



**CITY COMMISSION
MEETING
June 17, 2013**



PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
MONDAY,
JUNE 17, 2013**

The City Commission will meet for a pre-meeting study session on Monday, June 17, 2013 at 5:30 p.m. at the City Chambers at 159 East Maumee Street, Adrian, Michigan.

1. Discussion of conclusion of strategic planning.
2. Other items as time permits.



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
JUNE 3, 2013
7:00 P.M.**

Official proceedings of the June 3, 2013 regular meeting of the City Commission, Adrian, Michigan.

The regular meeting was opened with a moment of silence and the Pledge of Allegiance to the Flag.

PRESENT: Mayor DuMars and Commissioners Gallatin, Jacobson, Faulhaber, Carrico, Warren and Berryman Adams.

Mayor DuMars in the Chair.

Commissioner Berryman Adams motioned to approve the minutes from the May 20, 2013 Commission meeting; seconded by Commissioner Warren, and the motion was carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher # 3789 through # 3797	\$272,625.34
General Fund Vouchers # 21444 through # 21464	\$251,990.93
Clearing Account Vouchers amounting to	<u>\$187,156.45</u>
TOTAL EXPENDITURES	<u>\$711,772.72</u>

On motion by Commissioner Faulhaber, seconded by Commissioner Carrico, this resolution was adopted by a unanimous vote.

PUBLIC COMMENT

1. Frank Hribar of Adrian College asked if there would be an opportunity for public comment should there be an item added to the agenda for adoption during the meeting. He was told that yes, there would be.

REGULAR AGENDA

SPECIAL ORDERS

SO-1 Public hearing to hear and consider comments regarding an S2 grant from the Michigan Department of Environmental Quality for planning work associated with the Rehabilitation/ Repair of the Brick Arch Sewers.

Mayor DuMars opened the public hearing and the following person commented:

Shane Horn, Utilities Director, explained the historic significance of the Brick Arch Sewer system downtown and the S2 grant that was applied for from the MDEQ that would enable us to repair the Brick Arch Sewers. Shane also explained the need to remove the storm water that is going into the system as it should be only sanitary sewer. This will be done in 3 phases in 3 budget cycles. A design grant will also be applied for.

The Mayor then declared the hearing closed.

RESOLUTIONS

R13-050

RE: UTILITIES DEPARTMENT – Water Treatment Plant – Installation of Dust Collection Equipment

WHEREAS the FY2012-13 Amended Budget includes \$60,000 (Account No. 496-548.00-977.513) to purchase a replacement dust collection system to be used at the Water Treatment Plant; and

WHEREAS at the September 17, 2012 commission meeting, the purchase of dust collection equipment to the low bidder, Beckert & Hiester of Saginaw, MI for \$23,090.00 was approved (CR12-050); and

WHEREAS this dust collection equipment will replace the original 1949 equipment that is used to collect and ventilate dust during the off loading of bulk pebble lime used in the softening process; and

WHEREAS on Tuesday, May 21, 2013 the Purchasing Department received one (1) bid for the installation of said dust collection equipment. The lone bidder, Wendling Sheet Metal Inc., of Saginaw, MI visited the water plant and is familiar with the manufacturer of the equipment having installed this equipment in other locations; and

WHEREAS the Utilities Director and City Administrator recommend selection of the lowest qualified bidder, Wendling Sheet Metal Inc., of Saginaw, MI, for purposes of installing previously purchased dust collection equipment to be used at the Water Treatment Plant for a cost not to exceed \$30,775.00. Funds for the installation of the dust collection equipment have been budgeted in the Water Plant Capital Budget (496-548.00-977.513).

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves entering into a contract with Wendling Sheet Metal Inc., of Saginaw, MI for the installation of dust collection equipment at the Water Plant at a cost not to exceed \$30,775.00.

On motion by Commissioner Warren, seconded by Commissioner Jacobson, this resolution was adopted was by a unanimous vote.

R13-051

RE: DEPARTMENT OF PUBLIC WORKS – Asphalt Paving Program for 2013

WHEREAS, on behalf of the Department of Public Works, the City of Adrian Purchasing Office has solicited and received bids on Thursday, May 23 for the 2013 construction season for (Part A) Paving Crosswell St. from Bristol St. to dead end and

Martinez St. from Croswell St. to dead end, and (Part B) Milling and resurfacing of Metcalf, Dawes, Caton Ave. from Baker to South and Beecher to Summit, Erie St. from Locust to Center, Scott St. from College to Maumee, Springbrook Ave. from River to Maple, Glendale and (Part C) paving and grading of one (1) alley, and (Part D) Parking Lot south of 131 S. Winter St.; and

WHEREAS, in response to a Request-for-Proposal, a total of nine (9) bids were received from the following vendors (specific details are provided in the attached cover memo):

<u>Vendor</u>	<u>Location</u>
Bryant Paving	LaSalle, MI
Slusarski Excavating and Paving	Adrian, MI
Belson Asphalt	Reading, MI
Gerken Paving	Napoleon, OH
American Asphalt	Lansing, MI
Quality Paving	Homer, MI
Michigan Paving	Jackson, MI
Barrett Paving	Ypsilanti, MI
K&B Asphalt	Clayton, MI; and

WHEREAS the City Engineer and City Administrator recommend distribution of the work among the following three (3) vendors for the reasons specified, cost and account distribution:

Part A – Michigan Paving	Jackson, MI Low Bid
Cost: \$ 19,834.44	(Account 203-451.12-801.000) Local Street Fund
<u>\$ 8,071.76</u>	(Account 203-451.13-801.000) Local Street Fund
Total: \$ 27,906.20	

Part B – Gerken Paving	Napoleon, OH Low Bid
Cost: \$ 148,297.00	(Account 202-451.10-801.000) Major St. Fund
<u>\$ 155,929.00</u>	(Account 203-451.10-801.000) Local St. Fund
Total: \$ 304,226.00	

Part C - Quality Asphalt	Homer, MI Low Bid
Cost: \$ 9,395.60	(Account 203-451.80-801.23) Local Street Fund

Part D - Quality Asphalt	Homer, MI Low Bid
Cost: \$ 17,949.00	(Account 585-546.00-975.000) Auto Parking

; and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose, as detailed above, for a total cost estimated at \$359,476.80.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bids and engagement of Michigan Paving, Jackson, MI (Part A - \$27,906.20), Gerken Paving, Napoleon, OH (Part B - \$304,226.00), and Quality Asphalt, Homer, MI (Parts C & D - \$27,344.60) in the City's Standard Professional Services Contract to provide asphalt paving for the aforementioned streets, alley, and parking lot, at a cost estimated at \$359,476.80.

On motion by Commissioner Carrico, seconded by Commissioner Warren, this resolution was adopted by a unanimous vote.

R13-052

RE: DEPARTMENT OF PUBLIC WORKS – Pavement Maintenance for 2013

WHEREAS, on behalf of the Department of Public Works, the City of Adrian Purchasing Office has solicited and received bids on Thursday, May 23 for the 2013 pavement maintenance season for (Part A) Micro-Surfacing of Beecher St. from Center St. to Treat St. and (Alt. Part A) Micro-Surfacing of Beecher St. from Center St. to Division St. and (Part B) Ultra-Thin Overlay of McKenzie St. from Michigan to Maumee, Scottdale Dr. & Ct., Frazier Dr., Oram Dr. and (Part C) Overband Crack Sealing of various streets; and

WHEREAS, in response to a Request-for-Proposal, a total of seven (7) bids were received from the following vendors (specific details are provided in the attached cover memo):

<u>Vendor</u>	<u>Location</u>
Straw Construction	Columbus, OH
Gerken Paving	Napoleon, OH
American Asphalt	Lansing, MI
SCodeller Construction	Wixom, MI
Michigan Paving	Jackson, MI
Barrett Paving	Ypsilanti, MI
K&B Asphalt	Clayton, MI; and

WHEREAS the City Engineer and City Administrator recommend distribution of the work among the following three (3) vendors for the reasons specified, cost and account distribution:

Part A – Gerken Paving	Napoleon, OH Low Bid
Cost: \$ 40,000.00	(Account 202-451.00-801.000) Major St. Fund
Cost: <u>\$ 5,715.88</u>	(Account Major Street Fund Balance)
Total: \$ 45,715.88	
Part Alt. A – Gerken Paving	Napoleon, OH Low Bid
Cost: \$ 14,081.42	(Account: Major Street Fund Balance)
Part B – Michigan Paving	Jackson, MI Low Bid
Cost: \$ 25,608.30	(Account: Major Street Fund Balance)
Cost: <u>\$ 25,015.34</u>	(Account: 203-451.00-801.00) Local Street Fund
Total: \$ 50,623.64	
Part C – K&B Asphalt	Clayton, MI Low Bid
Cost: \$ 4,567.50	(Account 202-463.00-801.103) Major St. Fund
Cost: \$ 3,800.00	(Account 203-463.00-801.103) Local St. Fund
Total: <u>\$ 8,367.50</u>	
; and	

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose, as detailed above, for a total cost estimated at \$118,788.44.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bids and engagement of Gerken Paving, Napoleon, OH (Part A & Alt. Part A - \$59,797.30), Michigan Paving, Jackson, MI (Part B - \$50,623.64), and K&B Asphalt, Clayton, MI (Parts C - \$8,367.00) in the City's Standard Professional Services Contract to provide pavement maintenance for the aforementioned streets at a cost estimated at \$118,788.44.

On motion by Commissioner Faulhaber, seconded by Commissioner Berryman Adams, this resolution was adopted by a unanimous vote.

R13-053

RE: DEPARTMENT OF PUBLIC WORKS – Annual Concrete Flatwork and Curb & Gutter for 2013

WHEREAS, on behalf of the Department of Public Works, the City of Adrian Purchasing Office has solicited and received bids on Thursday, May 23 for the 2013 construction season for (Part A) Curb & Gutter for Croswell St. from Bristol St. to dead end and Martinez St. from Croswell St. to dead end, and (Part B) Annual Miscellaneous Concrete Flatwork including curb repair work and sidewalk on the milling and resurfacing streets, the City's sidewalk rehabilitation program, new ADA ramps, new sidewalk on Caton Ave. from Baker to South St. and other miscellaneous projects; and

WHEREAS, in response to a Request-for-Proposal, a total of three (3) bids were received from the following vendors (specific details are provided in the attached cover memo):

<u>Vendor</u>	<u>Location</u>
Schug Construction	Adrian, MI
GM & Sons	Whitmore Lake, MI
Doan Construction Co, Inc.	Ypsilanti, MI; and

WHEREAS the City Engineer and City Administrator recommend distribution of the work to the following vendor for the reasons specified, cost and account distribution:

Part A – GM & Sons	Whitmore Lake, MI	Low Bid
Cost: \$ 27,640.30	(Account 203-451.12-801.000)	Local Street Fund
<u>\$ 11,287.70</u>	(Account 203-451.13-801.000)	Local Street Fund
Total: \$ 38,930.00		

Part B – GM & Sons	Whitmore Lake, MI	Low Bid
Cost: \$ 24,000.00	(Account 202-451.10-801.000)	Major St. Fund
\$ 68,247.00	(Account 203-451.10-801.000)	Local St. Fund
\$ 54,247.00	(Account 202-480.00-801.000)	Major St. Fund
<u>\$ 10,000.00</u>	(Account 203-444.00-801.000)	Local St. Fund
Total: \$156,494.00		

; and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose, as detailed above, for a total cost estimated at \$195,424.00.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bids and engagement of GM & Sons of Whitmore Lake, MI, (Parts A & B - \$195,424.00) in the City's Standard Professional Services Contract to provide annual concrete flatwork and curb & gutter for the aforementioned projects.

On motion by Commissioner Carrico, seconded by Commissioner Faulhaber, this resolution was adopted by a unanimous vote.

