensed Engineer

Enclosure:

cc: Kyle Seidel, PE, CFM

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500 West Big Beaver
Troy, MI 48084
troymi.gov

I-08

CITY COUNCIL AGENDA ITEM

Date: September 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiep, Public Works Director
Dennis Trantham, Facilities and Grounds Operations Manager
MaryBeth Murz, Purchasing Manager

Subject: Budget Amendment and Standard Purchasing Resolution 4 – Oakland County
Purchasing Cooperative – City Hall Domestic Hot Water Boiler

History

- The domestic hot water boiler, tank and circulation pumps at City Hall were installed in 1978.
- The storage tank failed the week of August 17, 2020.
- Replacement of this unit was identified in the Facilities Condition Assessment and Analysis.
- The replacement was not budgeted as it was contingent on the results of the City Hall Programmatic Assessment
- Recommended replacement is a tankless hot water system.
- The tankless hot water systems is projected to use 40% less energy than its equivalent in a boiler/storage tank application.
- The Return on Investment (ROI) on the incremental cost difference between a traditional boiler/storage tank system and a tankless system was performed. The ROI revealed in year 8 the additional cost would have been recovered.

Purchasing

- Pricing for the Tankless Hot Water System has been secured from *Limbach Inc.* of Pontiac, MI through the Oakland County Cooperative Contract #005013.
- City Council authorized participation in the Cooperative Purchasing Programs on November 11, 2019 (Resolution #2008-03-086-F-4c).

Financial

The acquisition will require a budget appropriation amendment in the amount of \$45,630 for the Building Operations City Hall Capital Projects Fund for the 2021 fiscal year. Expenditures will be charged to 401.264.265.7975.045.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Recommendation

City management recommends awarding a contract to *Limbach Inc. of Pontiac, MI* for the installation of a tankless hot water system at Troy City Hall for an estimated total of \$41,482 with a 10% contingency for a not to exceed amount of \$45,630, as detailed in the attached quote and as per the Oakland County Purchasing Cooperative Contract #005013. It is also recommended that the City Council approve a budget amendment to the Capital Account in the amount of \$45,630. The award is contingent upon the contractor's submission of properly executed insurance documents and all other specified requirements.

City of Troy
500 West Big Beaver Road,
Troy, MI 48084

August 28, 2020

Project: (1) Domestic Hot Water Retrofit

Limbach Co. is pleased to provide you with a proposal for the following specific scope of work, qualifications, and exclusions:

Scope of Work:

This proposal is based on the following scope of work:

Provide all necessary tools, equipment, materials, and labor to perform the following:

- Isolate the existing tank from water.
- Provide environmental testing of the piping insulation.
- If required provide abatement of 50 lineal feet of piping.
- Drain the remaining tank of water.
- Remove the existing tank from the space.
- Provide and install (1) a new tankless water heater.
- Provide all necessary piping to connect the existing piping to the new water heater.
- Provide and install new venting for the new water heater.
- Reconnect the new water heater to the existing gas supply.
- Reconnect the new water heater to the existing electrical supply.
- Provide and install (2) new boiler emergency stop switches at the entrances of the mechanical room.
- Return system to operation and verify operation of the unit.
- Dispose of all failed components.

Also Included

- All hoisting and rigging
- Deliveries
- Test, Check & Start for proper operations

926 FEATHERSTONE ROAD
PONTIAC, MI 48342

P: 248-391-1411 | F: 248-975-5860 | limbachinc.com

LIMBACH IS AN EQUAL OPPORTUNITY EMPLOYER



MECHANICAL



ELECTRICAL



PLUMBING



CONTROLS

Qualifications

1. It is assumed that all additional existing equipment, controls, and piping, isolation valves, ductwork, and other systems are in proper working condition and do not require repair, replacement, or rehabilitation.
2. Owner to facilitate adequate access to the building during the installation.
3. All work to be performed using Union personnel.
4. Limbach's proposal is subject to a thorough review of scope, price, and schedule; and to mutually agreeable terms and conditions of the contract.
5. **The pricing provided is based on the Oakland County Cooperative Contract 005013.**
6. **This pricing includes environmental testing of the piping insulation.**

Exclusions: (Other than stated in the above scope of work)

1. Removal or relocation of conflicting services, utilities, lights, or sprinklers.
2. Other repairs needed that are found on the existing system during the installation.
3. Temporary utilities or HVAC.
4. Permit/Permit fees – available upon request
5. Diagnostic Service Call
6. **Electrical**
7. **Painting**
8. **Taxes**

Total Investment for the above scope of work - \$38,350.00

If abatement is required please add - \$1,955.00

For (2) Return Pumps please add - \$1,177.00

926 FEATHERSTONE ROAD
PONTIAC, MI 48342

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LIMBACH IS AN EQUAL OPPORTUNITY EMPLOYER



MECHANICAL



ELECTRICAL



PLUMBING



CONTROLS

Financial Analysis of Efficiency Improvements

Simulating Streams of Cash Inflows and Outflows

Troy DHW retrofit Direct replacement vs Condensing Ta

Discount Rate:	10%
Finance Rate:	10%
Reinvestment Rate:	10%
Inflation Rate:	3%

	Today	End of	End of	End of	End of	End of	End of	End of	End of	End of	End of
Date:	0	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10

CASH OUTFLOWS (after Date 0 rebates)

Single investment	\$	(12,254)																		
Phased investment																				
Financed investment																				
Subtotal	\$	(12,254)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Rebate/incentive rec'd at Date 0 ¹	\$	1,126																		
SUBTOTAL OUTFLOWS	\$	(11,128)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

CASH INFLOWS

Energy savings	\$	1,600	\$	1,648	\$	1,697	\$	1,748	\$	1,801	\$	1,855	\$	1,910	\$	1,968	\$	2,027	\$	2,088		
Maintenance savings	\$	500	\$	515	\$	530	\$	546	\$	563	\$	580	\$	597	\$	615	\$	633	\$	652		
Rebates/incentives considered "cash inflow" ¹																						
SUBTOTAL INFLOWS	\$	-	\$	2,100	\$	2,163	\$	2,228	\$	2,295	\$	2,364	\$	2,434	\$	2,508	\$	2,583	\$	2,660	\$	2,740

Annual Cash Flow	\$	(11,128)	\$	2,100	\$	2,163	\$	2,228	\$	2,295	\$	2,364	\$	2,434	\$	2,508	\$	2,583	\$	2,660	\$	2,740
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<i>PV of Outflows (for SIR calculation)</i>	\$	(11,128)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<i>PV of Inflows (for SIR calculation)</i>	\$	-	\$	1,909	\$	1,788	\$	1,674	\$	1,567	\$	1,468	\$	1,374	\$	1,287	\$	1,205	\$	1,128	\$	1,056

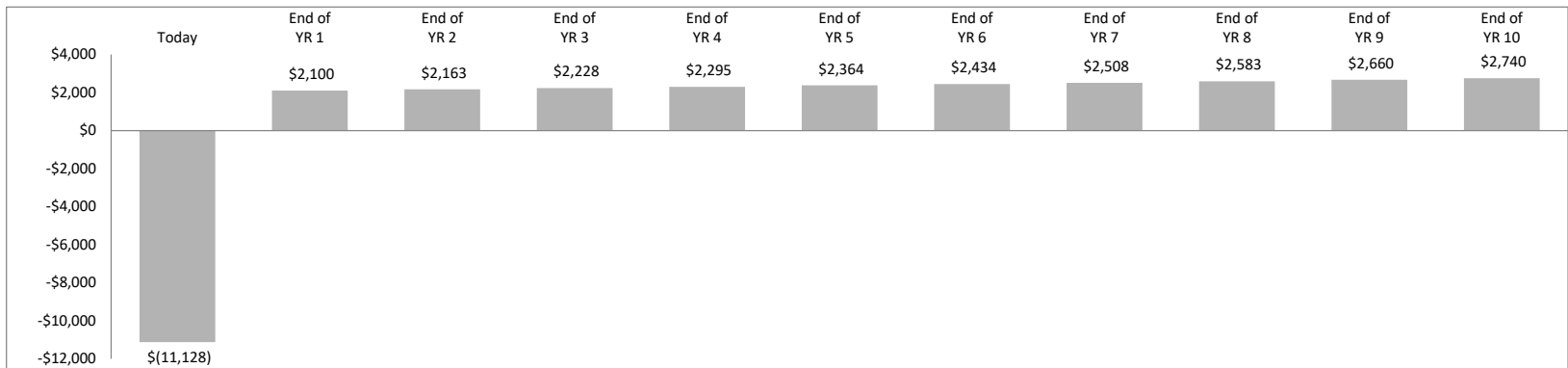
Annual Present Value	(\$11,128)	\$1,909	\$1,788	\$1,674	\$1,567	\$1,468	\$1,374	\$1,287	\$1,205	\$1,128	\$1,056
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NOTE THAT CERTAIN RETURNS VARY DEPENDING ON THE LENGTH OF THE ANALYSIS TERM											
	10-YEAR	1-YEAR	2-YEAR	3-YEAR	4-YEAR	5-YEAR	6-YEAR	7-YEAR	8-YEAR	9-YEAR	10-YEAR
NPV	\$ 3,328	(\$9,219)	(\$7,431)	(\$5,757)	(\$4,190)	(\$2,723)	(\$1,348)	(\$62)	\$1,143	\$2,271	\$3,328
SPP	5.3										
ROI	18.9%										
IRR	16.2%	-81.1%	-45.5%	-22.6%	-8.7%	0.1%	5.9%	9.8%	12.7%	14.7%	16.2%
MIRR	12.9%	-81.1%	-36.6%	-13.7%	-2.3%	4.0%	7.7%	9.9%	11.4%	12.3%	12.9%
SIR	1.3	0.2	0.3	0.5	0.6	0.8	0.9	1.0	1.1	1.2	1.3

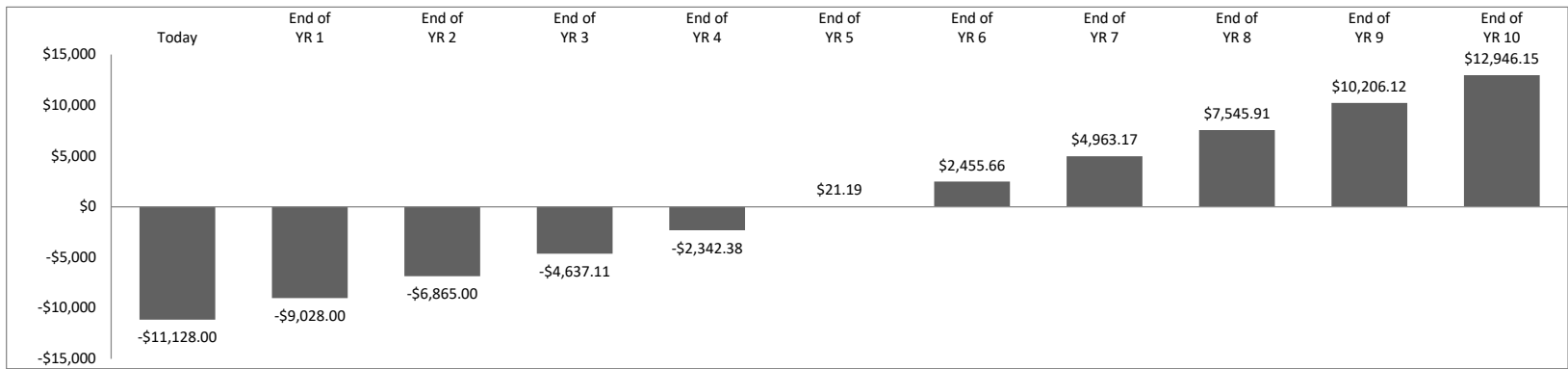
NOTE 1: SIR calc removes any rebate/incentive received at Date 0 from first cost prior to calculating SIR.

Analysis is based on incremental differential cost of options considered

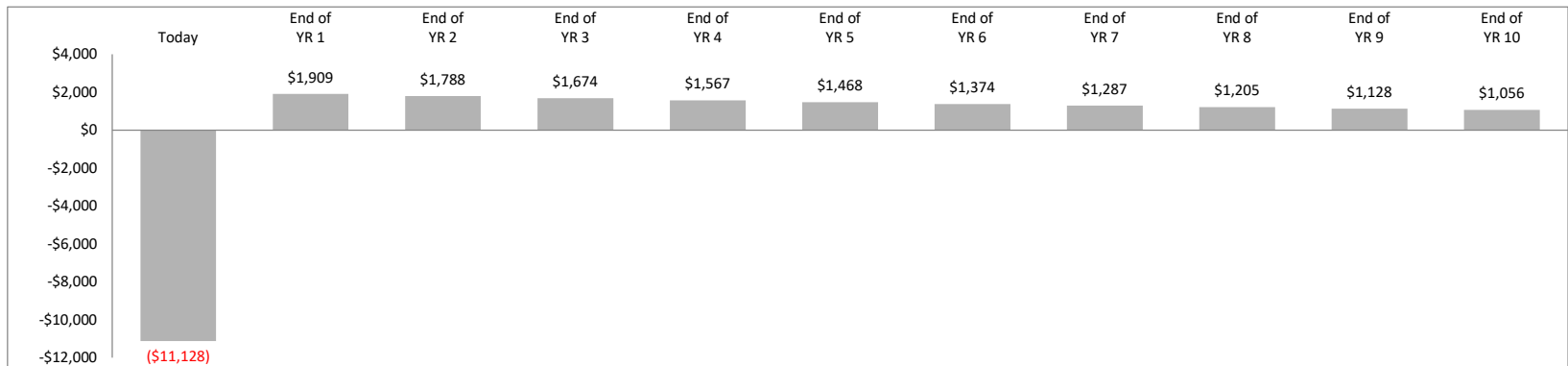
10-year Cash Flow



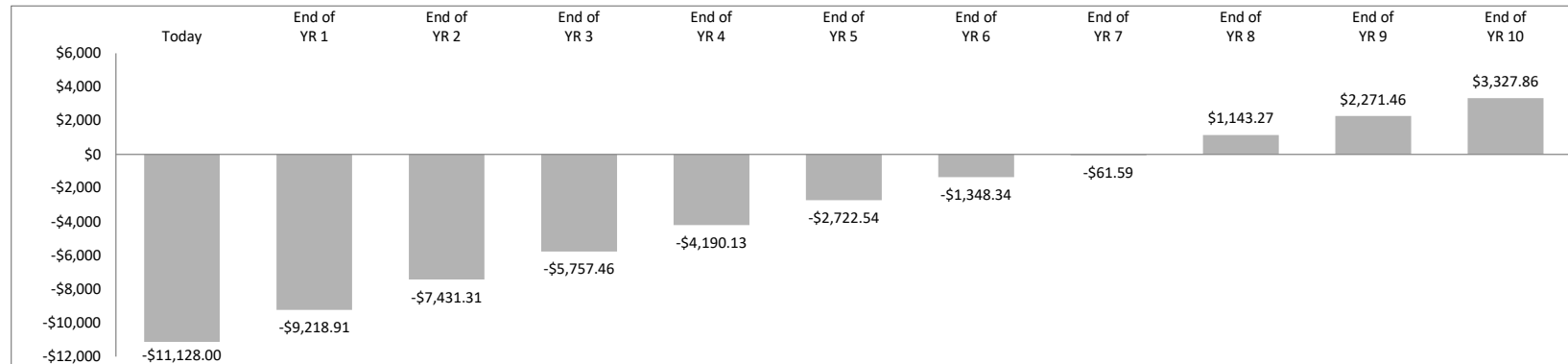
Cumulative 10-year Cash Flow



10-year Present Value



Cumulative 10-year Present Value





08-31-2020

To
Alan H Deal
Troy, MI 48150

Dear Alan H Deal,
Thank you for considering Intellihot to be your source for unlimited and efficient hot water. We have reengineered these units from ground up (backed by 28 patents) to outperform and outlast competitive products.

For your project, City of Troy, the following parameters were received as the inputs for this design:

- **Application Type:** Office / Retail
- **# of Units:** 500
- **System Type:** 1
- **Inlet Temperature:** 40 (Degrees)
- **Outlet Temperature:** 130 (Degrees)
- **Fuel Cost (\$/Therm):** \$0.80

Based on the above information we estimate an equivalent Intellihot system to consist of:

- **Estimated water usage (per day):**
1000 (Gallons)
- **Estimated therms used per year for existing system:**
4976 (Therms)
- **Estimated therms used per year for Intellihot system:**
2975 (Therms)
- **Estimated operational cost savings per year with Intellihot system:**
\$1600.80

Thank you for the opportunity to serve you. If you have any questions, please do not hesitate contact me.

Sincerely,

Jason Smith
Applications Engineer
jsmith@intellihot.com
309-740-0823

sales@intellihot.com | 1-877-835-1705

www.intellihot.com

Web Services Provided by Cybernautic Design

A. CALL TO ORDER:

A Regular Meeting of the Troy City Council was held electronically on Monday, August 24, 2020. Mayor Baker called the meeting to order at 7:30 PM.

CITY COUNCIL OATH OF OFFICE CEREMONY: City Clerk Dickson gave the Oath of Office to newly elected Council Member Rebecca Chamberlain-Creangă

B. ROLL CALL:

Mayor Ethan Baker
Edna Abraham
Theresa Brooks
Rebecca A. Chamberlain-Creangă
Ann Erickson Gault
Mayor Pro Tem David Hamilton
Ellen Hodorek

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 No Certificates of Recognition and Special Presentations

D. CARRYOVER ITEMS:

D-1 No Carryover Items

E. PUBLIC HEARINGS:

E-1 No Public Hearings

F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Jessica Bideau	Addressed complaints with a new home construction
Grace Johnson	Commented on the Coronavirus

G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:**H. POSTPONED ITEMS:**

H-1 No Postponed Items

I. REGULAR BUSINESS:

I-1 Board and Committee Appointments: a) Mayoral Appointments – None; b) City Council Appointments – Zoning Board of Appeals

a) **Mayoral Appointments:** None

b) **City Council Appointments:**

Resolution #2020-08-115

Moved by Hamilton

Seconded by Hodorek

RESOLVED, That Troy City Council hereby **APPOINTS** the following nominated person(s) to serve on the Boards and Committees as indicated:

Zoning Board of Appeals

Appointed by Council

7 Regular Members; 2 Alternates

3 Year Term

Nominations to the Zoning Board of Appeals:

Term Expires: 1/31/2021

Mahendra Kenkre

Alternate

Term currently held by: Vacancy–Aaron Green (Appointed as full member)

Yes: All-7

No: None

MOTION CARRIED

I-2 Board and Committee Nominations: a) Mayoral Nominations – None; b) City Council Nominations – None

a) **Mayoral Nominations:** None

b) **City Council Nominations:** None

I-3 Request for Closed Session

Resolution #2020-08-116

Moved by Baker

Seconded by Hamilton

BE IT RESOLVED, That Troy City Council **SHALL MEET** in Closed Session, as permitted by MCL 15.268 (e) – *Darling v. Troy et. al* and *Adam Community Center v. Troy/USA v. Troy*.

Yes: All-7

No: None

MOTION CARRIED

I-4 COVID Hazard Pay for City Employees (Introduced by: Jeanette Menig, Human Resources Director, and Mark F. Miller, City Manager)

Resolution #2020-08-117

Moved by Baker

Seconded by Abraham

RESOLVED, That Troy City Council hereby **APPROVES** a COVID hazard pay program for City of Troy employees, pending the approval of our First Responder Hazard Pay Program application from the State of Michigan, with a maximum possible unreimbursed cost of \$120,000 in FY2020/2021.

