Pledge of Allegiance

Roll Call

1. **Approve Agenda**

2. **City Council Minutes**
   a. Regular Meeting January 15, 2019

3. **Presentations**
   a. Wayne Library Update (J. Wolak)

4. **Bid Awards**
   a. Approve the bid award for the removal and replacement of kitchen counter tops at the Wayne Fire Department to be paid from the Community Development Block Grant (CDBG) Budget. Approval subject to written contract acceptable by both the City and the vendor. (Deputy Fire Chief J. Schneider)

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granite &amp; Marble Express, Wayne MI</td>
<td>$5,875.00</td>
</tr>
<tr>
<td>Regal, Fraser, MI</td>
<td>$6,900.00</td>
</tr>
<tr>
<td>West Branch, Belleville, MI</td>
<td>$16,116.00</td>
</tr>
<tr>
<td>Mando, Mt. Clemens, MI</td>
<td>$8,800.00</td>
</tr>
<tr>
<td>SBD Commercial, Jackson, MI</td>
<td>$12,950.00</td>
</tr>
</tbody>
</table>

b. Approve the bid award for the replacement of garage door openers at the Wayne Fire Department to be paid from the Community Development Block Grant (CDBG) Budget, approval subject to written contract acceptable to both the City and the vendor. (Deputy Fire Chief J. Schneider)
4. Bid Awards (continued)

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allied Building, Detroit, MI</td>
<td>$9,706.64</td>
</tr>
<tr>
<td>McKernan Inc., Roseville, MI</td>
<td>$11,375.00</td>
</tr>
<tr>
<td>Altech Doors, Livonia, MI</td>
<td>$11,161.59</td>
</tr>
<tr>
<td>Secure Door, Mt. Clemens, MI</td>
<td>$16,506.00</td>
</tr>
</tbody>
</table>

5. Appointments to Boards, Commissions and Committees

a. Approve the appointment of Robert Boertje to the Wayne Planning Commission to fill the unexpired term of Harold Rediske, Jr. until July 2019

b. Accept the resignation of Lori Bearer from the Parks and Trails Committee

6. Communications and Reports

a. Donation from the John Glenn High School Class of 1968 in the amount of $500.00 in memoriam of Police Officer Leonard Anderson (Chief R. Strong)

7. General Items for Consideration

a. Approve agreement with Camtronics for the replacement of panic alarms and cameras at the 29th District Court in the amount of $20,148.68 to be paid for with Michigan Indigent Grant funds (L. Gable)

b. Approve a Professional Services Agreement with Stantec, Inc of Ann Arbor for partial design engineering services and construction engineering services for the 2019 Mildred Street Watermain Project in the amount of $96,000.00 funded through the Water Fund (M. Buiten)

c. Approve a Professional Services Agreement with Stantec, Inc of Ann Arbor to provide construction engineering services for the 2020 John Hix Bridge Deck replacement project in an amount not to exceed $98,000.00 funded through the Major Road Fund (M. Buiten)
7. **General Items for Consideration (continued)**

   d. Approve a 2018 Slip Lining Project Change Order (#2) with Insituform Technologies in the amount of $80,000.00 bringing the current contract cost to $362,442.60. Funding for this change Order will be through Water and Sewer Funds (M. Buiten)

   e. Approve Budget Amendment 2019-5 (K. Sample)

8. **Administration Reports**

**CITIZEN COMMENTS OR REQUESTS ON ITEMS NOT ON THE AGENDA** - Citizens are to limit their comments or requests to 3 minutes. The City Council asks that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and the City Council. The Mayor, the City Council and the Department Heads may not respond to the questions at the meeting, but will respond by the next City Council Meeting or as soon as possible, once they have looked into the matter.

9. **Items for next agenda**

10. **Consent Calendar**

   a. Housing Commission Minutes of December 12, 2018

**COMMENTS FROM MEMBERS OF THE CITY COUNCIL**

Respectfully submitted,

Lisa Nocerini, 
City Manager

The City of Wayne will provide necessary auxiliary aids and services (such as signers and audio tapes) to individuals with disabilities attending meetings or hearings. A two week notice is required. For assistance contact the City Clerk's Office at 734-722-2204 or 734-722-2000.
CITY OF WAYNE
REGULAR CITY COUNCIL MEETING - #2019-03
TUESDAY, JANUARY 15, 2019 - 8:00 P.M.
WAYNE CITY HALL

A regular meeting of the Wayne City Council was held on Tuesday, January 15, 2019, at 8:00 p.m. at the Wayne City Hall, 3355 South Wayne Road.

Mayor Rhaesa called the meeting to order at 8:00 p.m. and led the Council and the audience in the Pledge of Allegiance to the Flag.

Members Present: Mayor John P. Rhaesa, Mayor Pro Tem Thomas E. Porter, Anthony W. Miller, Jeremiah Webster, Kevin J. Dowd, Kelly S. Skiff, Phillip A. Wagner

Members Absent: None

Also Present: Lisa Nocerini, City Manager, Michael Bosnic Asst. City Attorney, Eileen DeHart, City Clerk

01-19-0010 Motion by Webster, seconded by Skiff, and unanimously carried, it was resolved to approve the agenda.

01-19-0011 Motion by Porter, seconded by Webster, and unanimously carried, it was resolved to approve the minutes of the Rescheduled Meeting of January 8, as written.

The City Council presented former State Representative Bob Kosowski a key to the City. Representative Kosowski made comments.

Steve Hitchcock from the City Attorney’s office made a presentation regarding the newly passed Recreational Marijuana Law. He explained the intricacies of the newly enacted law.

City Finance Director Katie Sample made a presentation regarding the City Audit.

Plante Moran made a presentation regarding the Financial State of the City.

01-19-0012 Motion by Webster, seconded by Skiff, and unanimously carried, it was resolved to declare February as Black History Month in the City of Wayne. The official Resolution was read into the record by Clerk DeHart.

01-19-0013 Motion by Porter, seconded by Webster, and unanimously carried, it was resolved to approve and publish the second reading of Ordinance #2019-01 regarding the repeal of Chapter 232-Recreation Foundation.
01-19-0014  Motion by Porter, seconded by Webster, and unanimously carried, it was resolved to approve the appointment of Willie Coleman to the Board of Review until 2020.

01-19-0015  Motion by Wagner, seconded by Webster, and unanimously carried, it was resolved to approve the appointment of Albert Damitio to the Board of Review until 2020.

01-19-0016  Motion by Skiff, seconded by Porter, and unanimously carried it was resolved to approve the appointment of Debra Waas to the Board of Review until 2020.

01-19-0017  Motion by Webster, seconded by Skiff, and unanimously carried, it was resolved to approve the appointment of Lois Van Stipdonk to the Wayne Library Board until 2024.

By consent of Council, Communications and Reports were received and filed or acted upon as indicated:

01-19-0018  Motion by Porter, seconded by Wagner, and unanimously carried, it was resolved to approve the December 31, 2018 Revenue and Expenditure Report.

01-19-0019  Motion by Miller, seconded by Webster, and unanimously carried, it was resolved to accept and file the Investment Report for the City of Wayne.

01-19-0020  Motion by Miller, seconded by Porter, and unanimously carried it was resolved to approve Change Order #1 – final with Altech Doors for additional work at the former Building & Engineering Building, 4001 S. Wayne Rd., in the amount of $700.00 to be paid from the proceeds of the sale of the building.

01-19-0021  Motion by Wagner, seconded by Porter, and unanimously carried it was resolved to approve Change Order #1 – final with Great Lakes Contracting for the 2018 Sidewalk Removal& Replacement Project in the amount of ($7,480.88) to be credited to the Road Millage Fund.

01-19-0022  Motion by Webster, seconded by Porter, and unanimously carried it was resolved to approve the appointment of Giamarco, Mullins & Horton, Troy, Michigan to provide legal services and serve as City Attorney.