PUBLIC COMMENTS

1. Wafa Mualla – 554 Trenton Rd – was disputing a bill for \$46.47 that she received for pickup of a bag of yard waste that was curbside. She was under the impression that if a bag of yard waste was on the left side of the driveway, it indicated that the owner would take the yard waste to the compost site. The City picked it up before she was able to take it to the compost site on Saturday.
2. Commissioner Carrico made the motion to void the bill as it was clearly a mistake that the owner would not make again; this was seconded by Commissioner Berryman Adams. After the City Engineer explained that the City pays a fee to the trash company for the special pickup and then there is a \$25.00 administration charge. Mrs. Mualla stated that she did not want the City to pay the amount that the company charged so Commissioner Carrico amended his motion to waive the administrative charge of \$25.00 and Mrs. Mualla would pay the difference. This was seconded by Commissioner Berryman Adams and adopted by a unanimous vote.
3. Jim Berryman – 676 Stonecrest – Thanked the Mayor and the Commission for honoring the memory of Bob and Harriet Parish by renaming Erie Street Park. Mr. Berryman also wanted to stand in support of the proposed sign ordinance and would also like to support the amendments that Adrian College and others requested. He feels that the proposed ordinance is still too restrictive for institutes of higher learning. Hopes the Commission will re-address the proposed sign ordinance and bring it back to the table.
4. Mike Jacobitz – Planning Commission and Ad Hoch Committee – very disappointed that the City Commission did not act on the proposed sign ordinance. He explained the extensive process that took place to come up with the sign ordinance that was presented to the Commission for approval and the professionalism and knowledge that the Ad Hoch Committee and the Planning Commission and Zoning Board brought to the table. He encouraged the Commission to adopt the proposed Sign Ordinance as is and perhaps make changes down the road.
5. K.Z. Bolton – 923 E Church St- invited staff and the Commission to attend the Farmers Market Brown Bag lunch event on June from 11:00 to 1:00 and also thanked the City for their assistance with the program.
6. Brian Watson – 955 Woodfield Dr – wanted to remind the Commission of the two main goals of the proposed sign ordinance and that was to make it easier to understand and easier to enforce. This is a working document and can be changed later on.
7. Victoria Powell – 2259 Greenview Dr – once again brought up the Toledo news story about oil wells on the property owned by the City of Traverse City; this property was

actually outside the City limits. There is a copy of the e-mail correspondence on file at Adrian City Hall.

COMMISSIONER COMMENTS

1. Commissioner Warren congratulated the graduates of Adrian High School and wished them the very best.
2. Commissioner Jacobson then brought up the Sign Ordinance. The Commission was divided with Commissioners Jacobson, Gallatin and Mayor DuMars wanting to adopt the ordinance as is and revisit it in the future and Commissioners Faulhaber, Berryman Adams, and Carrico wanting to address the amendments requested by the College before the ordinance is adopted. Mayor DuMars mentioned that a lot of compromise went into creating the ordinance and that this compromise is imperative as everyone has different wants and needs for the sign ordinance. Administrator Nelson expressed his concern about the relationship between the City Commission and professional volunteers that lend their expertise only to have their work ignored without the Commission seeking out their reasons. Commissioner Warren was concerned that the Commission has not connected with the Planning Commission to discuss any amendments. Commissioner Carrico made a motion to put the proposed sign ordinance back on the agenda at the next Commission meeting on June ; this was seconded by Commissioner Faulhaber and was adopted by a 4-3-0 vote.
Ayes: Commissioners Warren, Faulhaber, Berryman Adams and Carrico
Nays: Mayor DuMars and Commissioners Gallatin and Jacobson
Abstained: None
3. Mayor DuMars commented on the several successful activities that took place last weekend; the "Music Moves Me" collaboration between the Adrian Public Library and the Adrian Symphony Orchestra had about 50 children and 40 adults and the Community Build at the Bob & Harriet Parish Park had a wonderful turnout of volunteers that put together the new playground equipment for the Park.

The next regular meeting of the Adrian City Commission will be held on Monday, June 17, 2013 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Greg DuMars
Mayor

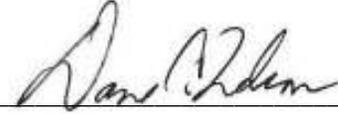
Pat Baker
City Clerk



CHECK REGISTER

June 17, 2013

I have examined the attached vouchers and recommend approval of them for payment.



Dane C. Nelson
City Administrator

DCN: mld

RESOLVED, that disbursements be and they are hereby authorized for warrants directed to be drawn on the City Treasurer for the following:

Utility Department Vouchers	
Vouchers # 3798 through # 3801	\$77,780.81
General Fund	
Vouchers # 21465 through # 21482	\$415,494.93
Clearing Account Vouchers	
amounting to.....	<u>\$449,177.56</u>
TOTAL EXPENDITURES	<u>\$942,453.30</u>

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.

June 16, 2013

UTILITIES FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
3798	\$ 126,283.42	City of Adrian Clearing	6/3 AP Check Register
3799	\$ 63,532.35	City of Adrian Payroll	Payroll w/e 6/7/13
3800	\$ 186.92	City of Adrian Utilities	April 2013 Water
3801	\$ 14,061.54	Consumers Energy	May 2013 Electric
	\$ 204,064.23		
	\$ (126,283.42)	Less: Check 3798	
	\$ 77,780.81	TOTAL	

June 16, 2013

June 16, 2013

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
21465	\$ 12.76	Donna Stewart	April 2013 Dental Premium Reimb.
21466	\$ 82,356.86	Blue Cross Blue Shield	June 2013 Health Premium
21467	\$ 52,605.60	City of Adrian Uclearing	6/3 AP Check Register
21468	\$ 200.00	First Federal Bank	Change fund for Bohn Pool
21469	\$ 559.31	City of Adrian Utilities	May 2013 EFT State of Mich
21470	\$ 3,668.86	Citizens Gas	April 2013 Gas
21471	\$ 17.00	Lenawee Co Register of Deeds	File Jeopardy
21472	\$ 210,196.65	City of Adrian Payroll	Payroll w/e 6/7/13
21473	\$ 15,502.03	First Federal Bank	Soc Sec w/e 6/7/13
21474	\$ 538.18	Consumers Energy	May 2013 Electric
21475	\$ 2,401.28	City of Adrian Utilities	April 2013 Water
21476	\$ 29,445.63	Lenawee Fuels, Inc	May 2013 Fuel
21477	\$ 70.00	Wright Signs	Refund Fees
21478	\$ 62,118.22	City of Adrian Local Street	June 2013 EFT State of Mich
21479	\$ 187.37	City of Adrian Utilities	June 2013 EFT State of Mich
21480	\$ 384.66	City of Adrian Utilities	June 2013 EFT State of Mich
21481	\$ 7,804.92	Nolas Transportation	Payroll w/e 6/8/13
21482	\$ 31.20	Karri Tarsha	Refund duplicate recycling subscript
	\$ 468,100.53		
	\$ (52,605.60)	Less : Check 21467	
	\$ 415,494.93		

June 16, 2013

User: SHOLTZ

DB: Adrian

EXP CHECK RUN DATES 10/01/2012 - 06/17/2013
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ERIC ADAMS	34.00		
2. ADRIAN COMMUNICATIONS	220.00		
3. ADRIAN LOCKSMITH & CYCLERY	180.00		
4. ADRIAN MECHANICAL SERVICES CO	271.14		
5. ADRIAN NAPA	21.41		
6. ADRIAN PAINTERS SUPPLY & EQUIPMENT	75.19		
7. ADRIAN WATER CONDITIONING INC	19.50		
8. AMERICAN LIBRARY ASSOC	60.00		
9. AMERICAN OFFICE SOLUTIONS, INC.	58.59		
10. AMERICAN WATER WORKS ASSN	213.50		
11. APOLLO FIRE EQUIPMENT CO.	449.36		
12. APPLE MAT RENTAL	231.60		
13. APPLIED SPECIALTIES INC	4,432.00		
14. AUTO ZONE COMMERCIAL	242.16		
15. BAKER & TAYLOR BOOKS	31.58		
16. BARRETT'S GARDEN CENTER, INC	700.22		
17. BATTERY WHOLESALE	81.92		
18. KRISTIN BAUER	20.00		
19. BAUMGARTNER LLC	14,457.09		
20. GREG BELL CHEVROLET CADILLAC INC	19.95		
21. MARK BISHOP	20.00		
22. ROBERT BISHOP	244.52		
23. BLACK SWAMP EQUIPMENT	116.82		
24. BLUE TARP FINANCIAL, INC	432.35		
25. BOOK OF THE MONTH CLUB	40.04		
26. BRAKES-N-MORE	679.96		
27. BREAKIN' AWAY CAFE	125.00		
28. TODD BROWN	820.00		
29. BUCK & KNOBBY EQUIP CO INC	740.12		
30. CARIS HEATING & COOLING INC	299.75		
31. CASCADE SPRINKLER INSPECTION	710.00		
32. CENGAGE LEARNING	300.17		
33. CHELSEA RECREATION	700.00		
34. CATHY CHESHER	110.16		
35. CLEAN CARE INC	4,429.00		
36. CLEGG ELECTRIC INC.	313.73		
37. JUSTIN COMBS	20.00		
38. JACOB COOPER	31.79		
39. CUTLER DICKERSON CO	641.70		
40. D&P COMMUNICATIONS, INC.	1,716.11		
41. THE DAILY TELEGRAM	1,284.38		
42. DALE'S FENCING	1,875.93		
43. JERRY DAVIS	20.00		
44. MICHELLE DEWEY	20.00		
45. DOAN COMPANIES	155.00		
46. JACK DOHENY SUPPLIES INC	644.65		
47. H. DOMINE ENTERPRISES INC	2,438.50		
48. DUNDEE FIRE & SAFETY, INC.	225.00		
49. NICK DUSHANE	125.00		

EXP CHECK RUN DATES 10/01/2012 - 06/17/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. E & B SALVAGE LLC	10.50		
51. STEVE EBERLE	20.00		
52. EMERGENCY MEDICAL PRODUCTS INC	2,051.52		
53. ENGLEWOOD ELECTRICAL SUPPLY	1,151.03		
54. ETNA SUPPLY COMPANY	9,732.23		
55. FASTENAL COMPANY	430.71		
56. FYR-FYTER SALES & SERVICE	223.45		
57. GALL'S INC	56.48		
58. MARK GIGAX	20.00		
59. GOEDERT REAL ESTATE	119.28		
60. GORDON FOOD SERVICE	701.32		
61. GOVERNMENTAL BUSINESS SYSTEMS INC	1,088.55		
62. GRAINGER INC.	38.41		
63. GRAPHICS UNLIMITED	185.00		
64. DENISE GRITZMAKER	20.00		
65. HALLAHAN & ASSOC, PC	1,330.59		
66. HASSELBRING CLARK CO.	397.00		
67. WALTER HELSEL	65.00		
68. HOBBY LOBBY	35.96		
69. SHANE HORN	20.00		
70. HUBBARD'S AUTO CENTER INC	670.11		
71. I C M A VANTAGE POINT	5,160.60		
72. I.T. RIGHT	3,528.75		
73. ICMA RETIREMENT CORPORATION	158.67		
74. IDA RECREATION	75.00		
75. INGRAM LIBRARY SERVICES	10.51		
76. INTERNATIONAL ASSOC OF	300.00		
77. JAMES KARLE	20.00		
78. KELLER THOMA, P.C.	239.30		
79. ERIC KELLY	20.00		
80. KIRK J. STUBBS MD PLLP	17.00		
81. KONICA MINOLTA BUSINESS SOLUTIONS	19.87		
82. BRENT KUBALEK	325.58		
83. L.E.A. DATA TECHNOLOGIES	100.00		
84. LAKE SUPERIOR MAGAZINE	18.95		
85. LANDSCAPE STRUCTURES, INC.	45,000.00		
86. LANSING SANITARY SUPPLY INC	99.04		
87. LENAWEE COUNTY PRINTER	2,932.68		
88. LENAWEE COUNTY TREASURER	774.88		
89. LENAWEE ECONOMIC DEVELOPMENT CORP.	3,750.00		
90. LENAWEE TIRE & SUPPLY CO, INC.	18.00		
91. LEXIS NEXIS RM INC	483.50		
92. LEXISNEXIS OCC HEALTH SOLUTIONS	60.00		
93. LIBRARY HOTLINE	79.99		
94. LJ CONSTRUCTION, INC.	41,054.02		
95. JAMES LOFFING	48.33		
96. LONG'S OUTDOOR POWER	488.29		
97. LOWE'S CREDIT SERVICES	1,668.06		

