

**CITY OF LINCOLN PARK, MICHIGAN
CERTIFIED COPY OF RESOLUTION #2018-44**

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF LINCOLN PARK,
WAYNE COUNTY, MICHIGAN, HELD IN THE JOHN A. ALOISI COUNCIL CHAMBERS, OF
THE MUNICIPAL BUILDING.

UNDER THE DATE OF: February 20, 2018

MOVED BY: Council President Murphy

SUPPORTED BY: Councilman Dardzinski

WHEREAS, the Lincoln Park Historical Commission has submitted a letter to the Mayor and Council requesting a meeting to discuss operational funding of the Historical Museum, and
WHEREAS, the Commission is also requesting that members of the Board of the Historical Society be part of this conversation.

THEREFORE, BE IT RESOLVED, that the Mayor and Council schedule a Study Session on March 5, 2018 at 6:30 PM in the John A. Aloisi Council Chambers, 1355 Southfield Road, to discuss funding for the Lincoln Park Historical Museum.

Motion unanimously carried.

ABSENT: Councilman Kelsey

I, DONNA BREEDING, duly authorized City Clerk of Lincoln Park; do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Mayor and Council on February 20, 2018 said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976.

Donna Breeding

Donna Breeding, CMC
City Clerk

Study Session 6:30 p.m. re: Historical Museum

AGENDA

March 5, 2018

**REGULAR COUNCIL MEETING
JOHN A. ALOISI COUNCIL CHAMBERS**

CITY COUNCIL MEETING – 7:30 P.M.

- I. **Meeting called to order**
- II. **Pledge of allegiance** – led by the Order of DeMolay
- III. **Invocation**
- IV. **Roll call**
- V. **Mayor’s remarks**
Proclaim March as “DeMolay Month”
- VI. **Consent Agenda**
 1. Approve Minutes - Regular Meeting held February 20, 2018
 2. Solicit Bids/Painting/KMB-Room A
 3. Solicit Bids/Water Leak Detection Survey
 4. Renew DPS Land Lease/E & J Tree
 5. Schedule Study Session/DUWA
 6. Attend Training/Police Dept./ALICE
 7. Attend Training/Police Dept./Sniper Instructor School
- VII. **Action Items**
 1. Schedule Public Hearing/ Parks & Rec Master Plan
 2. Award Bids:
 - a. Thermal Imaging Cameras
 - b. Vehicle Exhaust System
 - c. Senior Center Roof/CDBG
 - d. KMB Roof
 3. Design & Specs/City Hall Steps & Ramp Replacement
 4. Recognition of DPS Workers/Snow Emergency
 5. Waive Bid/Purchase Handheld Radios/CPW
 6. Execute Change Order #1/Lincoln Pump Station
 7. Authorize Participation/WRAP Program
- VIII. **Accounts & Claims Payable** (over \$25,000)
- IX. **City Manager Report**
- X. **Department Head Report – Finance Director**
- XI. **Citizens Communications**
- XII. **Oral Reports of the Mayor and Council**
- XIII. **Adjourn**

THOMAS E. KARNES, MAYOR

DONNA BREEDING, CITY CLERK

**DEADLINE FOR SUBMISSION OF AGENDA ITEMS IS TWO (2) FRIDAYS PRIOR
TO THE NEXT REGULAR COUNCIL MEETING**

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

PLEDGE OF ALLEGIANCE TO THE FLAG – led by the Order of DeMolay

INVOCATION by Father Tony Richter of Christ the Good Shepherd Church

ROLL CALL

MAYOR'S REMARKS

Proclaim March as “DeMolay Month”

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that the following items listed under the consent agenda be approved as presented to the Mayor and City Council:

1. Approve Minutes - Regular Meeting held February 20, 2018
2. Solicit Bids/Painting/KMB-Room A
3. Solicit Bids/Water Leak Detection Survey
4. Renew DPS Land Lease/E & J Tree
5. Schedule Study Session/DUWA
6. Attend Training/Police Dept./ALICE
7. Attend Training/Police Dept./Sniper Instructor School

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that the minutes of the Regular Meeting held under the date of Tuesday, February 20, 2018 be approved as recorded.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

Lincoln Park, Michigan
Tuesday, February 20, 2018

REGULAR MEETING

The meeting was called to order at 7:30 p.m., Mayor Thomas E. Karnes presiding.

Pledge of Allegiance to the Flag

Invocation by Reverend Doug Wells of Lincoln Park Church of Christ

PRESENT: Councilpersons Chris Dardzinski, Michael Higgins, Thomas Murphy and Thomas Parkinson

ABSENT: Councilperson Larry Kelsey

ALSO PRESENT: City Manager Matt Coppler, City Attorney Ed Zelenak, and Asst. City Clerk Kerry Kehrer

Mayor's remarks

RESOLUTION 2018-36 Approve Consent Agenda

By Council President Murphy, supported by Councilman Higgins

RESOLVED, that the following items listed under the consent agenda be approved as presented to the Mayor and City Council.

1. Approve Minutes - Regular Meeting held February 5, 2018
2. Approve Minutes – Public Hearing/CDBG Budget held February 5, 2018
3. Charitable Solicitation/K of C – Tootsie Roll Drive

Motion unanimously carried

ca-1 **RESOLUTION 2018-37 Approve Minutes/Regular Meeting**

RESOLVED, that the minutes of the Regular Meeting held under the date of February 5, 2018 be approved as recorded.

Approved.

ca-2 **RESOLUTION 2018-38 Minutes/Public Hearing/CDBG Budget**

RESOLVED, that the minutes of the Public Hearing held under the date of February 5, 2018 at 6:30 p.m. regarding the 2018 CDBG Budget be approved as recorded.

Approved

ca-3 **RESOLUTION 2018-39 Approve K of C/Tootsie Roll Drive**

RESOLVED, that permission be granted to the Robert H. Jones Knights of Columbus, Council No. 3078, 3528 Fort St., Lincoln Park, to conduct their Annual "Tootsie Roll Drive" on the street corners of Lincoln Park on March 23, 24 & 25, 2018. All reporting provisions of the local ordinance to be timely observed.

Approved.

PUBLIC HEARING – Proposed 5-Year Parks & Recreation Master Plan

CALLED TO ORDER

Presentation of Proposed 5-Year Plan by Robert Ford, LA, Project Manager, LAP, Inc.

PUBLIC COMMENT

Adjourn Public Hearing

Reconvene Regular Meeting

RESOLUTION 2018-40 Outfit Police Vehicles

By Council President Murphy, supported by Councilman Higgins

WHEREAS, the Lincoln Park Police Department is requesting to have three new patrol vehicles, 2018 Ford Explorers, outfitted.

BE IT RESOLVED, that the Mayor and Council authorize the Lincoln Park Police Department to waive the bidding process and have Herkimer Radio Service outfit three new patrol vehicles, 2018 Ford Explorers, as they provided the lowest qualified quote that meets all of the Police Department's specifications. Total cost for outfitting the three Ford Explorers is \$38,889.72.

BE IT FURTHER RESOLVED, funds to come from the Police Department Forfeiture Capital Account-265.320.983.

Motion unanimously carried.

RESOLUTION 2018-41 L-3 Camera & Computer/Police Vehicles

By Council President Murphy, supported by Councilman Parkinson

WHEREAS, the Lincoln Park Police Department is requesting to purchase one L-3 in car computer and one car camera.

BE IT RESOLVED, that the Mayor and Council authorize the Lincoln Park Police Department to waive the bidding process and purchase one L-3 in car computer and one car camera for a total cost of \$8,128.10 which includes shipping from L-3 Mobile-Vision, Inc. who is the sole supplier.

BE IT FURTHER RESOLVED, funds to come from the Police Department Account-101.305.820 initially. Police Department JAG Grant to fully reimburse the Police Department after the purchase has been made.

Motion unanimously carried.

RESOLUTION 2018-42 Reprogram CDBG Funds/CPW Radios

By Council President Murphy, supported by Councilman Dardzinski

WHEREAS, the Citizen's Patrol Watch uses hand-held radios while on patrol and these radios are obsolete and do not transmit in all areas of the City.

WHEREAS, there is no funding in the Crime Awareness program to purchase new radios.

THEREFORE BE IT RESOLVED, that \$44,000 be reprogrammed from the 2016/17 CDBG activity of Code Enforcement into the 2016/17 CDBG Crime Awareness activity for purchase of new radios.

Motion unanimously carried.

RESOLUTION 2018-43 Solicit Bids/Demo/1378 Hanford & 2121 Olive

By Councilman Parkinson, supported by Councilman Higgins

RESOLVED, that the Director of Community Planning & Development and Director of Public Services are authorized to solicit bids for the demolition of structures located at 1378 Hanford and 2121 Olive. Funds to come from Account #249-040-75521 Building Department Demolition.

Motion unanimously carried.

RESOLUTION 2018-44 Set Study Session/Museum

By Council President Murphy, supported by Councilman Dardzinski

WHEREAS, the Lincoln Park Historical Commission has submitted a letter to the Mayor and Council requesting a meeting to discuss operational funding of the Historical Museum, and

WHEREAS, the Commission is also requesting that members of the Board of the Historical Society be part of this conversation.

THEREFORE, BE IT RESOLVED, that the Mayor and Council schedule a Study Session on March 5, 2018 at 6:30 PM in the John A. Aloisi Council Chambers, 1355 Southfield Road, to discuss funding for the Lincoln Park Historical Museum.

Motion unanimously carried.

RESOLUTION 2018-45 Accounts & Claims Payable (over \$25,000)

By Council President Murphy, supported by Councilman Higgins

RESOLVED, that the Accounts and Claims Payable for those items greater than \$25,000 be approved as follows:

DTE Energy	Street Lighting upgrade Southfield Rd (DDA)	\$ 134,292.00
DTE	Street lights Jan 2018	\$ 46,459.33
Great Lakes Water Auth.	Water Dec 2017	\$ 194,841.89
PNC	Balance of FY 18 P & F Pension Pymt	\$3,009,922.00
R J & J Enterprises	Lafayette & Cleophus Water Main Replacement	\$ 84,284.50
R J & J Enterprises	Various Water Main Breaks	\$ 46,131.25
Wayne County	Fixed Excess Feb 2018	\$ 72,035.00

Motion unanimously carried.

