

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, APRIL 16, 2018, 7:00 P.M.

1) Call to Order

2) Invocation – Pastor Matt Yonker, Resurrection Life Church

If you wish and are able, please stand for the invocation. The Pledge of Allegiance will immediately follow the invocation.

3) Pledge of Allegiance

4) Roll Call

5) Student Recognition

6) Approval of Minutes

From the April 2, 2018 Regular Meeting, the April 9, 2018 Committee of the Whole Meeting and the April 9, 2018 Work Session

7) Approval of Agenda

8) Public Hearings

If you wish to speak to an item during a public hearing you are welcome to do so. It is important to note this is not an opportunity for dialog or debate; this is an opportunity to provide comment to the City Council. Comments made during a public hearing may become part of the meeting's permanent record. Upon approaching the podium, please begin by providing your name and address. There is a 3 minute limit per person.

7:01 p.m. To Consider the Establishment of an Industrial Development District for HME Incorporated

9) Public Comment on Agenda Items

This public comment period is reserved for comment on agenda items only. If you wish to speak about an item that is not on the agenda, please hold your comments until the acknowledgement of visitors at the end of the meeting. It is important to note this is not an opportunity for dialog or debate; this is an opportunity to provide comment to the City Council. Upon approaching the podium, please begin by providing your name and address. There is a 3 minute limit per person.

10) Presentations and Proclamations

a) Presentations

1. Recognition of Bill Ver Hulst's Service to the City of Wyoming
2. Chief Carmody's Retirement

b) Proclamations

11) Petitions and Communications

a) Petitions

b) Communications

12) Reports from City Officers

a) From City Council

b) From City Manager

13) Budget Amendments

- a) Budget Amendment No. 56 – To Appropriate \$3,400,000.00 of Budgetary Authority to Fund the Street Projects Out of the Major and Local Streets Funds and Recognize the Associated Transfer from the Capital Improvement Fund

- b) Budget Amendment No. 61 – To Appropriate an Additional \$449.26 of Budgetary Authority to Provide Additional Funding for Single Unit Residential Rehabilitation Loans Through the CDBG Grant Program and Recognize the Associated Grant Revenue from the US Department of Housing and Urban Development

14) Consent Agenda

15) Resolutions

- a) Of Appreciation to William A. Ver Hulst for His Service and Dedication to the City of Wyoming and its Citizens
- b) To Establish an Industrial Development District Pursuant to Act 198, Public Acts of 1974, as Amended for 1905 Chicago Drive SW, Wyoming, Michigan
- c) To Authorize the City Manager to Execute an Employment Agreement with the Director of Police and Fire Services
- d) To Accept the Metro Health Hospital Foundation “All Bleeding Stops, Eventually” Grant (Budget Amendment No. 60)

16) Award of Bids, Contracts, Purchases, and Renewal of Bids and Contracts

- e) To Authorize the Mayor and City Clerk to Execute Change Order No. 1 to the 2017 DeHoop Avenue Watermain Project
- f) To Authorize the Mayor and City Clerk to Execute a Cost Sharing Agreement with Gable Holdings II, LLC for the West M-6 Industrial Park Development (Budget Amendment No. 58)
- g) To Authorize the Purchase of Work Uniforms & Carhartt Clothing Items
- h) To Accept a Quote from ImageTrend for the Purchase of Software, Licenses and Related Services to Implement the Fire/EMS 3.0 Nemsis Reporting System
- i) To Authorize the Purchase of Allen Bradley/Rockwell Electrical Equipment from Kendall Electric
- j) To Authorize the Purchase of Liquid Sodium Hypochlorite
- k) To Amend the Award of Bid for a Flow Injection Atomic Absorption Mercury Analyzer
- l) For Award of Bid
 - 1. Carbide Under-Scraper Blades

17) Ordinances

- 6-18 To Add Section 10-3 to the Code of the City of Wyoming Entitled “Short Term Rentals” (Final Reading)

18) Informational Material

19) Acknowledgment of Visitors

This public comment period is an opportunity to share concerns or present topics to the City Council that were not part of this meeting’s agenda. This is not an opportunity for dialog with Council, but Council may make referrals or request staff to follow up. Please provide your name and address when approaching the podium. There is a 3 minute limit per person.

20) Closed Session (Pending Litigation)

21) Adjournment

CITY OF WYOMING BUDGET AMENDMENT

Date: April 16, 2018

Budget Amendment No. 056

To the Wyoming City Council:

A budget amendment is requested for the following reason: To appropriate \$3,400,000.00 of budgetary authority to fund the street projects out of the Major and Local Streets Funds and recognize the associated transfer from the Capital Improvement Fund.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>Major Streets Fund</u>				
Public Works - Street Maintenance - Capital Outlay Street Resurfacing 202-441-46300-972.510	2,178,560.12	3,140,000.00		5,318,560.12
Transfer From Capital Improvement Fund 202-699.400	-	3,140,000.00		3,140,000.00
Fund Balance/Working Capital (Fund 202)		<u>-</u>	<u>-</u>	
<u>Local Streets Fund</u>				
Public Works - Street Maintenance - Capital Outlay Street Resurfacing 203-441-46300-972.510	3,182,964.60	260,000.00		3,442,964.60
Transfer From Capital Improvement Fund 202-699.400	-	260,000.00		260,000.00
Fund Balance/Working Capital (Fund 203)		<u>-</u>	<u>-</u>	
<u>Capital Improvement Fund</u>				
Public Works - Major Street Construction - Capital Outlay 400-441-50200-972.502	3,495,209.20		3,400,000.00	95,209.20
Public Works - Transfers - Transfer to Major Streets 400-441-99900-999.202	-	3,140,000.00		3,140,000.00
Public Works - Transfers - Transfer to Local Streets 400-441-99900-999.203	-	260,000.00		260,000.00
Fund Balance/Working Capital (Fund 400)			<u>-</u>	

Recommended: Kate Barton
Senior Accountant

[Signature]
City Manager

Motion by Councilmember _____, seconded by Councilmember _____ that the General Appropriations Act for Fiscal Year 2017-2018 be amended by adoption of the foregoing budget amendment.

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on _____ the foregoing budget amendment was approved.

City Clerk

RESOLUTION NO. _____

RESOLUTION OF APPRECIATION TO WILLIAM A. VER HULST
FOR HIS SERVICE AND DEDICATION TO THE CITY OF WYOMING AND ITS CITIZENS

WHEREAS:

1. William A. Ver Hulst was elected as the City of Wyoming First Ward Councilmember in November 1993 and served continuously and commendably until March 2018.
2. Prior to and during his service as a councilmember, William A. Ver Hulst generously served on several boards and commissions of the City, including the Board of Review, Retirement Board, Veterans Memorial Garden Committee, Historical Commission and the Grand Valley Metropolitan Council.
3. William A. Ver Hulst, using his education, expertise and vast experience, participated in difficult decision-making and guided the City of Wyoming through many challenging times.
4. William A. Ver Hulst, through his contributions leaves behind a legacy of sound fiscal decisions resulting in quality municipal infrastructure and services.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council, on behalf of the citizens of the City of Wyoming, does hereby express its sincere appreciation to William A. Ver Hulst for his many years of service and unwavering commitment to the City of Wyoming and its citizens.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

Kelli A. VandenBerg, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO ESTABLISH AN INDUSTRIAL DEVELOPMENT
DISTRICT PURSUANT TO ACT 198, PUBLIC ACTS OF 1974,
AS AMENDED FOR 1905 CHICAGO DRIVE SW, WYOMING, MICHIGAN

WHEREAS:

1. The City of Wyoming has the authority to establish Industrial Development Districts within the City of Wyoming under the provisions of Act 198 of Public Acts of 1974, as amended.
2. HME Incorporated has requested that the City establish an Industrial Development District for the property located at 1905 Chicago Drive SW, in Wyoming, Michigan and legally described on the attachment.
3. Staff has reviewed the request and found that the project to be located within the district will promote the economic health of the community by encouraging private capital investment and creating new employment opportunities in the City of Wyoming.
4. Staff has recommended that the City Council establish this district.

NOW, THEREFORE, BE IT RESOLVED:

1. A public hearing was held on April 16, 2018 at 7:01 p.m. at which time the property owners of real property within the proposed district and all residents and taxpayers of the City of Wyoming were afforded the opportunity to be heard.
2. The Wyoming City Council establishes an Industrial Development District in the City of Wyoming, Kent County, Michigan, under the provisions of Act 198 of the Public Acts of 1974 as amended, for real property located at 1905 Chicago Drive SW in Wyoming, Michigan, and legally described on the attachment.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

Kelli A. Vandenberg, Wyoming City Clerk

ATTACHMENT:

Exhibit A - Legal Description

Resolution No. _____

04/16/18
CM/JS

Exhibit A

1905 Chicago Drive SW

Parcel # 41-17-03-401-003

Y88: PART E 1/2 OF SEC COM 1063.1 FT ELY A- LONG CL OF STL M21 FROM CL OF ACME PLASTER CO'S SPUR TRACK TH NELY ALONG SD HWY CL 229.6 FT TH N PAR WITH E SEC LINE 841.04 FT TO S LINE OF C&O RR MAIN-LINE R/W TH SWLY ALONG SD R/W LINE TO INT OF A LINE WHICH IS PERP TO SD HWY CL AT THE PLACE OF BEG TH SELY 710.06 FT TO BEG SEC 3 T6N R12W 6.74 A.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN
EMPLOYMENT AGREEMENT WITH THE DIRECTOR OF POLICE AND FIRE SERVICES

WHEREAS:

1. The City Manager desires to enter into employment agreements with officers and employees in administrative service for the City.
2. Section 4.7 of the City Charter allows the City Manager to "...exercise his judgment in the appointment or employment of officers and employees in the administrative service."
3. The City Manager has negotiated an employment agreement with the Director of Police and Fire Services.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Manager is authorized to execute an employment agreement with the Director of Police and Fire Services.
2. The City Manager is authorized to approve future amendments to the agreement that are generally equivalent to the existing City of Wyoming bargaining agreements.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENTS:
Employment Agreement

Kelli A. VandenBerg, Wyoming City Clerk

CITY OF WYOMING
EMPLOYMENT AGREEMENT –
DIRECTOR OF POLICE AND FIRE SERVICES

THIS AGREEMENT between Kimberly S. Koster, [REDACTED]
[REDACTED] (“Employee”), and the City of Wyoming, a municipal corporation, of 1155 – 28th
Street SW, Wyoming, Michigan 49509 (“City”), is made on the following terms:

1. TERM. The City hereby employs the Employee as Director of Police and Fire Services. This appointment shall be effective at 5:01 p.m. on April 26, 2018. The Employee understands that as Director of Police and Fire Services, she serves at the pleasure of the City Manager, who may terminate the Employee for any reason at any time, as provided by the City Charter and City Code.