01-19-0023  Motion by Miller, seconded by Webster, it was resolved to approve a proposal from EMPCO Incorporated to perform a Chief of Police Assessment and Evaluation for the Wayne Police Chief candidates to be taken from Personnel Contracted Service. A roll call was requested with the vote as follows:  AYES:  Miller, Webster, Wagner, Dowd, Rhaesa; NAYS:  Porter, Skiff.  The motion prevailed.

01-19-0024  Motion by Porter, seconded by Webster, and unanimously carried it was resolved to approve a resolution for the City of Wayne Poverty Exemption for 2019.

Discussion was held regarding changing the “Policies and Procedures of the Wayne City
Council.

01-19-0025 Motion by Wagner, seconded by Porter, and unanimously carried, it was resolved to direct the Mayor to appoint a Committee of Council Members to investigate potential changes and/or updates to the “Policies and Procedures of Wayne City Council”.

Discussion was held regarding the Wayne City Council’s 2019 vision and goals. Members shared their wishes for the advancement of the City.

01-19-0026 Motion by Webster, seconded by Skiff, to table the discussion of the Workplace Assessment Report. A roll call was requested with the vote as follows: AYES: Porter, Webster, Skiff, Wagner, Dowd, Rhaesa; NAYS: Miller. The motion prevailed.

There was no discussion as a motion to Table is not debatable.

Administration report was given by Lisa Nocerini, City Manager. She gave an update on and answered questions from the previous meeting: Parks and Trails Commission and the projects they are working on; the Tattoo Shop demolition is at a standstill and there is pending litigation; obsolete road construction signs are no longer in the right of way; DPW cleaned the leaves from the sidewalk of the Library; the For Sale sign isn’t removed from the City property as the sale has not been closed yet; the lighting assessment is to be renewed this year; employees for the City are very hardworking and dedicated and administration appreciates their sacrifices; she asked the Historical Society to give an update on the sesquicentennial and a piece of history of the City; she asked the Acting Police Chief Strong to give an update on his Department and he shared that two officers just completed the Police Academy and two more will be currently in the program and stated how much the $81,000.00 grant secured by City Manager Nocerini for in-car cameras and body cameras are an invaluable asset; she asked Mike Bosnic, City Attorney, to give an update and he stated the Vacant Property Report is almost ready for Council action and the Sidewalk Ordinance is currently be addressed.

Upon request of Mayor Rhaesa for comments from the public on matters not covered by the Council Agenda, the following were expressed:

Mark Blackwell of Wayne made comments to the Council regarding the Hostile Work Environment allegations.

Victor Osborne of Wayne spoke on his objection to no bid contracts.

Kathryn Sample, City Employee, spoke on the City of Wayne being a great place to work.

Tyler Moll from the Historical Museum shared the great things happening at the Museum including the increase in visitors over the years; the wonderful articles recently in the newspapers; shared that Channel 7 news visited the Museum; the St. Mary’s exhibit on the history of the school is currently on display; there will be a High School Art Show in March, and there may be an important historical artifact coming back to the Museum. He shared the hours for the Museum are Wednesdays 10:00 a.m. to 7:00 p.m. and Thursdays 10:00 a.m. to 6:00
Kathy Rockwell of Wayne asked when there is a special presentation for the microphones to be turned around so the audience and viewer at home can hear.

Ed Queen, City Employee, spoke on the staff of the City and how great they are. He stated the City does not have a hostile work environment and asked for that issue to be put in the past so the City can move forward.

Vern Amos of Wayne and a member of the Neighborhood Patrol commented on how helpful the Police Department is in assisting the Patrol and to remind residents to safe guard their property by locking their car doors, making sure their garage doors are closed at night and turning on porch lights when it gets dark.

Bob Shirlin of Westland (former Wayne resident) asked the Council to be careful when they consider the tax base of the City; not to give up on Wayne and to look to the future of Wayne.

Bernadette Brock of Wayne and a member of the Families Against Narcotics stated the organization will be holding a meeting at the Recreation Center and that she supports a review of the City Charter to make sure there are not outdated sections.

Eric Cleereman thanked the Park Commission. He shared there will be a meeting at Livonia City Hall where a discussion will take place with County Executive Warren Evans on the sale of Hines Park and encourage residents to attend.

There were no “Consent Items” on the agenda.

01-19-0027 Motion by Porter, seconded by Skiff, and unanimously carried, it was resolved to adjourn the meeting at 10:48 p.m.
January 29, 2019

To: Lisa Nocerini, City Manager

From: Jeremie Schneider, Deputy Chief Fire/EMS Department

Re: City of Wayne Fire/EMS Department Kitchen Counter Tops Removal and Replacement – Bid Award

Bids for the City of Wayne Fire/EMS Department Kitchen Counter Tops removal and replacement were received and publicly opened in the City Clerk’s Office on Tuesday, January 29, 2019 at 11AM. Bids opened are as follows:

<table>
<thead>
<tr>
<th>Marble Granite Express</th>
<th>Wayne, MI</th>
<th>$5,875</th>
</tr>
</thead>
<tbody>
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<td>Fraser, MI</td>
<td>$6,900</td>
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<td>Belleville, MI</td>
<td>$16,116</td>
</tr>
</tbody>
</table>

The scope of work shall include the removal and replacement of delaminated and rotted wood kitchen counter tops.

THEREFORE, IT IS RECOMMENDED that City Council consider approving the bid from Marble Granite Express of Wayne, Michigan in the amount of $5,875 for the “City of Wayne Fire/EMS Department Kitchen Counter Tops Removal and Replacement”. Funding for this project will be provided through the CDBG Funds from budget year 2018.
January 29, 2019

To: Lisa Nocerini, City Manager

From: Jeremie Schneider, Deputy Chief Fire/EMS Department

Re: City of Wayne Fire/EMS Department Garage Door Openers Removal and Replacement – Bid Award

Bids for the City of Wayne Fire/EMS Department Garage Door Openers removal and replacement were received and publicly opened in the City Clerk’s Office on Tuesday, January 29, 2019 at 11AM. Bids opened are as follows:

<table>
<thead>
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<th>Allied Building</th>
<th>Detroit, MI</th>
<th>$9,706.64</th>
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<tbody>
<tr>
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<td>Livonia, MI</td>
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</tr>
<tr>
<td>Secure Door</td>
<td>Mt Clemens, MI</td>
<td>$16,506</td>
</tr>
</tbody>
</table>

The scope of work shall include the removal and replacement of Garage Door Openers.

THEREFORE, IT IS RECOMMENDED that City Council consider approving the bid from Allied Building, Detroit, Michigan in the amount of $9,706.64 for the “City of Wayne Fire/EMS Department Garage Door Openers - Removal and Replacement”. Funding for this project will be provided through the CDBG Funds from budget year 2018.
MEMO

To: Lisa Nocerini, City Manager

From: Lori B. Gouin, Community Development Director

Date: 1-24-18

RE: Planning Commission Appointment

Please place the approval of the appointment of Wayne Resident, Robert Boertje (3029 Flora Ln.) to the Planning Commission on the February 5, 2018 Council meeting.

This will be to fill the unexpired term of Harold Rediske, Jr. until July of 2019.
January 16, 2019

TO: Lisa Nocerini, City Manager
FROM: Ryan Strong, Acting Chief of Police
RE: $500.00 donation to the Police Department

The City of Wayne Police Department received a letter from the John Glenn High School Class of 1968 Reunion Committee along with a check in the amount of $500.00. The class recently celebrated their 50th reunion.

City of Wayne Police Officer Leonard Anderson who was killed in the line of duty in 1974 was one of their classmates. The John Glenn High School Class of 1968 has donated the $500.00, in the name of Leonard Anderson to the Police Department to be used for the purchase of a “heavy vest” to provide additional protection for the officer who will wear it.

