

# Southgate City Council Agenda

**Council Chambers**

**14400 Dix-Toledo Rd., Southgate, Michigan 48195**

**Wednesday November 6, 2024**

**6:30pm**

## **Work Study Session**

1. Proclamation – National American Indian Heritage Month
2. Officials Reports
3. Discussion of Agenda Items

**7:00 pm**

## **Regular Meeting**

### *Pledge of Allegiance*

#### **Roll Call:**

Araj, Ayres-Reiss, Gawlik, George, Graziani, Kuspa, Rauch

#### **Minutes:**

1. Work Study Meeting Minutes dated October 16, 2024
2. Regular City Council Meeting Minutes dated October 16, 2024

#### **Scheduled Persons in the Audience:**

#### **Consideration of Bids:**

1. Letter from Mayor; Re: Park Remaining Contract items

Page 5

#### **Scheduled Hearings:**

#### **Communications "A"**

1. Memo from Administrator; Re: Approve Obligation of ARPA Fund for Revenue Replacement Page 16
2. Memo from Administrator; Re: Request for DDA Class C Liquor License 15231 Trenton Road Page 17
3. Letter from Mayor; Re: Purchase of Hydraulic Power Unit **(Waiver of Bid)** Page 21
4. Letter from Mayor; Re: Electrical Repairs and Maintenance **(Waiver of Bid)** Page 26
5. Letter from Mayor; Re: Approval of Southgate Share of AFG for Replacement Firehose **(Waiver of Bid)** 30
6. Letter from Mayor; Re: Approval of Sourcewell Contracts for Auto Parts **(Waiver of Bid)** Page 34
7. Letter from Mayor; Re: Approve Quote for Library Carpeting **(Waiver of Bid)** Page 40
8. Letter from Mayor; Re: Approval of Contract Extension for City Hall Stairwell Flooring Page 44

#### **Communications "B" – (Receive and File):**

#### **Ordinances:**

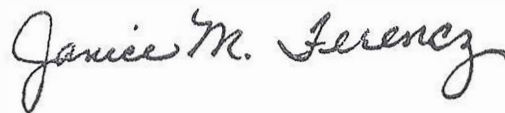
#### **Old Business:**

#### **New Business:**

#### **Unscheduled Persons in the Audience:**

**Claims & Accounts: Warrant #1508 \$ See Warrant**

#### **Adjournment:**



**Janice M. Ferencz, City Clerk**

## PROCLAMATION

**WHEREAS,** the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

**WHEREAS,** the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and

**WHEREAS,** their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

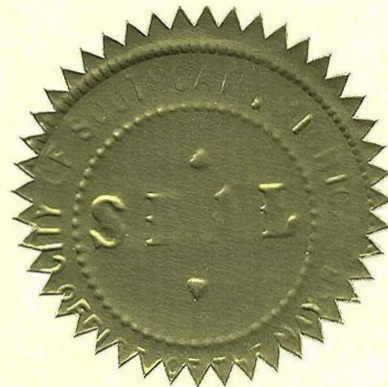
**WHEREAS,** Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November as National American Indian Heritage Month; and

**WHEREAS,** in honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational and historical activities have been planned;

**NOW THEREFORE, I,** Joseph G. Kuspa, by virtue of the authority vested in me as Mayor of the City of Southgate, Michigan do hereby proclaim November 2024 as the National American Indian Heritage Month, in the City of Southgate and urge all citizens to observe this month with appropriate programs, ceremonies and activities.

**In Witness Whereof,** I have hereunto set my hand and caused the Seal of the City of Southgate, Michigan be affixed this 6<sup>th</sup> day of November, Two-thousand and Twenty-four.

Mayor Joseph G. Kuspa



City Council

## Work Study Session

October 16, 2024

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An Informal Meeting of the Council of the City of Southgate was held on October 16, 2024 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

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Present: Priscilla Ayres-Reiss, Edward Gawlik, Jr., Karen George, Christian Graziani, Zoey Kuspa, Phil Rauch

Absent: Victoria Araj (excused)

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, City Clerk Janice Ferencz, City Treasurer Chris Rollet, Public Safety Director Joseph Marsh, Police Chief Mark Mydlarz, Fire Chief Justin Graves, Recreation Director Julie Goddard, City Engineer John Hennessey, DPS Director Kevin Anderson & Building Inspections Director Tim Leach

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*Discussed the following agenda items:*

- Approve Purchase of CellHawk Tier 3 Service Package
- Approve Purchase of Ice Arena Replacement Doors
- Approve EPA Community Change Grant Partnership Agreement

This meeting ended at 6:47 p.m.

# City of Southgate

## Regular City Council Meeting

### October 16, 2024

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, October 16, 2024 in the Southgate City Hall Council Chambers and was called to order at 7:00 PM by Council President Zoey Kuspa.

**This meeting began with the Pledge of Allegiance.**

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Present: Priscilla Ayres-Reiss, Edward Gawlik Jr., Karen George, Christian Graziani, Zoey Kuspa, Phil Rauch

Absent: Victoria Araj (excused)

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, City Clerk Janice Ferencz, City Treasurer Chris Rollet, Public Safety Director Joseph Marsh, Police Chief Mark Mydlarz, Fire Chief Justin Graves, Recreation Director Julie Goddard, City Engineer John Hennessey, DPS Director Kevin Anderson & Building Inspections Director Tim Leach

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#### **Minutes:**

Moved by George, supported Ayres-Reiss, RESOLVED, that the minutes of the City Council Work Study Session dated October 2, 2024 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Ayres-Reiss, RESOLVED, that the minutes of the Regular City Council Meeting dated October 2, 2024 be approved as presented. Carried unanimously.

#### **Communications "A":**

1. Letter from Mayor; Re: Purchase of CellHawk Tier 3 Service Package moved by George, supported by Gawlik, RESOLVED THAT the Southgate City Council approve the purchase of the CellHawk Tier 3 Service Package from LeadsOnline (Plano, TX) in the amount of \$4,995.00, for a one-year term beginning November 1, 2024. Motion carried unanimously.
2. Letter from Mayor; Re: Purchase of Ice Arena Replacement Doors moved by Gawlik, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council approve the purchase of two (2) sets of replacement doors for the ice arena from the city's approved construction contractor Rally Point Partners (Ann Arbor, MI) in the total amount of \$4,336.30. Motion carried unanimously.
3. Memo from Administrator; Re: EPA Community Change Grant Partnership Agreement moved by George, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council approve the City Administrator to sign on behalf of the City the attached EPA Change Grant Partnership Agreement with the YCMA of Metropolitan Detroit. Motion carried unanimously.

#### **Unscheduled Persons In Audience**

1. Radovan Javorčík, Ambassador Extraordinary and Plenipotentiary of the Slovak Republic to the United States of America, presented the city with the Slovakian flag and Mayor Kuspa presented him with the city's challenge coin and thanked him for visiting our city.

#### **Claims and Accounts:**

Moved by Rauch, supported by Graziani, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1507 for \$1,419,429.42. Motion carried unanimously.

## Regular City Council Meeting October 16, 2024

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### **Adjournment:**

Moved by George, supported by Gawlik, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:08 P.M. Carried unanimously.

