

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday April 16, 2025

6:30pm

Work Study Session

1. Arbor Day Proclamation
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 April 2, 2025
2. Regular City Council Meeting Minutes dated April 2, 2025

Motion to Move into a closed session Re: Pending Litigation Logan -V- City of Southgate

Scheduled Persons in the Audience:

Consideration of Bids:

1. Letter from Mayor; Re: City Hall Roof Replacement
2. Letter from Mayor; Re: Trenton Road Pathway & Ditch Improvements

Page 6
Page 11

Scheduled Hearings:

Communications "A"

1. Letter from Mayor; Re: Approve Quote for Sanitary Sewer Lining **(Waiver of Bid)**
2. Letter from Mayor; Re: Approve Postage Machine Lease **(Waiver of Bid)**
3. Letter from Mayor; Re: Approve Contract Extension for 2025 Spray Patch Repair **(Waiver of Bid)**
4. Letter from Mayor; Re: Approve Proposal for Repairs to Northpointe Subdivision Entrance Sign
5. Letter from Mayor; Re: Approve Proposal for Electrical Improvements -
City Hall CDBG Parking and ADA Improvements
6. Letter from Mayor; Re: Approve Contract Extension for Parks Mowing and Clean Up **(Waiver of Bid)**
7. Letter from Mayor; Re: Approve Contract Extension for Municipal Property Mowing **(Waiver of Bid)**

Page 17
Page 23
Page 27
Page 32
Page 35
Page 40
Page 44

Communications "B" – (Receive and File):

Ordinances:

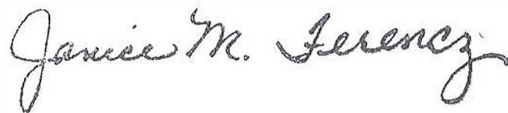
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1519 \$3,603,924.20

Adjournment:



Janice M. Ferencz, City Clerk

PROCLAMATION

WHEREAS, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and is now observed throughout the nation and the world; and

WHEREAS, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, and provide habitat for wildlife; and

WHEREAS, Trees in our city increase property values, enhance the economic vitality of business areas, beautify our community, and are a source of joy and spiritual renewal; and

WHEREAS, The City of Southgate has been recognized since 1994 as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree planting ways;

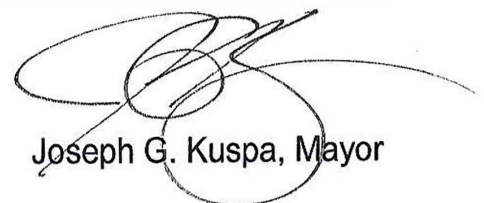
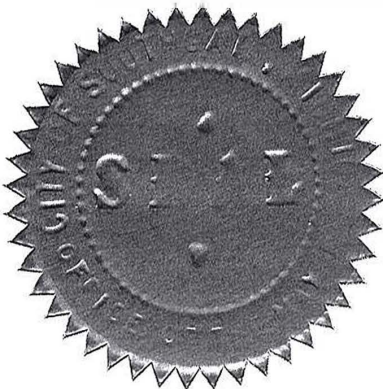
NOW, THEREFORE, I, JOSEPH G. KUSPA, Mayor of the City of Southgate, do hereby proclaim Friday, April 25, 2025 as

ARBOR DAY

in the City of Southgate, and urge all residents to support efforts to care for our trees and woodlands, and to support our city's forestry program.

GIVEN UNDER MY HAND AND SEAL

This 16th day of April, two-thousand and twenty-five.



Joseph G. Kuspa, Mayor

Work Study Session

April 2, 2025

An Informal Meeting of the Council of the City of Southgate was held on April 2, 2025 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

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

Absent:

Also Present: Mayor Joseph G. Kuspa, City Attorney Edward Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Clerk Janice Ferencz, City Engineer John Hennessey, Police Chief Mark Mydlarz, DPS Director Kevin Anderson, Building Inspections Director Tim Leach & Recreation Director Julie Goddard

Discussed the following agenda items:

- Waive the Bid Process and Approve the Purchase of Speed Display Sign
- Approve Payment of Police Training Course Fees
- Approve Agreement with Carlisle Wortman Associates, Inc. for Building Department Inspection Services
- Approve Renewal of Online Document Storage Subscription
- Waive the Bid Process and Approve the Purchase of Replacement Engine 81 Radiator
- Waive the Bid Process and Approve Purchase of Fitness Equipment for Southgate Tower Park Project
- Receive and File Appointment to Water Board
- Waive Second Reading and Approve Proposed Changes to City Code Chapter 410.04

This meeting ended at 6:40 p.m.

City of Southgate

Regular City Council Meeting

April 2, 2025

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, April 2, 2025 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.

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

Absent:

Also Present: Mayor Joseph G. Kuspa, City Attorney Edward Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Clerk Janice Ferencz, City Engineer John Hennessey, Police Chief Mark Mydlarz, DPS Director Kevin Anderson, Building Inspections Director Tim Leach & Recreation Director Julie Goddard

Minutes:

Moved by George, supported Ayres-Reiss, RESOLVED, that the minutes of the City Council Work Study Session dated March 19, 2025 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Ayres-Reiss, RESOLVED, that the minutes of the Regular City Council Meeting dated March 19, 2025 be approved as presented. Carried unanimously.

Communications "A":

1. Letter from the Mayor; Re: Purchase of Speed Display Sign-Waiver of Bid moved by George, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council waive the city bid process and approve the purchase of one (1) Speed Display sign from All Traffic Solutions Inc. in the amount of \$5,032.23, under the Sourcwell Contract #090122-ATS. Motion carried unanimously.
2. Letter from the Mayor; Re: Approve Police Training Course Fees moved by Rauch, supported by Araj, RESOLVED THAT the Southgate City Council approve police training course fees in the amount of \$4,475.00 to Command Presence LLC, to be paid with funds provided by the State of Michigan for this required training. Motion carried unanimously.
3. Letter from the Mayor; Re: Agreement with Carlisle Wortman Associates, Inc. moved by Gawlik, supported by George, RESOLVED THAT the Southgate City Council approve the agreement with Carlisle/Wortman Associates, Inc. for building department inspection services at the rate of \$90 per inspection (on an as-needed basis) or \$80 per inspection (if all trade inspections are performed for an extended period), through June 30, 2026. Motion carried unanimously.
4. Letter from the Mayor; Re: Renewal of Online Document Storage Subscription moved by Araj, supported by Rauch, RESOLVED THAT the Southgate City Council approve renewal of subscriptions for document storage platform, employee scheduling platform, and employee training/personnel files platform for a term of one year, from July 6, 2025 to July 5, 2026, to PowerDMS (El Segundo, CA) in the amount of \$15,327.12. Motion carried unanimously.
5. Letter from the Mayor; Re: Purchase of Replacement Engine 81 Radiator-Waiver of Bid moved by George, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council waive the city bid process and approve the purchase of one (1) radiator from First Due Equipment Sales & Repair Inc. in the amount of \$7,795.99. Motion carried unanimously.

Regular City Council Meeting April 2, 2025

6. Letter from the Mayor; Re: Purchase of Fitness Equipment for Southgate Tower Park Project-Waiver of Bid moved by Araj, supported by Rauch, RESOLVED THAT the Southgate City Council waive the city bid process and approve the purchase of fitness equipment for the Southgate Tower Park from Penchura, LLC (Brighton, MI) in the amount of \$33,050.90, under the Sourcewell purchasing contract. Motion carried unanimously.

