CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting
September 09, 2024 | 7:00 PM
Council Chambers | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith, Staudt, Thomas

APPROVAL OF AGENDA

PUBLIC HEARINGS

PRESENTATIONS

REPORTS

1. Manager/Staff

2. Attorney

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

CONSENT AGENDA REMOVALS AND APPROVALS – All items listed under Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered at the end of the normal Agenda.

MATTERS FOR COUNCIL ACTION

1. Consideration of approval to award engineering design services to AECOM for the design of the ITC Trail to Bosco Fields Connector Pathway, in the amount of $81,610.

2. Approval to purchase twenty-seven (27) sets of protective turnout gear for the Novi Fire Department full-time firefighters from Phoenix Safety Outfitters, an authorized dealer for LION, who holds the National Purchasing Partners (NPP) cooperative purchase agreement for $100,111.95 and amend the budget.

3. Approval to award contract to Great Lakes Power and Lighting, Inc. for Civic Center theatre lighting replacement in the amount of $112,620.

4. Consideration of approval to award the contract to Long Mechanical, the low bidder, for Novi Ice Arena replacement of existing HVAC units in the amount of $733,560 and amend the budget.

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION – Consent Agenda items which have been removed for discussion and/or action.

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

COMMITTEE REPORTS

1. Public Utilities and Technology Committee

2. Long-Range Strategic Planning Committee

3. Mobility Committee

MAYOR AND COUNCIL ISSUES

COMMUNICATIONS

CONSENT AGENDA – Background information for Consent Agenda items is available for review at the City Clerk's Office.

A. Approve Minutes of:
   August 26, 2024 - Regular Meeting

B. Approval to award engineering design services to OHM Advisors for the design of Bellagio Sanitary Lift Station Improvements, in the amount of $33,660.00.

C. Consideration of approval to purchase one unmarked vehicle for the Novi Police Department from Lunghamer Ford of Owosso, through the MiDeal Cooperative purchasing contract, in the amount of $40,845.

D. Approval of the recommendation from the Consultant Review Committee to renew Orchard, Hiltz & McCliment (OHM) Advisors Contract for Professional Services for three years.

E. Approval of request for Pyrotechnics Display Permit by Brightmoor Christian Church to be operated by James Herr, on Saturday, September 21st, 2024.

F. Approval of resolution appointing Mario Gibbons (Employee Delegate) and Tia Gronlund-Fox (Officer Delegate) as the 2024 City of Novi representatives to attend the Annual Municipal Employees Retirement System (MERS) Conference to be held October 10-11, 2024.

G. Approval of claims and warrants – Warrant 1163

ADJOURNMENT

SCHEDULED MEETINGS – All Regular Council meetings are held in the Council Chambers unless otherwise noted. For a complete listing of scheduled meetings, please visit the Event Calendar at cityofnovi.org.

NOTICE: People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk (248) 347-0456 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9,2024

SUBJECT: Consideration of approval to award engineering design services to AECOM for the design of the ITC Trail to Bosco Fields Connector Pathway, in the amount of $81,610.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- $81,610 is being requested for the engineering design of the ITC Trail to Bosco Fields Connector Pathway.
- The City approved a resolution to cost share on November 20, 2023, and was awarded a grant for $578,897 in June 2024 from SEMCOG to construct the pathway.
- Current construction estimate is $859,050.
- Proposed Costs split 65% General Fund, 35% Parks
- Citizen Survey results were in favor and part of the Active Mobility Plan.

FINANCIAL IMPACT

	FY 24/25	FY 25/26	TOTAL
EXPENDITURE REQUIRED	**$ 112,491**	**$ 1,097,300**	**$ 1,209,791**
BUDGET			
1. Parks and Recreation	**$220,000**	**$-**	**$**
2. General Fund	**$410,894**	**$-**	**$**
3. TAP Grant	**$**	**$ (578,897)**	**$ (578,897)**
APPROPRIATION REQUIRED	**$ 630,894**	**$ 518,403**	**$ 630,894**
FUND BALANCE IMPACT	**$(220,000) PRCS** **$(410,894) General**	**$**	**$ 630,894**

- Grant award after budget summaries deadline for 24/25
- PRCS and General Fund ended 23/24 favorably and can fund project. Parks favorable variance or approx. $323,000 and General Fund's favorable variance of $638,000.
- Expenditures Required include contingency, geotechnical and crew days.