I have attached a copy of the letter as well as a copy of the thank you letter I sent to their Committee Member Darryl McLaughlin.

The $500.00 check has been deposited into the Wayne Police Donation Account.

If you have any further questions concerning this matter feel free to contact me at your convenience.

Ryan Strong
Acting Chief of Police

RS/tag
December 20, 2018

City of Wayne, Michigan Police Department  
33701 E. Michigan Avenue  
Wayne, Michigan 48184

Chief Alan Maciag,

The John Glenn High School graduating class of 1968 recently held their 50th reunion. I served as treasurer for that event. We ended up with a surplus of $500 as a result of some generous contributions from class members. As you and I discussed on the phone the other day, one of our classmates, Lenny Anderson, became a City of Wayne police officer after graduation. Lenny was killed in the line of duty in 1974.

The John Glenn High School class of 1968 would like to donate that $500, in the name of Lenny Anderson, to the police department. As you and I discussed, this donation will be used for the purchase of what you called a “heavy vest” to provide additional protection for the officer who will wear it.

Lenny is remembered fondly by many of our class members. We appreciate his willingness to have stood on that “thin blue line”. We are thankful for all of the law enforcement officers who take that same stand.

Please accept this donation with our gratitude.

[Signature]

John Glenn High School Class of 1968  
Reunion Committee-Shirley Sutton-Shaw, Kimberly Hein-Sinclair, Darryl McLaughlin
January 16, 2019

John Glenn High School
Class of 1968 Reunion Committee

c/o Darryl McLaughlin
47 Lake Oak Dr.
Batesville, AR 72501

Dear Mr. Darryl McLaughlin,

Thank you very much for your committee’s generous donation of $500. This donation as you wish, will go towards the purchase of a vest for the City of Wayne Police Department in rememberance of Officer Leonard Anderson who made that supreme sacrifice in the service to his community. Please convey our gratitude to your entire committee.

Sincerely,

Ryan Strong
Acting Chief of Police
The 29th District Court is requesting that the City Council review and approve the attached proposal for replacement of our current camera system and panic alarms at the court. The court’s current camera system was purchased in 2005, so it is over 13 years old. The panic alarms are over 20 years old. The court did not go out for bid because this system is the same system being used at the police department and at city hall. We need to have a system that is compatible with the ones currently being used. This system will allow the police department to view our cameras as needed and if a panic alarm is set off the police department will be able to see what is happening at the court.

The purchase will be fully funded by the Michigan Indigent Defense Grant that was received and will be taken out of account 101-138-930.

If you have any questions or concerns, please let me know.
City of Wayne, 29th Circuit Court Camera Upgrade (Revised 1/22/19)

Executive Summary

This project will upgrade the existing 11 video cameras, including 10 stationary cameras and outdoor one pan, tilt and zoom camera. In addition, one new indoor stationary camera will be installed and added to the system. These cameras will be recorded on the new court video server with 30 days of video archive, and will be compatible with the Wayne Police video system.

The existing 12 panic buttons will be expanded with the addition of 7 new panic buttons. The new panic button structure will be arranged in groups by area or office. Each panic button will accommodate isolated dual alarm circuits. When triggered, an alarm with camera call-up will be activated at Wayne Police headquarters.

This project also includes one new stationary camera at the Wayne Police Department interview entry hallway.

Scope

Camtronics to provide and install 10 new security cameras with encoder interface and one outdoor pan, tilt and zoom camera. In addition, one new indoor stationary camera will be installed and added to the new system. Installation work to include: reroute the existing camera cables and move existing rack to the basement MDF, install new video server, new UPS, wire system, remove existing cameras and mounts and replace with new cameras and mounts.

The all panic buttons will be installed with new circuit cable, cable routing and junction boxes. All new panic circuits will terminate in the basement MDF at the new main junction box with new interconnect cabling routed to the alarm inputs of the video system encoder. (Existing alarm circuits will expanded based on their current grouping)

Work includes the configuration of the new video server, install and setup video client on customer’s computer, configure Wayne Police system with the new server and train personnel on new system.

This scope includes the installation of one stationary camera mounted in the hallway to monitor access to the defendant interview room at the Wayne Police Department.

Work to be scheduled during normal business hours.

All A.C. power and network configurations by others. Taxes are not included.

TECHNOLOGY, HARDWARE AND MATERIALS
Video Server with 8TB of Storage for a 30 day archive
3,925.00

24 Port Network Switch "Non-POE"

Universal Power Supply, PRO-RT Series, Line Interactive Technology, Rack/Tower/Wall Mount, 1000 VA,
Universal Power Supply, PRO-RT Series, Line Interactive Technology, Rack/Tower/Wall Mount, 1000 VA, 700 Watts, 120 VAC Input & Output, (6) UPS Outlets, (2) Surge Outlets, 3-Year Warranty, SentryPlus Software Included Replacement Battery (2) B00025

16 Port Encoder

2MP Stationary Camera

Video surveillance camera with 2 megapixel (Defendant Interview Camera at the Wayne Police Department)
video surveillance camera has a 2 megapixel sensor

Wall Mount
Wall Mount

Wall Mount Cap
Wall Mount Cap

3,925.00
357.71
407.10
1,895.00
306.93
x 11
3,376.23
667.69
66.17
x 3
198.51
23.20
x 3
69.60
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>2MP IP PTZ Speed Dome with 20x Optical Zoom</td>
<td>1,594.99</td>
</tr>
<tr>
<td>A-200-P PTZ Wall Mount</td>
<td>49.00</td>
</tr>
<tr>
<td>Dual Circuit Panic Button</td>
<td>27.69 (x 19) 526.11</td>
</tr>
<tr>
<td>Cable, CAT5e 4PR 24GA BLU Plenum</td>
<td>0.35 (x 150) 52.50</td>
</tr>
<tr>
<td>18-2C STR BC CL3P WT/YL STRIPE HELICALLY YELLOW STRIPE</td>
<td>0.15 (x 200) 30.00</td>
</tr>
<tr>
<td>22-4C STR BC CL3P WT/GN STRIPE HELICALLY GREEN STRIPE Panic Buttons</td>
<td>0.16 (x 1,900) 304.00</td>
</tr>
<tr>
<td>Coaxial Cable</td>
<td></td>
</tr>
<tr>
<td>Misc part and material</td>
<td>469.00</td>
</tr>
<tr>
<td>Junction box 12x12x4</td>
<td>67.00</td>
</tr>
</tbody>
</table>
### Barrier terminal block, 12 poles

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barrier terminal block, 12 poles, 600VA 20A, M4 screw</td>
<td>4</td>
<td>$9.81</td>
<td>$39.24</td>
</tr>
</tbody>
</table>

**Subtotal** $14,058.68

### LABOR

#### Installation Labor

- Installation labor covers all the work required to install, terminate, configure and test the video system. Installation includes all equipment enclosures, cameras, mounts, system panels and power supplies, all cable installation, cable hangers, and terminations.

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation labor</td>
<td>58</td>
<td>$105.00</td>
<td>$6,090.00</td>
</tr>
</tbody>
</table>

**Total** $20,148.68

### Terms and Conditions

Camtronics shall install, service, and warranty the system(s) as designed by Camtronics, provided by Camtronics and approved by Customer, as specified in the attached Camtronics Proposal (Proposal).

#### PAYMENT TERMS

The Customer agrees to pay Camtronics, its agents or assigns, all equipment, installation and tax charges and all other charges outlined in the Proposal. A 25% mobilization charge will be required up front to initiate the project with progress invoicing at NET 30 terms.

#### WARRANTY

Warranty service covers equipment for one year and workmanship for 90 days from date completion or date of beneficial use. Warranty response time unless otherwise is limited to normal business hours, Monday to Friday. Afterhours, weekends and holiday response is available at an additional charge, portal to portal. See 6.8 Exclusions.

