



CITY COUNCIL

MEETING AGENDA

January 17, 2019

Marc D. Tall, Mayor
Ronald J. Beauchamp, Mayor Pro Tem
Ralph B. Blasier, Council Member
Michael R. Sattlem, Council Member
Peggy O. Schumann, Council Member

Patrick S. Jordan, City Manager
Tammy A. Weissert, CMC Interim City Clerk
Ralph B. K. Peterson, City Attorney

City Council Chambers located at: City Hall – 410 Ludington Street – Room C101 – Escanaba MI 49829

The Council has adopted a policy to use a Consent Agenda, when appropriate. All items with an asterisk (*) are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered in its normal sequence on the Agenda.

Regular Meeting

Thursday, January 17, 2019, at 7:00 p.m.

CALL TO ORDER

ROLL CALL

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL/CORRECTION(S) TO MINUTES – Regular Meeting – January 3, 2019
Special Meeting – January 9, 2019

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION(S)

BRIEF PUBLIC COMMENT(S)

PUBLIC HEARINGS

1. Public Hearing – Citizen Participation – 2019/20 Fiscal Year Budget Preparation.

Explanation: Each year, Council holds public hearings to facilitate input from citizens for the upcoming FY2019/20 fiscal year budget. This is the first of five (5) scheduled public hearings.

UNFINISHED BUSINESS

NEW BUSINESS

1. Discussion – Fiscal Year 2019/20 City Audit.

Explanation: A representative from the Accounting Firm Rehmann Robson will provide an overview of the June 30, 2018 independent audit of the City of Escanaba's financial statements prepared in accordance with generally accepted accounting principles in the United States and the Single Audit Act.

2. Approval - Deficit Elimination Plan - Controller/Downtown Development Authority.

Explanation: The Downtown Development Authority ended the fiscal year with a deficit fund balance of \$246,046. This is the result of the internal loan provided by the City to assist in payment for construction of the Marketplace. The DDA will remain in a deficit position for the next couple of years. Administration is seeking Council approval of a resolution for a deficit elimination plan as required by the Michigan Department of Treasury.

3. Approval – Purchase of (1) Water Service Truck – Water Department.

Explanation: Administration is requesting approval to purchase one (1) Water Service Truck at a cost not to exceed \$27,000 from Riverside Chevrolet in Escanaba. Money for this purchase was budgeted in the 2018/2019 FY Budget.

4. Approval – Marina Fees – Marina Department.

Explanation: Administration is requesting approval to raise Transient rates by one step of the Waterways Rate Schedule, which would equate to a two dollar per night increase; also approve seasonal rates increase by 4%. This was presented and approved by the Harbor Advisory Committee on January 8, 2019.

5. Approval – Service Contract – City Telephone Services.

Explanation: Administration is seeking Council approval to retain TelNet Worldwide for continued telephone line service in the City Hall/Library Complex through January 2021 in an amount not to exceed \$12,600. This item is included in the current fiscal year budget.

6. Approval – Flooring Replacement Bid - Library.

Explanation: Administration is seeking Council approval to accept the Carpet Removal and Disposal, Flooring Purchase and Installation bid received from Henyssen-Selins at a cost not to exceed \$59,040. This project will be funded by insurance.

APPOINTMENTS

BOARD, COMMISSION, AND COMMITTEE REPORTS

GENERAL PUBLIC COMMENT

ANNOUNCEMENTS

ADJOURNMENT

Respectfully Submitted



**Patrick S. Jordan
City Manager**

**OFFICIAL PROCEEDINGS
CITY COUNCIL
CITY OF ESCANABA, MICHIGAN
Regular Council Meeting
Thursday, January 3, 2019**

The meeting was called to order by the Honorable Mayor Marc D. Tall at 7:00 p.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Marc D. Tall, Council Members, Ronald J. Beauchamp, Michael R. Sattem, and Peggy O'Connell Schumann.

Absent: Council Member Ralph B. Blasier

Sattem moved, Schumann seconded, **CARRIED UNANIMOUSLY**, to excuse Council Member Blasier.

Also Present: City Manager Patrick S. Jordan, City Department Heads, media, and members of the public.

Interim Clerk Weissert led Council in the Pledge of Allegiance.

Sattem moved, Schumann seconded, **CARRIED UNANIMOUSLY**, to approve Special Meeting minutes from December 19, 2018.

Sattem moved, Schumann seconded, **CARRIED UNANIMOUSLY**, to approve Regular Meeting minutes from December 20, 2018, as corrected.

ADJUSTMENTS TO THE AGENDA

Schumann moved, Beauchamp seconded, **CARRIED UNANIMOUSLY**, to approve the Agenda as submitted.

CONFLICT OF INTEREST DECLARATION – None

BRIEF PUBLIC COMMENT – None

PUBLIC HEARINGS

Resolution Approval - Obsolete Property Rehabilitation Act (OPRA) – Exemption – District No. 27. – 1204 Ludington Street.

Krysta Starz, owner of 1204 Ludington Street, has requested to be enrolled in the Obsolete Properties Rehabilitation Act (OPRA) (PA 146, 2000) which allows for partial exemption of property taxes for a specified period of time so that certain types of property improvements can be made. The intent of the legislation is to encourage rehabilitation of underutilized or decaying commercial or commercial/residential properties in certain designated communities. Administration recommended an OPRA exemption up to twelve (12) years beginning December 30, 2019, and ending December 30, 2031.

This being a public hearing, Mayor Tall asked for public comment.

Escanaba DDA Executive Director Ed Legault stated the building located at 1204 Ludington Street is in rough shape. Mr. Legault applauded Ms. Starz's efforts to move forward and retask this building into something that will really add value to our downtown.

Hearing no further public comment, Mayor Tall then closed the public hearing.

Krysta Starz, owner of 1204 Ludington Street, stated the property is registered with the National Historic Registry and will have to comply.