2. PERFORMANCE. The Employee agrees to perform the duties of Director of Police and Fire Services in a competent and professional manner and as set forth in the City Charter, City Code, established policies and regulations of the City, and the laws of the State of Michigan. A job description has been provided to the Employee that the City may periodically revise with notice to the Employee. The Employee shall report to and be supervised by the City Manager.

3. SERVICE DATE. The Employee’s date of service with the City shall be January 2, 1996. The Employee shall be credited with all earned benefits from her service date and shall accumulate benefits uninterrupted after the effective date of this Agreement.

4. COMPENSATION. The Employee’s salary shall be established by the City Manager in accordance with the annual budget authorization, the City Charter, and the City Code. The salary shall be paid in accordance with City payroll procedures.

5. BENEFITS. The Employee shall be provided the same health, dental, vision, and life insurance, holidays, vacation, sick leave, sick leave incentive, bereavement leave, educational benefits, longevity pay, and payout of accrued benefits upon separation from employment as provided to department head employees in the Administrative and Supervisory Association unless otherwise stated herein. Effective January 1, 2019 and each year thereafter, Employee shall be credited with an additional 40 hours of annual vacation (earn a maximum of 240 hours vacation per year). Employee will follow the same accrual process as department head employees in the Administrative and Supervisory Association. The Employee shall be provided the same retirement benefits as provided to employees in the POLC – Command Division. Benefits shall be based on a hire date of January 2, 1996.

6. VEHICLE USE. The City shall provide Employee with the use of a late model automobile. All maintenance, fuel, operating costs, and any other expenses of the automobile shall be borne by the City. Employee and City Manager may agree to alternative arrangements, which may include the payment of a car allowance in lieu of the City providing Employee a vehicle.

7. TERMINATION. This Agreement and the Employee's employment pursuant to it may be terminated as follows:

- a. By the Employee's resignation. The Employee shall give written notice of the Employee's resignation at least thirty (30) days prior to its effective date. If the Employee fails to do so, any other provision of this Agreement notwithstanding, the City shall have no obligation to pay the Employee for accumulated sick leave or vacation time or any other accrued benefits, the amount

of which the City shall be entitled to retain as liquidated damages for the costs it will incur as a result of such sudden resignation.

b. By the City Manager for the reason that the Employee 1) failed to substantially perform the Employee's job duties; 2) committed misfeasance, malfeasance, or nonfeasance in the Employee's position; 3) engaged in criminal misconduct; 4) is convicted of any felony; 5) is convicted of a misdemeanor involving bodily harm or dishonesty; or 6) performed a deliberate and wrongful act. In such circumstances, any other provision of this Agreement notwithstanding, the City shall have no obligation to pay the Employee for accumulated sick leave or vacation time or any other accrued benefits.

c. By the City Manager, other than as provided in subsection (b) of this Section. If such action is taken, the City shall pay the Employee, in addition to any other amounts to which the Employee is entitled under this Agreement, an amount equal to six months of the Employee's base salary. Such severance pay will be paid to the Employee over a six-month period by checks issued on regular City paydays and will have appropriate amounts withheld. The Employee's insurance (health, dental, vision and life) shall continue to be paid by the City for the same period. However, if the Employee secures another position of equal or greater pay during the six-month period, the City's obligation to make severance payments and continue insurance will cease. If the Employee takes another position at less pay during the six-month period, the City's obligation will be limited to the difference in pay for the balance of said six-month period. For purposes of this section, "another position" shall include employment, self-employment, independent contracting, or

compensation from any source. The aforesaid severance pay and benefits shall be paid to the Employee contingent upon the Employee executing a waiver and release of all claims satisfactory to the City.

d. Upon termination of the Employee's employment, the Employee shall arrange for the immediate and orderly transfer of the Employee's office and the City-owned personal property, records, documents, and other items in the Employee's possession.

e. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City to terminate the services of the Employee at any time and for any reason, subject only to the provisions set forth in this Section. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from the Employee's position with the City, subject only to the provisions set forth in this Section.

8. SCOPE AND AMENDMENTS. This Agreement is made in accordance with the provisions of the City Charter and City Code and shall be the sole agreement of the parties, any written or oral contracts to the contrary notwithstanding. By way of illustration and not limitation, any prior agreement or promises, and any collective bargaining agreements, have no application to the Employee or to the employment relationship between the Employee and the City. This agreement may not be modified orally, but only by an agreement in writing signed by the parties.

9. SEVERABILITY. The invalidity or unenforceability of any term in this Agreement shall not affect the validity or enforceability of any other term in this Agreement. If any term in this Agreement is determined to be invalid, unenforceable, or

over broad in any respect, that term shall nevertheless be enforceable to the fullest extent permitted by law.

10. APPLICABLE LAW. The terms of this agreement are to be interpreted, construed, enforced, and performed under the laws of the State of Michigan.

11. ASSIGNMENT. Neither party may assign its rights, duties, or interests in this Agreement without the prior written consent of the other party.

12. JURISDICTION AND VENUE. To the extent permitted by law, the parties agree that the jurisdiction and venue of any action brought pursuant to or to enforce this Agreement shall be solely in state court in Kent County, Michigan.

13. BINDING. This Agreement shall be binding upon the parties and their heirs, subrogates, successors, and assigns.

14. RETURN OF CITY PROPERTY. The Employee agrees that when the Employee's employment ends, the Employee is responsible for returning any City-owned property in the Employee's possession and for paying any expenses or other amounts that the Employee may owe to the City at that time. The Employee authorizes the City to deduct any amount owed from any wage or benefit payments that may be due to the Employee.

15. SHORTENED LIMITATIONS PERIOD. The Employee agrees that any lawsuit or claim against the City arising out of the Employee's employment or termination of employment (including, but not limited to, claims arising under state, federal or local civil rights laws) must be brought within the following time limits or be forever barred: (a) for lawsuits requiring a Notice of Right to Sue from the Equal Employment Opportunity Commission, within 90 days after the EEOC issues that Notice;

or (b) for all other lawsuits, within (i) 180 days of the event(s) giving rise to the claim, or (ii) the time limits specified by statute, whichever is shorter. The Employee waives any statute of limitations that exceeds this time limit.

CITY OF WYOMING

Dated: _____

Curtis Holt
City Manager

Dated: _____

Kimberly S. Koster
Director of Police and Fire Services

RESOLUTION NO. _____

RESOLUTION TO ACCEPT THE METRO HEALTH HOSPITAL FOUNDATION
“ALL BLEEDING STOPS, EVENTUALLY” GRANT

WHEREAS:

1. The Department of Public Safety was awarded the Metro Health Foundation “All Bleeding Stops, Eventually” grant in the total amount of \$12,706.98.
2. It is recommended the City Council accept the grant.
3. As detailed in the attached Staff Report, the grant will be used to purchase advanced bleeding control training kits, C-A-T tourniquets and provide law enforcement first responder training and attendance of the Great Lakes Homeland Security Conference for four staff members.
4. Acceptance of the grant will require approval of the attached budget amendment.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept the “All Bleeding Stops, Eventually” grant in the total amount of \$12,706.98.
2. The City Council does hereby approve the attached budget amendment.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENTS:
Budget Amendment
Staff Report
Statement of Understanding
Grant

Kelli A. VandenBerg, Wyoming City Clerk

STAFF REPORT

Date: April 2, 2018

Subject: Accept Grant Funds “All Bleeding Stops, Eventually”

From: EMS Coordinator Brad Dornbos

Meeting Date: April 16, 2018

Recommendation:

It is recommended that the City of Wyoming except the amount of \$12,706.98 for a grant awarded to fund training and equipment for “All Bleeding Stops, Eventually”. This grant will help build resilience amongst the school staff in the event of an active assailant, the police officers who are further educated with bleeding control tactics, and with fire department EMS training for bleeding control tactics.

Sustainability Criteria:

Environmental Responsibility: This grant will have no impact on environment or natural resources.

Social Equity: This recommendation will provide training to schools in the City of Wyoming, and any other business, or individual interested that may be affected by an active assailant event. Training will be conducted with Wyoming Fire and Metro Health Hospital Trauma Department as part of a collaborative grant through the Wyoming Department of Public Safety. This training will be given without regard to income level or socio-economic status.

Economic Strength: The Wyoming Department of Public Safety is committed to providing excellent customer service. The City of Wyoming can take full advantage of this grant, and give the necessary training to the desired population.

Quality Customer Service: Providing training to our local school teachers will ensure the safety and lives saved in the event of an active assailant situation. Trained staff at the schools, along with Public Safety staff, will allow community involvement at a time of uncertainty within the community relating to active assailant and shooter event.

Discussion:

As the United States and local areas build resilience in the face of increasing violence, lessons must be taken from the battlefield and previous events. Following shootings, and mass causality events, rapid intervention by law enforcement, by-standers, and other non-medically trained persons is crucial. Techniques to stabilize traumatic bleeding are needed, and can be easily incorporated into the community, and first responder preparedness efforts.

Budget Impact:

Funds for the purchase training, supplies and the local Homeland Security Conference will require the attached budget amendment. The grant will reimburse the City for the cost of the training and supplies.



METRO HEALTH
 UNIVERSITY OF MICHIGAN HEALTH
 Hospital Foundation

Grant Recipient Statement of Understanding

Congratulations! You have been awarded a grant from the Metro Health Hospital Foundation. To assure accountability of donor funds, we request you read through the following conditions of funding then sign and return the form to the Foundation Office. We recommend that you keep a copy for your reference.

Once we receive the signed form, you will be authorized to access your grant funds. Funding is available for a period of one year.

- * Your grant **“All Bleeding Stops, Eventually”** is approved in the amount of **\$12,706.98**. The Foundation will not authorize expenses over this amount. Amounts that exceed the grant award will be charged to your department/cost center.
- * **To access your grant funds, you must purchase all items via the PMM system.** However, if your grant is for computer equipment or software, you must work directly with IS. (For grants including advertising, you must work with marketing.) All items require a purchase order to be submitted to the Foundation for approval prior to order.
- * Expenses related to the grant need to be coded to your five-digit department code and sub-account number **“XXXX.91000.3002”** and submitted to the Foundation for approval prior to processing. Please be sure to enter this number as well as the name of your into PMM in the comments section of your PO for coding purposes. For on-line vendors, you will need product numbers and pricing. Orders cannot be processed without this information.
- * Purchasing, please notify the Foundation when the funded item(s) is scheduled to arrive in order to coordinate any planned recognition.
- * As a recipient of donor funds, you will also be required to submit a formal written stewardship report at the end of the grant period to indicate how the funds were used, the number of patients touched and the difference the project is making in the lives of others.

Please note that future funding requests may be jeopardized if you do not comply with the grant requirements.

I have read and understand the funding conditions of our Foundation grant and agree to abide by the conditions listed above.

 Name

 Phone Number

 Date

Foundation Use Only: **Date Received:** **By:**

Metro Health Hospital Foundation

Inspiring philanthropic support to improve the health and well-being of our community.

