



**CITY COUNCIL *REGULAR* MEETING  
NOVEMBER 19, 2018/7:30 P.M.  
RIVERVIEW CITY HALL  
COUNCIL CHAMBERS  
14100 CIVIC PARK DR.  
RIVERVIEW, MI 48193-7600  
734-281-4201**

**AGENDA**

1. **CALL TO ORDER/ROLL CALL.**
2. **PLEDGE OF ALLEGIANCE:** Councilmember Workman
3. **INVOCATION:** Councilmember Towle

**4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**

**4.1 PRESENT CERTIFICATES OF APPRECIATION ON BEHALF OF THE FIRE DEPARTMENT AND THE CITY TO DESERVING INDIVIDUALS FOR THEIR EXCEPTIONAL AND PROFESSIONAL EFFORTS IN THE PRESERVATION OF LIFE DURING A RECENT FIRE AT THE AMERICAN HOUSE.**

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 11/05/18 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.**

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

None.

**9. CONSENT AGENDA.**

**9.1 CONSIDER WAIVING PURCHASING MANUAL SECTION XIII: “ETHICS” TO ALLOW ATTENDANCE AT A HOLIDAY OPEN HOUSE HOSTED BY CHARLES E. RAINES COMPANY ON 12/13/18 – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** Charles E. Raines Company is hosting a holiday open house at Crystal Gardens Banquet Center on December 13, 2018 from 5:00 p.m. - 8:00 p.m. They would like to invite Mayor and Council, City Manager and Department Heads and their support staffs to attend this function. Due to restrictions in the Purchasing Manual, Section XIII – Ethics, City Council waiver of this is necessary for City Councilmembers and other employees to participate in this event.

**ACTION REQUESTED:** City Council is requested to consider waiver of the ethics ordinance.

**ATTACHMENT:** C. E. Raines Open House Invitation.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/01/18 |
| Financial Certification            | N/R      |          |
| City Attorney Endorsement          | N/R      |          |
| Department Recommendation          | X        | 11/01/18 |
| Advisory Commission Recommendation | N/R      |          |

**9.2 AWARD BID AND AUTHORIZE EXECUTION OF A THREE (3) YEAR AGREEMENT WITH TREDROC TIRE SERVICES FOR MAXAM MS301 TIRES FOR A SINGLE UNIT COST OF \$3,572.00 – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** On 09/18/2018, the City Manager authorized the seeking of bids for tires, greater than or equal to Continental 29.5 R25, STL 3 (E-3) 2,” for the Land Preserve. On 10/11/2018 five (5) bids were opened and read aloud, the lowest bidder meeting the specifications was Tredroc Tire Services of Romulus, MI. with a bid unit price of \$3,572.00.

The Ad Hoc Land Preserve Committee concurred with this request at their 11/12/18 meeting.

Funds have been budgeted in account #596-526-776.100 in the 2018/19 fiscal year.

**ACTION REQUESTED:** The City Council is requested to consider bid award and authorization to execute the 3 year agreement for Maxam MS301 tires to Tredroc Tire Services for the pricing stated in the bid proposal.

**ATTACHMENT:** Bid tabulation.

**FINANCE CERTIFICATION:** The finance director certifies that funds have been appropriated and are available in the 2018/19 operating budget.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/13/18 |
| Financial Certification            | X        | 11/13/19 |
| City Attorney Endorsement          | N/R      |          |
| Department Recommendation          | X        | 11/13/18 |
| Advisory Commission Recommendation | X        | 11/12/18 |

**9.3 AWARD COOPERATIVE BID PURCHASE OF 2019 FORD F250 FIRE UTILITY TRUCK FROM GORNO FORD IN THE AMOUNT OF \$44,754.00 – FIRE.**

**COMMUNITY IMPACT/BACKGROUND:** The City of Riverview Purchasing Manual, Section 10.2 A, authorizes the City’s participation in cooperative purchases to take advantage of volume buying. The State of Michigan through its MiDeal program, formerly known as Extended Purchasing, has awarded a contract for utility vehicles to Gorno Ford of Woodhaven, Michigan. The Fire Chief is requesting the purchase of a 2019 Ford F250 Fire Utility Truck for the purchase price of \$44,754.00.

The vehicle will replace a 2005 Ford F350 Fire Utility Truck which will be disposed of in accordance with the Purchasing Manual.

