



IF YOU WISH TO ADDRESS THE CITY COUNCIL,  
PLEASE COMPLETE FORM LOCATED ON DESK AT ENTRANCE AND PASS TO MAYOR.

## **AGENDA – SPECIAL CITY COUNCIL MEETING**

July 31, 2018

6:30 p.m.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. ADOPTION OF AGENDA.**
- 4. CITIZEN COMMENTS. (3-Minute Limit)**
- 5. PUBLIC HEARINGS.**

### **Recess as a City Council and convene as a Board of Review.**

- A. Public Hearing on Special Assessment Roll No. 3394 – Street reconstruction and water main replacement on Crescent: West Avenue to Fourth Street.
  1. Resolution confirming Roll No. 3394.
- B. Public Hearing on Special Assessment Roll No. 3395 – Street resurfacing and water main replacement in Essex Heights.
  1. Resolution confirming Roll No. 3395.
- C. Public Hearing on Special Assessment Roll No. 3396 – Street resurfacing and water main replacement on West Avenue: Crescent to Bloomfield.
  1. Resolution confirming Roll No. 3396.
- D. Public Hearing on Special Assessment Roll No. 3397 – Street reconstruction and water main replacement on Edgewood St.: Michigan Avenue to North Street.

1. Resolution confirming Roll No. 3397.

**Adjourn as a Board of Review and reconvene as a City Council.**

**6. NEW BUSINESS.**

**A. Contract Award for the Essex Heights Water Main Replacement and Street Repaving Project.**


**Recommendation:** Approve an award of the contract for the Essex Heights Water Main Replacement and Street Repaving project to Dunigan Brothers, Inc., Jackson, at a cost of \$2,404,862.90, and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

**B. Contract Awards for the Edgewood Street Water Main Replacement and Street Repaving Project.**

**Recommendation:** Approve an award of the contract for the Edgewood Street Water Main Replacement and Street Repaving project to Bailey Excavating, Inc., Jackson, at a cost of \$1,528,960.71, and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

**7. ADJOURNMENT.**

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Andrea Muray, City Clerk  
**DATE:** July 31, 2018  
**SUBJECT:** Confirmation of Special Assessment Roll No. 3394



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**Recommendation:**

RECESS AS A CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW:

A. Public Hearing on Special Assessment Roll No. 3394 for street reconstruction and water and sewer main replacement on Crescent Road from West Avenue to Fourth Street.

1. Resolution confirming Roll No. 3394

ADJOURN AS A BOARD OF REVIEW AND RECONVENE AS CITY COUNCIL

The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Attached is the resolution.

I recommend adoption of the resolution after its public hearing is held. Your consideration and concurrence is appreciated.

**RESOLUTION**  
**STREET RECONSTRUCTION AND WATER AND SEWER MAIN REPLACEMENT ON CRESCENT ROAD**

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street reconstructing and water and sewer main replacement on Crescent Road from West Avenue to Fourth Street which assessments were by him placed on Assessment Roll No. 3394 in the amount of \$219,885.18 and reported to the City Council as its meeting held on the 31<sup>st</sup> day of July, 2018; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday July 31, 2018, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No 3394 shall be divided into 10 equal installments, the first of which shall be payable by July 1, 2019 without interest charge; and the remaining installments, plus a 2.65% annual interest charge on each installment, shall be due annually on May 31<sup>st</sup> of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made prior to July 1, 2019.

\* \* \* \* \*

State of Michigan )  
County of Jackson) ss  
City of Jackson )

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 31<sup>st</sup> day of July, 2018.

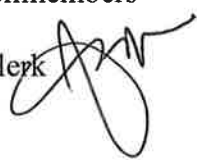
IN WITNESS WHEREOF, I have affixed my  
signature and the Seal of the City of Jackson, Michigan, on  
this 1<sup>st</sup> day of August 2018.

