

Southgate City Council Agenda

Council Chambers

Wednesday November 6, 2019

6:30pm **Work Study Session**

1. Halloween Home Decorating Awards
2. Officials Reports
3. Discussions regarding agenda items:

7:00 pm **Regular Meeting**

Pledge of Allegiance

Roll Call: Colovos, Farrah, George, Graziani, Rauch, Rollet, Zamecki.

Minutes:

1. Work Study Session Minutes dated October 16, 2019.
2. Regular City Council Meeting Minutes dated October 16, 2019.

Scheduled Persons in the Audience:

Consideration of Bids:

- | | |
|---|---------|
| 1. Letter from Mayor; Re: Purchase of Ice Arena Bleachers | Page 5 |
| 2. Letter from Mayor; Re: Purchase of Dog Park Fencing | Page 12 |
| 3. Letter from Mayor; Re: Purchase and Delivery of Trees | Page 18 |

Scheduled Hearings:

Communications "A" –

- | | |
|--|---------|
| 1. Memo from Administrator; Re: New Computer Software Platform | Page 22 |
| 2. Letter from Mayor; Re: Purchase of 1 DEA Police Vehicle | Page 42 |

Communications "B" – (Receive and File)

Ordinances:

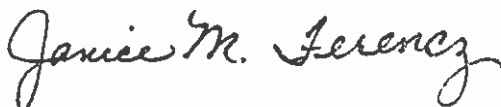
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1388 \$ 1,782,757.04

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

October 16, 2019

An Informal Meeting of the Council of the City of Southgate was held on October 16, 2019 at 6:30 P.M. in the Council Chambers of the Municipal Building, 14400 Dix-Toledo Highway, Southgate, Michigan.

Present: Bill Colovos, Mark Farrah, Karen George, John Graziani, Phillip Rauch, Christopher Rollet, Dale Zamecki

Absent:

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lenti, City Attorney Ed Zelenak, City Clerk Jan Ferencz, City Treasurer Jim Dallos, City Engineer John Hennessey, Public Safety Director Jeff Smith, Police Chief Brett Selby, Fire Chief Mike Sypula, DPS Director Bob Tarabula, Building Inspections Director Bob Casanova, and Parks & Recreation Director Julie Goddard.

Mayor Kuspa presented Talia Harris with a certificate and congratulations on winning the Ms. Michigan Pre-Teen contest. He spoke about all the groups she belongs. Ms. Harris will be competing in the national pageant in California in November.

Discussion took place on the following items scheduled for action at the regular meeting:

- Anna Renaud – regarding Train Barn dedication
- Appointment to Plan Commission
- Rezoning ordinance for property at west side of Fort Street, between Leroy and the vacated Barberry Street from M-1 (Light Industrial) to C-2 (General Business).

This meeting ended at 6:58 pm.

City of Southgate Regular City Council Meeting October 16, 2019

A Regular Meeting of the Council of the City of Southgate was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Wednesday, October 16, 2019 and was called to order at 7:00 PM by Council President John Graziani.

This meeting began with the Pledge of Allegiance, followed by roll call.

Present: Bill Colovos, Mark Farrah, Karen George, John Graziani, Phillip Rauch, Christopher Rollet, Dale Zamecki

Absent:

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, City Attorney Ed Zelenak, City Engineer John Hennessey, City Clerk Janice Ferencz, City Treasurer James Dallos, Public Safety Director Jeff Smith, Police Chief Brett Selby, Fire Chief Mike Sypula, DPS Director Bob Tarabula, Building Inspections Director Bob Casanova, and Parks & Recreation Director Julie Goddard

Minutes:

Moved by Zamecki, supported by George, RESOLVED, that the minutes of the City Council Work Study Session dated October 2, 2019 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Colovos, RESOLVED, that the minutes of the Regular City Council Meeting dated October 2, 2019 be approved as presented. Carried unanimously.

Scheduled Persons in Audience:

Anna Renaud, 12835 Cherry, spoke about and encouraged everyone to attend the dedication of the train barn at Kiwanis Park on October 19, 2019.

Communications A:

1. Letter from Mayor; Re: Appointment to Plan Commission moved by George, supported by Zamecki, RESOLVED that the Southgate City Council concurs with the Mayor's appointment of Leticia Crawford (12872 Birrell, Southgate, MI 48195) to the Plan Commission for a term expiring December 2021.

Motion carried unanimously.

Ordinances:

Moved by George, supported by Rollet, RESOLVED THAT the Southgate City Council hereby waives the first reading and approves the second reading to adopt an Ordinance to the City of Southgate Codified Ordinances to concur with the Plan Commission request by Versa Development to rezone property to develop two new restaurants at the west side of Fort Street between Leroy and the vacated Barbary Street, Southgate, MI from M-1 (light industrial) to C-2 (General Business). This ordinance shall be otherwise known as Ordinance no. 1007.

Motion carried unanimously.

Regular City Council Meeting
October 16, 2019

Claims and Accounts:

Moved by Farrah, supported by Rollet, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1387 in the amount of \$1,277,067.04.

Motion carried unanimously.

Adjournment:

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

John Graziani
Council President

Janice M. Ferencz
City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

October 31, 2019

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for the Purchase of Ice Arena Bleachers

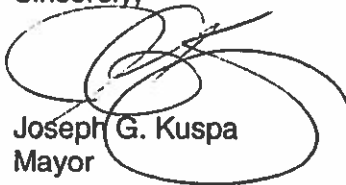
Ladies and Gentlemen:

Bids for the Purchase of Ice Arena Bleachers for the Southgate Ice Arena were received and reviewed by the administration. It is recommended by the Recreation Director and Administration, and I concur, that the bid be awarded to StudiSteel Bleacher Co. in the amount of \$139,409.00.