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Zoey Kuspa  
Council President

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Janice M. Ferencz  
City Clerk

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**CHRISTOPHER P. ROLLET**  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

**ZOEY KUSPA**  
*Council President*

**CHRISTIAN GRAZIANI**

**KAREN E. GEORGE**

**PHILLIP J. RAUCH**

**PRISCILLA AYRES-REISS**

**ED GAWLIK JR.**

**VICTORIA ARAJ**

October 31, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Bid recommendation for Southgate Tower Park & Pedestrian Bridge – Park Remaining Contract Items

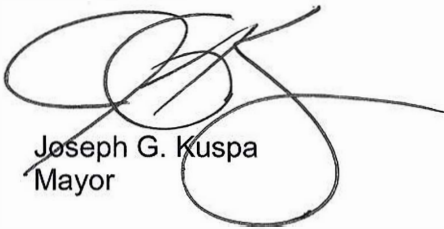
Ladies and Gentlemen:

Bids for Park Remaining Contract Items for the Southgate Tower Project were received and reviewed by the administration. It is recommended by City Engineer and I concur to award this bid to The Alan Group, Troy, Michigan in the amount of \$1,229,000.00, subject to additional scope of work modifications.

Funding for this agreement will be provided by the Wayne County ARPA funds grant.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,



Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### MEMORANDUM

**TO:** The Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

**DATE:** October 31, 2024

**RE:** Recommendation to Award Bid for Southgate Tower Park & Pedestrian Bridge Project – Park Remaining Contract Items

I have reviewed the above and concur with the City Engineer's recommendation to award the bid for the Southgate Tower Park & Pedestrian Bridge Project – Park Remaining Contract Items to The Alan Group (Troy MI) in the amount of \$1,229,000.00, subject to additional scope of work modifications.

Funds for this project will be provided from the Wayne County ARPA grant.

#### **Proposed Motion**

Award the bid for the Southgate Tower Park & Pedestrian Bridge Project – Park Remaining Contract Items to The Alan Group in the amount of \$1,229,000.00, subject to additional scope of work modifications, with funds to be provided from the Wayne County ARPA grant.



October 31, 2024

Mr. Dan Marsh, City Administrator  
City of Southgate  
14400 Dix-Toledo Highway  
Southgate, Michigan 48195

**Re: Southgate Tower Park & Pedestrian Bridge  
Recommendation of Contract Award – Park Remaining Contract Items  
(Bid Package 1F)  
City of Southgate  
Hennessey Project No. 11096.C**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened Bids on Thursday, October 10, 2024 for the above referenced project and received three (3) bids from forty one (41) contractors that electronically reviewed the contract documents. Attached are a copies of the Bids.

Our office has reviewed the three (3) bids received and in summary, the bids received are as follows:

| <b><u>Contractor</u></b>         | <b><u>Bid Amount</u></b> |
|----------------------------------|--------------------------|
| • The Alan Group                 | \$1,229,000.00           |
| • Gibraltar Construction Company | \$1,348,000.00           |
| • Major Contracting Group, Inc.  | \$2,280,000.00           |

This proposal is for the scope of work including but not limited to; site demolition and clearing, mass grading, asphalt pathway, pavilion landscape terrace steps, exercise equipment and a putting green for the proposed Southgate Tower Park.

The Alan Group is an experienced construction services company and is currently working and managing the construction and development of the Southgate Tower in the City of Southgate.

Therefore, based upon the outcome of the bids and The Alan Groups past experience, it is our offices recommendation to award the contract of the Southgate Tower Park Remaining Items Contract, in the amount of **\$1,229,000.00**, subject to additional scope of work modifications.



**Mr. Dan Marsh**  
**Southgate Tower Park & Pedestrian Bridge – Park**  
**Remaining Contract Items (Bid Package 1F)**  
**Recommendation of Contract Award**

**October 31, 2024**  
**Page 2**

If you have any questions, please do not hesitate to contact me at any time.

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in blue ink, appearing to read 'John M. Miller', is written over the printed name.

John M. Miller  
Project / Construction Manager

Enclosure

cc: Honorable Mayor Joseph Kuspa, City of Southgate  
Honorable City Council Members, City of Southgate  
Doug Drysdale, Assistant City Administrator / Finance Director, City of Southgate  
Julie Goddard, Parks & Recreation Director, City of Southgate  
Kevin Anderson, Director of Public Services, City of Southgate  
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

**SECTION 00310  
PROPOSAL FORM**

*Submitting Contractor:*

The Alan Group

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(Name)

1800 Brinston Drive Troy, MI 48083

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(Address)

248-298-0100

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(Telephone)

**CONTRACTS**

Contract Trade Bids  
Bid Package No. 1F – Remaining Park Items

**PROJECT**

Southgate Tower Park and Pedestrian Bridge  
Southgate, Michigan  
Project No. 202227

**OWNER**

City of Southgate  
14400 Dix- Toledo Rd.  
Southgate, Michigan 48195

**ARCHITECT**

Constantine George Pappas AIA  
Architecture / Planning  
1025 South Washington Ave  
Royal Oak, Michigan 48067  
P: 248.629.8998  
F: 248.298.3192

## BASE PROPOSAL

Pursuant to and in compliance with the Instructions to Bidders and having carefully examined the Bidding Documents as enumerated in Instructions for Bidders and all Addenda and Bulletins, the undersigned agrees to enter into an agreement with the Owner and to complete the work whose scope is indicated below, in accordance with the said Contract Documents for the sum of:

ONE million Two Hundred Twenty Nine THOUSAND  
(Sum to be Written Out)  
Dollars (\$) 1,229,000.00

The scope of this Proposal includes all work contained within this Specification and all associated contract drawings. *X SEE ATTACHED QUALIFICATIONS*

## PRICE GUARANTEE

The undersigned proposes that the price stated in this Proposal is guaranteed for ninety (90) consecutive days from bid date.

## TAXES

No taxes are to be included in the Base Proposal Price.

## TIME OF COMPLETION

The undersigned agrees to start work immediately after notice of award of the Contract and to complete all work of the Contract at a date mutually agreed upon between the Owner and the Contractor.

## SUPPLEMENTAL FEES

For additional work performed upon instruction of the Owner by subcontractors of the undersigned, add to the subcontractor's prices for such additional work, a fee of 10% which includes all the changes of the undersigned for overhead and profit.

For any additional work performed upon instruction of the Owner by persons other than the subcontractor's of the undersigned, the charges will be actual cost of all labor and materials (less all discounts) plus the fee of 15% to which shall be added the actual cost of insurance and taxes.

Each proposal covering extra work shall be accompanied with complete itemized material and labor breakdowns.

For all revisions involving the deletion of Contract work, it is agreed that full credit shall be given the Owner for such work deleted, including overhead and profit as quoted hereinbefore.