BACKGROUND INFORMATION:

In June of this year, the City was awarded a Transportation Alternatives Program (TAP) grant from the Southeast Michigan Council of Governments (SEMCOG) for construction of a pathway connection between the existing ITC Trail and Bosco Fields Park. The grant award is for $578,897 of the estimated construction cost of $859,050 (total cost is ~$1.2M with engineer, geotechnical, crew days, etc.) and must be obligated in fiscal year 2025. The project will include construction of a shared-use asphalt pathway and boardwalk that will connect the existing ITC Trail to the southwest corner of Bosco Fields. Additionally, the existing gravel pathway on the south end of Bosco Fields that extends to Beck Road will be paved with asphalt.

This connection is in the Active Mobility Plan and the attached citizen survey results supported the project.

City engineering consultant, AECOM, prepared a scope of services for design of the pathway connection. The attached proposal outlines the detailed scope of services. The design fee will be $81,609.77 (9.5% of the estimated construction cost of $859,050.17). Design of the project will begin following the award, with construction expected to start in the summer of 2025.

RECOMMENDED ACTION: Approval to award engineering design services to AECOM for the design of the ITC Trail to Bosco Fields Connector Pathway, in the amount of $81,610.

ITC Trail to Bosco Fields Connector Pathway

Map Author: Runkel
Date: 8-5-24
Project: ITC to Bosco Path
Version #: 1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

Proposed Pathway Connection

City of Novi
Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org

August 5, 2024

Ms. Rebecca Runkel
City of Novi
Field Services Complex
26300 Lee Begole Drive
Novi, MI 48375

Reference: Scope and Fee Letter for
Bosco Field / ITC Connector

Dear Ms. Runkel,

AECOM is pleased to submit this proposal for the above referenced project. The work to be completed in this project is the construction of a shared use pathway and boardwalk that connects the existing ITC Trail to the southwest corner of Bosco Fields. This asphalt pathway will then extend all the way to Beck Rd using the existing location of the aggregate base pathway on the south end of the Bosco fields. A significant amount of tree removals and clearing will be required for this project as well as planting replacement trees.

The following tasks will be completed for the projects:

Initial Meeting and Scope Verification

The intent of this task is to meet with the City and verify the limits and scope of work for the project. The city will establish the desired work to be completed. AECOM will then perform a field review of the site to determine the best approach and any other elements of work that would be required.

Survey and Base Plans

The intent of this task is to provide topographic survey and base mapping as needed for the proposed design work. We anticipate that a full topographic survey will be required for the entirety of the project. AECOM will prepare plans and project manual in accordance with MDOT methods and timeline.

AECOM will prepare base plans (30% - 40% complete) to identify the major design features. These plans will also be used to further the utility investigation and resolution of potential conflicts. Base plans will include the results of the survey information, utility information received in response to our solicitations for information, and a preliminary estimate.

AECOM will obtain existing utility data with a design ticket through the MISS DIG system. In addition, AECOM will distribute the base plan design set to the utility companies that have indicated that they have facilities in the project area. We will incorporate the additional information that utility companies provide to AECOM into the plan set.

Preliminary Plans

Incorporating the information obtained from the above tasks, we will prepare the preliminary plan sets (90%) in accordance with City requirements. Soil boring/pavement core information will be included in the plans. This submittal will include items such as the typical cross sections, materials/quantities, and details. A Project Manual and preliminary updated cost estimate will also be prepared and submitted for each contract.

Final Plans and Proposal

Incorporating comments from the City, AECOM will develop the final plans submittal, including the plan sets, Project Manual, and cost estimates.

AECOM Great Lakes, Inc.
39575 Lewis Drive, Suite 400
Novi, MI 48377
Tel: 248.204-5900
Fax:248.204.5901

AECOM

Schedule

Concept Plans (To Novi)	November, 2024
Preliminary Plans (To MDOT and Novi)	December, 2024
Final Project Coordination Plans (to MDOT and Novi)	March, 2025
Final Plans (Ready to be submitted for advertisement)	March, 2025
Out to bid	May, 2025

Construction
AECOM will provide full time inspection, contract administration, and staking as required for the projects. Materials Testing during construction will be performed by a geotechnical engineering firm hired directly by the City under the direction of AECOM.