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Andrea Muray, City Clerk

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Derek J. Dobies, Mayor

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Andrea Muray, City Clerk   
**DATE:** July 31, 2018  
**SUBJECT:** Confirmation of Special Assessment Roll No. 3395

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**Recommendation:**

RECESS AS A CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW:

A. Public Hearing on Special Assessment Roll No. 3395 for street resurfacing and water main replacement in Essex Heights.

1. Resolution confirming Roll No. 3395

ADJOURN AS A BOARD OF REVIEW AND RECONVENE AS CITY COUNCIL

The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Attached is the resolution.

I recommend adoption of the resolution after its public hearing is held. Your consideration and concurrence is appreciated.

**RESOLUTION**  
**STREET RESURFACING AND WATER MAIN REPLACEMENT IN ESSEX HEIGHTS**

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street resurfacing and water main replacement in Essex Heights to include, Glen Drive from Kibby Road to Grovedale Avenue, Essex Lane from the South End to Glen Drive, Grovedale Avenue from Glen Drive to Oakridge Avenue, Oakridge Avenue from Grovedale Avenue to West Avenue, Broadcrest Road from the South End to Oakridge Drive which assessments were by him placed on Assessment Roll No. 3395 in the amount of \$285,348.77 and reported to the City Council as its meeting held on the 31<sup>st</sup> day of July, 2018; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday July 31, 2018, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3395 shall be divided into 10 equal installments, the first of which shall be payable by July 1, 2019 without interest charge; and the remaining installments, plus a 2.65% annual interest charge on each installment, shall be due annually on May 31<sup>st</sup> of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made prior to July 1, 2019.

\* \* \* \* \*

State of Michigan )  
County of Jackson) ss  
City of Jackson )

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 31<sup>st</sup> day of July, 2018.

IN WITNESS WHEREOF, I have affixed my  
signature and the Seal of the City of Jackson, Michigan, on  
this 1<sup>st</sup> day of August 2018.

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Andrea Muray, City Clerk

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Derek J. Dobies, Mayor

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Andrea Muray, City Clerk  
**DATE:** July 31, 2018  
**SUBJECT:** Confirmation of Special Assessment Roll No. 3396

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**Recommendation:**

RECESS AS A CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW:

A. Public Hearing on Special Assessment Roll No. 3396 for street resurfacing and water main replacement on West Avenue from Crescent Road to Bloomfield Boulevard.

1. Resolution confirming Roll No. 3396

ADJOURN AS A BOARD OF REVIEW AND RECONVENE AS CITY COUNCIL

The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Attached is the resolution.

I recommend adoption of the resolution after its public hearing is held. Your consideration and concurrence is appreciated.

**RESOLUTION**  
**STREET RESURFACING AND WATER MAIN REPLACEMENT ON WEST AVENUE**

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street resurfacing and water main replacement on West Avenue from Crescent Road to Bloomfield Boulevard which assessments were by him placed on Assessment Roll No. 3396 in the amount of \$208,045.00 and reported to the City Council as its meeting held on the 31<sup>st</sup> day of July, 2018; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday July 31, 2018, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3396 shall be divided into 10 equal installments, the first of which shall be payable by July 1, 2019 without interest charge; and the remaining installments, plus a 2.65% annual interest charge on each installment, shall be due annually on May 31<sup>st</sup> of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made prior to July 1, 2019.

\* \* \* \* \*

State of Michigan )  
County of Jackson) ss  
City of Jackson )

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 31<sup>st</sup> day of July, 2018.

IN WITNESS WHEREOF, I have affixed my  
signature and the Seal of the City of Jackson, Michigan, on  
this 1<sup>st</sup> day of August 2018.


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Andrea Muray, City Clerk

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Derek J. Dobies, Mayor



**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Andrea Muray, City Clerk   
**DATE:** July 31, 2018  
**SUBJECT:** Confirmation of Special Assessment Roll No. 3397

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**Recommendation:**

RECESS AS A CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW:

A. Public Hearing on Special Assessment Roll No. 3397 for street reconstruction and water main replacement on Edgewood Street from Michigan Avenue to North Street.