CITY MANAGER REPORT

DEPARTMENT HEAD REPORT -- Assessor

CITIZENS COMMUNICATIONS (City related matters only)

ORAL REPORTS OF THE MAYOR AND COUNCIL

RESOLUTION 2018-46 Adjournment

By Council President Murphy, supported by Councilman Parkinson

RESOLVED, that the meeting be adjourned at 9:13p.m.

Motion unanimously carried

THOMAS E. KARNES, MAYOR

KERRY KEHRER, ASST. CITY CLERK



Office of Community Planning & Development

March 5, 2018

Honorable Mayor and City Council

Subject: Solicit Bids KMB – Room A Interior Painting

Budget Impact: Funds budgeted in the Capital Improvement Plan

BACKGROUND: Room A in the Kennedy Memorial Building is in need of painting. This room is rented out on the weekends and used for special events and classes. It has been at least 15 years since it was last painted. Due to its extensive use, it is necessary to repaint at this time.

Recommendation: It is recommended that we solicit bids for repainting.

Respectfully Submitted,

Doreen P. Christian
Director

Attachment: Proposed Resolution, bid specs

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that Doreen Christian, the Parks & Recreation Director, is authorized to solicit bids for the repainting of the interior of the Kennedy Memorial Building, Room A.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

INVITATION TO BID
CITY OF LINCOLN PARK
WAYNE COUNTY, MICHIGAN
KENNEDY MEMORIAL BUILDING
3240 FERRIS
ROOM A – INTERIOR PAINTING

The City of Lincoln Park is accepting sealed bids from Contractors for interior painting of Room A at the Kennedy Memorial Building, 3240 Ferris, Lincoln Park, Michigan 48146. Work to commence on May 13, 2018, and be completed no later than May 23, 2018. A walk-through is scheduled for Monday, March 12, 2018, from 9:00 a.m. – 11:00 a.m. for Contractors to view the areas and take measurements.

Bids must be received by 10:00 a.m. Wednesday, March 21, 2018
Donna Breeding, City Clerk, City of Lincoln Park
1355 Southfield Road
Lincoln Park, Michigan 48146

Bids shall be publicly opened and read at:
10:00 a.m. (local time), Wednesday March 21, 2018
City of Lincoln Park
Municipal Office Building
1355 Southfield Road
Lincoln Park, Michigan 48146

Contract Documents may be obtained from the MITN website at www.mitn.info

The City of Lincoln Park reserves the right to waive any irregularity, accept or reject any or all bids, and to accept proposals that, in the City's opinion, are in the best interest of and to the advantage of the City of Lincoln Park. No bidder may withdraw his bid within 90 days after the date of bid opening.

Scope of work
City of Lincoln Park Michigan
Kennedy Memorial Building
3240 Ferris
Room A - Interior Painting

Contractors may view areas and take measurements on Monday, March 12, 2018, from 9:00 a.m. – 11:00 a.m.

Work to commence on May 13, 2018, and be completed no later than May 23, 2018.

General Paint Bid Specifications

1. It is the intention of these specifications to have Room A painted (excluding the barrel ceiling), the bottom of beams, stringers and risers, handrails, doors, the men's & women's restroom walls & ceiling, the kitchen walls & ceiling, and the foyer walls & ceiling. An oil base semi-gloss paint is to be used. Room A walls light grey, restrooms current color, kitchen light grey walls with remaining items their current color.
2. All tape & adhesive shall be removed and all cracks and holes repaired.
3. Contractors shall furnish all labor, materials, tools, and equipment necessary for a complete repainting job.
4. All articles affixed to the building, such as hardware and light fixtures removed by painting contractor shall be replaced after completing painting of that area. All electrical devices plates shall be removed and stored carefully and replaced after paint has dried. It shall be the responsibility of the painting contractor to record any area that was identified during the project walk-through as **NOT TO BE PAINTED**.
5. Color shall be selected and approved by the Parks & Recreation Director. All paints and materials shall be first line, brand name and approved by the Parks & Recreation Director before work is started.
6. It shall be the responsibility of the contractor to safely store materials and equipment during the course of work.
7. All staging, scaffolds, ladders, etc. shall be maintained at all times in a manner to meet OSHA Safety Requirements and not be a hazard to Lincoln Park Parks & Recreation personnel or visitors. Adequate exits shall be maintained in the area to meet the Fire Marshall's regulations.

8. All non-painted areas, such as floors, glass, etc. shall be protected. Upon completion of work, the contractor shall remove all splattering and remove all paint-related rubbish from the premises. The paint contractor shall be held responsible for any related damages.

9. The paint contractor shall leave all unused paint identified by brand, color and formula for future touchups. The painting contractor shall also supply Lincoln Park Parks & Recreation Close out Documents listing all paint colors (including formulas), and paint manufacturer's warranty for all products actually used for the job site.

10. INSURANCE

- a. General contractors and sub-contractors are responsible for submitting to the City of Lincoln Park proof of insurance before any bid is considered. Such documentation need only to be submitted as often as it is necessary to verify current insurance coverage's.
- b. Minimum statutory levels of insurance for general contractors and sub-contractors are as follows:
 - i. Workmen's Compensation and Employer's Liability
 - ii. General Liability
 1. Property damage: no less than \$50,000
 2. Bodily injury: no less than \$100,000

TOTAL COST _____

Contractor: _____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Signature: _____

Printed Name & Title: _____

Return sealed bid marked "KMB Room A Interior Painting" by **3:00 pm March 21, 2018** to:
Donna Breeding, City Clerk
City of Lincoln Park
1355 Southfield Road
Lincoln Park MI 48146

Bids shall be publicly opened and read at:

10:00 a.m. (local time), Wednesday March 21, 2018
City of Lincoln Park
Municipal Office Building
1355 Southfield Road
Lincoln Park, Michigan 48146



City of Lincoln Park
*Department of Public Services
& Engineering*
500 Southfield Rd.
Lincoln Park, MI 48146
(313) 386-9000

March 5, 2018

Honorable Mayor and City Councilors
City of Lincoln Park
Lincoln Park, MI

Subject: Authorization to solicit bids for Water Leak Detection Survey

Background:

The City of Lincoln Park has been operating with a high water loss. This can be caused by many factors including aging infrastructure and unseen water main breaks. A water leak detection survey would hopefully locate where the water loss is occurring and allow the City to develop a plan to make the necessary repairs to minimize water loss.

Fiscal Impact:

N/A

Recommendation:

To proceed and allow the DPS to solicit bids for a Water Leak Detection Survey.

Sincerely,

John Kozuh, Director
Department of Public Services

Attachments:

1. Resolution

CC: Matt Coppler, City Manager; Lisa Griggs, Finance Director

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 3/5/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

WHEREAS, the City of Lincoln Park has been operating with a high water loss and the cause is unknown.

BE IT RESOLVED, that the Mayor and City Council authorize The Department of Public Services to solicit bids for a Water Leak Detection Survey.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

February 26, 2018

Honorable Mayor and Council Members
City of Lincoln Park
Lincoln Park, Michigan

Subject: Resolution to Approve the Property Lease Agreement by and between the City of Lincoln Park and E & J Tree Service

Since 2015 the City has been leasing to E & J Tree Service unutilized City owned land located to the rear of DPS Yard. E & J Tree Service utilizes this land to store its equipment that it uses as part of its services to the City. The Lease and its options to renew expire at the end of March. The current agreement contained a single one-year extension, requiring mutual consent of both parties, which was exercised in 2017.

The new Agreement requires E & J Tree Services to pay the City of Lincoln Park the sum of \$1,000.00 per month.

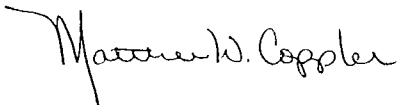
Budget Impact:

The current year anticipates the renewal of this Agreement.

Recommendation:

It is recommended that the Mayor and City Council adopt the attached resolution to approve the lease of land located at the rear of the DPS Lot located at 500 Southfield Road, to E&J Tree Service.

Respectfully submitted,



Matthew W. Coppler
City Manager

Attachment(s):

1. Resolution
2. Agreement

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 3/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

BE IT RESOLVED, the Mayor and Council hereby approves the Property Lease Agreement by and between the City of Lincoln Park and E&J Tree Service for a period of one (1) year pursuant to the terms of said Agreement, with an option to renew for the same terms for an additional year, upon mutual consent by both parties. This Agreement is for a portion of the Lincoln Park DPS rear lot at 500 Southfield Road.

BE IT FURTHER RESOLVED, the Mayor and City Clerk are authorized to sign the Property Lease on behalf of the City of Lincoln Park.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

PROPERTY LEASE

This Lease between the City of Lincoln Park, a Michigan municipal corporation (CITY) and E&J Tree Service, (E&J), is entered into this ____ day of March 2018 for a period of one year, beginning April 1, 2018, with an option to renew same for an additional one (1) year by mutual consent. The exhibits attached hereto in the appendix are incorporated by reference into this Agreement.

WITNESSETH: That CITY, a Michigan Municipal Corporation, with offices at 1355 Southfield Road, Lincoln Park, Michigan, hereinafter designated as the Landlord, does hereby rent and lease to E&J Tree Service, with offices at 771 St. Johns, Lincoln Park, Michigan, that portion of the Lincoln Park DPS rear lot, west of the main office building located at 500 Southfield Road, which shall be referred to as the rear lot. E&J will use the rear lot for storage of tree service equipment and product.