Yes: All-7

No: None

MOTION CARRIED

I-5 Budget Amendment and Construction Contract Amendment – Firefighters Memorial Project (Introduced by: David Roberts, Fire Chief, Kurt Bovensiep, Public Works Director, and Mark F. Miller, City Manager)

Resolution #2020-08-118

Moved by Hamilton

Seconded by Chamberlain-Creangă

RESOLVED, That Troy City Council, in the best interest of the City, hereby **APPROVES** the following: 1) a budget amendment in the amount of \$73,575.00; 2) approval of the change order for *New Era Concrete, LLC* in the amount of \$65,400; and 3) amending the contract to *Usztan, LLC, of Auburn Hills, MI*, in the amount of \$8,175, to perform the construction of the Firefighters Memorial for a new estimated cost of \$233,537.52 which includes the original cost approval of \$159,962.52.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon the vendor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

Yes: All-7

No: None

MOTION CARRIED**J. CONSENT AGENDA:**

J-1a Approval of “J” Items NOT Removed for Discussion

Resolution #2020-08-119-J-1a

Moved by Abraham

Seconded by Hamilton

RESOLVED, That Troy City Council hereby **APPROVES** all items on the Consent Agenda as printed.

Yes: All-7
No: None

MOTION CARRIED

J-1b Address of “J” Items Removed for Discussion by City Council

J-2 Approval of City Council Minutes

Resolution #2020-08-119-J-2

RESOLVED, That Troy City Council hereby **APPROVES** the following Minutes as submitted:

- a) City Council Minutes-Draft – August 10, 2020

J-3 Proposed City of Troy Proclamations:

Resolution #2020-08-119-J-3

- a) Proclamation in Recognition of Kaori Marikawa for Donating Her Time and Talents to Her Community During the COVID-19 Pandemic (*Presentation on September 21, 2020*)
- b) Proclamation in Recognition of Constitution Week – September 17-23, 2020
- c) Proclamation to Declare September 2020 as National Recovery Month in the City of Troy
- d) Proclamation to Declare September 2020 as National Suicide Prevention Awareness Month in the City of Troy

J-4 Standard Purchasing Resolutions:

- a) **Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Installation and Replacement of the Holiday Lights – Lights of Hope**

Resolution #2020-08-119-J-4a

RESOLVED, That Troy City Council hereby **AWARDS** a contract for Proposals A, B, C, D and E for Holiday Lights as specified to the low bidder meeting specifications, *First Facility Services*, of *Royal Oak, MI*, for an estimated cost for installation and removal of \$26,300 and an estimated cost of \$35,000 for replacement materials at unit prices contained in the bid tabulation, opened August 6, 2020; not to exceed budgetary limitations; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

b) Standard Purchasing Resolution 2: Replacement Pistols – Police Department

Resolution #2020-08-119-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a contract to *Vance's of Columbus, OH*, for the purchase of Sig P210 Target pistols at the quoted unit price for an estimated total cost of \$12,850.00.

c) Standard Purchasing Resolution 4: US Communities/OMNIA Cooperative – DPW Fleet Garage – LED Lighting Upgrade

Resolution #2020-08-119-J-4c

RESOLVED, That Troy City Council hereby **AWARDS** a contract to *Graybar of Belleville, MI*, to purchase LED light fixtures for the Department of Public Works Fleet Maintenance garage for an estimated cost of \$17,612 at prices detailed in the quote and as per the US Communities/OMNIA Purchasing Cooperative Contract #EV-2370; not to exceed budgetary limitations of \$25,000.

d) Standard Purchasing Resolution 8: Best Value Award – Employee Assistance Program

Resolution #2020-08-119-J-4d

RESOLVED, That Troy City Council hereby **AWARDS** a one (1) year contract to *Ulliance, Inc. of Troy, MI*, to provide for an Employee Assistance Program for the City and its employees. The first year cost is based on \$1.90 per employee per month, and the contract will provide for ongoing annual renewals upon mutual agreement of both parties.

BE IT FINALLY RESOLVED, That the award is **CONTINGENT** upon the company's submission of properly executed proposal, insurance, contract documents that are approved by the City Attorney's Office, and all other specified requirements.

e) Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications and Standard Purchasing Resolution 4: Cooperative Purchasing Contract – Roof Replacements at the Community Center, Fire Station #2 and DPW Parks Maintenance Garage

Resolution #2020-08-119-J-4e

RESOLVED, That Troy City Council hereby **AWARDS** contracts for the Barrel Roof Replacement for the Troy Community Center, as per bid specifications to the low bidder meeting specifications, *Lutz Roofing Company, Inc. of Shelby Township, MI*, for an estimated total cost of \$172,000.00 at unit prices contained in the bid tabulation opened August 13, 2020; a copy of which shall be **ATTACHED** to the original Minutes of the meeting; and to *The Garland Company, Inc. of Cleveland, OH*, based on the US Communities/OMNIA Cooperative Purchasing Contract #14-5903 for \$247,877.08 for an estimated total of \$419,877.08 with a 10% contingency of \$41,988 for a not to exceed amount of \$461,865.08.

BE IT FURTHER RESOLVED, That Troy City Council hereby **AWARDS** contracts for the Asphalt Roof Replacement for the Fire Station #2, as per bid specifications to the low bidder meeting specifications, *Schena Roofing & Sheet Metal Co. Inc. of Chesterfield, MI*, for an estimated total cost of \$45,685 at unit prices contained in the bid tabulation opened August 13, 2020; a copy of which shall be **ATTACHED** to the original Minutes of the meeting; and to *The Garland Company, Inc. of Cleveland, OH*, based on the US Communities/OMNIA Cooperative Purchasing Contract #14-5903 for \$10,168.49 for an estimated total of \$55,853.49 with a 20% contingency of \$11,171 for a not to exceed amount of \$67,024.49.

BE IT FURTHER RESOLVED, That Troy City Council hereby **AWARDS** contracts for the Asphalt Roof Replacement for the Department of Public Works Parks Maintenance Garage, as per bid specifications to the low bidder meeting specifications, *Schena Roofing & Sheet Metal Co. Inc. of Chesterfield, MI*, for an estimated total cost of \$66,349 at unit prices contained in the bid tabulation opened August 13, 2020; a copy of which shall be **ATTACHED** to the original Minutes of the meeting; and to *The Garland Company, Inc. of Cleveland, OH*, based on the US Communities/OMNIA Cooperative Purchasing Contract #14-5903 for \$11,653.49 for an estimated total of \$78,002.49 with a 20% contingency of \$15,600 for a not to exceed amount of \$93,602.49.

BE IT FINALLY RESOLVED, That the above awards are **CONTINGENT** upon contractor submission of properly executed contract documents, including insurance certificates and all other specified requirements.

J-5 Bid Waiver – Awning Walls for Sanctuary Lake Golf Course Patio

Resolution #2020-08-119-J-5

RESOLVED, That Troy City Council, in the best interest of the City, hereby **WAIVES** the bid process and **AWARDS** a contract to *Marygrove Awning of Livonia, MI*, to replace the awning wall at Sanctuary Lake Golf Course for an estimated total cost of \$35,675, as detailed in the quote; a copy of which shall be **ATTACHED** to the Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon the vendor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

J-6 GLWA Updated Industrial Pretreatment Program Rules

Resolution #2020-08-119-J-6

WHEREAS, The Great Lakes Water Authority ("GLWA") is a Michigan municipal authority and public body corporate organized and existing pursuant to the provisions of Michigan Public Act No.233 of 1955, as amended, MCL 124.281, *et seq.* ("Act 233"), for the purpose of establishing a regional sewage disposal system to operate, control, and improve the sewage disposal system leased from the City of Detroit; and,

WHEREAS, Pursuant to Act 233, City of Troy is a constituent municipality of the GLWA; and,

WHEREAS, As authorized by Act 233, GLWA and the constituent municipalities are required by state and federal law to adopt binding rules and regulations (Exhibit A, attached hereto and incorporated herein by reference) as part of an Industrial Pretreatment Program ("IPP") in order to comply with all applicable state and federal laws, including, without limitation, the requirements of the Federal Water Pollution Control Act, 33 USC Section 1251, et. seq., the General Pretreatment Regulations for Existing and New Sources of Pollution, 40 CFR 403, and the National Categorical Pretreatment Standards contained in 40 CFR Sections 405-471; and,

WHEREAS, These rules and regulations were adopted by GLWA as a uniform code to: (1) regulate wastes and wastewaters discharged into the collection system for all participating municipalities; (2) prevent the introduction of pollutants into the wastewater systems which will interfere with the operation of the system, contaminate the resulting sludge, or pose a hazard to the health, safety or welfare of the people, the communities or to employees of GLWA; (3) prevent the introduction of pollutants into the wastewater system which will pass inadequately treated through the system and into the receiving waters, the atmosphere, and the environment, or will otherwise be incompatible with the system; (4) provide for the recovery of costs from users of the wastewater collection system sufficient to administer regulatory activities and meet the costs of operation, maintenance, improvement and replacement of the system; and,

WHEREAS, After a 45-day public comment period and public hearing, the Board of the GLWA approved the IPP Rules on November 13, 2019;

NOW THEREFORE, BE IT RESOLVED, That the governing body of City of Troy, in compliance with Act 233 and state and federal law, hereby concur in the IPP rules and regulations attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, That the adoption and approval of the rules and regulations contained in Exhibit A **SHALL BE CONTRACTUALLY BINDING** on the parties, and no governing body of City of Troy **SHALL BE AUTHORIZED** or **EMPOWERED** to rescind or change the approval granted in this resolution without 180 day prior written notice to the GLWA.

J-7 City of Troy 2020 Transportation Asset Management Plan

Resolution #2020-08-119-J-7

RESOLVED, That Troy City Council hereby **ACCEPTS** and **APPROVES** the City of Troy 2020 Transportation Asset Management Plan.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the City Manager and Chief Financial Officer to certify the City of Troy 2020 Transportation Asset Management Plan for compliance to Public Act 325.

BE IT FINALLY RESOLVED, That the City of Troy 2020 Asset Management Plan be **SUBMITTED** to the Transportation Asset Management Council (TAMC) prior to October 1, 2020 in accordance with Public Act 325, copies of which shall be **ATTACHED** to the original Minutes of this meeting.

J-8 Request for Approval of Additional Times for AV Ballots for November 3, 2020 Presidential Election, Other Important Dates, and Drop Box Update

Resolution #2020-08-119-J-8

RESOLVED, That Troy City Council hereby **APPROVES** City Management's request to authorize additional times for the City Clerk's Office to issue and receive absent voter ballots as detailed below, pursuant to requirements of Michigan Election Law:

Saturday, September 26 – 12:00-4:00pm (AV Ballot Pick-up Service)
Saturday, September 27 – 12:00-4:00pm (AV Ballot Pick-up Service)
Wednesday, October 14 – 8:00am-7:00pm (Drive Thru Clerk's Office)
Wednesday, October 21 – 8:00am-7:00pm (Drive Thru Clerk's Office)
Saturday, October 24 – 8:00am-4:00pm (Drive Thru Clerk's Office)
Friday, October 30 – 8:00am-5:00pm (Drive Thru Clerk's Office)
Saturday, October 31 – 8:00am-4:00pm (Drive Thru Clerk's Office)

J-9 Request for Acceptance of a Permanent Easement from Barnes Family Group Limited Partnership, Sidwell #88-20-29-477-025

Resolution #2020-08-119-J-9

RESOLVED, That Troy City Council hereby **ACCEPTS** a permanent easement for water mains from Barnes Family Group Limited Partnership, owner of the property having Sidwell #88-20-29-477-025.

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** the permanent easement with Oakland County Register of Deeds, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J-10 Request for Acceptance of a Quit Claim Deed for a Detention Facility from Elro Corporation, Sidwell #88-20-25-454-013

Resolution #2020-08-119-J-10

RESOLVED, That Troy City Council hereby **ACCEPTS** a Quit Claim Deed from Elro Corporation, owner of the property having Sidwell #88-20-25-454-013.

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** the Quit Claim Deed with Oakland County Register of Deeds, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J-11 Request for Acceptance of Two Permanent Easements from Eureka Building Co., Sidwell #88-20-12-200-037

Resolution #2020-08-119-J-11

RESOLVED, That Troy City Council hereby **ACCEPTS** two permanent easements for water mains and sanitary sewers from Eureka Building Co., owner of the property having Sidwell #88-20-12-200-037.

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** the permanent easements with Oakland County Register of Deeds, copies of which shall be **ATTACHED** to the original Minutes of this meeting.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K-1 Announcement of Public Hearings: None Submitted

K-2 Memorandums (Items submitted to City Council that may require consideration at some future point in time): None Submitted

L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

M. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

N. COUNCIL REFERRALS:

Items Advanced to the City Manager by the Mayor and City Council Members for Placement on the Agenda

N-1 No Council Referrals

O. COUNCIL COMMENTS:

O-1 Council Comments

Mayor Pro Tem Hamilton expressed his condolences, thoughts and prayers to Royal Oak City Commissioner Kim Gibbs' family and supporters.

Mayor Baker commented that Royal Oak Commissioner Kim Gibbs had a great laugh and smile and he said she will be missed. He offered prayers to her family, supporters, and fellow Council Members.

Council Member Chamberlain-Creangă commented that notices to neighbors of developments should be reviewed, and she supports expanding notices to more people and more often. She asked who does the notices and when can neighbors have their voices heard. She asked if beyond the notices for the Public Hearing, can there be signs or others things to help get information to neighbors.

Mayor Baker commented that this may be part of the report coming from management. He commented that there are property rights to develop property, but he suggested that there could be ways to streamline or do more to let people know what's going on especially when there's a long time between notices and when work begins.

Council Member Erickson Gault commented that the Planning portal is a great tool and she promotes it often.

Council Member Erickson Gault thanked the City Clerk's Office and spoke about J-8 with the additional dates for AV ballots for the November Election and the new drop boxes.

Mayor Baker thanked City Clerk Dickson and all her hard work preparing for the elections.

City Attorney Bluhm commented that Council Rules of Procedures will be addressed at the City Council Meeting. She said she will forward the document to City Council requests that they submit their suggested changes before the next meeting.

Council Member Hodorek welcomed Council Member Chamberlain-Creangă.

P. REPORTS:

P-1 Minutes – Boards and Committees: None Submitted

P-2 Department Reports:

- a) Capital Project Update – Fiscal Year 2021
 - b) Library Millage Community Engagement Plan Update
Noted and Filed
-

P-3 Letters of Appreciation:

- a) To Troy Fire Department from Rochester Hills Fire Chief Canto Regarding Assistance with a Structure Fire
Noted and Filed
-

P-4 Proposed Proclamations/Resolutions from Other Organizations: None Submitted

The Meeting **RECESSED** at 8:43 PM.

The Meeting **RECONVENED** at 8:49 PM.

Q. CLOSED SESSION

Q-1 Closed Session

R. ADJOURNMENT:

The Meeting **ADJOURNED** at 9:51 PM.

Mayor Ethan Baker

M. Aileen Dickson, MMC, MiPMC II
City Clerk

2020 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:**2020 SCHEDULED REGULAR CITY COUNCIL MEETINGS:**

September 14, 2020.....	Regular Meeting
September 21, 2020.....	Regular Meeting
October 12, 2020.....	Regular Meeting
October 26, 2020.....	Regular Meeting
November 9, 2020.....	Regular Meeting
November 23, 2020.....	Regular Meeting
December 7, 2020.....	Regular Meeting
December 14, 2020.....	Regular Meeting

**SERVICE COMMENDATION
TROY HISTORIC VILLAGE
EXECUTIVE DIRECTOR LORAIN CAMPBELL**

WHEREAS, Loraine Campbell began her career with the City of Troy in 1976 as an Interpretive Naturalist at the Stage Nature Center. She became an Education Coordinator in 1998 and was promoted to Executive Director of the Troy Historic Village in 2000; and

WHEREAS, Loraine oversaw the daily operation and administration of 11 historic structures and a collection of over 8,000 items on local and regional history. She supervised 7 employees and 180 volunteers with interpretive programs servicing 26,000+ guests annually; and

WHEREAS, Loraine has a Master of Arts Degree in History, a Certificate in Archive Management, and a Bachelor of Science in Biology from Wayne State University. She is the author of *A Pocketful of Passage*, the editor of *Troy, A City from the Corners*, and co-author of *Fire Calls and Station Stories*; and

WHEREAS, Loraine has served on the Michigan Museum Association Board of Directors, 2011-present; Planning Committee for the Michigan Local History Conference, 2007- 2016; and a member of the Troy Kiwanis Club. She was an Adjunct Professor, LIS, at Wayne State University from 2009-2015 and an Adjunct Professor, College of Arts and Science, at Oakland University in 2017; and

WHEREAS, Loraine will officially retire from the Troy Historic Village on September 28, 2020 after 20 years of dedicated service and the utmost respect from the City of Troy, the Troy Historical Society, Troy Historic Village employees and volunteers, and countless residents she has met during her career with the City of Troy and the Troy Historic Village. Together with **Loraine's** leadership the Troy Historic Village has expanded its resources and is now recognized as an outstanding center for history and culture.

WHEREAS, Loraine will now enjoy more time with her daughters **Emily Berezowski** and **Marie Kappenman**, sons-in-law **Taras Berezowski** and **Justin Kappenman**; and grandchildren **Max and Alexander Berezowski** and **Una, Emmett and Deacon Kappenman**. **Loraine** will also spend a lot of quality time with her parents Madonna and Joseph Killewald as well as birding, gardening, exploring nature, and traveling;

NOW, THEREFORE, BE IT KNOWN, That the Mayor and City Council of the City of Troy take this opportunity to express their appreciation to **Loraine Campbell** for her professionalism and her many contributions to the City of Troy and the Troy Historic Village for the betterment of the community; and

BE IT FURTHER KNOWN, That the Mayor and City Council of the City of Troy, City Management, and the citizens of the City of Troy, extend wishes of prosperity, good health and happiness to **Loraine** during her retirement years.

Presented the 21st day of September 2020.

**PROCLAMATION
CHILDHOOD CANCER AWARENESS MONTH
SEPTEMBER 2020**

WHEREAS, Childhood cancer is the number one cause of death from disease among children. Every day, 43 children in the United States are diagnosed with cancer and the average age of diagnosis is 6 years old. One in 285 children will be diagnosed with cancer before the age of 20 and around the world, one child every 2 minutes is diagnosed with cancer. Approximately 11,050 children and adolescents under 15 years of age will be diagnosed with cancer in 2020 in the United States; and

WHEREAS, One in every 1,000 eighteen year olds in the United States is a survivor of childhood cancer, as a result of overall cure rates that have risen to more than 80% over the past 40 years. Only 4% of federal government cancer research funding goes to childhood cancer research; and

WHEREAS, Lifelong follow up care is recommended for all childhood cancer survivors due to the possibility of late side effects associated with treatment; and

WHEREAS, The impact of a childhood cancer diagnosis produces multiple challenges to a family. Children and their families need and deserve the full support of their communities while undergoing treatment; and

WHEREAS, Survival rates for pediatric cancers have improved dramatically over the past 50 years. Today, innovative treatments such as proton therapy and molecularly targeted therapy give doctors even more tools to fight and win the battle against childhood cancers, while working to reduce side effects from treatments; and

WHEREAS, Proton therapy can be especially beneficial for young cancer patients, who are most vulnerable to side effects of traditional radiation therapy. Beaumont Hospital, Royal Oak was the first hospital in Michigan treating pediatric patients with proton technology; and

WHEREAS, Our community has the opportunity to make a significant impact on the lives of children currently being treated for cancer, childhood cancer survivors and their families; and

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Troy hereby proclaims **September 2020 as Childhood Cancer Awareness Month** in the City of Troy and joins with our local hospitals to honor all childhood cancer survivors for their strength and determination; and

BE IT FURTHER RESOLVED, That the City Council of the City of Troy applaud the hard-working doctors, nurses and staff at Troy's local hospitals who dedicate their lives caring for children affected by cancer.