Estimated Fees:
AECOM will provide Design Engineering services and Contract Administration services per the 2022-2027 Engineering Fees Table with 0.5% added for LAP fee.

The estimated cost of work for this project was determined by approximate quantities established through field visits as well as satellite imagery. The estimated unit prices used were developed from average unit prices from recently bid MDOT projects.

<u>Bosco Field/ITC Connector Design Fee: $859,050.17 (Construction Cost) x 9.50% = $81,609.77</u>

We understand that fees for construction phase services will be determined after a construction contract is awarded and that the City will pay the geotechnical firm for soil borings/cores, and materials testing during construction directly.

Please contact me if you have any questions or wish to discuss this submittal.

Sincerely,

AECOM Great Lakes, Inc.

Sean Kelsch

Sean Kelsch, PE
Vice-President

SEEKING FEEDBACK! –

ITC Trail and Bosco Fields Proposed Connector Pathway

CITY OF NOVI
cityofnovi.org

SHARE YOUR THOUGHTS!

The City of Novi is applying for a grant through the Michigan Department of Transportation (MDOT) Transportation Alternatives Program (TAP) for the construction of a pathway. This pathway would connect the ITC Trail to Bosco Fields through a vacant City owned parcel. If awarded, construction would take place in 2025.

To provide feedback, please contact

REBECCA RUNKEL
Project Engineer

248-735-5694
rrunkel@cityofnovi.org

CITY OF NOVI
cityofnovi.org

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval to purchase twenty-seven (27) sets of protective turnout gear for the Novi Fire Department full-time firefighters from Phoenix Safety Outfitters, an authorized dealer for LION, who holds the National Purchasing Partners (NPP) cooperative purchase agreement for $100,111.95 and amend the budget.

SUBMITTING DEPARTMENT: Public Safety – Fire Department

KEY HIGHLIGHTS:

- The Novi Fire Department received approval from City Council (May 20, 2024) to apply for the Michigan Department of Labor and Economic Opportunity (LEO) Grant for a 2nd set of turn-out gear for full-time firefighters with an authorized amount of $3,500/set
- The Novi Fire Department received notice on August 29, 2024 that the LEO had approved the grant application for the City of Novi in the amount of $94,500
- The total cost of the equipment for 27 sets of gear is $100,111.95. The grant will reimburse the City of Novi $94,500. The remaining $5,611.95 will be absorbed through the FY 2024-25 Uniform Budget
- The FY Budget will need to be amended for both the revenue and off-setting expense of $94,500

FINANCIAL IMPACT:

	FY 23/24	FY 24/25	FY25/26	Total
EXPENDITURE REQUIRED	**$ 0**	**$100,111.95**	**$**	**$ 100,111.95**
BUDGET				
State Grant – Fire Revenue (101-000.00-543.00)	**$**	**$0**	**$**	**$ 0**
Uniforms Expenditure (101-336.00-741.000)	**$**	**$5,611.95**	**$**	**$5,611.95**
REVENUE AMENDMENT **APPROPRIATION REQUIRED**	**$**	**$94,500** **$94,500**	**$**	**$94,500** **$94,500**
FUND BALANCE IMPACT	**$**	**$0**	**$**	**$**

- Net impact to budget is $0
- Budget amendment to gross up revenues and gross up expenditures for grant

BACKGROUND INFORMATION:

In May of 2024, City Council gave approval for the Novi Fire Department to apply for the Michigan Department of Labor and Economic Opportunity (LEO) grant to purchase an additional set of turnout gear for the full-time firefighters. LEO had allocated $15 million for a competitive grant that is exclusively designated for full-time firefighters. On August 29, 2024 the City of Novi received notification that its grants for additional turn-out gear for full-time firefighters was approved in the amount of $94,500 (27 sets of turn-out gear). This grant provides up to $3,500 per full-time firefighter to purchase an additional set of turnout gear.

The Novi Fire Department currently utilizes Lion V-force turnout gear. The additional set of turnout gear would remain consistent with this make and configuration. An additional set of gear is $3,707.85, of which $3,500 is covered by the grant. The estimated cost to the City of Novi at $207.85/set would be $5,611.95 which will be absorbed in the Department's 2024-25 uniform budget.

