



**PRE-CITY COUNCIL MEETING *STUDY* SESSION
DECEMBER 2, 2019/7:00 P.M.
RIVERVIEW CITY HALL
COUNCIL CONFERENCE ROOM
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
1-734-281-4201**

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| AGENDA |
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1. CALL TO ORDER.

2. DISCUSSION ITEMS.

2.1 Discussion of items on the regular agenda of 12/02/19.



**CITY COUNCIL *REGULAR* MEETING
DECEMBER 2, 2019/7:30 P.M.
RIVERVIEW CITY HALL
COUNCIL CHAMBERS
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
734-281-4201**

AGENDA

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

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 11/18/19 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.

6. PUBLIC HEARINGS.

None.

7. PUBLIC COMMENTS.

8. ORGANIZATIONAL BUSINESS.

None.

9. CONSENT AGENDA.

9.1 ACCEPT 2ND GRANT AWARD FROM THE ALL STATE FOUNDATION HELPING HANDS 2019 – POLICE.

COMMUNITY IMPACT/BACKGROUND: The police department partners with Mr. Scott Cunningham, (our local All State Insurance Agent) in applying for this grant to assist with community relation programs.

Grant funding is an extension of the All State Foundation Helping Hands to make our city a better, safer place to live. The grant is intended to benefit the police department as operating support and program funding.

ACTION REQUESTED: The police department has been awarded an additional \$500 grant from the All State Insurance Foundation Helping Hands to further support community relations programs.

ATTACHMENT: None.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | N/R | |

9.2 AUTHORIZE SOLICITATION OF BIDS FOR LANDSCAPING SERVICES – GOLF COURSE.

COMMUNITY IMPACT/BACKGROUND: The Assistant City Manager and Golf Course Director request the City Council to consider authorizing solicitation of bids for Landscaping Services.

A landscape architect provided a set of designs to the Gold Course for enhanced landscaping around the clubhouse. The project will be bid based on the plan design provided.

The recommendation received concurrence from the Ad Hoc Golf Course Committee at their November 20, 2019 meeting.

ACTION REQUESTED: Authorize Solicitation of Bids for Landscaping Services at the Golf Course.

ATTACHMENT: None.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/20/19 |

9.3 AUTHORIZE SOLICITATION OF BIDS TO SEALCOAT PARKING LOT, FRONT PORTION OF THE CART PATH, AND STRIPE PARKING LOT – GOLF COURSE.

COMMUNITY IMPACT/BACKGROUND: The Assistant City Manager and Golf Course Director request the City Council to consider authorizing solicitation of bids to sealcoat the parking lot, front portion of the cart path, and stripe the parking lot.

The recommendation received concurrence from the Ad Hoc Golf Course Committee at their November 20, 2019 meeting.

ACTION REQUESTED: Authorize Solicitation of Bids to sealcoat the parking lot, front portion of the cart path, and stripe the parking lot at the Golf Course.

ATTACHMENT: None.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/20/19 |

9.4 AUTHORIZE SOLICITATION OF BIDS FOR EXTERIOR SIDING RESTORATION OF CLUB HOUSE – GOLF COURSE.

COMMUNITY IMPACT/BACKGROUND: The Assistant City Manager and Golf Course Director request the City Council to consider authorizing solicitation of bids for exterior siding restoration of the Golf Course Club House.

The wood siding on the exterior of the Club House has several areas of deterioration. The wood fascia has large holes from rotting wood and varmints have invaded some of the areas, thus causing further destruction.

The recommendation received concurrence from the Ad Hoc Golf Course Committee at their November 20, 2019 meeting.

ACTION REQUESTED: Authorize Solicitation of Bids for exterior siding restoration of the Club House at the Golf Course.

ATTACHMENT: None.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/20/19 |

9.5 AWARD COOPERATIVE BID TO ACTRON INTEGRATED SECURITY SYSTEMS, INC. FOR SECURITY CAMERAS AT THE LAND PRESERVE IN THE AMOUNT OF \$12,854.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview Purchasing Manual, Section 10.2 A, authorizes the City’s participation in cooperative purchases to take advantage of volume buying. The GSA is the central procurement arm for the federal government and has allowed local governments to also purchase items under their contracts.