Adequate funds are available through CDBG for the purchase and the Recreation Millage Fund for the installation.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

Memorandum

To: Honorable City Council Members

From: Dustin Lent, City Administrator

Date: November, 1 2019

Re: Southgate Ice Arena Bleacher Bid

Administration has reviewed the letter from the Parks & Recreation Director Julie Goddard, and Ray Parker from Hennessey Engineers and we are recommending to award the purchase & installation of new ADA Bleachers for Ice Arena "B" to StudiSteel Bleacher Co. in the amount of \$139,409.00. This price include an upgrade to the plastic coated seat covers. This project will be funded using CDBG funds to purchase the Bleachers and Funds from the Recreation Millage to install.

Your favorable consideration of this matter is requested.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, ACA/Finance Director 

DATE: February 28, 2019

RE: Recommendation for Southgate Ice Arena Bleacher

I have reviewed the above with the Parks & Recreation Director and concur with her recommendation to award this purchase to StudiSteel Bleacher Co., in the amount of \$139,6409.00.

CDBG Funds will cover the \$139,409.00 of this Capital Improvement.



Southgate Parks & Recreation Department

14700 Reaume Parkway

Southgate, MI 48195 (734)258-3035

To: Dustin Lent, City Administrator
From: Julie Goddard, Parks & Recreation Director
Date: November 1st, 2019
Re: Ice Arena Bleacher Replacement

It is the recommendation of Hennessey Engineers and I concur, that we award the bleacher bid for Arena B (oldest side) to SturdiSteel Bleacher Co. in the amount of \$120,149.00 and to allow for the additional cost of \$18,360.00 to include plastic coated seat covers for a grand total of \$139,409.00. Funds are available to purchase the bleachers with CDBG Funds and Recreation Millage Funds are available to install the bleachers.

SturdiSteel was the lowest bid after following all of our requests. They have provided ample references of bleacher projects in Michigan and I am confident that they will do an excellent job.

This project will allow our current bleachers to be removed in Arena B and install new ADA compliant bleachers that will include access ramps at both ends of the bleachers.

I appreciate your consideration in this matter.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julie Goddard".

Julie Goddard
Parks & Recreation
City of Southgate



October 31, 2019

Mr. Dustin Lent, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: Southgate CDBG Ice Arena Bleacher Replacement
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13100**

Dear Mr. Lent:

As you are aware, the City of Southgate opened bids on Wednesday, October 30, 2019 for the above referenced project and received bids from six (6) contractors. Attached is a copy of the bid tabulation.

Our office has reviewed the six (6) bids received and in summary, bids received were as follows:

Contractor	Bid Amount
• Southern Bleacher Company	\$143,600.00
• GT Grandstands	\$94,160.00 Non Responsive to Addendum
• SturdiSteel Bleacher Co.	\$120,149.00.
• Penchura	\$143,260.00
• American Athletix	\$154,547.00
• Interkal	\$161,321.00

This project involves the purchase and installation of new ADA compliant bleachers and access ramps to the existing Rink "B" utilizing CDBG Funds.

StudiSteel is the apparent responsive low bidder that met the specifications and Addendum that was issued and has provided extensive references for similar projects. SturdiSteel has also completed similar construction projects within the State of Michigan that were of budget.

Therefore, based upon the outcome of the bids, references and past experience, it is our office's recommendation to award the Southgate Ice Arena Bleacher Replacement Project to, SturdiSteel Bleacher Co. in the amount of \$120,149.00, and to allow for the additional cost of \$18,360.00 for the inclusion of countoured seat covers for a total of \$139,409.00. If you have any questions, please do not hesitate to contact me at any time.



Mr. Dustin Lent
CDBG Ice Arena Bleacher Replacement
Recommendation of Contract Award

Page 2

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in black ink that reads 'Raymond D. Parker'.

Raymond D. Parker, RA.
Project Architect

cc: Honorable Mayor Joseph Kuspa, City of Southgate
City Council Members, City of Southgate
Dave Angileri, Finance Director, City of Southgate
John Miller, Construction Manager, Hennessey Engineers, Inc.
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.4

BIDDERS LIST

City of Southgate, County of Wayne

Project Name: Ice Arena Bleacher Replacement

HEI Project No: 13000

BID DATE: 10-30-19

Company	Bid Amount	Value Engineering	Bid Bond
Southern Bleacher Company	\$ <u>143,600⁰⁰</u>	\$ <u>-20,000⁰⁰</u> CHAIR LINK	<u>Yes</u>
GT ^{AN} Grndstands	\$ <u>94,160⁰⁰</u> 50,000⁰⁰	<u>N/A</u>	<u>Yes</u>
SturdiSteel Bleacher Co	\$ <u>120,149⁰⁰</u>	\$ <u>-12,000⁰⁰</u>	<u>Yes</u>
Penchura	\$ <u>143,260⁰⁰</u>	<u>N/A</u>	<u>Yes</u>
American Athletix	\$ <u>154,547⁰⁰</u>	+ \$ <u>13,900⁰⁰</u> UPGRADE	<u>Yes</u>
Interkal	\$ <u>161,321⁰⁰</u>		<u>Yes</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Miles 10/30/2019
Ray Parker 10/30/19

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

October 31, 2019

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for the Purchase of Dog Park Fencing

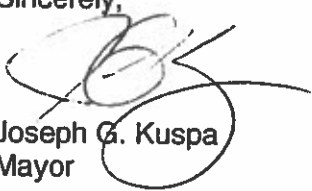
Ladies and Gentlemen:

Bids for the Purchase of Dog Park Fencing for Lion's Park were received and reviewed by the administration. It is recommended by the Recreation Director and Administration, and I concur, that the bid be awarded to Michigan Fence Outlet in the amount of \$38,640.00 with a 15% contingency for a total amount of \$44,436.00.

Adequate funds are available through the Recreation Millage Fund to cover costs associated with this bid award.

Your favorable consideration of this matter is requested.

Sincerely,


Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

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Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, ACA/Finance Director 

DATE: February 28, 2019

RE: Recommendation for Lions Park Fencing for Dog Park

I have reviewed the above with the Parks & Recreation Director and concur with her recommendation to award this purchase to Michigan Fence Outlet, in the amount of \$38,640.00 with a 15% contingency for a total of \$44,436.00.