RECOMMENDED ACTION: Approval to purchase twenty-seven (27) sets of protective turnout gear for the Novi Fire Department full-time firefighters from Phoenix Safety Outfitters, an authorized dealer for LION, who holds the National Purchasing Partners (NPP) cooperative purchase agreement for $100,111.95 and amend the budget.

PHOENIX
SAFETY OUTFITTERS

Quotation: **242575**

(DO NOT PAY FROM THIS DOCUMENT/S&H MAY NOT BE INCLUDED)

Quotation Date: **06 May 2024**

Shipping Method:
Account Rep: ***James Hayes***
Accounting Questions: ***cgrogan@phoenixoutfitters.com***
Accounting Phone: ***614-203-0247***

Sales Tax Registrations:
Ohio (91-050790)
Indiana (0158424336)
Michigan (41-2241348)

REMITTANCE ADDRESS
PHOENIX Safety Outfitters
P.O. Box 20445
Upper Arlington, OH 43220

Physical Address:
PHOENIX Safety Outfitters
110 W Leffel Lane
Springfield, Ohio 45506
(937) 324-2537

EIN:
41-2241348

Bill to:

MICHAEL OLANDO
CITY OF NOVI FIRE DEPT
42975 GRAND RIVER AVE
NOVI MI 48375
UNITED STATES
Customer Phone: 248-982-5532
Customer Email: molando@cityofnovi.org

Ship to:

MICHAEL OLANDO
CITY OF NOVI FIRE DEPT
42975 GRAND RIVER AVE
NOVI MI 48375
UNITED STATES
Customer Phone: 248-982-5532
Customer Email: molando@cityofnovi.org

Item ID	Item name	Qty	Item $	Extended $
	NOTE: YOUR DEPARTMENT COST - NPP CONTRACT PS20065	1	$0.00	$0.00
NOV(OAKMI)-VFC	JANESVILLE TURNOUT COAT CONFIGURED TO CUSTOMER SPECIFICATION// PO8Q2045 *Verified: [0220] Valid Thru: [033121] Color: PER SPEC*	27	$2265.31	$61163.37
NOV(OAKMI)-VFP	JANESVILLE TURNOUT PANT CONFIGURED TO CUSTOMER SPECIFICATION // PO8Q2045 *Verified: [0220] Valid Thru: [033121] Color: PER SPEC*	27	$1442.54	$38948.58

Subtotal	**$100111.95**
MI-ST TAX EXEMPT @ 0%	$0.00
Total	**$100111.95**

Cauchi, Patricia

From: Olando, Michael
Sent: Thursday, August 29, 2024 4:03 PM
To: Cauchi, Patricia
Subject: Fwd: Notification to sign FTG-2024 City of Novi

Michael A. Olando | Captain
Novi Fire Department
248-982-5532 Direct
molando@cityofnovi.org

Michael A. Olando | Captain
Public Safety | Fire Department
City of Novi | 42975 Grand River Ave | Novi, MI 48375
t: +1 248.349.2162 | c: 248.982.5532 | cityofnovi.org

To receive monthly e-news and more social media options, click here.

From: noreply@egrams-mi.net <noreply@egrams-mi.net>
Sent: Thursday, August 29, 2024 3:53:33 PM
To: Olando, Michael <molando@cityofnovi.org>
Subject: Notification to sign FTG-2024 City of Novi

08/29/2024

Dear Michael Olando,

The Department of Labor and Economic Opportunity has aapproved the application for the FTG-2024 for City of Novi. To accept the grant award, please have the Authorized Official review and sign the grant agreement.

Complete the following steps:

1. Authorized official logs in to EGrAMS-LEO at https://egrams-mi.com/leo using your user name and password
2. From the Welcome screen, 'Project Director -> Application Status'
3. Select grant program 'FTG-2024' from lookup
4. Click on 'Find'
5. System displays application status information
6. Click on 'View Contract' icon to open the PDF of the agreement.
7. If you an Authorized Signation, you will also see the 'Sign Contract' icon.