ALL BLEEDING STOPS, EVENTUALLY


Section 1-Proposal Outline ***“So fragile-the human body. Just one prick and it will draw blood. Just one bullet and the bleeding will never stop”.*** Quote by Tiana Dalichov.

✚ Executive Summary: The current direction for surviving an active assailant event or terrorist attack – “Run, Hide, Fight” is direct and concise, but incomplete. Victims with gunshot wounds and other traumatic injuries may lose blood rapidly, and their lives are dependent on immediate action from those around them. Incorporating basic bleeding control techniques into active assailant, terrorist attack, and mass casualty occurrences can empower bystanders and save lives. Partnering with Metro Hospital Trauma Department, the Wyoming Department of Public Safety will be going out into the community and providing training to schools, and other public places in the event of an active assailant threat.


✚ Case for Support/Need Statement: As the United States builds resilience in the face of increasing violence, lessons must be taken from the experiences we have on the battlefield. Following shootings and mass casualty incidents, rapid interventions by law enforcement, by-standers, and other non-medically trained responders is critical to patient survival. Techniques to stabilize traumatic bleeding are not complicated to learn, and initiatives to promote bleeding control can be easily incorporated into community and first responder preparedness efforts. As we most recently saw on February 14th, 2018, the need is there for the education of bleeding control techniques.


✚ Project Goals and Objectives: Opportunities to learn bleeding control techniques must be promoted publicly and made available to the entire community. Special emphasis

must be placed on training all law enforcement officers and non-medical first responders to use bleeding control techniques for self-care and the care of others. Essential skills include safely identifying the source of bleeding, packing and compressing the wound, and applying pre-made or improvised tourniquets as necessary to slow the rapid loss of blood. The goal of this grant opportunity would be to have the tools needed to train all Wyoming Department of Public Safety Law Enforcement Officers, along with starting the “**Stop the Bleed**” campaign in all City of Wyoming Schools. This would entail over 100 Police Officers, along with over 50 schools in the City of Wyoming. It has been proven in past school shootings, and terrorist attacks that the loss of life would have been reduced if bleeding control techniques were utilized, and life-saving equipment was either available or the knowledge to improvise had been taught. Utilizing staff from the Public Safety Department, and Metro Health Trauma team, this campaign will be a success.

 **Methods or Activities:** Essential bleeding control supplies such as gloves, hemostatic gauze, and tourniquets should be purchased and made easily accessible in high-risk public locations. Emergency responders should be equipped with bleeding control supplies to carry in their vehicles or on their person. To maximize community resilience, bleeding control initiatives should extend well beyond government agencies to private sector businesses and professional, community, social, and faith-based organizations. It is increasingly clear that improved survival lies in the hands of people within proximity of an incident. With this training, now there is a fourth step in the “Run, Hide, Fight; **STOP THE BLEED**”. Implementation is quite simple. Roll out the initiative in the high-risk areas within the City of Wyoming. Funding is needed for this project because

of the increase in incidents around the country. The budget for the Public Safety Department does not allow for extra training and initiatives. If this project does not receive the needed funding, the available tourniquets, bleeding control training for the non-medically trained Police Officers, and the bleeding control training equipment will not be available to us or the high-risk areas of the public to be trained in bleeding control.

 **Evaluation:** The results of this project will hopefully never have to be evaluated. The measurable outcomes will be lives saved if indeed the training is used. The changes that will be made to the lives of our citizens will be the awareness, knowledge, and the ability to “**STOP THE BLEED**”.


 **Budget:** Total cost for the project is **\$12,706.98**


\$4931.98-2 complete Advanced Bleeding Control Training Kits to train up to 20 people with each kit.

\$2875.00-125 C-A-T Tourniquets

\$2400.00-Law Enforcement First Responder Training for 12 Police Officers

\$2500.00-Great Lakes Homeland Security Conference for 4 staff in Grand Rapids
May 8-10

 **Hospital Mission/Goals:** With the guiding principle of “The Metro Way”, Metro Health Hospital, University of Michigan Health is improving the health and well-being in the community that they serve, and supporting the organizations that impact the community directly. With the “**STOP THE BLEED**” training and the commitment of the Metro Health Trauma Department to training of staff and layperson, these training opportunities are what will make the difference between life and death. The Metro Health, University of Michigan Health will make an **ImpACT**.

 **Recognition:** The Metro Health Hospital Foundation will be recognized in several ways; to include but not limited to city council recognition, press and media releases, and at the training events themselves.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK
TO EXECUTE CHANGE ORDER NO. 1 TO THE
2017 DEHOOP AVENUE WATERMAIN PROJECT

WHEREAS:

1. On April 11, 2017, the City received eight (8) bids for the 2017 DeHoop Avenue Watermain Project with Wyoming Excavators, Inc. submitting the low bid of \$1,841,057.75.
2. The bid included resurfacing of the Pinery Park shelter parking lot for \$27,578.50, which was to be paid using Community Development Block Grant and Parks and Recreation funds.
3. The bid was awarded on May 1, 2017 for \$1,813,479.25, which excluded the parking lot resurfacing, because CDBG funds were not available at that time.
4. Change Order No. 1 has been prepared to add \$27,578.50 to the contract to include the parking lot resurfacing, using the unit prices in the original bid.
5. The additional costs for this project can be financed out the CDBG and Parks and Recreation Funds in the following accounts:

256-400-69218-975.113, CDBG Capital Improvements, Pinery Park Improvements
(\$26,709.60)

208-752-75600-975.113, Park Facilities Capital Improvements, Pinery Park Improvements
(\$868.90)

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council hereby authorizes the Mayor and City Clerk to execute the attached Change Order No. 1 to the 2017 DeHoop Avenue Watermain Project in the amount of \$27,578.50.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

- Staff Report
- Change Order No. 1

STAFF REPORT

Date: April 3, 2018

Subject: 2017 DeHoop Avenue Watermain Project – Change Order No. 1

From: Rebecca L. Rynbrandt, Director of Community Services

Meeting Date: April 16, 2018

RECOMMENDATION

Staff recommends extending the current contract to resurface a parking lot in Pinery Park, adding \$27,578.50 in Changer Order No. 1.

SUSTAINABLITY CRITERIA

Environmental Quality – Maintaining parking lot surfaces reduce trip and fall hazards for public facility patrons. Smooth parking lot pavement reduces maintenance on vehicles accessing City Facilities. In addition, it is recognized that well maintained, aesthetically pleasing, contemporary public facilities are catalysts in improving and maintaining the economic vitality of a community.

Social Equity – Providing a well maintained Parking Lot infrastructure will maintain the useful function of the City Facilities.

Economic Strength – Providing a well maintained infrastructure will add to the economic strength of a community allowing safe and efficient commercial and vehicular travel.

QUALITY SERVICE IMPACT

Parking Lot resurfacing maintains the infrastructure that allows for safe and efficient vehicular access to public facilities for the residents of Wyoming.

DISSCUSSION

On April 11, 2017, the City of Wyoming received eight (8) bids for the 2017 DeHoop Avenue Watermain Reconstruction project with Wyoming Excavators, Inc. submitting a low bid of \$1,841,057.75. This bid included \$27,578.50 to resurface a parking lot in Pinery Park that serves a playground and picnic shelter. The resurfacing work was to be paid for using CDBG funding. CDBG funds did not become available in time for this work to be awarded with the DeHoop Avenue Watermain Project, so the bid was originally awarded excluding the parking lot resurfacing. CDBG funding is now available, so the resurfacing can be added to the contract using the original bid prices.

BUDGET IMPACT

Funds are available in the following accounts:

256-400-69218-975.113, CDBG Capital Improvements, Pinery Park Improvements (\$26,709.60)
208-752-75600-975.113, Park Facilities Capital Improvements, Pinery Park Improvements (\$868.90)

CHANGE ORDER NO. 1

PROJECT: 2017 DeHoop Avenue Watermain Project
CONTRACTOR: Wyoming Excavators, Inc.
CONTRACT DATE: May 1, 2017
DESCRIPTION: Pinery Park Parking Lot Resurfacing

Contract Amount Prior to Change Order No. 1	\$1,813,479.25
Increase Resulting from Change Order No. 1	<u>\$27,578.50</u>
Adjusted Contract Amount	\$1,841,057.75

CITY OF WYOMING

Jack A. Poll
Mayor

Kelli A. VandenBerg
City Clerk

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK
TO EXECUTE A COST SHARING AGREEMENT WITH GABLE HOLDINGS II, L.L.C.
FOR THE WEST M-6 INDUSTRIAL PARK DEVELOPMENT

WHEREAS:

1. Gable Holdings II, L.L.C., owner of the West M-6 Industrial Park, is in the process of constructing the development located south of 60th Street and east of Burlingame in Wyoming.
2. The development includes 522 feet of oversized watermain, 1,321 lineal feet of trunk storm sewer ranging in size between 36 inches and 42 inches, and a regional detention basin.
3. The developer’s engineer has submitted an itemized Engineer’s Estimate (Exhibit “A”) per the City’s Utility Cost Sharing Policy in an amount not to exceed \$415,833.96.
4. The attached Cost Sharing Agreement has been prepared in accordance with Wyoming’s Storm Water Ordinance and Utility Cost Sharing Policy, identifying the costs and obligations of Gable Holdings II, L.L.C. and the City of Wyoming for the construction of the West M-6 Industrial Park.
5. The City’s participation in these costs can be financed out of the Capital Improvement Fund Account No. 400-441-45200-972.452 and the Water Fund Account No. 591-441-57300-972.573 but a budget amendment is necessary.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council hereby authorizes the Mayor and City Clerk to execute the attached Cost Sharing Agreement with Gable Holdings II, L.L.C. for the construction of the West M-6 Industrial Park in the amount of \$415,833.96.
2. The City Council hereby approves the attached budget amendment.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes

 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS: Budget Amendment
 Staff Report
 Agreement
 Exhibit “A”
 Exhibit “B”

Resolution No. _____

CITY OF WYOMING BUDGET AMENDMENT

Date: April 16, 2018

Budget Amendment No. 058

To the Wyoming City Council:

A budget amendment is requested for the following reason: To appropriate \$415,833.96 of budgetary authority for the City's share of the cost sharing agreement associated with the construction of the trunk storm sewer, regional detention basin and oversized watermain within the West M-6 Industrial Park Plat as per the attached resolution.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>Capital Improvement Fund</u>				
Public Works - Storm Sewer Construction - Capital Outlay Storm Sewer				
400-441-45200-972.452	145,000.00	393,280.60		538,280.60
Fund Balance/Working Capital (Fund 400)		-	393,280.60	
<u>Water Fund</u>				
Public Works - Capital Outlay - Capital Outlay Watermains				
591-441-57300-972.573	2,241,519.90	22,553.36		2,264,073.26
Fund Balance/Working Capital (Fund 591)		-	22,553.36	

Recommended: Kate Ballough
Senior Accountant

[Signature]
City Manager

Motion by Councilmember _____, seconded by Councilmember _____ that the General Appropriations Act for Fiscal Year 2017-2018 be amended by adoption of the foregoing budget amendment.