Signed this 14th day of September 2020.



500 West Big Beaver
Troy, MI 48084
troymi.gov

J-04a

CITY COUNCIL AGENDA ITEM

Date: September 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiep, Public Works Director
Frank Nastasi, Chief of Police
Elaine Bo, Recreation Director
Gert Paraskevin, Information Technology Director
Dennis Trantham, Facilities and Grounds Operations Manager
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 4 - National IPA Purchasing Cooperative Contract - Access Control and Closed Circuit Monitoring Equipment and Installation

History

The City of Troy has made significant investments to ensure its employees and public are safe while working and visiting a city facility. These investments include access control through ID badge readers for entry and closed circuit monitoring cameras. Most of the hardware and software has reached its end of life causing the city to reevaluate the use of this technology to create a safe working environment.

Access Control

Physical keys have been recognized as an inefficient means to manage entry into city facilities. It becomes specifically alarming when a city employee departs from his or her position and there is not absolute certainty the physical keys have not been duplicated. Additionally, providing access control through the proposed ID badge readers allows better control of access and provides record of access. Beyond entry doors, access control through badge entry is a better solution for office suites and other regulated rooms when compared to physical keys.

The managing software for the badge entry system is also in need of upgrading to ensure there is the proper separation between the Police Departments regulated Law Enforcement Information Network (LEIN) access protocols and the remaining city facilities. The new software will allow the Facilities and Grounds Division to manage all facilities excluding the Police Department by eliminating any permissions to give access to an employee in the Police Department.

Closed Circuit Monitoring Cameras

The City of Troy has several cameras strategically placed in and around its facilities that are monitored and referenced when necessary. Cameras become particularly important when the city must perform an investigation for various reasons. The duration of retention and camera quality is the most important attributes of a closed circuit monitoring camera system. The current retention schedule and



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

History (continued)

camera quality has caused the city to consider upgrading as technology in this area has drastically improved over the last 10 years. Additionally, through this process the city has recognized deficiencies in appropriate coverage and intends to add to its camera inventory. The proposed system will also have the ability to add future cameras if necessary.

System Maintenance

The City of Troy has invested and if approved will continue to invest in its access control and closed circuit monitoring camera system. Continual maintenance is required to ensure that both systems are running correctly. This includes responding to access control issues and ensuring all cameras are working and recording properly. Professionals in the security field best apply system maintenance so failures can be predicted and consequently avoided. For this reason, it is recommended that the city contracts this service to the installer.

Purchasing

- Pricing to provide and install upgrades and additional devices to the access control and closed circuit monitoring equipment for various municipal facilities has been secured from *Wadsworth Solutions, of Southgate, MI* through the National IPA Purchasing Cooperative Contract #R170504.
- City Council authorized participation in the Cooperative Purchasing Programs on November 11, 2019 (Resolution #2019-11-128).

Financial

Funds for the purchase and installation are budgeted and available in the following Capital Fund Accounts:

	<u>Capital Fund Account</u>	<u>Amount</u>	<u>Project#</u>
City Hall	401.264.265.7975.165	\$300,000	2021C0009
Motor Pool	661.549.565.7978.900	\$150,000	2021C0098
Recreation	401.752.755.7978.045	\$100,000	2021C0059
Training Center	401.264.261.7975	\$50,000	2021C0006
Police-Comm.	401.301.11.325.7978.010	\$40,000	2021C0019

Funds for the maintenance are available in the Facilities Operating account.

Recommendation

City Management recommends awarding a contract to *Wadsworth Solutions, of Southgate, MI* to provide and install upgrades and additional devices to the access control and closed circuit monitoring equipment for various municipal facilities for an estimated total of not to exceed \$640,000 as per the National IPA Purchasing Cooperative Contract #R170504. Additionally, City Management recommends awarding a service/maintenance contract to *Wadsworth Solutions, of Southgate, MI* at a not to exceed amount of \$100,000, which is not to exceed the operating budgetary limitations of the Facilities Division. The award is contingent upon the contractor's submission of properly executed insurance documents and all other specified requirements.



500 West Big Beaver
Troy, MI 48084
troymi.gov

J-04b

CITY COUNCIL AGENDA ITEM

Date: September 4, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
William J. Huotari, City Engineer

Subject: Standard Purchasing Resolution #1: Award to Low Bidder
Contract 20-02 – 2020 Pavement Rehabilitation

History

The following streets are proposed to receive an asphalt overlay: Evaline, Leetonia, Crestfield, Hanover, Jennings, Valley Vista, and Big Oak. This project includes milling (grinding off) select areas of the existing pavement and then placing a new asphalt pavement surface. Also included is complete removal and replacement of failed pavement areas and manhole repairs. Work is anticipated to start in October and all pavement construction is to be substantially completed by December 1, 2020. All construction, including restoration, is to be completed by June 1, 2021.

Purchasing

Bids were received and publicly read on September 2, 2020. The low bid of \$624,650 was submitted by Asphalt Specialists, Inc., 1780 E. Highland Road, Pontiac, MI 48340 as shown on the attached tabulation summary.

Work was competitively bid and publicly opened with six (6) bidders responding. The award is contingent upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements.

Financial

Funding for this work is available in the 2020-21 Capital Projects Fund, Project # 2021C0039. (Account # 401.447.499.7989.400).

Recommendation

It is recommended that City Council award the 2020 Pavement Rehabilitation Contract to Asphalt Specialists, Inc., 1780 E. Highland Road, Pontiac, MI 48340, for their low bid of \$624,650.

In addition, we are requesting authorization to approve additional work, if needed, not to exceed 25% of the original project cost due to unknown quantities of repair work that may be needed after milling the asphalt surface. A copy of the bid tabulation shall be attached to the original Minutes of this meeting.

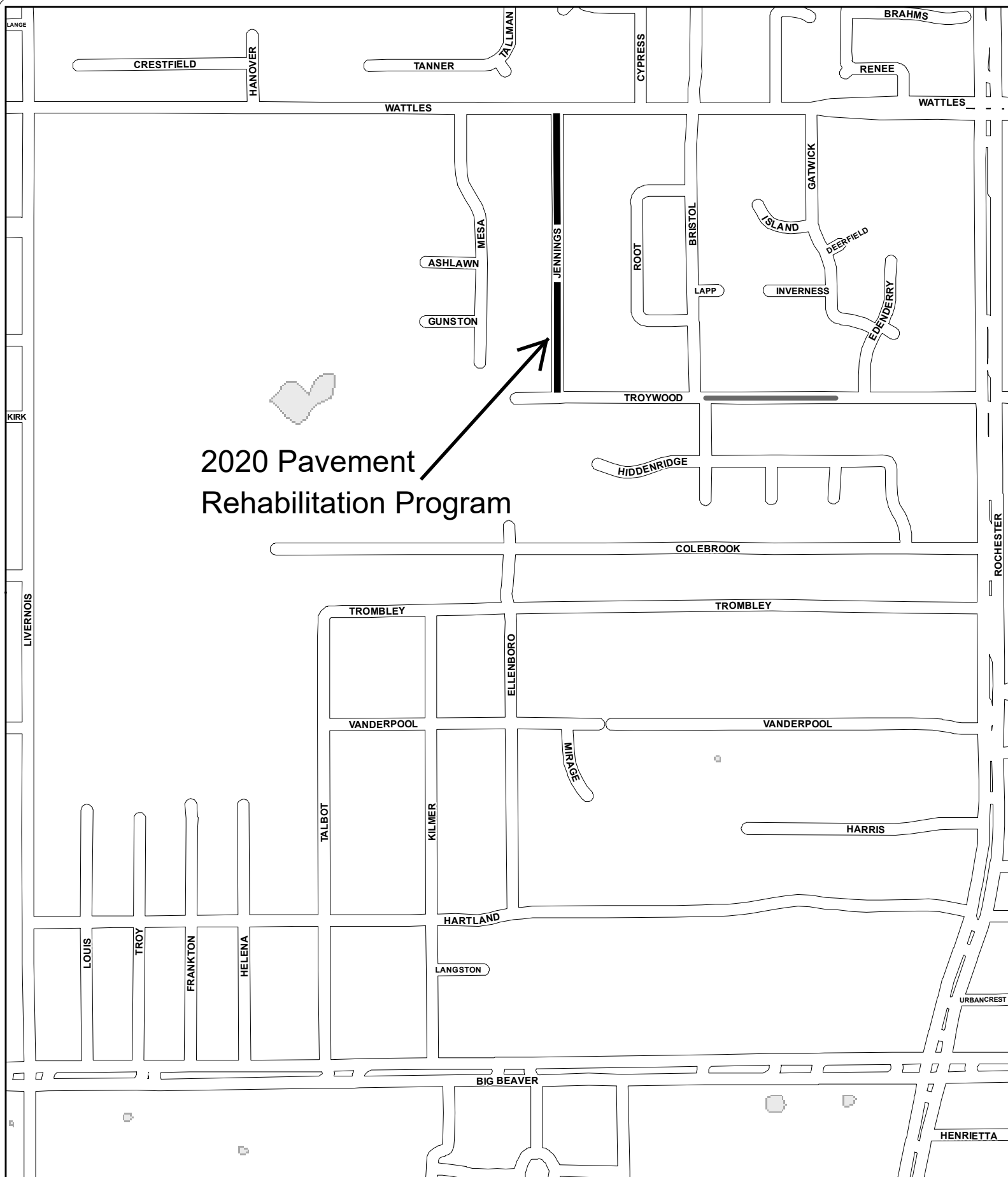
AAC/g:\contracts\contracts - 2020\20-02 - 2020 pavement rehabilitation\correspondence\bid award_r1.docx

BID TABULATION
CONTRACT 20-02
2020 Pavement Rehabilitation
City of Troy
Oakland County, Michigan

Bids Due: September 2, 2020
Project # 2021COO39

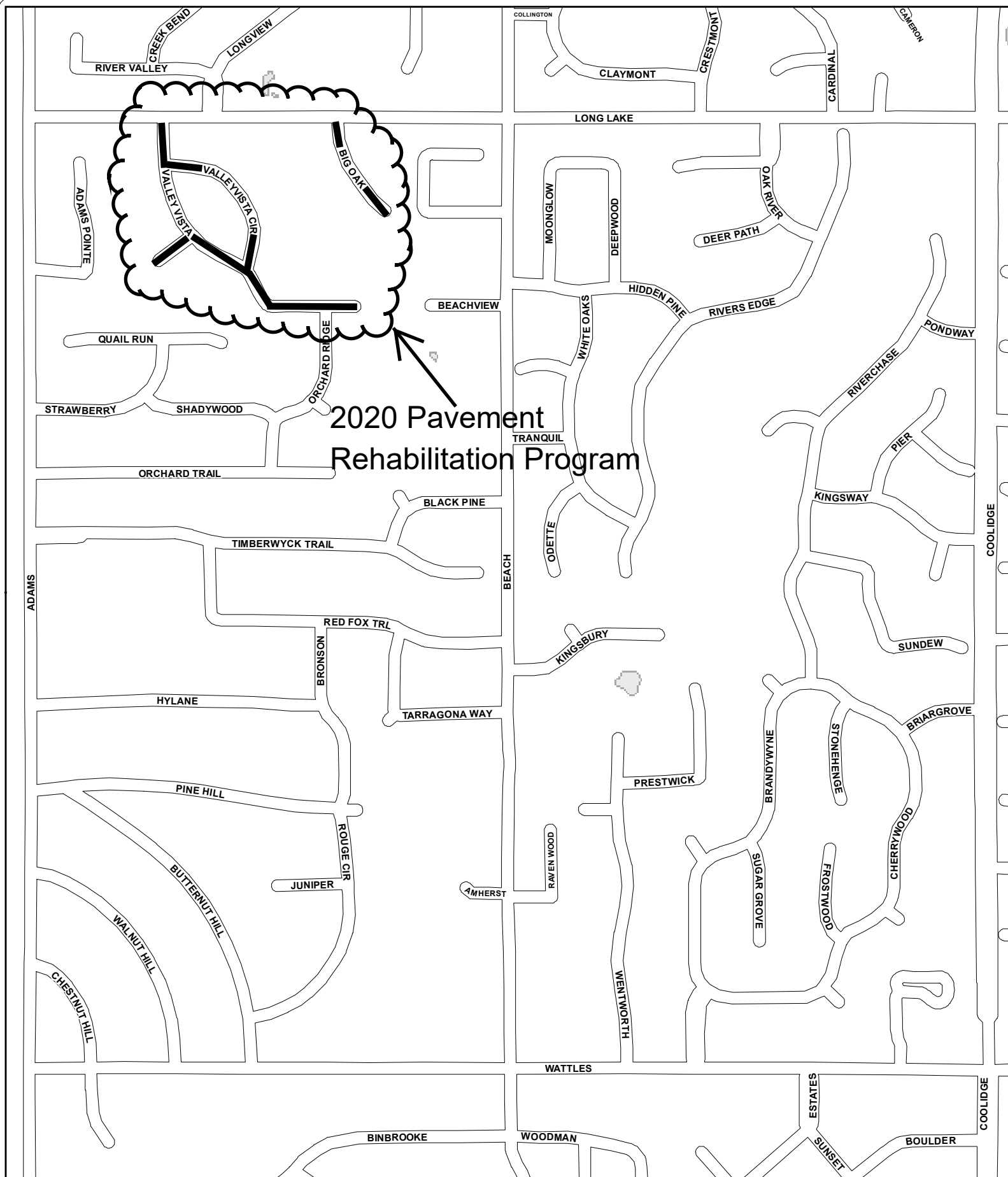
Total Bid Amount

Asphalt Specialists, Inc.	\$	624,650.00
Hutch Paving, Inc.	\$	719,870.00
Pro-Line Asphalt Paving Corp.	\$	844,870.00
Florence Cement Company	\$	911,601.85
Cadillac Asphalt LLC	\$	987,117.42
Birmingham Sealcoat, Inc.	\$	996,745.43



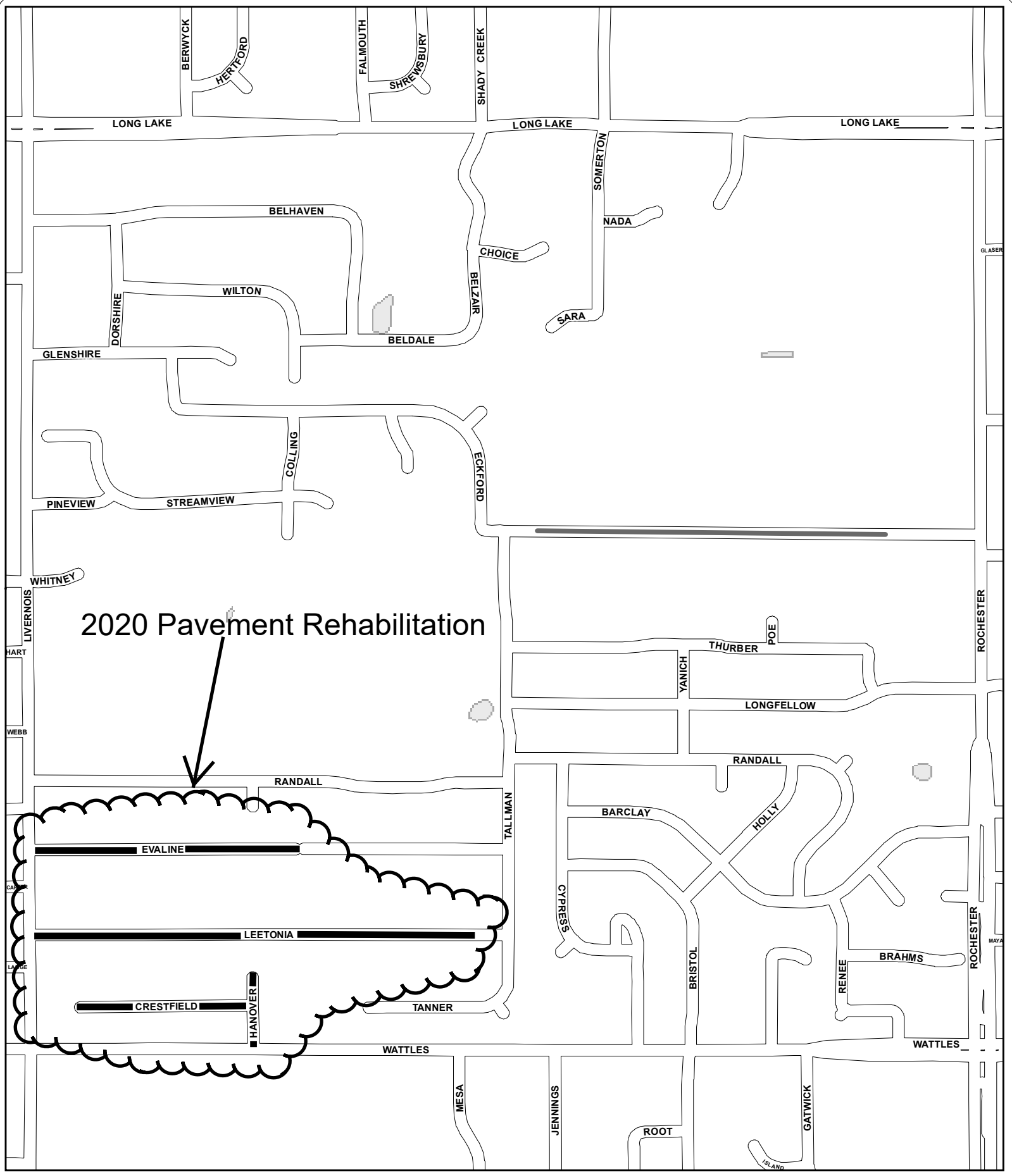
2020 Pavement
Rehabilitation Program





2020 Pavement
Rehabilitation Program





2020 Pavement Rehabilitation





500 West Big Beaver
Troy, MI 48084
troymi.gov

J-04c

CITY COUNCIL AGENDA ITEM

Date: September 4, 2020

To: Mark F. Miller, City Manager

From: Robert Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiepe, Public Works Director
William J. Huotari, City Engineer

Subject: Standard Purchasing Resolution #1: Award to Low Bidder
Contract 20-04 – 2020 Joint and Crack Sealing Program

History

Each year major and local roads are selected for joint and crack sealing based in part on current PASER (Pavement Surface Evaluation and Rating) ratings, pavement age, number of years since joints were sealed last and number of years since the last asphalt overlay or slab replacements.

The major roads selected for joint sealing are Square Lake, Beach, Wattles, Coolidge, Mapelawn, and Technology. The local roads selected for joint sealing are located in Sections 1,8,9,15,20,21,27,28,29, and 36.

The schedule for the work has not yet been determined.

Purchasing

Bids were received and publicly read on September 2, 2020. The low bid of \$148,682 was submitted by Michigan Joint Sealing, Inc., 28830 W. 8 Mile Road, Suite 103, Farmington Hills, MI 48336 as shown on the attached bid tab.