### **VOLUNTARY ALTERNATIVES**

The undersigned proposed the following voluntary alternatives:

No. 1 N/A  
\_\_\_\_\_  
Which Would Save \_\_\_\_\_  
(Sum to be Written Out)  
Dollars (\$)

No. 2 N/A  
\_\_\_\_\_  
Which Would Save \_\_\_\_\_  
(Sum to be Written Out)  
Dollars (\$)

### **ALTERNATES**

### **ADDENDA**

If any Addenda or Bulletins covering changes to the Bidding Documents have been received during the bidding period, the bidder shall fill in their numbers and dates which acknowledges having received same, and having included in this proposal the work involved. Note: If no addenda have been issued, write in "None".

|       |       |
|-------|-------|
| None  | Dated |
| _____ | Dated |
| _____ | Dated |
| _____ | Dated |
| _____ | Dated |

### **NEGOTIATION**

The undersigned agrees that, should the overall cost exceed the funds available he will be willing to negotiate with the Owner for the purpose of making further reductions in the Contract work, and shall agree to provide full credit for all such reductions in the work requested by the Owner, including full value of labor, materials and subcontract work and reasonable proportionate reductions in overhead profit, thereby arriving at an agreed upon Contract price.

### CONTRACT EXECUTION

The undersigned agrees to execute a contract for work covered by this proposal provided that he be notified of its acceptance within ninety (90) days after the opening of bids.

The undersigned hereby declares that he has the legal status checked below:

- ( ) Individual  
( ) Partnership Having the Following Partners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (X) Corporation Incorporated under the State Laws of:  
Michigan

\_\_\_\_\_

This proposal is submitted in the name of and notice of acceptance should be mailed, telegraphed, or delivered to:

Dated:

10-10-24

Firms Name

The Alan Group

James Ratliff,

(Signature)

In the Presence of:

Title: Vice President

V. Hegyan

\_\_\_\_\_

Submit three (3) copies and retain one (1) copy. Deliver Contract Trade quotations to the office of the Owner, on or before bid due date sealed, on forms supplied for that purpose. Representatives of the Owner will be present when quotations are opened.

**END OF SECTION 00310**

## BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, \_\_\_\_\_

The Alan Group, Inc., 1800 Brinston, Troy, MI 48063 as Principal, and

Western Surety Company, One Towne Square, Suite 107, Southfield, MI 48076 as Surety, are

hereby held and firmly bound unto City of Southgate 14400 Dix-Toledo Road

Southgate, MI 48195

as owner in the penal sum of Five Percent of the Amount of Bid (5%)

for payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this 10th day of October 2024.

The Condition of the above obligation is such that whereas the Principal has submitted to

City of Southgate a certain Bid, attached hereto and hereby made a part thereof to enter into a contract in writing for the:

## SOUTHGATE TOWER PARK & PEDESTRIAN BRIDGE PARK REMAINING ITEMS CONTRACT

NOW, THEREFORE,

1. If said Bid shall be rejected, or in the alternate,
2. If said Bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said Bid) and shall furnish bonds for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall, in all other respects, perform the agreement created by the acceptance of said Bid,

then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or directed by any extension of the time within which the OWNER may accept such Bid; and said Surety does hereby waive notice of any such extension.

IT WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their property officers, the day and year first set forth above.

The Alan Group, Inc.

(L.S.)

Principal

Western Surety Company

Surety

By:

Susan L. Small, Attorney-In-Fact

IMPORTANT: Surety companies executing bonds must appear of the Treasury Department's most current list (Circular 570, as amended) and be authorized to transact business in the state where the project is located.

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Robert Trobec, Wendy L Hingson, John L Budde, Jeffrey A Chandler, Ian J Donald, Kathleen M Irelan, Susan L Small, Alan P Chandler, Krista L Pocket, Individually, of Troy, MI  
Steven K Brandon, T J Griffin, Patrick Williams, John L Budde, Terence J Griffin, Susan L Small, Alan P Chandler, Individually, of Farmington Hills, MI

its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 11th day of January, 2024.



WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota } ss  
County of Minnehaha

On this 11th day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

### CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 10th day of October, 2024



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

### Authorizing By-Laws and Resolutions

#### ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

## City of Southgate

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

**DATE:** October 28, 2024

**RE:** Recommendation to Approve Obligation of American Rescue Plan Act (ARPA) Funds for Revenue Replacement

In 2021/22, the City of Southgate received a total of \$3,043,298.86 in funding from the American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) program. To date, Southgate has spent approximately \$2.3 million of these funds on projects including roof replacements for the DPW, Court and Senior Center buildings, a fire rescue vehicle, hazard/premium pay for municipal employees during the COVID-19 pandemic, and City Hall carpeting.

As of the date above, \$765,241.04 remains of the ARPA funds. These funds must be designated as "revenue replacement" or "obligated" (funds appropriated and contracts signed) by December 31, 2024.

Administration is proposing that City Council designate the remaining ARPA-SLFRF funds as "revenue replacement", and further designate these funds for projects for building repairs, maintenance, and improvements. Administration is currently working on projects related to these items, and expect to expend the funds within the upcoming year.

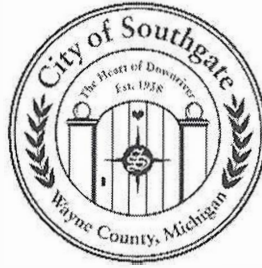
#### **Proposed Motion**

Approve the use of remaining American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) funds in the amount of \$765,241.04 as "revenue replacement", and designate the funds to be used for building repairs, maintenance, and improvements.

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator 

Date: October 30, 2024

Re: Request for DDA Class C Liquor License for 15231 Trenton Road

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The Administration was recently re-contacted by a representative for HopCat regarding a request for a DDA Class C Liquor License at 15231 Trenton Rd. The representative reported that a Letter of Intent has been fully executed for the property and they are ready to move forward with the DDA Class C Liquor License.

A DDA Class C liquor license is a special license permissible under MCL 436.1521a(1)(b). As part of obtaining the DDA liquor license, an applicant must obtain, by resolution, approval from the local government. HopCat Southgate LLC, plans on occupying the former site of Old Chicago restaurant in the Market Center District, which is part of the DDA. It is estimated that the restaurant will open in late May 2025. The Administration supports this for approval of the Class C Liquor License.

If you have any questions please contact me.

**Proposed Motion:** To recommend the application submitted by HopCat Southgate LLC, located at 15231 Trenton Road, Southgate, MI for a Downtown Development District (DDA) Class C Liquor License per MCL 436.1521a(1)(b) for approval by the Michigan Liquor Control Commission.

CARLIN EDWARDS BROWN PLLC  
ATTORNEYS AND COUNSELORS

JOHN B. CARLIN, JR. (1939-2018)  
SCOTT D. EDWARDS (RETIRED)  
MICHAEL J. BROWN  
STEVEN J. GROBBEL  
JAMES V. BELLANCA III

423 N. MAIN ST. SUITE 220  
ROYAL OAK, MICHIGAN 48067  
P. (248) 816-5000  
F. (248) 816-5115  
WWW.CEBHLAW.COM

LANSING OFFICE  
6017 WEST ST. JOE HWY., SUITE 202  
LANSING, MICHIGAN 48917  
P. (517) 321-4617  
F. (517) 321-4642

August 8, 2024

VIA E-MAIL ONLY – [dmarsh@southgatemi.gov](mailto:dmarsh@southgatemi.gov) / [kmondrella@southgatemi.gov](mailto:kmondrella@southgatemi.gov)

City of Southgate  
Attn: Dan Marsh – City Administrator  
Kaylee Mondrella – DDA Director  
14400 Dix Toledo Hwy.  
Southgate, MI 48195

Re: **HopCat Southgate LLC**  
**Request for DDA Liquor License**

Dear Mr. Marsh and Ms. Mondrella:

It's been my pleasure to discuss with you the City of Southgate's potential approval of a Downtown Development District ("DDA") Class C liquor license per MCL 436.1521a(1)(b) for use by HopCat Southgate LLC ("HopCat"). HopCat is planning on opening a new restaurant at 15231 Trenton Road, the site of the former Old Chicago restaurant.