PH-1 "By Council Member Beauchamp, seconded by Council Member Sattem:

**RESOLUTION TO APPROVE AN APPLICATION FOR
OBSOLETE PROPERTY REHABILITATION EXEMPTION FOR
KRYSTA STARZ NO. 27**

- Whereas,** Pursuant to P.A. 146 of 2000, the City of Escanaba is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and
- Whereas,** The City of Escanaba Legally established Obsolete Properties Rehabilitation District No. 27 on December 6, 2018, pursuant to a public hearing held on that date; and
- Whereas,** The taxable value of this exemption plus the aggregate taxable value of property already exempt under PA 146 of 2000 and under PA 198 of 1974 does not exceed 5% of the total taxable value of the City of Escanaba; and
- Whereas,** The applicant is not delinquent in any taxes related to the facility; and
- Whereas,** The applicant has provided all required items to the City of Escanaba; and
- Whereas,** The application is for obsolete property as defined in Sec. 2(h) of Public Act 146 of 2000; and
- Whereas,** Rehabilitation of this facility as covered by this exemption had not begun prior to December 6, 2018, the date the district was established; and
- Whereas,** The application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility within the meaning of PA 146 of 2000, situated within an Obsolete Property Rehabilitation District; and

Whereas, Completion of the rehabilitated facility is calculated to, and will, at the time of issuance of the certificate, have the reasonable likelihood to increase commercial activity, to create employment, to retain employment, and to revitalize an urban area; and

Whereas, The rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by Sec. 2(l) of PA 146 of 2000; and

Whereas, The application was approved at a public hearing on January 3, 2018, provided by Sec. 4(2) of PA 146 of 2000, allowing a period of thirty-seven (37) months for completion of the rehabilitation;

Now, Therefore, Be It Resolved by the City Council of the City of Escanaba that
Krysta Starz 1204 Ludington Street

Be and is hereby granted an Obsolete Property Rehabilitation Exemption for the real property located in Obsolete Property Rehabilitation District No. 27 at 1204 Ludington Street, described as E ½ OF LOT 2 OF BLK 80 OF THE PROPRIETORS 1ST ADDITION, City of Escanaba, Delta County, Michigan,

For a period of twelve years beginning December 30, 2019, and ending December 30, 2031.

Upon a call of the roll, the vote was as follows:

Ayes: Beauchamp, Sattem, Schumann, Tall

Nays: None

RESOLUTION DECLARED ADOPTED.”

UNFINISHED BUSINESS – None

NEW BUSINESS

Approval – Scheduling of Public Hearings – 2019/20 Fiscal Year Budget Preparation – Citizen Participation.

Each year, the City Council holds public hearings to facilitate input from citizens for the upcoming fiscal year budget. Administration sought Council approval to schedule the first of three (3) public hearings for January 17, 2019. Additionally, Administration sought City Council approval to schedule additional public hearings for February 14, 2019, and March 14, 2019.

NB-1 Sattem moved, Schumann seconded, to schedule public hearings for January 17, 2019, February 14, 2019, and March 14, 2019, for citizen input on the 2019/20 Fiscal Year Budget.

Upon a call of the roll, the vote was as follows:

Ayes: Sattem, Schumann, Beauchamp, Tall
Nays: None

MOTION CARRIED.

Approval – Resolution of Support – Bonifas Art Center – 2019 Music Mondays Summer Concerts.

The Bonifas Art Center sought Council approval of a resolution supporting their grant application to the Michigan Council for Arts and Cultural Affairs seeking funds for the “Music Mondays” Summer Concert Series. If approved, the City of Escanaba will serve as the Administrator for the funds. Administration recommended approval.

NB-2 “By Council Member Schumann, seconded by Council Member Beauchamp:

**Resolution in Support of a Grant Application to the
Michigan Council for Arts and Cultural Affairs**

**AT A MEETING OF THE CITY COUNCIL OF THE CITY OF ESCANABA, MICHIGAN,
HELD ON JANUARY 3, 2019**

**RESOLUTION SUPPORTING THE GRANT APPLICATION TO THE MICHIGAN
COUNCIL FOR ARTS AND CULTURAL AFFAIRS SEEKING MATCHING FUNDS
FOR THE "MUSIC MONDAYS" SUMMER CONCERT SERIES.**

WHEREAS, the City Council of the City of Escanaba, Michigan, does hereby find as follows:

WHEREAS, the City desires to support the cultural lives of area residents through opportunities to be exposed to new art and music;

WHEREAS, the City has an excellent partner in the Bonifas Arts Center to successfully organize and promote community events, and promote cultural tourism and sponsor area musicians through public concerts;

WHEREAS, the grant funds will be administered, if awarded, as set forth in the application;

WHEREAS, the City has a policy detailing equal opportunity provisions for job applicants and public accommodations and agrees to conform to the Assurances and Guidelines set forth in the application;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City Council of the City of Escanaba, Michigan, that the grant application should be made to the Michigan Council for Arts and Cultural Affairs for the January 15, 2019 deadline.

Ayes: Schumann, Beauchamp, Sattem, Tall
Nays: None

RESOLUTION DECLARED ADOPTED.”

Discussion – Solar panel purchasing program.

City Council discussed the draft solar panel purchasing documents. These documents needed to be finalized and approved by City Council before panels are made available to our customers.

NB-3 Schumann moved, Sattem seconded, to approve the solar panel purchasing documents for purchase of solar panels.

Upon a call of the roll, the vote was as follows:

Ayes: Schumann, Sattem, Beauchamp, Tall
Nays: None

MOTION CARRIED.

Approval – Historic District Commission Study Committee Appointment.

Administration requested City Council appoint Don Curran and Elizabeth Keller as the study committee for Richter Brewer Historic District boundary modification.

NB-4 Schumann moved, Sattem seconded, **CARRIED UNANIMOUSLY**, to approve to appoint Don Curran and Elizabeth Keller as the study committee for Richter Brewer Historic District boundary modification.

Condemnation proceedings for 1608 North 19th Street.

Administration requested Council to approve the condemnation and if required, demolition of a residential home and shed located at 1608 North 19th Street. If approved Administration requested scheduling a public hearing for February 7, 2019.

NB-5 Sattem moved, Schumann seconded, to set a condemnation hearing for February 7, 2019, for a residential home and shed located at 1608 North 19th Street.

Upon a call of the roll, the vote was as follows:

Ayes: Sattem, Schumann, Beauchamp, Tall
Nays: None

MOTION CARRIED.