Parks and Recreation Millage Funds will cover \$44,436.00 of this Capital Improvement.



Southgate Parks & Recreation Department

14700 Reaume Parkway

Southgate, MI 48195 (734)258-3035

To: Dustin Lent, City Administrator
From: Julie Goddard, Parks & Recreation Director
Date: November 1st, 2019
Re: Lions Park Dog Park Fencing

It is the recommendation of Hennessey Engineers and I concur, that we award the Lions Park Dog Fencing to Michigan Fence Outlet in the amount of \$38,640.00 with a 15% contingency. They were the lowest of the four bids and have provided all of the specifications that we have asked for in the bid. They have also provided ample references for similar projects that they have done in the past. There are sufficient funds in the Recreation Millage Fund.

The fencing will create an area for the Dog Park separate from the other amenities of the park. The fencing will also create a designated large dog area and a small dog area within in the dog park area.

I appreciate your consideration in this matter.

Respectfully Submitted,

Julie Goddard
Parks & Recreation
City of Southgate



October 31, 2019

Mr. Dustin Lent, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: Southgate Lions Park Fencing for Dog Park
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13100**

Dear Mr. Lent:

As you are aware, the City of Southgate opened bids on Wednesday, October 30, 2019 for the above referenced project and received bids from four (4) contractors. Attached is a copy of the bid tabulation.

Our office has reviewed the four (4) bids received and in summary, bids received were as follows:

Contractor	Bid Amount
• Kimberly Fence & Supply	\$50,603.90
• Michigan Fence Outlet	\$38,640.00
• RMD Holdings	\$44,040.00.
• Upright Fence	\$47,000.00

This project involves the purchase and installation of new fencing within Lions Park to create a large dog park area separated from the rest of the park amenities.

Michigan Fence Outlet is the apparent responsive low bidder that met the specifications and has provided references for similar projects.

Therefore, based upon the outcome of the bids, references and past experience, it is our office's recommendation to award the Southgate Lions Park Fencing for Dog Park Project to, Michigan Fence Outlet in the amount of \$38,640.00, with a 15% contingency for a total of \$44,436.00. 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 that reads 'Raymond D. Parker'.

Raymond D. Parker, RA.
Project Architect



Mr. Dustin Lent
Lions Park Fencing for Dog Park
Recommendation of Contract Award

Page 2

cc: Honorable Mayor Joseph Kuspa, City of Southgate
City Council Members, City of Southgate
Dave Angileri, Finance Director, City of Southgate
John Miller, Construction Manager, Hennessey Engineers, Inc.
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.4

BIDDERS LIST

City of Southgate

Project Name: Lions Park Fencing for Proposed Dog Park

HEI Project No: 13103

BID DATE: 10-30-19

Company	Bid Amount	Bid Bond
<u>KIMBERLY FENCE & SPRAY</u>	<u>\$50,603⁹⁰</u>	<u>Yes</u>
<u>MICHIGAN FENCE OUTLET</u>	<u>\$38,640⁰⁰</u>	<u>Yes</u>
<u>RMTD HOLDINGS</u>	<u>\$44,040⁰⁰</u>	<u>Yes</u>
<u>UPRIGHT FENCE</u>	<u>\$47,000⁰⁰</u>	<u>Yes</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>

M/lessler 10/30/2019
Troy Parker 10/30/19
Jesse Godwin 10/30/19

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

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BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

October 31, 2019

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for the Purchase and Delivery of Trees

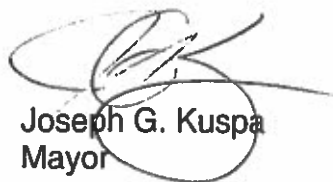
Ladies and Gentlemen:

Bids for the Purchase and Delivery of Trees were received and reviewed by the administration. It is recommended by DPS Director and I concur, that the bid be awarded to Schichtel's Inc., Springville, NY in the amount of \$5,000.00.

Adequate funds are available through the DPS Water and Sewer Budgets to cover costs associated with this bid award.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

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Council President

MARK FARRAH

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DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: November 1, 2019

RE: Recommendation for Purchase and Delivery Trees

I have reviewed the above with the DPS Director and concur with his recommendation to award this bid to, Schichtel's Nursery Inc. Springville NY in the amount of \$5,000.

Adequate funds will be available through the DPS and Water and Sewer Budgets for this purchase.

From the Desk of:
Robert Tarabula
Director, D.P.S.
October 23, 2019



To: David Angileri
Finance Director

Re: Bid Recommendation for the Purchase and Delivery of Trees

I have reviewed the bids submitted for the Purchase and Delivery of Trees and find Schichtel's Nursery, Inc. to be the best choice for the City based upon the following:

- They meet all bid specifications
- They are the low bidder
- They have all requested trees with no substitutions

Therefore, I recommend that the bid is awarded to:

Schichtel's Nursery, Inc
7420 Peters Rd
Springville, NY 14141
(716) 592-9383

If you have any questions, please contact me.

RT/td

Enclosure: Bid Tabulation

(D/Bids-A: F4 Bid Recommendation: Trees-Purchase & Delivery)

FALL 2019/SPRING 2020 TREE PURCHASE

City of Southgate

	Chestnut Ridge Nursery	Christensen's Plant Center	Schichtel's Nursery	Paesaggio Landscaping ⁷	Superior Wholesale	Lodi Farms	Site One ⁶	Davey Nursery
Sienna Glen Freeman Maple	164.00 ¹	227.50 ¹	145.00	247.00 ¹	179.00	160.00 ¹	158.00	158.00
Heritage River Birch	156.00	189.50	145.00	289.00	179.00	150.00 ²	143.00	n/a
Magnifica Hackberry	181.00 ²	221.00 ²	170.00	318.00	179.00	170.00 ²	173.00 ⁵	179.00 ²
Red Bud MN Strain	184.00 ²	182.00	N/A	299.00	179.00	115.00 ¹⁰	172.00	n/a
Perkins Pink Yellowwood	193.00	235.25	196.00	334.00	179.00	n/a	n/a	182.00 ²
Emerald City Tuliptree	181.00	173.00 ²	140.00	331.00	179.00	150.00 ²	177.00	n/a
Exclamation London Planetree	153.00	201.75	148.00	349.00 ⁹	179.00	n/a	170.00	146.00
Swamp White Oak	181.00	227.50	160.00	268.00	179.00	150.00	179.00	183.00
Boulevard Linden	158.00 ³	235.75 ³	154.00	290.00 ⁸	179.00	160.00 ¹¹	165.00	n/a
Frontier elm	176.00 ⁴	228.75	148.00	305.00	179.00	150.00 ¹²	165.00	143.00