#### INSTALLATION, MAINTENANCE, SERVICE

Customer authorizes and empowers Camtronics to perform or cause to be performed the work necessary to fulfill the terms of this Agreement, including but not limited to installation, maintenance, inspection, testing, and repair of the systems on its premises. Such work shall be performed in a workmanlike manner in accordance with Camtronics standard practices and shall be completed in accordance with a mutually agreed upon schedule, unless stated otherwise in the Proposal. The obligation of Camtronics to provide service related to the maintenance of the system pertains solely to the items specified in the Proposal. Camtronics is not obligated to maintain, repair, service, replace, operate or assure the operation of any device, system, or property belonging to Customer or to any third party to which Camtronics systems or components are attached, unless specifically stated in the Proposal.

#### INSURANCE

Customer agrees to include any equipment, systems, devises or components installed by Camtronics (as specified in the Proposal) in the coverage provided for in its liability, fire and any other applicable insurance policies.

#### SERVICE

Camtronics will provide service to its equipment, systems, components and devices in accordance with the service coverage specified in the Proposal while the equipment is located on the premises upon which it was installed. The service is intended to keep the equipment in, or restore the equipment to, good working order. Unscheduled, on-call remedial maintenance, shall also be provided as specified elsewhere in this Agreement or in the Proposal. Service may also include preventative maintenance...
based upon the specific needs of the individual equipment as determined by Camtronics if stated in the Proposal. Any service provided by Camtronics under this Agreement, however, does not include payment for any damages to Customer caused by or due to interruptions in service of any Camtronics systems, equipment, devices or components, nor does Camtronics assume any liability for interruptions in operation of the systems, equipment, devices or components covered by this Agreement and specified in the Proposal.

ACCESS
Camtronics technicians shall, upon their arrival at Customer’s location, have full and free access to the equipment, systems, devices or components covered under this Agreement in order to provide service.

DELAYS - INTERRUPTION OF SERVICE
Camtronics shall not be liable for any damage to Customer due to delays, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, loss of communication and or other signal transmission lines, or by any event beyond the control of Camtronics. In addition, Customer agrees that Camtronics will not be required to furnish service to Customer while such interruption shall continue.

EXCLUSIONS
Services to be provided by Camtronics pursuant to this Agreement do not include:

a) Repair of damage caused by Customer's failure to provide a suitable operating environment for all equipment, systems, devices or components as prescribed by Camtronics and/or the equipment manufacturer, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as specified in the Proposal.
b) Repair of damage caused by use of the equipment, systems, components or devices for other than the ordinary use for which the equipment, systems, components or devices were designed or the purpose for which they were intended.
c) Repair of damage, replacement parts (due to other than normal wear) or charges for repetitive service calls caused by the use of unauthorized supplies or equipment.
d) Repair of damage caused by accident, disaster (including, but not limited to, fire, flood, water, wind and lightning); neglect or misuse, missing logon credentials, alterations to equipment, systems, components or devices (including, but not limited to, any deviation from Camtronics physical, mechanical or electrical machine design); or attachments, defined as the mechanical, electrical or electronic interconnecting to equipment, systems, components or devices not supplied by Camtronics.
e) All labor required to restore the system to the pre-failure condition including corrective or temporary measures; travel time, programming and manufacturer support time will be billed as additional charge. See "TERM AND PRICING" for applicable hourly rates.
f) The service and repair of equipment supplied by others, but installed by Camtronics. This includes but not limited to: new out-of-the box equipment, equipment under warranty, customer supplied equipment, used equipment, warranty returns and any equipment not supplied by Camtronics.

ADDITIONAL CHARGES
Unless otherwise specified in the Proposal, service charges for the system are based upon service performed during the "hours of operation." Service performed outside this window, or excluded as specified in this Agreement and the Proposal shall be chargeable at Camtronics prevailing rates. Customer shall not tamper with, adjust, alter, move, remove, or otherwise interfere with any equipment, systems, components or devices installed by Camtronics without Camtronics specific permission, nor permit the same by other Contractors. Any work performed by Camtronics to correct Customer's breach of this paragraph shall be paid for by Customer at Camtronics prevailing rates. Remedial maintenance due to Acts of God or events beyond the control of Camtronics shall be corrected by Camtronics and paid for by Customer in accordance with Camtronics prevailing rates.

Camtronics shall have the right to increase or decrease the periodic service charge provided above at any time or times after the expiration of one year from the date of execution of this Agreement upon giving Customer written notice thirty (30) days in advance of the effective date of such increase or decrease. The Service Agreement portion of this Agreement, however, is self-renewing for the term specified in the Proposal and at the prices in effect as of the date of renewal unless modified or canceled by either party in writing not less than thirty (30) days prior to the expiration date of this Agreement.

TERM AND PRICING
Camtronics published hourly rate for technical service applies to all customers not covered under a Camtronics service and support agreement. Service labor includes portal-to-portal and on site time. Minimum on site time starts a one hour, and billed after the first hour at half hour increments. Straight time starts at 7 AM and ends at 3:30 PM, labor after 3:30 is billed at time
and a half, Monday to Friday. Saturday labor is billed at time and a half, Sunday and Holiday labor is billed at double time.

- Straight time rate: $125.00
- Time and a half rate: $187.50
- Double time rate: $250.00

LIMITS OF LIABILITY
It is understood that Camronics is not an insurer; that insurance for whatever reason or purpose and in whatever amount shall be obtained by Customer, that the sums payable to Camronics by Customer are based upon the value of services offered and the scope of performance undertaken and such sums are not related to the value of property belonging to Customer or to others located on Customer's premises. Customer shall not seek indemnity pursuant to this Agreement from Camronics and specifically waives any rights to indemnity from Camronics for any damages or losses caused by hazards to its customers, invitees, guests, or property. Camronics MAKES NO WARRANTY, EXPRESS OR IMPLIED, THAT THE SYSTEMS IT INSTALLS OR THE SERVICES IT FURNISHES WILL AVOID OR PREVENT OCCURRENCES, OR THE CONSEQUENCES THEREFROM, WHICH THE SYSTEMS AND SERVICES ARE DESIGNED TO DETECT. Customer agrees that Camronics shall not be liable for any of Customer's losses or damages, irrespective of origin, to person or property, whether directly or indirectly caused by performance or non-performance of obligations imposed by this agreement or by negligent acts or omissions of Camronics, its agents or employees. Customer therefore waives and releases any rights of recovery against Camronics. Customer further agrees that it is impractical and impossible to fix actual damages which may arise from situations where there may be a failure of services provided, due to the uncertain value of Customer's property or the property of others kept on the protected premises which may be lost, stolen, destroyed, damaged or otherwise affected by occurrences which the system is designed to detect or avert. Therefore, Customer agrees that if Camronics should become liable for any losses or damages attributable to a failure of systems or services in any respect, its total liability to Customer shall be limited to $250.00, which the Customer agrees is reasonable. The payment of this amount shall be Camronics sole and exclusive liability regardless of the amount of loss or damage incurred by the Customer. In addition, Customer agrees that it shall not bring any suit or action against Camtronics more than one (1) year after the accrual of the cause of action therefor.

Since it is agreed that the Customer retains the sole responsibility of the life and safety of all persons in the protected premises, and for protecting against losses to his own property or the property of others in the protected premises, Customer agrees to indemnify, defend and hold harmless Camronics from any and all such claims and lawsuits including the payment of all damages, expenses, costs, and attorney fees incurred by Camronics, its employees and agents, from and against all claims, lawsuits and losses, by persons not a party to this Agreement, against Camronics for failure of its equipment or services in any respect, alleged to be caused by the improper operation of the system, whether due to malfunctioning or non-functioning of the system, or by the negligence, active or passive, of Camronics.

TERMINATION OF AGREEMENT
Camronics has the option to terminate this agreement should any payment due from Customer to Camronics remain overdue for a period of more than thirty (30) days. Should Camronics elect to exercise this termination option, it shall notify Customer in writing, sent by certified mail, return receipt requested, and such termination shall be effective upon receipt.