APPOINTMENT(S) TO CITY BOARDS, COMMISSIONS, AND COMMITTEES – None
BOARD, COMMISSION, AND COMMITTEE REPORTS

Council Members reviewed City Board and Commission meetings each attended since the last City Council Meeting.

GENERAL PUBLIC COMMENT – None

ANNOUNCEMENTS

- Thanked everyone for supporting the community during the holidays;
- Thanked everyone involved with the fireworks on New Year's Eve.

Hearing no further public comment, the Council adjourned at 7:17 p.m.

Respectfully submitted

Tammy A. Weissert, CMC
Interim City Clerk

Approved: _____
Marc D. Tall, Mayor

**OFFICIAL PROCEEDINGS
CITY COUNCIL
CITY OF ESCANABA, MICHIGAN
Work Session Meeting
Wednesday, January 9, 2019**

Pursuit to a special meeting notice posted December 21, 2018, the meeting was called to order by the Honorable Mayor Marc D. Tall at 10:00 a.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Marc D. Tall, Council Members, Ronald J. Beauchamp, Ralph B. Blasier, Michael R. Sattem, and Peggy O'Connell Schumann.

Absent: None

Also Present: City Manager Patrick S. Jordan, City Department Heads, media, and members of the public.

CONFLICT OF INTEREST DECLARATION – None

NEW BUSINESS

Discussion – 2019-20 Operating Budget Preparation.

Administration led a discussion concerning the upcoming 2019-20 operating budget and sought Council input on items the Council as a whole would like to see considered for inclusion in the budget. Additionally, the following departments updated the Council on budgetary opportunities and challenges for the upcoming year.

- Manager Jordan, City Controller Melissa Becotte, and City Treasurer/HR Administrator provided a general review of the overall budget and expectations regarding Revenue Sharing, Tax Revenues, and State Personal Property Tax. Administration did not anticipate any large increases in the State Revenue. Administration advised they are looking at a small increase for Street Funding, also Pension contributions for 2019-20 budget are going to increase;
- City Controller Melissa Becotte advised no proposed changes in the Controllers Department other than Assistant Controller Alaina will be going on maternity leave in a few months and will be out for 12 weeks;
- City Controller Melissa Becotte advised nothing out of the ordinary for the Clerk's Department budget. Will have new City Clerk Phil DeMay do the budget when he starts working for the City. Manager Jordan advised on not knowing the impact of Proposal 3 and how it will affect the Clerk's Office;
- City Controller Melissa Becotte advised nothing out of the ordinary for the Assessor's Department budget other than it is hard to pick a good number for professional services due to not knowing where all the tax tribunals will end up;
- Blaine DeGrave City Community Development/Planning and Zoning Director advised he is looking at a new program called "iWorQ" that will help his

City Council Minutes
January 9, 2019 – cont.

department do their job more efficiently. Suggested putting money aside for demolitions of buildings and would like to consider giving Roxanne Spencer a raise;

- Water/Wastewater Superintendent Jeff Lampi stated some major concerns were planning and implementing the SRF project for the Wastewater Plant upgrades. Part of the SAW Grant was spending down some of the current fund balance and would like to consider buying a sewer truck and build a garage or two instead of using SRF Funds. Reviewed generator replacement at the Ludington Lift Station, CIPP Lining plans, and would like to put new flooring in at the Water Plant;
- City Library Director Carolyn Stacey advised the proposed 2019/20 Library Budget would request that the lighting be converted to LED lighting. Will have a continued emphasis on technology that will be reflected in the budget. The demand for digital resources, services, and training for staff to keep up to speed. Also, have goals to digitize local history resources next fiscal year through grants. Also, Strategic Plan does expire 2019 and will be looking at public participation process to put together a new Strategic Plan;
- City Recreation Director Kimberly Peterson reviewed Recreation budgets which included replacement of the Ludington Park Tennis Courts, Civic Center Generator Project, new lawn mower, porta johns at the ski hill area and Rock the Dock. Also reviewed various grants;
- Public Safety Director Rob LaMarche reviewed the Public Safety proposed budget that included the Hero Program, Mentoring program for at-risk kids and Citizen Academy. Parking lot is falling apart and needs to be replaced. Interview Room IT based maintenance contracts, replace expired Fire Gear, new server to house digital evidence, HVAC system needs to be cleaned out and purchase of two new vehicles. In long term the City would need to replace the ladder truck,
- Public Works Director/City Engineer Bob Becotte reviewed road repair projects, storm sewer lining and an increase in tree budget due to ash borer;
- Downtown Development Authority Director Edward Legault advised budget would include reimbursing City borrowed funds, and continuation of the Façade Program. Parking lot maintenance, curb and sidewalk repair, possible street scape, outside lighting at Center Court and budget deficit elimination plan were also discussed;
- Electric Superintendent Mike Furmanski reviewed proposed Electric Budget items which included pole replacement, a proposed Rate study, and Solar Farm project;
- Harbor Master Larry Gravatt reviewed proposed Harbor and Marina Budgets. He advised an increase in the Marina rates, dock improvements, change out fuel monitoring system at the marina, upgrade fuel delivery system, also need to change out lighting at the North Shore boat launch to LED lights.

City Council Minutes
January 9, 2019 – cont.

- Council Members weighed in what they thought the city staff was excelling at and what should be primary budgetary concerns for each department, roads are a major concern, also treatment of trees to prevent the beetle's destruction.

GENERAL PUBLIC COMMENT – None

Hearing no further public comment, the Council adjourned at 11:12 a.m.

Respectfully submitted,

Tammy A. Weissert, CMC
Interim City Clerk

Approved: _____
Marc D. Tall, Mayor

NB-2
C.C. 1/7/19

Excerpt of the minutes of a regular meeting of the Escanaba City Council held on January 17th, 2019 at the City Hall, 410 Ludington Street, Escanaba, MI, at 7:00 p.m.