1. Sub Autumn Blaze
2. Sub straight species
3. Sub American Sentry Linden
4. Sub Homestead Elm
5. Sub Chicagoland
6. \$580.00 for delivery of 40 trees, trees will not be available until spring 2020
7. 65% Deposit
8. Sub Cleveland Pear
9. Sub Sugar Maple
10. Sub MI strain
11. Sub Redmond Linden
12. Sub Princeton Elm

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

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DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

Memorandum

To: Honorable City Council Members

From: Dustin Lent, City Administrator

Date: October 31, 2019

Re: New Computer Software Platform and Group Contract

Administration is in full agreement with the letter provided by Public Safety Director Jeffery Smith. Computer and IT services are a vital part in the public safety department and joining forces with many other downriver communities to help defer cost and streamline information is a very valuable asset. The process to move the data from one server to another and to train all employees on a new system will take approximately 2 years. It is Administration recommendation to start this process by approving the Interlocal Agreement for shared information network consortium agreement that is attached in your packets. This will allow us to begin this process and start working on bringing our system up to date.

Your favorable consideration of this matter is requested.

DIRECTOR
OF PUBLIC SAFETY
JEFFREY M. SMITH

CHIEF
BRETT D. SELBY

ADMINISTRATION
(734) 258-3052

FAX: (734) 258-0540



City of Southgate

Police Department

14710 REAUME PARKWAY
CIVIC CENTER
SOUTHGATE, MICHIGAN 48195
(734) 258-3060

INVESTIGATIVE
BUREAU
(734) 258-3054

ORDINANCE
OFFICER
(734) 258-3036

FAX (734) 240-1381

To: City Administrator Dustin Lent

From: Director of Public Safety Jeffrey Smith

Re: New Computer Software Platform and Group Contract

Date: 10/30/2019

Currently the police department is part of a multi-jurisdictional computer consortium known as the Southern Michigan Information Alliance (SMIA). The SMIA group works on the same software system called OSSI and shares the same network. The SMIA group started over a decade ago with 11 area police departments (Wayne County Sheriff, Wyandotte, Sumpter, Romulus, River Rouge, Redford, Melvindale, Lincoln Park, Huron, Allen Park and Southgate). As of today the SMIA group consists of 9 active members, Romulus and Melvindale have left the group.

The current software OSSI will soon be no longer supported and is changing to a product called Central Square. The current network servers which hold all the information are also in need of replacement.

Over the last year the SMIA group has researched several options to better our information sharing. Option one was to replace the servers and to transition to the Central Square software and continue to operate as a SMIA group. Option two is to disband the SMIA group and join the Shared Information Network Consortium (SYNC), which consist of 8 police departments (Brownstown, Riverview, Trenton, Grosse Ile, Woodhaven, Gibraltar, Rockwood and Flat Rock).

The SMIA group has worked over the last year doing research and attending demonstrations of both products. We have also had several meetings with both the SMIA board and the SYNC board to discuss the impact on our communities and policing issues.

As Director of Public Safety, I am in support of the decision that the SMIA group has decided upon. To dissolve the current group and the OSSI software platform and join the other Downriver Communities and the SYNC group which utilizes Tyler software platform.

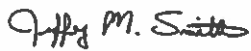
There will be 5 members from the former SMIA grouping joining the SYNC group (Wyandotte, Allen Park, Lincoln Park, River Rouge and Southgate). The other members have decided to leave to join other consortiums that are closer to their geography area and will better server their communities.

Joining the SYNC group will allow for better sharing of information between the downriver departments, help facilitate future growth and sharing of both central dispatching needs and 911 operations.

The transition of this will take one to two years and will require the use and cost of both platforms until we are fully up and running with the new group/platform. I feel that the research effort by the SMIA group was both very competent and very proactive to address the needs of the departments and to get the best cost and technology needs of the city.

It would be my recommendation that we move forward and join the SYNC group and purchase the Tyler platform. I will answer any specific question that you have related to this topic.

Respectfully,



Jeffrey M. Smith
Director of Public Safety

**INTERLOCAL AGREEMENT FOR
SHARED INFORMATION NETWORK CONSORTIUM**

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into this ____ day of _____, 20 ____, by and between the City of Trenton (“Trenton”) and the Charter Township of Brownstown (“Brownstown”), the Township of Grosse Ile (“Grosse Ile”), the City of Flat Rock (“Flat Rock”), the City of Rockwood (“Rockwood”), the City of Gibraltar (“Gibraltar”), the City of Riverview (“Riverview”), the City of Allen Park (Allen Park), the City of Lincoln Park (Lincoln Park), the City of River Rouge (River Rouge), the City of Southgate (Southgate), the City of Wyandotte (Wyandotte), and the City of Woodhaven (“Woodhaven”) (collectively referred to as “Participating Communities” and singularly referred to as “Participating Community”) pursuant to MCL 124.501 et seq. and _____

WHEREAS, the original parties to this Agreement are using a computer system (“Management Information System” or “MIS”) to assist their respective law enforcement agencies in the assembly, retention and retrieval of data, essential to the operations of their agencies and in order to address deficiencies in their individually existing systems, pursuant to a Binding Letter Agreement dated 1999; and

WHEREAS, Brownstown has offered to coordinate efforts on behalf of the parties to secure and operate the MIS as a replacement system on an extended lease program, provided that the parties to the Agreement enter into a sublease arrangement for equipment, software, and system administration with Brownstown for a co-terminus period; and

WHEREAS, the parties wish to set forth the basis for their further understanding and agreement as to financial obligations and operations in this Agreement.

