

**City of Northville**  
**CITY COUNCIL REGULAR MEETING MINUTES**  
**June 18, 2018**

Mayor Roth called the meeting to order with the Pledge of Allegiance at 7:00 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

**ROLL CALL**

**Present:** Mayor Ken Roth, Mayor Pro Tem Nancy Darga, Councilmembers Sam Ekong, Patrick Giesa, and Marilyn Price

**Absent:** None

**Also**

**Present:** City Manager Patrick Sullivan, City Clerk Dianne Massa, Fire Chief Steve Ott, Housing Director Tracey Emmanuel, Jason Maciejewski from The Senior Alliance, Housing Commissioner Roger Schultz, and eight citizens

Mayor Roth read a statement informing those present that the City Council meeting was being recorded for rebroadcast on the City's website. By remaining at the meeting, consent is inferred by those present to have their voice and image recorded and posted on the City's website.

**PRESENTATIONS**

**A. Citizens Comments** None

**B. Annual Update from The Senior Alliance**

*Jason Maciejewski was not present at the beginning of the meeting. The update was presented after the New Business agenda items.*

Jason Maciejewski, The Senior Alliance, provided a brief update on The Senior Alliance and summarized the programs and services offered and utilized by Northville community clients. The City's local match for FY2017 was \$249 and over 93 total clients were served.

City Council voiced appreciation for the update on the services provided to the Northville community. Questions pertained to the Meals on Wheels and transportation programs.

**APPROVAL OF AGENDA AND CONSENT AGENDA**

**Motion Darga, seconded by Ekong** to approve the agenda and consent agenda as presented.

Approve City Council Minutes of:

- Regular Meeting of June 4, 2018

Receive Bills List:

- Accounts Payable Week of June 4, 2018

Receive Board and Commission Minutes: None

Receive Departmental Reports:

- Youth Assistance: 6/18

Board and Commission Appointments:

- Board of Zoning Appeals: Reappoint Ryan McKindles and Lou Ronayne (alternate), three-year term expiring 7/1/21
- Planning Commission: Reappoint Steve Kirk, Carol Maise, and Anne Smith, three-year term expiring 6/30/21
- Beautification Commission: Appoint Julianne Mundy to fill a vacancy, term expiring 6/30/19
- Planning Commission: Appoint Andrew Krenz, to fill a vacancy, term expiring 6/30/20

Request to Place Signs / Country Garden Club Garden Walk / July 11, 2018

Special Event Request / Buy Michigan Now Festival / August 3-5, 2018

Special Event Request / Buy Michigan Now Beer Garden / August 3-5, 2018

Amendments to 2017-18 Budget Through 5/31/18 and Quarterly Investment Report

Amendments to the Fees, Fines and Penalties Schedule / Cemetery Activity

AT&T Metro Act Right-of-Way Permit Extension through December 31, 2023

Special Event Request / Living & Learning Enrichment Center Open House / June 22, 2018

**Motion carried unanimously.**

## **NEW BUSINESS**

### **A. Interlocal Contract for Cooperative Purchasing**

The Fire Department proposes to purchase a new fire engine pumper through the Houston-Galveston Area Council Cooperative Purchasing Program. The Program provides municipal governments in any state with a means to purchase goods and services at competitively bid prices. In order to take advantage of this program the City must enter into an Interlocal Contract for Cooperative Purchasing. There is no cost to the City to enter into this agreement.

City Council Comments: In response to questions from Council, Staff explained that cooperative purchasing is used by municipalities to get the best pricing for taxpayers. Using cooperative purchasing is a substitute for using the sealed bid process. The Fire Department researched many vehicles and found it was less money to buy this fire engine using cooperative purchasing.

**Motion Ekong, seconded by Price** to adopt the Interlocal Contract for Cooperative Purchasing with the Houston-Galveston Area Council, and authorize the City Manager to sign the contract on behalf of the City of Northville. **Motion carried unanimously.**

### **B. Fire Engine Pumper Purchase**

The Fire Equipment Replacement Fund schedule calls for the purchase of a new engine in the fiscal year beginning July 1, 2018. Upon delivery, this engine would become the front-line engine, and the current front-line engine (2001 American LaFrance) would move to the backup position. The current back-up e(1988 Pierce) would be sold, with the proceeds returned to the Fire Equipment Replacement Fund.

After considering the options, the Fire Department recommended purchasing a Spartan S180, model 2106, through R&R Fire Truck Repair, Inc. The truck is manufactured in Charlotte, Michigan, and the dealership is located in the City of Northville. Once ordered, the unit would be scheduled for build and delivered in 180 days or less.

The proposal provided to City Council noted the cost of the engine is \$428,256. This pricing was obtained through a cooperative governmental purchasing authority, the Houston-Galveston Area Council Cooperative Purchasing Program. Other municipalities in the area use this program, including Northville Township, which is in the process of purchasing two new engines through this program. The purchase recommendation was based on a review of available products from a number of different manufacturers, including Pierce, KME and Rosenbauer. The price range for other comparably equipped trucks is \$490,000 to \$550,000. As the Fire Equipment Replacement Fund anticipated a purchase price of \$550,000, the actual price represents a significant savings to the Fund. Delivery of new trucks from other dealers typically takes a year or more, so the 180-day delivery from Spartan is another advantage.