In order to serve alcohol at its new Southgate location, HopCat needs a Class C on-premise liquor license to allow for the sale of beer, wine, and spirits. Accordingly, HopCat is filing an application with the Michigan Liquor Control Commission ("MLCC") to request a Downtown Development District ("DDA") license. MLCC rules require that we obtain approval from the City of Southgate in order to file our application. Please accept this letter as a brief explanation of HopCat's plans and a request for Southgate City Council approval for a DDA license. Please note that this DDA license is not a "quota" license and is issued by the MLCC over and above the quota.

Project Barfly LLC currently owns and operates ten HopCat restaurants in Michigan, the Southgate location would be its eleventh Michigan restaurant. HopCat is a family friendly restaurant serving scratch-made, award-winning comfort food, a large selection of local and craft beers, and friendly, knowledgeable service. Ten of the eleven HopCat restaurants are here in Michigan. And while each HopCat location has a unique atmosphere, you can count on a consistently exceptional experience every time.

HopCat restaurants are open for lunch seven days a week, and close at midnight during the week and 1:00 a.m. on the weekends. We think HopCat will provide a welcome casual dining addition to local residents and shoppers at the nearby Southgate shopping center.

City of Southgate  
August 8, 2024  
Page 2

HopCat is currently in the process of finalizing a lease for this location. Extensive renovations and construction to convert this to a HopCat will follow, with a planned opening in spring 2025.

Our plan for the DDA license is to have beer, wine, and spirits available to our customers to enjoy with their meal. At HopCat, alcohol is seen as an accompaniment to your meal. We are a restaurant that serves alcohol, not a bar that serves food. HopCat is a successful, well-respected corporate citizen at locations across the state. In addition to providing jobs and tax revenue to the communities where it's located, HopCat provides a great dining experience at a great price in a friendly atmosphere.

HopCat respectfully requests that the matter be placed on the August 21 City Council meeting agenda for a vote. We are hopeful that the vote will be in favor of supporting a DDA license to HopCat. Attached for use by the City Council is the MLCC Local Governmental Approval Form (LCC-106) that would need to be completed and signed by the City Clerk following the City Council's vote on the license approval.

As we discussed, in addition to the Local Approval Form (LCC-106), the MLCC requires 1) an Affidavit from the City Assessor regarding the total amount of investment in the DDA during the preceding five years, and 2) an Affidavit from the City Clerk that the proposed location is with the DDA, along with a copy of the DDA resolution and the DDA map.

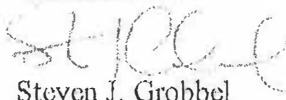
I've attached for your review sample Assessor and Clerk Affidavits. Similar Affidavits have been submitted to, and accepted by, the MLCC in prior DDA license submissions. Typically, I would prepare the Affidavits for signature by the Assessor and Clerk, leaving only the amount to be filled in by the Assessor. I'm happy to answer any questions regarding these Affidavits.

Please let me know if you have any questions or need any additional information.

Thank you very much for your assistance.

Very truly yours,

Carlin Edwards Brown PLLC



Steven J. Grobbel

Direct Dial: (248) 816-5000 (ext. 2)

E-Mail: [sgrobbel@cebhlaw.com](mailto:sgrobbel@cebhlaw.com)

Enc.



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Toll Free: 866-813-0011 • [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_

Request ID: \_\_\_\_\_

(For MLCC use only)

**Local Government Approval**  
(Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ regular \_\_\_\_\_ meeting of the \_\_\_\_\_ City of Southgate \_\_\_\_\_ council/board  
(regular or special) (name of township, city, village)  
called to order by \_\_\_\_\_ on November 6, 2024 at \_\_\_\_\_  
(date) (time)  
the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
that the application from HopCat Southgate LLC

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C Downtown Development District ("DDA") Class C Liquor License per MCL 436.1521a(1)(b)  
(list specific licenses requested)

to be located at: 15231 Trenton Road, Southgate, Michigan 48195

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)  
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_ City of Southgate  
council/board at a \_\_\_\_\_ regular \_\_\_\_\_ meeting held on November 6, 2024  
(regular or special) (date) (name of township, city, village)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Overnight packages: 2407 N. Grand River, Lansing, MI 48906  
Fax to: 517-763-0059

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

October 30, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Purchase of Hydraulic Power Unit **(WAIVER OF BID)**

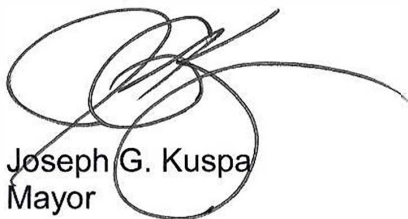
Ladies and Gentlemen:

I have reviewed the above and concur with the recommendation of the Public Service Director to waive the bid process and approve the emergency purchase of a replacement hydraulic power unit from Jack Doheny Companies, Northville, Michigan in the amount of \$11,634.20.

Sufficient funds are available in the Water & Sewer Fund for this purchase.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

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*Council President*

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KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

**DATE:** October 30, 2024

**RE:** Recommendation to Waive Bid Process and Approve Purchase of Hydraulic Power Unit

I have reviewed the above item with the DPS Director and concur with their recommendation to waive the bid process and approve the purchase of a replacement hydraulic power unit from Jack Doheny Companies (Northville MI) in the amount of \$11,634.20.

Sufficient funds are available in Water & Sewer Fund budget.

#### **Proposed Motion**

Waive the bid process and approve the purchase of a hydraulic power unit from Jack Doheny Companies in the amount of \$11,634.20.



# City of Southgate

DEPARTMENT OF PUBLIC SERVICES

14719 Schafer Court • Southgate, Michigan 48195  
Ph: (734) 258-3079 • Fax: (734) 246-1333

## Memorandum

**To:** The Honorable Mayor and Members of City Council

**From:** Kevin Anderson, DPS Director

**Date:** October 30, 2024

**Re:** Emergency Request for Waiver of Bid – Hydraulic Power Unit

---

I respectfully request that the bid procedure be waived for the purchase of Hydraulic Power Unit. This unit is critical to the operation of pumps and other tools for the Water Department. I have enclosed a description with pricing and the total cost would be \$11,634.20 for the Hydraulic Power Unit and necessary hardware from Jack Doheny Companies. The funds would come from the Water Department Budget. Jack Doheny is the only company in the state that sells the Stanley brand compatible with all of our existing equipment and tools. In addition there is no state bid for this equipment. With the concurrence of Administration and City Council, I would recommend that the purchase of this equipment be awarded to:

Jack Doheny Companies  
777 Doheny Dr  
Northville, MI 48167  
248-349-0904  
adammazzara@teamjdc.com

If you have any questions, please contact me. I would appreciate your favorable consideration of this request.