Work was competitively bid and publicly opened with two (2) bidders responding. The award is contingent upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements

Financial

Funding for this work is available in DPW's 2020-21 operating budget for major and local roads.

Recommendation

It is recommended that City Council award the 2020 Joint and Crack Sealing Program contract to Michigan Joint Sealing, Inc., 28830 W. 8 Mile Road, Suite 103, Farmington Hills, MI 48336, for their low bid of \$148,682.

In addition, we are requesting authorization to approve additional work, if needed, not to exceed 15% of the original project cost due to variable quantities of joints and cracks that exists from street to street. This will avoid having to stop short of doing an entire street due to a shortage of funds.

A copy of the bid tab shall be attached to the original Minutes of this meeting.

BID TABULATION

Bids Due: September 2, 2020

CONTRACT 20-04

2020 Joint and Crack Sealing Program

City of Troy

Oakland County, Michigan

Total Bid Amount

Michigan Joint Sealing, Inc.	\$	148,682.00
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Scodeller Construction, Inc.	\$	189,120.00
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500 West Big Beaver
Troy, MI 48084
troymi.gov

J-04d

CITY COUNCIL AGENDA ITEM

Date: September 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
William J. Huotari, City Engineer

Subject: Standard Purchasing Resolution #1: Award to Low Bidder
Contract 20-01 – 2020 Sewer Cleaning & Televising

History

City DPW staff proactively cleans and televises the smaller diameter sanitary sewers in the City. The larger diameter trunk line sewers require specialty equipment. In 2014, with a SAW Grant, the City started cleaning and televising the trunk line sewers. In 2017 another section of the trunk line sewers were cleaned and televised. This contract is a continuation of trunk line sanitary sewer cleaning and televising. The project work is anticipated to start in October 2020 and all work, including restoration, is scheduled to be complete by January 2021.

Purchasing

Bids were received and publicly read on September 2, 2020. The low bid of \$120,195.000 was submitted by Equix Integrity, Inc., 46 South Rolling Meadows Dr., Fond du Lac, WI 54937 as shown on the attached bid tab.

Work was competitively bid and publicly opened with four (4) bidders responding. The award is contingent upon submission of proper contract and bid documents, including bonds, insurance certificates and all specified requirements.

Financial

Funds for this work are included in the 2020-21 Sewer Fund, Project # 2021C0075. (Account # 590.527.535.7973.204055). The budgeted amount includes funds for construction, inspection, testing, and contingencies.

Recommendation

It is recommended that City Council award the 2020 Sewer Cleaning & Televising contract to Equix Integrity, Inc., 46 South Rolling Meadows Dr., Fond du Lac, WI 54937, for their low base bid of \$120,195.00 and the unit prices for Alternate #1.

In addition, we are requesting authorization to approve additional work, if needed, not to exceed \$220,000.00 due to unknown condition of the existing trunk line sanitary sewers. A copy of the bid tab and recommendation shall be attached to the original Minutes of this meeting.

Equix Integrity, Inc
46 South Rolling Meadows Dr.
Fond du Lac, WI 54937

Taplin Group, LLC
5140 W. Michigan Ave
Kalamazoo, MI 49006

Pipetek Infrastructure Services
861 William
Plymouth, MI 48170

National Power Rodding Corp.
2500 W. Arthington St
Chicago, IL 60612

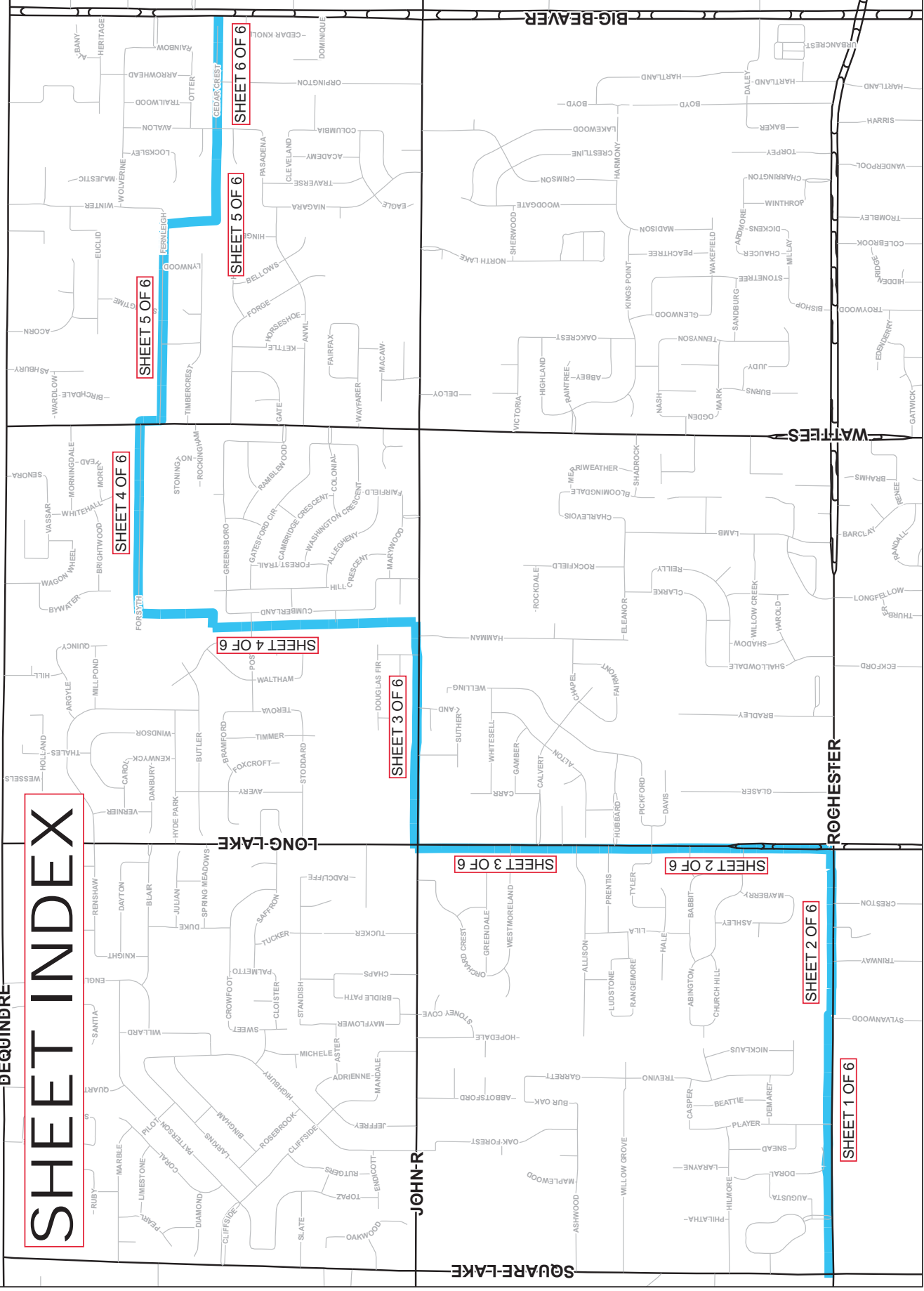
Item	Unit	Quantity	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
PROJECT # 20.404.5 - CLEANING & TELEVISIONING SANITARY SEWER										
1 Mobilization, Max. \$10,000.00	LSUM	1	5,000.00	5,000.00	9,973.70	9,973.70	10,000.00	10,000.00	10,000.00	10,000.00
2 Maintaining Traffic	LSUM	1	7,500.00	7,500.00	12,316.62	12,316.62	15,000.00	15,000.00	20,000.00	20,000.00
3 Clean & Televis with PACP Reporting, 18" Diameter Sanitary	Ft	5,505	3.00	16,515.00	3.47	19,102.35	4.75	26,148.75	5.70	31,378.50
4 Clean & Televis with PACP Reporting, 27" Diameter Sanitary	Ft	5,260	3.50	18,410.00	3.61	18,988.60	5.50	28,930.00	7.65	40,239.00
5 Clean & Televis with PACP Reporting, 30" Diameter Sanitary	Ft	2,888	3.75	10,830.00	3.74	10,801.12	6.25	18,050.00	9.15	26,425.20
6 Clean & Televis with PACP Reporting, 36" Diameter Sanitary	Ft	3,710	5.00	18,550.00	9.24	34,280.40	7.00	25,970.00	10.00	37,100.00
7 Clean & Televis with PACP Reporting, 48" Diameter Sanitary	Ft	8,478	5.00	42,390.00	6.04	51,207.12	8.10	68,671.80	12.00	101,736.00
8 RCOC Permit	LSUM	1	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00

BASE BID AMOUNT: \$ 120,195.00 \$ 157,669.91 \$ 193,770.55 \$ 267,878.70

Item	Unit	Quantity	Unit Price	Total Cost	Total Cost	Total Cost	Total Cost
ALTERNATE #1 UNIT PRICES							
1 Sanitary Sewer Clean & Televis, 3-Pass, 18" Diameter	Ft	5,505	2.00	11,010.00	2.14	11,780.70	5.00 27,525.00 10.00 55,050.00
2 Sanitary Sewer Clean & Televis, 3-Pass, 27" Diameter	Ft	5,260	2.00	10,520.00	2.52	13,255.20	5.75 30,245.00 12.00 63,120.00
3 Sanitary Sewer Clean & Televis, 3-Pass, 30" Diameter	Ft	2,888	2.00	5,776.00	2.60	7,508.80	6.50 18,772.00 12.00 34,656.00
4 Sanitary Sewer Clean & Televis, 3-Pass, 36" Diameter	Ft	3,710	3.00	11,130.00	4.47	16,583.70	7.25 26,897.50 13.50 50,085.00
5 Sanitary Sewer Clean & Televis, 3-Pass, 48" Diameter	Ft	8,478	3.00	25,434.00	3.34	28,316.52	8.50 72,063.00 15.00 127,170.00
6 Sanitary Sewer Heavy Clean & Televis, >3-Pass, 18" Diameter	Ft	5,505	4.50	24,772.50	7.81	42,994.05	2.25 12,386.25 25.00 137,625.00
7 Sanitary Sewer Heavy Clean & Televis, >3-Pass, 27" Diameter	Ft	5,260	4.50	23,670.00	24.84	130,658.40	3.00 15,780.00 30.00 157,800.00
8 Sanitary Sewer Heavy Clean & Televis, >3-Pass, 30" Diameter	Ft	2,888	4.50	12,996.00	51.20	147,865.60	3.50 10,108.00 30.00 86,640.00
9 Sanitary Sewer Heavy Clean & Televis, >3-Pass, 36" Diameter	Ft	3,710	7.50	27,825.00	73.18	271,497.80	4.00 14,840.00 35.00 129,850.00
10 Sanitary Sewer Heavy Clean & Televis, >3-Pass, 48" Diameter	Ft	8,478	7.50	63,585.00	63.41	537,589.98	5.00 42,390.00 40.00 339,120.00

SHEET INDEX

DEQUINDRE



Legend

Pipe to Clean



Date: 3/12/2020





CITY COUNCIL AGENDA ITEM

Date: September 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiepe, Public Works Director
Dennis Trantham, Facilities and Grounds Operations Manager
Ashely Levin, Project Manager
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds - Trails and Pathway- Sylvan Glen Lake Park

History

In June of 2019 City Staff presented City Council a plan to construct Phase Two of the Troy Trail in Sylvan Glen Lake Park. Phase Two plans were consistent with the Green Space Subcommittee recommendations to improve Sylvan Glen Lake Park. The plan includes a paved pathway that stretches from the parking lot, along the south edge of the lake, into the wooded area abutting the golf course, and connects to the neighborhood to the west of the park.

Anderson, Eckstein, and Westrick, Inc. (AEW), one of the City's professional service engineering firms (Resolution #2017-06-105-J-4a), was tasked with design and engineering of Phase Two of the Troy Trail. Over the last several months AEW has completed the design drawings, specifications, and applied for permits with the Michigan Department of Environment, Great Lakes, and Energy for this project.

AEW has submitted a proposal to provide construction management services for Phase Two of Troy Trail. The proposal for construction management services includes review of bid, recommendation of award, oversight of trail construction, communication of project status to staff, coordinate all site testing, and to address all public questions and concerns.

Purchasing

The current contract with *Anderson, Eckstein, and Westrick, Inc. (AEW)* was adopted by City Council in 2017 for engineering and design services (Resolution #2017-06-105-J-4a). Under current contract pricing, AEW's construction management services are based off 11.04% of the trail's estimated construction cost plus the cost of construction testing by outside parties for an approximate total of \$70,032 per the attached proposal.



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

Financial

Funds are available in Capital Fund – Park – Trails & Pathways with an associated project number of 2021C0048. Expenditures will be charged to 401.751.770.7974.710.

Recommendation

City Management recommends granting the authority to expend budgeted capital funds to Anderson, Eckstein, and Westrick, Inc. (AEW), which is one of the City's professional service engineering firms (Resolution #2017-06-105-J-4a), for construction management services in regards to Phase Two of the Troy Trail in Sylvan Glen Lake Park for a total estimated cost of \$70,032.



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM



ANDERSON, ECKSTEIN & WESTRICK, INC. CIVIL ENGINEERS SURVEYORS ARCHITECTS

51301 Schoenherr Road
Shelby Township, MI 48315

586.726.1234
www.aewinc.com

August 19, 2020

Kurt Bovensiepe
Public Works Director
City of Troy
4693 Rochester Road
Troy, MI 48085

Reference: **Proposal for Professional Services**
Sylvan Glen Lake Park Pathway

Dear Mr. Bovensiepe:

Thank you for considering Anderson, Eckstein and Westrick, Inc. for providing professional engineering and surveying services for the referenced project.

Understanding of the Project

We have completed the design drawings and specifications for the Sylvan Glen Pathway and it is currently posted on BidNet for construction bids. Per your request we are providing a proposal for construction engineering services. It is anticipated that construction of this project will start in late September 2020 and end in November 2020, with final restoration possibly occurring in the spring of 2021.

Services to be Provided

Based upon our conversations, we propose to provide the following services for this project.

Construction Management

- Review bids received and provide a recommendation of award.
- Coordinate and administer the preconstruction meeting.
- Complete Construction Administration and draw request approvals.
- Complete Construction Observation.
- Coordinate and contract with a geotechnical engineer to complete material testing.
- Construction staking.
- Provide construction updates to City.
- Address public questions and concerns.

Material testing is outside the scope of services that AEW can provide. We propose to coordinate these services to be performed by sub-consultants.



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CITY COUNCIL AGENDA ITEM



Kurt Bovensiepe
August 19, 2020
Page 2

Fee for Professional Services

The following fees will be on a lump sum (fixed fee) basis per Proposal B of our contract with the City of Troy, utilizing the percentage table for Road Projects. As the construction costs are not known at this time, we have estimated a budgetary cost of this project to be \$580,000. Fees provided by others include a 7.5% prime consultant markup. Upon opening of bids the actual construction cost will be utilized to adjust percentage fees and lump sum costs.

Construction Management (11.04% of Construction)	\$64,032
Construction Testing (By Others)	6,000
TOTAL	\$70,032

Execution of the Agreement

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures.

We appreciate the opportunity to work with you on this project. If you have any questions or require additional information please call me.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By

Taylor Sting

Taylor Sting
Aug 19 2020 11:37 AM

Taylor Sting, PE
Licensed Engineer

Signature

Kyle M. Seidel

Kyle M. Seidel
Aug 19 2020 11:20 AM

Kyle M. Seidel, PE, CFM
Senior Project Engineer

Printed Name, Title

Date

M:\0999\0999-0852\2020\KMS\Troy\Sylvan Glen Pathway CE.docx



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

PURCHASE/SERVICE CONTRACT

PAGE: 1 of 1

Ship To

City of Troy
Engineering
500 W BIG BEAVER RD
TROY, MI 48084

Bill To

City of Troy
Engineering
500 W BIG BEAVER RD
TROY, MI 48084

No: 2018-90000005
Date: 06/21/2017

FOB DESTINATION

Entered By: MaryBeth Murz

Vendor

VENDOR NO. 171988
ANDERSON, ECKSTEIN & WESTRICK,
INC.
51301 SCHOENHERR ROAD
SHELBY TOWNSHIP, MI 48315

CONTRACT DESCRIPTION

Commence Date	Expiration Date	Renewal	Resolution #	Contract #	Amount
07/01/2017	06/30/2022	5 Times Annually	2017-06-105-J-4a	2018-90000005	See Below

GENERAL CONSULTING ENGINEERING SERVICES

Furnish five (5) year requirements of General Consulting Engineering Services for the City of Troy until June 30, 2022 with an option to renew the contract for an additional five (5) year period under the same terms and conditions based upon mutual consent of both parties within ninety (90) days of contract termination, in accordance with the specifications and pricing for RFP-COT 17-13 and Addendums 1 & 2.

Certificate of Insurance and Endorsement and all other specified requirements shall be on file for duration of contract.

City Council Approval Date: June 19, 2017.

TERMS & CONDITIONS

1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
2. Prior to acceptance, vendor agrees to provide City with information under the Right-to-Know Law, P.A. 1986, No. 80, and fully comply with all terms and conditions of the Michigan Occupational Safety and Health Act, MCL 408.1001, et seq. including vendor shall provide City with an "MSDS". Vendor also agrees to be responsible for all required labeling.
3. In cases of emergency/disaster, the City can purchase up to six(6) times the order amount for a period of six(6) months at the price contained in the contract.
4. Purchase Orders are signed electronically based upon computer generated "on-line" authorized approvals. Authentic signatures are on file in the City of Troy Purchasing Department.

NOTICE: The City could put the vendor on notice that vendors will be held financially responsible for any claims or awards made against the City as a result of the vendor's action. If the City has to defend the initial lawsuit, the City will bring in the vendor as a co-defendant or sue the vendor, either as the result of settling a claim or the conclusion of the lawsuit.

I HEREBY CERTIFY THAT THIS ORDER IS PROPERLY AUTHORIZED AND APPROVED.

MaryBeth Murz
Purchasing Manager



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

CITY OF TROY
PURCHASE ORDER
GENERAL CONSULTING ENGINEERING SERVICES

RFP-COT 17-13
Page 1 of 3

FIRM NAME:

Anderson, Eckstein,
Westrick, Inc.
Shelby Township, MI

PROPOSAL: GENERAL CONSULTING ENGINEERING SERVICES

SIX (6) COPIES	(Yes or No)	Yes
ADDENDUM 1: Attached	(Yes or No)	Yes
TERMS:		
EXCEPTIONS:	(Yes or No)	No
QUESTIONNAIRE:	(Yes or No)	Yes
REFERENCES:	(Yes or No)	Yes
ACKNOWLEDGEMENT:	(Yes or No)	Yes

PROPOSAL A:

SERVICES

Engineering Services:

Professional Engineer	\$140.00
Graduate Engineer	\$103.00
Project Engineer	\$103.00
Engineering Aide	\$86.00
Technician	\$69.00

Survey Services:

Professional Surveyor	\$140.00
Graduate Surveyor	\$103.00
Surveyor	\$78.00
Surveyor Aide	\$69.00
Survey Crew Three (3) Person	\$208.00
Survey Crew Two (2) Person	\$175.00
Survey Crew One (1) Person	\$136.00

Inspection Services:

Lead Inspector	\$86.00
Inspectors	\$78.00
Soil Erosion Inspector	\$78.00

Environmental Services:

Professional Engineer	\$125.00
Graduate Architect	\$109.00
Project Engineer	\$109.00
Environmental Analyst	\$109.00
Wetland Scientist/Biologist	\$109.00
Registered Landscape Architect	\$90.00

Traffic Engineering Services:

Professional Traffic Engineer	\$140.00
Graduate Traffic Engineer	\$103.00
Traffic Technician	\$86.00

HOURLY RATES

Fee Schedule attached and labeled

Yes. Labeled Exhibit A



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

CITY OF TROY
PURCHASE ORDER
GENERAL CONSULTING ENGINEERING SERVICES

RFP-COT 17-13
Page 2 of 3

FIRM NAME: Anderson, Eckstein,
Westrick, Inc.
Shelby Township, MI

PROPOSAL B: Design & Construction Management Fees as a Percentage of Construction Costs.

