

DATE: March 6, 2024

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments - Regular Council Meeting of Monday, March 11, 2024

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, March 11, 2024.

CONSENT AGENDA:

FIELD USE AGREEMENT WITH MADISON HEIGHTS FOOTBALL

The Madison Heights Little Football League requests a Field Use Agreement for Huffman Park to be used for football and cheerleading practices. The period of the agreement is from August 1, 2024, through November 15, 2028.

Staff and I recommend approval through the Consent Agenda of this field use agreement with Madison Heights Little Football League and authorize the Mayor and City Clerk to sign on behalf of the City.

FIELD USE AGREEMENT WITH STAY-AND-PLAY SOCIAL CLUB

Stay and Play Social Club requests a Field Use Agreement for Civic Center, Huffman, and Rosie's Parks. This agreement is a renewal for five years through December 31, 2028.

Staff and I recommend approval through the Consent Agenda of this field use agreement with Stay and Play Social Club and authorize the Mayor and City Council to sign on behalf of the City.

2024 SUMMER MAINTENANCE AGREEMENT

Presented for the Council's consideration as part of the Consent Agenda is the 2024 Summer Maintenance Agreement from the Road Commission for Oakland County. Pursuant to this Agreement, the City provides street sweeping, weed and grass mowing, and litter pickup along Fourteen Mile, Twelve Mile, and John R from Fourteen Mile to Red Run Drain. The Road Commission has increased the contract payment by 4.1% from last year.

Staff and I recommend that the Council approve the 2024 Summer Maintenance Agreement and authorize the Mayor and City Clerk to sign on behalf of the City.

BID AWARDS AND PURCHASES:

MAJOR AND LOCAL SECTIONAL PAVING CONTRACT EXTENSION

Dilisio Contracting Inc. of Clinton Township was awarded the 2023 Major and Local Street Sectional Repair projects as a result of the February 2023 public opening bid process. They completed all these projects promptly, with quality workmanship and good working relationships with City staff.

Dilisio Contracting has agreed to extend these bid prices for the upcoming 2024 Major and Local Sectional concrete replacement projects.

Based on the recommendation of the City Engineer and City Staff we request that the Council approve the contract extension with DiLisio Contracting for the Major and Local Sectional concrete replacement projects, for a total estimated cost of \$741,315.70.

This contract extension does not automatically commit the City to any projects in the upcoming 2025 fiscal year. Projects would not be authorized to start until funding was made available through the normal budget process.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDED LAWN SERVICE

Following HUD regulations, the City posted a bid for CDBG-funded lawn services. The bid was posted on the MITN online cooperative bidding system, where it was emailed to 399 vendors. Out of the 399 vendors who received notice online, 55 vendors downloaded the bid documents. On February 13, 2024, six (6) responsive electronic bids were opened.

The lowest qualified bidder is Capital Landscapes at \$23.00 per lot. During the vetting process, Capital Landscapes received positive reference checks. Staff is looking forward to building a positive working relationship with Capital Landscapes, as many of the references stated they were reliable and had a keen sense of professionalism.

Staff and I respectfully request that the Council award the bid to the lowest responsible bidder, Capital Landscapes, for a one-year contract at the unit rate of \$23.00 per lot for the 2024 mowing season. We would also respectfully request that Council authorize the City to proceed to the next lowest qualified bidders, Zimmerman Lawn & Snow, at unit pricing of \$24.00 per lot in the unlikely event that the contract with Capital Landscapes is canceled due to non-performance or other issues.

WOMEN'S LOCKER ROOM EXPANSION

The City has approximately \$115,000 remaining from the Civic Center Project Construction savings from completing the project under budget. Staff is requesting to utilize these building improvement savings with additional funding from a fund balance of \$95,304 to renovate the Women's Locker Room at the Police Department. The current locker room does not meet the space needs of our current female staff, leaving no room for growth. Therefore, we have worked with Frank Rewold & Sons, continuing our professional relationship under an Oakland County bid for this project's design and construction management/oversight. The project has been designed to increase square footage and locker capacity by relocating the current breakroom at the Police Department.

Staff and I request that the City Council is being asked to approve an agreement with Frank Rewold and Sons, who holds a contract for construction services with Oakland County, for the renovation of the Women's Police Locker Room and General Breakroom, in an amount not to exceed \$210,304. If approved, a budget amendment will be needed to increase expenditures by \$210,304 to 101-301-987-0000.