Communications "B" – (Receive and File):

1. Letter from Mayor; RE: Appointment to Water Board moved by George, supported by Ayres-Reiss, RESOLVED, that the Southgate City Council receive and file the Letter from Mayor; Re: Appointment of Adriene Price to the Water Board for a term expiring April 2026. Motion carried unanimously.

Ordinances:

1. Memo from Administrator; Re: Proposed Changes to City Code Chapter 410.04 Moved by Ayres-Reiss, supported by Gawlik, RESOLVED THAT the Southgate City Council hereby approves to waive the second reading and to remove all references of U.T.C 5.15 from Chapter 410.04 of the City Code, and adapt Michigan Compiled Laws 257.625 in its entirety by reference and the penalties commensurate with the same under Chapter 410.04 of the City Code. Motion carried unanimously.

Claims and Accounts:

Moved by Rauch, supported by George, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1518 for \$6,434,751.28. Motion carried unanimously.

Adjournment:

Moved by Ayres-Reiss, supported by Gawlik, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:10 P.M. Carried unanimously.

Zoey Kuspa
Council President

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

April 9, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: City Hall Roof Replacement

Ladies and Gentlemen:

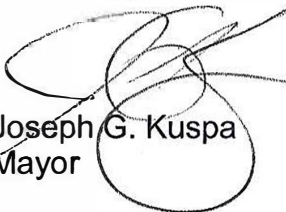
It is recommended by Matt Verhey of Garland Company, Inc., the City of Southgate Roofing Expert and I concur, that we award this bid for the City Hall Roof Replacement (sections 1 & 2) to Royal Roofing Company, Inc., Lake Orion, Michigan in the amount of \$462,100.00 (Base bid of \$451,600.00 + alternate add of \$10,500.00), plus 10% contingency of \$46,210.00, for a total amount of \$508,310.00.

Royal Roofing was the low bidder meeting specifications.

There are adequate funds available for this project are available in the General Fund.

Your favorable consideration to this recommendation would be greatly appreciated.

Sincerely,


Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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ED GAWLIK JR.

VICTORIA ARAJ

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Douglas Drysdale, Assistant City Administrator / Finance Director
DATE: April 9, 2025
RE: Recommendation to Award Bid for City Hall Roof Replacement

DWD

I have reviewed the above bid with Matt Verhey of Garland Company, Inc., the City of Southgate Roofing Expert, and recommend awarding the bid for the City Hall roof replacement (sections 1 & 2) to Royal Roofing Company, Inc. (Lake Orion MI) in the amount of \$462,100.00 (Base bid of \$451,600.00 + Alternate Add of \$10,500.00), plus 10% contingency of \$46,210.00, for a total amount of \$508,310.00.

Bidding was overseen by the Garland Company, Inc. Bids were received from three contractors for this project, and Royal Roofing was the low bidder meeting specifications.

Funding for this project is available in the General Fund fund balance reserves, which has been designated for building repairs and improvements.

Proposed Motion

Award bid to Royal Roofing Company, Inc. (Lake Orion MI) for the City Hall roof replacement (Based Bid for sections 1 & 2 plus Alternate Add) in the amount of \$462,100.00, plus 10% contingency of \$46,210.00, for a total amount of \$508,310.00.



GARLAND COMPANY, INC.

Matt Verhey

Mobile: 248-880-0896

Email: mverhey@garlandinc.com

Learn More: www.garlandco.com

Friday, April 4, 2025

City of Southgate
14400 Dix Toledo Road
Southgate, MI 48195

Attn: Dan Marsh

Re: Roof Bids
City Hall

Dear Dan,

At your direction, I have reviewed the bids submitted for the above referenced roof replacement project that was due on March 28 at 2:00pm. The low bidder, Royal Roofing Company, Inc, is an approved contractor for the type of roof system specified. They have completed projects of similar size and scope for many of my other clients in the SE Michigan with great quality workmanship and professionalism.

There were a total of three bidders; Royal Roofing, Lutz Roofing, and Christen Detroit. Each bidder was present at the mandatory pre-bid meeting held on March 19 at 9:30 am and each bidder has met the bidding requirements. Royal Roofing provided a Base Bid Price of \$451,600 (Main Roof and Pit Roof area) with an Alternate Add of \$10,500 for coating/damproofing the masonry wall in the pit area, and an Alternate Deduct of \$59,200 should the pit area roof not be completed. The pit roof is approximately 20 years old and is nearing the end of its warranty and therefore recommended.

Royal Roofing has met all of the criteria set forth in the bid documents and has a stellar record of performing work similar to that which was specified and identified in the bid documents. Furthermore, they have completed several successful roofing projects for the City in the last several years. In speaking with Royal Roofing, they anticipate work to be completed within the timeframe set forth within the bid documents (Spring/Summer of 2025). As such, it is recommended that the contract/PO be awarded to Royal Roofing for \$451,600 (Base Bid) + \$10,500 (Masonry Coating) for a total of \$462,100.

Additionally, projects of this size and scope may incur smaller incidental charges for items like decking replacement, replacement of rotted wood nailers, drain replacement due to cracked bowls, etc. While we try to capture all costs associated with the project during the bid process, some of those items won't be able to be identified until the roof is removed. In order to avoid change orders and approval while the roof is "open", it is recommended that a contingency in the amount of 7%-10% be added to the above bid price. Should any unanticipated costs be encountered during the project, they will be documented, submitted for approval, and billed against the contingency.

Should you have any questions, please do not hesitate to contact me. I look forward to working with you on this project.

Respectfully,

Matt Verhey
The Garland Company

[illegible]

Contractor's Bid
City of Southgate
City Hall
Roof Replacement

To: City Clerk
14400 Dix Toledo Rd
Southgate, MI

Bid Due Date: Friday, March 28 by 2:00 pm

Sealed bids are to be submitted to the Clerk's Office located by the time and date listed above. Bids received after the Due Date and Time will not be considered.

Pursuant to notices given, the undersigned proposes to furnish all materials and labor necessary to complete the replacement as described below and in strict accordance to the plans and specifications dated 2-25-25. I, the undersigned, having familiarized myself with the attached Contract Documents do hereby propose to furnish all labor, equipment, materials, drayage, tolls, supervision, etc. and to complete all work as specified in these Documents and Specifications. By my submission of this Bidding Proposal I acknowledge the receipt of the Package containing the following: General Conditions & Requirements, General Instructions to Bidders, Detailed Specifications, Detailed Rooftop Diagrams, and Detailed Specification Drawings. To provide supervision, labor, materials and equipment for roof repairs of the following items, per the attached:

BASE BID: Sections 1 & 2

Sections 1 & 2: Sum of four hundred fifty one thousand six hundred (\$ 451,600.⁰⁰)

ALTERNATE ADD: Masonry Wall Coating

Alternate Bid Add: Sum of ten thousand five hundred (\$ 10,500.⁰⁰)

ALTERNATE DEDUCT: Deduct amount should Section 2 roof not be completed

Alternate Deduct: Sum of fifty nine thousand two hundred (\$ 59,200.⁰⁰)

Extra work may be necessary other than required by the plans and specifications, extra work will be completed according to the written instructions of the Owner for the following unit prices:

Unit Cost Items: Wood blocking - 8.⁰⁰ per linear ft.
Replacement of Metal Decking - 15.⁰⁰ per sq. ft.
Drain Replacement - 2,500.⁰⁰ ea.