ROAD PROJECT:

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Design Services

Low %	High %
8%	9.0%
6%	7.0%
5.2%	6.2%

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Con. Management

Low %	High %
13.0%	13.5%
11.3%	11.8%
9.7%	10.2%

SANITARY SEWER PROJECT:

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Design Services

Low %	High %
8%	9.0%
6%	7.0%
5.2%	6.2%

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Con. Management

Low %	High %
13.0%	13.5%
11.3%	11.8%
9.7%	10.2%

WATER MAIN PROJECT:

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Design Services

Low %	High %
8%	9.0%
6%	7.0%
5.2%	6.2%

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Con. Management

Low %	High %
13.0%	13.5%
11.3%	11.8%
9.7%	10.2%

ENVIRONMENTAL PROJECT:

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Design Services

Low %	High %
8.5%	9.0%
6.5%	7.0%
5.7%	6.2%

CONSTRUCTION COSTS

\$100,000
\$500,000
\$1,000,000 & Over

Con. Management

Low %	High %
13.0%	13.5%
11.3%	11.8%
9.7%	10.2%

Fee Schedule attached and labeled

Yes. Labeled Exhibit B



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

CITY OF TROY
PURCHASE ORDER
GENERAL CONSULTING ENGINEERING SERVICES

RFP-COT 17-13

Page 3 of 3

FIRM NAME:

Anderson, Eckstein,
Westrick, Inc.
Shelby Township, MI

PROPOSAL C:

**PROJECT TEAM
CLASSIFICATION**

Engineering Services:

Professional Engineer

Graduate Engineer

Project Engineer

Engineering Aide

Technician

Survey Services:

Professional Surveyor

Graduate Surveyor

Surveyor

Surveyor Aide

Survey Crew Three (3) Person

Survey Crew Two (2) Person

Survey Crew One (1) Person

Inspection Services:

Lead Inspector

Inspectors

Soil Erosion Inspector

Environmental Services:

Professional Engineer

Graduate Architect

Project Engineer

**OVERALL AVAILABILITY
(IN HOURS)**

30

20

20

20

20

20

20

10

10

10

20

20

20

20

40

40

20

20

20



500 West Big Beaver
Troy, MI 48084
troymi.gov

J-05

CITY COUNCIL AGENDA ITEM

Date: August 28, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiep, Public Works Director
William J. Huotari, City Engineer

Subject: I-75 Segment 2 – Betterment
Widening of Coolidge Highway South of Square Lake Road

History

City Council approved design work associated with the extension of the right turn lane and associated widening of Coolidge Highway, south of Square Lake Road by Resolution #2020-03-053-J-6, March 16, 2020.

The resulting construction and cost is detailed in PCO-042 City of Troy Coolidge Hwy Betterment. The most opportune time to complete this betterment is while construction continues on I-75 as traffic control and the ability to coordinate and work within the confines of the construction zone are available.

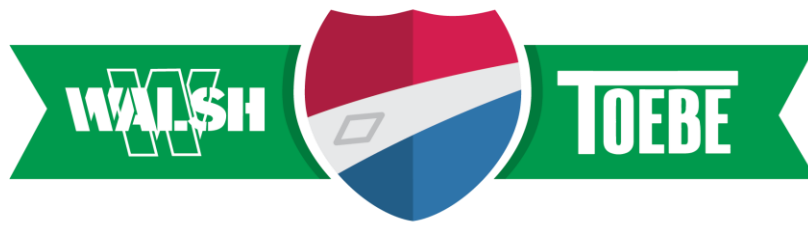
When complete, Coolidge Highway will provide for a full northbound to eastbound right turn lane; northbound through lane; full northbound to westbound left turn lane; and southbound through lane. In addition, a ten (10) foot wide concrete path on the east side of Coolidge is included as part of the betterment.

Financial

PCO-042 provides the scope and cost for the widening work of Coolidge Highway under I-75. The cost for the work is \$315,000. Funds are included in the Capital Projects Fund (Project # 2021C0032 / Account # 401.447.479.7989.201055).

Recommendation

It is recommended that City Council approve PCO-042 City of Troy Coolidge Hwy Betterment, as submitted by Walsh/Toebe, for the widening of Coolidge Highway, south of Square Lake Road as part of the I-75 reconstruction project in the amount of \$315,000. In addition, we are requesting authorization to approve additional work, if needed, not to exceed 10% of the original cost due to unforeseen issues.



August 28, 2020

W/T JV-218099-150

Bill Huotari
City of Troy Engineer
HuotariWJ@troymi.gov

RE: MDOT Project 201437 | I-75 Segment 2
PCO-042 City of Troy Coolidge Hwy Betterment

Dear Mr. Huotari,

Walsh/Toebe JV (W/T) respectfully submits this Potential Change Order (PCO) per Book 1, Section 13.4.1.2(a) and Book 2, Section 6.3.4 to design betterments to the project from a request made by the City of Troy.

Accordingly, W/T respectfully requests compensation from MDOT in accordance with Book 1, Section 13:

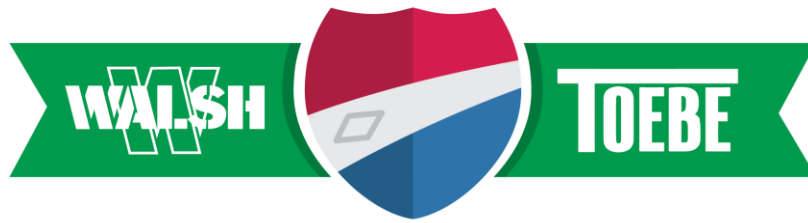
ITEM	DESCRIPTION	QTY	UOM	UNIT \$	AMOUNT
245-001	EB COOLIDGE RT TURN EXTENSION AT SQUARE LAKE	1	LS	\$315,000.00	\$315,00.00
TOTAL AMOUNT					\$315,000.00

A brief description of what the pricing includes:

EB COOLIDGE RT TURN EXTENSION AT SQUARE LAKE

- Construct a right turn lane extension on Coolidge Road under I-75
- Removals, excavation, subbase, pavement, and sidewalk
- Temporary Maintenance of Traffic
- Permanent Maintenance of Traffic
- Erosion control and utility coordination

The temporary maintenance of traffic for this proposal includes a complete closure for vehicular and pedestrian traffic within the construction limits to perform this work.



Please review the proposed price and feel free to contact me with any questions at (317) 538-8549.

Respectfully,
Walsh/Toebe Joint Venture

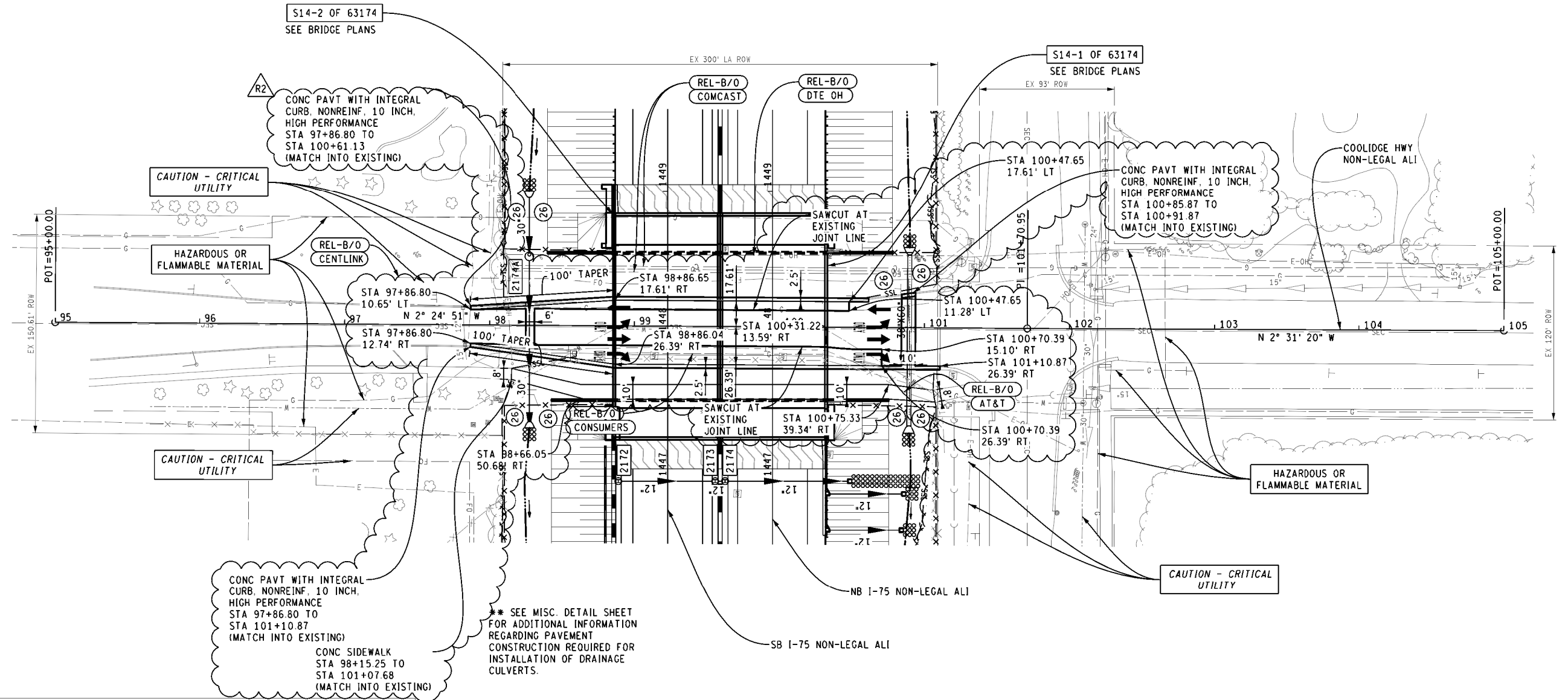
A handwritten signature in blue ink, appearing to read "Pete Jerrell".

Pete Jerrell
Project Manager

SB I-75

NB I-75

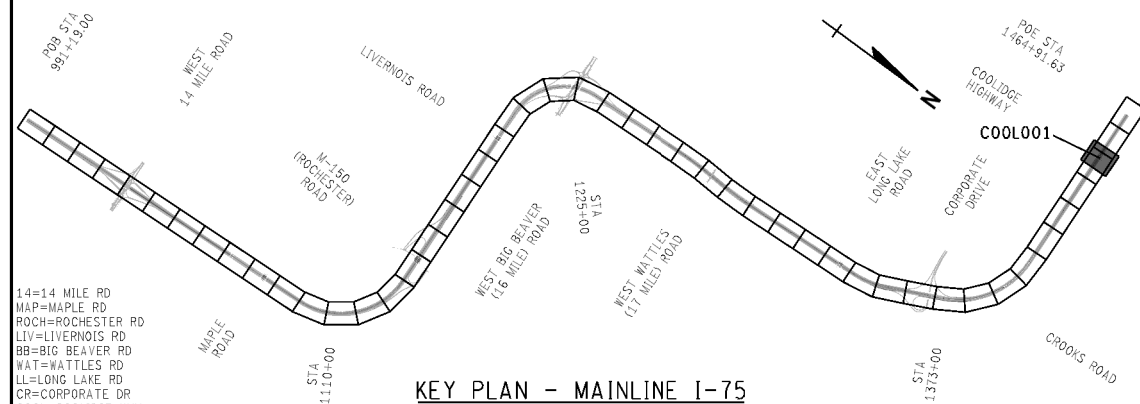
SQUARE LAKE ROAD



COOLIDGE HIGHWAY

COOLIDGE HIGHWAY

R2 PLAN REVISION R2: APRIL 10, 2020



KEY PLAN - MAINLINE I-75

SB I-75

NB I-75

SQUARE LAKE ROAD

NOTE:
CURVE LABELS NOT SHOWN ON
THIS SHEET FOR CLARITY

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



FILE: 201437_COOL_CON001.dgn

DATE: 04/05/2019
DESIGN UNIT: DATTA
TSC: OAKLANDCS: 63174
JN: 201437ACONSTRUCTION SHEET
STA 95+00 TO STA 105+00
COOLIDGE HIGHWAYDRAWING SHEET
COI
CON
001
SFCT 1



500 West Big Beaver
Troy, MI 48084
troymi.gov

J-06

CITY COUNCIL AGENDA ITEM

Date: September 1, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Kurt Bovensiepe, Public Works Director

Subject: 2020-2021 Winter Maintenance Agreement, Road Commission for Oakland County

History

Since 2001, the City of Troy has serviced all county roads in Troy for snow and ice control. The amount of the Winter Maintenance Agreement compensation to the City for the 2019-20 winter season totaled \$298,758.63. The 2020-21 Winter Maintenance Agreement contract is for \$306,227.77, which is a 2.5% increase from last year. Attached are copies of the proposed 2020/2021 Winter Maintenance Agreement between the Road Commission for Oakland County and the City of Troy.

Over the life of these contracts, compensation from the Road Commission of Oakland County seldom fully subsidizes all expenses but does provide a higher level of service by the City. The higher level of service has caused the City to subsidize this operation by an additional average of \$105,242 per year over the last 19 years. For detailed expense information, refer to the attached *County Road Snow Removal Revenue/Cost History* chart.

Taking advantage of the MiDeal cooperative purchasing agreement, current pricing for salt is \$50.72, which is a 4.5% decrease per ton from last year. MiDeal continues to provide this product below industry costs. See the attached *Salt Per Ton History* chart for historical salt price data.

It is evident that this agreement is beneficial to the residents, businesses and traveling public concerning the level and timeliness of service. The City is able to administer snow and ice control in a more timely and uniform manner to these high priority roads, while allowing the county to concentrate on its highest priority roads, I-75 and M-59.

Financial

Funds are budgeted and available in the County Road Winter Maintenance operating budgets (Labor 101.502.7702, Materials 101.502.7774.115 and Equipment 101.502.7943).

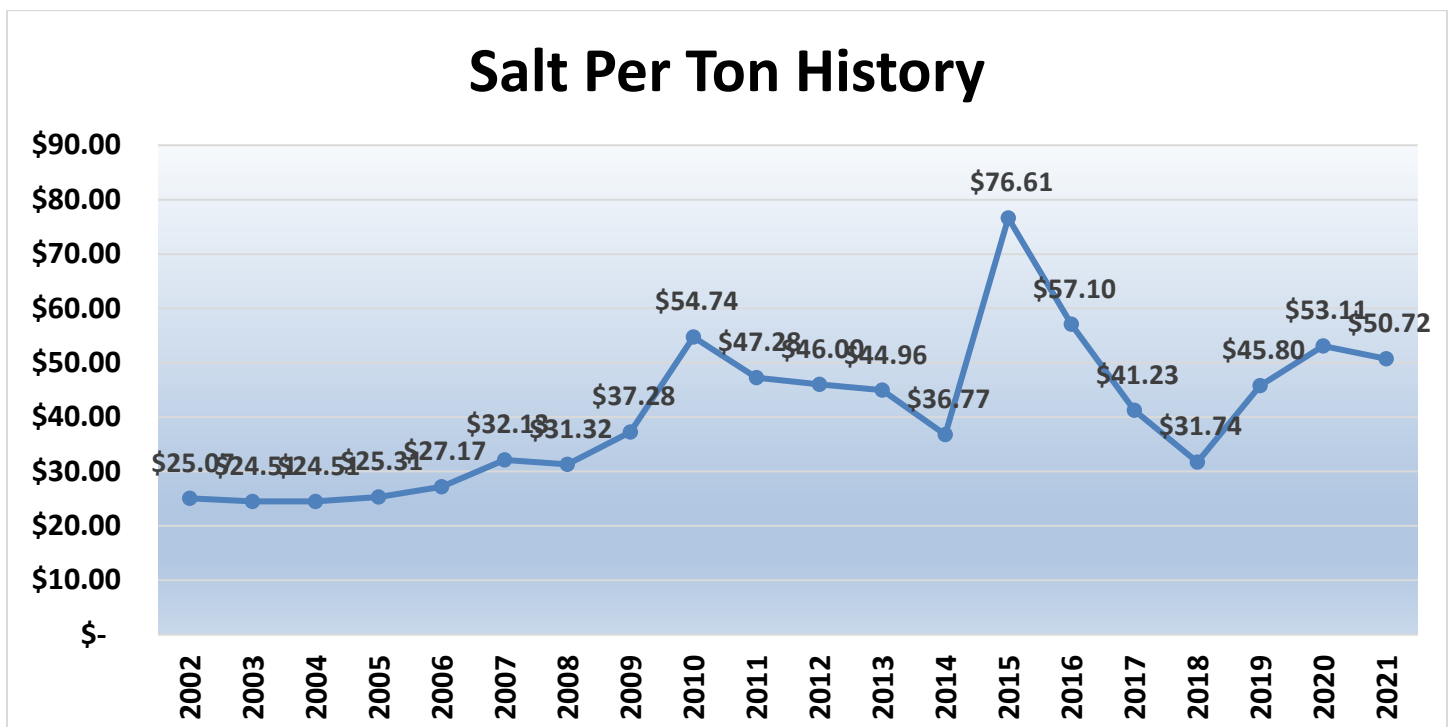
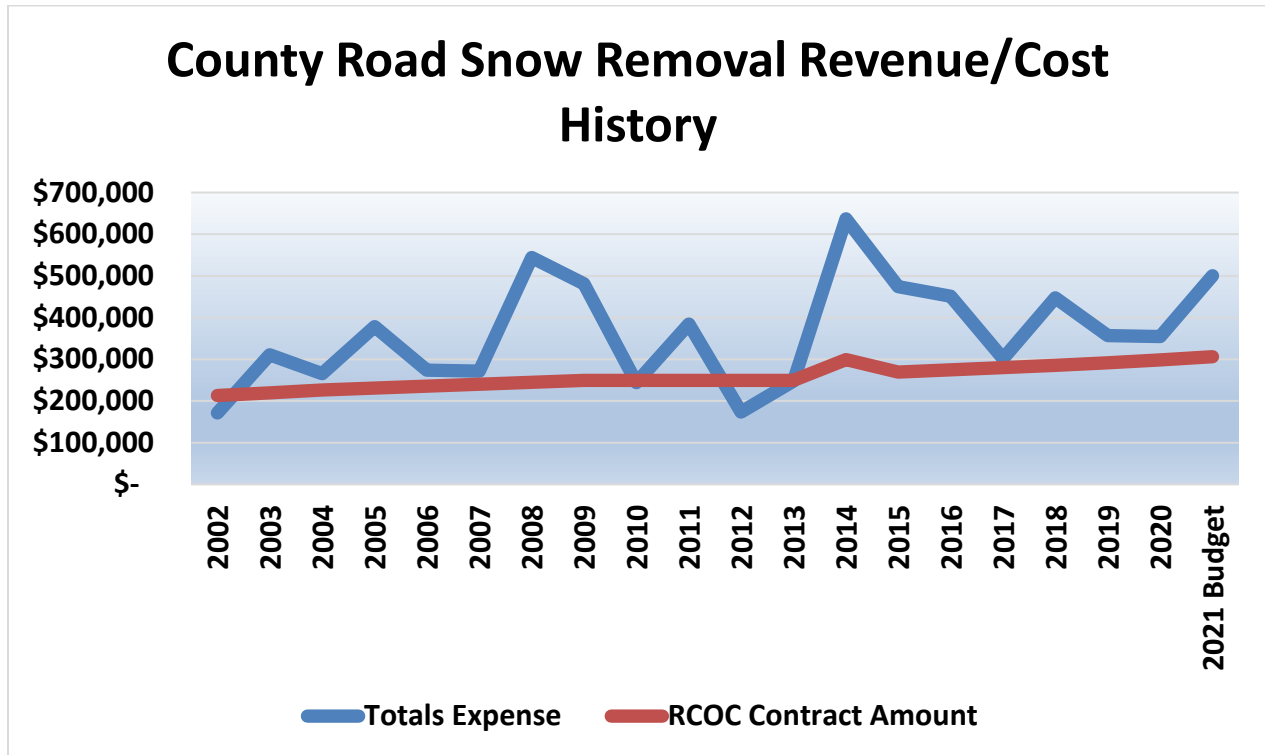
Recommendation

City Management is in agreement with the lane mile figures as presented, and calculations used to determine the compensation for each road configuration; therefore, we recommend that the proposed maintenance agreement be approved.