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on _____ the foregoing budget amendment was approved.

City Clerk

STAFF REPORT

Date: April 11, 2018

Subject: West M-6 Industrial Park plat – Cost Sharing Agreement

From: Russ Henckel, Assistant Director of Public Works - Engineering

Meeting Date: April 16, 2018

Recommendation:

Staff recommends that the City Council authorize the Mayor and City Clerk to execute a Cost Sharing Agreement with Gable Holdings II, L.L.C., developer of the West M-6 Industrial Park, for the construction of 522 feet of oversized watermain, a regional detention basin, and 1,321 lineal feet of trunk storm sewer ranging in size between 36 inches and 42 inches in an amount not to exceed \$415,833.96.

Sustainability Criteria:

Environmental Quality – Construction of these storm water improvements will benefit the quality of the receiving stream water.

Social Equity – These Agreements are available to all developers.

Economic Strength – The Agreement will share costs for oversizing public utilities between a private developer and the City of Wyoming, providing for the efficient and cost-effective means of providing needed utilities in Wyoming.

Discussion:

Section 86-360 of Wyoming's Storm Water Ordinance states that "[A] Developer shall construct major drainage facilities in accordance with the approved drainage plan. The City will pay the cost of constructing the major drainage facilities through the execution of a Cost Sharing Agreement." Wyoming pays developers to construct such regional storm water facilities when they fall within the boundary of a large development under construction. It is the most cost-effective way to build the necessary facilities. Storm water fees are collected from individual parcels when they are built upon, which in-turn, reimburse Wyoming for its investment in said regional storm water facilities.

Likewise, the City Council's Utility Cost Sharing Policy provides the means for reimbursing developers the extra cost associated for constructing watermain of a size greater than is necessary for the individual development, but needed for the public water system. Once again, this is a cost-effective way to build public improvements in cooperation with private development activities.

On March 1, 2018, Pathfinder Engineering, Inc. submitted a proposal on behalf of Gable Holdings II, L.L.C. for the construction of 522 feet of oversized watermain, a regional detention basin, and 1,321 lineal feet of trunk storm sewer ranging in size between 36 inches and 42 inches through the West M-6 Industrial Park plat. The Cost Sharing Agreement for the development is an amount not to exceed \$415,833.96. The attached Cost Sharing Agreement outlines the rights and obligations of the developer and the City of Wyoming for the oversizing of the watermain, construction of the trunk storm sewer, and regional basin.

It is recommended that the City Council hereby authorizes the Mayor and City Clerk to execute the attached Cost Sharing Agreement with Gable Holdings II, L.L.C.

Budget Impact:

Funds are available in the Capital Improvement Fund Account No. 400-441-45200-972.452 and the Water Fund Account No. 591-441-57300-972.573, but a budget amendment is necessary.

AGREEMENT

COST SHARING AGREEMENT
BETWEEN THE CITY OF WYOMING
AND GABLE HOLDINGS II, L.L.C.

THIS AGREEMENT entered into on this _____ day of _____, 2018, by and between the CITY OF WYOMING, a Michigan Municipal Corporation, of 1155 - 28th Street, SW, Wyoming, Michigan 49509, hereinafter referred to as the "City," and Gable Holdings II, L.L.C., whose address is 44 Grandville Avenue, SW, Suite 300, Grand Rapids, MI 49503, hereinafter referred to as the "Developer," the terms and conditions of which are as follows:

1. The Developer is proposing the construction of the West M-6 Industrial Park located south of 60th Street and east of Burlingame Avenue in an area covered by an Act 425 Agreement between the City of Wyoming and Byron Township, in Kent County, Michigan. As part of said development, the parties are desirous of constructing a trunk storm sewer, a regional detention basin, and oversized watermain. This Agreement is designed to identify the rights and obligations of the parties hereto concerning said improvements.

2. The Developer shall be responsible for constructing the aforementioned improvements and shall convey to the City the necessary easements (Exhibit "B") for the said improvements in accordance with engineering construction plans prepared by Pathfinder Engineering, Inc. and approved by the City.

3. The City shall reimburse the Developer for the actual cost of constructing the oversized watermain, trunk storm sewer, and regional storm basin on behalf of the City of Wyoming. Additionally, payment including engineering costs, shall not exceed \$415,833.96, as shown on the attached Exhibit "A", which amount shall be paid to the Developer by the City within 60 days from the date of completion, subject to acceptance by the City and upon the receipt of an invoice.

4. This Agreement, together with the Exhibit A and the City's Utility Cost Sharing Policy and Storm Water Ordinance as incorporated herein, shall contain the entire agreement between the

parties, any oral agreements to the contrary notwithstanding. No amendments shall be allowed unless made in writing and signed by all parties.

5. The Developer shall indemnify and hold the City, its officers, agents, and employees harmless from any and all claims, liabilities, and expenses, including but not limited to actual attorney fees, as may arise from Developer's construction required pursuant to this Agreement. Developer shall provide a copy of their insurance to the City of Wyoming and list the City as a certificate holder.

6. This Agreement shall be binding upon the successors and assigns of the parties hereto. However, this Agreement may not be assigned by either party without the prior written consent of the other party.

WITNESSED

WITNESSED

CITY OF WYOMING

By:

Jack Poll
Its Mayor

By:

Kelli A. Vandenberg
Its City Clerk

DEVELOPER

By:

Ned Quinn
Member

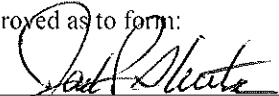
STATE OF MICHIGAN
COUNTY OF KENT

The foregoing instrument was acknowledged before me this _____ day of _____, 2018, by Ned Quinn to me personally known, is the Member of Gable Holdings II, L.L.C.

_____, Notary Public
My commission expires:

Drafted By:
Russ Henckel
City of Wyoming
2660 Burlingame Ave. S.W.
Wyoming, Michigan 49509
(616) 530-7254

Approved as to form:



Jack R. Sluiter
City Attorney

EXHIBIT "A"
ESTIMATE FOR CONSTRUCTION REIMBURSEMENT FROM CITY OF WYOMING
WEST M-6 INDUSTRIAL PARK
 Sec. 2, City of Wyoming
 Kent County, Michigan

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>	<u>QUANTITY INCLUDED</u>	<u>AMOUNT</u>
A. TRUNK STORM SEWER ITEMS							
1.	Furnish and Place 42" Storm Sewer C-76 Class III, Including In Situ Backfill	1016	LFT	\$ 92.18	\$ 93,654.88	1016	\$ 93,654.88
2.	Furnish and Place 36" Storm Sewer C-76 Class III, Including In Situ Backfill	96	LFT	\$ 76.46	\$ 7,340.16	96	\$ 7,340.16
3.	Furnish and Place 36" Storm Sewer C-76 Class III, Including Sand Backfill	209	LFT	\$ 107.94	\$ 22,559.46	209	\$ 22,559.46
4.	Furnish and Place 8' Diameter Precast Manhole, w/ solid cover	1	EACH	\$ 7,589.31	\$ 7,589.31	1	\$ 7,589.31
5.	Furnish and Place 7' Diameter Precast Manhole, w/ solid cover	2	EACH	\$ 6,796.33	\$ 13,592.66	2	\$ 13,592.66
6.	Furnish and Place 6' Diameter Precast Manhole, w/ solid cover	3	EACH	\$ 4,676.93	\$ 14,030.79	3	\$ 14,030.79
7.	Furnish and Place 42" Flared End Section	1	EACH	\$ 2,360.70	\$ 2,360.70	1	\$ 2,360.70
TOTAL TRUNK STORM SEWER ITEMS							\$ 161,127.96

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>	<u>QUANTITY INCLUDED</u>	<u>AMOUNT</u>
B. DETENTION BASIN ITEMS							
1.	Furnish and Place Trenched-In Silt Fence (approx. 3,000 LF)	1	LSUM	\$ 8,072.40	\$ 8,072.40	0.25	\$ 2,018.10
2.	Clearing, Grubbing, and Tree Removal (approx. 4 AC)	1	LSUM	\$ 26,130.19	\$ 26,130.19	1	\$ 26,130.19
3.	Earth Excavation for Use as Fill (I.P.) (est. 16,000 cyds)	1	LSUM	\$ 48,000.00	\$ 48,000.00	0.75	\$ 36,000.00
4.	Furnish and Place NAG S150 Mulch Blanket (approx. 9,500 SYDs)	1	LSUM	\$ 32,142.30	\$ 32,142.30	1	\$ 32,142.30
5.	Furnish and Place 6" PVC Pipe	67	LF	\$ 64.71	\$ 4,335.57	67	\$ 4,335.57
6.	Furnish and Place Geofabric on Spillway	80	SYD	\$ 2.41	\$ 192.80	80	\$ 192.80
7.	Construct 8" Thick Gravel Access Drive to Detention Basin	300	CY	\$ 28.78	\$ 8,634.00	300	\$ 8,634.00
TOTAL DETENTION BASIN ITEMS							\$ 109,452.96
C. WATERMAIN OVERSIZING ITEMS							
1.	Furnish and Place 16" Watermain, DIP CL 53 including sand backfill	522	LFT	\$ 78.16	\$ 40,799.52	522	\$ 8,670.42 *
2.	Furnish and Place 12" Watermain, DIP CL 53 including sand backfill	2,498	LFT	\$ 61.55	\$ 153,751.90	-	\$ -
3.	Furnish and Place 16" Valve and Box	1	EACH	\$ 6,142.90	\$ 6,142.90	1	\$ 3,899.92 *
4.	Furnish and Place 12" Valve and Box	4	EACH	\$ 2,242.98	\$ 8,971.92	-	\$ -
5.	Furnish and Place 16" Plug	1	EACH	\$ 805.06	\$ 805.06	1	\$ 430.33 *
6.	Furnish and Place 12" Plug	2	EACH	\$ 374.73	\$ 749.46	-	\$ -
7.	Furnish and Place 16" x 16" x 12" Tee	1	EACH	\$ 1,926.61	\$ 1,926.61	1	\$ 697.51 *
8.	Furnish and Place 12" x 12" x 12" Tee	1	EACH	\$ 1,229.10	\$ 1,229.10	-	\$ -
9.	Furnish and Place 16" x 16" x 6" Tee	1	EACH	\$ 1,582.79	\$ 1,582.79	1	\$ 619.12 *

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>	<u>QUANTITY INCLUDED</u>	<u>AMOUNT</u>
10.	Furnish and Place 12" x 12" x 6" Tee	6	EACH	\$ 963.67	\$ 5,782.02	-	\$ -
11.	Furnish and Place 16" Sleeve	1	EACH	\$ 1,887.52	\$ 1,887.52	1	\$ 907.90 *
12.	Furnish and Place 12" Sleeve	1	EACH	\$ 979.62	\$ 979.62 **	-	\$ -
TOTAL WATERMAIN OVERSIZING ITEMS							\$ 15,225.20

*Oversizing costs calculated using the difference in unit price from a 12" to a 16" watermain times the quantity.