Work is to begin no earlier than July 1, 2025 and must be completed by November 15, 2025

Proposed Start Date and Duration: fall 2025

Addenda Numbers 1 are hereby acknowledged

Respectfully Submitted,

SIGNATURE:

Justin Eddle

TITLE:

Project Manager

BUSINESS NAME:

Royal Roofing Co LLC

CONTRACTOR ADDRESS:

2445 Brown Rd., Union MI 48359

DATE: 3/18/25

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

April 10, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Trenton Rd. Pathway & Ditch Improvements

Ladies and Gentlemen:

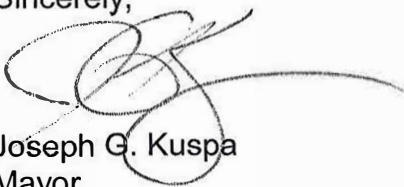
It is recommended by the City Engineer and I concur that we award this bid for the Trenton Rd. Pathway & Ditch Improvements to Royal Cement Corporation, Southgate, Michigan, in the amount of \$176,919.40 for the base bid, plus 10% contingency of \$17,691.94 for a total amount of \$194,611.34.

Royal Cement was the low bidder meeting specifications.

There are adequate funds available for this project are available in the Street Funds and are derived from Act 51 funds.

Your favorable consideration to this recommendation would be greatly appreciated.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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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 *DWD*

DATE: April 9, 2025

RE: Recommendation to Award Bid for Trenton Road Pathway & Ditch Improvements

I have reviewed the above bid with the City Engineer and recommend awarding the bid for the Trenton Road Pathway & Ditch Improvements to Royal Cement Corporation (Southgate MI) in the amount of \$176,919.40 for the base bid, plus 10% contingency of \$17,691.94, for a total amount of \$194,611.34.

Bids were received from nine contractors for this project, and Royal Cement was the low bidder meeting specifications.

Funding for this project is available in the Street Funds, and are derived from Act 51 funds.

Proposed Motion

Award bid to Royal Cement Corporation for the Trenton Road Pathway & Ditch Improvements project in the amount of \$176,919.40 for the base bid, plus 10% contingency of \$17,691.94, for a total amount of \$194,611.34.



April 9, 2025

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

**Re: Trenton Road Pathway & Ditch Improvements
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13107.A**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened bids on Tuesday, April 1, 2025 for the above referenced project and received bids from nine (9) contractors that electronically downloaded contract documents. Attached is a copy of the bid tabulation.

Our office has reviewed the nine (9) bids received and in summary, bids received were as follows:

<u>Contractor</u>	<u>Bid / Base</u>	<u>Bid / Alternate</u>
• Royal Cement Corporation	\$176,919.40	\$172,683.40
• A & J Paving	\$ 73,020.00*	\$200,721.00
• Santos Cement, Inc.	\$240,545.50	\$240,545.50**
• GV Cement Contracting Company	\$262,522.00	\$262,522.00
• Best Asphalt, Inc.	\$266,345.82	\$257,919.42
• Great Lakes Contracting Solutions, LLC	\$310,106.75	\$311,660.75
• Audia Concrete Construction, Inc.	\$327,764.00	\$327,764.00**
• KAB Enterprises, Inc.	\$329,467.50	\$244,962.61
• Anglin Civil	\$337,340.85	\$240,253.86

Contractors were required to provide a base bid proposal with a concrete pathway unit price and an alternate bid proposal for asphalt (HMA) pathway unit prices. Refer to the bid tabulation sheets.

*A & J Paving did not provide a unit price for a concrete pathway.

**Santos Cement and Audia Concrete Construction did not provide unit prices for an asphalt pathway.

This project consists of removing the culvert and gravel approach at the south entrance of Kiwanis Park and replacing with a new culvert and a concrete approach in accordance with Wayne County standards and specifications, and a new 8 foot wide pathway linking the Leroy Avenue concrete sidewalk with the concrete sidewalk that was recently extended northward from the Lowe's



Mr. Dan Marsh
Trenton Road Pathway & Ditch improvements
Recommendation of Contract Award

April 9, 2025
Page 2

property to the south entrance of Kiwanis Park. This project will also include the re-grading of approximately 750 feet of the Trenton Road ditch in accordance with Wayne County standards and specifications, to ensure positive drainage. Hennessey Engineers recommends that the proposed 8 foot pathway be paved with concrete. A concrete pathway will be consistent with all adjacent concrete sidewalks in the area and will require less maintenance over its lifetime.

Hennessey Engineers has worked with Royal Cement in other communities on road repairs and sidewalk construction projects including the City of Southgate's current 2023-2025 Sidewalk Replacement Program. We find that Royal Cement is more than capable to complete this project for the City of Southgate.

Therefore, based upon the outcome of the bids and past experience, it is our office's recommendation to award the Trenton Road Pathway & Ditch Improvements Project, with the 8 foot wide pathway constructed of concrete, to Royal Cement of Southgate, Michigan, in the amount of \$176,919.40 plus a 10 per cent contingency.

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 black ink, appearing to read 'John M. Miller', is written over the printed name.

John M. Miller
Project / Construction Manager

cc: Honorable Mayor Joseph Kuspa, City of Southgate
Honorable City Council Members, City of Southgate
Doug Drysdale, Assistant City Administrator / Director of Finance, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Michael Orlando, Project Engineer, Hennessey Engineers, Inc.
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

CITY OF SOUTHGATE - TRENTON ROAD PATHWAY & DITCH IMPROVEMENTS PROJECT NO.13107.A				Royal Cement Corporation		A & J Paving		Santos Cement Inc.		GV Cement Contracting	
				14063 Dix-Toledo Road Southgate, MI 48195		14160 Oakville-Waltz Road Willis, MI 48191		860 Southfield Road Lincoln Park, MI 48146		20000 Dix-Toledo Hwy Brownstown Twp, MI 48183	
Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total
1	Audio/Video Route Survey	1	LSUM	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00
2	Traffic Maintenance and Control	1	LSUM	\$5,500.00	\$5,500.00	\$2,000.00	\$2,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
3	Soil Erosion Silt Fence	880	SFT	\$2.85	\$2,508.00	\$5.00	\$4,400.00	\$4.00	\$3,520.00	\$5.00	\$4,400.00
4	Tree Trimming	1	LSUM	\$975.00	\$975.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
5	Clearing, Brush & Stump Removal	1	LSUM	\$4,000.00	\$4,000.00	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
6	Headwall, Remove	1	EACH	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00	\$800.00	\$800.00	\$5,000.00	\$5,000.00
7	Culvert, Remove	100	LFT	\$12.00	\$1,200.00	\$30.00	\$3,000.00	\$25.00	\$2,500.00	\$30.00	\$3,000.00
8	Sidewalk, Remove	100	SFT	\$2.00	\$200.00	\$30.00	\$3,000.00	\$1.00	\$100.00	\$3.00	\$300.00
9	Culvert, RCP CL IV, 12-inch with End Sections & Rin-Rap	95	LFT	\$51.00	\$4,845.00	\$50.00	\$4,750.00	\$100.00	\$9,500.00	\$90.00	\$8,550.00
10	Ditch Grading	7.5	STA	\$710.00	\$5,325.00	\$900.00	\$6,750.00	\$4,000.00	\$30,000.00	\$4,000.00	\$30,000.00
11	Concrete Driveway Approach, 8-inch, with 6-inch 21AA Aggregate Base (CIP)	14	SYD	\$75.60	\$1,058.40	\$300.00	\$4,200.00	\$285.00	\$3,990.00	\$78.00	\$1,092.00
12	Concrete Sidewalk, 8-inch, with 4-inch 21AA Aggregate Base (CIP)	125	SFT	\$8.40	\$1,050.00	\$32.00	\$4,000.00	\$11.50	\$1,437.50	\$12.00	\$1,500.00
13	Concrete Sidewalk, 4-inch, with 4-inch 21AA Aggregate Base (CIP)	100	SFT	\$6.90	\$690.00	\$30.00	\$3,000.00	\$7.50	\$750.00	\$10.00	\$1,000.00
14	Concrete Pathway, 4-inch, with 4-inch 21AA Aggregate Base (CIP)	18,240	SFT	\$6.90	\$125,856.00	\$0.00	\$0.00	\$7.50	\$136,800.00	\$8.00	\$145,920.00
15	Restoration, 3-inch Topsoil & Hydro-seed	8.8	STA	\$560.00	\$4,928.00	\$700.00	\$6,160.00	\$1,800.00	\$15,840.00	\$2,500.00	\$22,000.00
16	Wayne County Permit Fees	5,000.00	DLR	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00
17	Construction Observation	488	DAYS	18	\$8,784.00	20	\$9,760.00	16	\$7,808.00	20	\$9,760.00
TOTAL BID AMOUNT					\$176,919.40		\$73,020.00		\$240,545.50		\$262,522.00
18	HMA Pathway, 2-inch, MDOT 5EL Wearing Course (Alternate)	2,027	SYD	\$21.25	\$43,073.75	\$21.00	\$42,567.00	\$0.00	\$0.00	\$0.00	\$0.00
19	HMA Pathway, 2-inch, MDOT 4EL Leveling Course (Alternate)	2,027	SYD	\$38.75	\$78,546.25	\$42.00	\$85,134.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL BID AMOUNT WITH ALTERNATE HMA					\$172,683.40		\$200,721.00		\$240,545.50		\$262,522.00