Enclosure

KA/ew



NORTHVILLE  
777 DOHENY DR  
NORTHVILLE MI 48167

## SALES QUOTE

To:  
SOUTHGATE, CITY OF  
14400 DIX - TOLEDO RD  
SOUTHGATE MI 48195

Ship To:  
14719 SCHAFER CT.  
SOUTHGATE MI 48195

## INFORMATION

|               |            |                |          |
|---------------|------------|----------------|----------|
| Quote Number: | 111125     | Customer Code: | SOUT0034 |
| Date:         | 10/16/2024 | Site Code:     | _MAIN    |
| Sales Rep:    |            | Contact:       | PHIL     |
| Taken By:     | JMPOORE    | Phone:         |          |
|               |            | P.O. No.:      | quote    |

## DETAILS

| Item          | Description                       | Back<br>Ord. | Qty. | Retail Price | Disc \$ | Sales Value | Tax    | Line Total |
|---------------|-----------------------------------|--------------|------|--------------|---------|-------------|--------|------------|
| ST-HP28B02    | POWER UNIT, TWIN 8                | 1            | 1    | \$9,529.00   | \$0.00  | \$9,529.00  | \$0.00 | \$9,529.00 |
| V3-31014AVJD  | 1/2" X 50' LEAD                   | 2            | 2    | \$130.00     | \$0.00  | \$130.00    | \$0.00 | \$260.00   |
| ST-03974      | FF COUPLER SET 3/8<br>BODY 1/2NPT | 2            | 2    | \$89.00      | \$0.00  | \$89.00     | \$0.00 | \$178.00   |
| ZO-AW68       | HYD OIL (GAL)                     | 2            | 2    | \$15.60      | \$0.00  | \$15.60     | \$0.00 | \$31.20    |
| RC-TH88050OMP | HOSE REEL, 1/2 X 50FT             | 1            | 1    | \$1,636.00   | \$0.00  | \$1,636.00  | \$0.00 | \$1,636.00 |

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Sub Total: \$11,634.20  
Tax: \$0.00  
Total: \$11,634.20

THIS QUOTE IS VALID FOR 30 DAYS AND IS SUBJECT TO STOCK AVAILABILITY WHEN YOUR ORDER IS RECEIVED

PLEASE SEE OUR TERMS AND CONDITIONS ON OUR WEBSITE TEAMJDC.COM

**Phil Ferro**

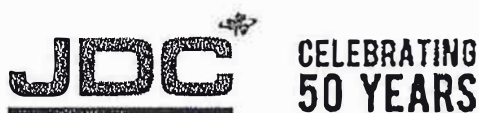
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**From:** Mazzara, Adam <AdamMazzara@teamjdc.com>  
**Sent:** Monday, October 21, 2024 10:45 AM  
**To:** Phil Ferro  
**Subject:** Stanley: Auth Letter // J Doheny

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Phil, please see below. Any questions, please let me know.

Thank you,



Adam Mazzara  
Regional Sales Representative  
Northville  
O: 248-349-0904 x1114  
D: 248-465-9874  
C: 608-712-6893  
TeamJDC.com



**From:** Appelman, Austin Shane <Austin.Appelman@sbdinc.com>  
**Sent:** Monday, October 21, 2024 10:41 AM  
**To:** Mazzara, Adam <AdamMazzara@teamjdc.com>  
**Subject:** Stanley: Auth Letter // J Doheny

Jack Doheny Company:

Dear Customer,

This letter is to inform you that Jack Doheny Company is an Authorized Distributor of Stanley Tools. With doing so this distributor can sell and service these tools as of the posted email date.

Please feel free to contact me with any questions concerning this authorization letter if needed.

Regards,

**Austin S. Appelman** | Account Manager  
[austin.appelman@sbdinc.com](mailto:austin.appelman@sbdinc.com)  
Cell: 513-227-9774

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

October 30, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Electrical Repairs and Maintenance **(WAIVER OF BID)**

Ladies and Gentlemen:

It is recommended by the DPS Director and I concur, to extend this contract with Riney Electric, through December 2026, in the amount of \$55.00 per hour Monday – Friday and \$75.00 per hour after 5:00pm weekdays and Saturdays, Sundays and Holidays. The current rates were approved by City Council at their June 1, 2022 meeting and will remain in effect for the duration of this extension.

Sufficient funds are available in the various Departmental Budgets to cover costs associated with these maintenance issues.

Your favorable consideration of this matter is requested.

Sincerely,

Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



- CITY COUNCIL -

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ED GAWLIK JR.

VICTORIA ARAJ

## City of Southgate

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

**DATE:** October 30, 2024

**RE:** Recommendation to Waive Bid Process and Approve Contract Extension for Electrical Service

I have reviewed the above item with the DPS Director and concur with his recommendation to waive the bid process and approve a contract extension with Riney Electric through December 31, 2026. Their current rates, approved by City Council at their June 1, 2022 meeting, will remain in effect at \$55.00 per hour for Monday – Friday between 8am and 5pm, and \$75.00 per hour for weekdays after 5pm, Saturdays, Sundays, and Holidays through the end of this extension.

Sufficient funds are available in the various fund and department budgets, as needed.

#### **Proposed Motion**

Waive the city bid process and approve a contract extension with Riney Electric through December 31, 2026, at their current rates of \$55.00 per hour for Monday – Friday between 8am and 5pm, and \$75.00 per hour for weekdays after 5pm, Saturdays, Sundays, and Holidays.

---

From the Desk of:

Kevin Anderson

Director

October 30, 2024

---

To: Dan Marsh  
City Administrator

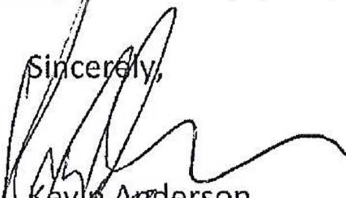
Re: Bid Extension Recommendation for Electrical Repairs

I respectfully request to extend the bid for electrical repairs to **Riney Electric, 1459 Fort Street, Wyandotte MI 48192**. They will extend the pricing for electrical repairs with the City of Southgate through December 2026. (Current bid expiration is December 31, 2024)

They have been our contractor since 2010 and have never increased their rates. I believe this to be in the best interest of the City as they have always provided excellent service and respond rapidly to all service calls.

If you have any questions, please contact me.

Sincerely,



Kevin Anderson  
Director

Enclosure

KA/ew

RINEY ELECTRIC  
RESIDENTIAL / COMMERCIAL / INDUSTRIAL  
LICENSED AND INSURED CONTRACTOR

October 25th, 2024

City of Southgate  
14719 Schafer Court  
Southgate, MI 48195

Re: Service Contract

To: Jerry Stacy

Riney Electric agrees to honor the same rates for this year 2024 through December 2026, for all Electrical Services provided to the City of Southgate.

If you have any question, please feel free to give me a call at 734-674-8458.