Funds have been appropriated in fund account #402-902-970.050 for the 2018/19 budget year.

The Ad Hoc Public Safety Committee concurred with this request at their 11/19/2018 meeting.

**ACTION REQUESTED:** The City Council is requested to consider cooperative bid award for a 2019 Ford F250 Fire Utility Truck from Gorno Ford in the amount of \$44,754.00.

**ATTACHMENT:** Cooperative Purchase Quote from Gorno Ford.

**FINANCE CERTIFICATION:** The Finance Director certifies that funds of \$44,754.00 have been budgeted in the account noted above, and are available.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/13/18 |
| Financial Certification            | X        | 11/13/18 |
| City Attorney Endorsement          | N/R      |          |
| Department Recommendation          | X        | 11/13/18 |
| Advisory Commission Recommendation | X        | 11/19/18 |

**9.4 AUTHORIZE SOLICITATION OF FINANCING OPTIONS FOR PURCHASES OF LARGE EQUIPMENT – FINANCE.**

**COMMUNITY IMPACT/BACKGROUND:** Within the next few months the City Council will see proposals for various large equipment purchases. The Finance Department would like to bundle all or most of these purchases into one large financing proposal, in an attempt to receive better interest rates. The equipment that would be considered for this authorization includes:

Fire Department ladder truck with an estimated purchase price (epp.) of \$1,230,000.00.

Fire Department pumper truck epp. \$500,000.00

Fire Department equipment and tools epp. \$225,000.00

Land Preserve bulldozer epp. \$350,000.00

Land Preserve sweeper epp. \$242,000.00

The Finance Director/Purchasing Agent is requesting approval to solicit financing options for the equipment listed above.

**ACTION REQUESTED:** City Council is requested to consider authorization to solicit financing options for purchases of large equipment.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/14/18 |
| Financial Certification            | X        | 11/14/18 |
| City Attorney Endorsement          | N/R      |          |
| Department Recommendation          | X        | 11/13/18 |
| Advisory Commission Recommendation | N/R      |          |

**9.5 APPROVE BUDGET AMENDMENTS– FINANCE.**

**A.**

| Description           | Account Number  | Current Appropriation | Amended Appropriation | Amendment or Change |
|-----------------------|-----------------|-----------------------|-----------------------|---------------------|
| 2018/19 Land Preserve |                 |                       |                       |                     |
| Consulting Engineer   | 596-526-816.000 | \$ 378,010.00         | \$ 454,010.00         | \$ 76,000.00        |

**JUSTIFICATION:** This amendment is to increase the land preserve consulting engineer line item. This amendment is necessary because some additional support is needed from the city environmental engineering contractor.

**ACTION REQUESTED:** The Finance Director/Purchasing Agent requests that the budget amendments presented above be placed before the City Council at their City Council meeting for their consideration.

**RECOMMENDATION:** Approval of budget amendments as presented, in compliance with PA 621 of 1978.

**10. RESOLUTIONS.**

**10.1 APPROVE RESOLUTION IN SUPPORT OF THE ANNUAL RIVERVIEW HALL OF FAME AWARDS CEREMONY AS SPONSORED BY THE RIVERVIEW HALL OF FAME AND SCHOLARSHIP FOUNDATION – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** On 3/15/19 the Riverview Hall of Fame and Scholarship Foundation will host a banquet to raise funds for the scholarship awards to Riverview students. Per past practice, the City Council has shown support for the Riverview Hall of Fame special event through approval of a resolution which acknowledges the Riverview Hall of Fame and Scholarship Foundation for their work in promoting community pride and

fellowship. The City’s contribution of \$500.00 in support of the annual banquet is dedicated to the scholarship grant to local students. The resolution was approved by the City Attorney on November 14, 2018.

**ACTION REQUESTED:** The City Council is requested to adopt a Resolution approving a \$500.00 donation to the Riverview Hall of Fame and Scholarship Foundation.