1. Resolution confirming Roll No. 3397

ADJOURN AS A BOARD OF REVIEW AND RECONVENE AS CITY COUNCIL

The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Attached is the resolution.

I recommend adoption of the resolution after its public hearing is held. Your consideration and concurrence is appreciated.

**RESOLUTION**

**STREET RECONSTRUCTION AND WATER MAIN REPLACEMENT ON EDGEWOOD STREET**

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street reconstruction and water main replacement on Edgewood Street from Michigan Avenue to North Street which assessments were by him placed on Assessment Roll No. 3397 in the amount of \$463,727.57 and reported to the City Council as its meeting held on the 31<sup>st</sup> day of July, 2018; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday July 31, 2018, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3397 shall be divided into 10 equal installments, the first of which shall be payable by July 1, 2019 without interest charge; and the remaining installments, plus a 2.65% annual interest charge on each installment, shall be due annually on May 31<sup>st</sup> of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made prior to July 1, 2019.

\* \* \* \* \*

State of Michigan )  
County of Jackson) ss  
City of Jackson )

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 31<sup>st</sup> day of July, 2018.

IN WITNESS WHEREOF, I have affixed my signature and the Seal of the City of Jackson, Michigan, on this 1<sup>st</sup> day of August 2018.

\_\_\_\_\_  
Andrea Muray, City Clerk

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Derek J. Dobies, Mayor

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Patrick H. Burtch, City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** **Contract Award for the Essex Heights Water Main Replacement and Street Repaving Project**

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**Recommendation:**

**Approval of an award of the contract for the Essex Heights Water Main Replacement and Street Repaving project to Dunigan Brothers, Inc. of Jackson, MI at a cost of \$2,404,862.90, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.**

Attached is a report from Jon Dowling, City Engineer. The Engineer's estimate for this project was \$2,627,109.80.

I recommend approval of the award. Your consideration and concurrence is appreciated.

PHB

## DEPARTMENTAL REPORT

**MEMO TO:** Patrick Burtch, City Manager  
**FROM:** Jon H. Dowling, P.E., City Engineer  
**DATE:** July 31, 2018

**RECOMMENDATION:** Approval of an award of the contract for the Essex Heights Water Main Replacement and Street Repaving project to Dunigan Brothers, Inc. of Jackson, MI at a cost of \$2,404,862.90, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

### SUMMARY

On June 26, 2018 bids were opened in the Purchasing Department for the contract for the Essex Heights Water Main Replacement and Street Repaving project. The project consists of street resurfacing and water main replacement on West Avenue, Crescent Rd. to Bloomfield Blvd.; Crescent Road, West Ave. to Fourth St; and the Essex Heights Streets of Glen Drive, Kibby Rd. to Grovedale Ave., Essex Lane, South End to Glen Dr., Grovedale Avenue, Glen Dr. to Oakridge Ave., Oakridge Avenue, Grovedale Ave. to West Ave., and Broadcrest Road, South End to Oakridge Dr. After the bid opening the City became aware that the State of Michigan changed the lead copper rule so that the City must replace lead services up to the meter. Purchasing issued an addendum to the two lowest bidders to obtain prices to replace the lead service. The bids for the addendum were opened in the Purchasing Department on July 18, 2018.

### BUDGETARY CONSIDERATIONS

The Engineer's estimate for this project was \$2,627,109.80. Bids were as follows:

Company	Original Bid	Addendum	Total Bid
Dunigan Brothers, Inc., Jackson, MI	\$2,294,329.00	\$110,533.90	\$2,404,862.90
Hoffman Brothers, Inc., Battle Creek, MI	\$2,306,777.89	\$129,382.98	\$2,436,160.87
Rothenberger Company, Inc., Concord, MI	\$2,584,199.05		
Salenbien Trucking & Excavating Inc., Dundee, MI	\$2,706,293.57		
Bailey Excavating, Inc., Jackson, MI	\$2,854,995.05		

This project will be paid out of Local Street, Major Street, Water Main and Sanitary Sewer Funds.