Actron Integrated Security Systems, Inc. is an approved GSA price and contract holder. (Contract Number GS-07F-173CA). They have submitted a quote for equipment and labor to install cameras at the Land Preserve in the amount of \$12,854.00. This City will attempt to receive a 50% matching Risk Assessment Program (RAP) grant through the MMRMA in the amount of \$6,427.00 to offset the cost.

This request received concurrence from the Ad Hoc Land Preserve Committee at their 11/25/19 meeting.

ACTION REQUESTED: City Council is requested to consider cooperative bid award to Actron Integrated Security Systems, Inc. for security cameras at the Land Preserve in the amount of \$12,854.00.

ATTACHMENT: Quote from Actron Integrated Security Systems, Inc.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | X | 11/25/19 |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/25/19 |

9.6 AUTHORIZE SOLICITATION OF BIDS FOR ALTERNATE DAILY COVER TARP SYSTEM -LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Assistant City Manager/Land Preserve Director request the City Council to consider the authorization to prepare bid documents for alternate daily cover tarp system.

The recommendation received concurrence from the Ad Hoc Land Preserve Committee at their November 25, 2019 meeting.

ACTION REQUESTED: Authorize Solicitation to prepare bid documents for alternate daily cover tarp system-Land Preserve.

ATTACHMENT: None.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/25/19 |

9.7 APPROVE BUDGET AMENDMENTS– FINANCE.

A.

| Description | Account Number | Current Appropriation | Amended Appropriation | Amendment or Change |
|----------------------|-----------------|-----------------------|-----------------------|---------------------|
| 2019/20 Golf | | | | |
| Contractual Services | 584-542-972.060 | \$ 12,000.00 | \$ 20,000.00 | \$ 8,000.00 |
| Pump Equipment | 584-542-818.000 | \$ 17,000.00 | \$ 9,000.00 | \$ (8,000.00) |

JUSTIFICATION: This amendment is to increase the contractual services line item to fix the fire sprinkler system at the golf course clubhouse and decrease the pump equipment line item by the same amount.

B.

| Description | Account Number | Current Appropriation | Amended Appropriation | Amendment or Change |
|--------------------------|-----------------|-----------------------|-----------------------|---------------------|
| 2019/20 Library | | | | |
| Health Insurance Expense | 271-790-725.700 | \$ 0.00 | \$ 18,000.00 | \$ 18,000.00 |
| TLN Computer Service | 271-790-826.020 | \$ 32,000.00 | \$ 34,000.00 | \$ 2,000.00 |
| Copier | 271-790-970.004 | \$ 3,300.00 | \$ 4,300.00 | \$ 1,000.00 |

JUSTIFICATION: These amendments were approved by the Library Commission at their 11/21/2019 meeting and will be pulled from the Library fund balance.

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

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

10. RESOLUTIONS.

None.

11. ADMINISTRATION.

11.1 AUTHORIZE EXECUTION OF TELECOMMUNICATIONS SITE LICENSE ACCESS AGREEMENT ADDENDUM FOR SUPERIOR COMMUNICATIONS INC. D/B/A SMILE.FM. – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: A Telecommunications Site License Access Agreement was executed with Superior Communications in 2018. The one (1) year term of that Agreement expired on October 31, 2019. The company has requested a one (1) year extension of that agreement that would expire on October 31, 2020.

The Agreement addendum was prepared by the City Attorney and reviewed by the Ad Hoc Land Preserve Committee on November 25, 2019 with concurrence to forward it to the City Council for consideration.

ACTION REQUESTED: The City Council is requested to approve the Telecommunications Site Access License Agreement addendum for Superior Communications d/b/a Smile.FM.

ATTACHMENT: Addendum of Telecommunications Site License Access Agreement for Superior Communications d/b/a Smile.FM, dated November 1, 2019.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | |
| City Attorney Endorsement | X | 11/25/19 |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/25/19 |

11.2 APPROVE BID AWARD TO INLAND WATERS (IPR GREAT LAKES) FOR PRESSURE REDUCING VALVE (PRV) REPLACEMENT PROJECT IN THE AMOUNT OF \$302,400.00 AND AUTHORIZE 10% CONTINGENCY IN THE AMOUNT OF \$30,240.00 - DPW/CITY ENGINEER.