* Correction in bid calculations determined by BEI

CITY OF SOUTHGATE - TRENTON ROAD PATHWAY & DITCH IMPROVEMENTS PROJECT NO. 13107.A					Best Asphalt, Inc. 6334 N. Beverly Plaza Romulus, MI 48174		Great Lakes Contracting Solutions, LLC 2300 Edinburgh Road Waterford, MI 48328		Audia Concrete Construction, Inc. P.O. Box 72 Milford, MI 48381		KAB Enterprises, Inc. 3318 Fort Street Lincoln Park, MI 48146		Anglin Civil 13000 Newburgh Road Livonia, MI 48150	
Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	
1	Audio/Video Route Survey	1	LSUM	\$1,200.00	\$1,200.00	\$1,300.00	\$1,300.00	\$3,000.00	\$3,000.00	\$4,683.16	\$4,683.16	\$3,996.30	\$3,996.30	
2	Traffic Maintenance and Control	1	LSUM	\$8,500.00	\$8,500.00	\$3,500.00	\$3,500.00	\$1,800.00	\$1,800.00	\$2,763.16	\$2,763.16	\$7,038.15	\$7,038.15	
3	Soil Erosion Silt Fence	880	SFT	\$1.35	\$1,188.00	\$5.00	\$4,400.00	\$4.80	\$4,224.00	\$5.18	\$4,558.40	\$5.44	\$4,787.20	
4	Tree Trimming	1	LSUM	\$2,310.00	\$2,310.00	\$10,710.00	\$10,710.00	\$1,150.00	\$1,150.00	\$1,763.16	\$1,763.16	\$185.63	\$185.63	
5	Clearing, Brush & Stump Removal	1	LSUM	\$1,100.00	\$1,100.00	\$3,500.00	\$3,500.00	\$5,800.00	\$5,800.00	\$7,763.16	\$7,763.16	\$1,584.54	\$1,584.54	
6	Headwall, Remove	1	EACH	\$900.00	\$900.00	\$675.00	\$675.00	\$4,000.00	\$4,000.00	\$5,263.16	\$5,263.16	\$665.39	\$665.39	
7	Culvert, Remove	100	LFT	\$25.44	\$2,544.00	\$22.00	\$2,200.00	\$30.00	\$3,000.00	\$40.13	\$4,013.00	\$16.92	\$1,692.00	
8	Sidewalk, Remove	100	SFT	\$12.72	\$1,272.00	\$2.00	\$200.00	\$4.00	\$400.00	\$5.76	\$576.00	\$19.90	\$1,990.00	
9	Culvert, RCP CL IV, 12-inch with End Sections & Rip-Rap	95	LFT	\$125.00	\$11,875.00	\$115.00	\$10,925.00	\$113.00	\$10,735.00	\$65.27	\$6,200.65	\$105.17	\$9,991.15	
10	Ditch Grading	7.5	STA	\$3,202.40	\$24,018.00	\$1,500.00	\$11,250.00	\$2,000.00	\$15,000.00	\$1,160.09	\$8,700.68	\$9,736.37	\$73,022.78	
11	Concrete Driveway Approach, 8-inch, with 6-inch 21AA Aggregate Base (CIP)	14	SYD	\$382.68	\$5,357.52	\$92.00	\$1,288.00	\$120.00	\$1,680.00	\$300.05	\$4,200.70	\$368.34	\$5,156.76	
12	Concrete Sidewalk, 8-inch, with 4-inch 21AA Aggregate Base (CIP)	125	SFT	\$32.18	\$4,022.50	\$11.75	\$1,468.75	\$15.00	\$1,875.00	\$27.11	\$3,388.75	\$33.48	\$4,185.00	
13	Concrete Sidewalk, 4-inch, with 4-inch 21AA Aggregate Base (CIP)	100	SFT	\$22.18	\$2,218.00	\$10.50	\$1,050.00	\$13.00	\$1,300.00	\$18.88	\$1,888.00	\$35.08	\$3,508.00	
14	Concrete Pathway, 4-inch, with 4-inch 21AA Aggregate Base (CIP)	18,240	SFT	\$8.73	\$159,235.20	\$11.25	\$205,200.00	\$13.00	\$237,120.00	\$13.76	\$250,982.40	\$8.86	\$161,606.40	
15	Restoration, 3-inch Topsoil & Hydro-seed	8.8	STA	\$2,937.00	\$25,845.60	\$3,450.00	\$30,360.00	\$3,600.00	\$31,680.00	\$904.90	\$7,963.12	\$5,474.04	\$48,171.55	
16	Wayne County Permit Fees	5,000.00	DLR	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$0.00	\$0.00	
17	Construction Observation	488	DAYS	20	\$9,760.00	35	\$17,080.00		\$0.00	20	\$9,760.00	20	\$9,760.00	
TOTAL BID AMOUNT					\$266,345.82		\$310,106.75		\$327,764.00		\$329,467.50		\$337,340.85	
18	HMA Pathway, 2-inch, MDOT 5EL Wearing Course (Alternate)	2,027	SYD	\$38.19	\$77,411.13	\$51.00	\$103,377.00	\$0.00	\$0.00	\$28.25	\$57,262.75	\$14.97	\$30,344.19	
19	HMA Pathway, 2-inch, MDOT 4EL Leveling Course (Alternate)	2,027	SYD	\$36.21	\$73,397.67	\$51.00	\$103,377.00	\$0.00	\$0.00	\$53.88	\$109,214.76	\$16.86	\$34,175.22	
TOTAL BID AMOUNT WITH ALTERNATE HMA					\$257,919.42		\$311,660.75	*	\$327,764.00		\$244,962.61	*	\$240,253.86	

* = Correction in bid calculations determined by BEI

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

April 9, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Approve Quote for Sanitary Sewer Lining **(WAIVER OF BID)**

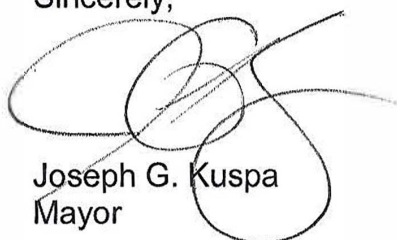
Ladies and Gentlemen:

It is recommended by the City Engineer and I concur that the City waive the bid process and approve the quote for the Kennebec Avenue sanitary sewer lining from SAK Construction, LLC, O'Fallon, Missouri, in the amount of \$32,430.00, plus an additional \$2,700.00 for 6 protruding traps, totaling \$35,130.00.