- A. E&J shall pay to CITY as rental for said premise the sum of twelve thousand dollars (\$12,000.00) per year at a rate of one thousand dollars (\$1,000.00) per month, due the first Monday of the month, effective April 1, 2018, payable at City Hall.
- B. E&J shall maintain at its sole expense, a policy of public liability insurance for the protection and benefit of CITY, wherein CITY is one of the named insured, in the sum of not less than \$1,000,000.00 for injury to each person for each occurrence, \$3,000,000.00 aggregate for each occurrence, and \$1,000,000.00 property damage, and shall maintain such policy in effect during the term hereof, and shall provide CITY a copy of said policy. Further, E&J, shall indemnify and hold the CITY harmless from any liability, claims, damages or losses arising from use of the rear lot.
- C. E&J shall use the Southfield entrance for egress and ingress at all times.
- D. All maintenance of the leased premises, the rear lot, shall be performed by E&J at its expense, and at the expiration of the lease term E&J shall yield and deliver up the same in like condition as when taken. E&J shall keep the leased premises in accordance with all health and safety and other regulations imposed by any government authority.
- E. E&J shall observe all reasonable regulations and requirements of underwriters tending to reduce fire hazards and insurance rates, and shall not permit nor allow any rubbish, waste

material or products to accumulate on the premises.

- F. E&J shall not assign this lease nor sublet the premises nor any part thereof without the written consent of CITY.
- G. CITY shall have the right at all times to enter upon and inspect the leased premises.
- H. E&J agrees to indemnify and hold CITY harmless for any liability for damages to any person or property, in or about said leased premises and in the course of their operation, from any cause whatsoever.
- I. Either party may terminate this agreement for any reason with 30 days written notice, by certified mail, return receipt requested, addressed to the address shown below, unless notice of change of address is furnished to all parties in the manner provided in this section.

E&J: _____, E&J Tree Service,
771 St. Johns, Lincoln Park Michigan 48146

CITY: City Manager, City of Lincoln Park
1355 Southfield, Lincoln Park Michigan 48146

FOR THE CITY OF LINCOLN PARK

FOR E&J TREE SERVICE

Thomas E. Karnes, Mayor

Donna Breeding, City Clerk

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

WHEREAS, the Downriver Utility Wastewater Authority is asking member communities to vote on whether the Authority should approve the Definitive Transfer Agreement for the purchase of the Downriver Sewage Disposal System from Wayne County; and

WHEREAS, the Mayor and Council wish to gather more information to better understand the Definitive Agreement and its impact on the citizens of Lincoln Park.

THEREFORE, BE IT RESOLVED, that the Mayor and Council schedule a Study Session on March 12, 2018 at 6:30 p.m. in the John A. Aloisi Council Chambers, 1355 Southfield Road, to discuss the Downriver Sewage Disposal System Definitive Transfer Agreement.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

AGENDA STATEMENT

To: Mayor Karnes and City Council

From: Raymond Watters, Chief of Police

Subject: ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) Training Institute Instructor Class

Date: February 21, 2018

cc: City Clerk, City Attorney, and City Manager

Purpose:

The Lincoln Park Police Department is requesting permission for Sergeant Ryan Hammerle and Detective Scott Kerr to attend the ALICE Instructor School being offered at Novi Woods Elementary School in Novi, MI. The school is being held on Wednesday, June 20, 2018 and Thursday, June 21, 2018.

Fiscal Impact:

The cost for the school is \$1,190.00 (\$595.00 per student). This will not cause any shortages or overtime. Meal expenses will be subject to the City travel policy. A Police Department vehicle will be used. The funds will come from the Police Department's Training Account 101-305-960.

Policy Changes:

N/A

Background:

N/A

Attachments:

Resolution, Cover Letter, Course Information

PROPOSED RESOLUTION

LINCOLN PARK CITY COUNCIL

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that Mayor and Council authorize Sergeant Ryan Hammerle and Detective Scott Kerr to attend ALICE Instructor School being offered at Novi Woods Elementary School in Novi, MI on Wednesday, June 20, 2018 and Thursday, June 21, 2018. The cost of the school is \$1,190.00. Meal expenses will be subject to the City travel policy. A Police Department vehicle will be used.

BE IT FURTHER RESOLVED, funds to come from the Police Department's Training Account 101-305-960.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



City of Lincoln Park

Department of Police

1427 Cleophus
Lincoln Park, Michigan 48146
313-381-1800

February 21, 2018

Honorable Mayor Karnes and Council
City of Lincoln Park
1355 Southfield
Lincoln Park MI 48146

Dear Mayor Karnes and members of Council:

The Lincoln Park Police Department is requesting permission for Sgt. Ryan Hammerle and Detective Scott Kerr to attend the ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) Training Institute Instructor class.

ALICE Training is the leading program for response to violent critical incidents (VCI). VCI are man-made forms of violent disaster, including: active shooter, violent intruder, mass shooting, terrorism, workplace violence, and other unexpected tragedies.

As an ALICE certified instructor, the officers will receive the necessary training and materials to be able to conduct ALICE overview and refresher presentations, and lead the hands-on portion of training in the ALICE Blended delivery model.

The ALICE Instructor class is from June 20-21st and will be held at the Novi Woods Elementary School located at 25195 Taft Rd Novi, MI 48374. The cost of the school is \$595.00 for each student (\$1,190.00 total). The funds for the school will come from the Department's training account # 101-305-960. Both officers will take a city vehicle to the school and meals will be subject to the city travel policy.

A handwritten signature in black ink that reads "Raymond Watters". The signature is written in a cursive style.

Raymond Watters
Chief of Police

REGISTER NOW !!

ALICE Instructor Certification Training (2 days) - \$595

Hosted by: Novi Community School District

ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training is the leading program for response to violent critical incidents (VCI). VCI are man-made forms of violent disaster, including: active shooter, violent intruder, mass shooting, terrorism, workplace violence, and other unexpected tragedies.

The mission of ALICE is to save lives – this training program empowers individuals to make their own survival decisions, using proactive response strategies, should they be faced with violence. Participating in ALICE Instructor Certification provides you training on these strategies.

ALICE Certified Instructor Role

Completion of this training program allows you to become an ALICE Certified Instructor (ACI).

As an ACI, you will receive the necessary training and materials to be able to conduct ALICE overview and refresher presentations, and lead the hands-on portion of training in the ALICE Blended delivery model. In the ALICE Blended model, user-level training participants learn the ALICE strategies through the ALICE Basic e-Learning course and then these strategies are reinforced through hands-on training and application provided by an ACI.

ALICE Instructor Certification lasts for 2 years and is renewed online through the ALICE Instructor Re-certification e-Learning course.

Permitted Uses

Through the ALICE Blended delivery model (e-Learning + hands-on training), ACI's may only provide training to their own organization and law enforcement officers may train public entities, within their jurisdiction, while on duty. Any other use, whether commercial or educational, is prohibited without the prior written consent of ALICE Training Institute.

Course Objectives

At the end of this course, the participants should be able to:

- Describe the history of active shooter events in America.
- Describe how the traditional Lockdown-only strategy became a standard response.
- Describe lessons learned from previous active shooter events.
- Describe the research and documents which support proactive, options-based strategies and training for civilians.
- Explain the strategies of Alert, Lockdown, Inform, Counter and Evacuate.
- Conduct ALICE Training as part of Organization Certification for their organization, through a blended learning model consisting of e-Learning and hands-on-demonstrations, practical scenarios, and evaluation drills.

Course Overview

- History of ALICE.
- Review of the passive Lockdown-only policies.
- Examination of Law Enforcement response time.
- Data and rationale to support proactive, options-based strategies.
- Moving from Lockdown-only to new standard of care.
- Detailed explanations of ALICE (Alert, Lockdown, Inform Counter, and Evacuate) strategies.
- Activity: Participate in hands-on-demonstrations.
- Activity: Participate in Scenarios.
- New standard of care as described in government agency documents and major associations guidelines.
- Implementation strategies using the blended learning model of ALICE Training.
- Activity-Participants will engage in group projects related to their roles in ALICE Implementation through blended delivery model, and conduct class presentations.

Instructor Resources*

At the end of this course, you will receive the following ALICE Certified Instructor Resources:

- ALICE Instructor Certification e-Learning Course – valid for 2 years of certification
- Instructor Led Demonstrations Guide
- ALICE Safe Scenario Guide
- ALICE Training Presentation
- ALICE Implementation Presentation
- ALICE Instructor Certificate
- Implementation support from a dedicated ALICE representative and the ALICE Client Success team

*All Instructor Resources are located in the ALICE e-Learning portal and are unlocked after you pass the Instructor Certification test.

AGENDA STATEMENT

To: Mayor Karnes and City Council
From: Raymond Watters, Chief of Police
Subject: Police Sniper Instructor School
Date: February 21, 2018
cc: City Clerk, City Attorney, and City Manager

Purpose:

The Lincoln Park Police Department is requesting permission for Detective John Stearns to attend Police Sniper Instructor School being offered by Center Mass Inc. at the Multi Lakes Conservation Center in Commerce Township, MI. The school is being held from Monday, April 23, 2018 through Friday, April 24, 2018.

Fiscal Impact:

The cost for the school is \$799.00. This will not cause any shortages or overtime. Meal expenses will be subject to the City travel policy. A Police Department vehicle will be used. The funds will come from the Police Department's Forfeiture Training Account 265-320-960.

Policy Changes:

N/A

Background:

N/A

Attachments:

Resolution, Cover Letter, Course Information

PROPOSED RESOLUTION

LINCOLN PARK CITY COUNCIL

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that Mayor and Council authorize Detective John Stearns to attend Police Sniper Instructor School being offered by Center Mass, Inc. at the Multi Lakes Conservation Center in Commerce Township, MI beginning Monday, April 23, 2018 through Friday, April 27, 2018. The cost of the school is \$799.00. Meal expenses will be subject to the City travel policy. A Police Department vehicle will be used.

BE IT FURTHER RESOLVED, funds to come from the Police Department's Forfeiture Training Account 265-320-960.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



City of Lincoln Park

Department of Police

1427 Cleophus

Lincoln Park, Michigan 48146

313-381-1800

February 16, 2018

Honorable Mayor Karnes and Council
City of Lincoln Park
1355 Southfield
Lincoln Park MI 48146

Dear Mayor Karnes and members of Council:

The Lincoln Park Police Department is requesting permission for Detective John Stearns to attend the Police Sniper Instructor class.

The focus of this school is on instructor development, training organization and execution, liability reduction, operational tactics and advanced sniper topics such as moving targets, intermediate barriers, angle shooting, night vision and urban tactics using academic and practical teaching methods. Graduates of this course will be able to instruct basic and advanced precision rifle marksmanship to police officers and make educated recommendations to the administration on deployment, equipment & policy issues.