NOW, THEREFORE, BE IT RESOLVED, in consideration of the mutual promises and covenants set forth herein, the parties agree as follows:

1. General The parties enter into this joint agreement for the establishment, operation and administration of a Management Information System (MIS) to serve the law enforcement agencies of the respective Participating Communities, which system shall include such equipment

and software necessary to provide a common server and appropriate backup, for a period of five (5) years from the date of execution by a majority of the parties who are Charter Members.

2. Charter Members. Those communities which initially executed an Agreement prior to 2018 shall be construed as a Charter Member for purposes of this Agreement.

3. Host. The parties agree that for the 5-year term of this Agreement, Brownstown shall act as, and provide the services of, the "Host" which shall house and manage the primary server. Pursuant to a covenant by each Participating Community to reimburse Trenton for its pro rata share as set forth in this Agreement, Trenton shall enter the primary lease for the initial necessary equipment and software license with Tyler Technologies ("Supplier"). All acquisition costs of joint equipment and software shall be pro-rated in accordance with a Schedule (attached) (adjusted to reflect those communities which subsequently become Participating Communities), and reimbursed to Trenton by each Participating Community in advance of the Supplier's payment due date. Standard Software Maintenance Costs shall be pro-rated among the Participating Communities and paid based upon the total number of enforcement personnel as reported by the Downriver Mutual Aid Task Force of the Participating Communities as identified in Schedule D. All joint recurring costs shall be pro-rated among Participating Communities and billed by Trenton to the Participating Communities upon receipt of Supplier's invoice, and payment shall be made by Participating Communities on or before Supplier's due date. Delinquent payments shall be subject to a pass through of Supplier's interest plus 1%. Any Participating Community that remains in arrears for more than 90 days, or is in arrears more than 3 times in any one calendar year, shall be expelled.

4. Equipment and Software. The initial equipment and software to be utilized in the formation of the Management Information System shall be set forth in Schedule A. Brownstown shall be responsible for securing the necessary space and managing that equipment necessary for the operation of the central server and of general benefit to the Participating Communities. Each Participating Community shall be responsible for acquiring, maintaining, and administering that equipment and software utilized solely at their site. A more detailed description of the general joint responsibilities, including costs and those which are specific to individual Communities, shall be set forth in further detail in a separate Schedule made a part of this Agreement.

Any additional members to the charter members shall bear all initial costs assessed by the software supplier including, but not limited to software licensing, data conversion, jurisdiction configuration and training.

It is agreed that Brownstown shall operate a server for the Participating Communities, to serve as a backup for computer aided dispatch (“CAD”) in the event of failure or maintenance down time of the primary server, and that the cost of such server shall be a joint expense of the Participating Communities. In the event of a long-term failure, (more than one hour), participating communities shall send a representative to staff the back-up CAD position.

In no event shall Brownstown use the server located in its community for purposes unrelated to the MIS, without the consent of the Board, and then only upon payment of an additional fee equivalent to the value of such use.

5. Administration. The SINC Board shall appoint a System Administrator with the general responsibilities of administering and maintaining the system. The expense of the System Administrator, as charged to the Participating Communities, shall be established by the Board as part of the budget review. As a custodian and supervisor having access to highly sensitive and confidential information, the System Administrator shall act in a fiduciary capacity with respect to Participating Communities and be accountable to the Board of Directors (“Board”) for the protection of the data.

6. Board of Directors.

A. The consortium of Participating Communities shall be governed by a Board of Directors consisting of one representative as designated by resolution of each Participating Community which has executed this Agreement and remains in “good standing” with the consortium. (A Participating Community in “good standing” shall include those Communities whose agreements have not expired or terminated, or whose membership has not been suspended by the Board for misuse of the system or delinquency in the payment of any financial obligation.)

B. Voting. A representative of a Participating Community shall cast as many votes as set forth in the following calculation.

1. Voting will be computed on the financial contribution of a Participating Community and total enforcement personnel as

reported by the Downriver Mutual Aid Task Force as identified in Schedule D.

2. Each Charter Member shall be entitled to five additional votes in recognition of their status as a Charter Member. After the 5 year initial period, each community vote will be computed on financial contribution and personnel as reported by the Downriver Mutual Aid Task Force identified in Schedule D.

The configuration of status and voting strength shall be set forth in a Schedule to this Agreement.

C. Rules and Regulations. The Board shall meet and adopt such additional rules of governance as it may desire, or as may be required for the management and administration of the MIS.

7. Expenditures. Approval of any matters involving the expenditure of joint funds or the undertaking of an additional financial obligation shall require approval by two-thirds (2/3) of the votes eligible to be cast by the Board, including special assessments levied against any Participating Community for items or services not of general benefit to the entire consortium.

8. Individual Expenses. Any individual Participating Community may undertake an additional expense or obligation for the purposes of supplementing or upgrading its individual system, provided that such changes do not adversely affect the other Participating Communities.

9. Budget. The Board of the Participating Communities shall by the 30th of June of each year, or such other fiscal year as may be adopted by resolution of the Board, consider and adopt an operations budget ("Budget") for the forthcoming year. The Budget shall be prepared with the input and assistance of the System Administrator and such other consultants as may be retained by the Board. Adoption of the Budget shall require approval by two-thirds (2/3) of the votes eligible to be cast by the Board after review by the respective legislative bodies of the Participating Communities. Notwithstanding the adoption of a Budget, the initial obligations for the acquisition or lease of equipment, software and service for the MIS, shall be binding upon the Participating Communities and may not be negated by action of the Board. Each participating Community will contribute sufficient funds to cover their fiduciary responsibility as set forth in Schedule D. Trenton shall maintain a ledger of technology funds contributed by the 33rd District Court Communities, who may then use those funds for law enforcement technology purchases

including Standard Software Maintenance Agreement (SSMA) costs and will account for expenses and any fund excesses that the Participating Community may acquire. This ledger will be made available yearly, in April for budgetary purposes. SSMA (standard software maintenance agreement) will be billed to each Participating Community as outlined in Schedule D established financial contribution.