EXP CHECK RUN DATES 10/01/2012 - 06/17/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
98. LUBRICATION ENGINEERS, INC	388.50		
99. MANPOWER OF LANSING MI INC.	1,228.50		
100. MICHAEL MARVIN	20.00		
101. MC SPORTS	535.68		
102. MCNAUGHTON-MCKAY ELECTRIC CO.	256.78		
103. MENIAL TASKS LLC	320.00		
104. MICHIGAN ASSOC OF MAYORS	175.00		
105. STATE OF MICHIGAN	175.00		
106. MICROMARKETING LLC	885.36		
107. MITCHELL WELDING	292.10		
108. MT BUSINESS TECHNOLOGIES, INC	161.27		
109. MUGS N' MORE IMAGING	1,254.00		
110. MUNICIPAL EMPLOYEES' RETIRE	85,238.90		
111. MUNICIPAL WEB SERVICES	317.50		
112. NOLA'S TRANSPORTATION	8,568.88		
113. NORTH EASTERN UNIFORMS & EQUIPMENT	135.97		
114. NORTH TOWN COMMONS LLC	8,169.67		
115. NORTHEAST WISCONSIN TECH COLLEGE	175.00		
116. NORTHSTAR MEDICAL EQUIPMENT	271.00		
117. NORTHWEST POOLS, INC.	115.68		
118. O.P. AQUATICS	685.25		
119. OCCUHEALTH - ADRIAN	37.00		
120. OHIO FLUID PRODUCTS CO.	53.48		
121. OMNI III	1,264.65		
122. MIKE OSBORN	20.00		
123. PARAGON LABORATORIES INC	223.00		
124. DAVID PATE	20.00		
125. PEERLESS SUPPLY INC	4,574.59		
126. PEST PATROL	250.00		
127. PETE'S RADIATOR SERVICE INC	117.95		
128. PHYSIO-CONTROL, INC.	32,751.40		
129. PITNEY BOWES INC	261.42		
130. GLENN PRESTON	20.00		
131. PROMEDICA CORP OF MICHIGAN	2,520.00		
132. QUILL CORPORATION	138.13		
133. R.A.RUSH PLUMBING & HTG. CO, INC.	290.00		
134. RATHBUN CUSTOM TRAILERS	30.00		
135. RAYMOND JAMES FINANCIAL CTR	51.00		
136. RED PAINT PRINTING LLC	679.25		
137. TIM RITCHIE	20.00		
138. ROSEMOUNT	3,475.00		
139. WILLIAM SADLER	20.00		
140. SAFETY SYSTEMS INC.	120.00		
141. SAFEWAY MOVING & STORAGE	158.00		
142. SENTINEL	18.80		
143. SIEMENS INDUSTRIES, INC	748.00		
144. SIGNATURE FORD	39,428.00		
145. SLUSARSKI EXCAVATING & PAVING INC	28,265.50		
146. SPHERE PROJECT MANAGEMENT	50.00		

EXP CHECK RUN DATES 10/01/2012 - 06/17/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
147. SPRINT NEXTEL	60.00		
148. STEVENS DISPOSAL	38,722.58		
149. STEVENSON LUMBER, INC.	1,769.61		
150. TIME EMERGENCY EQUIPMENT INC	422.25		
151. TRACTOR SUPPLY COMPANY	801.69		
152. PAUL TRINKA	20.00		
153. TTB CLEANING LLC	3,240.00		
154. U S POSTMASTER	1,800.00		
155. UNUM LIFE INSURANCE COMPANY	2,184.56		
156. USA BLUEBOOK	312.94		
157. USA TODAY	22.67		
158. VERIZON WIRELESS	370.31		
159. DENNIS VESCELIUS	20.00		
160. WALTERS SWIM SUPPLIERS INC	1,193.97		
161. WEPHOTO LLC	75.00		
162. WESTERN LIME CORPORATION	5,291.88		
163. RYAN WHITE	20.00		
164. CURT WHITING	28.84		
165. MATT WONG	650.00		
166. WOODLANDS LIBRARY COOPERATIVE	44.00		
167. WRIGHT SIGNS INC.	1,235.00		
TOTAL ALL CLAIMS	449,177.56		



CONSENT AGENDA



MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 10, 2013
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director
SUBJECT: Annual Bids for Treatment Chemicals at Water and Wastewater Plants

I concur with the recommendation of the Utilities Director, Water Plant Superintendent, and Wastewater Plant Superintendent to award the annual bid for treatment chemicals for the Water and Wastewater plants to low bidder for each chemical listed below, with the exception of Sodium Hypochlorite, as the low bidder in this case did not meet the bid specifications.

Dane C. Nelson
City Administrator

DCN:mlb

Sealed bids were received at the purchasing office on June 6, 2013 for the annual purchase of treatment chemicals at the water and wastewater plants. Attached are memos from Tim Ritchie, Water Plant Superintendent, and William Sadler, Wastewater Plant Superintendent with a recommendation of award. I respectfully recommend that we accept the bids for treatment chemicals using the low bidder for every chemical except for the Sodium Hypochlorite. In this case the low bidder was not the manufacturer of the chemical as stipulated in our specifications.

Chemical	Recommended Supplier	Bid Price per lb.	% Change from previous year
Ferric Chloride	Kemira Water Solutions	\$0.2056	+6.6%
Ferric Sulfate	Kemira Water Solutions	\$0.1182	-5.1%
Pebble Lime	Western Lime	\$137.00 ton	+3.6%
Sodium Hypochlorite	K.A. Steel Chemicals	\$0.077	+9.1%
Phosphate	Carus Corporation	\$0.52	+1.9%
Carbon Dioxide	Continental Carbonic	\$0.0335	+4.5%

cc: Cindy Prue, Finance Director
Tim Ritchie, Water Plant Superintendent
Will Sadler, Wastewater Plant Superintendent

DEPARTMENTAL CORRESPONDENCE

Date: 6/10/2013

Subject: Annual Ferric Chloride Bid

To: Shane Horn

Dept.: Utilities

From: William Sadler

Dept.: Wastewater Plant

After reviewing the bids received for ferric chloride, I recommend that the bid be awarded to Kemira Water Solutions Inc. of Lawrence, KS, as they were the low bidder at \$0.2056 per dry pound.


William Sadler

WWTP Superintendent



Water Treatment Plant 815 Bent Oak Avenue

MEMORANDUM

Date: June 10, 2013
To: Shane Horn
From: Tim Ritchie
Subject: Annual Chemical Bids

I would like to recommend we accept the bids for the following chemicals needed for treatment at our Water Plant:

Carus Phosphates:	Liquid Phosphate @ \$0.52 per lb, increase of \$0.01 per lb
K.A. Steel Chemical:	Sodium Hypochlorite @ \$0.077 per lb, increase of \$0.07 per lb
Western Lime:	Quick Pebble Lime @ \$137.00 per ton, increase of \$5.00 per ton
Kemira Water:	Ferric Sulfate @ \$0.1182 per lb, decrease of \$0.0063 per lb
Continental Carbonic:	Liquid CO ² @ \$0.0335 per lb, increase of \$0.0015 per lb

Respectfully,
Timothy W Ritchie
Water Plant Superintendent

CITY OF ADRIAN, MICHIGAN
ANNUAL CHEMICALS
DUE DATE: June 6, 2013

BIDDER	Ferric Sulfate Liquid	Quick Pebble Lime	Sodium Hypochlorite	Phosphate Liquid	Liquid Carbon Dioxide	Fluorosilicic Acid
Carmeuse Lime Pittsburgh PA	No Bid	\$153.55/ton 3% Max Impurities	No Bid	No Bid	No Bid	No Bid
Shannon Chemical Malvern PA	No Bid	No Bid	No Bid	\$.747/lb 1,000 Gal Min.	No Bid	No Bid
Alexander Chemical Downers Grove IL	No Bid	No Bid	\$.0788/pound 12.5% Chlorine	No Bid	No Bid	No Bid
Continental Carbonic Decatur IL	No Bid	No Bid	No Bid	No Bid	\$67.00/lb 10T minimum	No Bid
Carus Corp Peru IL	No Bid	No Bid	No Bid	.52/lb	No Bid	No Bid
General Chem Parsippany NJ	\$.1245/lb 10% Fe3+ Min.	No Bid	No Bid	No Bid	No Bid	No Bid
Kemira Water Lawrence KS	\$.1182/lb 10.25% Fe3+	No Bid	No Bid	No Bid	No Bid	No Bid
Graymont/Western Lime West Bend WI	No Bid	\$137.00/ton <1% Impurities	No Bid	No Bid	No Bid	No Bid
Chemical Services, Inc. Dayton OH	No Bid	No Bid	No Bid	No Bid	No Bid	\$.3625/lb 23% Min. Strength ALT PRICE \$.34/tote
Huron Lime Huron OH	No Bid	\$138.00/ton <5% Impurities	No Bid	No Bid	No Bid	No Bid
PVS Nolwood Detroit MI	No Bid	No Bid	\$.76/Gallon 12.4% Chlorine typical	No Bid	No Bid	No Bid
K.A.Steel Chem Lemont IL	No Bid	No Bid	\$.77/Gallon 12.5% - 15.5% /volumn	No Bid	No Bid	No Bid
Airgas Carbonic Lawrenceville GA	No Bid	No Bid	No Bid	No Bid	\$.04055/lb	No Bid

CITY OF ADRIAN, MICHIGAN
ANNUAL FERRIC CHLORIDE
DUE DATE: JUNE 6, 2013

BIDDER	PRICE	
Kemira Water Solutions Inc Lawrence KS	\$0.2056 dry pound	38% 1.408 gravity
PVS Technologies Detroit, MI	\$0.251 dry pound	38% 1.38-1.49 gravity

CR13-023

RE: UTILITIES DEPARTMENT – Annual Bids for Treatment Chemicals at Water and Wastewater Plants

WHEREAS, the City Commission, by Resolution # R13-030 dated April 15, 2013, adopted the FY2013-14 Budget and General Appropriations Act, which included appropriations for treatment chemicals at the Water (\$260,000) and Wastewater (\$65,000) Plants; and

WHEREAS, the Purchasing Office, in conjunction with the Utilities Department, solicited and received a total of fifteen (15) bids on Thursday, June 6, 2013 for the seven (7) chemicals used in the various treatment processes; and

WHEREAS, the Utilities Director recommends acceptance of the low bid in every case except for the Sodium Hypochlorite. In this case the low bid was not a manufacturer of the chemical as stipulated in our specifications; and

WHEREAS, a summary of the recommended vendors follows:

<u>Chemical</u>	<u>Recommended Supplier</u>	<u>Bid Price</u>	<u>% Chg</u>
Ferric Chloride	Kemira Water Solutions-Lawrence, KS	\$0.2056	+ 6.6%
Ferric Sulfate	Kemira Water Solutions-Lawrence, KS	\$0.1182	-5.1%
Pebble Lime	Western Lime-West Bend, WI	\$137/ton	+ 3.6%
Sodium Hypochlorite	K.A. Steel Chemical, Lemont, IL	\$0.077	+ 9.1%
Phosphate	Carus Corp. – Peru, IL	\$0.52	+ 1.9%
Carbon Dioxide	Continental Carbonic – Decatur, IL	\$0.0335	+ 4.5%

WHEREAS the City Administrator recommends approval of this resolution.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the bid recommendations detailed above for the FY2013-14 Fiscal Year.

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.



MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 11, 2013
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director
SUBJECT: Annual Bid for Precast Concrete Products

I concur with the recommendation of the Utilities Director to award the annual bid for limestone to Grand Valley Concrete Products of Grand Rapids, MI.

Two firms responded to the offer to bid, with Grand Valley Concrete Products being the low bidder. Sufficient funds have been budgeted in the respective departmental budgets for this annual expense.

A handwritten signature in black ink, appearing to read 'Dane C. Nelson', written over a horizontal line.

Dane C. Nelson
City Administrator

Sealed bids were received at the purchasing office on June 6, 2013 for the annual purchase of Precast Concrete Products. We had two (2) bidders for these products that are used by both the Utilities and Engineering Departments. I respectfully recommend that the bid for Precast Concrete products be awarded to the low bidder, Grand Valley Concrete Products of Grand Rapids, MI. We have utilized Grand Valley Concrete in the past and have been satisfied with their products and level of service.

cc: Cindy Prue, Finance Director
Steve Eberle, O&M Superintendent

CITY OF ADRIAN, MICHIGAN
 PRECAST CONCRETE PRODUCTS
 DUE DATE: June 6, 2013

ITEM	Quality Precast, Inc. Kalamazoo, MI	Grand Valley Concrete Prod. Grand Rapids, MI
Manhole Accessories:		
2 ft. base 8"x48" (cookie)	\$ 61.20 ea.	\$59.85 ea.
4 ft. base 8"x72" (cookie)	\$ 103.50 ea.	\$91.20 ea.
4 ft. top 8"x58" (donut)	\$157.50 ea.	\$152.00 ea.
Adjusting Rings:		
2" x 24"	\$16.20 ea.	\$18.00 ea.
3" x 24"	\$19.80 ea.	\$22.00 ea.
6" x 24"	\$39.60 ea.	\$48.00 ea.
Manhole Sumps:		
24" x 24", 6" walls	\$155.70 ea.	\$151.00 ea.
48" x 24"	\$231.30 ea.	\$222.00 ea.
Barrel Block:		
24" dia. X 6"	\$1.55 ea.	\$1.80 ea./min order 105
48" dia. X 6"	\$1.55 ea.	\$1.80 ea./min order 105
Load Charge	\$525.00	\$300.00/less than full truck
Minimum Order	No minimum order	
Conditions	Net 30	Net 30

CR13-024

June 17, 2013

RE: UTILITIES DEPARTMENT – Precast Concrete Products-Annual Bid

RESOLUTION

WHEREAS, two (2) sealed bids were received June 6, 2013 for the annual purchase of Precast Concrete Products to be used by both the Utilities and Engineering Departments; and

WHEREAS, based on anticipated volumes and adherence to bid specifications, said bids have been tabulated and recommendations made by the Utilities Director, City Engineer and the City Administrator to select the lowest qualified bidder adhering to bid specifications in each case (Ref: attached bid tabulation); and

WHEREAS, said bids have been considered by the Adrian City Commission.