The Police Sniper Instructor class is from April 23-27 and will be held at the Multi Lakes Conservation Center located at 3860 Newton Road Commerce Township, MI 48382. The cost of the school is \$799.00. The funds for the school will come from the Department's forfeiture training account # 265-320-960. Detective Stearns will take a city vehicle to the school and meals will be subject to the city travel policy.

A handwritten signature in black ink that reads "Raymond Watters". The signature is written in a cursive style with a horizontal line underneath the name.

Raymond Watters
Chief of Police

 (<http://www.twttr.com/CenterMassInc>)

 (<https://www.facebook.com/pages/Center-Mass-Inc/263282809600>)

HOME
LEO / MIL / GOV
(/)

CIVILIAN
RANGE / SALES / SERVICE
(/CIV.CENTERMASSINC.COM)HTTP://SHOP.CENTERMASSINC.

ONLINE STORE
CMI PRODUCTS
CIVILIAN

POLICE SNIPER INSTRUCTOR SCHOOL



(<http://centermassinc.com/law-enforcement-training>)

To go back to the training schedule, click here
(<http://centermassinc.com/upcoming-events>)

This MCOLES approved / 302 funded course **April 23-27, 2018**. This 5-day, 40+ hr course, runs **\$799 per student**. Members of the ASA or your state's tactical officers association receive a 10% discount upon request and proof of affiliation.

DESCRIPTION: This school teaches various methods of training police snipers. The focus of this school is on instructor development, training organization and execution, liability reduction, operational tactics and advanced sniper topics such as moving targets, intermediate barriers, angle shooting, night vision and urban tactics using academic and practical teaching methods. Instructors should already be proficient snipers and must have attended a basic sniper school prior to attending this school. Graduates of this course will be able to instruct basic and advanced precision rifle marksmanship to the police officer and make educated recommendations to the administration on deployment, equipment & policy issues for the SWAT environment and sniper unit. Every graduate will have demonstrated proficiency in the weapons use from various shooting positions from 5 to 200 yards. Instructors will be exposed to moving targets, low light shooting, engagement of multiple adversaries, hostage rescue evolutions, judgment and scenario training, angle shooting if facilities allow and intermediate barrier engagements.

STANDARDS: This course it is performance based and requires students to pass a written examination and our qualification course of fire.

EQUIPMENT: Sniper rifle (recommend .308) with quality scope, sling, binoculars and carrying case (pelican type case and dragbag). 500 mds of match grade ammunition, cleaning equipment to include a one piece rod, jags, solvent, and oil. Data book, 2 sets of BDU's w/ boonie cap, camouflage gear and paint, cold/wet weather gear, flashlight w/red lens, duty belt, communications gear, hearing & eyeprotection, sunscreen, insect repellent, glove for weak hand, lunch and plenty of water for each day.

LODGING: Comfort Suites, 28049 Wixom Rd., Wixom, MI 48393. Phone: 248-504-5080. Use Code: CMI

Event Details

Date April 23 - April 27, 2018
Time 8:00am - 5:00pm
Instructor TKAC / SVENKESEN
Price \$799.00

MCOLES Approved - 302 Funded
Multi Lakes Conservation Center
3860 Newton Road
Commerce Township, MI 48382

Event Flyer

(<http://centermassinc.com/img/uploads/1504126-Sniper-Instructor-School-2018.pdf>)

Registration Form

(<http://centermassinc.com/img/uploads/1491840t-2017-training-registration-FILL.pdf>)



Center Mass, Inc.
4 hours ago

Happy Friday, the weekend is here and you should be at Center Mass getting your Range time in. Keep up your skills is essential so come by and say hi, check out the store sign up for an upcoming class. We have something to fit everyone's needs.

<http://civ.centermassinc.com/upcoming-events>



Events at CMI | Center I

CIV.CENTERMASSINC.COM

1 Comment 1

CONTACT INFO

Hours & Location (</contact-info-/hours-location/>)

Contact / Quote (</contact-info-/contact-quote/>)

ABOUT CMI

CMI History and Background (</about-cmi/cmi-history-and-background/>)

Media Kit (</about-cmi/media-kit/>)

GUN RANGE INFORMATION

Live Fire Training Simulator (</gun-range-information/live-fire-training-simulator/>)

Gun Range / Facility Rental (</gun-range-information/gun-range-facility-rental/>)

PROGRAMS & POLICIES

DEALER INFORMATION (</programs-policies-/dealer-information/>)

Company Policies (</programs-policies-/company-policies/>)

CMI is a veteran owned small business. DUNS #018698840 / NCAAGE CODE #3N1G7

Copyright © 2018 Center Mass Inc. | Website by AM Data Service
(<http://www.amdataservice.com>)

33825 Plymouth Road, Livonia MI 48150



Office of Community Planning & Development

March 5, 2018

Honorable Mayor and City Council

Subject: Set Public Hearing – discuss 5-Year Parks & Recreation Master Plan

Purpose: To set a required Public Hearing to discuss the 5-Year Parks & Recreation Master Plan and accept public comment during the course of the regular meeting on March 19, 2018.

Budget Impact: None

BACKGROUND: Creative Landscape Architects & Planners were awarded the bid to prepare the 5-Year Parks & Recreation Master Plan. MDNR requires that a public hearing be held prior to submission of the plan. The preliminary plan will be submitted on April 1, 2018, for MDNR's review and comments. The Public Hearing was supposed to be advertised in the local newspaper and was not. MDNR stated we now have to hold a 2nd public hearing and advertise it in the paper.

Recommendation: It is recommended that the Public Hearing be set.

Respectfully Submitted,

Doreen P. Christian
Director

Attachment: Proposed Resolution

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that a Public Hearing be set for March 19, 2018 at 7:30 p.m. in the John A. Aloisi Council Chambers, 1355 Southfield Road, Lincoln Park MI during the course of the Regular Council Meeting to discuss the proposed 5-Year Parks and Recreation Master Plan.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



City of Lincoln Park

FIRE DEPARTMENT

1355 Cleophus Parkway • Lincoln Park, Michigan 48146-9987 • (313) 381-1100



March 5, 2018

Honorable Mayor and City Councilors
City of Lincoln Park
Lincoln Park, Michigan

Subject: Award bid to West Shore Fire Inc. to purchase 3 new Bullard NXT Thermal Imaging Cameras.

Background:

The Mayor and Council gave permission to solicit bids for the purchase three (3) new Thermal Imaging Cameras with AFG grant funds on 1/3/2018 resolution #2018-03. After bids were collected, West Shore Fire Inc. was the sole bidder, submitting a bid of \$32,205.00

Budget Impact:

The adoption of this resolution will result in a 10% cost share (or \$3,220.50) of the total price of \$32,205. Funds to come from Fire Department account #101-340-757.

Recommendations:

It is recommended that the Mayor and Council adopt the proposed Resolution to award the bid to West Shore Fire Inc., to purchase 3 new Bullard NXT Thermal Imaging Cameras, which meet current NFPA standards required by the AFG grant.

Respectfully Submitted,

Steve Martin,
Fire Chief
City of Lincoln Park

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED that West Shore Fire Inc. be awarded the bid for the purchase of three (3) new Bullard NXT Thermal Imaging Cameras at a cost not to exceed \$32,205.00, 90% of which will be paid with awarded AFG funds. Required 10% cost share funds (\$3,220.50) to come from Fire Department Account #101-340-757.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



City of Lincoln Park

FIRE DEPARTMENT

1355 Cleophus Parkway • Lincoln Park, Michigan 48146-9987 • (313) 381-1100



March 5, 2018

Honorable Mayor and City Councilors
City of Lincoln Park
Lincoln Park, Michigan

Subject: Award bid to Hastings Air Energy Control Inc. to replace and install new vehicle exhaust ventilation system.

Background:

The Mayor and Council gave permission to solicit bids for the purchase of a new vehicle exhaust system on 1/3/2018 resolution #2018-04. After bids were collected, two (2) vendors provided bids: Hastings Air Energy Control, Inc. at a cost of \$45,400 for the Plymovent exhaust system, and Clean Air Concepts at a cost of \$35,892.59 for the MagneGrip exhaust system, that also came with an optional hose upgrade for an additional \$11,296.04.

Although Hastings Air Energy Control Inc. came in with the higher bid, they were the only vendor who met all of the bid specifications. The two specifications that were not met by Clean Air Concepts were:

- 1.) A safety malfunction disconnect handle shall completely separate the lower nozzle section from the upper hose assembly. (Reducing possibility of damage to the vehicle if nozzle fails to release.)
- 2.) Attachment to the vehicles shall be made in any direction of the nozzle and will not require a mandatory attachment point. (Mandatory attachment points make it more difficult to attach, causing the operator to stand in the hazardous environment longer than necessary).

Clean Air Concepts did offer to make alterations to their original product, but explained in their bid package that they advised against making the modifications.

Budget Impact:

The adoption of this resolution will result in a 10% cost share (or \$4,540) of the total price of \$45,400. Funds to come from Fire Department account #101-340-757.

Recommendations:

It is recommended that the Mayor and Council adopt the proposed Resolution to award the bid to Hastings Air Energy Control Inc., who met all bid specifications, to remove and replace the existing vehicle exhaust removal system.

Respectfully Submitted,

Steve Martin,
Fire Chief
City of Lincoln Park

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED that Hastings Air Energy Control Inc. be awarded the bid for the removal of the existing exhaust removal system and replace it with the Plymovent exhaust removal system for a cost not to exceed \$45,400 as they are the bidder that meets all Fire Department specifications. 90% of total cost will come from awarded AFG grant funding. The remaining 10% cost share funds (\$4,540) to come from Fire Department Account #101-340-757.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



Office of Community Planning & Development

March 5, 2018

Honorable Mayor and City Council

Subject: Award Bid – CDBG 2017-18 Senior Center Roof Renovations

Purpose: To enter into contract with Insulated Roof Contractors to perform the Senior Center Roof Renovations.

Budget Impact: Will result in the expenditure of already budgeted CDBG Funds from Account # 249-043-755201 Senior Center Renovations 2017-18 FY Budget.