10. Withdrawal of a Participating Community. No Participating Community shall be permitted to withdraw and avoid the initial financial obligations set forth in this Agreement unless those responsibilities are assigned to, and assumed by, another community whose admission is approved by two-thirds of the total votes which can be cast, and upon payment of the transfer fee in the amount of 10% of the initial obligation of the withdrawing Community. In the event of an assignment to another community, any new incremental costs shall be paid in advance and the pro rata share of each Participating Community shall be re-calculated based upon each Participating Community's then current population as set forth in the most recently reported Downriver Mutual Aid Task Force report of total enforcement personnel.

11. Admission of Additional Participating Communities. In the absence of an assignment of interest to an Assignee as set forth above, admission of new Participating Communities shall be upon application and approval by a majority vote, provided that such new Participating Community shall absorb any additional onetime costs associated with joining. Additionally, any new Participating Communities admitted shall be assigned their pro rata share of any continuing obligations, based upon a re-calculation of the formula.

12. Individual Community Responsibilities. Each Participating Community shall be responsible for its own set up, providing its own security, running its own system queries and performing its own transactional audits and such other duties. Additionally, each Participating Community shall be required to send their own system's manager or operator or his/her designee to training workshops sponsored by Tyler Technologies.

13. Training. In the event a Participating Community is not able to attend group training sessions, it will be responsible for securing its own individual training at its own cost. In subsequent years, the number of hours of required training will be reviewed and revised based on available upgrades and Supplier's recommendations. Additional group training will be a joint financial responsibility of the Participating Communities, and incorporated in the annual budget.

Participating Communities whose representatives are unable to attend the group training will be responsible for securing their individual training, at its expense.

14. Data Access. The types of data accessible by each Participating Community to the MIS shall be tiered into categories established by the Board, which tiers shall reflect the appropriate security, sensitivity, and confidentiality of the data. Rules of data input and retrieval shall be dependent upon the category of information and shall be reviewed and modified from time to time by the Board as deemed necessary.

15. Renewal. Subsequent to the original term, upon the anniversary dates of the execution by a majority of the Parties who are Charter Members, this Agreement shall be automatically renewed for an additional one-year period unless a Participating Community provides notice to the Board, in writing, that it does not wish to renew. Those Participating Communities electing not to renew this Agreement, (or any superseding agreement adopted by the Board), shall have their participation discontinued upon expiration. All historical data held by the MIS during the initial term shall remain part of the System, however, copies of any such data input by the withdrawing Participating Community, may be copied or transferred to that Community's replacement system at the sole expense of the withdrawing Community.

16. Freedom of Information Act. Any data entered into the MIS shall become and be solely the property of the contributing Participating Community for purposes of the Michigan Freedom of Information Act (FOIA) with each Community granting to each other Participating Community, consent to its use and review in accordance with the standards and protocols set forth herein. No Participating Community is authorized to, or may, release data input by another Community pursuant to a FOIA request, without the express written consent of the contributing Community. In the event a request under the provisions of the FOIA is received by any Participating Community for the release of data which is input by another community, notice of such request shall immediately be given to the inputting Community so as to permit a response within the time frame required under the law. The inputting Community shall respond appropriately to the FOIA request in a timely fashion. Any response other than unqualified release of the information shall be copied to the Participating Community which originally received the request. The inputting Community shall hold any other Participating Communities harmless from and against any and all claims for damages or other relief, including actual attorneys' fees, arising

from the inputting Community's response, or lack thereof, unless due to a failure by a Participating Community to immediately forward a FOIA request to the inputting Community.

17. Formation of Authority. Nothing herein shall prohibit the Participating Communities from converting the present arrangement to a Municipal Emergency Services Authority established pursuant to Public Act No. 57 of 1988, for the provision of Management Information Services upon the unanimous consent of the Board, provided that any and all financial responsibilities for the then current MIS which have been assumed by Trenton, are and can be assigned to such Authority and that the Authority, in assuming those obligations specifically releases, holds harmless and indemnifies Trenton from any such further obligation except as a member of the Authority, in a manner and form acceptable to, and approved by, legal counsel for the City of Trenton. Such approval shall not be unreasonably withheld.

18. Default.

A. Upon the occurrence of an event of default, the Administrator shall notify the Board immediately. The Board shall advise the Participating Community of the event of default in writing and provide said defaulting Participation Community fifteen (15) days to remedy the default. If compliance has not occurred within the fifteen (15) days, or substantial action taken to remedy the default within that time frame, the Board may suspend the defaulting Participating Community from continued participation and seek any other remedies set forth herein or available in law or equity.

B. An event of default shall be defined as:

- i. the failure of Trenton to make the primary lease payment for the server system;
- ii. failure by a Participating Community to timely make payments set forth herein or otherwise meet its financial obligations;
- iii. misuse of the system in violation of the primary or sublease, this agreement or the laws of the State of Michigan;
- iv. violation of any material covenant, responsibility or provision set forth in this Agreement.

19. Governing Law. This Agreement shall be governed by the laws of the State of Michigan and is performable and shall be enforceable in Wayne County, Michigan.

20. Entire Agreement: This Agreement constitutes the entire agreement of the parties and supersedes any prior agreements, oral understandings, resolutions or statements of intent. This Agreement may not be changed, modified or altered in any manner except as agreed to in writing.

21. Survivability. In the event of termination of this Agreement, the following sections shall survive and continue to apply: Sections 2, 3, 5, 14, 16, and 20.

22. Authorization. The signatories below are duly authorized by the respective governing boards to execute this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals to this Agreement as of the day and year first above written.