Cauchi, Patricia

From:	Olando, Michael
Sent:	Monday, July 29, 2024 7:13 PM
To:	Fischer, Justin; Martin, John
Cc:	Olando, Michael; Theisen, Mark; Bostwick, Paul; Johnson, Connor G; Behan, Steven; Michael Olando; Zinser, Erick; Cardenas, Victor; Cauchi, Patricia; Lilla, Sabrina; Johnson, Carl; Seog, Todd
Subject:	Re: Turn Out Gear Motion Sheet

Good afternoon Team,

I Hope everyone has had an amazing summer so far.
I received some amazing news today.
Please see below for the email I received from LEO and the State of Michigan.

Dear Michael Olando,

On behalf of the Department of Labor and Economic Opportunity, State of Michigan, I would like to congratulate you and your organization - City of Novi on being recommended for Firefighter Turnour Gear - 2024 Grant funding for your proposed project - Firefighter Turnour Gear - 2024. Please note that LEO funding recommendations are not official until they have been approved by the State Administrative Board.

Your requested amount was $105,000.00 and your recommended amount is $94,500.00. Because of this, please login to EGrAMS and update one or more of the following sections.

- Amount of Funds Requested
- Budget
- Any other sections that may be impacted due to the requested amount change

If you have any questions, please contact me at (517) 284-4007 or via email at LEO-EGrAMS-HELP@michigan.gov.

Thank you.
Sincerely,

Amber Covington
Grants Administrator

You will notice that the approved amount is $10,500 less than what I applied for.
I reached out to our MPFFU executive board to thank them and to get clarification on the lower amount. They stated that due to the limited funds and the amount of departments that applied, they were able to give funding for an additional set of gear for all full time staff that I applied for with the exception of the following administrative staff: (27 sets of gear x $3500 = $94,500)

Fire Chief

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment for the HVAC replacement is authorized:

		INCREASE (DECREASE)
Ice Arena Fund		
REVENUES		
State Sources	$	94,500
TOTAL REVENUES	**$**	**94,500**
APPROPRIATIONS		
Supplies		94,500
TOTAL APPROPRIATIONS	**$**	**94,500**
Net Increase (Decrease) to Fund Balance	**$**	**-**

I hereby certify that the foregoing is a true and complete copy of a
resolution adopted by the City Council of the City of Novi
at a regular meeting held on September 9, 2024

Cortney Hanson
City Clerk

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval to award contract to Great Lakes Power and Lighting, Inc. for Civic Center theatre lighting replacement in the amount of $112,620.

SUBMITTING DEPARTMENT: Parks, Recreation & Cultural Services

KEY HIGHLIGHTS:

- Current theatre lighting is out-of-date, not repairable, and currently not in full working order.
- The Novi Civic Theatre program regularly has 100 cast members in each of the two large productions, per year. The program sells out audiences for up to six shows per production. Two additional smaller productions have been added for this year.
- Modern, easy-to-use system may allow use of the theatre lights for additional stage programs, including recitals and City events and functions.

FINANCIAL IMPACT:

	FY 24/25	FY25/26	Total
EXPENDITURE REQUIRED	**$ 112,620**	**$**	**$ 112,620**
BUDGET 1. Theatre Upgrade (Light and Curtain) (208-752.00-977.032)	**$ 116,120**	**$**	**$ 116,120**
APPROPRIATION REQUIRED	**$0**	**$**	**$ 0**
FUND BALANCE IMPACT	**$0**	**$**	**$ 0**

BACKGROUND INFORMATION:

The current theatre lighting is out-of-date, not repairable, and currently not in full working order. The Novi Civic Theatre program has been using a modified system for a number of years.

The theatre production team has struggled to properly light shows and has had to manually move the spotlights and change the color gels to match each production.. A modern, easy to-use, wireless system will significantly reduce the time spent on lighting, as well as reduce energy use through LED. It will also enhance the experience for performers and audience members by increasing the brightness and color options on stage.

With staff training, new lighting may also provide the opportunity for additional uses of the stage for City events, functions, dance recitals, etc.

Great Lakes Power and Lighting, Inc is the current electrical contractor for the City. The expenditure includes a 20% contingency.

RECOMMENDED ACTION: Approval to award contract to Great Lakes Power and Lighting, Inc. for Civic Center theatre lighting replacement in the amount of $112,620.