Present: Mayor Marc D. Tall, Council Members, Ronald J. Beauchamp, Ralph B. Blasier, Michael R. Sattem and Peggy O. Schumann

Absent: None

"NB-4 Resolved by Council Member , seconded by Council Member ;

**RESOLUTION
DEFICIT ELIMINATION PLAN
FOR THE DOWNTOWN DEVELOPMENT AUTHORITY FUND**

Whereas, The City of Escanaba's Downtown Development Authority Fund has a \$246,046 deficit fund balance on June 30, 2018, and;

Whereas, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and file with the Michigan Department of Treasury;

Now therefore be it Resolved, That the City of Escanaba's City Council adopts the following as the City of Escanaba's Downtown Development Authority Fund Deficit Elimination Plan:

	2019	2020	2021	2022	2023
Unrestricted Net Position (Deficit) July 1	(\$246,046)	(\$168,477)	(\$102,020)	(\$30,050)	\$47,514
Revenue					
Taxes	285,000	285,600	291,312	297,138	303,081
Investment Earnings (Loss)	7,000	7,000	7,000	7,000	7,000
Other	27,000	12,000	12,000	12,000	12,000
Total Revenue	319,000	304,600	310,312	316,138	322,081
Expenditures					
Salaries, Wages and Overhead	92,346	94,193	96,077	97,999	99,959
Supplies	5,500	5,000	5,000	5,000	5,000
Professional Services	36,600	36,000	36,000	36,000	36,000
Telephones	2,650	2,650	2,650	2,650	2,650
Travel	250	250	250	250	250
Public Relations	20,100	20,100	20,100	20,100	20,100
Printing and Publishing	200	200	200	200	200
Insurance	2,570	2,100	2,100	2,100	2,100

Utilities	6,000	6,000	6,000	6,000	6,000
Maintenance of Lots/Sidewalks	19,500	18,000	18,000	18,000	12,000
Repairs to Structures	15,000	15,000	15,000	15,000	15,000
Repairs to Equipment	2,000	2,000	2,000	2,000	2,000
Rental of Equipment	3,000	3,000	3,000	3,000	3,000
Memberships and Dues	250	250	250	250	250
Education and Training	500	250	250	250	250
Capital Outlay	17,500	17,500	17,500	17,500	17,500
Books, Magazines and	500	250	250	250	250
Interest Expense	14,465	12,900	11,215	9,525	9,505
Contributions to Other Funds	2,500	2,500	2,500	2,500	2,500
Total Expenditures	241,431	238,143	238,342	238,574	234,514
Revenue Over Expenditures	77,569	66,457	71,970	77,564	87,567
Ending Net Position	(\$168,477)	(\$102,020)	(\$30,050)	\$47,514	\$135,081

Be it further Resolved, That the City of Escanaba's City Controller submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

Ayes:

Nays:

RESOLUTION DECLARED ADOPTED."

I the undersigned, being duly qualified and acting Interim City Clerk of the City of Escanaba, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Escanaba City Council and the City of Escanaba, County of Delta, Michigan, at a regular City Council Meeting held on Thursday, January 17, 2019, and that said meeting was conducted and public notice was given pursuant to and in full compliance with the Open Meeting Act, Act 267, Public Acts of Michigan, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Tammy A. Weissert, CMC, Interim City Clerk

NB#3
C.C. 1/17/19

Water Department Memo

To: Patrick Jordan, City Manager

From: Jeff Lampi, W & WW Supt.



Date: 1/8/19

Re: Water Service Truck Purchase

Patrick,

I was able to obtain several quotes from the area dealerships on various models and brands of vehicles, using the municipal fleet vehicle pricing available for the City of Escanaba. I feel our best value comes from Riverside Chevy in the form of a half-ton, regular-cab work truck.

As a reminder of our past discussions; this truck will not be purchased in the traditional color of "Escanaba Yellow". It is my intention to purchase this in either a white or silver color, to increase our ability for selling this truck to the public. I plan to use this vehicle for two (2) or three (3) years at most before attempting to sell it at a higher retail value, with hopes of losing very little of our initial investment. If we do not get what we feel is an acceptable price, we will keep the truck as traditionally done in the past and chalk this up as a good attempt at trying a new idea.

The required accessories needed to make this a "Service" ready truck will include the following items;

- Headache rack for mounting emergency lights & radio antenna ~\$600.00
- Tonneau cover to keep the tools dry and secure ~\$1,000.00
- Sliding truck bed to gain access to the tools in the front of the bed. ~\$1,200.00
- City of Escanaba signage or magnetic door sticker ~\$200.00

These additional items will be able to be removed and placed on the next truck purchased, easily and at little to no cost.

For comparison; A full size traditional service truck body will cost around \$7,000, and is not at all easily removed and placed on the a different truck. Also note; that ordering a truck without a box only saves around \$650.00.

If all goes as planned we will recoup a large percentage of our initial investment by selling this truck before it loses much value, without incurring any maintenance costs.

Riverside Chevy of Escanaba is able to provide a 2019, half ton, Regular Cab, 4x4 work truck at a price of \$26,321. Some details (such as adding running boards) were not able to be specified at the time of this quote, so some changes in the final price may occur.

With your authorization I would like to purchase this truck from Riverside Chevrolet of Escanaba, at a cost not to exceed \$27,000.

Money is available within this current fiscal year's budget

Pc: Melissa Becotte, City Controller



Gregory Bink
RIVERSIDE CHEVROLET BUICK GMC

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jvm002 Logout

Main > Order Vehicles > Quick Order

PLAN & FORECAST ORDER VEHICLES MANAGE INVENTORY LOCATE VEHICLES DELIVER VEHICLES REPORTS & TOOLS

Quick Order

Enter BFC

GO

BAC: 163369 BFC: 1 Name: RIVERSIDE CHEVROLET BUICK GMC

This page will allow you to quickly create and submit a preliminary order, request for order or stored configuration

→ Load Autobook Order

→ Manage My Default Settings

Select Model Criteria *indicates required field

Year*: 2019 Division*: CHEVROLET TRUCK Distribution Entity*: RET RETAIL
 Allocation Group*: CLDREG Order Type*: TRE-Retail Stock
 Model*: CK10903 - 1500 Silverado: LWB, 4WD, Reg Cab Pickup