SUCCESSORS
This Agreement is not assignable by Customer except upon the written consent of Camronics, which consent will not unreasonably be withheld.

ENTIRE AGREEMENT
This Agreement and the attached Proposal governs the provision of equipment, systems, components, devices and service by Camronics to Customer as described herein. Nothing in this Agreement is to be construed as creating a lease or a leasehold agreement between the parties. This Agreement is not binding unless approved in writing by an authorized representative of Camronics. If approval is not obtained, the only liability of Camronics shall be to return to Customer the amount, if any, paid by Customer to Camronics upon the signing of the Agreement. This Agreement and the attached Proposal is intended by the parties as the final expression of their agreement with respect to the subject matter contained herein and also as the complete and exclusive statement of the terms and such Agreement, notwithstanding any prior, contemporaneous or subsequent purchase order or other document relating to said subject matter. There is no course of dealing or usage of the trade what would supplement or conflict with the terms of this Agreement and Proposal. This Agreement may only be modified or amended in writing signed by both parties.

JURISDICTION
This Agreement shall be governed by the laws of the State of Michigan.
January 29, 2019

MEMO

To: Lisa Nocerini, City Manager

From: Michael Buiten, Engineering Manager

Re: Approve a Professional Services Agreement with Stantec, Inc. regarding partial design engineering services and construction engineering services for the upcoming 2019 Mildred Street Watermain Project

As requested, Stantec, Inc of Ann Arbor, MI submitted a proposal for construction engineering services related to the upcoming 2019 Mildred Street Watermain Project. The project will take place on Mildred Street between Annapolis Avenue and Stellwagon Street and is planned to be completed this construction season. The scope of work includes conducting the plan review, applying for permits, bidding the project, reviewing qualifications of low bidder, pre-construction meeting, staking out the proposed improvements, approved shop drawings and preparing change orders, providing a full-time resident engineer, conducting bi-weekly progress meetings and approving payment requests to the contractor. Also, Stantec will be reviewing contractor’s payrolls for adherence with City of Wayne’s prevailing wage ordinance, preparing a project punch list and producing the as-built plans. The fee for the above described services is $96,000.00, which is fair for this type of work.

THEREFORE, IT IS RECOMMENDED that City Council consider approving a Professional Services Agreement with Stantec to provide construction engineering services related to the upcoming 2019 Mildred Street Watermain Project, in the amount of not to exceed $96,000.00. Funding for these services will be provided through the Water Fund.
January 16, 2019  
File: 207585019  

Attention: Mr. Michael Buiten, Engineering Manager  
City of Wayne Building and Engineering  
3200 S. Wayne Road  
Wayne, Michigan 48184  

Dear Mr. Buiten,  

Reference: Proposal for Professional Engineering Services  
Mildred Street Water Main Replacement Project  

Stantec Consulting Michigan Inc. (Stantec) is pleased to offer the following proposal to the City of Wayne (City) for professional engineering services for the above referenced project.  

BACKGROUND  

The City of Wayne had prepared bid ready plans for watermain replacement along Mildred Street. Stantec understands that this project will involve Engineering review, permitting, bidding and construction services for the replacement of an existing 6-inch water main with an 8-inch water main located along Mildred Street between Annapolis and Stellwagen Streets, along with restoration to the Concrete roads within the project limits. The total approximate footage of water main to be replaced as part of this project is 1300+/- feet along with associated appurtenances, valves, hydrant assemblies and service connections.  

SCOPE OF SERVICES  

Pursuant to providing engineering services that incorporate Stantec's project understanding, Stantec has developed the following project approach to meet the project goals and deliverables. We propose to provide the following scope of services:  

Task 1: Engineering Review, Permitting and Bidding  

- Review plans for conformance to Ten State Standards, MDEQ and City of Wayne Specifications.  
- Sign and Seal Permit plan set.  
- Prepare and submit MDEQ Act 399 Permit through Great Lakes Water Authority as required.  
- Prepare Construction Plan set.  
- Advertise and post Construction Plans and Specifications for public Bid.  
- Review proposed Bid results and provided recommendation to the City of Wayne for execution.  

Task 2: Pre-Construction Services and Shop Drawing Review  

- Review insurance and bonds submitted by the Contractor and finalize the contract.  
- Coordinate and facilitate a preconstruction meeting with the Contractor.  
- Review shop drawings for all materials for general conformance with contract documents.
January 18, 2019
Mr. Michael Butten, Engineering Manager
Page 2 of 3

Reference: Proposal for Professional Engineering Services
Mildred Street Water Main Replacement Project

Task 3: Survey Construction Layout

- Provide survey construction staking. Stantec will be responsible for offset staking of the centerline of the proposed water main at 50-foot intervals and including offsets for horizontal and vertical bends, valves and hydrants.
- Provide the Contractor and the City with a cut sheet for all water main alignments.
- Provide road replacement staking at 50-foot intervals including high and low points along the project alignment.

Task 4: Construction Administration

- Respond to Requests for Information from the Contractor if necessary.
- Coordinate progress and scheduled shut down with the City DPW personnel.
- Process pay applications and make recommendations to the City for payment to the Contractor.
- Provide correspondence throughout the project including shop drawing letters, punch-list letters, field orders, bulletins, change orders and any other correspondence related to administration of the project.
- Attend weekly field meetings and semi-monthly (every two weeks) project progress meetings.

Task 5: Construction Observation

- Perform full time inspection of distribution system improvements.
- Perform full time inspection of road reconstruction.
- Perform part time inspection of restoration activities.
- Attend to residents’ concerns and complaints during construction operations.

Task 6: Punch-List and Close-Out

- Prepare punch list and provide follow up site inspections with the Contractor until all items are complete.
- Prepare and submit to the City all daily inspection reports.
- Prepare field measured record drawings in hard copy and electronic format per the City’s standards.

SIGNIFICANT ASSUMPTIONS

- Material construction testing will be completed by the Contractor.

PROJECT BUDGET

We propose to undertake the work outlined above for a not-to-exceed fee of $96,000.
January 16, 2019
Mr. Michael Builen, Engineering Manager
Page 3 of 3

Reference: Proposal for Professional Engineering Services
Mildred Street Water Main Replacement Project

The following is an approximate breakdown of our fees:

<table>
<thead>
<tr>
<th>Task</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1 - Engineering Review, Permitting and Bidding</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Task 2 - Pre-Construction Services and Shop Drawing Review</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>Task 3 - Survey Construction and Layout</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>Task 4 - Construction Administration</td>
<td>$13,000.00</td>
</tr>
<tr>
<td>Task 5 - Construction Observation</td>
<td>$52,000.00</td>
</tr>
<tr>
<td>Task 6 - Punch-List and Close-Out</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

Please note, the above fee breakdown is approximate; therefore, we reserve the right to shift budget between tasks, but will not exceed the overall budget.

PROJECT SCHEDULE

Please note that the project schedule will assume construction will begin in April 2019 and end July 2019.

We appreciate the opportunity to submit this proposal to the City of Wayne. If this proposal meets your approval, please sign this letter, and return a copy to our office.

Regards,

Stantec Consulting Michigan Inc.