CITY OF ALLEN PARK

CITY OF FLAT ROCK

By: _____

By: _____

Its: Mayor

Its: Mayor

By: _____

By: _____

Its: Clerk

Its: Clerk

Dated: _____

Dated: _____

CHARTER TOWNSHIP OF
BROWNSTOWN

CITY OF GIBRALTAR

By: _____

By: _____

Its: Supervisor

Its: Mayor

By: _____

By: _____

Its: Clerk

Its: Clerk

Dated: _____

TOWNSHIP OF GROSSE ILE

By: _____

Its: Supervisor

By: _____

Its: Clerk

Dated: _____

CITY OF RIVERVIEW

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

CITY OF RIVER ROUGE

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

Dated: _____

CITY OF LINCOLN PARK

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

CITY OF WOODHAVEN

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

CITY OF ROCKWOOD

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

CITY OF SOUTHGATE

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

CITY OF TRENTON

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

CITY OF WYANDOTTE

By: _____

Its: Mayor

By: _____

Its: Clerk

Dated: _____

Schedule A

Equipment and Software Owned by SINC

- 1) DC01.SINC.local: Dell PowerEdge R310 Windows Server 2008 R2 – Domain controller for SINC.local, 24 Gb memory and 1.8Tb available disk via three 1Tb drives RAID-5
- 2) NWPHOSTPR01: Dell PowerEdge R730 Windows Server 2016 – Hyper-V Host for SINC Production servers, 131 Gb memory and ~6.5 Tb available disk via seven 1.7 Tb drives RAID-0 and RAID-6
- 3) NWPHOSTBKO1: Dell PowerEdge R730 Windows Server 2016 – Hyper-V Host for SINC Veeam replication service, 131 Gb memory and ~4.5 Tb available disk via six 1.7 Tb drives RAID-0 and RAID-5
- 4) NWPHOSTPR02: Dell PowerEdge T610 Windows Server 2012 – Hyper-V Host for SINC Test servers and other non-Tyler services, 48Gb memory and 2.7 Tb available disk via 5 1Tb drives RAID-6
- 5) SINC-Synology01: Synology DS1515+ File Station (NAS) – SINC Data local backup, 3.5 Tb available disk via 5 Tb drives RAID-5 Hybrid
- 6) SINC-Synology02: Synology DS1515+ File Station (NAS) – SINC Data remote backup, 3.5 Tb available disk via 5 Tb drives RAID-5 Hybrid
- 7) NWSMSGPROD: IBM 8321-E1D IBM AIX 7.1 – SINC Production message switch for LEIN access, 7.4 Gb memory 300 Gb available disk via two 150 Gb drives
- 8) SINC-2960: Cisco WS-2960X-24TS-L 24-Port managed switch

SCHEDULE B

LOCAL AGENCY RESPONSIBILITIES

Each Agency shall:

- Provide for on-going maintenance on Wide Area Network (WAN) equipment residing in that agency that connects it to MIS located in Trenton and/or Brownstown. (this maintenance may be provided by a vender)
- Provide two designated Software Security Administrators, one primary and one backup.
- Provide designee for input to the Board for operating procedures, joint table decisions, coordination of group training (overall operational point of contact).
- Provide two designated Network Security Administrators; one primary and one backup.
- Provide two Points of Contact for Board voting activities—one primary and one backup.
- Provide for on-going software training as needed annually.
- Provide training for new employees, officers.
- Provide terminals and/or desktop PCs to connect to MIS resources.
- Provide required Dispatch workstations if needed.
- Maintain needed desktop software required for Tyler Technologies' operation, i.e., Progress Software, Client Access.
- Perform other tasks as developed and approved by Board.
- Perform Agency Administration, which shall include:
 - A. All agencies within the consortium are required to have their own Agency Administrator.
 - B. Set up individual agency security. (Tiers 1-3).
 - C. Provide first level software/hardware support for their own agency. Will attempt to solve problem(s) prior to contacting Master Administrator.
 - D. Enter/train new employees into and with system.

- E. Remove (when necessary) retirees and other employees when no longer employed by their agency.
- F. User Training:
 - 1. Assist Master Administrator with scheduling of Administrative training.
 - 2. Train own agency users, (unless training is being conducted as part of a MIS project)
- G. Attend Tyler Technologies training as necessary.
- H. Data Audits.
- I. Build and maintain GEO file for own agency.

SCHEDULE C

MASTER SYSTEM ADMINISTRATOR OR DESIGNEE

General Duties:

1. After the initial start-up stage has been completed, (approximately one year) dedicate necessary weekly maintenance.
2. Adjust MIS policies and procedures when necessary. (Some may require board approval).
3. Coordinate all areas of the computer system.
4. Attend all Tyler Technologies training that relates to the MIS system.
5. Coordinate all user training. (Only those users at the administrator's own agency).
6. Read and be familiar with system manuals.
7. Be familiar with all components of the system. (Both software and hardware).
8. Implement system. (Make sure that all pre-installation steps are completed successfully).
9. MAINTAIN SYSTEM SECURITY
 - A. Tyler Technologies
 - B. Assist other Agency Administrators as necessary.
10. Maintain system parameters.
11. Maintain code tables.
12. Data audits.
13. Maintain system log. (Document back-ups, configuration changes, software/hardware installation dates, etc.).
14. Provide second level software/hardware support. (Will attempt to solve problem(s) prior to reporting problem to Tyler Technologies/IBM).
15. Suggest enhancements.
16. Ensure hardware is properly cared for.

17. Monitor memory utilization.
18. Plan for future needs (software and hardware).
19. Perform regularly scheduled backups and store off-site.