Sincerely,



David Riney  
Owner

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

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PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

October 30, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Approve Southgate Share of AFG for Replacement Fire Hose  
**(WAIVER OF BID)**

Ladies and Gentlemen:

I have reviewed the above and concur with the recommendation of the Fire Chief to waive the City's bid process and approve the purchase of the replacement fire hose through the Assistance to Firefighters Grant. The total cost of the replacement fire hose allocated to Southgate is \$40,153.75, of which the City would be responsible for \$3,650.34.

Sufficient funds are available in the Fire Department Budget for this purchase.

Your favorable consideration of this matter is requested.

Sincerely,

Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWS*

**DATE:** October 31, 2024

**RE:** Request to Approve Southgate Share of Assistance to Firefighters Grant (AFG) for Replacement Fire Hose (**Waiver of Bid**)

I have reviewed the above with the Fire Chief and concur with his recommendation to waive the bid process and approve the purchase of replacement fire hose as part of the Assistance to Firefighters Grant (AFG) administered by the City of Wyandotte Fire Department. Under this grant, the total cost of the replacement fire hose allocated to Southgate is \$40,153.75, of which the city will be responsible for \$3,650.34.

Adequate funds have been budgeted in the Fire Dept budget.

#### **Proposed Motion**

Waive the city bid process and approve purchase of replacement fire hose in the amount of \$3,650.34, representing Southgate's share of the Assistance to Firefighters Grant administered by the City of Wyandotte Fire Department.



# Southgate Fire Department

14730 Reaume Parkway  
Southgate, Michigan 48195

(734) 258-3080 / FAX (734) 246-1352

Justin Graves, Fire Chief

(734) 258-3070

jgraves@southgatemichigan.gov



To: Honorable Mayor Kuspa

From: Fire Chief Justin Graves

Re: Request for Waiver of bid

Date: 10/31/2024

Dear Mayor,

The Fire Department is requesting a bid waiver to purchase new fire hose for a cost of \$3,650.34.

The Southgate Fire Department is part of a regional assistance to firefighters grant (AFG) award with six other local fire departments. Since Wyandotte Fire is the host city for the grant, through their process, they have chosen MES to purchase the fire hose from.

Replacing aging fire hoses is crucial for ensuring the safety and effectiveness of firefighting operations and some of the department's hose is nearing 20 years in age. In order to replace the older hose, the fire department has the opportunity to order \$40,153.75 worth of hose with the cost to Southgate being \$3,650.34.

This grant is funded by FEMA with a share cost of 10% to the communities.

It is my recommendation and in the best interest of the Fire Department and Southgate citizens, that we waive the bid and purchase the fire hose for \$3,650.34. There is adequate funding within the current budget to cover the cost.

Sincerely,

Justin Graves

Fire Chief

CC: City Administrator, Finance Director, file

## Southgate Fire

| Number Requested    | Equipment                    | Price    | Model        | Total       |
|---------------------|------------------------------|----------|--------------|-------------|
| 10                  | 1.75" 50' Hose               | \$170.00 | Pac Lite     | \$1,700.00  |
| 20                  | 1.75" 50' Hose               | \$186.25 | Icon         | \$3,725.00  |
|                     | 1.75" 50' Hose               | \$222.22 | Platinum     | \$0.00      |
|                     | 1.75" 50' Hose               | \$312.35 | Cobra Combat | \$0.00      |
|                     | 1.75" 50' Hose               | \$367.47 | Black Ops    | \$0.00      |
|                     | 2.5" 50" Hose                | \$232.10 | Pac Lite     | \$0.00      |
|                     | 2.5" 50' Hose Detroit Thread | \$244.45 | Pac Lite     | \$0.00      |
|                     | 2.5" 50' Hose                | \$252.14 | Icon         | \$0.00      |
|                     | 2.5" 50' Hose Detroit Thread | \$264.49 | Icon         | \$0.00      |
|                     | 2.5" 50' Hose                | \$290.12 | Platinum     | \$0.00      |
|                     | 2.5" 50' Hose Detroit Thread | \$302.47 | Platinum     | \$0.00      |
| 25                  | 3" 50' Hose Detroit Thread   | \$352.35 | Icon         | \$8,808.75  |
|                     | 4" 25' Storz                 | \$350.00 | Nitrex X     | \$0.00      |
|                     | 4" 50' Storz                 | \$483.00 | Nitrex X     | \$0.00      |
| 4                   | 5" 25' Storz                 | \$405.00 | Nitrex X     | \$1,620.00  |
| 3                   | 5" 50' Storz                 | \$560.00 | Nitrex X     | \$1,680.00  |
| 26                  | 5" 100' Storz                | \$870.00 | Nitrex X     | \$22,620.00 |
| Total Cost Share    |                              |          |              | \$40,153.75 |
| FEMA Cost Share     |                              |          |              | \$36,503.41 |
| Matching Funds Cost |                              |          |              | \$3,650.34  |

| Size  | Length | Color  | Amt | Model   |
|-------|--------|--------|-----|---------|
| 1.75" | 50'    | Blue   | 10  | PacLite |
| 1.75" | 50'    | Red    | 4   | Icon    |
| 1.75" | 50'    | Orange | 4   | Icon    |
| 1.75" | 50'    | Black  | 4   | Icon    |
| 1.75" | 50'    | Green  | 4   | Icon    |
| 1.75" | 50'    | Tan    | 4   | Icon    |
| 3"    | 50'    | Yellow | 25  | Icon    |

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

October 30, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Approval of Sourcewell Contracts for Auto Parts **(WAIVER OF BID)**

Ladies and Gentlemen:

I have reviewed the above and concur with the recommendation of the Public Service Director to waive the City's bid process and approve the agreements with Napa Auto Parts, Southgate Ford and Dick Genthe Chevrolet for the purchase of auto parts under the national Sourcewell awarded contracts.

Sufficient funds are available in the General Fund for this purchase.

Your favorable consideration of this matter is requested.

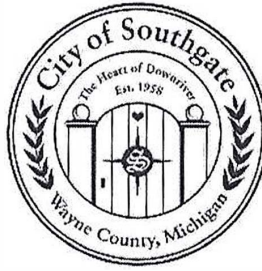
Sincerely,

Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

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PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

**DATE:** October 30, 2024

**RE:** Request to Approve Sourcewell Contracts for Auto Parts (**WAIVER OF BID**)

I have reviewed the above with the DPS Director and concur with his recommendation to waive the bidding process and approve agreements with NAPA Auto Parts, Southgate Ford, and Dick Genthe Chevrolet for the purchase of auto parts under the national Sourcewell awarded contracts. Sourcewell is a national purchasing cooperative that solicits bids and requests for proposals on behalf of state and local governments.

Adequate funds have been budgeted in the General Fund budget.

#### **Proposed Motion**

Waive the city bid process and approve agreements with NAPA Auto Parts, Southgate Ford, and Dick Genthe Chevrolet for the purchase of auto parts under the national Sourcewell awarded contracts to those respective vendors.