_____________________________________________________________________________________

Anthony F. Tyler PE
Project Engineer
Phone: 734 214 2547
Fax: 734 761 1200
tony.tyler@stantec.com

R. Brian Simons PE, LEED® AP
Senior Principal
Phone: 734 214 2518
Fax: 734 761 1200
brian.simons@stantec.com

ACKNOWLEDGED AND ACCEPTED:

CITY OF WAYNE

Name of Signer:
Title of Signer:

________________________________________, 2019
January 29, 2019

MEMO

To: Lisa Nocerini, City Manager

From: Michael Buiten, Engineering Manager

Re: Approve a Professional Services Agreement with Stantec, Inc. regarding design engineering services and construction engineering services for the upcoming 2020 John Hix Bridge Deck Replacement Project

As requested, Stantec, Inc of Ann Arbor, MI submitted a proposal for construction engineering services related to the upcoming 2020 John Hix Bridge Deck Replacement Project. The project is planned to be completed in the 2020 construction season. The scope of work includes conducting the topographic survey, plan design, applying for permits, bidding the project, reviewing qualifications of low bidder, pre-construction meeting, staking out the proposed improvements, approved shop drawings and preparing change orders, providing a full-time resident engineer, conducting bi-weekly progress meetings and approving payment requests to the contractor. Also, Stantec will be reviewing contractor’s payrolls for adherence with City of Wayne’s prevailing wage ordinance, preparing a project punch list and producing the as-built plans. The fee for the above described services is $98,000.00, which is fair for this type of work.

Last year, on behalf of the City of Wayne, Stantec submitted a grant application for the replacement of the John Hix Bridge Deck. Because the $300,000.00 grant application was approved by the State, 95% of the construction cost will be paid through the grant with the remaining 5% paid by the City.

**THEREFORE, IT IS RECOMMENDED** that City Council consider approving a Professional Services Agreement with Stantec to provide construction engineering services related to the upcoming 2020 John Hix Bridge Deck Replacement Project, in the amount of not to exceed $98,000.00. Funding for these services will be provided through the Major Road Fund.
January 21, 2019
File: 207585019

Attention: Mr. Mike Buiten, Engineering Manager
City of Wayne Building and Engineering
3200 S. Wayne Road
Wayne, Michigan 48184

Dear Mr. Buiten,

Reference: Professional Engineering Services
John Hix Bridge Deck Replacement Project

Stantec Consulting Michigan Inc. (Stantec) is pleased to submit this proposal for providing professional engineering services for the John Hix Bridge Deck Replacement project. Our proposal contains the following major sections:

- Project Background and Understanding
- Project Scope of Services
- Project Assumptions
- Project Schedule
- Project Budget

Project Background and Understanding

On behalf of the City of Wayne (City), Stantec submitted a Grant Application for the John Hix Bridge in May 2017 to the Michigan Department of Transportation (MDOT) Local Bridge Programs for funding in fiscal year 2020. The City was identified on the MDOT funding priority list as approved for $300,000 of funding in the 2020 fundable range. This represents the entire estimated cost of the project. Thus, the City has requested professional engineering services for project plan development and construction engineering. The 2020 funding includes reconstruction of the bridge deck, jointing, adjacent sidewalks and approach pavements. Funding also provides for associated traffic control.

We understand this new project will involve detailed MDOT Bridge design and bidding assistance for the replacement of the existing bridge deck for the John Hix Bridge over the Rouge River. The total area of deck to be replaced is approximately 2,240 square feet. Also included is replacement of approximately 500 feet of sidewalk as well as 1,200 square feet of approach pavement.

Project Scope of Services

Task 1 – Preliminary Engineering

Under this phase of work, Stantec will identify field conditions and significant challenges of the project and will plan the design response to be implemented in Task 2. Specific work tasks under Task 1 include:
January 21, 2019
Mr. Mike Buitan, Engineering Manager

Page 2 of 5

Reference: Professional Engineering Services
John Hix Bridge Deck Replacement

- Perform a field reconnaissance to establish a clear understanding of existing conditions.
- Review available background information including record drawings from the City and other pertinent sources.
- If insufficient record drawings are available, Stantec will coordinate with the City Utilities Department to field verify existing utilities type, condition and locations relevant to bridge deck replacement.
- Contact and coordinate with utility companies as necessary to obtain location information relative to gas, electric, phone, cable, etc.
- Perform geotechnical exploration of the project site by performing soil borings at approaches. It is assumed that two (2) soil borings (one on each side of the bridge) will be drilled to a maximum depth of 10-feet to establish a reasonable familiarity with soil conditions.
- Establish Right-of-Way along the project route.
- Provide survey mapping of the bridge, road and approach corridors to use as a base map for the design and the Type, Size and Location (TS&L) submittal.
- Provide a preliminary horizontal bridge layout for review by the City to initiate agency coordination at any early stage of the project. Confirmation of the horizontal layout by all agencies at this stage of work will provide for an efficient detailed design stage of work.
- Prepare a Preliminary Opinion of Probable Construction Cost based on the findings of this Preliminary Engineering phase of work.

Task 2 – Detailed Design, Plan Preparation, Contract Documents

In this phase of work, detailed construction plans and specifications will be prepared. A detailed scope for this phase of work is as follows:

- Perform supplemental topographic survey as needed in the specific location of deck replacement necessary for the detailed design and preparation of MDOT Bridge Plans.
- Prepare plan and profile sheets for the proposed bridge consistent with MDOT, City, County and Michigan Department of Environmental Quality (MDEQ) Standards for agency review and approval.
- Include necessary MDOT, City and County Standard Detail Sheets, as well as prepare any specialized details needed for the project.
- Include a traffic control plan to allow for bridge closure and detour.
- Prepare the MDOT Program Application Form 0258 for Bridge Projects.
- Perform a scour and hydraulic analysis as required for completion of PA Form 0258.
- Prepare Structural Plans in MDOT Bridge format, including the necessary bidding documents and detailed specifications and Special Provisions for the project for City, County, MDEQ and MDOT review and approval.
- Prepare permit applications for the project. It is anticipated that permits and/or clearances will be required from the Wayne County Department of Public Services (WCDPS) and the MDEQ Water Bureau, State Historic Preservation Office (SHPO) Section 106, MDNR, and USFWS Section 7 Federal Endangered Species.
- Attend design review meetings with the City. It is assumed that two (2) meetings with the City will be necessary during the design phase.
- Prepare an updated Engineer’s Opinion of Probable Construction Cost for the project at the permitting and bidding stages of the project.
Aid the City with completing required resolutions and funding documents to be incorporated into MDOT bidding.

Task 3 – Bidding Assistance

Under this phase Stantec will provide public bidding assistance for the project including the following specific tasks:

- MDOT LAP questions/revisions prior to letting.
- Field bid questions.
- Review bids from MDOT letting website.

Task 4 – Construction Engineering

- Attend community public meeting with City and Contractor.
- Coordinate and facilitate a preconstruction meeting with the Contractor.
- Review shop submittals (Material Source List) of project materials for general conformance with contract documents.
- Provide survey construction staking. Stantec will be responsible for offset staking of the centerline of the proposed bridge deck and will include offsets with elevations per MDOT bridge standards.
- Provide the Contractor and the City with a cut sheet for grades.
- Respond to Requests for Information from the Contractor.
- Coordinate progress and scheduled road shut down(s) with the City DPW personnel.
- Administer (though Field Manager) related document reporting including Certified Payroll review.
- Process bi-weekly pay applications for recommendations to the City for payment to the Contractor.
- Provide correspondence throughout the project including shop drawing letters, punch list letters, field orders, bulletins, Contract Modifications and any other correspondence related to administration of the project.
- Attend weekly field meetings and monthly project progress meetings.
- Perform full-time inspection of bridge construction and provide Inspector Daily Reporting through Fieldbook.
- Attend to residents’ concerns and complaints during construction operations.
- Prepare punch list and provide follow up site inspections with the Contractor until correction items are complete.
- Prepare and submit to the City copies of daily inspection reports.
- Prepare field measured record drawings in hard copy and electronic format per the City’s standards.