**12" Sleeve Cost Estimated

***Land Value based off Land Value Calculations dated 3-26-18

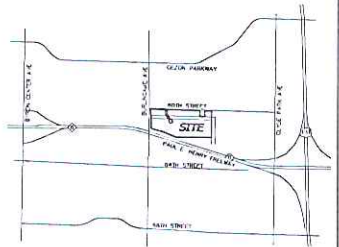
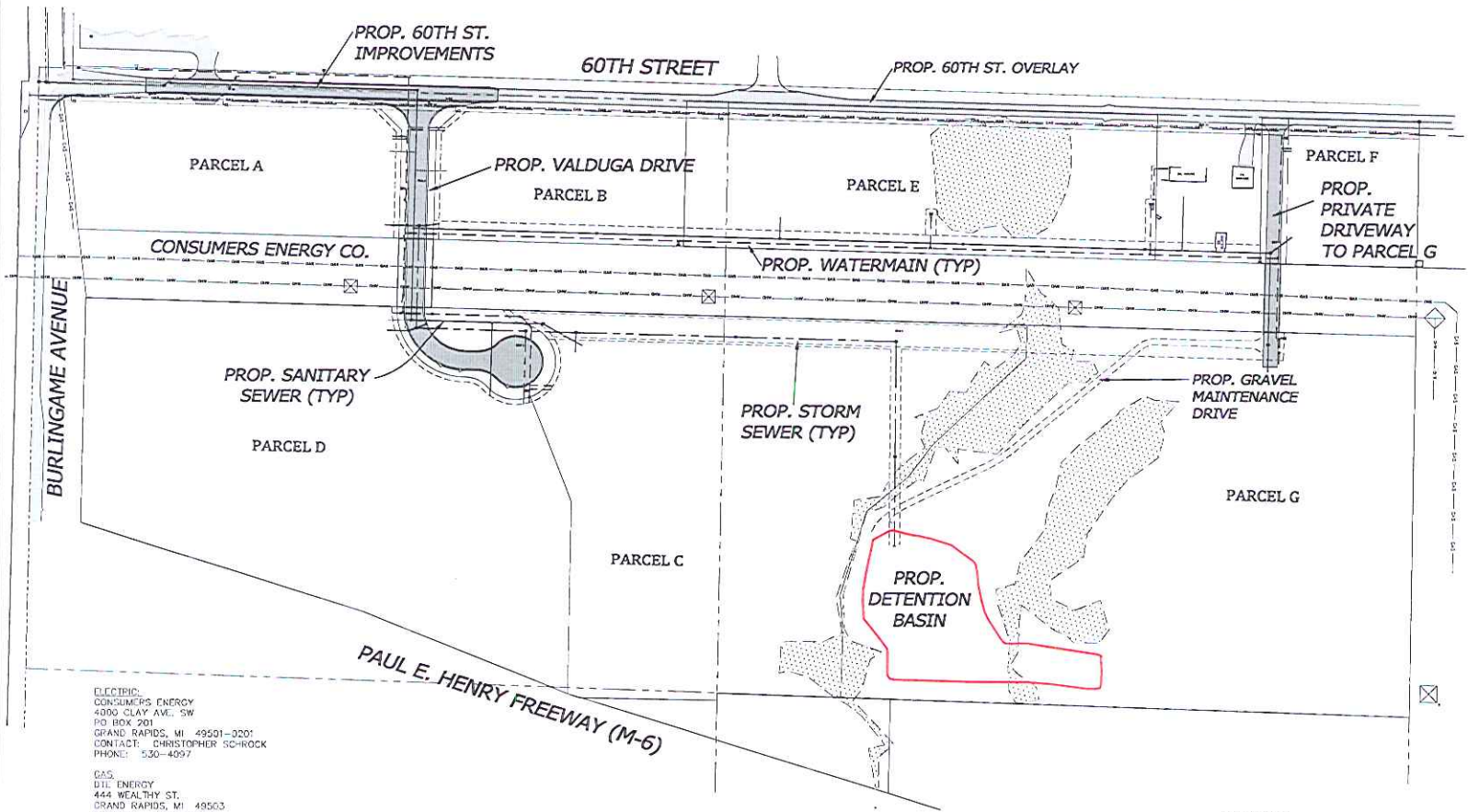
TOTAL ALL ITEMS	\$ 285,806.12
CONTINGENCY (5%)	\$ 14,290.31
ENGINEERING & STAKING (13%)	\$ 39,012.54
***25% OF LAND VALUE	\$ 76,725.00
GRAND TOTAL	\$ 415,833.96

EXHIBIT "B"

WEST M-6 INDUSTRIAL PARK

6156 BURLINGAME AVENUE

CITY OF WYOMING, KENT COUNTY, MICHIGAN



ELECTRIC:
 CONSUMERS ENERGY
 4000 CLAY AVE. SW
 PO BOX 201
 GRAND RAPIDS, MI 49501-0201
 CONTACT: CHRISTOPHER SCHROCK
 PHONE: 530-4097

GAS:
 DTL ENERGY
 444 WEALTHY ST.
 GRAND RAPIDS, MI 49503
 CONTACT: ANDREW DIAZ
 PHONE: 632-3631

WATER AND SEWER:
 CITY OF WYOMING ENG. DEPT.
 2660 BURLINGAME AVE. SW
 WYOMING, MI 49509
 PHONE: 530-7254

AT&T:
 959 36TH ST. SE
 GRAND RAPIDS, MI 49508
 CONTACT: CHAD VANTIL
 PHONE: 392-9968

COMCAST:
 955 CENTURY AVE. SW
 GRAND RAPIDS, MI 49503
 CONTACT: JIM ZAWACKI
 PHONE: 245-5039

GENERAL NOTES:
 EXCEPT WHERE NOTED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH BOTH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION 2012 EDITION AND THE CURRENT CITY OF WYOMING STANDARD CONSTRUCTION SPECIFICATIONS.

- SHEET INDEX**
1. COVER
 2. GRADING PLAN
 3. 60TH STREET SANITARY SEWER PLAN
 4. VALDUGA DRIVE SANITARY SEWER PLAN
 5. SANITARY SEWER PLAN
 6. SANITARY SEWER PLAN
 7. PROPOSED DRIVE SANITARY SEWER PLAN
 8. 60TH STREET WATERMAIN PLAN
 9. VALDUGA DRIVE WATERMAIN PLAN
 10. WATERMAIN PLAN
 11. WATERMAIN PLAN
 12. PROPOSED DRIVE WATERMAIN PLAN
 13. 60TH STREET IMPROVEMENT PLAN
 14. 60TH STREET IMPROVEMENT PLAN
 15. 60TH STREET IMPROVEMENT PLAN
 16. VALDUGA DRIVE STORM SEWER & IMPROVEMENT PLAN
 17. STORM SEWER PLAN
 18. STORM SEWER PLAN
 19. PROPOSED DRIVE IMPROVEMENT PLAN
 20. DETENTION BASIN PLAN
 21. DETAILS

OWNER: CABLE HOLDINGS II 6156 BURLINGAME AVENUE WYOMING, MICHIGAN		PROJECT: WEST M-6 INDUSTRIAL PARK	
NO.	DESCRIPTION	DATE	BY
1	PRELIMINARY COMMENTS	07/27/17	CH
2	PROJECT NAME CHANGE	08/11/17	CH
3	FOR BID	10/31/17	CH/ZN
4	FOR BIDDING	11/28/18	CH/ZN
5	SANITARY SEWER & WATERMAIN REALLOCATION	04/15/19	CH/ZN
ENGINEERING DESIGN Pathfinder Engineering, Inc. 2375 Center Street, N.W., Wyoming, MI 49509 Phone: 1-616-735-1855 Fax: 1-616-735-1559			
CITY OF WYOMING ENGINEERING DEPARTMENT DESIGN DIVISION WYOMING, MICHIGAN PLAN OF IMPROVEMENTS			
IN CONVI FROM TO			
SCALE: VERT. 1" = 4'		CONSIDERS	GAS
SCALE: HORIZ. 1" = 20'			
SHEET NO. 1 OF 21			
SYSTEMS:			CITY MANAGER
S.A. NUMBER			
DRAWN BY CH			CITY ENGINEER
DESIGNED BY RFS			
CHECKED BY RFS		ROBERT F. GOODHEART, P.E.	
IN CHARGE (SCALE 1/2")			DESIGNER/PROJECT
DATE DRAWN 7-20-17			
			FILE NO.
			COVER



RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PURCHASE OF
WORK UNIFORMS & CARHARTT CLOTHING ITEMS

WHEREAS:

1. As summarized in the attached Staff Report, it is recommended the City Council authorize the purchase of work uniforms and Carhartt clothing items using the U.S. Communities extended purchasing contract.
2. Work uniforms & Carhartt clothing items are purchased as required throughout the year and funds are budgeted in the various departmental accounts.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of work uniforms and Carhartt clothing items using the U.S. Communities extended purchasing contract.
2. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENT:
Staff Report

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: April 5, 2018
Subject: Work Uniforms & Carhartt Clothing Items
From: Laura Jackson, Purchasing Department
Meeting Date: April 16, 2018

RECOMMENDATION:

It is recommended the City Council authorize the purchase of work uniforms and Carhartt clothing items from Cintas using the U.S. Communities cooperative purchasing contract pricing.

SUSTAINABILITY CRITERIA:

Environmental Quality – Does not significantly impact this criterion.

Social Equity – City of Wyoming employees are dedicated to creating an attractive, comfortable and engaged community. Uniforms are clearly embroidered with the City logo projecting a professional image and identifying to the community that the person is an employee of the City.

Economic Strength – Authorizing the purchase using the U.S. Communities contract allows departments to purchase items as needed for the various types of uniform clothing items to fit the specific needs of all City departments at a discounted price.

DISCUSSION:

The U.S. Communities contract for work uniforms was awarded to Cintas through March 31, 2019. Pricing for work uniforms and other clothing items from Carhartt Industrial, Red Kap and Cintas Sourcebook are discounted 15%. Items not found under these vendors will be at a minimum discount of 10%. Standard freight is at no charge and no minimum is required per order.

Embroidery to add the City of Wyoming logo for industrial outerwear is \$4.95, and \$3.50 for industrial work uniforms items. Employee names may be added to garments for \$1.95 each.

In accordance with the employment contract between the Wyoming City Employees and the City of Wyoming, a minimum of four work uniforms are to be provided to each General Union Employee required to wear a work uniform. In addition, Carhartt clothing items are provided to City employees who are required to wear work uniforms and work outside in the winter months of the year and are purchased on an as needed basis for new employees and as replacements for existing worn out items.