NOW, THEREFORE, BE IT RESOLVED that the bids for Precast Concrete Products be awarded to the low bidder, Grand Valley Concrete Products, Grand Rapids, MI under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commissioner _____,

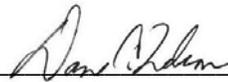
Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.

MEMORANDUM

TO: Dane C. Nelson, City Administrator
FROM: Justin Combs, Parks and Forestry Director
DATE: June 11, 2013
SUBJECT: Bid Recommendation – Brush Grinding

I concur with the recommendation of the Parks & Forestry Director to award the annual bid for brush grinding at the City of Adrian's Brush Site to VanBrunt Transport of Onsted, Michigan. Two vendors responded to the bid, with VanBrunt Transport of Onsted, Michigan being the low bidder.



Dane C. Nelson
City Administrator

DCN:mlb

Sealed Bids were received on Tuesday June 11, 2013 for wood waste grinding services at the City of Adrian's Brush Site. Nine vendors were invited to bid, with two responding as follows:

BIDDER	VanBrunt Transport Onsted, MI	Mid-Michigan Recyclers Flint, MI
ITEM 1		
Hourly Rate	\$350.00	\$675.00
Number of Hours	40-50	40
Max Size	16" Diameter, 10 Ft	60" Diameter, 200 Ft
ALT ITEM		
Hourly Rate	\$350.00	\$875.00
Number of Hours	40-50	40
Max Size	16" Diameter, 10 Ft	60" Diameter, 200 Ft

I contacted VanBrunt Transport to discuss their ability to accomplish the work. I feel that they can accomplish the majority of work based on their machinery, their operational methods, and past performance working for the City. Therefore it is my recommendation that the bid be awarded to VanBrunt Transport of Onsted, MI at the alternative hourly rate of \$350/hour. The alternative rate calls for removing the ground material from the site rather than leaving it on site. VanBrunt Transport estimates that it will take to between 40 and 50 hours to grind all of the debris at the brush site. However, only \$10,000 is available for this project so they will be limited to 28.5 machine hours (28.5 hours at \$350 per hours equals \$9,975). This will not eliminate all of the brush but will significantly reduce the amount of brush on the site.

The funds for this work are budgeted in the Park Maintenance budgets. The total allocated for this work is \$9,975; the contract would be for not to exceed in this amount.

RE: DEPARTMENT OF PARKS & RECREATION – Brush Grinding

RESOLUTION

WHEREAS the Department of Parks & Recreation, in conjunction with the City of Adrian Purchasing Office, solicited and received bids on Tuesday June 11, 2013 for Brush Grinding services; and

WHEREAS nine (9) vendors were invited to bid, with two (2) responding as follows:

BIDDER	VanBrunt Transport Onsted, MI	Mid-Michigan Recyclers Flint, MI
ITEM 1		
Hourly Rate	\$350.00	\$675.00
Number of Hours	40-50	40
Max Size	16" Diameter, 10 Ft	60" Diameter, 200 Ft
ALT ITEM		
Hourly Rate	\$350.00	\$875.00
Number of Hours	40-50	40
Max Size	16" Diameter, 10 Ft	60" Diameter, 200 Ft

;and

WHEREAS, the Parks & Forestry Director and City Administrator recommend acceptance of the low alternate hourly rate bid (which calls for removing the ground material from the site) for Brush Grinding services from VanBrunt Transport of Onsted, MI at a not to exceed cost (28.5 hours of work at a rate of \$350 per hour) of \$9,975.00; and

WHEREAS the Finance Director indicates that sufficient funds are available in the FY2011-12 Parks & Forestry Operating Budgets for this purpose.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby accepts the bid and authorizes the Parks & Recreation Department to contract for Brush Grinding services from VanBrunt Transport of Onsted, MI at a not to exceed cost of \$9,975.00

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was adopted by a _____ vote.



MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 12, 2013

TO: Dane C. Nelson, City Administrator

FROM: Shane A. Horn, Utilities Director

SUBJECT: Annual Bid for Ductile Iron Pipe and Fittings

I concur with the recommendation of the Utilities Director and the O&M Superintendent to award the annual bid for Ductile Iron Pipe and Fittings to Etna Supply of Grand Rapids, Michigan. Six firms responded to bid, with Etna Supply being the low bidder. They have provided products and service to the City for several years to our satisfaction.

A handwritten signature in black ink, appearing to read 'Dane Nelson', written over a horizontal line.

Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received at the purchasing office on June 6, 2013 for the annual purchase of ductile iron pipe and fittings. Attached is a memo from Steve Eberle, O&M Superintendent with a recommendation of award. Our bid specifications stated that all materials shall be manufactured and sold in North America. We had two bidders, HD Supply Waterworks and Federal Pipe & Supply that did not meet this specification. I respectfully recommend that all Class 52 Ductile Iron pipe, Ductile Iron Mechanical Joint Fittings, Gate Valves with accessories, Tapping Valves, Tapping Sleeves, Retaining Glands, Gaskets and Accessory kits be awarded to the low bidder that met our specifications for these items, Etna Supply of Grand Rapids, MI. We have used Etna Supply for several years and have been satisfied with their products and level of service.

cc: Cindy Prue, Finance Director
Steve Eberle, O&M Superintendent



Utilities Department Operations & Maintenance

MEMORANDUM

Date: June 12, 2013
To: Shane Horn, Utilities Director
From: Steve Eberle, Superintendent of O&M
Subject: Ductile pipe and fittings

On June 6, 2013 the City of Adrian Utilities Department took sealed bids for ductile iron pipe and fittings for the 2013-2014 fiscal year annual bids. Six suppliers submitted bids; East Jordan Iron Works from Oak Park, MI; and Etna Supply from Grand Rapids, MI, and Kuhlman Corporation from Maumee OH, HD Supply from Caton, MI, federal Pipe & Supply from Detroit, MI and Michigan Pipe & Valve from Jackson, MI. After reviewing all bids I would like to recommend the bid be awarded to Etna Supply from Grand Rapids MI. Etna Supply was the low bidder that met all of the city's specifications.

CITY OF ADRIAN, MICHIGAN
ANNUAL D.I. PIPE & FITTINGS
DUE DATE: June 6, 2013

ITEM	HD Supply Waterworks	EJ USA	Etna Supply	Federal Pipe & Supply Detroit, MI	Michigan Pipe & Valve Jackson, MI	Kuhlman Corp Maumee, OH
Pipe:						
4" Class 52 DI	\$19.00	No Bid	\$20.59	\$20.60	\$18.80	\$20.70
6" Class 52 DI	\$21.00	No Bid	\$22.60	\$22.60	\$20.64	\$22.71
8" Class 52 DI	\$28.00	No Bid	\$30.90	\$30.90	\$28.22	\$31.01
12" Class 52 DI	\$46.75	No Bid	\$50.89	\$50.90	\$46.47	\$51.00
	\$114.75	\$0.00	\$124.98	\$125.00	\$114.13	\$125.42
M.J. D.I. Fittings						
6"x18" Coupling	\$140.09	\$162.00	\$128.28	\$119.00	\$252.42	\$115.00
6" Anchor 90 deg. Bend	\$116.90	\$202.50	\$160.35	\$126.40	\$274.38	\$170.00
6" 45 deg bend	\$49.00	\$92.34	\$73.12	\$52.95	\$125.11	\$78.00
6" 90 deg bend	\$60.50	\$111.78	\$88.52	\$65.45	\$151.45	\$94.00
6" 22.5 deg bend	\$45.50	\$84.24	\$66.70	\$48.95	\$114.14	\$71.00
8" 45 deg bend	\$71.50	\$131.22	\$103.96	\$77.40	\$177.80	\$110.00
8" 90 deg bend	\$88.50	\$164.43	\$130.20	\$95.65	\$222.80	\$138.00
8" 22.5 deg bend	\$70.00	\$127.98	\$101.30	\$75.70	\$173.40	\$108.00
10" 45 deg bend	\$105.00	\$188.73	\$149.30	\$113.30	\$255.71	\$159.00
10" 90 deg bend	\$140.50	\$285.12	\$225.75	\$152.00	\$386.32	\$240.00
10" 22.5 deg bend	\$104.50	\$183.87	\$145.60	\$112.70	\$249.13	\$155.00
12" 90 deg bend	\$189.00	\$413.91	\$327.75	\$204.35	\$560.82	\$349.00
12" 45 deg bend	\$156.50	\$328.86	\$260.40	\$169.10	\$445.60	\$277.00
12" 22.5 deg bend	\$137.00	\$278.64	\$220.65	\$148.00	\$377.54	\$235.00
4"x6" Reducer	\$35.30	\$64.80	\$51.30	\$38.15	\$87.80	\$55.00
6"x8" Reducer	\$51.10	\$107.73	\$85.30	\$55.25	\$145.96	\$91.00
8"x6" Tee	\$110.00	\$202.50	\$160.35	\$118.40	\$274.37	\$171.00
6"x6" Tee	\$88.00	\$162.00	\$128.30	\$95.10	\$219.50	\$135.00
8"x8" Tee	\$131.65	\$241.38	\$191.15	\$142.35	\$327.05	\$203.00
12"x8" Tee	\$205.50	\$403.38	\$319.40	\$222.00	\$546.55	\$340.00
12"x6" Tee	\$178.00	\$381.51	\$302.10	\$192.40	\$516.92	\$323.00
	\$2,274.04	\$4,318.92	\$3,419.78	\$2,424.60	\$5,884.77	\$3,617.00

M.J. Valves							
2" Gate Valve	\$230.00	\$228.17	\$212.00	\$210.00	\$784.50	No Bid	
4" Gate Valve	\$355.00	\$357.28	\$335.25	\$248.85	\$1,228.07	No Bid	
6" Gate Valve	\$446.25	\$449.84	\$428.10	\$348.85	\$1,546.58	No Bid	
8" Gate Valve	\$718.56	\$724.30	\$681.40	\$558.25	\$2,490.42	No Bid	
10" Gate Valve	\$1,120.58	\$1,129.54	\$1,062.50	\$847.75	\$3,883.48	No Bid	
12" Gate Valve	\$1,418.00	\$1,429.12	\$1,344.40	\$1,293.75	\$4,913.45	No Bid	
16" Gate Valve	\$4,752.75	\$4,790.72	\$4,713.00	\$3,416.60	\$16,470.94	No Bid	
	\$9,041.14	\$9,108.97	\$8,776.65	\$6,924.05	\$31,317.44	\$0.00	
M.J. Tapping Valve							
2" Gate Valve	\$315.00	No Bid	\$212.00	No Bid	N/A	No Bid	
4" Gate Valve	\$446.50	\$449.85	\$422.00	\$226.65	\$1,546.63	No Bid	
6" Gate Valve	\$630.00	\$634.99	\$597.00	\$302.85	\$2,183.14	No Bid	
8" Gate Valve	\$935.50	\$942.73	\$887.00	\$467.90	\$3,241.20	No Bid	
10" Gate Valve	\$1,422.00	\$1,433.18	\$1,337.00	\$729.00	\$4,927.40	No Bid	
	\$3,749.00	\$3,460.75	\$3,455.00	\$1,726.40	\$11,898.37	\$0.00	
Tapping Sleeve							
8" x 4"	\$464.00	No Bid	\$408.00	\$476.75	\$1,451.28	\$398.00	
8" x 6"	\$495.00	No Bid	\$563.00	\$530.25	\$1,079.46	\$443.00	
8" x 8"	\$633.50	No Bid	\$563.00	\$658.75	\$1,320.32	\$551.00	
6" x 4"	\$445.00	No Bid	\$395.00	\$460.45	\$973.37	\$385.00	
6" x 6"	\$474.36	No Bid	\$448.00	\$525.10	\$1,003.50	\$439.00	
10" x 4"	\$528.65	No Bid	\$442.00	\$517.75	\$1,149.73	\$433.00	
10" x 6"	\$565.10	No Bid	\$480.00	\$562.35	\$1,160.00	\$470.00	
10" x 8"	\$621.00	No Bid	\$610.00	\$713.05	\$1,521.00	\$596.00	
12" x 4"	\$590.00	No Bid	\$525.00	\$612.60	\$1,200.00	\$512.00	
12" x 6"	\$654.00	No Bid	\$575.00	\$674.00	\$1,224.55	\$564.00	
12" x 8"	\$820.00	No Bid	\$696.00	\$814.90	\$1,693.00	\$681.00	
12" x 10"	\$1,042.00	No Bid	\$1,097.00	\$1,283.45	\$2,258.00	\$1,074.00	
16" x 6"	\$1,052.00	No Bid	\$908.00	\$1,061.85	\$1,521.00	\$888.00	
16" x 8"	\$1,067.00	No Bid	\$1,081.00	\$1,264.75	\$1,933.00	\$1,058.00	
16" x 10"	\$1,390.00	No Bid	\$1,501.00	\$1,756.25	\$2,310.00	\$1,469.00	
16" x 12"	\$1,465.00	No Bid	\$1,721.00	\$2,013.70	\$2,752.25	\$1,685.00	
	\$12,306.61	\$0.00	\$12,013.00	\$13,925.95	\$24,550.46	\$11,646.00	