**ATTACHMENTS:** Resolution and Hall of Fame Committee Information.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/13/18 |
| Financial Certification            | N/R      |          |
| City Attorney Endorsement          | X        | 11/14/18 |
| Department Recommendation          | X        | 11/13/18 |
| Advisory Commission Recommendation | NR       |          |

**11. ADMINISTRATION.**

**11.1 AWARD COOPERATIVE BID PURCHASE OF ONE (1) SUTPHEN HEAVY DUTY G2 PUMPER, ONE (1) SUTPHEN SPH100 AERIAL PLATFORM, AND FIRE EQUIPMENT TO APOLLO FIRE EQUIPMENT COMPANY, A SUTPHEN CORPORATION REPRESENTATIVE, FOR A TOTAL COST OF \$1,944,543.17 – FIRE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The City of Riverview Purchasing Manual, Section 10.2 A, authorizes the City’s participation in cooperative purchases to take advantage of volume buying. The National Joint Purchasing Alliance (NJPA), has awarded a contract for fire apparatus to Sutphen Corporation. The Fire Chief along with the Riverview Fire Department Fire Apparatus Committee is requesting the purchase of one (1) Sutphen Heavy Duty G2 Pumper, one (1) Sutphen SPH100 Aerial Platform, and fire equipment for a total purchase price of \$1,944,543.17.

The vehicles will replace a 1994 Pierce Lance Pumper and a 2008 KME Pumper. These vehicles will be disposed of in accordance with the Purchasing Manual.

The Ad Hoc Public Safety Committee has previously concurred with recommendation and approved vehicle purchases and the Chief has reviewed and also concurred. Total purchase was concurred at their 11/19/2018 meeting.

**ACTION REQUESTED:** The City Council is requested to consider the cooperative bid award for one (1) Sutphen Heavy Duty G2 Pumper, one (1) Sutphen SPH100 Aerial Platform, and fire equipment from Apollo Fire Equipment Company, a Sutphen Corporation representative, for a total cost of \$1,944,543.17.

**ATTACHMENTS:** Recommendation Memo from Fire Chief and Cooperative Purchase Quote from Apollo Fire Equipment Company.

**FINANCE CERTIFICATION:** The Finance Director certifies that funds have been budgeted and are available.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/14/18 |
| Financial Certification            | X        | 11/14/18 |
| City Attorney Endorsement          | N/R      |          |
| Department Recommendation          | X        | 11/14/18 |
| Advisory Commission Recommendation | X        | 11/19/18 |

**11.2 AUTHORIZE ADDITIONAL ENVIRONMENTAL ENGINEERING SERVICES WITH CORNERSTONE ENVIRONMENTAL GROUP (A TETRATECH COMPANY) IN THE AMOUNT OF \$76,000.00 – PURCHASING/LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** Cornerstone Environmental Group ( A Tetrtech Company) provides annual regulatory environmental services for the operation of the land preserve. As established in Section 9.4B of the Purchasing Manual and Council Policy No. 63 – Assignment of Consulting Engineering Services, and Engineering Services which exceed \$15,000 per project must be authorized by the City Council. The following projects and annual services are scheduled for Fiscal Year 2018/19.

|                                  |                 |             |
|----------------------------------|-----------------|-------------|
| General Site Support Engineering | 596-526-816.000 | \$76,000.00 |
|                                  |                 |             |
| Total New Work Authorizations    |                 | \$76,000.00 |

Funds are appropriated in the 2018/19 Adopted Budget for these projects. Project Work Authorizations are on file in the office of the Finance Director / Purchasing Agent. Per the contract, the City reserves the right to terminate all work authorization with a 30 day advance written notice. Cornerstone Environmental Group (A Tetrtech Company) is aware of this provision.

The Ad Hoc Land Preserve Committee concurred with this request at their 11/12/18 meeting.

**ACTION REQUESTED:** City Council is requested to consider authorization of additional environmental engineering services with Cornerstone Environmental Group (A Tetrattech Company) in the amount of \$76,000.00

**ATTACHMENT:** None.

**FINANCE CERTIFICATION:** The Finance Director certifies that the funds have been appropriated and are available in the above accounts for fiscal year 2018/19.

**ENDORSEMENTS:**

|                                    | Required | Date     |
|------------------------------------|----------|----------|
| City Manager Endorsement           | X        | 11/14/18 |
| Financial Certification            | X        | 11/14/18 |
| City Attorney Endorsement          | N/R      |          |
| Department Recommendation          | X        | 11/14/18 |
| Advisory Commission Recommendation | X        | 11/12/18 |

**12. ORDINANCES.**

None.

**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

None.

**15. ADJOURNMENT.**