Project Assumptions

The following are major project assumptions associated with our project scope of work:

- The City Utilities Department would be available to assist in field verification of utility locations as requested by Stantec.
- No wetland delineation will be necessary for this project.
No traffic study will be required.
- We have only accounted for a standard traffic control and detour plan in our proposal. Part width construction would be an additional cost.
- All permit application fees will be paid by the City.
- The existing sub-structure, abutments, and box beams of the bridge are in satisfactory condition and do not require significant engineering analysis or design solutions for implementing the new bridge deck and appurtenances. Mussel surveys will not be required.
- The City will provide as-built drawings of the existing bridge.
- Changes to the MDOT NEPA requirements do not alter the scope of work.
- No right-of-way acquisition is required.

**Project Schedule**

We will endeavor to meet the typical MDEQ April closing milestone schedule, summarized below:

<table>
<thead>
<tr>
<th>Task</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>TS&amp;L Submittal</td>
<td>May 2019</td>
</tr>
<tr>
<td>Grade Inspection Package to MDOT</td>
<td>June 2019</td>
</tr>
<tr>
<td>Grade Inspection Meeting</td>
<td>July 2019</td>
</tr>
<tr>
<td>Final Plans and Specifications to MDOT LAP</td>
<td>August 2019</td>
</tr>
<tr>
<td>Publication of Bid Advertisement/Federal Obligation</td>
<td>October 2019</td>
</tr>
<tr>
<td>Opening of Bids</td>
<td>November 2019</td>
</tr>
<tr>
<td>Construction</td>
<td>Spring 2020</td>
</tr>
</tbody>
</table>

At this time, we anticipate the preliminary engineering phase of the project to begin immediately upon authorization.

**Project Budget**

We propose to complete the preliminary engineering, detailed design and construction engineering on a time and material basis for a not-to-exceed fee of $98,000.

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1</td>
<td>Preliminary Engineering (70%)</td>
<td>$15,000</td>
</tr>
<tr>
<td>Task 2</td>
<td>Detailed Design, Plan Preparation, Contract Documents</td>
<td>$30,000</td>
</tr>
<tr>
<td>Task 3</td>
<td>Bidding Assistance</td>
<td>$8,000</td>
</tr>
<tr>
<td>Task 4</td>
<td>Construction Engineering</td>
<td>$45,000</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL NOT-TO-EXCEED FEE</strong></td>
<td><strong>$98,000</strong></td>
</tr>
</tbody>
</table>

The not-to-exceed budget amount stated above includes all fees for the work described in this proposal, including all reimbursable charges such as charges for sub-consultants and other specialized services.
January 21, 2019
Mr. Mike Bullen, Engineering Manager
Page 5 of 5
Reference: Professional Engineering Services
John Hix Bridge Deck Replacement

Please note that Stantec reserves the right to transfer budget between tasks outlined in the scope of work due to the possible occurrence of overlapping tasks but will not exceed the total amount stated above.

We appreciate the opportunity to submit this proposal to the City of Wayne. If this proposal meets your approval, please sign this letter, and return a copy to our office.

If you have any questions regarding the above information, please do not hesitate to contact us.

Regards,
Stantec Consulting Michigan Inc.

Anthony F. Tyler PE
Project Engineer
Phone: 734 214 2547
Fax: 734 761 1200
tony.tyler@stantec.com

R. Brian Simons PE, LEED® AP
Senior Principal
Phone: 734 214 2518
Fax: 734 761 1200
brian.simons@stantec.com

c. File

ACKNOWLEDGED AND ACCEPTED:

CITY OF WAYNE

Name of Signer:
Title of Signer:

______________________________, 2019
January 29, 2019

MEMO

To: Lisa Nocerini, City Manager

From: Michael Buiten, Engineering Manager

Re: 2018 Slip Lining Project
Change Order #2

At the City Council meeting of November 5, 2018, Council awarded Insituform Technologies of Detroit, Michigan a change order in the amount of $21,976.60, bringing the current contract cost to $289,562.60.

During construction, DPW discovered six (6) sanitary pipes, 12" in diameter, in the Detroit-Wayne Annex Subdivision which are very delicate and in need of immediate repair/lining.

The additional lining will cost approximately $80,000.00 and it will be paid for at established unit prices.

**THEREFORE, IT IS RECOMMENDED**, that City Council consider approval of change order #2, with Insituform Technologies of Detroit, Michigan, for the 2018 Slip Lining Project, in the amount of $80,000.00, bringing the current contract cost to $362,442.60.

Funding for Change Order #2 will be through the Water & Sewer Bonds.
Date: January 29, 2019

To: Lisa Nocerini, City Manager
    Mayor and Council

From: Finance Department
    Plante Moran

Re: Budget Amendment 2019-5

As required by Michigan’s Uniform Budgeting and Accounting Act (PA 2 of 1968), we have calculated budget amendments for the funds of the City. The attached page provides the detail and description of each amendment.

The following are the proposed budget amendments by fund:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Proposed Amendment to Revenues</th>
<th>Proposed Amendment to Expenditures</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund (101/ 102)</td>
<td>$61,290 increase</td>
<td>$1,338,190 decrease</td>
<td>$1.4M reduction to the expected loss in the General Fund. Amended budget still forecasts GF to have expenditures exceed revenue by $504,385.</td>
</tr>
<tr>
<td>Library Operations Fund (271)</td>
<td>$325,905 increase</td>
<td>$235,022 increase</td>
<td>Budget previously forecasted that the Library Fund would have a net loss for the year and use up $57,590 of fund balance. After this amendment, the forecast is for the Library Fund to have a surplus of $33,293.</td>
</tr>
<tr>
<td>Youth Grants Fund (277)</td>
<td>$65,000 increase</td>
<td>$65,000 increase</td>
<td>No change to fund balance as a result of this amendment. Youth Grants has received an additional grant and is budgeting its receipt and the resulting expenditures.</td>
</tr>
</tbody>
</table>

This comprehensive amendment is the result of the City’s mid-year analysis of activity to date. The most significant components of this amendment are:

- Switching to Retiree healthcare stipend ($600,000)
- Active employee healthcare trending significantly below previous estimates (approx. $400,000)
- MERS required contributions less than previous estimates and departed employees ($80,000)
- Street Lighting – City seeing the benefits from switching to LED ($100,000)

Please note: this amendment was prepared by the Library and has already been approved by the Library Board. The additional revenue is the result of the Library’s successful millage campaign.

Our recommendation is for Council to approve the budget amendments as noted above and on the subsequent pages. Thank you.
City of Wayne  
Fiscal Year 2018-2019 Budget Amendment Summary (BA-5)  