BACKGROUND: The M&C authorized Hennessey Engineers to prepare design and engineering specifications with bid documents and to solicit bids on September 5, 2017, Resolution #2017-306. Two companies came for the mandatory walk-thru and both submitted bids; Insulated Roofing Contractors, \$79,177.00 and Oak ridge Foam & Coating \$156,300.00.

Recommendation: Hennessey Engineers reviewed the bids and recommend moving forward with the project and awarding the job to Insulated Roofing Contractors.

Respectfully Submitted,

Doreen P. Christian
Director

Attachment: Proposed Resolution and Hennessey Recommendation

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that Insulated Roofing Contractors of New Albany, Indiana be awarded the contract for the CDBG 2017-18 Senior Center Roof Renovations in the amount of \$87,094.70 which includes a 10% contingency as they are the lowest best bidder that meets all specifications.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to execute documents necessary to accomplish this work. Funds to come from Account Number 24943-755201 Senior Center Renovations.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



February 15, 2018

Doreen Christian
City of Lincoln Park Community Development
3240 Ferris
Lincoln Park, Michigan 48146

**Re: 2017-18 Senior Center Roof Renovations
Recommendation of Construction Contract Award
City of Lincoln Park
Hennessey Project No. 59000.04**

Dear Ms. Christian:

As you are aware, the City of Lincoln Park opened bids on Wednesday, February 7, 2018 for the above referenced project and received bids from two (2) of the two (2) contractors that picked up contract documents. Attached is a copy of the bid tabulation.

Our office has reviewed the two (2) bids received and Insulated Roofing Contractors of New Albany, Indiana is the lowest bidder with a bid of \$79,177.00 to complete the work under this Contract. In summary, bids received were as follows:

- Insulated Roofing Contractors \$ 79,177.00
- Oak Ridge Foam & Coating \$156,300.00

This contract proposes the renovations to the existing flat roofs at the Senior Center. Insulated Roofing Contractors are very capable of completing this work and have completed numerous roof renovation projects administered through our office for other nearby communities.

Therefore, it is our recommendation that the bid for the 2017-18 Senior Center Roof Renovations be awarded to Insulated Roofing Contractors of New Albany, Indiana in the amount of \$87,094.70 which includes a 10% contingency.

If you have any questions, or if additional information is necessary, please do not hesitate to call me at (734) 759-1600.

Very Truly Yours,

HENNESSEY ENGINEERS, INC



Raymond Parker.
Project Architect

cc: Matt Coppler, City Manager, City of Lincoln Park
John J. Hennessey, P.E. Hennessey Engineers, Inc.
James D. Hollandsworth, P.E., P.S., Hennessey Engineers, Inc.
Jim Kaiser, Insulated Roofing Contractors

File B.3



City of Lincoln Park
Department of Public Services
& Engineering
500 Southfield Rd.
Lincoln Park, MI 48146
(313) 386-9000

March 5, 2018

Honorable Mayor and City Councilors
City of Lincoln Park
Lincoln Park, MI

Subject: Bid Award for The 2018 Kennedy Memorial Building Roof Renovations
Background:

Hennessey Engineers, Inc. on behalf of The City of Lincoln Park DPS solicited bids for The 2018 Kennedy Memorial Building Roof Renovations. The City of Lincoln Park received two bids for the project with the low bidder being Insulated Roofing Contractors of New Albany, Indiana with a bid amount of \$62,287.00 plus a 10% contingent amount for a total of \$68,515.70.

Fiscal Impact:

The lowest bid for this project is from Insulated Roofing Contractors with a bid amount of \$62,287.00 plus a 10% contingency for a total amount not to exceed \$68,515.70 to come from Capital account 410-001-983000.

Recommendation:

To proceed and award the bid for the 2018 Kennedy Memorial Building Roof Renovations to Insulated Roofing Contractors.

Sincerely,

John Kozuh, Director
Department of Public Services

Attachments:

1. Resolution
2. Hennessey Engineers, Inc. Recommendation Letter

CC: Matt Coppler, City Manager; Lisa Griggs, Finance Director

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

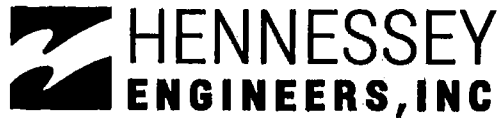
DATE: 3/5/2017

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson , Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson , Mayor Karnes

RESOLVED, the Mayor and City Council hereby award the bid for the 2018 Kennedy Memorial Building Roof Renovations to Insulated Roofing Contractors of New Albany, Indiana for a total cost not to exceed \$68,515.70 to come from Capital account number 410-001-983000

BE IT RESOLVED, the Mayor and City Council authorize the Mayor and City Clerk to sign all pertinent contract documents.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



February 15, 2018

Mr. John Kozuh, Director of Public Services
City of Lincoln Park
500 Southfield Road
Lincoln Park, Michigan 48146

**Re: 2018 Kennedy Memorial Building Roof Renovations
Recommendation of Construction Contract Award
City of Lincoln Park
Hennessey Project No. 73086**

Dear Mr. Kozuh:

As you are aware, the City of Lincoln Park opened bids on Wednesday, February 7, 2018 for the above referenced project and received bids from two (2) of the two (2) contractors that picked up contract documents. Attached is a copy of the bid tabulation.

Our office has reviewed the two (2) bids received and Insulated Roofing Contractors of New Albany, Indiana is the lowest bidder with a bid of \$62,287.00 to complete the work under this Contract. In summary, bids received were as follows:

- | | |
|---------------------------------|--------------|
| • Insulated Roofing Contractors | \$ 62,287.00 |
| • Oak Ridge Foam & Coating | \$228,935.00 |

This contract proposes the renovations to the existing barrel roof at the Kennedy Memorial Building. Insulated Roofing Contractors are very capable of completing this work and have completed numerous roof renovation projects administered through our office for other nearby communities.

Therefore, it is our recommendation that the bid for the: 2018 Kennedy Memorial Building Roof Renovations be awarded to Insulated Roofing Contractors of New Albany, Indiana in the amount of \$68,515.70 which includes a 10% contingency.

If you have any questions, or if additional information is necessary, please do not hesitate to call me at (734) 759-1600.

Very Truly Yours,

HENNESSEY ENGINEERS, INC



Raymond Parker.
Project Architect

cc: Matt Coppler, City Manager, City of Lincoln Park
John J. Hennessey, P.E. Hennessey Engineers, Inc.
James D. Hollandsworth, P.E., P.S., Hennessey Engineers, Inc.
Jim Kaiser, Insulated Roofing Contractors

File B.3

Lincoln Park
City of Lincoln Park

City of Lincoln Park
*Department of Public Services
& Engineering*
500 Southfield Rd.
Lincoln Park, MI 48146
(313) 386-9000

March 5, 2018

Honorable Mayor and City Councilors
City of Lincoln Park
Lincoln Park, MI

Subject: Authorize Hennessey Engineers, Inc. to create Structural Design Drawings and Specifications for the entry stairs to the City Hall Building

Background:

The entry stairs to the City Hall Building have been in a fail state and must be repaired/replaced. Hennessey Engineers, Inc. is the City of Lincoln Park's current contracted engineering firm and has put together a proposal to create Structural Design Drawing Specifications for these stairs. As part of their proposal they will review the structural integrity and the soil conditions of the existing stairs and use this information to complete bid drawings and specifications to replace the existing stairs and tie them back to the existing landing and ramp.

Fiscal Impact:

The total cost for the Design and Specifications is not to exceed \$2,400 to come from Capital account number 410-001-983000.

Recommendation:

It is my recommendation that the Mayor and City Council authorize Hennessey Engineers, Inc. to create structural design drawings and specifications for the entry stairs to the City Hall Building.

Sincerely,

John Kozuh, Director
Department of Public Services

Lincoln Park
City of Lincoln Park

City of Lincoln Park
*Department of Public Services
& Engineering*
500 Southfield Rd.
Lincoln Park, MI 48146
(313) 386-9000

Attachments:

1. Resolution
2. Hennessey Engineers, Inc. proposal

CC. Matthew Coppler, City Manager; Lisa Griggs, Director of Finance and Operations

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 3/5/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

WHEREAS, Hennessey Engineers, Inc. is the City's current Engineering Firm.

BE IT RESOLVED, that the Mayor and City Council authorize Hennessey Engineers, Inc. to create Structural Design Drawings and Specifications for the entry stairs to the City Hall Building for a total cost not to exceed \$2,400 to come from Capital account 410-001-983000.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



February 15, 2018

Mr. John Kozuh, Director of Public Services
City of Lincoln Park
500 Southfield Road
Lincoln Park, Michigan 48146

**Re: Proposal for City Hall Stair Reconstruction Design & Specifications
City of Lincoln Park**

Dear Mr. Kozuh:

Hennessey Engineers, Inc. (Hennessey) is pleased to provide the City of Lincoln Park a proposed cost to create Structural Design Drawings Specifications for renovations to the entry stairs of the Lincoln Park City Hall Building. The following are the services that would be completed by Hennessey Engineers, Inc.

- **Structural Investigation and Drawings of Existing Stair and Ramp System**
Hennessey and our consultants will investigate and review the current structural integrity and soil conditions of the existing stair to develop structural specifications for replacement of the existing stair section.
- **Bid Drawings & Specifications**
Hennessey will create structural bid drawings and specifications itemizing needed items to replace the existing concrete stairs and to tie them back to the existing landing and ramp system.
 - Structural Investigation & Existing Drawings \$700.00
 - Bid Drawings & Specifications \$1,700.00
 - Total Fees** **\$2,400.00**

If you have any questions, or if additional information is required, please do not hesitate to call.

Very Truly Yours,

HENNESSEY ENGINEERS, INC

Raymond D. Parker, RA
Project Architect

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

WHEREAS, the City of Lincoln Park experienced a significant snow event beginning February 9, 2018 and lasting through February 11, 2018 that deposited over ten inches of snow on City streets; and

WHEREAS, the men and women of the Lincoln Park Department of Public Services worked countless hours clearing the City streets, fixing water leaks, and addressing the concerns of residents caused by the significant snowfall.

