

**City of Northville**  
**CITY COUNCIL REGULAR MEETING MINUTES**  
**May 5, 2014**

Mayor Pro Tem Allen 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 Pro Tem James Allen, Councilmembers Nancy Darga and Sam Ekong

**Absent:** Mayor Christopher Johnson (excused), Councilmember Ryan McKindles (excused)

**Also Present:** City Manager Patrick Sullivan, City Clerk Dianne Massa, Director of Public Works James Gallogly, Police Chief Gary Goss, and reporter from Northville Record, and five citizens.

**PRESENTATIONS**

**A. Citizens Comments**

20<sup>th</sup> District State Representative Kurt Heise provided legislative updates pertaining to the State budget process, proposed funding to provide \$500M in road repairs, consideration of increased fees for trucks, personal property tax reform, proposed increases in penalties for liquor license violations, Detroit Water and Sewer and the City of Detroit bankruptcy process, Tax Increment Finance Districts/Downtown Development Authorities, and charitable gaming operations.

Brief discussion ensued pertaining to roads, funding, and the continual deterioration of Michigan roads; the need to invest in the Michigan's infrastructure, and proposed increases in penalties and fines for liquor license violations.

**APPROVAL OF AGENDA AND CONSENT AGENDA**

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

Approve City Council Minutes of:

- Regular Meeting of April 7, 2014
- Special Meeting of April 10, 2014
- Regular Meeting of April 21, 2014

Receive Bills List: Checks #87846 to #87944, EFT #500167, Checks #87945 to #87994

Receive Board and Commission Minutes:

- BZA: 1/8/14, 1/27/14, 2/5/14, 3/5/14
- Historic District: 2/19/14, 2/26/14, 3/19/14, 4/2/14

- Planning: 3/4/14, 3/18/14

Receive Departmental Reports: None

Board and Commission Appointments: None

Amendments to the 2013-14 Budget through 3/31/14 and Investment Report

Disposal of Assets / Table Tennis Tables / Parks and Recreation

Special Event Request / Block Party / Lake Street / June 7, 2014

Special Event Request / Summer Carnival / June 19-22, 2014

Special Event Request / 18th Century Demonstration / Mill Race Village / July 4-6, 2014

Special Event Request / Independence Day Parade / July 4, 2014

Request to Waive Rental Agreement Restriction / Wine Tasting / New Hope / June 19, 2014

**Motion carried unanimously.**

## **NEW BUSINESS**

### **A. Police Department / In-Car Computer Replacement**

In-car computers have become an essential law enforcement tool by providing direct communications with the Law Enforcement Information Network (LEIN), the Secretary of State (SOS), the National Crime Information Center (NCIC) and Oakland County's Courts Law Enforcement Management Information System (CLEMIS). The City of Northville's Police patrol vehicles are currently equipped with Motorola 810 in-car computers. These units were purchased in FY 2008. The computers are directly linked to our dispatch and provide instant messaging to and from dispatch and other in-car computers.

These computers are six years old and require increasing repair costs. Additionally, CLEMIS has implemented a new electronic activity log program. This is a comprehensive program that will significantly improve data collection and organization. The current Motorola 810 in-car computers do not have the capacity to run this program. Consequently, the officers must return to the station to complete their activity logs. The proposed new in-car computers will run this program and significantly increase the operational speed so that more work can be done from the patrol vehicles, and officers will remain on patrol longer.

The Department is a member of Oakland County CLEMIS and uses their Record Management System, Impounded Auto and Property programs as well as the new Activity Log program. Through the Oakland County bid system, CLEMIS has selected Dell as the vendor to provide in-car computers that will be compatible with the RMS and other programs they provide members. In order to provide standardization between the vehicles, the City would continue to utilize Cruisers, of Brighton, Michigan, to equip and set up the City's patrol vehicles. In anticipation of these new computers, the Department arranged to have the two newer patrol vehicles to be equipped with computer mounts that would accommodate the new Dell computers. The quote provided by Cruisers is approximately \$2,000 less than purchasing similar mounts and equipment directly from Dell. An amount of \$36,000 is currently budgeted for the replacement of this system.

**Motion Darga, seconded by Ekong** to approve the replacement of six in-car computers systems and accept the quote from Dell in the amount of \$12,843.60 and Cruisers in the amount of \$8,996. **Motion carried unanimously.**

**B. Professional Services Award / 2014 Street Improvement Program**

On April 16, 2014, the City received proposals for professional services to design and oversee construction on Northville’s 2014 Street Improvement Program. This project is expected to take place during the summer of 2014. For 2014, the City is proposing improvements to the following streets:

- N. Center Street (8-Mile Road to S. Ely Street) Joint repair with asphalt overlay.
- N. Wing Street (Randolph Street to W. Main Street) Reconstruction including new curb.
- Silchester Court (Holmbury Road to End) Asphalt overlay.
- Summerside Court (Summerside Drive to End) Asphalt overlay.

The City received interest from five engineering firms as follows:

• Vitins Engineering	\$26,180
• Zeimet Wozniak & Associates	\$20,546
• Jones and Henry Engineering	\$54,840
• Spalding DeDecker	\$52,800
• Rowe Professional Services	\$53,784

Zeimet Wozniak & Associates, of New Hudson, Michigan, submitted the lowest fee for this work. This firm has designed numerous public and private projects in the Detroit Metro area over the years, including several for the City of Northville. They will use McDowell and Associates as a sub-consultant for geotechnical and materials testing work, while using their own staff for surveying, design, and construction inspection/management.