N 42 43' 39"◆W 82 41' 81"

Quotation

Date: August 29, 2024

To: City of Novi

Attn. Tracy/Matt

Project: Lighting upgrade at the theater in the civic center

In accordance with your request we are pleased to quote the electrical installation required for the above referenced project as follows:

New controller and lights as required
This is the wireless system as talked about
Lift included if needed
All wire, fittings, and conduit included

Total Price $93,850.00

Thank you for the opportunity. If you require additional information please do not hesitate to contact me.

Sincerely,
Alan Thueme
Purchasing agent
Great Lakes Power & Lighting, Inc.
E-mail: athueme@greatlakespwr.com
Cell Ph: 586-855-0960

N 42 43' 39" ◆ W 82 41' 81"

Bill of Materials

1 - ETC Element 2K Controller

2 - 24" LED Touchscreens w/ cables

1 - ETC Pelican Case for the Element

2 - Pelican or equal case for the Touchscreens

1 - Edison plug strip

1 - Edison 25' Power Cable

12 - ETC CSPAR

12 - ETC Medium Diffuser

12 - ETC Wide Diffuser

12 - Safety Cables

12 - C Clamps

16 - CSSPOTV Zoom Emitter fixtures

16 - ETC 25 - 50 Zoom lens tubes

7 - CTI Showbaby Wireless DMX Transmitter/Receiver

6 - C Clamps

28 - 10' DMX Cables

1 - 3' DMX Cable

9646 Marine City Hwy. ◆ Casco, MI 48064 ◆ PH.586.716.4000 ◆ FX.586.716.4770

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Consideration of approval to award the contract to Long Mechanical, the low bidder, for Novi Ice Arena replacement of existing HVAC units in the amount of $733,560 and amend the budget.

SUBMITTING DEPARTMENT: Parks, Recreation & Cultural Services

KEY HIGHLIGHTS:
- Replacement of the original (1998) Novi Ice Arena HVAC units is necessary due to age and mechanical failures.
- The project scope consists of replacement of the dehumidification unit, locker room make up air unit and a pair of duct furnaces serving the ice rinks.
- The project will require a 2-week shutdown to complete repairs in spring 2025.

	FY 23/24	FY 24/25	Total
EXPENDITURE REQUIRED	**$ 0**	**$ 733,560**	**$ 733,560**
BUDGET			
1. Dehumidification project rollover into FY 2024-2025 (570-000.00-976.221	**$ 167,505**	**$ 167,505**	**$ 167,505**
2. HVAC Replacement (570-000.00-976.221)	**$**	**$ 0**	**$**
APPROPRIATION REQUIRED	**$**	**$ 566,055**	**$ 566,055**
FUND BALANCE IMPACT	**$**	**$ (566,055)**	**$ (566,055)**

- 20% contingency is included in expenditure requirement
- Use of fund balance/reserves of $566,055.
- Current balance of reserves is just over $900,000

BACKGROUND INFORMATION:

The City of Novi accepted proposals from qualified firms for the replacement of existing HVAC units at the Novi Ice Arena, located at 42400 Nick Lindstrom Dr, Novi, MI 48375.

The project includes demo and disposal of old units, all gas and electrical connections, delivery and rigging of new equipment, new duct work, and all required permits.

Long Mechanical was the lowest responsible bidder for this project. Long Mechanical has satisfactorily completed similar scale projects for southeast Michigan facilities. Long Mechanical provided a voluntary alternate in the amount of $11,300 for the replacement of the entire roof of the mechanical area roof. Staff and our consultant, OHM Advisors recommends award of this contract and accepting the voluntary alternate to Long Mechanical in the amount of $611,300 for the project. Staff is also recommending a 20% contingency be approved for unanticipated expenses that may occur during the project. The City's previously budgeted project of the replacement of dehumidification units will be rolled over to assist with the costs of the HVAC replacement. The rollover amount is $167,505.

It is important to note, the Ice Arena's last debt service payment was made during fiscal year 2024. The Ice Arena is now debt free. Annual debt service payments were approximately $500,000.

RECOMMENDED ACTION: Consideration of approval to award the contract to Long Mechanical, the low bidder, for Novi Ice Arena replacement of existing HVAC units in the amount of $733,560 and amend the budget.