# City of Southgate

## DEPARTMENT OF PUBLIC SERVICES

14719 Schafer Court • Southgate, Michigan 48195  
Ph: (734) 258-3079 • Fax: (734) 246-1333

### Memorandum

**To:** The Honorable Mayor and Members of City Council  
**From:** Kevin Anderson, DPS Director  
**Date:** October 30, 2024  
**Re:** Request for Waiver of Bid – Sourcewell Contracts for Auto Parts

---

I respectfully request that the bid procedure be waived for the purchase of Auto Parts. Auto Parts would be purchased through Sourcewell Contracts with Napa, Southgate Ford and Dick Genthe Chevrolet. With the concurrence of Administration and City Council, I would recommend that the purchase of this equipment be awarded to the following companies located in Southgate:

Napa Auto Parts  
(Sourcewell Contract #032521-GPC)  
14255 Eureka

Southgate Ford  
(Sourcewell Contract #101520-FMC)  
16501 Fort

Dick Genthe  
(Sourcewell Contract #101520-GNL)  
15600 Eureka

If you have any questions, please contact me. I would appreciate your favorable consideration of this request.

Enclosure

KA/sb

Genuine Parts Company  
NAPA Michigan  
3402 Patterson Avenue, S.E.  
Grand Rapids, MI 49512



10/30/2024

John Iannucci  
Fleet Supervisor  
City of Southgate  
14719 Schafer Ct.  
Southgate, MI 48195

John,

NAPA Michigan is pleased to confirm that the City of Southgate, Michigan, already a Sourcewell participating agency (Account #157781), will be set up to utilize the Genuine Parts Company, DBA NAPA Auto Parts, under the Sourcewell awarded contract 032521-GPC for Fleet Parts Supply. The pricing associated with contract 032521-GPC will be applied to the City of Southgate's Account #835, which will be serviced by the NAPA Southgate Store #GR601, located at 14255 Eureka Rd, Southgate, MI 48195.

**Sourcewell contract 032521-GPC gives access to the following types of goods and services:**

- Automobile & light truck parts
- Medium- & heavy-duty truck parts
- Agriculture & farm equipment parts
- Lawn & garden equipment parts
- Off-highway & industrial vehicle parts
- Recreational & marine vehicle parts
- Technician training
- Shop management training
- Multiple distribution channels
- Machine shop service at select NAPA stores

Sincerely,

*Gary Smith*

District Manager, Detroit South  
NAPA Michigan  
313-729-0017

# SOUTHGATE FORD

*"The Home Of Quality Sales & Service"*

16501 Fort St. • Southgate, Michigan 48195  
Phone 734-282-3636 • Fax 734-282-1770



October 29, 2024

Re: Southgate Ford and the City of Southgate

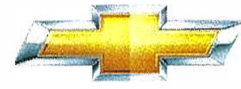
To Whom It May Concern,

Southgate Ford agrees to match Sourcewell Pricing for City of Southgate purchases per the contract number #101520-FMC.

Please note that if Ford Motor Company ceases to pay the 3% Sourcewell participation fee, pricing to the City of Southgate will increase by 3%.

Thank you,

Stephen Oben  
President, Southgate Ford  
Email: [soben@southgateford.com](mailto:soben@southgateford.com)  
Phone: 734-282-3636  
16501 Fort St.  
Southgate, MI. 48195



September 30, 2024

Regarding: Dick Genthe Chevrolet and City of Southgate

To Whom It May Concern:

Dick Genthe Chevrolet agrees to match Sourcewell Pricing for the City of Southgate purchases per the contract number #101520-GNL

Thank you

A handwritten signature in black ink, appearing to be "R. Bruce Genthe". The signature is stylized with a large, looping "R" and a long horizontal stroke extending to the right.

**R. Bruce Genthe**

President of Genthe Automotive

Email: [bgenthe@genthe.com](mailto:bgenthe@genthe.com)

Phone: 734.530.2195 | Mobile: 248.755.3431

15600 Eureka Road, Southgate, Michigan 48195

[www.genthe.com](http://www.genthe.com) [www.genthecdjr.com](http://www.genthecdjr.com)

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

October 30, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Approve Quote for Library Carpeting (**WAIVER OF BID**)

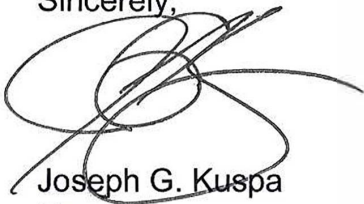
Ladies and Gentlemen:

I have reviewed the above and concur with the recommendation of the Library Director to waive the bid process and approve the quote from Jabro Carpet One for the replacement carpeting in the old storytime room at the Southgate Veteran's Memorial Library in the amount of \$2,851.60.

Sufficient funds are available in the Library Budget for this purchase.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

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*Council President*

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PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director 

**DATE:** October 30, 2024

**RE:** Request to Approve Quote for Library Carpeting **(Waiver of Bid)**

I have reviewed the above with the Library Director and concur with his recommendation to waive the bid process and approve the quote from Jabro Carpet One (Southgate MI) for replacement carpeting in the old storytime room at the Southgate Veterans Memorial Library in the amount of \$2,851.60.

Adequate funds have been budgeted in the Library Fund budget.

#### **Proposed Motion**

Waive the bid process and approve quote from Jabro Carpet One for replacement carpeting in the old storytime room at the Southgate Veterans Memorial Library in the amount of \$2,851.60.

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**CHRISTOPHER P. ROLLET**  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

**ZOEY KUSPA**  
*Council President*

**CHRISTIAN GRAZIANI**

**KAREN E. GEORGE**

**PHILLIP J. RAUCH**

**PRISCILLA AYRES-REISS**

**ED GAWLIK JR.**

**VICTORIA ARAJ**

October 15, 2024

To: Dan Marsh, City Administrator  
From: Donald Priest, Library Director  
Date: October 15, 2024  
Re: Jabro Carpet One quote

I recommend accepting a quote from Jabro Carpet One, to carpet the old storytime room at the Southgate Veterans Memorial Library. We are converting this space to an office, and the carpet originally laid down in 2020 needed to be removed as part of the renovation.

I also ask that the bid process for this project be waived. Jabro Carpet One has already installed carpet at the library previously, in 2020. They are familiar with the space, the carpet we are installing, and with working for the library. I trust them to complete the work well.

Donald C Priest II  
Director  
Southgate Veterans Memorial Library

13460 Northline Road, Southgate, MI 48195  
(734) 285-0110 | JabroCarpetOne.com

Page 1

**QUOTE**

**ES402012**

**Sold To**

VETERAN'S MEMORIAL LIBRARY  
146800 DIX-TOLEDO  
SOUTHGATE, MI 48195

**Ship To**

VETERAN'S MEMORIAL LIBRARY  
146800 DIX-TOLEDO  
SOUTHGATE, MI 48195

**Order Number**

**Order Date**

**PO Number**

**Phone**

10/14/24

OFFICE

| Inventory             | Style/Item                                    | Color/Description | Quantity Units | Extension |
|-----------------------|-----------------------------------------------|-------------------|----------------|-----------|
| AE312<br>Serial No: 6 | AERIAL COLLECTION<br>CARTONS                  | CHESTNUT/ACCENT   | 35.88 SY       | 1,535.66  |
| ADH 2000              | XL BRANDS ADHESIVE                            | 1 GALLON          | 2.00 EA        | 120.00    |
| 40C7                  | COVE BASE 4" RUBBER/VINYL ROPPE<br>700 SERIES | LIGHT BROWN       | 120.00 LF      | 150.00    |
|                       | ESTIMATED FLOOR PREP                          |                   | 3.00 EA        | 285.00    |
|                       | INSTALL CARPET TILE                           |                   | 35.88 SY       | 400.00    |
|                       | INSTALL COVE BASE                             |                   | 75.00 FT       | 93.75     |
|                       | SUPPLY & INSTALL TRANSITIONS                  |                   | 3.00 FT        | 25.00     |
|                       | RAZOR SCRAPE                                  |                   | 35.88 SY       | 242.19    |

The above is to install the designated carpet tile in what was formerly the storytime room.