City Staff believes that Zeimet Wozniak and Associates is capable of undertaking the final design and construction management of these projects for the City of Northville. The City Attorney and Michigan Municipal Risk Management have reviewed and approved the professional services agreement for this project.

City Council recently reviewed the FY 2015 budget which includes proposed funding for the above mentioned projects. The estimated budget amounts for these projects are as follows:

N. Center Street	\$ 95,000
N. Wing Street Improvements	\$210,000
Summerside Court	\$ 30,000
Silchester Court	<u>\$ 35,000</u>
<b>Total Budget</b>	<b>\$370,000</b>

The engineering fee submitted by Zeimet Wozniak & Associates is approximately 5.6% of the project budget. Though these streets are for FY2015, it is preferred to award the engineering segment as early as possible to assure these projects will get completed before the fall. Budget amendments will be made to pull funding ahead into FY2014 to cover the engineering costs.

City Council Comments and Discussion: In response from a comment from City Council that voiced concern that there are other roads that should have a higher priority rating, Staff provided further explanation on the procedure used to review, rate, and prioritize street repairs and reconstruction.

A separate comment from City Council pertained to the low bids submitted by smaller engineering firms. There was concern that these were smaller firms and the low bid might be due to an omission while

bidding the cost for scope of services required, and that the firm might not have the Staff or qualifications required for this project. The recent S. Center Street reconstruction project was cited as a project that might not have had sufficient oversight. The road is unraveling. There was concern that the engineering did not properly inspect the project to ensure the City received exactly what it paid for.

Staff explained that, in the past, both firms have performed engineering services for the City with success. The firms are smaller, with low overhead. The principal's inspect the projects, consistently use the same sub-contractors, and perform well at a lower fee. Zeiment Wozniak and Associates is a quality engineering firm. With previous projects, they have not requested additional fees unless the City expanded the scope of the project to include additional streets/projects. Staff could not justify recommending a higher bidder. Staff also noted that the S. Center Street project will be corrected this construction season. The engineering firm responsible for the inspection and oversight for the S. Center Street project is Rowe Professional Services, not Zeimet Wozniak or Vitins Engineering. Staff also noted that if this contract is not approved, the N. Center Street project will be postponed. The window to complete N. Center Street is narrow as the road needs to be reconstructed while school is out. The area is too congested and the project would be difficult to do while school is in session.

**Motion Ekong, seconded by Darga** to approve and award an Agreement for Professional Services to Zeimet Wozniak & Associates in the not-to-exceed amount of \$20,546 for the design and construction management of the City's 2014 Street Improvement Program., Further, the Public Works Director is authorized to sign the agreement on behalf of the City of Northville. **Motion carried unanimously.**

### C. Security Camera Bid Award

In October 2013, the City of Northville was awarded a Risk Avoidance Program Grant from Michigan Municipal Risk Management Authority for the purchase and installation of security cameras in and around City Hall, overlooking Town Square and at the Comerica Community Connection. This grant covers 50% of the project cost. City Administration engaged Clay Heselschwerdt, an I.T. specialist who had written security camera bid specs for the City of Westland, to write a Request for Proposal (RFP) for this project. The City posted the RFP on the Michigan Inter-governmental Trade Network (MITN) and conducted a walk-through for bidders. On April 15, 2014, 14 bids were received as follows:

<u>Vendor</u>	<u>Bid</u>	<u>Option</u>
Peripheral Vision	\$41,462.62	\$42,100.00
Technology Install Partners	\$24,789.21	\$21,497.49
Vidcom Solutions	\$44,600.00	No option
Actron Integrated Security	\$43,271.28	No option
D/A Central	\$43,650.00	\$49,050.00
Security Corporation	\$52,288.00	\$54,898.00
Holman Surveillance	\$28,339.00	No option
KVO Communications	\$70,326.09	\$35,576.00
Digital ID View	\$15,986.00	No option
Electro Media	\$46,674.00	No option
Infinite Tech	\$33,916.50	No option
Access Surveillance	\$29,916.50	No option
MCFI	\$49,667.00	No option
Invision Systems	\$34,917.00	\$35,032.00

The lowest qualified bidder was Holman Surveillance Systems. Although two bids were lower in price, those bids were either incomplete, or failed to follow the bid specifications. Holman has worked for the

City of Ypsilanti at two of their locations and has a good reference. The City has an established budget for the replacement and installation of security cameras, with 50% covered by the Risk Avoidance Program Grant from Michigan Municipal Risk Management Authority.

City Council Comments and Discussion: In response to a question from City Council, it was explained that review of the bids received found the bids submitted by Technology Install Partners and Digital ID View did not meet the bid specifications. The City eliminated those bids, which made Holman Surveillance Systems the lowest qualified bidder.

**Motion Darga, seconded by Ekong** to approve the bid submitted by Holman Surveillance Systems of Ann Arbor, Michigan, as presented. **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: 8:08 p.m.**

Respectfully submitted,

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Dianne Massa, CMC  
City Clerk

Approved as submitted: 6/2/14

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Mayor Pro Tem James C. Allen