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment for the HVAC replacement is authorized:

	INCREASE (DECREASE)
Ice Arena Fund	
APPROPRIATIONS	
Capital Outlay	566,055
TOTAL APPROPRIATIONS	**$ 566,055**
Net Increase (Decrease) to Fund Balance	**$ (566,055)**

I hereby certify that the foregoing is a true and complete copy of a
resolution adopted by the City Council of the City of Novi
at a regular meeting held on September 9, 2024.

Cortney Hanson
City Clerk

ARCHITECTS. ENGINEERS. PLANNERS.

OHM Advancing Communities℠

August 28, 2024

Jeffrey Muck, CPRP
Director
City of Novi, Parks, Recreation & Cultural Services
45175 Ten Mile Rd Novi, MI 48375

RE: Novi Ice Arena HVAC Replacement
Recommendation of Award

Dear Mr. Jeffrey Muck:

Sealed bids for the Ice Arena HVAC Replacement Project were received and publicly read aloud on Monday, August 26, 2024 at the Finance Department, at 2:00 pm. Proposals were received by the City from three (3) bidders. We have reviewed and checked the bids, and attached the Bid Tabulation for your information. The lowest three bidders are as follows:

Contractor	TOTAL BID
Long Mechanical	**$600,000**
Serv-Ice	**$820,000**
Technical Hot Cold	**$1,060,550**

The project scope consists of replacement of the dehumidification unit, locker room make up air unit and a pair of duct furnaces serving the ice rinks.

Based on the current bidding environment and nationwide inflation, we are satisfied with the bid results. We reached out to other bidders that did show interest in completion of the project. The bid spread can be explained by Long Mechanical self performing approximately 80% of the work while others are subcontracting and including a markup.

Long Mechanical is the apparent lowest responsible bidder for this project. Long Mechanical has satisfactorily completed similar scale projects for southeast Michigan facilities. Long mechanical provided a voluntary alternate in the amount of $11,300 for the replacement of the entire roof of the mechanical area roof. Therefore, we recommend award of this contract and accepting the voluntary alternate to Long Mechanical in the amount of **$611,300** for the project.

If you have any questions, please do not hesitate to call me at (989) 928-5911

Sincerely,
OHM Advisors

Sean A. Tabacsko
Project Manager
Encl: Bid Tabulation

cc: Tim Juidici, P.E., OHM

City of Novi
Ice Arena HVAC Replacement
BID TABULATION SHEET
August 26, 2024

Contractor	BOND	ADDENDUM 1	ADDENDUM 2	ADDENDUM 3	Base Bid	Comments
Serv-Ice	X	X	X	X	$820,000	
Long Mechanical	X				$600,000	Missing Acknowledgement of Addendums
Technical Hot Cold		X	X	X	$1,060,550	Missing Bid Bond

FW: Post bid interview - Novi Ice Arena

Jim Long <jlong@longmechanical.com>

Fri 8/30/2024 1:51 PM

To:Sean Tabacsko <Sean.Tabacsko@ohm-advisors.com>
Cc:Chad Neuer <cneuer@longmechanical.com>;Jim Ballantine <jballantine@longmechanical.com>;Allison Long <along@longmechanical.com>

3 attachments (755 KB)

Addendum 1 Novi Ice Arena.pdf; Addendum 2 Novi Ice Arena.pdf; Novi Ice Arena_Addendum 3_Issued_240821.pdf;

Sean,

We enjoyed the meeting also.

Please note that our base bid is not affected by the three attached addendums you sent.

Also to note is that we are a Certified WBE.

We discussed adverse weather and liquidated damages. Will there be something within our contract that will address this item.

Please let us know if you need anything else.

Jim Long

Office: 248-349-0373
Cell: 248-330-5201

www.longmechanical.com

From: Sean Tabacsko <Sean.Tabacsko@ohm-advisors.com>
Sent: Friday, August 30, 2024 10:53 AM
To: Jim Long <jlong@longmechanical.com>
Cc: Jim Long <jlong@longmechanical.com>
Subject: Re: Post bid interview - Novi Ice Arena

See attached Addendums. Pleasure meeting with you and your team this morning.