THEREFORE, BE IT RESOLVED, that the Mayor and City Council recognize the efforts of the men and women of the Lincoln Park Department of Public Services during this significant snow event and extend to each the City's sincere appreciation for all they did to make the streets safe during this time.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

February 26, 2018

Honorable Mayor and Council Members
City of Lincoln Park
Lincoln Park, Michigan

Subject: Resolution to Waive the Bid Requirements for the Purchase of Radios for the Citizens Patrol Watch and Authorize the City to Purchase Radios through the State of Michigan's Cooperative Bid Program

It was identified during review of the emergency management plan that the Citizens Patrol Watch (CPW) are using radios that do not provide complete coverage of the City and which cannot communicate with members of the City's Public Safety Department. To rectify this shortcoming in the emergency response efforts, the attached resolution will allow the City to purchase an initial allotment of radios for CPW off the State of Michigan's cooperative purchasing bid list. These radios will also be utilized by the Citizen Emergency Response Team.

Partial funding for the radio was put in place by Mayor and Council at the last meeting when Community Development Block Grant (CDBG) funds were reallocated for this purpose. The necessary remaining funds will come from the CDBG account for Crime Awareness.

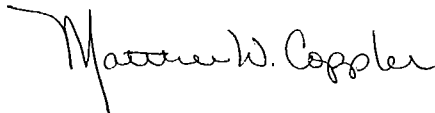
Budget Impact:

Money has been allocated within the CDBG Fund to make this purchase and will leave approximately \$2,500.00 for Crime Awareness activities.

Recommendation:

It is recommended that the Mayor and City Council adopt the attached resolution to approve the waiving of the City's bid process and allow the Chief Watters to buy radios off the State of Michigan Extended Purchasing Program.

Respectfully submitted,



Matthew W. Coppler
City Manager

Attachment(s):

1. Resolution
2. Memo from Michael Parr, CPW Program Coordinator
3. Radio Purchase List

**ROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

WHEREAS, the City wishes to purchase radios for use by the Lincoln Park Citizens Patrol Watch to replace outdated radios that do not provide interoperability with the Public Safety Departments; and

WHEREAS, funds are available within the Community Development Block Grant Program, Crime Awareness budget, to purchase these radios; and

WHEREAS, the radios to be purchased are available through the State of Michigan Extended Purchasing Program that leverages the buying power of the State for local governments to benefit directly from the reduced cost of goods and services and indirectly by eliminating the time needed to process bids.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council authorize Chief of Police Raymond Watters to honor the State bidding process and purchase nineteen (19) handheld and one (1) base unit with related accessories and required programming from Motorola Solutions Inc., for a price not to exceed \$56,522.15, with funding coming from money set aside in the City's CDBG Crime Awareness budget.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



City of Lincoln Park

Department of Police

1427 Cleophus

Lincoln Park, Michigan 48146

313-381-1800

MEMORANDUM

To: Chief Watters

From: Michael Parr (Program Coordinator)

Date: February 23, 2018

Subject: CPW Radio Replacement Program

Enclosed you will find a purchase order request for the Lincoln Park Citizen's Patrol Watch to purchase the following quantity of Motorola radios for use by program volunteers:

- 19 APX 1000 Handheld Units
- 3 APX 4000 Handheld Units
- 1 APX 4500 Base Unit
- Related accessories and required programming

The total cost of all the items below is \$56,522.15.

Funds to cover these costs would come from the following CDBG Accounts:

1. \$44,000.00 – Reallocation by action of the Mayor and City Council on February 20, 2018.
2. \$7,532.58 – 2016/2017 Crime Awareness Program Funding
3. \$4,989.57 – 2017/2018 Crime Awareness Program Funding

Currently, the Citizen's Patrol Watch utilizes a radio system in the city that does not provide coverage throughout the entire city nor is there an ability to communicate with city personnel during incidents. In order to ensure true interoperable communications one of the goals of emergency management, the APX series of the Motorola radios will allow volunteers to be able to have secure communications during times of emergencies while also ensuring volunteers have the resources necessary to safely assist the city during these events.

Motorola has provided these prices based on the State Bid Price and therefore the solicitation of bids is not necessary. Our intention would be to be able to use these radios by no later than the 2018 Memorial Day Parade.

If approved by the Police Department, then the Office of Community Planning and Development along with the Office of City Manager will need to approve use of and purchase of these radios prior to the Mayor and Council authorizing the waiving of the bidding process to purchase these radios.

If you have any questions on this request, please let me know.

Enclosure

cc: Sgt. J. Mueller
K. Erdos



Customer #: 1000628951 Prepared By Christine Toth
 Quote Number #: Email christine.toth@motorolasolutions.com

Office
 Mobile 312-965-9943

Date: 2/22/2018

Prepared For: Matthew Coppler
 Company: City of Lincoln Park
 Phone:
 Email:

Ship to
 Address:

Line	Qty	Model	Description	List Price	Contract Price	Price
APX 1000 MODEL 1.5						
19		H84UCD9PW5 N	APX 1000 7/800 MHZ MODEL 1.5 PORTABLE	\$ 1,391.00	\$ 1,043.25	\$ 19,821.75
19		QA04096	ENH: P25 TRUNKING	\$ 1,070.00	\$ 802.50	\$ 15,247.50
19		H885BK	ADD: 3 YEAR SERVICE FROM THE START LITE	\$ 90.00	\$ 90.00	\$ 1,710.00
APX 4000 MODEL 2						
3		H51UCF9PW6	APX 4000 7/800 MHZ MODEL 2 PORTABLE	\$ 1,963.00	\$ 1,472.25	\$ 4,416.75
3		QA04865	TWO KNOB CONFIGURATION	\$ -	\$ -	\$ -
3		QA02756	ENH: 3600 OR 9600 TRUNKING BAUD	\$ 1,570.00	\$ 1,177.50	\$ 3,532.50
3		H885BK	3 YEAR SERVICE FROM THE START LITE	\$ 90.00	\$ 90.00	\$ 270.00
APX 4500						
1		M22URS9PW1 N	APX4500 7/800	\$ 1,564.00	\$ 1,173.00	\$ 1,173.00
1		QA02756	ADD: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	\$ 1,570.00	\$ 1,177.50	\$ 1,177.50
1		GA00804	ADD: APX O2 CONTROL HEAD (Grey)	\$ 492.00	\$ 369.00	\$ 369.00
1		G444	ADD: APX CONTROL HEAD SOFTWARE	\$ -	\$ -	\$ -
1		G66	ADD: DASH MOUNT	\$ 125.00	\$ 93.75	\$ 93.75
1		G335	ADD: ANT 1/4 WAVE 762-870MHZ	\$ 75.00	\$ 56.25	\$ 56.25
1		W382	ADD: CONTROL STATION DESK GCAI MIC	\$ 169.00	\$ 126.75	\$ 126.75
1		G24	ADD: 3 YEAR SERVICE FROM THE START LITE	\$ 131.00	\$ 131.00	\$ 131.00
1		G142	ADD: NO SPEAKER NEEDED	\$ -	\$ -	\$ -
1		G91	ADD: CONTROL STATION POWER SUPPLY	\$ 269.00	\$ 201.75	\$ 201.75
1		W665	ADD: CONTROL STATION OPERATION	\$ 70.00	\$ 52.50	\$ 52.50
1		W969	ADD: MULTIPLE KEY ENCRYPTION OPERATION	\$ 330.00	\$ 247.50	\$ 247.50
1		G843	ADD: AES ENCRYPTION APX	\$ 475.00	\$ 356.25	\$ 356.25
Accessories						
22		PMMN4065A	APX IMPRES RSM W/VOL, IP57	\$ 107.00	\$ 90.95	\$ 2,000.90
3		NNTN8844	IMPRES 2 MULTI UNIT CHARGER	\$ 1,250.00	\$ 1,062.50	\$ 3,187.50
4		NNTN8860A	GEN2 SUC, 3A US/NA (115VAC ONLY) CHARGER	\$ 150.00	\$ 127.50	\$ 510.00
1		SVC03SVC0123D	SUBSCRIBER INSTALL (HERKIMER)	\$ 115.00	\$ 115.00	\$ 115.00
23		SVC03SVC0115D	SUBSCRIBER PROGRAMMING (HERKIMER)	\$ 75.00	\$ 75.00	\$ 1,725.00
						Total \$ 56,522.15

PO Issued to Motorola Solutions Inc. must:
 >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
 >Have a PO Number/Contract Number & Date
 >Identify "Motorola Solutions Inc." as the Vendor
 >Have Payment Terms or Contract Number
 >Be issued in the Legal Entity's Name
 >Include a Bill-To Address with a Contact Name and Phone Number
 >Include a Ship-To Address with a Contact Name and Phone Number
 >Include an Ultimate Address (only if different than the Ship-To)
 >Be Greater than or Equal to the Value of the Order
 >Be in a Non-Editable Format
 >Identify Tax Exemption Status (where applicable)



MOTOROLA SOLUTIONS

Lincoln Park
Councils of Dorrville

City of Lincoln Park
*Department of Public Services
& Engineering*
500 Southfield Rd.
Lincoln Park, MI 48146
(313) 386-9000

March 5, 2018

Honorable Mayor and City Councilors
City of Lincoln Park
Lincoln Park, MI

Subject: Authorization for Execution of a Change Order No. 1 for Lincoln Pump Station, for an additional expenditure of \$60,000 for unforeseen pump issues.

Background:

This Lincoln Pump Station bid was just awarded by the Mayor & City Council, after the Contractor removed the pump and took it to their repair facility, they found this pump required more extensive work than was initially inclusive in the base bid. These repairs were thought of when we requested a 20% contingency factor in the Contract Award, but we never anticipated the pump to be in this poor of condition.

Fiscal Impact:

The contract was awarded at a price of \$75,688.80, and will now require an additional \$60,000.00 to bring this pump into a functional and reliable condition. The additional \$60,000.00 is to come from account number 420-001-983000 Water & Sewer Capital.

Recommendation:

To proceed and give the DPS Director authorization to execute Change Order No.1 for an amount of \$60,000.00.