Legal Review

This item was submitted to the City Attorney for review pursuant to City Charter Section 3.17.





QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

Ronald J. Fowkes
Commissioner

Gregory C. Jamian
Commissioner

Andrea LaLonde
Commissioner

Dennis G. Kolar, P.E.
Managing Director

Gary Piotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

Highway Maintenance
Department

2420 Pontiac Lake Road
Waterford, MI 48328

248-858-4881

FAX
248-858-7607

www.rcocweb.org

August 24, 2020

Mr. Kurt Bovensiep
Public Works Director
City of Troy
500 West Big Beaver Road
Troy, Michigan 48084-5285

RE: 2020-2021 Winter Maintenance Agreement

Dear Mr. Bovensiep:

Attached are two copies of a Winter Maintenance Agreement between the Road Commission for Oakland County and the City of Troy.

This 2020-2021 agreement has an increase of 2.5%, which increases the amount from \$298,758.63 to \$306,227.77.

If this agreement is satisfactory, please return the two-signed copies and the resolution of approval by your City Council. One fully signed copy will be returned to you upon approval by the Board of Road Commissioners.

Please furnish proof that your liability insurance covers this agreement, and particularly covers your personnel and equipment working on county roads under the jurisdiction of the Board of Road Commissioners. If there are any changes in this coverage during the term of this agreement, we must be notified of these changes. We will also need a current certificate of membership in the Michigan Municipal Workers Compensation Fund.

The Board of Road Commissioners and I extend our appreciation to you, the City Council, and your personnel for the fine work that has been done. We will continue to cooperate in any way to provide our citizens with the best road system possible.

We request that your signed agreement be returned to us no later than the end of November, so that we may present the agreement to our Board prior to the end of the year, which will allow RCOC to make payments per the agreement.

Sincerely,

Darryl M. Heid, P.E.
Director of Highway Maintenance

/gg
Attachment

2020-2021 WINTER MAINTENANCE AGREEMENT
CITY OF TROY

Under 1951 PA 51, As Amended

This Winter Maintenance Agreement ("Agreement") is made this ____ day of _____, 2020, between the Board of County Road Commissioners of the County of Oakland, State of Michigan, a public body corporate, hereinafter referred to as the "Board," and the City of Troy, Oakland County Michigan, a Michigan municipal corporation hereinafter referred to as the "City."

WHEREAS, certain county primary and local roads more specifically set forth in Exhibit A, attached hereto, are under the jurisdiction and control of the Board and are located within or adjacent to the City; and

WHEREAS, The City desires to be responsible for certain winter maintenance of said roads under the terms of this Agreement, and the Board is willing to participate in the cost thereof as provided in Section III of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein as provided, it is hereby agreed as follows:

I

The City will perform Winter Maintenance of certain roads under the terms of this Agreement, and the Board will participate in the cost thereof as provided in Section III of this Agreement. "Winter Maintenance," herein required to be performed by the City, shall mean snow removal and ice control, on all roads listed in Exhibit A, as follows: Snow removal by blading, plowing and other methods necessary to make the roads reasonably safe for public travel, and ice control by salting, sanding, scraping and other methods necessary to make the roads reasonably safe for public travel, together with such other work and services, such as recordkeeping and insurance, required by this Agreement. All Winter Maintenance work and services performed by the City shall be in accordance with the Board's maintenance guidelines, including the Board adopted Winter Maintenance Guidelines, the Board's standard practices and this Agreement.

II

The City shall keep accurate and uniform records of all Winter Maintenance work performed pursuant to this Agreement. The Board shall have the right to audit City accounts and records insofar as such documents concern this Agreement and the work and services performed and to be performed hereunder.

III

In consideration of the assumption of Winter Maintenance by the City, the Board hereby agrees to pay to the City the sum of \$306,227.77, as set forth in Exhibit A, attached hereto and made a part hereof. Such amounts are to be used by the City for Winter Maintenance. Payments are to be made by the Board to the City as follows:

50% in December 2020
50% in March 2021

The making of said payments shall constitute the Board's entire obligation in reference to Winter Maintenance.

IV

The City hereby agrees to hold harmless, represent, defend and indemnify the Board, the Road Commission for Oakland County, its officers, and employees of the County of Oakland; the Office of the Oakland County Water Resources Commissioner and applicable drainage districts(s); the Michigan State Department of Transportation and the Transportation Commission; and any and all local units(s) of government within which the roads subject to this Agreement are located, against any and all claims, charges, complaints, damages, or causes of action for (a) public or private property damage, (b) injuries to persons (including death), or (c) other claims, charges, complaints, damages or causes of action arising out of the performance or non-performance of the activities which are the subject matter of this Agreement, specifically those activities set out in Section I, both known and unknown, whether during the progress or after the completion thereof. However, this hold harmless provision does not apply in so far as any claim or suit is alleged to be, or demonstrated to be, the result of a defect in highway design or condition and not related to the Winter Maintenance activities set out in Section I. Further, since the Board has the statutory responsibility for maintenance of the roads under this Agreement, it is the intent of the parties that the delegation by this Agreement of those maintenance responsibilities to the City provide immunity to the City as an agent of the County. Therefore, the City falls within the governmental immunity protection of the County.

During that part of the year that the City is providing Winter Maintenance under Section I, the City agrees to promptly notify the Board as soon as possible, but not longer than 10 days, should it become aware of defects or maintenance requirements in the roads set forth in Exhibit A, if said defects or maintenance requirements are not Winter Maintenance subject to this Agreement.

V

The City shall acquire and maintain, during the term of the Agreement, statutory worker's compensation insurance, employer's liability insurance, automobile and comprehensive general liability insurance coverages, as more fully described in Exhibit B attached hereto, covering the Board's liability for any and all claims arising out of the City's performance or non-performance of the activities which are the subject matter of this Agreement.

VI

The City further agrees to comply with all applicable laws and regulations, including laws and regulations of the State of Michigan for safeguarding the air and waters of the State. In particular, City facilities and operations must meet the provisions of Part 5 (Spillage of Oil and Polluting Materials) rules promulgated pursuant to Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. (Rules R324.2001 through R324.2009 address release prevention planning, secondary containment, surveillance, and release reporting requirements).

VII

In accordance with Michigan 1976 Public Acts No. 220 and 453, being MCLA §§37.1209 and 37.2209, as the same may be amended, the City and its subcontractors shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status; or because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.. A breach of this covenant may be regarded as a material breach of this Agreement.

VIII

It is the intention of the parties hereto that this Agreement is not made for the benefit of any third party.

It is anticipated that subsequent agreements regarding Winter Maintenance activities will be executed annually by the Parties hereto.

The terms and conditions of this Agreement shall become effective on October 1, 2020 and shall continue in full force and effect until a subsequent Winter Maintenance agreement has been executed by the parties hereto or until this Agreement is terminated, as set forth below.

In the event that a subsequent Winter Maintenance agreement has not been executed by the parties hereto on or before September 1, 2021, either party may terminate this Agreement by providing the other party hereto with written notice of intent to terminate, at least thirty (30) days prior to the date of termination.

This Agreement is executed by the Board at its meeting of _____,
and by the City by authority of a resolution of its governing body, adopted _____,
(copy attached as Exhibit C).

Witnesses:

CITY OF TROY
A Municipal Corporation

By: _____

Its: _____

By: _____

Its: _____

Witnesses:

BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF OAKLAND,
A Public Body Corporate

By: _____

Its: _____

By: _____

Its: _____

WINTER MAINTENANCE
2020-2021

CITY OF TROY

EXHIBIT A

Long Lake Road

Extending from Adams to Dequindre

<u>Miles</u>	<u>Cost Per Mile</u>	
1.54	\$3,989.29	\$ 6,143.51
0.16	\$5,660.11	\$ 905.62
3.47	\$6,981.28	\$ 24,225.04
<u>0.86</u>	<u>\$8,610.68</u>	<u>\$ 7,405.18</u>
6.03		\$ 38,679.35

John R Road

Extending from Fourteen Mile Road to South Boulevard

<u>Miles</u>	<u>Cost Per Mile</u>	
1.15	\$3,989.29	\$ 4,587.68
0.32	\$5,660.11	\$ 1,811.24
4.37	\$6,981.28	\$ 30,508.19
<u>0.38</u>	<u>\$8,610.68</u>	<u>\$ 3,272.06</u>
6.22		\$ 40,179.17

Big Beaver

Extending from Adams to Dequindre

<u>Miles</u>	<u>Cost Per Mile</u>	
3.40	\$6,981.28	\$ 23,736.35
<u>2.61</u>	<u>\$8,610.68</u>	<u>\$ 22,473.87</u>
6.01		\$ 46,210.23

Crooks Road

Extending from Maple Road to South Boulevard

<u>Miles</u>	<u>Cost Per Mile</u>	
0.38	\$3,989.29	\$ 1,515.93
0.26	\$5,660.11	\$ 1,471.63
3.08	\$6,981.28	\$ 21,502.34
<u>1.40</u>	<u>\$8,610.68</u>	<u>\$ 12,054.95</u>
5.12		\$ 36,544.85

Livernois Road

Extending from Maple Road to South Boulevard

<u>Miles</u>	<u>Cost Per Mile</u>	
1.31	\$3,989.29	\$ 5,225.97
0.34	\$5,660.11	\$ 1,924.44
3.05	\$6,981.28	\$ 21,292.90
<u>0.43</u>	<u>\$8,610.68</u>	<u>\$ 3,702.59</u>
5.13		\$ 32,145.90

CITY OF TROY
EXHIBIT A
(Continued)

Maple Road

Extending from Dequindre to Coolidge

<u>Miles</u>	<u>Cost Per Mile</u>		
5.01	\$6,981.28	\$	34,976.21

South Boulevard

Extending from Dequindre to Adams

<u>Miles</u>	<u>Cost Per Mile</u>		
5.96	\$3,989.29	\$	23,776.17

Dequindre Road

Extending from Fourteen Mile to South Boulevard

<u>Miles</u>	<u>Cost Per Mile</u>		
2.16	\$3,989.29	\$	8,616.87
<u>3.98</u>	<u>\$6,981.28</u>	\$	<u>27,785.49</u>
6.14		\$	36,402.36

Adams Road

Extending from South Troy City Limits to South Boulevard

<u>Miles</u>	<u>Cost Per Mile</u>		
4.34	\$3,989.29	\$	17,313.52

Total Miles

49.96

TOTAL

\$ 306,227.77

TWO LANES (\$3,989.29 per mile)

<u>Miles</u>	<u>Cost Per Mile</u>		
1.54	\$3,989.29	\$	6,143.51
1.15	\$3,989.29	\$	4,587.68
0.38	\$3,989.29	\$	1,515.93
1.31	\$3,989.29	\$	5,225.97
5.96	\$3,989.29	\$	23,776.17
2.16	\$3,989.29	\$	8,616.87
<u>4.34</u>	<u>\$3,989.29</u>	\$	<u>17,313.52</u>
16.84		\$	67,179.64

CITY OF TROY
EXHIBIT A
(Continued)

THREE LANES (\$5,660.11 per mile)

<u>Miles</u>	<u>Cost Per Mile</u>	
0.16	\$5,660.11	\$ 905.62
0.32	\$5,660.11	\$ 1,811.24
0.26	\$5,660.11	\$ 1,471.63
<u>0.34</u>	<u>\$5,660.11</u>	<u>\$ 1,924.44</u>
1.08		\$ 6,112.92

FOUR OR FIVE LANES (\$6,981.28 per mile)

<u>Miles</u>	<u>Cost Per Mile</u>	
3.47	\$6,981.28	\$ 24,225.04
4.37	\$6,981.28	\$ 30,508.19
3.40	\$6,981.28	\$ 23,736.35
3.08	\$6,981.28	\$ 21,502.34
3.05	\$6,981.28	\$ 21,292.90
5.01	\$6,981.28	\$ 34,976.21
<u>3.98</u>	<u>\$6,981.28</u>	<u>\$ 27,785.49</u>
26.36		\$ 184,026.54

SIX OR MORE LANES (\$8,610.68 per mile)

<u>Miles</u>	<u>Cost Per Mile</u>	
0.86	\$8,610.68	\$ 7,405.18
0.38	\$8,610.68	\$ 3,272.06
2.61	\$8,610.68	\$ 22,473.87
1.40	\$8,610.68	\$ 12,054.95
<u>0.43</u>	<u>\$8,610.68</u>	<u>\$ 3,702.59</u>
5.68		\$ 48,908.66

Total Miles

49.96

TOTAL

\$ 306,227.77

50% in December, 2020

\$ 153,113.88

50% in March, 2021

\$ 153,113.89

\$ 306,227.77

EXHIBIT B

2020-2021 WINTER MAINTENANCE AGREEMENT

ROAD COMMISSION FOR OAKLAND COUNTY

INSURANCE PROVISION (CITY)

Insurance Coverage:

The City, prior to execution of the maintenance agreement, shall file with the Road Commission for Oakland County, copies of completed certificates of insurance as evidence that he carries adequate insurance satisfactory to the Board. Insurance coverage shall be provided in accordance with the following:

- a. Worker's Compensation and Employer's Liability Insurance: The insurance shall provide worker's compensation protection for the City's employees, to the statutory limits of the State of Michigan, and provide Part B Employers Liability as follows:

Each Accident	\$500,000
Disease – Each Employee	\$500,000
Disease – Policy Limit	\$500,000

The indemnification obligation under this section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the City under worker's disability compensation coverage established by law.

- b. Bodily Injury and Property Damage: The insurance shall provide protection against all claims for damages to public or private property, and injuries to persons arising out of and during the progress and to the completion of the work, and with respect to product and completed operation for one year, after completion of the work.
1. Bodily Injury and Property Damage Other Than Automobile: The minimum limits of property damage and bodily injury liability covering each contract shall be:

Bodily Injury and Property Damage Liability:	or: Combined Single Limit:
Each Person \$1,000,000	Aggregate \$2,000,000
Each Occurrence \$1,000,000	
Aggregate \$2,000,000	

Such insurance shall include: 1) explosion, collapse, and underground damage hazards (x,c,u), which shall include, but not be limited to coverage for (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition; (2) products and completed operations; (3) contractual liability; and (4) independent contractors coverages.

2. Bodily Injury Liability and Property Damage Automobiles: The minimum limits of bodily injury liability and property damage liability shall be:

Bodily Injury and Property Damage Liability:		or: Combined Single Limit:	
Each Person	\$1,000,000	Each Occurrence:	\$1,000,000
Each Occurrence	\$1,000,000		

Such insurance shall include coverage for all owned, hired, and non-owned vehicles.

- c. Excess and Umbrellas Insurance – The City may substitute corresponding excess and/or umbrella liability insurance for a portion of the above listed requirements in order to meet the specified minimum limits of liability.
- d. The City shall provide for and in behalf of the Road Commission for Oakland County and all agencies specified by the Road Commission, as their interest may appear, Owner's Protective Public Liability Insurance. Such insurance shall provide coverage and limits the same as the City's General Liability Insurance.
- e. Notice – The City shall not cancel, renew, or non-renew the coverage of any insurance required by this Section without providing 30-day prior written notice to the Road Commission for Oakland County. All such insurance shall include an endorsement whereby the insurer shall agree to notify the Road Commission for Oakland County 30 days in advance of any reduction by the City. The City shall cease operations on the occurrence of any such cancellation or reduction and shall not resume operations until new insurance is in force. If the City cannot secure the required insurance within 30 days, the Board reserves the right to terminate the Contract.
- f. Reports: Within thirty (30) days of receipt of each claim, the City or its insurance carrier shall report to the Road Commission a description of the claim received, the claim investigations made, and the disposition of claim.

See provisions of the maintenance agreement to which this Exhibit B is attached.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: September 3, 2020

To: Mark F. Miller, City Manager

From: Robert Bruner, Assistant City Manager
R. Brent Savidant, Community Development Director
William J. Huotari, City Engineer

Subject: Private Agreement – Contract for Installation of Municipal Improvements
Square Lake Court (Phase 2) Townhome Development - Project No. 20.911.3

History

Eureka Building Company proposes to develop Square Lake Court (Phase 2), a 48-Unit Townhome Development, located on the south side of E. Square Lake Road, immediately west of Dequindre Road.

City of Troy Planning Commission granted preliminary site plan approval on April 28, 2020.

Site grading and utility plans for this development were reviewed and recently approved by the Engineering Department. The plans include municipal improvements, which will be constructed by Eureka Building Company on behalf of the City of Troy and include: Water Main, Sanitary Sewer, Storm Sewer, Underground Storm Water Detention, and Concrete Sidewalk. The required fees and refundable escrow deposits in the form of a Performance Bond and 10% Cash that will assure completion of the municipal improvements, has been provided by Eureka Building Company (see attached Private Agreement).

Financial

See attached summary of required deposits and fees for this Private Agreement.

Recommendation

Approval of the Contract for Installation of Municipal Improvements (Private Agreement) is recommended.

City Of Troy

Contract for Installation of Municipal Improvements (Private Agreement)

Project No.: **20.911.3**

Project Location: **NE 1/4 Section 12**

Resolution No:

Date of Council Approval:

This Contract, made and entered into this 14th day of September, 2020 by and between the City of Troy, a Michigan Municipal Corporation of the County of Oakland, Michigan, hereinafter referred to as "City" and Eureka Building Company whose address is 53976 Desano Drive, Shelby Township, MI 48315 and whose telephone number is (586) 405-4080 hereinafter referred to as "Owners", provides as follows:

FIRST: That the City agrees to permit the installation of Water Main, Sanitary Sewer, Storm Sewer, Asphalt Pavement, and Concrete Sidewalk in accordance with plans prepared by PEA, Inc. whose address is 2430 Rochester Court, Suite 100, Troy, MI 48083 and whose telephone number is (248) 689-9090 and approved prior to construction by the City in accordance with City of Troy specifications.