Charge To BAC*: 163369 Charge To BFC*: 1 Quick Order interactive mode:
 Ship to BAC*: 163369 Ship to BFC*: 1 > Verify BAC ON OFF

RELATED LINKS

- View My Preliminary Orders
- Request for Order List
- View Stored Configurations
- View My Allocation and Constraints
- US On-Line Order/Reference Guide

START QUICK ORDER

Options (12/12 completed)	Quantity / Other Info (2/2 completed)	Summary (0/0 completed)
Summary Information		
Model information		
Year:	2019	Division: CHEVROLET TRUCK Distribution Entity: RET RETAIL
Allocation Group:	CLDREG	Model: CK10903 Order Type: TRE-Retail Stock
Charge To BAC:	163369	Ship to BAC: 163369 Quantity: 1
Requested TPW:		End-User FAN:
MSRP w/DFC†:	\$34,890.00	Invoice w/DFC†: \$33,521.75
GMS w/DFC†:	\$32,540.88	Supplier w/DFC†: \$33,821.75
Vehicle Specifications		
PEG:	1WT - 1WT Work Truck Preferred Equipment Group	
Primary Color:	GAZ - Summit White	
Trim:	H1T - 1WT/1CX/2CX-Cloth, Jet Black, Interior Trim	
Additional Options		
A62 - Seats: Front 40/20/40 Split Bench	BG9 - Floor Covering Rubberized Vinyl, Black	
C6H - GVW Rating 6900 Lbs	E63 - DuraBed	
FE9 - Federal Emissions	GU6 - Rear Axle: 3.42 Ratio	
ICR - Chevrolet Infotainment, 8" Color Screen	KC4 - Cooler, Engine Oil	
KW7 - Alternator, 170 AMP	LV3 - Engine 4.3L EcoTec3 V-6, Alum, SIDI, V V T	
MYC - 6-Speed Automatic	QDV - Tires P265/70 R17 All Terrain, Blackwall	
RD6 - Wheels: 17" Steel - Painted Ultra Silver	SAF - Spare Tire Lock	
UVC - Rear Vision Camera	V76 - Recovery Hooks	
XCQ - Tire, Spare: P265/70 R17 All Season, Blackwall	Z62 - Trailering Package	

33,521.⁷⁵
 7,200.⁰⁰

 26,321.⁷⁵

(0/0 completed)

< PREVIOUS

NEXT >

CANCEL

SAVE STORED CONFIGURATION

SUBMIT PRELIMINARY ORDER

† North American Order Workbench is intended solely for business use by GM Dealers. Pricing shown is for illustration purposes only. Refer to GMPricing.com for official GM Price schedules. GM pricing is subject to change by GM at anytime, without notice.

Order Workbench: [FAQs](#) [Site Map](#)

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NB-5
C.C. 1/17/19

MEMORANDUM

January 10, 2019

TO: Patrick Jordan, Tammy Weissert

FROM: Melissa Becotte *MB*

SUBJECT: TelNet PRI Contract Renewal

All City phones are services by PRI lines provided through TelNet. This service provides 23 lines for use at any time.

TelNet is offering a two year contract with no price increase over the prior contract. In addition to providing us with 23 lines, it also provides free local calling. With monthly billings averaging \$525/month, the two year commitment would be approximately \$12,600.

I've attached a copy of the contract for your review.

I would ask that the renewal of our TelNet PRI contract be placed before the City Council at the January 17th regular council meeting.



TELNET

TELNET SERVICE AGREEMENT

Account # 1029 City of Escanaba

410 Ludington St, Escanaba, MI 49829		Quote Id: 10116, Term: 24 Months			
Description	Quantity	Unit Price	Monthly Total	Unit Price	Non-Recurring Total
TelNet PRI					
Additional Listing	9	\$6.00	\$54.00	\$0.00	\$0.00
DIDs (Regular)	107	\$0.15	\$16.05	\$0.00	\$0.00
PRI	1	\$285.00	\$285.00	\$0.00	\$0.00
Unlimited Local and Intra LATA	1	\$80.00	\$80.00	\$0.00	\$0.00
Subtotal:			\$435.05		\$0.00

TelNet PRI 0.000/call Local, 0.000/min IntraLATA, 0.025/min Intrastate, 0.025/min Interstate, 0.025/min Toll Free

Total Solution Cost: \$435.05 \$0.00

Unless specified, prices do not include shipping charges, regulatory fees, applicable taxes, administrative/service fees, professional services, or other time and material charges. For additional terms and conditions go to www.telnetww.com.

Traditional POTS (Plain Old Telephone Service,) Business Line Basic and Plus, and Digital Fax Plus are no-term, month to month services; rates subject to change with prior notification. Digital Fax Plus per page rates for additional pages beyond the included monthly quantity are: Fax Package 250 - \$0.10/addl page, Fax Package 500 - \$0.08/addl page, Fax Package 1,000 - \$0.06/addl page and Fax Package 2,500 - \$0.04/addl page.

With UC-One Mobile Client, features vary by device, settings and quality of signal. When Wi-Fi is not available or cellular usage is selected, phone plan roaming, data and voice usage charges apply. Mobile client calls may drop or lose quality when Wi-Fi or cellular signals are lost or weak. Firewall settings may also impact use. TelNet is not responsible for loss of call quality and/or dropped calls with UC-One Mobile Client.

Please note: TelNet Worldwide is committed to protecting customers from fraud by blocking international calling. International calling service is available only when authorized by completing the TelNet International Calling Authorization Form.

CUSTOMER INITIALS: _____



TELNET

By executing this Agreement, the "Customer" (defined as the party signing below and made a party to this TelNet Service Agreement) is ordering the services set forth herein and on related documentation. Customer agrees to pay for all services ordered or otherwise used including: taxes, surcharges and fees charged by TelNet Worldwide ("TelNet"), including, but not limited to, applicable federal, state, local use, excise, sales, or privilege taxes, duties or similar liabilities, as further set forth in the TelNet Worldwide Terms and Conditions (the "T&Cs"). Customer agrees to the T&Cs and all items incorporated therein including those in tariffs or rate guides and the Acceptable Use Policy ("AUP") as applicable, which can be found on www.telnetww.com. Customer also authorizes TelNet to obtain any credit information and/or any customer proprietary network information necessary to provision services and to establish Customer's account, and hereby authorizes the release of such information by any and all third parties to TelNet. Customer understands that number assignments are not guaranteed and cannot be relied on before service is activated. Customer has provided TelNet with a valid Letter of Agency for all applicable services ordered. Customer is responsible for the identification and payment of any termination fees to any third party that may apply when switching to TelNet services.