### HISTORY, BACKGROUND and DISCUSSION

The history of the condition of the water mains was provided to City Council on May 29, 2018 in the Engineer's Reports for Crescent Road, West Avenue and Essex Heights. The water mains on these streets were constructed in the 1920s.

### DISCUSSION OF THE ISSUE

This project consists of replacement of the antiquated cast iron water mains on Crescent Rd., West Ave. and in Essex Heights with 8" water main. This water main project is part of the water main replacement program to improve water quality and pressure in the neighborhood. Some sewer replacement is included in this project and the streets are to be resurfaced.

### POSITIONS

In concurrence with the Purchasing Agent, it is the recommendation of Engineering that the Essex Heights Water Main Replacement and Street Repaving project contract be awarded to Dunigan Brothers, Inc. of Jackson, MI, for a cost of \$2,404,862.90. We also request that the Mayor and City Clerk be authorized to execute the appropriate documents.

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Patrick H. Burtch, City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** **Contract Award for the Edgewood Street Water Main Replacement and Street Repaving Project**

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**Recommendation:**

**Approval of an award of the contract for the Edgewood Street Water Main Replacement and Street Repaving project to Bailey Excavating Inc. of Jackson, Michigan at a cost of \$1,528,960.71, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.**

Attached is a report from Jon Dowling, City Engineer. The Engineer's estimate for this project was \$1,674,332.40.

I recommend approval of the award. Your consideration and concurrence is appreciated.

PHB

## DEPARTMENTAL REPORT

**MEMO TO:** Patrick Burtch, City Manager  
**FROM:** Jon H. Dowling, P.E., City Engineer  
**DATE:** July 31, 2018

**RECOMMENDATION:** Approval of an award of the contract for the Edgewood Street Water Main Replacement and Street Repaving project to Bailey Excavating Inc. of Jackson, Michigan at a cost of \$1,528,960.71, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

### SUMMARY

On June 29, 2018 bids were opened in the Purchasing Department for the contract for the Edgewood Street Water Main Replacement and Street Repaving project. The project consists of street resurfacing and water main replacement on Edgewood Street from Michigan Avenue to North Street. After the bid opening the City became aware that the State of Michigan changed the lead copper rule so that the City must replace lead services up to the meter. Purchasing issued an addendum to the two lowest bidders to obtain prices to replace the lead service. The bids for the addendum were opened in the Purchasing Department on July 18, 2018.

### BUDGETARY CONSIDERATIONS

The Engineer's estimate for this project was \$1,674,332.40. Bids were as follows:

Company	Original Bid	Addendum	Total Bid
Bailey Excavating, Inc., Jackson, MI	\$1,476,774.71	\$52,186.00	\$1,528,960.71
Hoffman Brothers, Inc., Battle Creek, MI	\$1,432,589.74	\$111,685.20	\$1,544,274.94
Rothenberger Company, Inc., Concord, MI	\$1,597,037.27		

This project will be paid out of Local Street and Water Main Funds.

### HISTORY, BACKGROUND and DISCUSSION

The history of the condition of the water mains was provided to City Council on June 12, 2018 in the Engineer's Report for Edgewood Street from Michigan Avenue to North Street. The water mains on this street were constructed around 1919.

### DISCUSSION OF THE ISSUE

Engineering proposes to remove and replace the full depth of the pavement structure. The antiquated water mains within the project area will be replaced in conjunction with street construction. The water main portion of this project is part of the water main replacement program to improve water quality and pressure in the neighborhood.

### POSITIONS

In concurrence with the Purchasing Agent, it is the recommendation of Engineering that the Edgewood Street Water Main Replacement and Street Repaving project contract be awarded to Bailey Excavating, Inc. of Jackson,, Michigan at a cost of \$1,528,960.71. We also request that the Mayor and City Clerk be authorized to execute the appropriate documents.

JHD/ss