SECOND: That the Owners agree to provide the following securities to the City prior to the start of construction, in accordance with the Detailed Summary of Required Deposits & Fees (attached hereto and incorporated herein):

Refundable escrow deposit equal to the estimated construction cost of \$ 414,083.00. This amount will be deposited with the City in the form of (check one):

Cash/Check

☐

Certificate of Deposit & 10% Cash

☐

Irrevocable Bank Letter of Credit & 10% Cash

☐

Performance Bond & 10% Cash

☒

10% Cash

\$ 41,408.30

Refundable cash deposit in the amount of \$ 76,589.00. This amount will be deposited with the City in the form of (check one):

Cash

☐

Check

☐

Non-refundable cash fees in the amount of \$ 650.00. This amount will be paid to the City in the form of (check one):

Cash

☐

Check

☐

Said refundable escrow deposits shall be disbursed to the Owners after approval by the City. The City reserves the right to retain a minimum of ten (10) percent for each escrowed item until the entire site/development has received final inspection and final approval by all City departments. Refundable cash deposits shall be held until final approval has been issued. Disbursements shall be made by the City within a reasonable time, after request for refund of deposits is made by the Owners.

City Of Troy

Contract for Installation of Municipal Improvements (Private Agreement)

THIRD: The owners shall contract for construction of said improvement with a qualified contractor. Owners, or their agents, and contractor(s) agree to arrange for a pre-construction meeting with the City Engineer prior to start of work. All municipal improvements must be completely staked in the field under the direct supervision of a registered civil engineer or registered land surveyor, in accordance with the approved plans. Revisions to approved plans required by unexpected or unknown conflicts in the field shall be made as directed by the City.

FOURTH: Owners agree that if, for any reason, the total cost of completion of such improvements shall exceed the sums detailed in Paragraph SECOND hereof, that Owners will immediately, upon notification by the City, remit such additional amounts in accordance with Paragraph SECOND hereof. In the event the total cost of completion shall be less than the sums as detailed in Paragraph SECOND hereof, City will refund to the Owners the excess funds remaining after disbursement of funds.

FIFTH: Owners agree to indemnify and save harmless City, their agents and employees, from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the City, its agents and employees for damages because of bodily injury, including death, at any time resulting therefrom sustained by any person or persons or on account of damage to property, including work, provided such injury to persons or damage to property is due or claimed to be due to negligence of the Owner, his contractor, or subcontractors, employees or agents, Owner further agrees to obtain and convey to the City all necessary easements and/or right-of-way for such public utilities as required by the City Engineer.

City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in duplicate on this 31st day of August, 2020.

OWNERS

By:

Erion Nikolla Fluke
*

Its: President

Please Print or Type

Its: _____

Please Print or Type

STATE OF MICHIGAN, COUNTY OF OAKLAND

On this 31st day of August, A.D. 2020, before me personally appeared _____ known by me to be the same person(s) who executed this instrument and who acknowledged this to be his/her/their free act and deed.

Edlira Hodaj

NOTARY PUBLIC, Oakland County, Michigan

My commission expires: 06-17-2023

Acting in Oakland County, Michigan



City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

CITY OF TROY

By:

Ethan Baker, Mayor

M. Aileen Dickson, City Clerk

STATE OF MICHIGAN, COUNTY OF OAKLAND

On this _____ day of _____, A.D.20_____, before me personally
appeared _____ known by me
to be the same person(s) who executed this instrument and who acknowledged this to be
his/her/their free act and deed.

NOTARY PUBLIC, _____, Michigan

My commission expires: _____
Acting in _____ County, Michigan

City of Troy

500 W Big Beaver Rd

Troy, MI 48084

Ph:

Fax:

Permit No: PPC20.911.3

Date: 09/03/2020

Invoice No.: 00239534

EUREKA BUILDING CO

53976 DESANO

Shelby Township, MI 48315

TOTAL AMOUNT DUE
\$ 0.00

Item Category	Item Description	Fee Billed	Amount Paid	Amount Due
Escrow Deposits	010 Sanitary Sewers	49,838.00	4,983.80	0.00
Escrow Deposits	020 Water Mains	85,717.00	8,571.70	0.00
Escrow Deposits	030 Storm Sewers	119,209.00	11,921.00	0.00
Escrow Deposits	070 Detention Basin	152,619.00	15,262.00	0.00
Escrow Deposits	080 Temporary Access Road	1,700.00	170.00	0.00
Cash Fees (Non-	210 Water Main	650.00	650.00	0.00
Cash Deposits	310 Construction Engineering	30,681.00	30,681.00	0.00
Cash Deposits	390 Punchlist & Restoration	40,908.00	40,908.00	0.00
TOTALS:		481,322.00	113,147.50	0.00

City of Troy

500 W Big Beaver Rd

Troy, MI 48084

Ph:

Fax:

Permit No: PPC20.911.3

Date: 09/03/2020

Invoice No.: 00236802

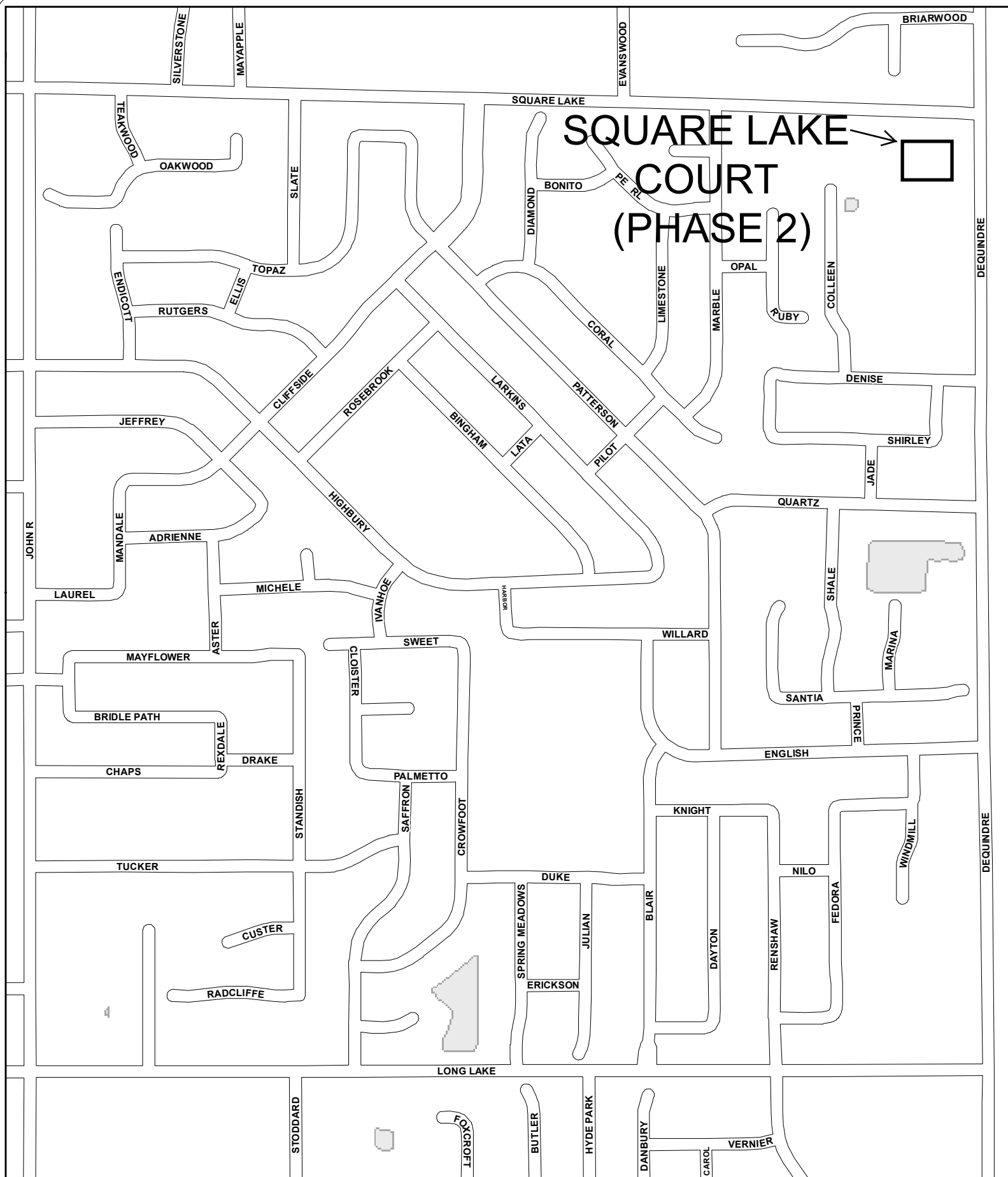
EUREKA BUILDING CO

53976 DESANO

Shelby Township, MI 48315

TOTAL AMOUNT DUE**\$ 0.00**

Item Category	Item Description	Fee Billed	Amount Paid	Amount Due
Engineering Fees	Engineering Review	13,834.73	13,834.73	0.00
TOTALS:		13,834.73	13,834.73	0.00





500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: September 1, 2020

To: Mark F. Miller, City Manager

From: Bob Bruner, Assistant City Manager
Kurt Bovensiep, Public Works Director
Paul Trosper, Water and Sewer Operations Manager

Subject: 2020 Lead and Copper Rule Monitoring Update

Lead and Copper Rule

- The Lead and Copper Rule is a United States federal regulation which limits the concentration of lead and copper allowed in public drinking water at the consumer's tap. The purpose of the Lead and Copper Rule (LCR) is to protect public health by minimizing lead and copper levels in drinking water.
- The U.S. Environmental Protection Agency first issued the rule in 1991 pursuant to the Safe Drinking Water Act after studies concluded that copper and lead have an adverse effect on individuals.
- The rule establishes action levels for lead and copper based on a 90th percentile level of tap water samples. An action level exceedance is not a violation, but triggers other requirements to minimize exposure to lead and copper in drinking water, including water quality parameter monitoring, corrosion control treatment, source water monitoring/treatment, public education, and lead service line replacement.
- To the best of our knowledge, none of the homes in the City of Troy contain lead service lines. Any trace amounts of lead can be attributed to the particular fixtures from which the water samples were drawn or the solder used on the home's plumbing system.

Troy Lead and Copper Rule Monitoring

- The City of Troy Water & Sewer Division recently completed the 2020 round of water quality testing for lead and copper.
- In 2018, the Department of Environment, Great Lakes, and Energy (EGLE) expanded the number of sample sites based on population, which meant increasing residential samples in Troy from 15 to 30.
- The testing procedure requires that a sample must be taken after a minimum of six (6) hours of no water use within a home, this gives the water time to absorb any trace elements that may be in the service line or the plumbing fixture from which the sample is being taken.

2020 Testing

- Of the 30 samples taken from Troy residential homes, all tested below the action levels for both lead and copper; action levels are 15ppb (parts per billion) for lead and 1,300ppb for copper.
 - Lead was not detected in any of the 30 samples.
 - Copper was not detected in one of the samples and the other 29 samples were between 5.39ppb to 266.17ppb.
- Once the results were received, the Troy Water and Sewer Division was required to inform all residents whose homes were used for sampling of their results and complete a detailed report for EGLE.



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Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

Date: September 9, 2020

To: Mark F. Miller, City Manager

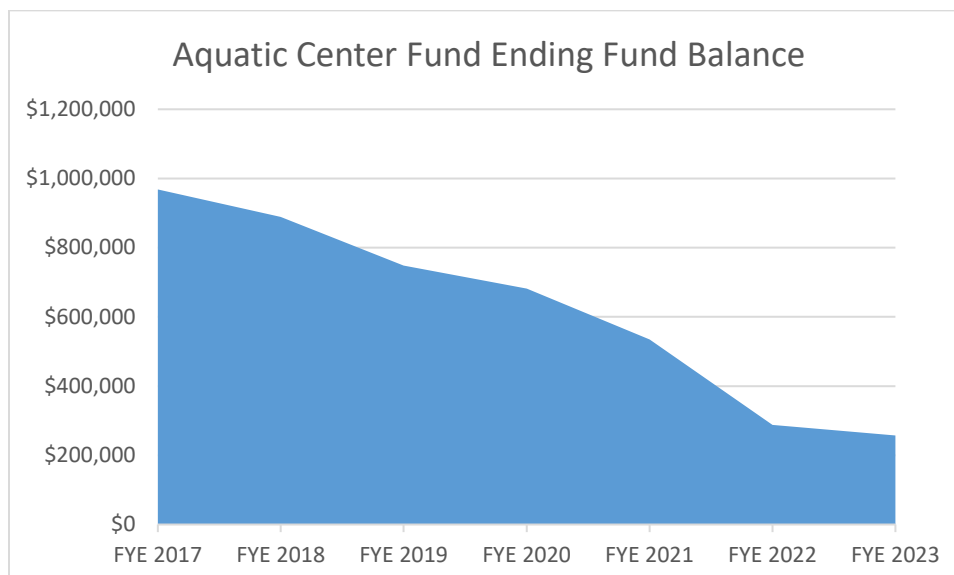
From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Elaine S. Bo, Recreation Director
Kurt Bovensiep, Public Works Director

Subject: Troy Family Aquatic Center

History

The Troy Family Aquatic Center (TFAC) was designed to have a capacity to accommodate up to 1,200 people, cost \$4.3million to construct, and was opened to the public on May 25, 1991. The TFAC generates income through daily and annual passes, swimming lessons, concessions, community events, and facilities rentals. Initially only Troy residents could purchase pool passes. However, membership plans were instituted for nonresidents and City employees several years ago in efforts to increase revenue.

The TFAC is its own enterprise fund and its revenues were intended to cover its expenses. As the facility ages it has required additional maintenance and repair causing the expenses to increase exponentially over the last several years. This has caused the Aquatic Center Fund expenditures to exceed its revenues for several years. FYE 2018 beginning fund balance was \$968,299 and the projected FYE 2023 ending fund balance is budgeted to be \$257,016, a 73% reduction in five years. Accordingly, maintenance and operations of the status quo is not financially sustainable.





500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

As the facility ages, maintenance and repair expenses have increased. In 2017, \$58,600 was expensed to repair the utility “cave” and in 2018 \$44,150 was spent to replace the sand in the filter system. Marcite is a mixture composed primarily of white Portland cement, marble dust, and fortifying additives to boost strength and water resistance. Since this is a specialized trade, there are only two local companies that provide Marcite plaster to large outdoor pools. The Marcite plaster repair and resurfacing project that was scheduled for fiscal year 2019-2020 was postponed to fiscal year 2020-2021 due to the COVID-19 pandemic.

City staff estimates an investment of nearly \$300,000 is required to reopen TFAC in 2021.

FYE	Project	Cost
2021	Pool resurfacing (Marcite plaster)	\$125,000
2021	Concession area repairs	\$5,000
2021	Deck lighting upgrades	\$30,000
2021	Deck and drain concrete repairs	\$125,000
Total		\$285,000

These projects are in addition to the normal operational costs. To offer the least amount of disruption to the operations, the projects must be completed during the off-season. Additionally, it has been difficult to predict if public health conditions will allow TFAC to reopen in 2021 after these investments are made. To make matters more challenging, the approved Marcite plaster contractor is not available to perform the work in spring 2021 so it must be done in fall 2020 if it is to be done at all. This forces City staff to make a “go” or “no-go” decision regarding the 2021 season in September 2020. In other words, the decisions made this month will determine whether or not TFAC can reopen in 2021.

Looking ahead, City staff estimates additional investments of nearly \$500,000 will be required in the next several years.

FYE	Project	Cost
2022	Replace interior water heaters	\$75,000
2022	Exterior repairs	\$15,000
2022	Play structure replacement	\$150,000
2022	Rebuild pool pumps	\$70,000
2023	Replace pool heaters	\$80,000
2024	Recondition water slides	\$80,000
Total		\$470,000

These investments would be subsidized by the General Fund since the Aquatic Center Fund alone will not have the available funds. Roughly 40% of daily visitors are residents and 60% are non-residents. This means the General Fund expenditures would disproportionately benefit non-residents.



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

Given the financial situation and the uncertainty regarding public health conditions, City Management does not intend to proceed with the Marcite plaster repair and resurfacing project this fall. This will effectively close the Troy Family Aquatic Center for the foreseeable future. Rather than reinvesting in the Aquatic Center, City Management intends to investigate options to replace the Aquatic Center with an updated facility in the future. This will present an opportunity to repurpose the useable infrastructure into a community based project that would service Troy residents and meet demands identified in the community engagement surveys like the Parks and Recreation Master Plan.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: September 9, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Cathleen A. Russ, Library Director
Jenna Fillmore, Marketing Specialist

Subject: Library Millage Community Engagement Plan Update

History

- Voters approved a five-year, 0.7 mills dedicated Library millage on August 2, 2011 and again on November 3, 2015.
- The current Library millage will fund the Troy Public Library through June 30, 2021.
- Voters must renew or replace the Library millage in order for the City to continue operating and maintaining the Library after June 30, 2021.
- City Council held a special meeting to discuss Library funding on June 8, 2020.
- On August 10, 2020, City Council approved wording for a November 2020 ballot question for a rate of 1.1 mills and a ten-year term.

What follows is the most recent update of the community engagement plan first shared with City Council on July 13, 2020. The community engagement plan was divided into two phases. Phase 1 was completed when City Council approved ballot language on August 10. Phase 2 began on August 11 and continues until Election Day on November 3.

Phase 2

The second phase is intended to provide the public with information regarding the ballot proposal consistent with the Michigan Campaign Finance Act.

Week of August 31:	Millage information/infographic featured in the Fall 2020 Troy Today. Town Hall meeting promotion. Millage websites updated to feature library millage calculator.
Week of September 7:	Sponsored infographic posted on City and Library social media channels. Town Hall meeting promotion. The City Clerk's Office will begin distributing military and overseas absentee ballots. An 8.5" x 11" half-fold postcard mailed to approximately 28,000 households of registered voters.
Week of September 14:	Press release with millage Town Hall meeting information distributed to local press. Infographic post on City and Library social media channels. Troy Public Library Update (weekly newsletter sent to patrons) will feature a headline article regarding the Library millage and promotion of Town Hall meetings.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

- Week of September 21: City staff will conduct a virtual town hall meeting via Zoom on Wednesday, September 23 at 7 pm. The meeting will also be broadcast on Government Access TV (WTRY), and reshown on WTRY in rotation with regular programming. Sponsored infographic post on City and Library social media channels. R. Bruner and C. Russ have been invited to speak to the Troy Democratic Club at their monthly meeting on Thursday, September 24 at 7 pm.
- Week of September 28: City staff will conduct a second virtual town hall meeting via Zoom on Thursday, October 1 at 7 pm. The meeting will also be broadcast on Government Access TV (WTRY), and reshown on WTRY in rotation with regular programming. The City Clerk's Office will begin distributing absentee ballots this week. R. Bruner and C. Russ have been invited to speak to the Troy Rotary Club at their weekly meeting on Wednesday, September 30, at 11:45 am.
- Week of October 5: Press release with millage information distributed to local press. City newsletter sent to Homeowners' Associations with information regarding the Library millage and upcoming election.
- Week of October 12: City newsletter sent to all residents with information regarding the Library millage and upcoming election.
- Week of October 19: Troy Public Library newsletter sent to patrons with information regarding the Library millage and upcoming election.
- Week of October 26: Educational millage information post on Library social media channels.

The current dedicated library millage expires on June 30, 2021. Voters will decide whether to approve a new millage.