Term of Agreement

The effective date of this Agreement is the date signed by the last Party to sign this Agreement. However, the date of installation of a special access, meet-point or fiber circuit shall determine the end date of the Initial Term of the Agreement for all services. By way of example, if the obligations under this Agreement becomes effective on January 1, and fiber installation is completed February 1, the Initial Term of a one year agreement, would end on January 31 of the following year.

Order Cancellation

Cancellation by the Customer after the signature date and before the service available date will result in an Order Cancellation Fee to be paid by the Customer as described in applicable TelNet T&Cs which can be found at www.telnetww.com.

Termination

TelNet may terminate this Agreement and the services for Customer's non-payment in accordance with its rights under its general T&Cs and its tariffs and rate guides. Upon termination of this Agreement by TelNet for non-payment the customer shall be liable for the payment of all services provided through the date of termination, plus any applicable Termination Fees. TelNet may terminate this Agreement without liability if TelNet determines that it is no longer able to offer a product or service and the product or service is no longer offered in a TelNet tariff and rate guide, in which case the customer will not be liable for any Termination Fees. If Customer terminates the Agreement prior to the expiration of its initial term or renewal term, or if TelNet terminates the Agreement due to non-payment, Customer will owe TelNet the following Termination Fees per applicable service: the monthly recurring charge (MRC) times the remaining number of months of the contract period for the contracted services.

General Provisions

This Agreement and other terms expressly made a part of this Agreement, (including, but not limited to Acceptable Use Policy, Purchase Order Terms & Conditions, and Equipment Rental Terms & Conditions, if applicable,) constitute the entire Agreement between TelNet and the Customer with respect to the Services. This Agreement supersedes any previous Agreements for the same services between TelNet and Customer. Except as otherwise provided herein, any changes to this Agreement must be agreed to in writing by TelNet Management. Any changes to this Agreement without said written approval make such changes null and void at TelNet's discretion. If the Customer wishes to assign this Agreement to a third party, it must first receive TelNet's written consent.

Business Type: Corporation Partnership Proprietorship

Federal Tax ID: _____

Tax Exempt Status: None Federal State Local
(Exemption forms must be provided if you are tax exempt)

By placing Customer's signature in the space provided, Customer agrees to the terms of this Agreement and all applicable tariffs, rate guides and T&Cs set forth at www.telnetww.com. If ordering VoIP services, Customer furthermore acknowledges that they have received and understand the TelNet 911 Emergency Service Advisory Notification for VOIP Services attached hereto and made a part of this Agreement.

_____	_____	_____	_____
Customer Printed Name	Title	Customer Signature	Date
_____	_____	_____	_____
TelNet Printed Name	Title	Signature	Date



Customer Contact Profile

Company: Account # 1029 City of Escanaba

Legal Company Name: _____ Telephone: _____

Address: _____

Headquarter/Parent Company Name (if different from above):

Company Name: _____ Telephone: _____

Address: _____

Primary Contact

Name: _____ Telephone: _____

Email: _____ Cell Phone: _____

Billing Contact

Name: _____ Telephone: _____

Email: _____ Cell Phone: _____

Onsite Contact

Name: _____ Telephone: _____

Email: _____ Cell Phone: _____

Technical Contact (Data/voice vendor, if applicable)

Name: _____ Telephone: _____

Email: _____ Cell Phone: _____

Please complete and return with your order, or fax to 248.485.1090.



TELNET

Letter of Agency

Contact Information (End User)

Customer must provide the following information exactly as it appears on customer's most recent bill copy:

Company Name: Svc Location # 21992 CITY OF ESCANABA - 410 LUDINGTON ST

Contact Name: _____

Full Address: 410 Ludington St, Escanaba, MI, 49829

Contact Phone Number: _____

Contact Email: _____

Listings

Current listings will be retained for all ported numbers. Please inform us of any required listing changes (e.g., change listing name, change listing type, additional listings, etc.).

Phone number(s) to be ported

Additional numbers listed on separate page

Comments/ Current Provider (Please note any special instructions or exceptions; include your current provider for any phone numbers outside of Michigan)

The undersigned wishes to change our provider to **TelNet Worldwide, Inc.** and authorizes **TelNet Worldwide, Inc.** to act as our agent for purposes of ordering changes and/or terminating service(s) for the designated phone number(s) listed above. This authorization includes, without limitation, the removal, additions to, or rearrangement of any or all telecommunications services (including, but not limited to local exchange, intraLATA toll, interLATA toll, and/or international interexchange). The undersigned understands that for specific service(s) for the phone number(s) listed above (e.g. local exchange, intraLATA toll, and interLATA toll service,) we may designate only one service provider as our carrier for each service for any one telephone number. If different service providers are requested for different phone numbers, we must fill out separate forms for each phone number we wish to be treated differently. The undersigned understands that this authorization may result in a charge to us for changing providers.

Authorized Signature

_____ Print Name: _____ Date: _____

Please complete this form, print out, sign and fax to 248.485.1090.

NB-6
C.C. 1/17/19



TO: PATRICK JORDAN, CITY MANAGER
FROM: CAROLYN STACEY, LIBRARY DIRECTOR
SUBJECT: BID AWARD, LIBRARY FLOORING
DATE: 1/11/2019

In October, 2018, a lightbulb exploded in the library ceiling, resulting in burns to the carpet. An insurance claim was filed and on approval from insurance, the project was put out to bid. Two bids were received.

With this memo, the library requests that the City award the contract to the lowest bidder, Heynssen-Selins, in the amount of \$59,040. This amount reflects replacement cost of the current carpet with a comparable product and will ensure a high quality, long-wearing floor covering for decades. The City's Insurer has authorized replacement cost. There will be no direct impact to the General Fund or the Library Budget.