Funds for this purchase are available in the Water/Sewer Fund Budget.

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 *DWD*

DATE: April 9, 2025

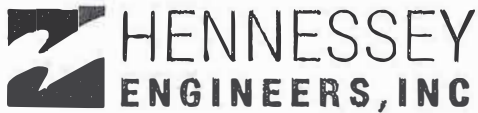
RE: Recommendation to Approve Quote for Sanitary Sewer Lining (WAIVER OF BID)

I have reviewed the above with the City Engineer, and concur with his recommendation to waive the city bidding process and approve the quote from SAK Construction, LLC (O'Fallon MO) for Kennebec Avenue sanitary sewer lining in the amount of \$32,430.00, plus an additional \$2,700.00 for six (6) protruding taps, for a total contract amount of \$35,130.00.

Funds are available in the Water / Sewer Fund budget.

Proposed Motion

Waive the city bid process and approve quote for Kennebec Avenue sanitary sewer lining from SAK Construction, LLC in the amount of \$32,430.00, plus \$2,700.00 for six (6) protruding taps, for a total contract amount of \$35,130.00.



April 9, 2025

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

**Re: Kennebec Avenue Sanitary Sewer Lining
Waiver of Bid
City of Southgate
Hennessey Project No. 13143.B.25**

Dear Mr. Marsh:

Hennessey Engineers is recommending waiving the bid process in order to complete approximately 290 feet of sanitary sewer lining in Kennebec Avenue, between Leroy Avenue and Pennsylvania Road. The method of lining this sanitary sewer will be by the cured-in-place-pipe method. (CIPP). This section of sanitary sewer lies 2 feet off the back of curb on the west side of Kennebec Avenue and has a failed pipe joint, causing erosion of the subbase, undermining of the street pavement and pavement failure and settlement. The lining of the sanitary sewer must be accomplished before the failed section of Kennebec Avenue can be replaced.

As a result of closed circuit televising of the subject sewer by the Department of Public Services, and a discussion with City officials, Hennessey Engineers contacted SAK Construction, LLC to (SAK) submit a quote for this sewer lining work. Enclosed is the quote from SAK with a base quote of \$32,430.00. It is estimated an additional \$450.00 for six (6) protruding taps each, will need trimming for an additional estimate of \$2,700.00 for a total of **\$35,130.00**.

Hennessey Engineers has recently worked with SAK in 2023 on an emergency sanitary sewer lining in Eureka Road, from "Mexican Gardens", west to Reeck Road. We feel that waiving the bid process is in the best interests of the City and we ask that this recommendation be approved at the regular City Council meeting schedule of April 16, 2025. If the City Council approves, the enclosed quote will need to be signed and returned to me so that we can proceed with this sewer lining work as soon as possible.

If you have any questions, or if additional information is necessary, please do not hesitate to contact me.



Very Truly Yours,

HENNESSEY ENGINEERS, INC

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

John M. Miller
Project / Construction Manager

Enclosure

cc: Doug Drysdale, Assistant City Administrator / Finance Director, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Phil Ferro, Water & Sewer Superintendent, City of Southgate
Michael Orlando, Project Engineer, Hennessey Engineers, Inc.
John Hennessey, P.E., Vice President, Hennessey Engineers, Inc.
Brandon Stangle, Senior Project Manager, SAK Construction, LLC

File B.3



SAK™

Pipeline Infrastructure. Solved.™

636.385.1000 *tel*
636.385.1100 *fax*
864 Hoff Road
O'Fallon, MO 63366
www.sakcon.com

April 1, 2025

Re: Southgate, MI – Kennebec Sanitary Sewer

Prime Contractor:

SAK Construction, LLC is pleased to offer the following quotation on the above referenced project:

Item	Description	Diameter	Quantity	Total Price
1	10" Cured-in-place Pipe (CIPP)	10	~283 LF LS	\$32,430.00
Total				\$32,430.00

INCLUSIONS:

- Pipeline cleaning, measuring of pipe and diameter, televising, and service connection identification via CCTV.
- Bypass Pumping up to a 4-inch pump. If larger pumps are needed, they are to be supplied by others.
- CIPP Installation, curing, and end cutting per ASTM F-1216 latest revision.
- Live service connection reinstatement. Only capped services will not be cut.
- CCTV Acceptance Inspection.
- Traffic Control (Cones Only).
- Price includes one mobilization.

EXCLUSIONS:

- Removal/Trimming of protruding taps, hanging gaskets, etc. (\$450.00/EA)
- Grouting or infiltration control.
- Void or invert repair.
- Lateral cleaning or televising.
- Any special insurance required, i.e., railroad protective insurance.
- Heavy Traffic Control, Traffic Control Plans, Flaggers, and Arrow Boards.
- Access into the site. We will need access for our equipment.
- Point repairs.
- Permits.
- Performance and Payment Bonds (Add 1.5% if bonding is needed).

NOTE:

This proposal assumes that the pipe can be lined without excavation (point repairs excluded). In the event that after pre-cleaning/CCTV inspection an obstruction is found that will impede the lining, the necessary repair(s), cleaning/CCTV pre and post repair, and additional mobilization (if necessary) may be negotiated with the Prime Contractor/Owner.

This proposal and its unit prices assume that the lengths of each pipe segments provided are accurate. If the actual length of a segment to be lined is more than 10% less than given, the price of that segment may be negotiated with the Prime Contractor/Owner at a higher unit price or lump sum.

PAYMENT TERMS:

- Net 30 days after receipt of an invoice
- Partial monthly payments will be requested
- Final Payment in full within 30 days of completion of SAK work

Thank you for the opportunity to quote on this project. Please call with any questions.

Sincerely,
SAK Construction, LLC

Tim Bussen
Tim Bussen
General Manager – Central Region

Accepted By
Printed Name:
Title:

Date

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

April 9, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Approve Postage Machine Lease **(WAIVER OF BID)**

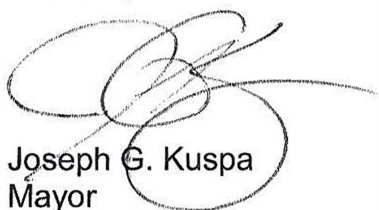
Ladies and Gentlemen:

It is recommended by the Assistant City Administrator/Finance Direction and I concur that the City waive the bid process and approve the five (5) year lease for the City's postage machine with Qadient Leasing USA, Inc. Qadient is our current postage machine vendor. The new lease terms are \$261.81 a month / \$3,141.72 annually, under the Sourcewell Contract #011322-QDT.

Funds for this purchase are available in the General Fund Budget.

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

BILL COLOVOS

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

MEMORANDUM

TO: Honorable Mayor and City Council

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

DATE: April 10, 2025

RE: Recommendation to Approve Postage Machine Lease **(WAIVER OF BID)**

The lease on the city's postage machine is near expiration. A new 5-year lease has been drafted by Qadient Leasing USA, Inc. and presented to the finance department. Qadient is our current vendor for the postage machine.

The new lease terms are \$261.81 / month, for an annual amount of \$3,141.72 and a total commitment of \$15,708.60, under the Sourcwell Contract #011322-QDT. Sourcwell is a national purchasing cooperative that solicits bids and requests for proposals on behalf of state and local governments.