Work uniforms and Carhartt clothing items are purchased as required throughout the year and funds are budgeted in the various departmental accounts. The estimated expenditure for work uniforms and Carhartt clothing items during the coming year is expected to total approximately \$33,000.00.

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A QUOTE FROM IMAGETREND
FOR THE PURCHASE OF SOFTWARE, LICENSES AND RELATED SERVICES
TO IMPLEMENT THE FIRE/EMS 3.0 NEMISIS REPORTING SYSTEM

WHEREAS:

1. As detailed in the attached staff report, it is recommended that the City Council accept a quote from ImageTrend for software, licenses and related services to implement the Fire/EMS 3.0 Nemsis reporting system.
2. It is recommended the City Council accept the quote from ImageTrend in the total estimated amount of \$27,000.
3. Funds for the purchase of the software and licenses and related services are available in the fire administrative services capital outlay computer system account number 101-337-33700-973056.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept a quote from ImageTrend for the purchase of software, licenses and related services to implement the Fire/EMS 3.0 Nemsis reporting system in the total estimated amount of \$27,000.
2. The City Council does hereby authorize the City Manager to acknowledge acceptance of future renewals of the licensing agreement in accordance with budget authorization.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENTS:

Department Staff Report
I.T. Staff Report
Excel Spreadsheet
2018/2019 ImageTrend Pricing Sheet
Department Breakdown

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: April 9, 2018

Subject: Switch from FIREHOUSE REPORTING (FH) to IMAGE TREND ELITE

From: FF/EMS Coordinator Brad Dornbos

Meeting Date: April 16, 2018

Recommendation:

It is recommended that the City of Wyoming accept a quote from ImageTrend for all Fire/EMS NEMSIS 3.0 Reporting. The cost is \$18,722.92 for all needed software, licensing, data conversion, implementation, and training. The second year of service would be approximately \$13,131.00 for annual maintenance and cost of modules for reporting. Kent County Dispatch anticipates an initial cost between \$5,500.00 - \$7,500.00 to make the interface for our system. An annual maintenance cost of \$1500.00 is expected.

Sustainability Criteria:

Environmental Responsibility: The Department strives to be environmentally responsible and is contracting with a reputable company for the replacement of the current Reporting System. Currently, the State of Michigan uses this vendor as its preferred vendor for reporting. This proposal will have no impact on the environment or our natural resources

Social Equity: This recommendation will provide service to all residents of the City of Wyoming, and any other individual entered into the Record Management System through the Wyoming Department of Public Safety, without regard to income level or socio-economic status.

Economic Strength: The Wyoming Department of Public Safety is committed to providing excellent customer service. The City of Wyoming can take full economic advantage of this purchase through the negotiated contract and subsequent savings in the annual support and maintenance fees.

Quality Customer Service: The Wyoming Department of Public Safety relies heavily on its reporting system to accurately document its activities, and maintain our medical records as required by the State of Michigan. There are many key components that are part of a comprehensive reporting system. We have found a system that has ease of use for our staff; efficiencies in data entry and paperwork distribution; and increased functionality from our current system. We look for this new software system to increase productivity and enhance customer service due to these efficiencies and increased functionality. Having this product will also allow us to be NEMSIS 3.0 compliant as required by the State of Michigan.

Discussion:

Early 2017, the State of Michigan mandated that as of January 1, 2018, all Fire Departments must be NEMSIS 3.0 compliant. This compliance is specific to EMS reporting to the State of Michigan. This information was transmitted to our current reporting software vendor, Firehouse, so that they could provide a solution by the January 1 deadline. Unfortunately Firehouse Software was not able to provide the needed software to put the Department into NEMSIS 3.0 compliance. Numerous attempts at communicating with Firehouse went unanswered, to include both email and phone calls, to find out the status of compliance and the looming deadline crept steadily closer. It was found that Firehouse Software was sold and the new company would not be able to bring us into compliance by the deadline. We contacted the State and received a letter from them authorizing us to have a new compliance date of June 30, 2018, due to this issue with Firehouse Software. Therefore we began to search for a recommended software company that would not only fulfill our current need for Fire and EMS record keeping, but give us the State of Michigan mandated NEMSIS 3.0 compliance reporting.

Our search took us to ImageTrend as they were the vendor that the State of Michigan chose to use for their reporting. Image Trend is a reputable company and we found that numerous area Fire Departments (Kalamazoo Public Safety, Portage Public Safety, Kalamazoo Township Fire, Comstock Township Fire, South County Fire Authority and potentially the Grand Rapids Fire Department) would be making the switch to ImageTrend and therefore can split this cost to switch to their software. As more area Department's collaborated and negotiated with Image Trend for a quote, the pricing for the City kept dropping. Our first cost estimate was \$30,000.00. We now have negotiated our cost to be \$18,722.92 with ImageTrend. Along with this cost the City of Wyoming will also need the Kent County Sheriff's Department PSAP to make needed changes to the Motorola Computer Aided Dispatch System (CAD) to interface with the ImageTrend Software. Currently they are anticipating the cost to be no less than \$5,500.00 or no more than \$7,500.00 depending on the computer programming hours needed to make the change. This makes our total estimated cost less than \$27,000.00 for the complete package.

Also, the IT Department was brought into the search for our software vendor and they have discussed this process at length with us. The IT Department will also be able to assist with the implementation of the new software and interface with the CAD system and can assist us with complying with the State of Michigan deadline of June 30, 2018.

Budget Impact:

Please see attached quote from ImageTrend. This quote currently includes the collaboration between several departments to drive the initial costs down. There are sufficient funds available to purchase in the Fire Administrative Services Capital Outlay Computer System Account: 101.337.33700.973.056.

STAFF REPORT

DATE: April 10, 2018
SUBJECT: Fire Records Software - ImageTrend
FROM: Pat Firestone, Director of Information Technology
MEETING DATE: April 16, 2018

RECOMMENDATION:

The Information Technology department supports the recommendation by Public Safety, that City Council accept a quote from ImageTrend, for Fire/EMS records management services.

SUSTAINABILITY CRITERIA:

Environmental Quality – The Department strives to be environmentally responsible and is contracting with a reputable company for the replacement of the current Reporting System. Currently, the State of Michigan uses this vendor as its preferred vendor for reporting. This proposal will have no impact on the environment or our natural resources

Social Equity – This recommendation will provide service to all residents of the City of Wyoming, and any other individual entered into the Record Management System through the Wyoming Department of Public Safety, without regard to income level or socio-economic status.

Economic Strength – The Wyoming Department of Public Safety is committed to providing excellent customer service. The City of Wyoming can take full economic advantage of this purchase through the negotiated contract and subsequent savings in the annual support and maintenance fees.

DISCUSSION:

Information Technology staff have met with Public Safety to discuss the proposed solution by ImageTrend. Information Technology has reviewed the required specifications for the ImageTrend cloud-based product, and was found to be fully-compliant with our current City of Wyoming computing environment. Because of the vast adoption rate by other entities in and including the State of Michigan, this product appears to be an excellent solution for the City of Wyoming.

BUDGET IMPACT:

Funding for this vendor selection is addressed in the staff report submitted by Brad Dornbos, FF/EMS Coordinator.

Regional Elite Rescue Department Cost Breakdown - Base System - 3/15/18

Department	Contact	Annual Volume	Year 1 Cost by Department	Year 2 Cost by Department
City of Kalamazoo Department of Public Safety	Ryan Tibbets	8,500	\$11,869.31	\$7,515.13
City of Wyoming Fire Department	Brad Dornbos	7,500	\$10,472.92	\$6,631.00
City of Portage Department of Public Safety – Fire Division	Stacy French	5,600	\$7,819.78	\$4,951.14
Kalamazoo Township Fire Department	David Obrieter	1,800	\$2,513.50	\$1,591.44
Comstock Township Fire Department	Matt Beauchamp	1,600	\$2,234.22	\$1,414.61
South County Fire Authority	Michael Nemeth	1,000	\$1,396.39	\$884.13
Cooper Township		560	\$781.98	\$495.11
Texas Township		895	\$1,249.77	\$791.30
City of Parchment		164	\$229.01	\$145.00
Pavilion Township		423	\$590.67	\$373.99
Climax Township		117	\$163.38	\$103.44
Alamo Township		329	\$459.41	\$290.88
Village of Richland		341	\$476.17	\$301.49
Ross/Augusta Township		297	\$414.73	\$262.59
Total Annual Volume		29,126		
Total Base System Year One Cost			\$40,671.25	
Divided by Total System volume of 29,126			\$1.396	
Total Base System Year 2 + Cost			\$25,751.25	
Divided by Total System volume of 29,126			\$0.884	



Regional Elite Rescue Site – SaaS REVISION 3 – 3/15/18

Prepared For

Kalamazoo Department of Public Safety
Ryan Tibbets
150 E Crosstown Pkwy, Suite A
Kalamazoo, Michigan 49001

Prepared By

Eric Bambard
March 15, 2018

IMAGETREND®

Prepared For

Ryan Tibbets
 Kalamazoo Department of Public Safety
 150 E Crosstown Pkwy, Suite A
 Kalamazoo, Michigan 49001
 (269) 337-8123
 tibbetsr@kalamazoocity.org

Bill To

Ryan Tibbets
 Kalamazoo Department of Public Safety
 150 E Crosstown Pkwy, Suite A
 Kalamazoo, Michigan 49001
 (269) 337-8123
 tibbetsr@kalamazoocity.org

Salesperson	Quote Number	Date
Eric Bambard, EDS Sales Account Executive, 248-534-7937	QUO-01506-C6L1W8-REV 3 REGIONAL SYSTEM	March 15, 2018

Description	Qty	Frequency	Unit Price	Total
Solutions				
Elite™ Rescue SaaS	1	Recurring	\$34,335.00	\$34,335.00
Credit for State Provided Elite™ Field	1	Recurring	-\$8,583.75	-\$8583.75
Setup				
Elite™ Rescue Setup	1	One Time	\$6,870.00	\$6,870.00
Services				
Webinar Training Session	6	One Time	\$350.00	\$2,100.00
Onsite Training Session	3	One Time	\$1,400.00	\$4,200.00
Travel	1	One Time	\$1,750.00	\$1,750.00
TOTAL Year 1				\$40,671.25
*Annual Fees after Year 1				\$25,751.25

Optional Items

CrewSense Pro (0-50 users) – per department	1	Recurring	\$3,000.00	\$3,000.00
CrewSense Lite (0-50 users) – per department	1	Recurring	\$1,800.00	\$1,800.00
CAD – per department *See Department-specific Pricing Addendum Intergraph/New World/Motorola/CAD Vendor \$250 per department discount for same CAD vendor/dispatch	1	Recurring	\$3,500.00	\$3,500.00
CAD Switch Vendor – per department	1	One Time	\$3,500.00	\$3,500.00
Auto Export of NEMESIS v3 Web Service – per department	1	Recurring	\$3,500.00	\$3,500.00
Kno2 Fax – per department	1	Recurring	\$400.00	\$400.00
Kno2 Fax Setup (requires per page contract with Kno2) – per department	1	One Time	\$2,500.00	\$2,500.00

Prepared By: Eric Bambard

Terms of Agreement: The above mentioned items will be invoiced upon Contract signature with payment terms of net 30 days.