ATTACHMENTS:

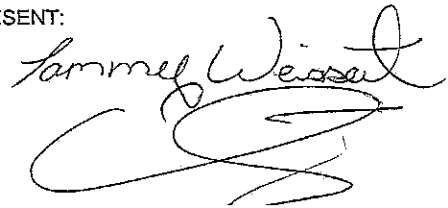
Request for Proposal: Carpet Removal and Disposal, Flooring Purchase and Installation
Bidder's Worksheet / Proposals (2)

CITY OF ESCANABA
RECORD OF BIDS

DATE BIDS OPENED: 1/10/2019
DESCRIPTION OF ITEM: 2019 Flooring - Library

NAME OF BIDDER	Floor Covering - #1	Color Option	Floor Covering - #2	Color Option	Check or Bid Bond
Heynssens-Selins	59,040	—	39,950	—	Bid Bond
Carpet & Drapery Shoppe	60,500	—	68,326	—	Bid Bond

PRESENT:



Tommy Weiser

DATE: January 3, 2019

BID: January 3, 2019

BID OPENING: January 10, 2019

TO BIDDERS: January 3, 2019

ADVERTISED: January 3, 2019

INVITATIONS TO BID SENT TO: Four (4)

Butch's Carpet Center
2210 North Lincoln Road
Escanaba, MI 49829

Jorgensen Williams Floor
1928 North Lincoln Road
Escanaba, MI 49829

The Carpet and Drapery Shoppe
6681 US Highway 2 & 41 & M35
Escanaba, MI 49829

Heynssens-Selins
1809 North Lincoln Road
Escanaba, MI 49829

NOTICE TO BIDDERS

Sealed bids will be received by the City of Escanaba at the office of the City Clerk, on or before 2:00 p.m., e.s.t., on: **Thursday, January 10, 2019**, for:

CARPET REMOVAL AND DISPOSAL, FLOORING PURCHASE AND INSTALLATION IN THE ESCANABA PUBLIC LIBRARY

The bids will be publicly opened and read City Clerk's office at City Hall, located at 410 Ludington Street, Escanaba, Michigan, at said time and date.

Bidder's proposals and/or specifications may be obtained from the office of the City Clerk. No bids will be considered unless the proposal form and/or specifications (furnished by the City of Escanaba, Michigan), are properly completed and enclosed in a sealed envelope marked:

FLOORING – ESCANABA PUBLIC LIBRARY

In addition, the City of Escanaba, Michigan, will not consider any proposal which has not been received prior to the published time, date, and year of bid opening. (FAX transmittals will not be accepted.)

A Certified Check, Cashier's Check, or Bidder's Bond, drawn payable, without condition, to the City of Escanaba, Michigan, in an amount not less than 10% of the bid, will be submitted with each proposal as a guarantee that if the bid is accepted, the bidder will furnish materials or services as stated in his or her proposal, he or she shall forfeit said deposit to the City of Escanaba, Michigan, as liquidated damages. The acceptance of the proposal will be contingent upon the bidder's acceptance.

The City of Escanaba, Michigan, reserves the right to reject any or all bids, or any part thereof at its discretion, and to waive any irregularities in the bidding. The City of Escanaba, Michigan, may also split bids at its discretion. The City further reserves the right to negotiate directly with any and all bidders concerning any matter related to any bid.

All City of Escanaba, Michigan, bids are prepared so as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba, Michigan, assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

Carolyn Stacey
Library Director
City of Escanaba

**SPECIFICATIONS
for
CARPET REMOVAL AND DISPOSAL, FLOORING PURCHASE AND
INSTALLATION AT THE ESCANABA PUBLIC LIBRARY**

GENERAL SPECIFICATIONS

PROJECT OBJECTIVE

The objective of this project is to renovate the flooring system in the Escanaba Public Library in a manner which maximizes comfort, wearability, attractiveness, safety and ease of maintenance. New materials must integrate and complement existing layout and design style of library.

PROJECT BACKGROUND

Existing flooring is carpet tile and broadloom original to library construction (1994). The library is requesting recommendations for slip resistant hard surface materials with good acoustic properties at the entrance (approximately 500 sq ft) and carpet tiles throughout the remainder of the facility. The library is approximately 17,000 square feet or 1,888 square yards. It is recommended that all bidders independently measure for actual required square footage.

1. SCOPE OF WORK

The Contractor must provide a bid that includes all labor, materials and associated costs to complete installation of new flooring, including removal and disposal of the current carpeting in the Escanaba Public Library, 400 Ludington Street, Escanaba, MI 49829. This scope assumes all labor, material, shipping, delivery, disposal and any other necessary work not identified would be included in the bid prices.

Contractor shall:

Remove and properly / legally dispose of existing carpet/carpet tiles
Prepare specified area as needed for installation of new flooring
Deliver purchased materials to a specified area in the Library
Clean up work site upon completion of each stage of the job

Library shall:

Determine the order, in terms of area, for the removal and installation of flooring materials
Move all furniture and equipment. This may be done in sections to enable the library to remain open during the project.
Move or disconnect any electrical or computer connections

Contractor shall be knowledgeable of all Federal and State regulations, building codes and permits in order to provide all the necessary work for this project.

2. CONSTRUCTION SCHEDULE

Proposals shall include a timeframe for the completion of the project. Additionally, proposals shall indicate the ability to complete the project in a manner that minimizes library down-time.

3. BID SECURITY

With this proposal, the Bidder shall furnish bid security in an amount not less than ten percent (10%) of the proposal as a guarantee that if the bid is accepted, the Bidder will furnish materials or services as stated in his/her proposal; as per specifications herein. Bid

security shall be a certified check or cashier's check drawn payable without condition to the City of Escanaba, Michigan. Bids may not be withdrawn within thirty (30) days after opening date without forfeiting bid security. Bid security of the successful Bidder will be retained by the City until satisfactory completion of the work.

Performance and payment bonds are not required.

4. EXAMINATION OF SITES AND BID DOCUMENTS

Each Bidder may visit the site and acquaint himself/herself with conditions relating to the work so that bidder may fully understand the difficulties and restrictions which may affect execution of work.