We will order 6 cartons of new material to complete the installation and we will use some of the left over accent tiles from the previous installation so this space is uniform with the rest of the library.

Jabro Carpet One is an authorized Interface retailer and our installers are certified installers which ensures the Interface warranty will be upheld.

Because floor and substrate conditions are often concealed, floor prep materials and labor are estimated. If during installation it is found that additional prep materials and labor are required to complete a proper, professional installation, the charges will be adjusted appropriately.

— 10/15/24 —

— 11:58AM —

Sales Representative(s):  
DANA RODRIGUEZ

**Quote is valid for 10 days.**

Subtotal: 2,851.60

Sales Tax: 0.00

Misc. Tax: 0.00

**QUOTE TOTAL: \$2,851.60**

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**CHRISTOPHER P. ROLLET**  
*Treasurer*



## City of Southgate

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*Council President*

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**KAREN E. GEORGE**

**PHILLIP J. RAUCH**

**PRISCILLA AYRES-REISS**

**ED GAWLIK JR.**

**VICTORIA ARAJ**

October 30, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Approval of Contract Extension for City Hall Stairwell Flooring

Ladies and Gentlemen:

I have reviewed the above and concur with the recommendation of the City Administrator to approve the contract extension with Jabro Carpet One for the installation of flooring in the service stairwells at City Hall. The total amount for the installation and materials is \$5,065.73. The Original contract with Jabro Carpet one was approved at your meeting of April 3, 2024.

Sufficient funds are available in the General Fund for this purchase.

Your favorable consideration of this matter is requested.

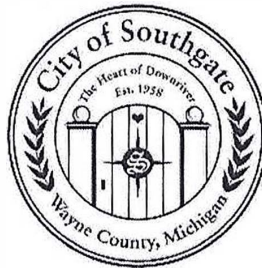
Sincerely,

Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

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*Council President*

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KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

**DATE:** October 30, 2024

**RE:** Request to Approve Contract Extension for City Hall Stairwell Flooring

I have reviewed the above with the City Administrator and concur with his recommendation to approve a contract extension with Jabro Carpet One (Southgate MI) in the amount of \$5,065.73, for the installation of replacement flooring in the service stairwells of City Hall. The original contract with Jabro Carpet One was approved by City Council at their April 3, 2024 meeting.

Adequate funds have been budgeted in the General Fund budget.

#### **Proposed Motion**

Approve contract extension with Jabro Carpet One for the installation of replacement flooring in the City Hall service stairways in the amount of \$5,065.73.

13460 Northline Road, Southgate, MI 48195  
(734) 285-0110 | JabroCarpetOne.com

Page 1

**QUOTE**

**ES402018**

| Sold To                                                                    | Ship To                                                                    |
|----------------------------------------------------------------------------|----------------------------------------------------------------------------|
| CITY HALL CITY OF SOUTHGATE<br>14400 DIX TOLEDO RD.<br>SOUTHGATE, MI 48195 | CITY HALL CITY OF SOUTHGATE<br>14400 DIX TOLEDO RD.<br>SOUTHGATE, MI 48195 |

| Order Number | Order Date | PO Number    | Phone |
|--------------|------------|--------------|-------|
|              | 10/15/24   | SERVICE STAI |       |

| Inventory       | Style/Item                                     | Color/Description | Quantity Units | Extension |
|-----------------|------------------------------------------------|-------------------|----------------|-----------|
| I421V           | TIMBER GROVE II                                | TO BE DETERMINED  | 375.48 SF      | 1,085.14  |
| 212PC           | LOKWORX+ RESILIENT ADHESIVE 4 GAL              | 4 GAL             | 1.00 EA        | 250.00    |
| 45C7            | COVE BASE 4 1/2" RUBBER/VINYL ROPPE 700 SERIES | TO BE DETERMINED  | 120.00 LF      | 150.00    |
|                 | RIP VCT/DISPOSE                                |                   | 375.00 SF      | 375.00    |
|                 | RAZOR SCRAPE                                   |                   | 34.66 SY       | 358.73    |
|                 | SKIM COAT                                      |                   | 375.00 SF      | 431.25    |
|                 | ESTIMATED FLOOR PREP                           |                   | 4.00 EA        | 380.00    |
|                 | SCRIBE CUT                                     |                   | 40.00 FT       | 400.00    |
|                 | Serial No: AROUND FRAME AND TREADS             |                   |                |           |
|                 | INSTALL COVE BASE                              |                   | 90.00 LF       | 135.00    |
| INSTALL LVT/LVP | INSTALL LVT/LVP                                |                   | 375.00 SF      | 1,312.50  |
|                 | FREIGHT                                        |                   | 1.00 EA        | 99.00     |

— 10/22/24 — 11:14AM —  
Sales Representative(s):  
DANA RODRIGUEZ

Subtotal: 4,976.62  
Sales Tax: 89.11  
Misc. Tax: 0.00

**Quote is valid for 10 days.**

**QUOTE TOTAL: \$5,065.73**

13460 Northline Road, Southgate, MI 48195  
(734) 285-0110 | JabroCarpetOne.com

Page 2

**QUOTE**

**ES402018**

Sold To

Ship To

CITY HALL CITY OF SOUTHGATE  
14400 DIX TOLEDO RD.  
SOUTHGATE, MI 48195

CITY HALL CITY OF SOUTHGATE  
14400 DIX TOLEDO RD.  
SOUTHGATE, MI 48195

Order Number

Order Date

PO Number

Phone

10/15/24

SERVICE STAI

| Inventory | Style/Item | Color/Description | Quantity Units | Extension |
|-----------|------------|-------------------|----------------|-----------|
|-----------|------------|-------------------|----------------|-----------|

This quote is for the flooring replacement of the landings and first floor entrances in the service stairwells.

We will tear out the VCT flooring, razor scrape the old adhesive smooth and then skim coat to ensure a smooth substrate for the new floor as well as create a barrier to block the old adhesive from chemically reacting to the new adhesive.

We will then lay the new LVT, scribe cutting around the stair treads and the picture frame trim, and installing cove base where it is currently installed.

Jabro Carpet One is an Authorized Patcraft Retailer and our installers are certified to install Patcraft products, ensuring the warranty will be upheld.

Because floor and substrate conditions are often concealed, floor prep materials and labor are estimated. If during installation it is found that additional prep materials and labor are required to complete a proper, professional installation, the charges will be adjusted appropriately.

— 10/22/24 —

11:14AM —

Sales Representative(s):  
DANA RODRIGUEZ

Subtotal: 4,976.62

Sales Tax: 89.11

Misc. Tax: 0.00

**Quote is valid for 10 days.**

**QUOTE TOTAL: \$5,065.73**