COMMUNITY IMPACT/BACKGROUND: On 08/20/2018, City Council authorized the solicitation of bids for the replacement of pressure reducing valves (PRV). These PRV’s are located at the City’s two connections to the GLWA water system, and are critical to control water pressure spikes that originate from GLWA. Pressure spikes can cause water main breaks throughout the City’s water system. The water system currently has two PRVs that were installed over 30 years ago and are past their useful life.

Notice of bid solicitation was published on MITN, the City website, and local news publications. Bids from four vendors were opened on 10/24/2019. The City Engineer has reviewed the bids and recommends award to Inland Waters (IPR Great Lakes) as the low bidder meeting specifications. References were also checked in regards to this vendor with no adverse comments.

ACTION REQUESTED: City Council is requested to consider bid award for replacement of pressure reducing valves (PRV) to Inland Waters (IPR Great Lakes) in the amount of \$302,400.00 plus 10% contingency in the amount of \$30,240.00.

ATTACHMENTS: Bid tabulation and City Engineer Recommendation Letter.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | 11/25/19 |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | N/R | |

11.3 APPROVE COOPERATIVE BID AWARD TO ADVANCED REHABILITATION SYSTEM FOR SANITARY SEWER MANHOLE REHABILITATION IN THE AMOUNT OF \$167,865.00 PLUS 10% CONTINGENCY IN THE AMOUNT OF \$16,786.50 – DPW/CITY ENGINEER.

COMMUNITY IMPACT/BACKGROUND: The 2019/20 Capital Improvement Plan for the city sewer system includes rehabilitation of several sanitary sewer system manholes in order to minimize Inflow/Infiltration into the sewer system and reduce the excess flows. This project was identified during the SAW Grant process as a deficiency that needed to be rehabilitated.

On 08/20/2018, the City Engineer was authorized to solicit bids for this project; bidding was done as a cooperative bid with the City of Flat Rock as the lead agency. Bids were received by the City of Flat Rock and awarded to Advanced Rehabilitation System. The bid price for the City of Riverview part of the contract is \$167,865.00.

ACTION REQUESTED: City Council is requested to consider cooperative bid award for sanitary sewer manhole rehabilitation to Advanced Rehabilitation Systems in the amount of \$167,865.00 plus 10% contingency in the amount of \$16,786.50.

ATTACHMENTS: Bid tabulation and City Engineer Letter.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | 11/25/19 |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | N/R | |

11.4 WAIVE BIDDING PROCESS AND AUTHORIZE AWARD OF POWER WHEEL LOADER REPLACEMENT, WITH RECO EQUIPMENT, IN THE AMOUNT OF \$399,500.00 LESS RENTAL PAYMENTS MADE (CURRENTLY \$19,500.00) FOR A TOTAL COST OF \$380,000.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The wheel loader at the Land Preserve was totaled by the City’s insurance company after it was involved in an accident. The loss of the loader required the Land Preserve to rent a similar piece of equipment that was ratified by the City Council on 10/07/2019. Written quotes were requested from large equipment suppliers in our area and four (4) were received.

The Assistant City Manager is requesting that the bidding process be waived and the purchase be awarded to Reco Equipment as they proposed the lowest cost replacement of a qualified replacement.

The recommendation received concurrence from the Ad Hoc Land Preserve Committee at their November 25, 2019 meeting.

ACTION REQUESTED: The City Council is requested to consider waiving the bidding process and authorize award of power wheel loader replacement with Reco Equipment, in the amount of \$399,500.00 less rental payments made (currently \$19,500.00) for a total cost of \$380,000.00.

ATTACHMENTS: Quote from Reco Equipment, Quote from Michigan Cat, Quote from AIS Equipment and Quote from Alta Equipment.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

| | Required | Date |
|------------------------------------|----------|----------|
| City Manager Endorsement | X | 11/25/19 |
| Financial Certification | N/R | 11/25/19 |
| City Attorney Endorsement | N/R | |
| Department Recommendation | X | 11/25/19 |
| Advisory Commission Recommendation | X | 11/25/19 |

12. ORDINANCES.

None.

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.