Retaining Glands							
4" Mega-Lug	\$16.00	\$21.72	\$16.00	\$17.30	\$47.54	\$18.00	
6" Mega-Lug	\$18.75	\$25.55	\$18.50	\$20.25	\$54.66	\$21.00	
8" Mega-Lug	\$28.25	\$38.98	\$28.10	\$30.55	\$83.40	\$31.00	
10" Mega-Lug	\$42.00	\$57.69	\$42.00	\$45.25	\$123.44	\$47.00	
12" Mega-Lug	\$61.00	\$83.90	\$62.00	\$65.90	\$179.55	\$68.00	
	\$166.00	\$227.84	\$166.60	\$179.25	\$488.59	\$185.00	
Accessories							
2" Mechanical Joint	\$13.00	No Bid	\$10.00	\$5.70	N/A	\$14.00	
4" Mechanical Joint	\$16.50	\$22.73	\$14.50	\$9.65	\$6.00	\$17.00	
6" Mechanical Joint	\$20.00	\$30.66	\$16.70	\$12.05	\$8.40	\$21.00	
8" Mechanical Joint	\$22.00	\$36.23	\$19.85	\$13.10	\$9.60	\$25.00	
10" Mechanical Joint	\$31.00	\$51.03	\$27.70	\$17.20	\$12.00	\$34.00	
12" Mechanical Joint	\$33.00	\$56.13	\$29.25	\$18.60	\$13.20	\$37.00	
16" Mechanical Joint	\$46.00	\$67.23	\$50.80	\$29.30	\$21.60	\$62.00	
	\$181.50	\$264.01	\$168.80	\$105.60	\$70.80	\$210.00	
Gaskets							
2" Mechanical Joint	\$3.32	No Bid	\$2.00	\$2.05	\$2.40	\$3.00	
4" Mechanical Joint	\$3.32	\$2.81	\$2.50	\$2.75	\$2.68	\$4.00	
6" Mechanical Joint	\$3.32	\$3.44	\$2.50	\$2.75	\$3.14	\$4.00	
8" Mechanical Joint	\$4.15	\$4.16	\$3.05	\$3.40	\$4.00	\$5.00	
10" Mechanical Joint	\$5.00	\$5.92	\$3.65	\$4.10	\$5.04	\$6.00	
12" Mechanical Joint	\$6.75	\$6.48	\$5.00	\$5.50	\$6.65	\$8.00	
	\$25.86	\$22.81	\$18.70	\$20.55	\$23.91	\$30.00	
	\$25,418.86	\$12,856.54	\$24,557.13	\$22,827.55	\$67,975.11	\$12,011.42	
Delivery	7-14 days	3-7 days	10 days		10 days	Stock-2 weeks	

Notes	Bid Import Fittings	Bid Domestic Fittings	Bid Domestic Fittings	Delivered pricing on all items, some restrictions apply per manufacturer. Pipe must be ordered in 20 T truckloads.	Bid Star Prod. Domestic Fittings	Bid Domestic Fittings
				Values may be combined for \$2,000 min order.		
				Tapping based on \$3,000 min order.		
				Fittings/Access may be combined for \$3,000 min order.		
				Bid Import Valves and Fittings		

CR13-026

June 17, 2013

RE: UTILITIES DEPARTMENT - Ductile Iron Pipe and Fittings-Annual Bid

RESOLUTION

WHEREAS, six (6) sealed bids were received June 6, 2013 for the annual purchase of ductile iron pipe and fittings; and

WHEREAS, based on anticipated volumes and adherence to bid specifications, said bids have been tabulated and recommendations made by the Utilities Director, Asst. Finance Director and the City Administrator to select the lowest qualified bidder adhering to bid specifications in each case (Ref: attached bid tabulation); and

WHEREAS, said bids have been considered by the Adrian City Commission.

NOW, THEREFORE, BE IT RESOLVED that the bids for Class 52 Ductile Iron pipe and associated fittings be awarded to the low bidder that met specifications, Etna Supply, Grand Rapids, MI under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

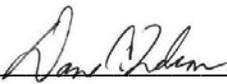
On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.

SUBJECT: Purchase of Work Uniforms June 12, 2013
 TO: Dane C. Nelson City Administrator
 FROM: Scott Holtz Asst. Finance Director

I concur with the recommendation of Assistant Finance Director to award the annual bid for the purchase of work uniforms for the TPOAM union members to Arrow Uniform of Jackson, Michigan. Arrow Uniform's bid is the most cost efficient overall. We have used their products in the past to our satisfaction.



 Dane C. Nelson
 City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. EDT on Thursday, June 6, 2013 for the purchase of Work Uniforms for the TPOAM union members. Following is a tabulation of the bids received.

	Arrow Uniform Jackson, MI	Libra Industries Jackson, MI	Stitch Wizard Tecumseh, MI	Aramark Corp Norwell, MA	Unifirst Corporation Northwood OH
Shirts-Long Sleeve	\$ 12.96	\$ 11.80		\$ 14.00	\$ 12.18
Shirts-Short Sleeve	\$ 10.76	\$ 9.85		\$ 13.50	\$ 10.19
Knit Shirts-50/50	\$ 11.52	\$ 8.95	\$9.00 Add \$2.00 XX Add \$3.00 XXX	\$ 13.50	\$ 17.02
Knit Shirts-100%	XS-XL \$17.59 2X-4X \$23.00	\$ 14.95	\$14.50 Add \$2.00 XX Add \$3.00 XXX	\$ 14.00	\$ 13.88
Trousers	\$ 17.82	\$ 13.75		\$ 13.50	\$ 16.93
Name Patches		\$1.10 name patch \$2.00 company patch		\$ 2.00 each	\$2.00 company patch \$1.50 name patch
Coveralls	\$ 28.44	\$24.95		\$ 29.00	\$26.13
Jacket-Hip Length	\$ 33.64	\$ 29.75		\$ 24.50	\$ 32.30
Jacket-Waist Length	\$ 33.64	\$ 27.70		\$ 24.50	\$ 30.38

Bib Overalls	\$ 63.16	\$ 51.50		\$ 50.50	\$ 51.74
Insulated Coat	\$ 67.59	\$ 52.25		\$ 60.00	\$ 54.44
					Add 7% for shipping
Delivery	21 days	30 days	14 days	21 days	42 days
		Add 30% for Size 2X-3X, 52-54, 44-50 long			

At this time, we are recommending the bid be awarded to Arrow Uniform of Jackson. Even though their price on some items appears higher, their cost included the price of the two patches that are applied to the short and long sleeve shirts, coveralls and jackets. The other suppliers charge for these items. Also, there is no upcharge on the larger sizes, these are again included in the per piece pricing.

We used Arrow this past year and were satisfied with their product.

Respectfully submitted,

Scott Holtz
Asst. Finance Director

RE: TPOAM UNION- Resolution to award the bid for Work Uniforms for members of the TPOAM Union

Resolution

WHEREAS the City of Adrian Purchasing Office has solicited and received bids on Thursday, June 6, 2013 for purchase of Work Uniforms for the TPOAM Union Members, with the following results:

	Arrow Uniform Jackson, MI	Libra Industries Jackson, MI	Stitch Wizard Tecumseh, MI	Aramark Corp Norwell, MA	Unifirst Corporation Northwood OH
Shirts-Long Sleeve	\$ 12.96	\$ 11.80		\$ 14.00	\$ 12.18
Shirts-Short Sleeve	\$ 10.76	\$ 9.85		\$ 13.50	\$ 10.19
Knit Shirts- 50/50	\$ 11.52	\$ 8.95	\$9.00 Add \$2.00 XX Add \$3.00 XXX	\$ 13.50	\$ 17.02
Knit Shirts- 100%	XS-XL \$17.59 2X-4X \$23.00	\$ 14.95	\$14.50 Add \$2.00 XX Add \$3.00 XXX	\$ 14.00	\$ 13.88
Trousers	\$ 17.82	\$ 13.75		\$ 13.50	\$ 16.93
Name Patches		\$1.10 name patch \$2.00 company patch		\$ 2.00 each	\$2.00 company patch \$1.50 name patch
Coveralls	\$ 28.44	\$24.95		\$ 29.00	\$26.13
Jacket-Hip Length	\$ 33.64	\$ 29.75		\$ 24.50	\$ 32.30
Jacket-Waist Length	\$ 33.64	\$ 27.70		\$ 24.50	\$ 30.38
Bib Overalls	\$ 63.16	\$ 51.50		\$ 50.50	\$ 51.74
Insulated Coat	\$ 67.59	\$ 52.25		\$ 60.00	\$ 54.44
					Add 7% for shipping
Delivery	21 days	30 days	14 days	21 days	42 days
		Add 30% for Size 2X-3X, 52-54, 44-50 long			

; and

WHEREAS, the Assistant Finance Director and City Administrator recommend the selection of the low overall bidder Arrow Uniform for the purchase of Work Uniforms for the TPOAM Union Members; and

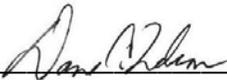
WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorized the selection of the low overall bidder Arrow Uniform for purchase of work Uniforms for the TPOAM Union Members under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commission_____. Seconded by
Commission_____, this resolution was adopted by a
_____ vote.

SUBJECT: Annual Backfill Material June 12, 2013
 TO: Dane C. Nelson City Administrator
 FROM: Scott Holtz Asst. Finance Director

I concur with the recommendation of Assistant Finance Director to award the annual bid for the purchase of backfill material to Slusarski Excavating for the sand, and to the low bidder, Van Brunt Transport, for the soil. The City has used both of these suppliers in the past with satisfaction.



 Dane C. Nelson
 City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. EDT on Thursday, June 6, 2013 for the purchase of the city's annual backfill materials (sand and topsoil). The following bids were received:

	Sand Per Cy. Yd	Sand Per Ton	Top Soil
Van Brunt Transport Inc Onsted MI	No Bid	\$ 7.20	\$ 15.10 ton
Slusarski Excavating Adrian MI	No Bid	\$ 7.10	No Bid
Gerken Materials Inc Napoleon, OH	No Bid	\$ 7.95	\$ 17.00 ton
Woodstock Aggregate Addison, MI	No Bid	\$ 7.00	No Bid
CTE Sand & Gravel Tecumseh, MI	\$ 11.01 (Train)	\$ 7.83 (Train)	\$ 19.17 ton (Train)

Based on the local preference policy, I recommend the sand be awarded to Slusarski Excavating and the top soil be awarded to the low bidder, Van Brunt Transport. We have used both of these suppliers in the past and are satisfied with their product and service.