I recommend waiving the city bid process and approve the lease to Qadient Leasing USA, Inc. for a 5-year term in the amount of \$261.81 per month, or a total lease agreement amount of \$15,708.60.

Funds have been appropriated in the General Fund budget.

Proposed Motion

Waive the city bid process and approve a 5-year lease agreement with Qadient Leasing USA, Inc. for a postage machine at the amount of \$261.81 per month or a total amount of \$15,708.60, under the Sourcwell Contract #011322-QDT.

Customer

Organization	City of Southgate		
DBA			
Address	14400 Dix Toledo Rd		
City State Zip	Southgate	MI	48195-2598
Phone	(734) 258-3010	Fax	

LEASE - Sourcewell - Purchase Order

Sourcewell Contract #: 011322-QDT

Sourcewell Membership #: 157781

Vendor

Company Name	Quadient Leasing USA, Inc.	FEDERAL ID# 94-2984524
Attention	Government Sales	DUNS# 150836872
Address	478 Wheelers Farms Rd	
City State Zip	Milford	CT 06461
Phone	(866) 448-0045	Fax (203) 301-2600

Ship To

Organization	City of Southgate		
Attention	Andrea Stephens ext. 3116		
Address	14400 Dix Toledo Rd		
City State Zip	Southgate	MI	48195-2598
Phone	(734) 258-3010	Email	astephens@southgatemi.gov

P.O. Number	P.O. Date	Requisitioner	Shipped Via	F.O.B. Point	Terms
			Ground	Destination	Quarterly Invoicing

QTY	Unit	Description	Unit Price	Total
60	Months	Lease Payment	\$261.81	\$15,708.60

Lease payment specified above for products listed below includes equipment maintenance, meter rental, meter resets, postal rate changes, software license/support/subscription fees, delivery, installation, operator training, and lease document fees.

Products

QTY	Product ID	Description
1	IX7	IX-7 Series Base w/ Mixed Size Feeder, Sealer, Drop Tray & Ink Cartridge
1	IXWP10	IX Series 10 lb Weighing Platform
1	ESP01N	15 AMP Power Conditioning line filter. 4 standard outlets, plus 1 "corded" outlet

1) Order is governed under the terms and conditions of the Sourcewell (formerly NJPA) Contract #: 011322-QDT. Enter this order in accordance with the prices, terms, delivery, and specifications listed above.

2) Payments will be sent to:
 Quadient Leasing USA Inc.
 Dept 3682
 PO Box 123682
 Dallas TX 75312-3682
 Federal ID Number 94-2984524

3) Send all correspondence to:
 Quadient Leasing USA Inc.,
 478 Wheelers Farms Rd
 Milford CT 06461
 Phone: 203-301-3400; Fax: 203-301-2600

Authorized by

Date

Doug Drysdale

City Admin/Finance Director

Print Name

Title



Why Wait Program Agreement

The Quadient Leasing Why Wait program entitles you to upgrade your Quadient equipment up to 6 months prior to the end of the term of your Current Lease. Your new lease term will automatically commence and billing will begin after your Current Lease has reached the end of its current term. The transition from your Current Lease to the New Lease will be seamless.

By electing to participate in this program, you agree to the following:

- You agree to continue making payments on lease number N20051729 through the end of its Initial Term or, if applicable, the current Renewal Term.
- The term of the new lease, being signed concurrently with this agreement, ("New Lease") will commence when the Current Lease reaches the end of its Initial Term or, if applicable, the current Renewal Term.
- The Products that are subject to the Current Lease will be replaced with the Products identified in the New Lease for the remainder of the Current Lease's Initial Term or, if applicable, the current Renewal Term.
- If a subscription to the Impress Platform is included on the New Lease, then any associated Usage Fees will be in addition to the payments on the Current Lease and the New Lease.
- The replaced products from the Current Lease must be returned to us within thirty (30) days of the effective date of this agreement.

Company: City of Southgate

Signature: _____

Name (printed): Doug Drysdale

Title: City Admin/Finance Director

Date: _____

Company: Quadient Leasing USA Inc.

Signature : _____

Name (printed): _____

Title: _____

Date: _____

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

March 9, 2023

To the Honorable
City Council
Southgate, Michigan 48195

Re: Contract Extension for 2025 Spray Patch Repair Program **(Waiver of Bid)**

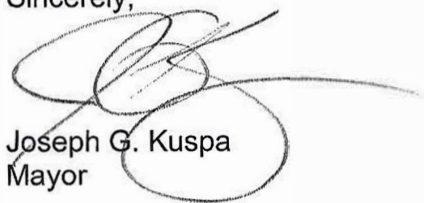
Ladies and Gentlemen:

It is recommended by the City Engineer and I concur with his recommendation to approve this contract extension, at a 2.63 increase to the prior year's costs of \$380.00 per ton to \$390.00 per ton, with Highway Maintenance & Construction Company for the 2025 Spray Patch Repair Program.

Adequate funds are available in the Major & Local Street Funds.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

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 *DWD*

DATE: April 10, 2025

RE: Recommendation for Contract Extension – 2025 Spray Patch Repair Program
(Waiver of Bid)

I have reviewed the above with the City Engineer and concur with his recommendation to waive the city bid process and approve a contract extension with Highway Maintenance & Construction Company (Romulus MI). This contract extension will cover the 2025 Spray Patch Repair Program. The contractor has proposed increasing the cost from \$380.00 per ton to \$390.00 per ton, a 2.63% increase to the prior year costs.

Adequate funding for this project is available in the Major & Local Street Funds.

Proposed Motion

Waive the city bid process and approve a contract extension with Highway Maintenance & Construction Company for the 2025 Spray Patch Repair Program at a rate of \$390.00 per ton unit price.



April 9, 2025

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

**Re: 2025 Spray Patch Repair Program
Request for Contract Extension to Highway Maintenance & Construction Company
City of Southgate
Hennessey Project No. 13080.25**

Dear Mr. Marsh:

Enclosed is a copy of the December 19, 2024 letter our office received from Highway Maintenance & Construction Company regarding an extension of their current 2014 contract for the City wide Spray Patch Repair Program for the 2025 construction season with a nominal price increase.

Due to increases in material, fuel and labor, Highway Maintenance is requesting an increase of \$10.00 in their unit price. \$380.00 per ton (2023 unit price) to \$390.00 per ton of material. This equates to a 2.63 per cent increase.

There was no Spray Patch Repair Program performed in 2024.

Highway Maintenance has been awarded the annual Spray Patch Repair Program since 2014 and has always performed well for the City and I have no reason not to recommend them for this needed preventative maintenance work.

Therefore, I recommend that City Council grant the extension for the 2025 Spray Patch Repair Program to Highway Maintenance & Construction Company with an increase in the unit price of 2.63 percent. The amount of work to be performed for the 2025 program will be determined from the approved budget. If the City Council grants the extension, an appropriate change order will be prepared after completion of the work.

If you have any questions or need additional information, please do not hesitate to contact me.



Very Truly Yours,

HENNESSEY ENGINEERS, INC

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

John M. Miller

Project / Construction Manager

cc: Doug Drysdale, Finance Director, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Lori Kennedy, HR/Accounting Group, Hennessey Engineers, Inc.
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.
Jake Demek, Highway Maintenance & Construction Company

File B.3



(734) 941-8885

Fax (734) 941-8962

P.O. Box 744-11

Romulus, MI 48174-0411

December 19, 2024

John Miller
Hennessey Engineers, Inc.
13500 Reeck Rd.
Southgate, MI 48195

Subject: 2023 Spray Patch Contract

John,

We are happy that you are interested in renewing the city of Southgate's contract for the 2025 construction season. Given that we have been able to hold our price for close to a decade, we are respectfully requesting a small percentage increase for the upcoming 2023 construction season.

