

DATE: September 6, 2023

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments for the Regular Council Meeting of Monday, September 11, 2023

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, September 11, 2023.

PRESENTATIONS:

2023 SUMMER BEAUTIFICATION AWARDS

Department of Public Services Director Sean Ballantine has requested time to make a presentation of all the nominations and awards for the 2023 Summer Beautification Awards. This year's first and second-place winners are 29068 Fournier and 28305 Brush, respectively.

OAKLAND COUNTY NATIONAL PREPAREDNESS MONTH

In honor of National Preparedness Month, Mike Looper, an Emergency Management Specialist with Oakland County Emergency Management, will be making a 15-20-minute presentation. In addition, he will be setting up a table at the entrance to the Council Chambers with information for residents.

REPORTS:

ASSESSING SERVICES CONTRACT – OAKLAND COUNTY EQUALIZATION

Since July 2011, the City of Madison Heights has contracted assessing services to Oakland County Equalization. The current agreement expired on June 30, 2023, and Oakland County Equalization is proposing a renewal contract for a 2-year term. This proposed renewal is essentially the same as the current contract except for a 4% per parcel increase. This is in line with the proposal given to all other communities that contract with Oakland County for these services.

The fiscal year 2024 budget was approved in the amount of \$213,309; the anticipated cost of this proposal totals \$221,779 for fiscal year 2024 and \$230,630 for fiscal year 2025. Therefore, a Budget Amendment in the amount of \$8,470 is also being requested for 101-257-818-0000 for the current fiscal year 2024 budget.

ACCELERATED TAX FORECLOSURE RESOLUTION

The "Certification of Abandoned Property for Accelerated Forfeiture Act" (MCL 211.961) allows for property with delinquent taxes and is certified abandoned by the local governing body to enter an accelerated foreclosure process in which the County Treasurer's Office can foreclose on the property 1-year earlier than the regular 3-year foreclosure process. Accelerating the tax foreclosure process is a useful tool to expedite removing abandoned property and reduce blight. A resolution for

certification of abandoned property for accelerated forfeiture act is included for your review and approval consideration.

Staff recommends that the Council approve the Certification of Abandoned Property for Accelerated Forfeiture Act resolution.

BID AWARDS/PURCHASE

Madison Heights has renewed the custodial contracts with its current contractors, Giant Janitorial and RoadRunr Maintenance, for services at various City buildings at the same unit pricing since 2012, a cost containment measure that was a benefit to the City during that time span. With the completion of the new construction at Civic Center Complex, and the resulting changes in square footage, flooring materials, and number of sanitary facilities, staff determined that it would be in the City's best interest to solicit new proposals for custodial services. Therefore, staff prepared Request for Proposal including custodial specifications for City Hall, Active Adult Center, Library, 43rd District Court, Police Department, and Department of Public Services buildings. Out of the one hundred seventy-seven (177) vendors who were emailed a notice regarding this opportunity, forty-one (41) companies downloaded the detailed specifications, and ten (10) vendors attended the mandatory walkthrough resulting in seven (7) proposals being received.

We are currently operating under a month-to-month agreement with our current providers. The new initial contract term for custodial services is targeted for October 1, 2023, through June 30, 2025. The low apparent bidder for all buildings is Du-All Cleaning Inc. out of Sterling Heights, with a projected annual cost of \$234,066.72 for all buildings. The City subtracted an estimated amount for expendable supplies to confirm that the pricing would provide for adequate services and competitive wages, which would be greater than minimum wage and in line with area market conditions.

After reviewing the bid and speaking with a representative of Du-All it confirmed that Du-All would be able to have staff available to be fingerprinted and cleared, as well as sufficient supplies to take over the contracts for all listed buildings effective October 1st. We also checked references for Du-All with Royal Oak Police Department, City of Roseville Public Services and Shelby Township general offices. Each provided positive feedback.

Therefore, staff and I would respectfully recommend that the custodial contract be awarded to Du-All Cleaning for an initial contract period beginning October 1, 2023, through and including June 30, 2025 at a base 12-month cost of \$234,066.72 or \$19,505 per month. Staff and I would request Council authorize the parties to extend on a year-to-year basis thereafter with the option to include increases in line with documented expendable product charges or increases in minimum wage. Staff would also respectfully request that Council authorize the City to cancel the contract on a building-by-building basis if necessary due to non-performance, in which case the City would approach either Core Clean Services or GDI (the second and third low bidders, respectively) to take over individual buildings. This initial contract award will require a budget amendment of \$40,242. Should any subsequent increases due to expendable product increases, wage increases, or reassignment of individual building contracts reach Council threshold of \$15,000, approximately 6.4% of the total contract, staff will submit an additional agenda item for review and approval.