Respectfully submitted,

Scott Holtz
 Asst. Finance Director

Resolution

RE: DEPARTMENT OF PUBLIC WORKS – Backfill Material Annual Bid

WHEREAS the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2013 construction season for purchase of backfill material, with the following results:

	Sand Per Cy. Yd	Sand Per Ton	Top Soil
Van Brunt Transport Inc Onsted MI	No Bid	\$ 7.20	\$ 15.10 ton
Slusarski Excavating Adrian MI	No Bid	\$ 7.10	No Bid
Gerken Materials Inc Napoleon, OH	No Bid	\$ 7.95	\$ 17.00 ton
Woodstock Aggregate Addison, MI	No Bid	\$ 7.00	No Bid
CTE Sand & Gravel Tecumseh, MI	\$ 11.01 (Train)	\$ 7.83 (Train)	\$ 19.17 ton (Train)

; and

WHEREAS, the Assistant Finance Director and City Administrator recommend the selection of the low bidder Van Brunt Transport for the Top Soil and according to the local preference policy, the low bidder Slusarski Excavating for the Sand; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorized the selection of the low bidders Slusarski Excavating and Van Brunt Transport for purchase of backfill material under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commission_____. Seconded by
Commission_____, this resolution was adopted by a
_____vote.

SUBJECT: Annual Limestone

June 12, 2013

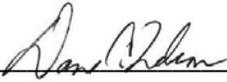
TO: Dane C. Nelson

City Administrator

FROM: Scott Holtz

Asst. Finance Director

I concur with the recommendation of Assistant Finance Director to award the annual bid for the purchase of limestone to the low bidder, Spring Valley Trucking, with Van Brunt Trucking as an alternate source in the event that we can't get the amount of product we need for the street construction year.



Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. E.D.T. on Thursday, June 6, 2013 for the city's annual limestone needs. The following bids were received:

BIDDER	Van Brunt Onsted, MI	Stoneco of Mich Monroe MI	Aggregate Indust. Kalamazoo MI	Spring Valley Trucking Hillsdale, MI
FOB Storage:				
#1 Limestone	\$ 12.60 ton	\$ 13.75 ton	No bid	\$ 11.90 ton
#2 Limestone	\$ 12.60 ton	\$ 13.75 ton	\$ 13.79 ton	\$ 11.90 ton
#6 Limestone	\$ 13.90 ton	\$ 17.25 ton	\$ 14.30 ton	\$ 13.85 ton
#411 Limestone	\$ 11.50 ton	\$ 12.85 ton	\$ 12.54 ton MDOT 21AA	\$ 10.85 ton
#304 Limestone	\$ 11.50 ton	\$ 12.60 ton	\$ 12.44 ton MDOT 23A	\$ 10.85 ton
Delivery	1-2 days	As needed	1 day	1 – 2 days
Terms	Net 30	Net 30	Net 30	
Discount	\$0.20 per ton	\$0.25 per ton	None	\$0.20 per ton
Conditions	Discount if paid within 20 days	Discount if paid within 25 days		Discount if paid within 20 days

The low bidder, Spring Valley Trucking is a new supplier. After speaking with them, we have been guaranteed they can supply the quantity of product we need on a timely basis. Based on that, I recommend the bid be awarded to Spring Valley Trucking for the prices listed above. However, in the event we can't get the amount of product we need for the street construction year, we would like to use Van Brunt Trucking as an alternate source.

Respectfully submitted,

Scott Holtz
Assistant Finance Director

Resolution

RE: DEPARTMENT OF PUBLIC WORKS – Limestone Annual Bid

WHEREAS the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2013 construction season for purchase of limestone, with the following results:

BIDDER	Van Brunt Onsted, MI	Stoneco of Mich Monroe MI	Aggregate Indust. Kalamazoo MI	Spring Valley Trucking Hillsdale, MI
FOB Storage:				
# 1 Limestone	\$ 12.60 ton	\$ 13.75 ton	No bid	\$ 11.90 ton
# 2 Limestone	\$ 12.60 ton	\$ 13.75 ton	\$ 13.79 ton	\$ 11.90 ton
# 6 Limestone	\$ 13.90 ton	\$ 17.25 ton	\$ 14.30 ton	\$ 13.85 ton
# 411 Limestone	\$ 11.50 ton	\$ 12.85 ton	\$ 12.54 ton MDOT 21AA	\$ 10.85 ton
# 304 Limestone	\$ 11.50 ton	\$ 12.60 ton	\$ 12.44 ton MDOT 23A	\$ 10.85 ton
Delivery	1-2 days	As needed	1 day	1 – 2 days
Terms	Net 30	Net 30	Net 30	
Discount	\$0.20 per ton	\$0.25 per ton	None	\$0.20 per ton
Conditions	Discount if paid within 20 days	Discount if paid within 25 days		Discount if paid within 20 days

; and

WHEREAS, the Assistant Finance Director and City Administrator recommend the selection of the low bidder Spring Valley Trucking for the purchase of Limestone, with Van Brunt Transport being the backup supplier; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorized the selection of the low bidder Spring Valley Trucking and Van Brunt Transport for purchase of Limestone under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commission_____. Seconded by Commission_____, this resolution was adopted by a _____ vote.

TO: Dane C. Nelson City Administrator

FROM: Scott A. Holtz Assistant Finance Director

SUBJECT: Annual Bid – Cold Patch June 7, 2013

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase of cold patch to Unique Paving Materials of Cleveland, Ohio. The City has used the cold patch mix from Unique Paving Materials for many years and has been satisfied with their product.



Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. E.D.T. on Thursday, June 6, 2013, for the city's annual Cold Patch requirements. The following bids were received.

ITEM	Unique Paving Materials Cleveland, OH	Pricing 2012-13
Cold Patch – Delivered	\$ 106.00 per ton lead \$104.00 per ton train	\$ 106.00 per ton lead \$104.00 per ton train
Cold Patch - Pickup	\$ 100.00 per ton	\$ 100.00 per ton
Cold Patch – Delivered 2yr pricing	\$ 106.00 per ton lead \$104.00 per ton train	\$ 106.00 per ton lead \$104.00 per ton train
Cold Patch – Pickup 2yr pricing	\$ 100.00 per ton	\$ 100.00 per ton
Truckload	Lead 26 Ton +/- Train 50 Ton +/-	Lead 26 Ton +/- Train 50 Ton +/-

As with last year, the material specified by Unique Paving Materials is a UPM mix that is higher in asphalt cement (AC) content and thus, stickier than most cold patches. The city has used this mixture for several years and has had good success. DPW prefers the UPM mixes because they are stickier and stay in potholes during the winter much more efficiently than other materials. I would recommend the annual bid for Cold Patch contract be awarded to Unique Paving Materials, 3993 E. St., Cleveland, OH. Unique Paving stockpiles their material at Round Lake Sand and Gravel in Addison, MI.

Respectfully,

Scott A. Holtz
Assistant Finance Director

RE: DEPARTMENT OF FINANCE – Cold Patch

RESOLUTION

WHEREAS, the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2014 purchase of Cold Patch, with the following results:

ITEM	Unique Paving Materials Cleveland, OH
Cold Patch – Delivered	\$ 106.00 per ton lead \$104.00 per ton train
Cold Patch - Pickup	\$ 100.00 per ton
Cold Patch – Delivered 2yr pricing	\$ 106.00 per ton lead \$104.00 per ton train
Cold Patch – Pickup 2yr pricing	\$ 100.00 per ton
Truckload	Lead 26 Ton +/- Train 50 Ton +/-

WHEREAS, the City Engineer and City Administrator recommend the acceptance of sole bidder Unique Paving Materials, Cleveland, Ohio, for the engagement in the City’s Standard Professional Services Contract for Cold Patch; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution, hereby authorizes the acceptance of the sole bid of Unique Paving Materials, Cleveland, Ohio, and engagement in the City’s Standard Professional Services Contract for Cold Patch, under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was adopted by a
_____ vote.

TO: Dane C. Nelson City Administrator

FROM: Scott A. Holtz Assistant Finance Director

SUBJECT: Annual Bid – Equipment Rental June 6, 2013

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase of equipment rental to the low bidder, Slusarski Excavating of Adrian, Michigan.



Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. E.D.T. on Tuesday, June 6, 2013, at the Purchasing Office, for the city’s annual equipment rental rates. I recommend the bid be awarded to the low bidder, Slusarski Excavating. The prices are as follows, along with current pricing:

ITEM	Slusarski Excavating Adrian MI	Pricing 2012-13
Motor Grader	\$98.00	\$99.00
Earth Mover	\$98.00	\$99.00
Small Backhoe	\$79.00	\$79.00
Large Backhoe – ½ cy	\$89.00	\$85.00
Large Backhoe – ¾ cy	\$105.00	\$105.00
Large Backhoe – 1 cy	\$115.00	\$125.00
Drum Compactor	CAT \$95.00	\$92.00
	Champion \$85.00	\$82.00
Bulldozer-Small	\$85.00	\$82.00
Bulldozer-Large	\$95.00	\$89.50
Tri-Axle Dump Truck	\$79.00	\$82.00
Quad-axle Dump Truck	\$89.00	\$89.00
Low Boy	\$95.00	\$98.00
Notice	2 days	

Respectfully submitted,

Scott A. Holtz
Assistant Finance Director

RE: DEPARTMENT OF FINANCE – Equipment Rental Award

RESOLUTION

WHEREAS, the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2014 construction season for equipment rental, with the following results:

ITEM	Slusarski Excavating Adrian MI
Motor Grader	\$98.00
Earth Mover	\$98.00
Small Backhoe	\$79.00
Large Backhoe – ½ cy	\$89.00
Large Backhoe – ¾ cy	\$105.00
Large Backhoe – 1 cy	\$115.00
Drum Compactor	CAT \$95.00 Champion \$85.00
Bulldozer-Small	\$85.00
Bulldozer-Large	\$95.00
Tri-Axle Dump Truck	\$79.00
Quad-axle Dump Truck	\$89.00
Low Boy	\$95.00
Notice	1-2 days

WHEREAS, the City Engineer and City Administrator recommend the acceptance of sole bidder Slusarski Excavating, Adrian, Michigan, for the engagement in the City’s Standard Professional Services Contract for Equipment Rental; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution, hereby authorizes the acceptance of the sole bid of Slusarski Excavating, Adrian, Michigan, and engagement in the City’s Standard Professional Services Contract for Equipment Rental under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was adopted by a _____ vote.

TO: Dane C. Nelson City Administrator

FROM: Scott A. Holtz Assistant Finance Director

SUBJECT: Annual Bid – Oil Changes June 7, 2013

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase of oil changes to Greg Bell Chevrolet of Adrian, Michigan.



Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. E.D.T. on Thursday, June 6, 2013, for the city's annual Oil Change requirements. The following bids were received.

	Greg Bell Chevrolet Adrian, MI	Victory Lane Adrian, MI	Pricing 2012-13
Per Oil Change	\$ 19.95	\$ 27.99	\$19.99
Advance notice needed	None	None	
Wait Time	30 minutes	None	
Time to Complete	30 minutes	10-15 minutes	
	Cost includes 5 qts. oil. Additional qrt are \$1.93 each	Air Filter \$16.99 when needed, usually every 15,000 miles	

I recommend the annual bid for Oil Changes contract be awarded to the low bidder, Greg Bell Chevrolet, 1313 E. US 223, Adrian. Greg Bell Chevrolet has had this service this past year and has met our needs. Listed also are the current prices we are paying for this product.

Respectfully,

Scott A. Holtz
Assistant Finance Director

RE: DEPARTMENT OF FINANCE – Oil Changes

RESOLUTION

WHEREAS, the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2014 purchase of Oil Changes, with the following results:

	Greg Bell Chevrolet Adrian, MI	Victory Lane Adrian, MI
Per Oil Change	\$ 19.95	\$ 27.99
Advance notice needed	None	None
Wait Time	30 minutes	None
Time to Complete	30 minutes	10-15 minutes
	Cost includes 5 qts. oil. Additional qrt are \$1.93 each	Air Filter \$16.99 when needed, usually every 15,000 miles

WHEREAS, the City Engineer and City Administrator recommend the acceptance of the low bidder Greg Bell Chevrolet, Adrian, Michigan, for the engagement in the City’s Standard Professional Services Contract for Oil Changes; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution, hereby authorizes the acceptance of the low bid of Greg Bell Chevrolet, Adrian, Michigan, and engagement in the City’s Standard Professional Services Contract for Oil Changes, under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was adopted by a _____ vote.

TO: Dane C. Nelson City Administrator
FROM: Scott A. Holtz Assistant Finance Director
SUBJECT: Annual Bid – Pavement Repair June 7, 2013

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase pavement repair to Slusarski Excavating of Adrian, Michigan as this bid falls under the local preference policy.



Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. E.D.T. on Thursday, June 6, 2013, for the city's annual Pavement Repair requirements. The following bids were received.