Sincerely,

John Kozuh, Director
Department of Public Services

Attachments:

1. Resolution
2. Hennessey Engineers, Inc., e-mail with Northern Pump & Well info.

CC: Matt Coppler, City Manager; Lisa Griggs, Finance Director

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 3/5/2017

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson , Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson , Mayor Karnes

RESOLVED, the Mayor and City Council hereby grant the DPS Director authorization to execute and sign Change Order No. 1 in the amount of \$60,000.00 to Northern Pump & Well, Inc. and bring their contract total to date up to \$135,688.80. The addition \$60,000.00 to come from Account #420-001-983000 Water & Sewer Capital.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



Lincoln Park Inspection Report

Pump #1

February 22, 2018

Disassembly

Electrical was tagged out on Pump 1. Motor shaft was cut to get Motor disconnected as this pump did not have a top shaft coupling in the head. Motor leads were disconnected from junction box and taped off. Motor was lifted by inside crane and lowered on pipe rollers out the door. Crane truck picked up motor and returned to shop for inspection. Dresser coupling below the deck was cut. Base plate bolts were cut off to release base plate from foundation. Pump was pulled from the station in sections and removed out of the building and loaded on flatbed trailer with crane truck. All remaining pump parts were taken to the shop for evaluation.

Evaluation

Head, discharge pipe, column, oil tube, and pump bowl were sand blasted for inspection.

- Head was ok. After cleaning, it was painted with two part epoxy
- After sandblasting discharge pipe showed holes. Integrity of pipe was thin and evaluation showed it should be replaced. (See Pictures).
- One piece of column already had holes and was covered in the initial bid. After sand blasting second piece of column pipe it showed pitting and thin walls. In addition, the existing flanges are not standard. They would need to be cut off and re-welded to match the other pipe being replaced. Recommendation is to scrap the second piece of pipe. (See Pictures).
- After sandblasting and inspecting oil, tubing was found to be pitted and deteriorated at the threaded area, which also had holes.
- Pump bowl was sandblasted and inspected. Pump bowl is being recoated and will be reused.
- Motor was inspected. Bearings should be replaced. Leads will need to be re-sleeved due to wear. Motor windings will be checked and the reassembled motor will be Meg ohm tested. Motor will have 1 year warranty.
- All shafting was inspected and needs replacing with new 416 SS. A new motor shaft and coupling will be furnished to reassemble pump.

Attached is a list of additional parts with pricing. Should you wish, we welcome you to our shop to inspect our findings. The original date of April 16 for completion will need to be revised upon approval of repairs. We will advise new completion date after approval to proceed is received.

Northern Pump & Well, Inc.
517-322-0219

6837 W. Grand River Ave., Lansing, MI 48906



6837 West Grand River Ave
Lansing, Michigan 48906

City of Lincoln Park

Proposal

Date	Proposal #
2/21/2018	18-Q1417A

Description	Qty	Rate	Total
Additional repairs beyond base bid			
Thank you for the opportunity to present you with this proposal for the repair of your pump.			
150 HP Motor Repair, Clean and Replace Bearings	1	11,500.00	11,500.00
30" flange for top piece of pipe, machined with registers , with 28 bolt holes added.	1	8,249.76	8,249.76
30 inch Flanged Column with custom bottom flange	1	13,525.00	13,525.00
30 inch Flanged Column with 90 elbow	1	15,100.00	15,100.00
Oil tubing: 3.5" x 94"	3	675.00	2,025.00
Oil tubing: 3.5" x 60"	1	435.00	435.00
Machine Tube Adapter to 3.5"	1	300.00	300.00
2-3/16 inch x 10 foot, 416 SS T&C shaft, and New motor Shaft and coupling	4	1,500.00	6,000.00
All new Stainless Steel Flange Fasteners 1-1/8 inch Bolts and Nuts(1 lot)	1	2,538.00	2,538.00
Signature: _____ Date: _____			
Purchase Order No. (if required): _____ * If this proposal meets your approval, please sign / date and return to fax number:..1-517-322-0135			
Proposal is good for 60 days from date on proposal			

If you have any question please feel free to call 877-477-1757 or 517-322-0219	Total \$59,672.76
--	--------------------------

Julie Ciochon

From: james hollandsworth <jdhollandsworth@hengineers.com>
Sent: Monday, February 26, 2018 10:08 AM
To: John Kozuh
Cc: Ryan Kern; John Hennessey
Subject: Fwd: City of Lincoln Park
Attachments: 8613.jpeg; 8614.jpeg; 8616.jpeg; 8617.jpeg; 8619.jpeg; 8620.jpeg; 8622.jpeg; 8623.jpeg; IMG_1126.JPG; IMG_1127.JPG; IMG_1128.JPG; IMG_1129.JPG; IMG_1130.JPG; IMG_1131.JPG; Lincoln Park Inspection~20180222.pdf; Lincoln Park Additional Repairs~20180226.pdf

Good morning John,

I received this email from Northern Pump & Well. They have a ton of parts they are saying need to be replaced. The total extra cost would be about \$60,000. This exceeds are contingency. I wanted to discuss this with you.

Thank you
Jim

James D. Hollandsworth, PE, PS
Hennessey Engineers, Inc.
Engineering/Surveying Manager
13500 Reeck Road
Southgate, MI 48195
Office 734-759-1600
Fax 734-282-6566
Cell 734-341-4377

----- Forwarded message -----

From: Robin Stewart <rstewart@northernpwco.com>
Date: Mon, Feb 26, 2018 at 9:25 AM
Subject: City of Lincoln Park
To: "Jdhollandsworth457@gmail.com" <Jdhollandsworth457@gmail.com>
Cc: Dave Stinson <dstinson@northernpwco.com>, Dale Stewart <dstewart@northernpwco.com>, Martin Moyses <mmoyses@northernpwco.com>

RE: Lincoln Pump Station Pump #2 Repairs

Mr. Hollandsworth,

Attached you will find the following:

February 27, 2018

Honorable Mayor and Council Members
City of Lincoln Park
Lincoln Park, Michigan

Subject: Resolution to Enter into a Memorandum of Agreement with Wayne Metropolitan Community Action Agency for the Water Residential Assistance Program offered by the Great Lakes Water Authority.

The City has been approached by Wayne Metropolitan Community Action Agency asking the City to enroll in the Great Lakes Water Authority (GLWA) Water Residential Assistance Program (WRAP). This program helps low income residents to access bill payment assistance, learn and implement water conservation measures, and navigate resources and WRAP-around supports on a pathway towards self-sufficiency.

By enrolling in this program and selecting Option 2, the City of Lincoln Park will be helping low income resident take advantage of these specific benefits:

- Payment assistance up to \$300 per household
- Home water audit
- Home repairs up to \$1,000 to fix minor plumbing issues
- Water savings kits and training classes
- Supportive WRAP-Around Services

The City's responsibility in this program includes:

- Responding to question regarding this program
- Stop pending shutoffs once resident is enrolled in program
- Waive penalties for WRAP participants
- Provide access to enrollee's past customer billing history and previous and current payment information

The City still has the right under Option 2 to place unpaid water bills on the taxes of the delinquent property owner.

To enroll in this program, residents will have to meet the following eligibility guidelines:

- Income-eligibility at 150% FPL or below based on a 3 month look back from date of application.
- Bill must be in client/"tenant" name. Address must match client I.D.
- Proof of homeownership; If renter, lease must indicate tenant responsible for water*
- Must have income source.
- Account holder must attend appointment.
- Shut off notice is not required.
- Bill does not have to be past due.
- For bill plan assistance, client participation in other education/trainings is not mandatory.
- Subsidized housing participants are eligible for assistance.

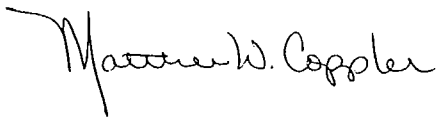
Budget Impact:

If the City joins this program, it will need to waive any penalties associated with those accounts of enrollees. However, this loss of review should be offset by receiving the payments in a timely manner rather than placing delinquent amounts on the taxes of a property that could take over three years to collect.

Recommendation:

It is recommended that the Mayor and City Council adopt the attached resolution to approve the Memorandum of Agreement with Wayne Metropolitan Community Action Agency to allow the City to participate in the WRAP.,

Respectfully submitted,

A handwritten signature in cursive script that reads "Matthew W. Coppler". The signature is written in black ink and is positioned above the typed name.

Matthew W. Coppler
City Manager

Attachment(s):

1. Resolution
2. Memorandum of Agreement

**ROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

WHEREAS, the Great Lakes Water Authority (GLWA) offers a Water Residential Assistance Program (WRAP) to help low income residents in participating cities to access bill assistance, learn water conservation measures, and navigate resources and support towards a pathway of self-sufficiency; and

WHEREAS, Wayne Metropolitan Community Action Agency is the agency authorized by GLWA to administer the WRAP for Lincoln Park and requires a Memorandum of Agreement to be executed for enrollment; and

WHEREAS, it is the desire the Mayor and Council to enroll in the WRAP so low-income resident may take advantage of the service offered through this program.

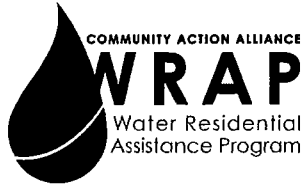
NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council approve the Memorandum of Agreement for the WRAP with Wayne Metropolitan Community Action Agency, and authorize the enrollment of the City into the WRAP, specifically Option 2; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to sign this Memorandum of Agreement on behalf of the City of Lincoln Park.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes



**Memorandum of Agreement
Between**

Wholesale Customer:	CA Alliance:
---------------------	--------------

Project: The Water Residential Assistance Program ("WRAP") is a universal service delivery model to help residential customers of the Great Lakes Water Authority access bill assistance, water conservation measures, and navigate resources and supports on a pathway toward self-sufficiency.

Duration: Wayne Metropolitan Community Action Agency ("CA Alliance") is entering into a Memorandum of Agreement with the **City of XXX, a Michigan municipal corporation, ("Wholesale Customer" or "City")** effective Month Day, Year until parties agree to terminate the agreement with 30 days' written notice pertaining to the WRAP program (the Project) operated by Wayne Metro Community Action Agency (Project Administrator).