The Spartan S180 series of trucks is able to achieve these cost and build-time advantages through the use of a manufacturing and sales process that more closely reflects the way that cars are built and sold. The degree of customization is limited, and instead buyers choose from a series of models, each of which comes with certain standardized options. Manufacturing is done using an assembly-line like process.

Under the First Amended and Restated Interlocal Agreement between the cities of Northville and Plymouth, each city is responsible for the purchase of vehicles primarily housed in its City. As a result, this purchase is not a part of the cost-sharing arrangement between the cities. In addition to the base price proposal, the Department requests that the City Council authorize up to \$25,000 from the Fire Equipment Replacement Fund for the cost of certain dealer modifications and additional equipment as may be needed.

City Council Comments: In response to questions from Council, it was explained that while R&R Fire Truck Repair does do truck repair, it is also a sales organization, and is authorized to sell this vehicle. Department research found that there was a significant savings in purchasing this fire engine through the Houston-Galveston Area Council Cooperative Purchasing Program.

**Motion Price, seconded by Darga** to approve the purchase of a Spartan S180, Model 2106 Fire Engine, as provided in the proposal, for the amount of \$428,256 through R&R Fire Truck Repair, Inc., and authorize the Fire Chief to sign the necessary purchase documents on behalf of the City. Further, City Council authorizes the expenditure of up to \$25,000 for the cost of dealer modifications and additional equipment, with all funds to come from the Fire Equipment Replacement Fund. **Motion carried unanimously.**

### **C. Allen Terrace Roof Replacement Bid Approval and Contract Award**

During the annual budget process, City Council approved replacement of the Allen Terrace roof. The roof is approximately 20-25 years old and is deteriorating. A professional roof condition survey was obtained which noted that the shingles and roof deck are in poor condition, attic ventilation and insulation are substandard, and a more appropriate gutter system is needed.

For the best government pricing, Housing Commission staff contacted Garland/DBS, Inc. to utilize their current contract for roofing supplies and services (Sealed Bid #14-5903), which was competitively solicited through U.S. Communities National Government Purchasing Cooperative.

In the past, the Housing Commission has advertised and accepted bids from local contractors. However, U.S. Communities has already done this work. All cooperative purchasing contracts through U.S. Communities have been competitively solicited by a lead public agency and meet rigorous cooperative standards and supplier commitments. In this case, Cobb County Board of Commissioners, Marietta, Georgia as the lead public agency, awarded its contract to Garland/DBS, Inc. for roofing supplies and services, waterproofing and related products and services. Garland/DBS, Inc. designed the roof system bid package which was advertised through Michigan Intergovernmental Trade Network - BidNet, as well as the U.S. Communities purchasing program. Although the pricing for certain roof materials are set by Garland's contract, other key components of the contractor bids include labor, non-roofing materials, and permits.

Four bids were received and opened June 6, 2018. The bids were subsequently reviewed by Housing Commission staff and Garland/DBS, Inc. Following its review, Garland/DBS, Inc. provided a bid summary and letter of recommendation to award the bid to the lowest responsive and responsible bidder, T.F. Beck Company of Rochester Hills, Michigan. Their bid was \$313,129, which includes Alternate #1 Gutters (\$12,654) and Alternate #2 Roof Hatches (\$7,343). Funding for this project is included in the Housing Commission's Capital Fund. This purchase is within the \$350,000 budgeted for this project.

City Council Comments: Matt Verhey, Area Manager of the Garland Company, further explained the cooperative purchasing process for this project. The materials supplies were already competitive bid and Garland holds the cooperative purchasing contract for this product. Sealed bids were solicited for the labor, permits, and shingles component of the project. Garland acts as the construction manager for the project. The trend is to use cooperative purchasing for product that has already been competitively bid.

Discussion ensued pertaining to the vendor contract documents for this project, which are being reviewed by the City Attorney. The City's contract is with Garland, and T.F. Beck's contract will be with Garland. Garland will hold the performance bond. Garland also warranties the work for the City.

**Motion Darga, seconded by Ekong** to waive the purchasing ordinance and utilize the U.S. Communities contract Sealed Bid #14-5903, approving the bid and awarding the contract for the Allen Terrace roof replacement to T. F. Beck Company, the lowest responsive and responsible bidder, in the amount of \$313,129. This amount includes: Alternate #1 Gutters (\$12,654), and Alternate #2 Roof Hatches (\$7,353), subject to the City Attorney's review of the contract between the vendor and Garland. **Motion carried unanimously.**

## **MAYOR AND COUNCIL COMMUNICATIONS**

### **A. Mayor and Council Communications**

Darga encouraged everyone to attend Arts and Acts, which is the Northville Arts Commission's major fundraising event. This year's event will be held at Millennium Park.

### **B. Staff Communications** None

Being no further business, the meeting was adjourned.

**Adjournment: 7:39 p.m.**

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Dianne Massa, CMC  
City Clerk

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Ken Roth  
Mayor

Approved as submitted: 7/2/18