Schedule D

Voting and Fiduciary Commitment

Community	MATF Manpower	Financial Contribution	Charter Status	Vote Strength
Allen Park	38	10.70		10.70
Brownstown	35	9.86	5	14.86
Flat Rock	19	5.35	5	10.35
Gibraltar	8	2.25	5	7.25
Grosse Ile	17	4.79	5	9.79
Lincoln Park	49	13.80		13.80
Riverview	26	7.32	5	12.32
River Rouge	25	7.04		7.04
Rockwood	7	1.97	5	6.97
Southgate	41	11.55		11.55
Trenton	28	7.89	5	12.89
Woodhaven	27	7.61	5	12.61
Wyandotte	35	9.86		9.86
Total	355	100.00		

SCHEDULE E

DATA ACCESS

All Data on file in the Server shall be categorized into one of three tiers:

TIER I General information which may be input by any law enforcement officer in the MIS without prior approval, knowing that it can be accessed by any other law enforcement officer in the consortium.

Examples:

Global Name Searches
Jacket Activity
Jacket Inquiry

TIER II Information which is designated as confidential and not generally accessible by another Participating Community without the express written authority of the input Community's Department Head or his Designee, in his/her absence.

Examples:

Report narrative, supplementary reporting, OIC notes, AU2300 in order for a Tier III report to be released, the report has to have obtained a level _____ on the Review Process (F-21).
Juvenile Information not be released (*security* AU262051 on inquiry)

TIER III Highly confidential information input by a Participating Community only with the express authorization of the Chief of Police or, in his/her absence, the Deputy Chief, which shall be accessible by the Chief of Police or Deputy Chief of Police for that Community only. No other department shall have access to such material with the exception of the system's administrator and then, only with the specific express consent of the imputing department's Chief of Police.

Examples:

Signed release by Chief of Police of a Participating Community retaining information to be kept on file for audit purposes with regard to System's Administrator

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

October 31, 2019

To the Honorable
City Council
Southgate, Michigan 48195

Re: Recommendation for Purchase of 1 DEA Police Vehicle

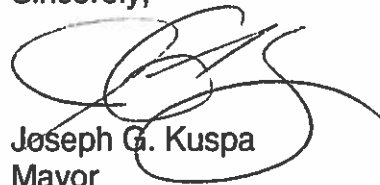
Ladies and Gentlemen:

It is recommended by the Director of Public Safety and I concur, that we award the purchase for replacement of one (1) Ford investigative/surveillance vehicle for DEA to Southgate Ford. Southgate Ford will match the State Bid for this purchase in the amount of \$26,682.00.

Sufficient funds are available in the Police Department Federal Drug Forfeiture Account for this purchase.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

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BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: October 29, 2019

RE: Recommendation for (1) DEA Police Vehicle

I have reviewed the above with the Director of Public Safety for the State Bid for the DEA Vehicle for the investigative/surveillance vehicle and concur with his recommendation to award this purchase to Southgate Ford who has agreed to match the State of Michigan Bid for this vehicle, in the amount of \$28,682.00.

Adequate funds are available in the Police Department Federal Drug Forfeiture Account for this purchase.

MEMO

To: Honorable Mayor Joseph Kuspa

From: Office of the Director of Public Safety

Re: Request for Purchase approval

Date: 10/29/2019

Dear Mayor,

The Police Department is in need of replacing the vehicle that is assigned to the DEA task force officer. The vehicle that he currently uses is a vehicle that was purchase in April 2014 and has over 100,000 miles on it, due to the nature of the task force officer's job assignment he travels 20-25,000 miles a year. The present vehicle will then be absorbed into the unmarked vehicle fleet of the police department. Adequate funding is available in the Federal Forfeiture account, and this is a purchase that could be made utilizing this fund, as all of his work that he does is enforcement of federal, state, and local narcotics laws.

Southgate Ford has located a vehicle matching the specifications needed and agreed to match the State of Michigan bid for this vehicle. The current amount for a 2019 model year vehicle is \$28,682.00 (The description of this vehicle is being intentionally left out due to the sensitive nature of this vehicle's use)

It is my recommendation that the purchase of this 2019 vehicle that will be used by our DEA Task for Officer be awarded to Southgate Ford, 16501 Fort St. Southgate, Michigan in the amount of \$28,682.00. With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on November 6, 2019 for purposes of purchase approval.

Sincerely,



Jeffrey M. Smith
Director of Public Safety

cc: City Administrator, Finance Director, Public Safety Commission (7), file

SOUTHGATE FORD



"The Home Of Quality Sales & Service"

16501 Fort St. • Southgate, Michigan 48105
Phone 734-282-3636 • Fax 734-282-1770



October 28, 2019

City of Southgate
Attention: Jeffrey Smith
Director of Public Safety
Southgate Police Department

Dear Jeff,

The following bid (with attachment) reflects the State Bid Award for;

2019 Ford

(State Reference # 2WDU-0040)

Your Price = \$28,682.00 with the following breakdown;

State Bid Award = \$25,195.00

2019 Price Increase = \$251.00

City of Southgate Upgrades (Four Wheel Drive) = \$3046.00

Dealer Trade Relocation Fee = \$175.00

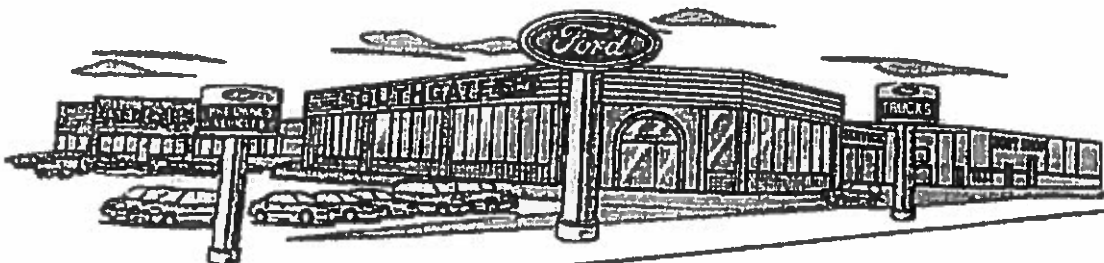
Title Fee = \$15.00

Delivery may be within one week and Subject to Availability.

Sincerely yours,

Don Daniel

Sales/Fleet Specialist
Southgate For
734-324-9808



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