BIDDERS	AMOUNT – PER SF
Slusarski Excavating Adrian, MI	\$ 4.00
K&B Asphalt Sealcoating Clayton, MI	\$ 3.95

I recommend the annual bid for Pavement Repair contract be awarded to Slusarski Excavating and Paving, 119 Greenly St., Adrian. This bid falls under the local preference policy. Our current price per square foot is \$4.00 for fiscal year 2013.

Respectfully,

Scott A. Holtz
Assistant Finance Director

RE: DEPARTMENT OF FINANCE – Pavement Patching Program

RESOLUTION

WHEREAS, the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2014 construction season for execution of the citywide pavement patching program, with the following results:

<u>Vendor</u>	<u>Location</u>	<u>Amt./SqFt</u>
Slusarski Excavating	Adrian, MI	\$4.00
K&B Asphalt Sealcoating	Clayton, MI	\$3.95

WHEREAS, the City Engineer and City Administrator recommend the acceptance of Slusarski Excavating bid, based on Local Bidder Preference, at a cost not to exceed \$4.00 per square foot of surface patched; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution, hereby authorizes the acceptance of the bid of Slusarski Excavating, Adrian, Michigan, and engagement in the City’s Standard Professional Services Contract for execution of the citywide pavement patching program, at a cost not to exceed \$4.00 per square foot of surface patched.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was adopted by a _____ vote.

TO: Dane C. Nelson City Administrator

FROM: Scott A. Holtz Assistant Finance Director

SUBJECT: Annual Bid – Street Castings June 7, 2013

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase of street castings to the only bidder, EJ USA of Oak Park, Michigan.



Dane C. Nelson
City Administrator

DCN:mlD

Sealed bids were received until 2:00 p.m. E.D.T. on Thursday, June 6, 2013, for the city's annual Street Castings requirements. The following bids were received.

ITEM	EJ USA East Jordan MI	Pricing 2012-13
Manhole Castings:		
1046 EJ w/lid	\$171.95	\$163.77
1040 EJ	\$197.55	\$188.15
Manhole Lids:		
Type M1	\$131.70	\$125.43
Type M3 ADAgrate	\$197.82	\$188.40
Type N	\$137.80	\$131.24
1040AGS cover	\$169.53	\$161.46
1040A cover	\$141.47	\$134.73
1040APT assembly	\$352.43	\$335.65
Catch Basin Castings:		
7045 w/adj back	\$445.17	\$423.98
7065 w/driveway back	\$451.51	\$430.02
7000 w/adj back	\$435.88	\$414.94
Catch Basin Grates:		
Type M1	\$112.88	\$107.51
Type M2	\$123.13	\$117.27
Misc:		
8560 Series box	\$164.87	\$157.02
5BR250 Hydrant	\$1,535.89	\$1,445.95
#8500 Series Risers:		
1" high	\$17.91	\$17.06
1-1/2" high	\$21.68	\$20.65
2" high	\$24.51	\$23.34
2-1/2" high	\$27.34	\$26.04
3" high	\$31.11	\$29.63
Manufacturer	EJ USA	
Delivery	10 days	
Discounts	N/A	

I recommend the annual bid for Street Castings contract be awarded to EJ USA, 13000 Northend, Oak Park, MI. This was the only bid for these products. Listed also are the current prices we are paying for this product.

Respectfully,

Scott A. Holtz
Assistant Finance Director

RE: DEPARTMENT OF FINANCE – Street Castings

RESOLUTION

WHEREAS, the City of Adrian Purchasing Office, in collaboration with the Department of Utilities, has solicited and received bids on Thursday, June 6, 2013 for the 2014 purchase of Street Castings, with the following results:

ITEM	EJ USA East Jordan MI
Manhole Castings:	
1046 EJ w/lid	\$171.95
1040 EJ	\$197.55
Manhole Lids:	
Type M1	\$131.70
Type M3 ADAgrate	\$197.82
Type N	\$137.80
1040AGS cover	\$169.53
1040A cover	\$141.47
1040APT assembly	\$352.43
Catch Basin Castings:	
7045 w/adj back	\$445.17
7065 w/driveway back	\$451.51
7000 w/adj back	\$435.88
Catch Basin Grates:	
Type M1	\$112.88
Type M2	\$123.13
Misc:	
8560 Series box	\$164.87
5BR250 Hydrant	\$1,535.89
# 8500 Series Risers:	
1" high	\$17.91
1-1/2" high	\$21.68
2" high	\$24.51
2-1/2" high	\$27.34
3" high	\$31.11
Manufacturer	EJ USA
Delivery	10 days
Discounts	N/A

WHEREAS, the Utilities Director and City Administrator recommend the acceptance of sole bidder EJ USA, East Jordan, Michigan, for the engagement in the City's Standard Professional Services Contract for Street Castings; and

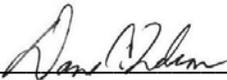
WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution, hereby authorizes the acceptance of the sole bid of EJ USA, East Jordan, Michigan, and engagement in the City's Standard Professional Services Contract for Street Castings, under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was adopted by a
_____ vote.

SUBJECT: Annual Motor Oil & Grease June 12, 2013
 TO: Dane C. Nelson City Administrator
 FROM: Scott Holtz Asst Finance Director

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase of motor oil and grease to Lyden Oil of Lansing, Michigan. We have purchased from Lyden for many years and have been satisfied with their product.



 Dane C. Nelson
 City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. EDT on Thursday, June 6, 2013 for the city's annual Motor Oil and Grease needs. The following bids were received:

ITEM	Lyden Oil Company Lansing MI	Cadillac Oil Company Detroit, MI
Motor Oil 15-w-40	\$ 7.54 gal Proguard CJ4	\$8.05 gal Eastern Premium 15W40
Motor Oil 5W20	\$6.85 gal Proguard	\$7.05 gal Eastern Premium 5W20
Motor Oil 5W30	9.49 gal Gulf Dexos	\$9.00 gal Altra SHL Dexos1 5W30
Transmission Oil	\$6.64 gal Proguard	\$7.35 gal Multipurpose ATF
Multi-Purpose Gear Oil	\$1.43 lb Proguard	\$2.09 lb Eastern Premium HD60 80W90
Grease	\$2.30 lb Proguard	\$4.09 lb Shell Gadus 53 V460D2
Anti-Freeze	\$5.19 gal Innovative	\$5.54 gal Eastern Pre-mix Antifreeze
Hydraulic Oil	\$7.11 gal Proguard	\$18.40 gal Shell Tellus S2V68
EBL Grease	\$ 19.39 gal (\$2.77 lb) Kendall	\$55.00 gal Shell Retinax TLOO
Tractor Hydraulic Fluid	\$ 6.44 gal Proguard	\$7.35 gal Universale Tractor Hydraulic
Delivery	2 days	1-3 days
Discount	None	None
Terms	Net 30	Net 30
Conditions	Subject to change with 30 day notice.	Minimum 165 Gallons bulk or 1 55 gallon drum
Addendum #1		
Hydraulic Oil in 55 gal drum	\$6.26 gal	\$7.10 gal

	Proguard	Cadco X-300 (Drum included)
Anti-freeze – Final Charge (55 gal drum)	\$10.49 gal	Do not carry 50/50

After conferring with the city mechanic, I recommend the bid be awarded to the Lyden Oil of Lansing, MI. We have used Lyden for many years and their product has performed well.

Respectfully submitted,

Scott Holtz
Asst. Finance Director

Resolution

RE: DEPARTMENT OF PUBLIC WORKS – Motor Oil & Grease Annual Bid

WHEREAS the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for purchase of Motor Oil & Grease, with the following results:

ITEM	Lyden Oil Company Lansing MI	Cadillac Oil Company Detroit, MI
Motor Oil 15-w-40	\$ 7.54 gal Proguard CJ4	\$8.05 gal Eastern Premium 15W40
Motor Oil 5W20	\$6.85 gal Proguard	\$7.05 gal Eastern Premium 5W20
Motor Oil 5W30	9.49 gal Gulf Dexos	\$9.00 gal Altra SHL Dexos1 5W30
Transmission Oil	\$6.64 gal Proguard	\$7.35 gal Multipurpose ATF
Multi-Purpose Gear Oil	\$1.43 lb Proguard	\$2.09 lb Eastern Premium HD60 80W90
Grease	\$2.30 lb Proguard	\$4.09 lb Shell Gadus 53 V460D2
Anti-Freeze	\$5.19 gal Innovative	\$5.54 gal Eastern Pre-mix Antifreeze
Hydraulic Oil	\$7.11 gal Proguard	\$18.40 gal Shell Tellus S2V68
EBL Grease	\$ 19.39 gal (\$2.77 lb) Kendall	\$55.00 gal Shell Retinax TLOO
Tractor Hydraulic Fluid	\$ 6.44 gal Proguard	\$7.35 gal Universale Tractor Hydraulic
Delivery	2 days	1-3 days
Discount	None	None
Terms	Net 30	Net 30
Conditions	Subject to change with 30 day notice.	Minimum 165 Gallons bulk or 1 55 gallon drum
Addendum # 1		
Hydraulic Oil in 55 gal drum	\$6.26 gal Proguard	\$7.10 gal Cadco X-300 (Drum included)
Anti-freeze – Final Charge (55 gal drum)	\$10.49 gal	Do not carry 50/50

; and

WHEREAS, the Assistant Finance Director and City Administrator recommend the selection of the low bidder Lyden Oil Company for the purchase of Motor Oil & Grease; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorized the selection of the low bidder Lyden Oil Company for purchase of Motor Oil & Grease under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commission_____. Seconded by
Commission_____, this resolution was adopted by a
_____vote.

TO: Dane C. Nelson City Administrator
 FROM: Scott A. Holtz Assistant Finance Director
 SUBJECT: Annual Bid – Ready Mix June 7, 2013

I concur with the recommendation of the Assistant Finance Director to award the annual bid for the purchase of ready mix concrete to the low bidder, Darby Ready Mix of Addison Michigan. Even though Kuhlman’s of Adrian, Michigan is close in bid price, their minimum load charge would actually make them more costly as the City’s ready mix loads are normally less than 2 yards.



 Dane C. Nelson
 City Administrator

DCN:mld

Sealed bids were received until 2:00 p.m. E.D.T. on Thursday, June 6, 2013, for the city’s annual Ready-Mix requirements. The following bids were received.

ITEM	Darby Ready Mix Addison MI	Doan Companies Adrian MI	Kuhlman Corp Adrian MI	Pricing 2012-13
Class P1 6 bag	\$ 77.50	\$78.50	\$ 78.00	\$77.50
Class HE	\$ 82.50	\$ 84.50	\$ 82.00	\$83.50
Chloride	\$1.50 per 1%	\$1.50	\$.75 per 1/2%	\$1.50 per %
Heat in Winter	\$ 5.00	\$4.25	\$5.00	\$4.25
Extra for Fiber	\$ 5.00	\$ 5.00	\$ 6.00	\$5.00
Minimum Load	None	None	\$75 less 2 yds	
Flowable Fill	\$60.00	\$64.50	\$62.00	\$63.50
Delivery	2 hours	3 hrs	2 hrs	
Price to city work	Will extend	Will extend	Will extend	
Payment terms	Net 30	Net 30	Net 30	

I recommend the annual bid for Ready-Mix Concrete contract be awarded to the low bidder, Darby Ready Mix, 11200 Herold Hwy, Addison, MI. The City of Adrian’s Ready Mix loads are normally less than 2 yards. With Kuhlman’s charge for a minimum load, this makes Darby Ready Mix’s bid the lowest, even when factoring in the Local Preference Policy. Listed also are the current prices we are paying for this product.

Respectfully,
 Scott A. Holtz
 Assistant Finance Director

Resolution

RE: DEPARTMENT OF PUBLIC WORKS – Ready Mix Concrete Annual Bid

WHEREAS the City of Adrian Purchasing Office, in collaboration with the Department of Public Works, has solicited and received bids on Thursday, June 6, 2013 for the 2013 construction season for purchase of Ready Mix Concrete, with the following results:

ITEM	Darby Ready Mix	Doan Companies	Kuhlman Corp
	Addison MI	Adrian MI	Adrian MI
Class P1 6 bag	\$ 77.50	\$78.50	\$ 78.00
Class HE	\$ 82.50	\$ 84.50	\$ 82.00
Chloride	\$1.50 per 1%	\$1.50	\$.75 per 1/2%
Heat in Winter	\$ 5.00	\$4.25	\$5.00
Extra for Fiber	\$ 5.00	\$ 5.00	\$ 6.00
Minimum Load	None	None	\$75 less 2 yds
Flowable Fill	\$60.00	\$64.50	\$62.00
Delivery	2 hours	3 hrs	2 hrs
Price to city work	Will extend	Will extend	Will extend
Payment terms	Net 30	Net 30	Net 30

; and

WHEREAS, the Assistant Finance Director and City Administrator recommend the selection of the low bidder Darby Ready Mix for the purchase of Ready Mix Concrete; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Annual Operating Budget.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorized the selection of the low bidder Darby Ready Mix for purchase of Ready Mix Concrete under the terms and conditions as submitted and as proposed in their sealed bids dated June 6, 2013.

