

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
April 21, 2014

Mayor Johnson called the meeting to order with the Pledge of Allegiance at 7:30 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

ROLL CALL

Present: Mayor Christopher Johnson, Councilmembers Nancy Darga, Sam Ekong, and Ryan McKindles

Absent: Mayor Pro Tem James Allen (excused)

Also Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Director of Public Works James Gallogly, Downtown Development Authority Executive Director Lori Ward, and reporter from Northville Record. No citizens were present.

PRESENTATIONS

A. Citizens Comments None

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion Darga, seconded by McKindles to adopt the agenda and consent agenda as presented.

Approve City Council Minutes of: None

Receive Bills List: Checks #87471 to #87552, EFT #500164, Checks #87553 to #87644, EFT #500165, Checks #87645 to #87723, EFT #500166, Checks #87724 to #87845

Receive Board and Commission Minutes: None

Receive Departmental Reports: None

Board and Commission Appointments:

- Board of Zoning Appeals: Appoint Jay Wendt to serve as the Planning Commission Member on the Board of Zoning Appeals, term expiring 6/30/14

Special Event Request / Memorial Day Parade / May 26, 2014

Special Event Request / Kona Run / June 7, 2014

Special Event Request / Northville Food Truck Festival/Car Show/Beer Garden / August 23, 2014

Special Event Request / Tour De Ville / September 14, 2014

Motion carried unanimously.

NEW BUSINESS

A. Contract Award / 2014 Pavement Marking Program

Every two years, the Department of Public Works oversees a pavement marking program on City streets. Most of the City's pavement marking is contracted out to contractors equipped for this type of work. In keeping with the State's request to combine services and bidding opportunities with surrounding communities, the City of Northville is proposing to join the City of Novi by adding its striping work to the Novi pavement marking program.

Novi is using R.S. Contracting, Inc. of Casco Township, which is the same contractor Novi and Northville used in 2012. By adding Northville's quantities to Novi's quantities, Northville is able to obtain as good as, or perhaps slightly better prices than if this project was separately bid out. Both the City of Novi and the Contractor are willing to allow the City of Northville to use their unit prices for 2014. These prices are Novi's 2011 contract numbers as this is the last year of a four-year contract.

R. S. Contracting, Inc. has performed this work for the City of Northville in the past. Their work is considered to be very good, with several surrounding communities using their services (Westland, Livonia, Southfield, Oakland County, MDOT). This Contractor is willing to perform Northville's work under a City of Northville contract using Northville's insurance and indemnity requirements as approved by the City Attorney. Funding for this program comes from the City's Major Street budget. For FY 2014 City Council approved \$10,000 for this work. The proposed contract amount based on the unit prices obtained from Novi, totals \$11,646.59. Therefore, it will be necessary to process a budget amendment in the Major Street Fund before the year is out to cover this entire program.

City Council Comments and Discussion: Discussion ensued pertaining to the pros and cons of using waterborne paint versus thermal spray and the number of streets that will be marked under this program. It was also suggested that a "center line" be placed on the Marquis Lot drive entrance/exit so that exiting vehicles stay to the right, which would allow vehicles to enter the lot while another vehicle is waiting to exit.

Motion McKindles, seconded by Darga to approve and award a contract for the 2014 Pavement Marking Program in the amount of \$11,646.59 to R.S. Contracting, Inc. of Casco, Michigan, and further move that the Public Works Director be authorized to sign this contract on behalf of the City. **Motion carried unanimously.**

B. Town Square Sound System Installation

The Downtown Development Authority (DDA) is responsible for physical infrastructure in downtown Northville. A sound system will support program offerings throughout the year, including ongoing concert series, and significantly reduce the cost of providing additional live entertainment for off-season events and programming. Downtown Northville has been vetting sound vendors for the past year as part of ongoing research for WiFi service and security options.

DDA staff has been working for over a year with the Northville City/Township IT Director to develop a scope of work and identify vendors for the installation of a sound system for Town Square. In the course of gathering estimates from a variety of Michigan sound engineers, sound designers and installers, DDA staff has received a range of estimates varying in equipment and installation recommendation. With the assistance of Northville IT, proposals were solicited for the work. The three most competitive proposals received were by Evolution AVS (\$27,105), Sound Engineering (\$13,500) and AFP Sound Systems

(\$7,087.55). The DDA is requesting that the City Council waive the City’s purchasing requirements and allow the DDA to award the work without a sealed bid process.

AFP Sound Systems has a current and successful working relationship with JAG Entertainment, the firm which executes sound engineering for several local downtown event series, including Northville’s Friday Night Concerts and Tunes on Tuesdays. This hands-on experience and collaboration means that AFP Sound System’s equipment application is right-sized and appropriate for the range of programming in Downtown Northville.

The DDA has budgeted \$8,000 in “Contractual Services: Installation of Sound System in Town Square” to complete the project. The budgeted amount provides adequate funding for the project. The proposed contract was provided for City Council’s consideration.

City Council Comments and Discussion: Brief discussion ensued pertaining to the request to waive the bidding process without including some type of score sheet that explained the review process used to recommend a vendor. Comments from Staff noted that finding qualified persons to write a technical bid specification can be costly. For this project, potential bid specification writers either wanted to also have the ability to bid on the project or wanted more than \$5,000 to write bid specifications. For this project, that amount was almost as much as the lowest quote.

Motion McKindles, seconded by Ekong to waive the City’s purchasing requirement and approve the contract with AFP Sound Systems for services and material in the amount not to exceed \$7,087.55 for the installation of a sound system in Town Square. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications None

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 7:47 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