- The recurring annual fees will be invoiced annually in advance.
- Project completion occurs upon receipt of the product.
- ImageTrend's license, annual support and hosting are based on 29,126 annual incidents as provided by Client.
 *IMAGETREND will perform price increases of the recurring fees. The first price increase will occur with the fees due for year two. These price increases will occur once a year and may not exceed 3% of the price then currently in effect.
- This proposal is valid for 90 days.

IMAGETREND will invoice sales tax to non-exempt CLIENTS where applicable

DISCLAIMER: This quote creates no legal obligations. This letter is intended to confirm the parties' current understanding of the terms, but it is not intended to create any legal obligations with respect to any of the terms. Neither party should rely on this quote and no legal or equitable remedy will arise from any such reliance. Instead, the parties must reach a final agreement. A final agreement will be a condition precedent to any binding obligations. A fully executed Contract Agreement will be required to be completed before an order is processed.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PURCHASE OF
ALLEN BRADLEY/ROCKWELL ELECTRICAL EQUIPMENT
FROM KENDALL ELECTRIC

WHEREAS:

1. As detailed in the attached Staff Report, the City purchases Allen Bradley/Rockwell electrical equipment as needed for the Clean Water and Drinking Water Plants.
2. It is recommended that the City Council authorize the purchase of the electrical equipment from the sole distributor, Kendall Electric.
3. Funds for the purchase are available in account numbers 590-590-54300-775000 and 591-591-55300-775000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of the Allen Bradley/Rockwell electrical equipment from Kendall Electric through April 16, 2019.
2. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENTS:

Staff Report

Quote

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: March 28, 2018
Subject: Allen Bradley/Rockwell Purchases
From: Tom Wilson, Utility Maintenance Manager

Meeting Date: April 16, 2018

RECOMMENDATION:

It is recommended that both the Clean Water Plant and the Drinking Water Plant be authorized to make purchases of Allen Bradley/Rockwell electrical equipment from Kendall Electric on an as-needed basis, up to an estimated amount of \$35,000 per year, per each facility.

SUSTAINABILITY CRITERIA:

Environmental Quality – The Clean Water Plant is actively engaged in the protection of Michigan’s natural water environment and the public health of Wyoming’s citizens. As part of our efforts to continue making a positive impact on the environment, it is necessary that our infrastructure and the equipment that keeps it running are maintained in a safe, reliable, and optimal working condition.

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming’s residents enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies

Economic Strength – Proper upkeep of City property contributes to maintaining property values.

QUALITY SERVICE IMPACT:

Working alongside of a reputable supplier enables our plant staff to expedite repairs.

DISCUSSION:

The Clean Water Plant and the Drinking Water Plant Maintenance Departments are tasked with troubleshooting the plants’ Allen Bradley/Rockwell PLC’s, controllers, starters, and relays throughout the year. Whenever a component cannot be repaired, purchasing a replacement is required and the cost of some of these components can exceed \$5,000. The sole source supplier of AB/Rockwell equipment is Kendall Electric Supplies. At each plant, we will exceed \$7,500 annually on these purchases, although it can be quite higher.

The attached quote is an example of components that are needed throughout a given year to keep our equipment functioning. As can be seen the costs can add up quickly depending on the frequency of the repairs.

BUDGET IMPACT:

It is recommended that the City Council authorize the Clean Water Plant and the Drinking Water Plant to make purchases from Kendall Electric, on an as-needed basis, up to \$35,000 annually per facility. Adequate funds exist in the following accounts 590-590-54300-775000 and 591-591-55300-775000.



A MEMBER OF THE KENDALL GROUP

KENDALL ELECTRIC INC
 832 SCRIBNER AVE NW
 GRAND RAPIDS MI 49504-4490
 616-459-8327 Fax 616-459-8321

Quotation S106728652

Order Date: 03/13/18	
Terms: Net Due 30 Days	
Customer PO#	Release #
2018-00000151	
Ordered By: TOM WILSON	
Phone: 616-261-3550	

Sold To: 4713
 WYOMING (CITY OF)
 PO BOX 905
 WYOMING, MI 49509-0905

Ship To: 16473
 WYOMING (CITY OF) CLEAN WATER
 2350 IVANREST AVE
 WYOMING, MI 49418-3402

Warehouse	Ship Via	Freight Allowed		Account Manager	Inside Salesperson	
EGDC	EGDC10	Out: No	In: No	EDWARD STREETER, 1418-EGRS	MARK SIMMONS, 1397-ESCB	
Cust Ln #	Order Qty	ID #	Description	Req Date	Price / UOM	Ext Amount
	1ea	2881002	1756-L71 AB CONTROLLOGIX 2 MB CONTROLLER	03/13/18	4625.400/e	4,625.40
	1ea	2702073	1756-EN2TR AB 2-PORT CLX HI-CAP ENET/P MODULE-TP 61259854773	03/13/18	2542.800/e	2,542.80
	1ea	14313	1756-PA75 AB CTRLGX 85-265VAC PWR SUPPLY 5V 13A	03/13/18	967.200/e	967.20
	1ea	14251	1756-DHRIO AB CONTLGX DH+/RIO CARD	03/13/18	1840.800/e	1,840.80
*** TAXES NOT INCLUDED ***						

This quotation is an offer to sell you the goods described herein on the terms set forth above and, unless otherwise agreed in a signed writing, on our Terms and Conditions of Sale, available at www.kendallgroup.com/Legal-Notices or by calling 800-632-5422. An order of any goods listed in this quotation constitutes your acceptance of our Terms and Conditions of Sale. We object to any different or additional terms and reject any prior offers from you. Prices expire on, and are subject to change after, 04/12/2018. Wire, conduit & pipe pricing valid for 03/13/2018 only. Opened, special order or non-stock items may not be returnable.

Subtotal	9976.20
S&H CHGS	TBD
Sales Tax	TBD
Amount Due	9976.20

Thank You - We Appreciate Your Business

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PURCHASE OF
LIQUID SODIUM HYPOCHLORITE

WHEREAS:

1. As detailed in the attached staff report, the City of Holland accepted formal bids for Liquid Sodium Hypochlorite.
2. The City of Holland included an option for the cities of Wyoming, Grand Rapids, Muskegon, Grand Haven, and Muskegon Heights to purchase the Liquid Sodium Hypochlorite as a cooperative purchase.
3. It is recommended the City of Wyoming purchase the Liquid Sodium Hypochlorite from the low bidder Olin Corporation at a cost of \$158.40/ton.
4. Funds for the purchase of the Liquid Sodium Hypochlorite are budgeted in account numbers 591-591-55300-740000, 590-590-54300-740000 and 590-590-54800-740000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of the Liquid Sodium Hypochlorite from Olin Corporation.
2. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes

 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report

Bid Form

Tabulation Sheet

Resolution No. _____

STAFF REPORT

Date: April 10, 2018

Subject: Purchase of Liquid Sodium Hypochlorite

From: Robert Veneklasen, Water Treatment Plant Superintendent

Meeting Date: April 16, 2018

Recommendation:

It is recommended the City Council accept the bid price from the City of Holland and the cooperative purchasing group for Liquid Sodium Hypochlorite from Olin Corporation at a cost of \$158.40/ton.

Sustainability Criteria:

Environmental Quality – The use of Liquid Sodium Hypochlorite is necessary to insure the production of safe drinking water and properly treated wastewater.

Social Equity – The utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All residents enjoy access to services provided by our water and wastewater utilities.

Economic Strength – By utilizing the cooperative bid with other communities, the Utilities Department is ensuring that we get the best value for this necessary service. This results in the lowest rates possible for our residents and customers.

Quality Service Impact:

The ability to properly disinfect the Drinking Water Supply during and after treatment to protect public health is the cornerstone of the water treatment process. This provides the measure of protection that retains the trust of our customers. Likewise, the disinfection of the water re-entering the natural environment from the Clean Water Plant ensures that harmful bacteria are not introduced to the environment of the receiving stream and that contact with the receiving waters is not harmful.

Discussion:

The City of Holland accepted bids on March 27, 2018 for Liquid Sodium Hypochlorite (NaOCL). As part of the bid, the City of Holland requested an option for the Cities of Wyoming, Grand Rapids, Muskegon, Grand Haven, and Muskegon Heights to also purchase Liquid Sodium Hypochlorite as a cooperative purchase. The intent of this cooperative purchase is to maintain cooperation between the cities and to realize a benefit of reduced cost for all of the included municipalities.

After evaluation of the bids, it is my recommendation that we continue to participate in the cooperative purchase for Liquid Sodium Hypochlorite. The low bid for Liquid Sodium Hypochlorite is from Olin Corporation (formerly K.A. Steel) at a cost of \$158.40 per ton, or \$0.79 per gallon. This price represents an increase of \$21.80 per ton from last year.

Liquid Sodium Hypochlorite is used at both the Drinking Water Plant and Clean Water Plant for disinfection. The expected annual cost for the Clean Water Plant is \$35,000.00 and the Water Treatment Plant annual cost is expected to be \$177,800.00.

Budget Impact:

Adequate funds were budgeted in accounts 591-591-55300-740.000 and 590-590-54300-740.000 and 590-590-54800.740.000.

CO-OP CHEMICAL PURCHASE
Liquid Sodium Hypochlorite
BID FORM

BID OPENING: Tuesday, March 27, 2018 @ 3:00 p.m. local time (Late bids will not be accepted.) Holland Board of Public Works, 625 Hastings Avenue, Holland, Michigan 49423
Attn: Tamara Poppe

Sealed bids are requested for a one-year term for providing liquid sodium hypochlorite on an "as needed" basis per the specifications contained herein. Quantities stated herein are approximate per year and shall not be considered as minimums or maximums.

ITEM QUANTITY DESCRIPTION

Cities of Holland, Wyoming, Grand Rapids, Muskegon, Muskegon Heights & Grand Haven:

			<u>Delivered Cost</u>
1.	6,135 Tons	Liquid Sodium Hypochlorite	\$ <u>158.40</u> /ton (\$ <u>0.79</u> /gallon)

Tank Truck

Specify common carrier or company owned truck We have our own house fleet of bulk tank trucks.

Specify Manufacturer Olin Product Name Sodium Hypochlorite 12.5% by wt.,

2. Totes (optional)

If you provide LSH in totes, how many gallons are in a tote? No Bid
\$ N/A /gallon

Lead time for totes: N/A

Any and all costs associated with providing the liquid sodium hypochlorite as specified are to be included in the above delivered cost.