<table>
<thead>
<tr>
<th>General Fund Combined (101/102)</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue: Positive/ (Negative) Change</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Grants Capital</td>
<td>JAG grant for vehicle and body cams</td>
<td>81,290</td>
<td></td>
</tr>
<tr>
<td>Fire Dept</td>
<td>Rescue Runs</td>
<td>(50,000)</td>
<td></td>
</tr>
<tr>
<td>Ordinance</td>
<td>Ordinance fees</td>
<td>15,000</td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>Site development permit</td>
<td>15,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td></td>
<td>$ 16,997,754</td>
<td>$ 17,058,544</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Expenditures: (Positive)/ Negative Change</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Dept - Contracted services</td>
<td>Recurring</td>
</tr>
<tr>
<td>Fire Dept - Materials and Supplies</td>
<td>Air quality gas detectors</td>
</tr>
<tr>
<td>District Court</td>
<td>MERS</td>
</tr>
<tr>
<td>District Court</td>
<td>Healthcare</td>
</tr>
<tr>
<td>District Court</td>
<td>Supplies</td>
</tr>
<tr>
<td>District Court - MMHC Grant</td>
<td>Wages, MERS, Healthcare</td>
</tr>
<tr>
<td>City Manager</td>
<td>Wages</td>
</tr>
<tr>
<td>Elections</td>
<td>Various administrative</td>
</tr>
<tr>
<td>Finance</td>
<td>Healthcare</td>
</tr>
<tr>
<td>Legal</td>
<td>City Attorney</td>
</tr>
<tr>
<td>Legal</td>
<td>Richard Hurford Investigation</td>
</tr>
<tr>
<td>Clerk</td>
<td>Wages - Mill S&amp;B payout</td>
</tr>
<tr>
<td>Clerk</td>
<td>MERS</td>
</tr>
<tr>
<td>Personnel Dept: MERS</td>
<td>MERS</td>
</tr>
<tr>
<td>IT Dept</td>
<td>MERS</td>
</tr>
<tr>
<td>City Hall and Grounds</td>
<td>Workers Comp</td>
</tr>
<tr>
<td>City Hall and Grounds</td>
<td>Insurance (bridge)</td>
</tr>
<tr>
<td>Police</td>
<td>Healthcare</td>
</tr>
<tr>
<td>Police</td>
<td>vision</td>
</tr>
<tr>
<td>Police</td>
<td>prisoner care</td>
</tr>
<tr>
<td>Police</td>
<td>education</td>
</tr>
<tr>
<td>Police</td>
<td>Cap Outlay - JAG grant for vehicle and body cams</td>
</tr>
<tr>
<td>Fire</td>
<td>Healthcare</td>
</tr>
<tr>
<td>Fire</td>
<td>dental</td>
</tr>
<tr>
<td>Fire</td>
<td>professional services</td>
</tr>
<tr>
<td>Fire</td>
<td>Transportation</td>
</tr>
<tr>
<td>Ordinance</td>
<td>Contracted Services</td>
</tr>
<tr>
<td>DPW</td>
<td>MERS, healthcare, Dental</td>
</tr>
<tr>
<td>DPW</td>
<td>materials and supplies</td>
</tr>
<tr>
<td>DPW</td>
<td>Transportation</td>
</tr>
<tr>
<td>Engineering</td>
<td>MERS</td>
</tr>
<tr>
<td>Street Lighting</td>
<td>public utilities</td>
</tr>
<tr>
<td>Employer Retirement</td>
<td>CPEB stipend</td>
</tr>
<tr>
<td>Recreation (101)</td>
<td>insurance (bridge)</td>
</tr>
</tbody>
</table>

**Total Expenditures**  
18,901,119          (1,338,190)  17,562,929

**Net Revenues and Expenditures**  
(1,903,865)          1,339,480     (504,385)

**Combined General Fund:**  
Beginning Fund Balance at July 1, 2018  
Projected Ending Fund Balance at June 30, 2019  

$ 3,247,240  
$ 3,247,240  

$ 1,343,375  
$ 2,742,855
### Library Operations Fund (271)

**Revenue: Positive/ (Negative) Change**

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Taxes</td>
<td>330,635</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fines - County</td>
<td>(3,465)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Grant Capital</td>
<td>1,985</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fines/Forfeits</td>
<td>(2,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rents</td>
<td>(3,250)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Grants</td>
<td>2,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>416,650</strong></td>
<td><strong>325,905</strong></td>
<td><strong>742,555</strong></td>
</tr>
</tbody>
</table>

**Expenditures Positive/ (Negative) Change**

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating expenses</td>
<td></td>
<td>85,022</td>
<td></td>
</tr>
<tr>
<td>Capital Outlay</td>
<td></td>
<td>150,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>474,240</strong></td>
<td><strong>235,022</strong></td>
<td><strong>709,262</strong></td>
</tr>
</tbody>
</table>

**Net Revenues and Expenditures**

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance at July 1, 2018</td>
<td>82,476</td>
<td>82,476</td>
<td></td>
</tr>
<tr>
<td>Projected Ending Fund Balance at June 30, 2019</td>
<td>24,886</td>
<td>$</td>
<td>315,769</td>
</tr>
</tbody>
</table>

### Youth Grants Fund (277)

**Revenue: Positive/ (Negative) Change**

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Assistance Grant</td>
<td></td>
<td>65,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>501,170</strong></td>
<td><strong>65,000</strong></td>
<td><strong>566,170</strong></td>
</tr>
</tbody>
</table>

**Expenditures Positive/ (Negative) Change**

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials &amp; Supplies</td>
<td></td>
<td>11,963</td>
<td></td>
</tr>
<tr>
<td>Contractual Services</td>
<td></td>
<td>53,037</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>501,170</strong></td>
<td><strong>65,000</strong></td>
<td><strong>566,170</strong></td>
</tr>
</tbody>
</table>

**Net Revenues and Expenditures**

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Amended Budget</th>
<th>Proposed Budget Amendment</th>
<th>Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance at July 1, 2018</td>
<td>397,856</td>
<td>397,856</td>
<td></td>
</tr>
<tr>
<td>Projected Ending Fund Balance at June 30, 2019</td>
<td>397,856</td>
<td>$</td>
<td>397,856</td>
</tr>
</tbody>
</table>
Wayne Housing Commission
Minutes
December 12, 2018

On Wednesday, December 12, 2018 a regular meeting of the Wayne Housing Commission was held in the Housing Commission Conference Room at 3355 S. Wayne Rd., Wayne, Michigan 48184.

MEMBERS PRESENT: Nelson Willis, President; Terry Shenk, Vice President; Debbie Sparks, Commissioner; Rupert Hillyard, Commissioner; David James, Commissioner

MEMBERS ABSENT:

ALSO PRESENT: Katherine Hartunian, Executive Director; Michele Campbell, Program Administrator

The meeting was called to order at 6:00 P.M. by President Willis.

The minutes of the November 14, 2018 regular meeting minutes were approved based on a motion Vice President Shenk, supported by Commissioner Sparks and unanimously carried.

1. Discussion was held regarding the November 2018 Expense Report. Moved by Commissioner Hillyard seconded by Commissioner James and unanimously carried to approve the November 2018 expenses.

2. Discussion was held regarding the November 2018 deposits.

3. The Board was informed on the uncollected rents.

4. The Board was apprised that at this time the Wayne Housing Commission has one vacant unit and one eviction in process.

5. The Board was informed that during the month of November, 26 work orders were performed along with ground maintenance and unit turnovers. As of December 12, 2018, there were 0 incomplete work orders outstanding. The 37 minor issue inspection work orders were closed. These repairs will be completed along with tenant requested work orders.

6. The Board was notified that the Physical Needs Assessment was performed. The report will be ready in January.

7. The employee health insurance plan and contribution rates were discussed. Moved by Vice President Shenk, supported by Commissioner Hillyard and unanimously carried to approve the renewal of the employee health insurance plan and current contribution rates. Resolution #12-18-13

8. Discussion was held regarding the 2019 Operating Budget. Moved by Commissioner Sparks, supported by Commissioner James and unanimously carried to approve the 2019 Operating Budget. Resolution #12-18-14
9. The delinquent account for Angela Anderson has been outstanding for more than 180 days and is considered uncollectable. Moved by Commissioner Hillyard, supported by Commissioner Sparks and unanimously carried to approve the write-off of this vacated account totaling $2,240.20.
Resolution #12-18-15

10. The MHDA Fall Conference expense report was given to the Board.

11. The 2019 Calendar of Board Meetings was presented to the Board. Moved by Commissioner Hillyard, supported by Commissioner James and unanimously carried to approve 2019 Calendar of Board Meetings.
Resolution #12-18-16

12. Discussion was held regarding President Willis’s appointment which will expire on February 28, 2019. President Willis indicated that he would be interested in continuing his appointment for another term. The Board agreed. A memo will be sent to the City Manager requesting the reappointment.

13. Three bids were received and opened on November 14, 2018 for a new plow truck. After careful consideration it was decided that the existing plow truck will be repaired. The bidders will be notified of the request for bids withdrawal.

14. President Willis presented a compiled verbal Director evaluation to the Board and Director Hartunian.

15. Moved by Commissioner Hillyard to adjourn the meeting at 6:26 P.M.

______________________________  ______________________________
Nelson Willis/President           Katherine Hartunian
Terry Shenk/Vice President       Executive Director