This year we are humbly requesting a small increase to cover rising material, labor, and fuel costs since we last worked for the city in 2023. ***We are requesting a \$10 per ton increase, which is a 2.63% increase*** over our previous price of \$380 per ton that we have held from 2023. We are grateful for the City of Southgate's faith in our work, and hope that we can continue our relationship for years to come and can continue to help maintain the city's roads. The new price, if the small increase is approved, would be ***\$390.00 per ton*** which includes all labor, equipment, and materials; and we still feel this is great value for the city. We would again be using HFRS-2 asphalt emulsion, a clean washed #9 limestone, and a 1-ton steel wheeled roller to roll all patches.

As always, we appreciate the opportunity to work for the City of Southgate. Please feel free to contact us with any questions you may have.

Sincerely,

Jake Demek

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

April 10, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Approve Proposal for Repairs to Northpointe Subdivision Entrance Sign

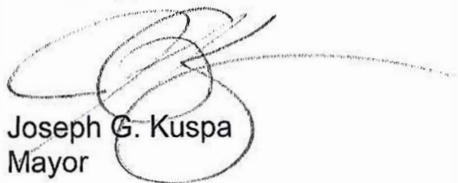
Ladies and Gentlemen:

It is recommended by the City Administrator and I concur with his recommendation to approve the proposal from Rally Point Partners for Repairs to the Northpointe Subdivision Entrance Sign in the amount of \$14,182.40. Rally Point Partners is the City's approved contractor for construction services.

Adequate funds are available in the General Fund. Costs will be billed to the responsible party for these repairs.

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: Honorable Mayor and City Council

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

DATE: April 10, 2025

RE: Recommendation to Approve Proposal for Repairs to Northpointe Subdivision Entrance Sign

I have reviewed the above proposal with the City Administrator and concur with his recommendation to approve the proposal from Rally Point Partners (Ann Arbor MI) in the amount of \$14,182.40 for repairs to the Northpointe subdivision entrance sign. Rally Point Partners is the city-approved contractor for construction services.

Adequate funds are available in the General Fund budget. Costs will be billed to the responsible party for these repairs.

Proposed Motions

Approve the proposal from Rally Point Partners in the amount of \$14,182.40 for repairs to the Northpointe subdivision entrance sign, and bill the responsible party for reimbursement of the costs.

ESTIMATE

Rally Point Partners LLC
1355 Ardmoor Ave
Ann Arbor, MI 48103-5347

gabe.arreola@rallypp.com
+1 (313) 457-9790
www.rallypp.com



Bill to

City of Southgate
14400 Dix-Toledo Hwy.
Southgate, Michigan 48195
United States

Ship to

City of Southgate
14400 Dix-Toledo Hwy.
Southgate, Michigan 48195
United States

Estimate details

Estimate no.: 1055
Estimate date: 02/25/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		City of Southgate Materials	Material needed to rebuild North Point sign. Rebuild sign with wood roof framing and brick and mortar for the columns	1	\$8,282.00	\$8,282.00
2.		City of Southgate Journeymen	Labor for the North Point sign	120	\$27.35	\$3,282.00
3.		City of Southgate General Labor	Labor for the North Point sign	120	\$21.82	\$2,618.40
Total						\$14,182.40

Accepted date

Accepted by

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

April 10, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Approve Proposal for Electrical Improvements – City Hall CDBG Parking and
ADA Improvements

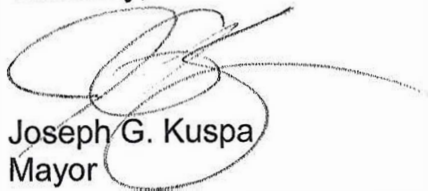
Ladies and Gentlemen:

It is recommended by the City Engineer and I concur with his recommendation to approve the proposal from Riney Electric, the City's approved contractor, for the City Hall CDBG Parking and ADA Improvements project. The total amount for electrical improvements is \$35,625.00.

Funds are available in the Street Funds Budget.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

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: April 10, 2025

RE: Request to Approve Proposal for Electrical Improvements - City Hall CDBG
Parking and ADA Improvements

I have reviewed the above proposal with the City Engineer and concur with his recommendation to approve the proposal from Riney Electric (Wyandotte MI) in the amount of \$35,625.00 for electrical improvements (with alternate bollard lighting) related to the City Hall CDBG Parking and ADA Improvements project. Riney Electric is the city-approved contractor for electric services.

Adequate funds are available in the Streets Fund budget.

Proposed Motions

Approve the proposal from Riney Electric in the amount of \$35,625.00 for electrical improvements (with alternate bollard lighting) related to the City Hall CDBG Parking and ADA Improvements project.



RINEY
ELECTRIC

Estimate

Estimate No.

2375

Date

03/11/25

Riney Electric
1459 Fort St.
Wyandotte, MI 48192
Phone 734-281-6311

Name/Address

City of Southgate City Hall
14400 Dix-Toledo Rd
Southgate, MI 48195

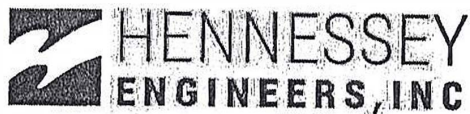
Project

Southgate City Hall

Item	Description	Total
Estimate	Electrical Installation to Include: Provide and Install the Following... Power to (13) New Bollard Lights for the New Entrance to City Hall. Power to a New Flagpole to Re-Install Light Fixtures. Power to a New Planter for a possible future Sign. All Underground schedule 80 PVC Conduits per spec. Wiring and Labor. Photocell Control for Lighting. Remove, Maintain and Re-Install decorative Pole Light. All Excavation and Cement Not Included. **Alternate Bollard Light Fixture will Save \$4,000.	39,625.00

Total Due

\$39,625.00



April 10, 2025

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

**Re: City Hall CDBG Parking & ADA Improvements
Riney Electric Recommendation for Electrical Work
City of Southgate
Hennessey Project No. 13138**

Dear Mr. Marsh:

Riney Electric of 1459 Fort Street, Wyandotte, MI 48192, submitted an estimate for electrical work at the request of Hennessey Engineers for the above referenced project. Estimate #2375, dated March 11, 2025 from Riney Electric is enclosed.

In accordance with the approved plans for the City Hall improvements, overhead and underground electrical power was required to be disconnected and removed from the Gazebo, Picnic Shelter, ground lighting, existing decorative light pole and electrical outlets on the brick planters. Electrical improvements include electrical power for new lighted bollards, ground light for a new flagpole and new electrical power for a future sign within the proposed plaza planter and the re-installation of a decorative light pole. The estimate includes all conduit, wiring, photocell control and labor. The estimate also includes an alternate for the proposed lighted bollards, which will reduce the cost by \$4,000.00 to \$35,625.00.

<u>Contractor</u>	<u>Estimate</u>	<u>Alternate Bollard Lighting</u>
Riney Electric	\$ 39,6256.00	\$35,625.00

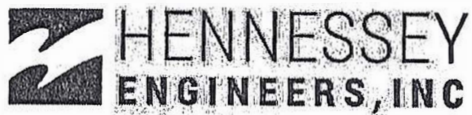
Since Riney Electric is currently under contract with the City of Southgate for electrical work and miscellaneous repairs, and is familiar with the Municipal Complex electrical power, Hennessey Engineers recommends that the City of Southgate retain Riney Electric's services for the proposed electrical work.