On motion by Commission_____. Seconded by
 Commission_____, this resolution was adopted by a
 _____ vote.



MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 12, 2013
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director
SUBJECT: New Service Truck Purchase for O&M

I concur with the recommendation of the Utilities Director to waive the bid process and award the purchase of a new one ton pickup for the Operations and Maintenance Facility to the low bidder, Varsity Ford of Ann Arbor, Michigan.

A handwritten signature in black ink, appearing to read 'Dane Nelson', written over a horizontal line.

Dane C. Nelson
City Administrator

DCN:mld

Sealed bids were received by the purchasing department on Tuesday June 11, 2013 at 2:00 pm for the purchase of a new one ton pickup to be used by the Utilities Department Foreman as a service vehicle replacement. There were two bidders that submitted bid proposals.

I respectfully recommend that we proceed with the purchase of the 2014 Ford F-350 one ton service truck purchase and award the bid to Varsity Ford of Ann Arbor, MI for \$34,106.20 with trade-in. Varsity Ford also would be awarded the trade-in of our 2001 Ford F-350 for \$2,000.00. We have \$30,000 budgeted for this vehicle replacement in the Water Fund Capital Budget (496-551.00-977.520). The remaining balance of \$4,106.20 would be available in the small equipment capital line item (497-555.00-977.546).

cc: Cindy Prue, Finance Director
Steve Eberle, O&M Superintendent



Utilities Department Operations & Maintenance

MEMORANDUM

Date: June 12, 2013
To: Shane Horn, Utilities Director
From: Steve Eberle, Superintendent of O&M
Subject: Foreman Vehicle

On June 11, 2013 the City of Adrian Utilities Department took sealed bids for a Pick-up truck. This is the Utilities Foreman's service vehicle. Two suppliers submitted bids; Dave Knapp Ford of Adrian, MI and Varsity Ford of Ann Arbor, MI. After reviewing the bids I would like to recommendation the bid be awarded to Varsity Ford of Ann Arbor for \$34,106.20. There are funds available in the Water Distribution Capital Equipment Budget for the primary cost of the vehicle and funds available in the Sewer Collection System Capital Budget for small equipment that is included and installed before receiving vehicle.

CITY OF ADRIAN, MICHIGAN
2013/2014 SRW and 2001 F350
DUE DATE: June 11, 2013

ITEM	2013/2014 SRW	2001 F350
Dave Knapp Ford Adrian, MI	\$38,421.20 2014 Ford F-350, delivery 180 day	\$500.00
Varsity Ford Ann Arbor, MI	\$36,106.20 2014 Ford F350, delivery 13-15 weeks	\$2,000.00
Norman Kaye Hudson, MI		\$1,075.78

CR13-037

June 17, 2013

**RE: UTILITIES DEPARTMENT – Operations & Maintenance – Authorization
to Purchase New 2014 1-Ton Service Truck**

RESOLUTION

WHEREAS the FY2012-13 Amended Budget includes \$30,000 (Account No. 496-551.00-977.520) to purchase a new 2014 1-ton service truck, to be used at the Operations & Maintenance Facility; and

WHEREAS on Tuesday June 11, 2013, the Purchasing Office received the two (2) bids for the aforementioned replacement vehicle (see attached bid tabulation), with the lowest qualified bidder identified as Varsity Ford, Ann Arbor, MI with the low bid of \$36,106.20 less \$2,000.00 for the trade in vehicle for a total of \$34,106.20; and

WHEREAS the Utilities Director and City Administrator recommend selection of the lowest qualified bidder, Varsity Ford, Ann Arbor, MI, for purposes of acquiring a new 2014 1-ton service truck at a cost with trade-in not to exceed \$34,106.20.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of a new 1-ton service truck from the lowest qualified bidder, Varsity Ford, Ann Arbor, MI at a cost with trade-in not to exceed \$34,106.20, with \$30,000.00 from (496-551.00-977.520) with the balance of \$4,106.20 from the small equipment capital line item (497-555.00-977.516).

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.

RESOLUTION

13-2

WHEREAS, the City Administrator has approved certain temporary control orders, and after review has now made recommendation that they be made permanent, therefore so be it,

RESOLVED, that the permanent traffic control orders, adopted October 6, 1958, be amended to include or change the following:

On Race Street at the intersection of Race and River, post "No Stopping, Standing, or Parking" signs.

Respectfully,



VINCENT P. EMRICK,
Chief of Police

VPE/skj

DATED: 6/13/13

RESOLUTION

13-3

WHEREAS, the City Administrator has approved certain temporary control orders, and after review has now made recommendation that they be made permanent, therefore so be it,

RESOLVED, that the permanent traffic control orders, adopted October 6, 1958, be amended to include or change the following:

Yield Signs are changed to Stop signs at the following locations:

Mulberry @ Addison
Mulberry (both legs) at Elm
Ormsby @ Toledo
Finch @ Toledo
N. Center @ Toledo
Rice @ Michigan Ave.
Rice @ Merrick
College Park @ Michigan Ave.
Albert @ Broad
Dean @ Michigan St.
Orchard @ Scott
Terrace @ Charles
University @ Charles
Madison Drive @ Madison St.

Respectfully,



VINCENT P. EMRICK,
Chief of Police

VPE/skj

DATED: 6-13-13

**RE: COMMUNITY DEVELOPMENT - Establish Commercial Rehabilitation
District # 4 at 964 Caton Avenue**

RESOLUTION

WHEREAS, the State of Michigan has adopted the Commercial Rehabilitation Act, Public Act 210 of 2005, as amended; and

WHEREAS, Act 210 as amended provides for creation of Commercial Rehabilitation Districts, and for review and approval of exemption request certificates; and

WHEREAS, the City of Adrian has certain properties that could utilize the economic development tools in PA210 to spur investment and development of projects; and

WHEREAS, city staff have identified 964 Caton Avenue as a likely development site; and

WHEREAS, the property number of 964 Caton Avenue is as follows:

XAO – 340 – 0063 - 00 ; and

WHEREAS, Act 210 requires the legislative body shall give written notice by certified mail to the county in which the property is located, and to the owners of real property within the proposed rehabilitation district and shall afford an opportunity for a hearing on the establishment of the commercial rehabilitation district at which any of those owners or any other resident or taxpayer of the qualified local governmental unit may appear and be heard.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the scheduling of a public hearing on Monday, July 1, 2013 at 7:00p.m. in the City Chambers Building, 159 E. Maumee Street, Adrian, MI to receive comments on this matter, and directs the City Clerk to provide notice to the appropriate real property owners and the public as required by Act 210.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was

_____ by a _____ vote.

ORDINANCE NO. 13-012

AN ORDINANCE TO AMEND ARTICLE XXX - SIGNS OF THE ZONING/DEVELOPMENT REGULATIONS

The City of Adrian Ordains:

1. That Article XXX – Signs be amended in its entirety to read as follows:

ARTICLE XXX—SIGNS

SECTION 30.00 - Intent

These regulations establish rules and standards for the construction, location, maintenance and removal of signs. Directional, informational, emergency, or traffic-related signs owned by city, state or federal government agencies are not regulated by this chapter.

The execution of these regulations recognizes that the purpose of this chapter is to protect the dual interest of the public health, safety and welfare and to ensure the maintenance of an attractive physical environment while satisfying the needs of sign users for adequate identification, communication, and advertising. In order that such purposes can be achieved, the following objectives shall be applied for this chapter and any future additions, deletions and amendments:

- A. General. Ensure that signs are located, designed, constructed, installed and maintained in a way that protects life, health, morals, property and the public welfare;
- B. Public Safety. Protect public safety by prohibiting signs that are structurally unsafe or poorly maintained; that cause unsafe traffic conditions through distraction of motorists, confusion with traffic signs, or hindrance of vision; and that impede safe movement of pedestrians or safe ingress and egress from buildings or sites;
- C. Protect Aesthetic Quality of Districts and Neighborhoods. Prevent blight and protect aesthetic qualities by preventing visual clutter and protecting views; preventing intrusion of commercial messages into non-commercial areas; and eliminating signs and sign structures on unused commercial properties. Also, to avoid glare, light trespass, and sky glow through selection of fixture type and location, lighting technology, and control of light levels;
- D. Free Speech. Ensure that the constitutionally guaranteed right of free speech is protected and to allow signs as a means of communication;
- E. Reduce Conflict. Reduce conflict among signs and light and between public and private information systems;
- F. Business Identification. Allow for adequate and effective signage for business identification and other commercial speech, non-commercial speech, and dissemination of public information, including but not limited to, public safety information and notification as may be required by law;
- G. Foster Economic Development. Ensure that signs are located in a manner that does not cause visual clutter, blight, and distraction, but rather promotes identification and communication necessary for sustaining and expanding economic development in the City; and
- H. Recognize Unique Areas. Acknowledge the unique character of certain districts, e.g., the B-3 District, and establish special time, place and manner regulations that reflect the unique aesthetic, historical, and/or cultural characteristics of these areas.

SECTION 30.10 - Definitions

Sign means any words, numbers, figures, presentations, designs, objects, trademarks, inflatables, announcements, pennants, emblems, banners, pictures or other symbols or similar devices which attract attention or make known such things as an individual, firm, profession, business, event, commodity or service and which are visible outdoors at the property line or any right-of-way lines, and shall include any structure designed to be used for such display. For the purpose of removal, such term shall also include sign supports. A sign shall not include any of the above that is customarily affixed to a person or clothing that is being actively worn by a person.

The following definitions are related to the regulation of signs in this ordinance (see end of this section for illustrative examples).

- A. **Abandoned sign** means any sign which for a period of at least 30 days or longer no longer correctly directs or exhorts any person or advertises a bona fide business lessor, owner, product, service or activity.
- B. **Advertising vehicle or trailer sign** means any vehicle or trailer which, as its basic purpose, has the advertisement of products or the direction of people to a business or activity, whether such business or activity is located on or off the premises.
- C. **Animated sign** means a sign that has any visible moving part, flashing or osculating lights, visible mechanical movement of any description, or other apparent visible movement achieved by any means that move, change, flash, osculate or visibly alters in appearance in a manner that is not permitted by these regulations.
- D. **Area of sign** shall be calculated by measuring the area of all sign elements circumscribed by a rectangle, as follows (see graphic next page):
 - i. For a wall sign comprised of individual letters, figures or elements on a wall or similar surface of the building or structure, the area and dimensions of the sign shall encompass a rectangle that forms, or approximates, the perimeter of all elements in the display, the frame, and any applied background that is not part of the architecture of the building.
 - ii. For a freestanding sign, the sign area shall include the sign frame, if any, but shall not include 1) a pole or other structural support unless such pole or structural support is internally illuminated or otherwise so designed to constitute a display device, or a part of a display device. 2) Architectural features that are either part of the building or part of a freestanding structure, and not an integral part of the sign, and which may consist of landscaping, a decorative sign base or structural forms complementing the site in general.
 - iii. Lower case letters with ascenders and descenders that extend beyond the limits of the sign height by a maximum of 12 inches, will not be calculated into the total sign area.
 - iv. In the case of a flat, two-sided sign, only one side shall be used to calculate the sign area. In the case of a multiple-faced sign, the area of all faces shall be considered as one surface. A sign shall be considered flat if there is less than a two-foot space between the two sign panels.
- E. **Ascenders** means the portion of a lowercase letter that rises above the main body of the letter as found in the letters b, d, f, h, k, l, and t.
- F. **Awning sign**— see Canopy Sign
- G. **Banner sign** means a temporary lightweight sign that is attached or imprinted on a flexible surface that deforms under light pressure and that is typically constructed of non-durable

materials, including, but not limited to, cardboard, cloth, and/or plastic.

H. **Billboard** means a large panel for the display of advertising and messages.

I. **Canopy sign** means any sign that is painted on, applied or attached to or hung from a marquee, mansard, awning, canopy or other structure projecting from and supported by the building and extending beyond the building wall.