BIDDERS ARE REQUIRED TO SUBMIT MATERIAL SAFETY DATA SHEETS AND ANSI/NSF CERTIFICATION WITH THEIR BID. FAILURE TO PROVIDE ALL INFORMATION REQUIRED HEREIN MAY RESULT IN THE BID BEING REJECTED AS NON-RESPONSIVE.

DELIVERY/COMPLETION TIME 1 - 3 days F.O.B. Delivered, Freight included. CASH DISCOUNTS will be allowed for prompt payment as follows: 0 % cash discount if paid within N/A days or less from delivery and acceptance of goods or completion of service. Net 30 days

I hereby state that: 1) all of the information I have provided is true, accurate and complete, and 2) that I have authority to submit this bid, which will become a binding contract, if accepted by the Cities, 3) that I have not communicated with, nor accepted anything of value from an official or employees of the Cities that would tend to destroy or hinder free competition, and 4) that I have read, and understand and agree to be bound by all of the terms in this bid document.

BIDDER SHALL SIGN HERE

Olin Corp. dba Olin Chlor Alkali Products and Vinyls
Name of Company, Corporation, etc.

By: 

1001 31st Street, Suite 200 Downers Grove, IL. 60515
Street Name & Number City/State/Zip

Name: Mike Jakovich

Date: 3/20/18

Phone: 630-243-2265

Title: Director of Caustic

Liquid Sodium Hypochlorite - Bid tab 2018

Rowell Chemical

Olin

Alexander Chemical

Haviland

Wilson Industrial Sales

Cities of Holland, Wyoming, Muskegon, Muskegon Heights,
Grand Haven and Grand Rapids, MI.
1 Year Contract: Starting April 15, 2018 - April 14, 2019

Bulk Shipments

Cost Per Ton:	\$	169.00	\$	158.40	\$	167.40	NO BID	NO BID
Cost Per Gallon:		0.85		0.79		0.839		

Totes

	NO BID	NO BID	2.978 / gal 330 gal / tote	NO BID	NO BID
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Lead-time ARO	1 - 2 days ARO	1-3 days ARO	1 day ARO		
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RESOLUTION NO. _____

RESOLUTION TO AMEND THE AWARD OF BID
FOR A FLOW INJECTION ATOMIC ABSORPTION MERCURY ANALYZER

WHEREAS:

1. On March 19, 2018, City Council adopted Resolution number 26027 awarding the bid for a flow injection atomic absorption mercury analyzer to Perkin Elmer, Inc. in the total amount of \$21,436.23.
2. As detailed in the attached staff report, the total bid price included the trade-in of an existing Perkin Elmer FIMS 100 with autosampler in the amount of \$5,320.00.
3. It is recommended the City Council amend the award of bid for the flow injection atomic absorption mercury analyzer in the total amount of \$26,756.23.
4. Funds for the purchase are available in the sewer fund account number 590-590-54400-980074.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby amend the award of bid for a flow injection atomic absorption mercury analyzer in the amount of \$26,756.00.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENT:
Staff Report

Kelli A. VandenBerg, Wyoming City Clerk

STAFF REPORT

Date: April 11, 2018

Subject: Bid Award for Purchase of Flow Injection Atomic Absorption Mercury Analyzer

From: Jaime Fleming, Laboratory Services Manager

Recommendation

It is recommended that the bid for a flow injection atomic absorption mercury analyzer be awarded to Perkin Elmer, Inc. in the amended amount of \$26,756.23.

Sustainability Criteria:

Environmental Quality – The Clean Water Plant is actively engaged in the protection of Michigan’s natural water environment and the public health of Wyoming’s citizens. A large part of this work is conducting laboratory analysis to quantifiably document our compliance with permit limitations and treatment success.

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming’s residents enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies.

Economic Strength – By maintaining our own independent laboratories in the Utilities Department, we are able to keep our costs as low as possible, while generating more analytical data in which we have higher confidence.

Quality Service Impact:

Quality Service at the Utility plants depends upon our ability to meet the limitations of our discharge permit. The data produced by the mercury analyzer confirms the success of our programs that are designed to minimize the discharge of mercury from the wastewater treatment plant.

Discussion:

A flow injection atomic absorption mercury analyzer is an instrument used to determine the concentration of mercury in water samples. Compliance with our discharge permit limitation for mercury is highly dependent upon minimizing the amount of mercury that enters the wastewater treatment plant. This effort is guided by our pollutant minimization program for mercury, which is a required component of our industrial pre-treatment monitoring program.

The testing results produced by our mercury analyzer help us to determine help us to determine the efficacy of the mercury minimization strategy. The analyzer is used to test samples from the industries and the collection system trunk lines.

The current mercury analyzer is nearing the end of its expected lifetime. The mechanical and electrical parts are beginning to fail as a result of time, use, and exposure to the acidic fumes produced by the samples it analyzes.

Budget Impact:

The bid was previously awarded to Perkin Elmer in the amount of \$21,436.23 under understanding that the trade-in price was not included in the total bid amount. However, upon further clarification, it was discovered that the detailed quotation provided with their bid submittal did include the trade-in value. The correct bid amount is 26,756.23.

A total of five bids were sent out and two responses were received. Both bids met the specification requirements and include shipping, installation, and on-site training.

Bidder	Bid Price	Trade-In
PerkinElmer Health Sciences, Inc.	\$ 26,756.23	\$ 5,320.00
Teledyne Instruments, Inc. d.b.a. Teledyne Leeman Labs	\$ 34,051.50	\$ 2,655.50

It is recommended that the bid be awarded to Perkin Elmer Health Sciences, Inc. for the amount of \$26,756.23.

Sufficient funds are available in the Sewer Fund Account # 590.590.54400.980.074.

RESOLUTION NO. _____

RESOLUTION FOR AWARD OF BID

WHEREAS:

1. Formal bids have been obtained on the below listed item.
2. The bids received have been reviewed and evaluated as per the attached Staff Report.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby award the bid for the listed items as recommended in the attached Staff Reports and summarized below.

Item	Recommended Bidder	Cost
Carbide Under-Scraper Blades	Nordic Blades	\$206.32 each

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on April 16, 2018.

ATTACHMENTS:

Staff Report
Tabulation Sheet

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

DATE: April 4, 2018
SUBJECT: Bid Award - Carbide Under-Scraper Blades
FROM: Ted Seil, Fleet Supervisor
Date of Meeting: April 16, 2018

RECOMMENDATION

It is recommended that the City of Wyoming Council award the bid for Carbide Under-Scraper Blades to the lowest qualified bidder, Nordic Blades unit price of \$206.32.

SUSTAINABILITY CRITERIA

Environmental Quality

The Public Works Department is actively involved in the protection of Michigan's natural resources and the public's health and welfare. In order to continue to protect the environment and the public, the Public Works Department recycles the used snow plow blades.

Social Equality

Snow Plowing services are provided throughout the City without regard to income level or socio-economic status. All of the City's residents enjoy equal access to the benefits of the Public Works Department's snow plowing services.

Economic Strength

The use of carbide under scraper blades allows the Public Works Department to provide high quality snow plowing services to maintain the City's streets and infrastructure which sustains public and private property values.

DISCUSSION

On March 13, 2018, the City Clerk received seven bids for Carbide Under-Scraper Blades out of thirty-four invitations to bid that were sent out. As indicated in the following bid tabulation, Nordic Blades had the lowest bid of \$206.32 per blade, which met the published bid specification. The lowest bidder Schults Equipment (Bucyrus Blades) did not meet the bid specification. The Public Works Department anticipates purchasing 90 blades for a total of \$18,568.80.

The Public Works Department maintains approximately 240 miles of streets. A fleet of trucks are used to remove snow and ice from the City's streets. Replaceable carbide blades are attached to the under scraper blades of each truck, each truck uses 3 carbide blades and all are typically replaced once each year.

BUDGET IMPACT

Sufficient funds have been budgeted for the purchase of carbide under-scraper blades in the Motor Pool Fund, Equipment Operations, Maintenance Supplies account, 661-441-58200-775000.

BID TABULATION

Bidder	Bid Price	Manufacturer
Shults Equipment	\$175.00	Bucyrus Blades CB15216
Nordik Blades	\$206.32	Nordik Blades
Wear Parts & Equipment Co., Inc.	\$209.61	Black Cat Wear Parts #CIC754844-UB
Heights Machinery	\$222.73	Black Cat Blades CICT754844-UB
Winter Equipment Company Inc.	\$288.00	Winter Equipment Company
MHL Systems	\$306.70	Kennametal CDR48A140 #1011930
Shults Equipment	\$350.00	Kennametal GR48A140

ORDINANCE NO. 6-18

AN ORDINANCE TO ADD SECTION 10-3
TO THE CODE OF THE CITY OF WYOMING
ENTITLED "SHORT TERM RENTALS"

THE CITY OF WYOMING ORDAINS:

Section 1. That Section 10-3 is hereby added to the Code of the City of Wyoming to read as follows:

Short Term Rentals of privately owned dwellings are subject to the following:

- (1) **Definitions:** For purposes of this section the following definitions shall apply:
 - (a) *Maximum Occupancy* means the maximum number of allowable occupants for the dwelling, as established in this code.
 - (b) *Owner* means a person holding legal or equitable title to the premises.
 - (c) *Rent or Rental* means to permit, provide for, or offer possession or occupancy of a dwelling in which the owner does not reside for a period of time to a person who is not the legal owner of record, pursuant to a written or unwritten agreement.
 - (d) *Short-Term Rental* means the rental or subletting of any dwelling, for a term of 27 days or less, but the definition does not include the use of campgrounds, hotel rooms, transitional housing operated by a non-profit entity, group homes such as nursing homes and adult foster care homes, hospitals, or housing provided by a substance-abuse rehabilitation clinic, mental-health facility, or other health-care related clinic.
- (2) **Prohibition.** Except as herein provided, short-term rentals are prohibited in all residentially zoned districts.
- (3) **Exceptions.** The following shall not constitute a short-term rental:
 - (a) *Family occupancy.* Any member of a family, as well as that family member's guests, may occupy a dwelling as long as that family member's family owns the dwelling.
 - (b) *House sitting.* During the temporary absence of the owner and the owner's family, the owner may permit non-owner occupancy without remuneration.
 - (c) *Dwelling sales.* Occupancy of up to 90 days by a prior owner after the sale of a dwelling under a rental agreement following closing.
 - (d) *Estate representative.* Occupancy by a personal representative, trustee, or guardian (including family members) of the estate is permitted.

(e) Occupancy requirements and limits as provided in this code shall be applicable under any of these exceptions.

Section 2. This ordinance shall be in full force and effect on the _____ day of _____, 2018.

I hereby certify that the above-entitled Ordinance was adopted by the City of Wyoming at a _____ session of the City Council held on the _____ day of _____, 2018.

Kelli A. Vandenberg
Wyoming City Clerk

Ordinance No. 6-18