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

13500 Raack Road Southgate, MI 48195 | 734 759.1600 | Fax 734 282.6566 | www.hengineers.com

Engineering
for Results

page 38



Mr. Dan Marsh
City Hall CDBG Parking & ADA Improvements
Riney Electric Recommendation

April 10, 2025
Page 2

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in dark 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
Kevin Anderson, Director of Public Services, City of Southgate
Julie Goddard, Director of Parks & Recreation, City of Southgate
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.
Ray Parker, R.A, Project Architect, Hennessey Engineers, Inc.
Michael Orlando, Project Engineer, Hennessey Engineers, Inc.

File B.3

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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KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

VICTORIA ARAJ

April 10, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Contract Extension for Parks Mowing and Cleanup **(Waiver of Bid)**

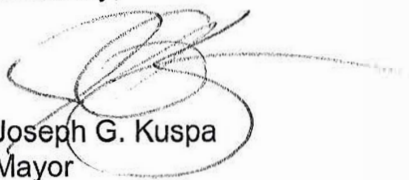
Ladies and Gentlemen:

It is recommended by the Parks & Recreation Director and I concur with her recommendation to waive the bid process and approve the contract extension with Davey Tree Expert Company for parks maintenance in the amount of \$5,349.00 for the period of April 17-May 4, 2025. This extension is short-term as this will be bid out in conjunction with the lawn/grass/rubbish contract.

Adequate funds are available in the Parks & Recreation Millage Fund.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,


Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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ED GAWLIK JR.

VICTORIA ARAJ

MEMORANDUM

TO: Honorable Mayor and City Council

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

DATE: April 10, 2025

RE: Recommendation for Contract Extension – Parks Mowing & Cleanup (Waiver of Bid)

I have reviewed the above with the Parks and Recreation Director and concur with her recommendation to waive the city bid process and approve a contract extension with the Davey Tree Expert Company for parks maintenance in the amount of \$5,349.00, for the period of April 17 – May 4, 2025. This extension is short-term as this will be bid out in conjunction with the lawn/grass/rubbish contract.

Adequate funding is available in the Parks & Recreation Millage Fund.

Proposed Motion

Waive the city bid process and approve a contract extension with the Davey Tree Expert Company for parks maintenance in the amount of \$5,349.00 for the period of April 17 – May 4, 2025.

Southgate Michigan

PARKS & REC

14700 Reaume Parkway—Southgate, MI 48195 (734)258-3035

To: Dan Marsh, City Administrator
From: Julie Goddard, Parks & Recreation Director
Date: April 10th, 2025
Re: Davey Park Maintenance Extension - April/May 2025

Our Davey Park Maintenance agreement at our designated parks is up for renewal. This bid will now be included in the Lawn/Grass/Rubbish Contract for the City instead of two separate contracts.

I am asking that we waive the bid and have our current Contractor - Davey do Spring clean-up and two mowings and trimmings of the time period of April 17th - May 4th, 2025.

It will include Kiwanis Park, Cobb Park, Lions Park & Rotary Park.

We have been very pleased with Davey. The Davey staff works excellent with the Parks & Recreation Department and also handling our Golf Course.

It is my recommendation to the Administration and Council that we waive the bid and add the extension for Davey to continue Park Maintenance for the dates mentioned above.

Respectfully Submitted,



Julie Goddard
Parks & Recreation Director
City of Southgate



Proven Solutions for a Growing World

PEP Reference

Number: 31174

Proposed Date: 3/28/2025

PROPERTY ENHANCEMENT PROPOSAL

Enhancement: Spring Cleanup and one month of mowing for April 2025

Job Type: Base Maint. Contract Renewal

Job Site: **Kiwanis Park**

Customer: City of Southgate

Contact: Julie Goddard

Email: jgoddard@southgatemi.gov

Proposed By: Marc Jobe

Email: marc.jobe@davey.com

Description

Spring Cleanup and 2 mowing, trimming & cleanup April 17-May 4 2025.

Itemized List of Services and Materials

[illegible]

Prices subject to change if not accepted (signed) within 45 days of above date. Prices subject to change if work not started within 45 days of acceptance. **Total price does not include any state and or local applicable taxes.**
The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Any alteration or deviation from specifications involving extra costs will be a extra charge over and above the estimate.

We guarantee all nursery stock to be of highest quality, and state inspected when it leaves the nursery. THE DAVEY TREE EXPERT CO. agrees to replace any woody plant material which fails to survive the first year after planting date, providing all plants have received reasonable care (watering, spraying, cultivation, and pruning). We will not be responsible for damaged plants due to vandalism, wind, rain, drought, extreme cold, acts of God, insects, or disease. WE RESERVE THE RIGHT TO VOID GUARANTEE IF ACCOUNT IS NOT PAID WITHIN 30 DAYS AFTER BILLED DATE. We reserve the right to substitute materials if necessary due to availability while fulfilling the intentions of the design and specifications. Bulbs, Annuals, Perennials, and transplanted material are sold at a no return, no refund, or guarantee basis. Fine cracks and warping of construction materials not subject to guarantee. All manufacturers warranties supersede The Davey Tree Expert Company warranty. Deposit must be received, or credit terms must be established to schedule work.

Accepted By:

Date:

Due to escalating petroleum costs which have affected our fertilizer and fuel costs, a fuel surcharge will be added to the invoiced amount. Currently that surcharge is set at 2.5% and will be adjusted – up or down- based on the national average cost of gas.

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

April 11, 2025

To the Honorable
City Council
Southgate, Michigan 48195

Re: Contract Extension for Municipal Property Mowing **(Waiver of Bid)**

Ladies and Gentlemen:

It is recommended by the Parks & Recreation Director and I concur with her recommendation to waive the bid process and approve the contract extension with US Lawns for Municipal Property Mowing in the amount of \$1,650.00 per week for the month of May 2025. This extension is short-term as this will be bid out in conjunction with the parks maintenance contract.

Adequate funds are available in the General Fund and the Streets Fund.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,

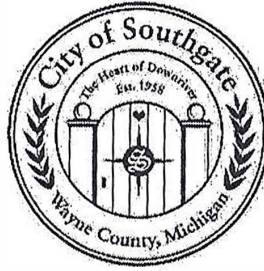
Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
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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: April 10, 2025

RE: Recommendation for Contract Extension –Municipal Property Mowing (**Waiver of Bid**)

I have reviewed the above with the City Administrator and concur with his recommendation to waive the city bid process and approve a contract extension with US Lawns for municipal property mowing in the amount of \$1,650.00 per week for the month of May 2025. This extension is short-term as this will be bid out in conjunction with the parks maintenance contract.

Adequate funding is available in the General Fund and Streets Funds.

Proposed Motion

Waive the city bid process and approve a contract extension with US Lawns for municipal property mowing in the amount of \$1,650.00 per week for the month of May 2025.

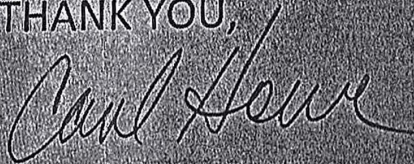
APRIL 11, 2025

CITY OF SOUTHGATE,

U.S. LAWNS WILL EXTEND CONTRACT FOR MONTH OF MAY FOR
PARKS AND MISC LOCATIONS FOR 2025 WITH INCREASE OF
PRICE 10% CONTRACT PRICE

$\$1500.00 + \$150.00 (10\%) = 1650.00$ PER WEEK.

THANK YOU,



CAROL HOWE

U.S. LAWNS