City agrees to:

- Understand and accept the WRAP Universal Service Delivery Model design **Option 2.** (Attached hereto as Attachment A and made a part of this Agreement.)
- Provide to WRAP CA Alliance Agency a main point of contact who will be responsible for:
 - Receiving and reviewing reports of enrolled WRAP residents on a regular basis.
 - Receiving and responding to CA Alliance questions regarding individual WRAP residential customer cases on an as needed basis.
 - Acting as liaison to Wholesale Customer billing department regarding payments made by CA Alliance.
 - Attending WRAP Wholesale Customer meetings held by CA Alliance.
 - Stop pending shutoffs once resident appointment confirmation is received from CA Alliance to Wholesale Customer.
 - Waive penalties for WRAP participants.
 - For Residents for whom water has been shut off, it is understood by both parties that Resident is solely responsible for payment of applicable turn on/turn off fees.

- o Other protocols as deemed mutually agreeable in writing between both parties:
- Provide CA Alliance access, to past customer billing history, previous or current enrollment in payment plans, previous or current enrollment in Wholesale assistance plans, and/or customer alerts.
- Engage with CA Alliance in shared WRAP marketing and outreach activities to residential customers in Wholesale Customer's community.

Wayne Metro Community Action Agency agrees to:

- Provide a Single Service Point of Entry for GLWA regional resident to the WRAP Program; all calls will be processed through a dedicated telephone number- (313) 386-WRAP (9727) and via online Program Request Form.
- Pre-screen WRAP applicants for program eligibility and schedule residents for intake appointments based on pre-screening at time of call.
- Schedule intake appointments at CA Alliance Service Center accessible to residents.
- Inform and secure resident agreement of WRAP Program expectations and responsibilities via WRAP Client Contract.
- Provide an appeal process. **(SEE ATTACHMENT A)**
- Refer eligible residents with water usage at or above 120% of normal usage for Home Water Conservation audit. Conduct Home Water Audit and perform minor home plumbing repairs eligible within scope of project. **Homeowners Only**
- Provide a main point of contact to the Wholesale Customer who will be responsible for:
 - o Providing reports of enrolled WRAP residents on a regular basis.
 - o Reporting to Wholesale Customer at mutually agreed upon intervals on payment status of enrolled WRAP residential customers via electronic report.
 - o Sending batched bill credit payments (based on \$25 per month, bi-monthly or quarterly)) to Wholesale Customer by the 21st day of the month for enrolled residents verified as in good standing with WRAP. Payment information will include: name, address, and account number.
 - o Providing reports of WRAP residents who exit and/or are terminated from the program.
 - o Acting as liaison to Wholesale Customer regarding the WRAP Program.
 - o Engaging with Wholesale Customer in shared marketing and outreach activities around WRAP to residential customers.
- Collect and maintain program data, including but not limited to:
 - o Scheduled appointments of residents residing in Wholesale Customer Community.
 - o Status of enrolled residents in WRAP from Wholesale Customer Community receiving bill payment assistance and home water conservation audits.

- o Reconciliation of total assistance paid to Wholesale Customer including bill payment plan assistance, amount of arrearages paid (total and average).
- o Number of households assisted.

Hold Harmless: To the fullest extent permitted by law, the Parties agrees to indemnify, defend, pay on behalf of, and save harmless the other Party, and its elected and appointed officials, shareholders, officers, consultants, agents, volunteers and employees from and against all loss or expense (including costs and attorney's fees) by reason of liability imposed by law upon the parties or its elected and appointed officials, consultants, agents, volunteers and employees for damages, arising out of or in consequence of the performance of this Agreement, to the extent due to the negligence of the other party.

Notices: All notices, requests, demands or other communications hereunder shall be in writing and deemed given (a) when delivered personally or on the day said communication is sent by registered or certified mail, return receipt requested, postage prepaid, or (c) on the next business day after notice is sent by facsimile, electronic mail or pdf, or (d) on the day said communication is deposited with a nationally recognized overnight courier service, as the case may be, as follows:

If to City of :

If to:

AND

AND

Copy to:

Copy to:

Termination: This agreement shall be in effect from Month Day, Year until either party agrees to terminate with 30 days written notice.

Should either party issue Notice of Termination, both parties agree that residents enrolled in WRAP prior and up to the date of written notice will continue to receive WRAP assistance until the first 12 months of resident enrollment is completed or resident termination.

Modifications: This MOA may be amended upon written approval of the parties at any time. No agent of the City shall have power to revoke, alter, enlarge or relax the stipulations or requirements of this Agreement, without the prior formal written authorization to do so, by ordinance, resolution or official action of the City.

Venue and Choice of Law: The Parties concur that any dispute concerning the interpretation of this Agreement shall be brought in the applicable state court located in the County of Wayne, Michigan, and that Michigan law shall control.

Counterparts: This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one and the same instrument. A party may deliver executed signature pages to this Agreement by facsimile transmission or electronic mail to the other party, which facsimile or electronic copies shall be deemed to be an original executed signature page binding on the party that so delivered the executed signature page by facsimile or electronic mail.

Severability: If any term or portion of this Agreement, or the application thereof, to any person or circumstance shall, to any extent, judicially be determined to be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

Signed for OLHSA:

_____ Date

Signed for City of XXXX:

_____ Date

_____ Date

**Attachment A
Option 2**

Water Residential Assistance Program (WRAP) Components

Residential Assistance- Water Bill Payment Plan

- Maximum assistance per resident- \$300 annually
 - Water bill payment plan assistance consists of \$300 annual bill credit (\$25 per month for 12 months) for residents who are verified as staying current on regular bill payments (per billing cycles).
 - Additional assistance via other CA Alliance funding sources may be leveraged with WRAP based on client eligibility and fund availability.
 - On-going case management will be provided to ensure client success in the WRAP program and to build other self-sufficiency supports.
 - Wholesale customers (i.e. City municipalities billing for GLWA water and/or sewer) will be engaged in regular communication and processing with CA Alliance agencies to monitor customer success in the WRAP program and track payment history.
 - Participants can remain in the program for up to 24 months. Participants must re-apply annually.
 - Participants who have been terminated from the program may request an appeal within 10 days of notification of termination. Participants may be granted an appeal if extenuating circumstances exist and the participant is able to pay the past due monthly charges (minus arrears at the time of enrollment) within 30 days of the appeal decision. Review and decision is at the discretion of the CA Alliance. Notice of the decision will be provided to Wholesale Customer. CA Alliance will request review of the customer's account after 30 days to determine whether bill has been paid to current date. If bill has been paid, customer will be allowed to remain in WRAP.

Residential Assistance- Home Water Audit Conservation

- Households presenting at intake with documented water usage above 120% of average usage will be referred for a Home Water Conservation audit, as performed by CA Alliance.
- Households can receive up to \$1,000 per household for water conservation and minor home plumbing repairs annually.
- Conservation measures and simple leak repairs will be completed during the Home Water Audit. Minor Home Repair and toilet replacement will be referred for a Minor Home Repair visit. Minor Plumbing Repairs will be completed by licensed plumbers following all applicable permitting laws.

- **Eligible WRAP measures may include:**
 - Faucets (Kitchen and Bathroom)
 - Faucet aerators
 - Faucets (Outdoors)
 - Spigot protectors
 - Low-flow toilets
 - Low-flow showerheads
 - Hose bib leaks (outdoor)
 - Pipe joint leaks (if easily accessible)

- **Items not covered through WRAP:**
 - Emergency Repairs
 - Plumbing that involves sewer/wastewater work
 - Garbage disposals
 - Dish washing machines
 - Washing machines
 - Repairs behind walls or underground
 - Repairs in areas that pose a risk to contractors due to environmental hazards or structural deficiencies
 - Sump Pumps
 - Irrigation Systems

WRAP Resident Eligibility Guidelines:

- Income-eligibility at 150% FPL or below based on a 3 month look back from date of application.
- Bill must be in client/"tenant" name. Address must match client I.D.
- Proof of homeownership; If renter, lease must indicate tenant responsible for water*
- Must have income source.
- Account holder must attend appointment.
- Shut off notice is not required.
- Bill does not have to be past due.
- For bill plan assistance, client participation in other education/trainings is not mandatory.
- Subsidized housing participants are eligible for assistance.

* Eligibility may be based on non-owner occupied registration with Wholesale Customer community.



March 5, 2018

Honorable Mayor and City Council
City of Lincoln Park
Lincoln Park, Michigan

Subject: Approval of Accounts & Claims Payable Over \$25,000

Background:

All purchases of goods or services with a value exceeding \$25,000.00 are subject to approval. A resolution has been prepared with the vendor name, a brief description and the amount of payment for your consideration.

The proposed payments are for the dates of Feb 21, 2018, through Mar. 5, 2018. A full listing of the entire Accounts & Claims payable will continue to be provided to Mayor and Council for review.

Budget Impact:

The proposed items for payment are all budgeted in the Fiscal Year 2017/2018 budget.

Recommendation:

It is recommended that Mayor and Council adopt the attached resolution approving the Accounts & Claims Payable over \$25,000.00.

Respectfully Submitted,

Lisa Griggs
Director of Finance and Operations

Attached: Resolution

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: March 5, 2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that the Accounts and Claims Payable for those items greater than \$25,000 be approved as follows:

25th District Court	March 2018 payment	\$ 45,946.00
Hennessey Engineers Inc	Various Projects Through Jan 25, 2018	\$ 69,880.16
MERS	Feb 2017 Defined Benefit	\$ 303,103.98
Safe Built	Nov 2017 Bldg. Serv. Final Payment	\$ 52,532.42

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

CITY MANAGER REPORT

DEPARTMENT HEAD REPORT – Finance Director

CITIZENS COMMUNICATIONS (City related matters only.)

ORAL REPORTS OF THE MAYOR AND COUNCIL

YES: Dardzinski, , Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

**PROPOSED RESOLUTION
LINCOLN PARK CITY COUNCIL**

DATE: 03/05/2018

MOVED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
SUPPORTED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes

RESOLVED, that the meeting be adjourned at _____ p.m.

YES: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
NO: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes
ABSTAINED: Dardzinski, Higgins, Kelsey, Murphy, Parkinson, Mayor Karnes