Troy City Council has approved the ballot question below for the November 3, 2020 General Election.

CITY COUNCIL WOULD BE AUTHORIZED TO LEVY UP TO 1.1 MILLS FOR TEN YEARS FOR DEDICATED LIBRARY FUNDING WITH THE PASSAGE OF THE FOLLOWING QUESTION:

In 2011, the City of Troy voters approved a levy of .70 mills against all property for the operation and maintenance of the library, and then approved a renewal in 2015. This levy is scheduled to expire June 30, 2021. Should the City of Troy replace and increase the expiring millage, and levy up to 1.1 mills against all taxable property for a 10 year period of time for the dedicated purpose of operating and maintaining the library and making capital improvements to the library building? 1.1 mills is equal to \$1.10 on each \$1000 of taxable value. If approved, the millage would raise approximately \$5,787,978 in 2021, the first year it is levied. The majority of the revenue from the levy millage would be disbursed to the City, and could be used only for library operations, maintenance, and capital improvements. State law also requires disbursement to the Troy Brownfield Redevelopment Authority.

Yes: _____
No: _____



Troy Public Library
510 W. Big Beaver Rd
Troy, Michigan 48064

NONPROFIT
ORGANIZATION
U.S. POSTAGE
PAID
TROY, MI
PERMIT NO. 19

LIBRARY DECISION 2020



A LITTLE BACKGROUND INFO

The Troy Public Library's dedicated millage provides for the operations and maintenance of the Library. The current millage expires on June 30, 2021. To continue operating TPL, Troy City Council approved the rate of 1.1 mills, for a term of 10 years, to be placed on the November 3, 2020, ballot.

If voters approve the new library millage, the Troy Public Library will restore 7-day service (open on Fridays), perform important building maintenance, and implement needed upgrades.



**RESTORE
7-DAY
SERVICE**



**PERFORM
BUILDING
MAINTENANCE**



**IMPLEMENT
NEEDED
UPGRADES**

STREAMING SERVICE	MONTHLY FEE*
Audible	\$14.95
Disney+, Hulu, & ESPN+	\$12.99
Troy Public Library	\$11.92
Spotify	\$10.00
Amazon Prime (Music & Video)	\$9.92
Netflix	\$8.99

1.1 mills equates to about **\$12** a month for the average residential Troy taxpayer. That is comparable to the price of popular streaming services.

TPL offers books, audiobooks, movies, music, magazines and more in a variety of platforms, all in one place!

*All pricing data was gathered from public inquiry search. All streaming service prices listed are subject to change as the market changes.

Currently, Troy ranks **17 out of 22** comparable Oakland County communities in terms of library funding rates.

If voters approve the new library millage, Troy would rank **6 out of 22**.

*Rankings based on 2019 millage rates and Taxable Values. Based on average Troy residential Taxable Value of \$124,403.

AVERAGE RESIDENTIAL LIBRARY TAX Oakland County

1. BLOOMFIELD TOWNSHIP (\$471)
2. BIRMINGHAM (\$307)
3. WEST BLOOMFIELD TOWNSHIP (\$181)
4. BLOOMFIELD HILLS (\$157)
5. FARMINGTON HILLS (\$141)
- 6. TROY (\$137)**
7. ORION TOWNSHIP (\$131)
8. INDEPENDENCE TOWNSHIP (\$129)
9. WHITE LAKE TOWNSHIP (\$127)
10. SOUTHFIELD (\$124)

"Where would Troy rank?"

Library Millage Estimator

[Home](#) > [Library Millage Estimator](#)

Voters approved a five-year, 0.7 mills dedicated library millage on August 2, 2011 and again on November 3, 2015. The current millage expires on June 30, 2021. City Council approved the rate of 1.1 mills, for a term of 10 years, to be placed on the November 3, 2020, ballot.

This tax estimator will help estimate how much the new library millage will cost you if approved.

Enter Address:

[Estimate Taxes](#)

Street Directions should appear as single letter abbreviations (e.g. E Big Beaver, W Long Lake)
Do not include suffixes with street names (e.g. Drive, Court, etc)



CITY UPDATES

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New Resident



E-Notification



BSAOnline



Parcel Data Search



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RECREATION
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Library Millage Estimator

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Results

Results for 4816 CAROL

2020 Taxable Value: \$112,280

	Annually	Monthly
Estimated 2021 Library taxes @ 11000 mills	\$124	\$10.29
Actual 2020 total City taxes @ 9.9991 mills (included 0.6805 mills for Library)	\$1,123	\$93.56
Estimated 2021 total City taxes @ 10.0386 mills (includes 1.1 mills for Library)	\$1,127	\$93.93
\$ Difference	\$4	\$0.37
% Difference	0.4 %	0.4 %

The City's 2020 total millage included the following:

Operating	(6.5000 mills)
Capital	(1.3486 mills)
Refuse	(1.0900 mills)
Library	(0.6805 mills)
Debt	(0.3800 mills)
Total	(9.9991 mills)

The debt millage ends in 2021 and cannot be renewed or replaced without voter approval so the City's total millage will be reduced by 0.3800 mills in 2021. Accordingly, the City's total millage is estimated to be 10.0386 mills in 2021 if voters approve the 1.1 mills dedicated library millage.

Operating	(6.5000 mills)
Capital	(1.3486 mills)
Refuse	(1.0900 mills)
Library	(1.1000 mills)
Total	(10.0386 mills)



CITY UPDATES

[Sign Up](#)



E-Notification



BSAOnline



Parcel Data Search



Citizen Request Portal



500 W. Big Beaver Rd.
Troy, Michigan 48064

Ph: 248.524.3300
Hours: 8am-4:30pm

CITY COUNCIL
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Your email will be safe with us

Subject: FW: Appreciation for Ms. Teresa Shepard

From: Ramki Krishnan

Sent: Thursday, August 20, 2020 4:55 PM

To: Nino A Licari

Subject: Appreciation for Ms Teresa Shepard

As a Troy resident for over 32 years, it's very heartening to come across such caring customer service from your staff Ms Teresa Shepard regarding my "discharge of Mortgage" document as well as Deed from the records. Frankly I didn't expect such good service. She was prompt and I can tell she is a quiet performer.

You are lucky to have such an excellent employee. Thank you for building and leading such an organization. People are our biggest assets. Feel free to call if you have any questions.

Ram Krishnan

Subject: FW: Brian

From: Lisa Irrig
Sent: Thursday, August 27, 2020 9:49 AM
To: City Manager Distribution Group <CityManager@troymi.gov>
Subject: Brian

Good morning,

I hope this email finds you well. My name is Melissa Irrig, and I had the pleasure of having Brian in my home this morning to switch out my water meter. In these trying times, I am certain you hear a lot of frustration and angst among the residents, however I am reporting the positive. Brian, from the minute he arrived he was the utmost courteous and extremely professional, he even took the time to answer a question or two regarding something unrelated to the job at hand. The city of Troy and its residents are very fortunate to have him employed. My sincerest gratitude to him for going above and beyond his duties.

Best Regards and keep up the exceptional work.

Melissa Irrig

Subject: FW: 3336 ESSEX

From: Kendall Taylor
Sent: Thursday, August 27, 2020 10:04 AM
To: Becky Holt <B.Holt@troymi.gov>
Subject:

Good morning!

I have made the payment for this permit!

I just have to say Troy is by far the best building department we have worked with! I know things are crazy right now but you all are doing a phenomenal job! So thank you!

Have a great day!

Kendall Taylor
FSM Account Manager/CSR
APS Residential Services



Director of Public Safety
Noel Clason

Chief Roberts,

I want to thank you on
behalf of Bloomfield Hills.
Your assistance at our time
of loss was impressive. I
know your Department lost a
good friend in Steve as well.

Thanks,
Noel

102 Fox Hill Circle
Apartment A
Bloomington, IL 61701
August 24, 2020

Troy Fire Department
Chief David Roberts
500 West Big Beaver
Troy, MI 48084

Chief Roberts,

I was recently visited Troy & noticed the bay door open at one of your fire stations. I am a former volunteer fire fighter & took this opportunity to speak with members of your department. When I walked in, I was very surprised with the courtesy & compassion the members of your department showed.

If possible, I would like to request a patch for your department to add to my collection as a memento to remember the kindness the members of your department demonstrated.

I would like to thank you for having a department with people who are willing to go out of their way to discuss their department & show pride while doing so. You should be proud of them.

Thank you,

A handwritten signature in black ink, appearing to read 'Mike Tamkin', with a stylized, cursive script.

Mike Tamkin

MISCELLANEOUS RESOLUTION #20250

July 15, 2020

BY: Commissioner David Woodward, Chairperson, Pandemic Response and Economic Recovery Committee

IN RE: BOARD OF COMMISSIONERS – ESTABLISH PROTECT DEMOCRACY ELECTION WORKER RECRUITMENT AND RETENTION PROGRAM WITHIN THE OAKLAND TOGETHER LOCAL GOVERNMENT PARTNERSHIP GRANT

To the Oakland County Board of Commissioners

Chairperson, Ladies and Gentlemen:

WHEREAS elections are the foundation of our democracy; and

WHEREAS election officials across the country are facing staffing challenges long in the making, now accelerated by the pandemic; and

WHEREAS in-person access to the ballot box rests on the vulnerable shoulders of a cohort of steadfast, but elderly, election workers at risk of exposure to COVID-19; and

WHEREAS the average age of election workers in Michigan is 74 years old, a vulnerable, at-risk population of serious complications due to COVID-19. Many long time election workers have chosen not to work the election this year due to safety concerns; and

WHEREAS election officials are facing increased pressure to recruit new election workers ahead of the 2020 August Primary and November General Election; and

WHEREAS the Michigan Secretary of State has launched a new program, "Democracy MVP", which celebrates election workers as "the Most Valuable Players of our democracy, ensuring free and fair elections for all"; and

WHEREAS Oakland County has 506 local polling precincts and 52 absentee voting county boards requiring over an estimated 3,300 election workers across the County; and

WHEREAS the Oakland County Board of Commissioners formed the Oakland County Safe, Healthy and Secure Election Advisory Council to identify challenges and barriers for having safe, healthy and secure elections in 2020 during the COVID-19 pandemic; and

WHEREAS the Advisory Council recommends funding an election worker recruitment and retention program in the amount of \$50 above the full day rate, per worker, as established by the local community as of June 2020; and

WHEREAS the Advisory Council recommends that the payment be provided to election workers for work performed in the Michigan August Primary Election and November General Election; and

WHEREAS payment would be made in the form of a reimbursement grant to the unit of government directly responsible for the employment of election workers. The hazard compensation provided within the program is an eligible expense as authorized by the County's CARES Act Coronavirus Relief Funds; and

WHEREAS funds are appropriated and available in the Oakland Together Local Government Partnership program, per Miscellaneous Resolution #20187.

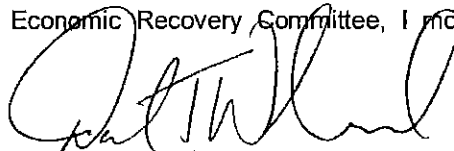
NOW THEREFORE BE IT RESOLVED that the Oakland County Board of Commissioners hereby recognizes the crucial role poll workers play during elections, the challenges local clerks are facing recruiting for this year's elections during the pandemic.

BE IT FURTHER RESOLVED the Board of Commissioners hereby amends the policies and procedures for the Oakland Together Local Government Partnership program to authorize its Oversight Committee to administer a \$50 per day payment per election worker who works a full day in Oakland County during Michigan's August Primary Election and November General Election.

BE IT FURTHER RESOLVED that no budget amendment is required as funding is to come from the Oakland Together Local Government Partnership authorized by Miscellaneous Resolution #20187.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to all of Oakland County local election clerks.

Chairperson, on behalf of the Pandemic Response and Economic Recovery Committee, I move the adoption of the foregoing resolution.



Commissioner David Woodward, District #17
Chairperson, Pandemic Response and Economic Recovery Committee

PANDEMIC RESPONSE AND ECONOMIC RECOVERY COMMITTEE VOTE:

Motion carried unanimously on a roll call vote.

Moved by Gershenson seconded by Weipert the resolution be adopted.

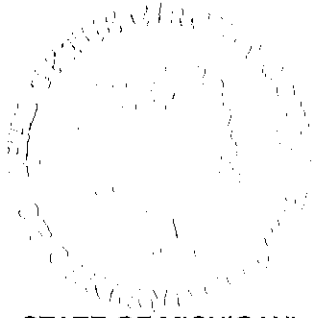
AYES: Kuhn, Long, Luebs, Markham, McGillivray, Miller, Nelson, Powell, Quarles, Spisz, Taub, Weipert, Woodward, Zack, Gershenson, Hoffman, Jackson, Kochenderfer, Kowall. (19)

NAYS: None. (0)

A sufficient majority having voted in favor, the resolution, as presented, was adopted.



I HEREBY APPROVE THIS RESOLUTION
CHIEF DEPUTY COUNTY EXECUTIVE
ACTING PURSUANT TO MCL 45.559A (7)



STATE OF MICHIGAN)
COUNTY OF OAKLAND)

I, Lisa Brown, Clerk of the County of Oakland, do hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Oakland County Board of Commissioners on July 15, 2020, with the original record thereof now remaining in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of the Circuit Court at Pontiac, Michigan this 15th day of July, 2020.



Lisa Brown, Oakland County

REPORT (MISC. #20257)

July 23, 2020

BY: Commissioner David T. Woodward, Chairperson, Pandemic Response and Economic Recovery Committee

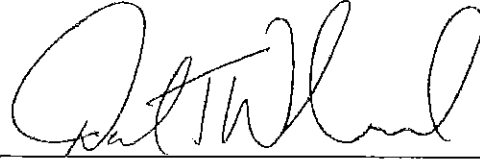
IN RE: MR #20257 – BOARD OF COMMISSIONERS – CREATION OF THE OAKLAND TOGETHER ABSENTEE BALLOT PROGRAM FOR ALL OAKLAND COUNTY VOTERS

To the Oakland County Board of Commissioners

Chairperson, Ladies and Gentlemen:

The Pandemic Response and Economic Recovery Committee, having reviewed the above-referenced resolution on July 20, 2020, reports with the recommendation that the resolution be adopted.

Chairperson, on behalf of the Pandemic Response and Economic Recovery Committee, I move the acceptance of the foregoing report.



Commissioner David T. Woodward, District #19
Chairperson, Pandemic Response and
Economic Recovery Committee

PANDEMIC RESPONSE AND ECONOMIC RECOVERY COMMITTEE VOTE:

Motion carried unanimously on a roll call vote.

MISCELLANEOUS RESOLUTION #20257

BY: Commissioners Nancy Quarles, District #17; Penny Luebs, District #16; Gwen Markham, District #9; Marcia Gershenson, District #13; Gary McGillivray, District #20

IN RE: BOARD OF COMMISSIONERS – CREATION OF THE OAKLAND TOGETHER ABSENTEE BALLOT PROGRAM FOR ALL OAKLAND COUNTY VOTERS

To the Oakland County Board of Commissioners

Chairperson, Ladies and Gentlemen:

WHEREAS elections are the foundation of our democracy; and

WHEREAS the COVID-19 global pandemic is presenting unprecedented and unique challenges for holding safe and healthy elections in 2020; and

WHEREAS in the midst of this pandemic, voters should not need to choose between their health and casting their ballots; and

WHEREAS the Centers for Disease Control and Prevention's safety guidelines endorses vote by mail during the pandemic and recommends that voters consider alternatives to casting their ballots in person during upcoming elections; and

WHEREAS because of the global pandemic, Oakland County is urging all County voters to vote by mail to reduce exposure to COVID-19 per Miscellaneous Resolution # 20172; and

WHEREAS the Oakland County Board of Commissioners formed the Oakland County Safe, Healthy and Secure Election Advisory Council to identify challenges and barriers for having safe, healthy and secure elections in 2020 during the COVID-19 pandemic; and

WHEREAS the Advisory Council has recommended that the Board of Commissioners authorizes funding for return postage for all Oakland County absentee ballots for the November 2020 election and the creation of the Oakland Together Absentee Ballot program; and

WHEREAS the cost to cover this initiative is estimated not to exceed \$575,000; and

WHEREAS there is available funding in the Oakland Together Local Government Partnership program to cover these expenses; and

WHEREAS payment would be made in the form of direct payment to the vendor who prints county absentee ballots or reimbursement to local clerks' offices; and

WHEREAS paying the return postage for absentee ballots is an eligible expense as authorized by the County's CARES Act Coronavirus Relief Funds.

NOW THEREFORE BE IT RESOLVED that the Oakland County Board of Commissioners seeks to remove all barriers for safe participation in the upcoming November election during the COVID-19 global pandemic.

BE IT FURTHER RESOLVED the Board of Commissioners hereby amends the policies and procedures for the Oakland Together Local Government Partnership program to authorize its Oversight Committee to administer the Oakland Together Absentee Ballot program for all County voters who cast an absentee ballot in the November General Election.

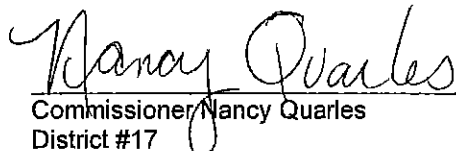
BE IT FURTHER RESOLVED the Oakland Together Absentee Ballot program shall not exceed \$575,000.

BE IT FURTHER RESOLVED that no budget amendment is required as funding is to come from the Oakland Together Local Government Partnership program authorized by Miscellaneous Resolution #20187.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Board Chairman to sign any contracts and agreements to implement this program.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to all of Oakland County local election clerks and the Michigan Association of Counties.

Chairperson, I move the adoption of the foregoing resolution.


Commissioner Nancy Quarles
District #17

Penny Luebs
Commissioner Penny Luebs
District #16

Marcia Gershenson
Commissioner Marcia Gershenson
District #13

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Gwen Markham
Commissioner Gwen Markham
District #9

Gary R. McGillivray
Commissioner Gary McGillivray
District #20

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Resolution #20257

July 15, 2020

The Chairperson referred the resolution to the Pandemic Response and Economic Recovery Committee.
There were no objections.

Resolution #20257

July 23, 2020

Moved by Gingell seconded by Zack the resolutions on the Consent Agenda be adopted (with accompanying reports being accepted).

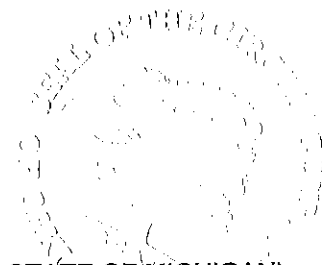
Discussion followed.

AYES: Gingell, Hoffman, Jackson, Kochenderfer, Kowall, Kuhn, Long, Luebs, Markham, McGillivray, Middleton, Miller, Nelson, Powell, Quarles, Spisz, Taub, Weipert, Woodward, Zack, Gershenson. (21)
NAYS: None. (0)

A sufficient majority having voted in favor, the resolutions on the Consent Agenda were adopted (with accompanying reports being accepted).



I HEREBY APPROVE THIS RESOLUTION
CHIEF DEPUTY COUNTY EXECUTIVE
ACTING PURSUANT TO MCL 45.559A (7).



STATE OF MICHIGAN)
COUNTY OF OAKLAND)

I, Lisa Brown, Clerk of the County of Oakland, do hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Oakland County Board of Commissioners on July 23, 2020, with the original record thereof now remaining in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of the Circuit Court at Pontiac, Michigan this 23rd day of July, 2020.


Lisa Brown, Oakland County