Bidders shall also thoroughly examine the specifications. The submission of a proposal by the Bidder shall be taken as conclusive evidence of compliance with this requirement. The contractor shall arrange a site inspection to confirm and discuss flooring options and color options.

5. FLOOR SAMPLES/COLOR SELECTION

The contractor shall provide carpet samples of each floor covering with color selections for each and pattern/design recommendations.

6. REMOVAL OF EXISTING CARPETING

Included within the contractor's proposal shall be the removal and disposal of existing carpeting within the library. The existing concrete surface shall be prepared for the replacement carpeting according to the manufacturer's specifications.

7. INSTALLATION OF FLOOR COVERING

Floor covering shall be installed according to the manufacturer's specifications and accepted installation practices.

8. STORAGE AND PARKING: Materials shall be stored in areas as directed by the City of Escanaba in a manner not creating an "Attractive Nuisance". Parking space is available for the Contractor and his employees. No parking shall be permitted on grass areas. The Contractor must protect material and equipment stored on the site.

9. INSURANCE

The Contractor shall furnish proof of insurance, before the start of work, establishing minimum coverages as follows:

Worker's Compensation

Coverage A	Statutory
Coverage B	\$100,000

Comprehensive General Liability

Per occurrence	\$1,000,000
General Aggregate	\$1,000,000
Products/completed operations	
General Aggregate	\$1,000,000

Comprehensive Automobile Liability

Combined Single Limits

\$1,000,000

The City of Escanaba shall be named as "additional insured" on all certificates. All policies affording coverages required in this section shall further be endorsed to provide a ten (10) day notice to be delivered to the City before any coverages are either reduced or cancelled.

10. PAYMENTS

Payments shall be made to the successful Bidder/Contractor in one lump sum amount upon 100% completion of the work. The City will retain the bid security deposit until the work is satisfactorily completed. The City reserves the right to withhold an equitable amount for items not completed or unsatisfactory. The successful bidder shall submit waivers of lien from his/her company, sub-contractor, and all material suppliers.

11. TAXES

The successful Bidder/Contractor shall pay all applicable state sales and use taxes if applicable for this project.

12. PROTECTION

The successful Bidder/Contractor shall take adequate precautions to prevent damages to the any City of Escanaba property. Any damages shall be corrected at the Contractor's expense to the City's satisfaction.

13. GUARANTEE

The successful Bidder/Contractor shall guarantee material and labor for a period of one year from the date of completion of work.

14. SAFETY REGULATIONS

The successful Bidder/Contractor shall conform to the General Safety Rules and Regulations for the Construction Industry as prescribed by the Construction Safety Commission, Department of Labor, Bureau of Safety and Regulations, Lansing, Michigan and the Occupational Safety and Health Standards of the U.S. Department of Labor.

15. DISCREPANCIES

In case of disagreement within the specifications, the better quality or greater quantity of work shall be estimated and the matter drawn to the attention of the City for discussion and/or adjustment.

16. PROJECT COORDINATOR

Carolyn Stacey
Library Director
City of Escanaba
Office: 400 Ludington Street
Mailing Address: 400 Ludington Street, Escanaba Michigan 49829
Phone: (906) 789-7332
e-mail: cstacey@escanabalibrary.org

BIDDERS WORKSHEET/ PROPOSAL

CARPET REMOVAL AND DISPOSAL, FLOORING PURCHASE AND INSTALLATION AT THE ESCANABA PUBLIC LIBRARY	
<i>Floor Covering - #1</i>	\$ _____
Trade Name:	_____
<i>Floor Covering - #2</i>	\$ _____
Trade Name:	_____

Date _____

City of Escanaba:

We, the undersigned, do hereby agree to furnish materials and labor in conformance with the attached Specifications for the Carpet Removal and Disposal, Flooring Purchase and Installation in the Escanaba Public Library in the following amounts:

Floor Covering - #1 \$ _____
Color Option _____

Floor Covering - #2 \$ _____
Color Option _____

Certified Check or Bidder Bond
Enclosed in the amount of \$ _____

Security Deposit at 10% of Total
Amount of Highest Proposal _____

Project Start Date: _____

Project Completion Date: _____

FIRM'S NAME _____

FIRM'S ADDRESS _____

CITY _____ STATE _____ ZIP _____

BY _____ TITLE: _____

FIRM REPRESENTATIVE SIGNATURE _____

PHONE: _____ FAX: _____ E-MAIL: _____

BIDDERS WORKSHEET/ PROPOSAL

CARPET REMOVAL AND DISPOSAL, FLOORING PURCHASE AND INSTALLATION AT THE ESCANABA PUBLIC LIBRARY	
Floor Covering - #1 \$	<u>59,040</u>
Trade Name:	<u>CARPET / Rubber Flooring (Entry)</u>
Floor Covering - #2 \$	<u>39,950</u>
Trade Name:	<u>CARPET / Rubber - Flooring (Entry)</u>

Date 1-7-19

City of Escanaba:

We, the undersigned, do hereby agree to furnish materials and labor in conformance with the attached Specifications for the Carpet Removal and Disposal, Flooring Purchase and Installation in the Escanaba Public Library in the following amounts:

100%
Nylon

Floor Covering - #1
Color Option

\$ 59,040 CARPET tiles / Rubber
Entry

100%
Nylon

Floor Covering - #2
Color Option

\$ 39,950 CARPET tile / Rubber
"Select from KRAMS tiles" Entry

Certified Check or Bidder Bond
Enclosed in the amount of

\$ AS SPECIFIED
59,040

Security Deposit at 10% of Total
Amount of Highest Proposal

\$ 5904.00

Project Start Date:

Immediately Upon Contract Award

Project Completion Date:

2-3 weeks
"CAN PHASE Project"

FIRM'S NAME

Hoyassens - Selins

FIRM'S ADDRESS

1809 N. Lincoln Rd

CITY

ESCANABA

STATE

MI

ZIP

49825

BY

Todd Kositzke

TITLE

Mgr

FIRM REPRESENTATIVE SIGNATURE



PHONE:

906 786 1313

FAX:

906 786 1444

E-MAIL:

Todd@selins
@hotmail.com