SEAN TABACSKO | **OHM** Advisors®
SENIOR PROJECT MANAGER

D (989) 393-1717 | **M** (989) 928-5911 | **O** (989) 956-2020

Sean.Tabacsko@ohm-advisors.com | **OHM**-Advisors.com

From: Sean Tabacsko
Sent: Tuesday, August 27, 2024 1:38 PM
To: Sean Tabacsko <Sean.Tabacsko@ohm-advisors.com>; Jrlong@longmechanical.com <Jrlong@longmechanical.com>
Cc: Jim Long <jlong@longmechanical.com>
Subject: Post bid interview - Novi Ice Arena
When: Friday, August 30, 2024 10:30 AM-11:00 AM.
Where: https://ohm-advisors.zoom.us/j/94969901043?pwd=SQsjXDt9AJZ3npdFuu1VtmxpOu2oJl.1&from=addon

Hi there,

Sean Tabacsko is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

Password:	870056
Phone one-tap:	+13126266799,,94969901043#
Meeting URL:	https://ohm-advisors.zoom.us/j/94969901043?pwd=SQsjXDt9AJZ3npdFuu1VtmxpOu2oJl.1&from=addon

Join by Telephone

For higher quality, dial a number based on your current location.

Dial:	+1 312 626 6799
Meeting ID:	949 6990 1043
Password:	870056

DOCUMENT 00 41 13 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

A. Bidder: Long Mechanical.

B. Project Name: Novi Ice Arena HVAC Replacement.

C. Project Location: 42400 Nick Lidstrom Drive, Novi, Michigan, 48375.

D. Owner: City of Novi.

E. Architect: OHM Advisors.

F. Architect Project Number: 0163-24-0020.

1.2 CERTIFICATIONS AND BASE BID

A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by OHM Advisors and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Six Hundred Thousand Dollars Dollars ($ 600,000.00).

1.3 BID GUARANTEE

A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. Eleven Thousand Seven Hundred Dollars Dollars ($ 11,700.00).

B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

A. The following companies shall execute subcontracts for the portions of the Work indicated:

1. Roofing Work: Roof Management.
2. Plumbing Work: Long Mechanical.
3. HVAC Work: Long Mechanical.
4. Electrical Work: Automated Energy Controls.

1.5 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work by June 8, 2025.

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:
   1. Addendum No. 1, dated ____________.
   2. Addendum No. 2, dated ____________.
   3. Addendum No. 3, dated ____________.
   4. Addendum No. 4, dated ____________.

NONE

1.7 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.
   1. Bid Form Supplement - Bid Bond Form (AIA Document A310-2010).

1.8 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in City of Novi, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.9 SUBMISSION OF BID

A. Respectfully submitted this 26th day of August, 2024.

B. Submitted By: Long Mechanical (Name of bidding firm or corporation).

C. Authorized Signature: ____________ (Handwritten signature).

D. Signed By: JAMES R. LONG (Type or print name).

E. Title: SECRETARY (Owner/Partner/President/Vice President).

F. Witnessed By: Chad Newey (Handwritten signature).

G. Attest: ____________ (Handwritten signature).

H. By: ALLISON LONG (Type or print name).

I. Title: PRESIDENT (Corporate Secretary or Assistant Secretary).

J. Street Address: 190 E. Main.

K. City, State, Zip: Northville, MI 48167.

L. Phone: 248-349-0373.

M. License No.: 7104573.

N. Federal ID No.: 38-1897840 (Affix Corporate Seal Here).

END OF DOCUMENT 00 41 13

LONG MECHANICAL
Since 1949
190 East Main Street · Northville, MI 48167 · (248) 349-0373 · fax: (248) 349-3869

NOVI ICE ARENA HVAC REPLACEMENT

Voluntary Alternate

Completely replace existing roof with 20 year 50 mil Duro-Last roof.

Add To Base Bid: $11,300.00

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310 - MODIFIED

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we (Here insert full name and address or legal title of Contractor)

Long Mechanical Inc
190 East Main Street,Northville, MI 48167

as Principal, hereinafter called the Principal, and (Here insert full name and address or legal title of Surety)

Hartford Fire Insurance Company
One Hartford Plaza, Hartford, CT 06155-0001

a corporation duly organized under the laws of the State of **Connecticut**
as Surety, hereinafter called the Surety, are held and firmly bound unto (Here insert full name and address or legal title of Owner)

City of Novi
45175 W. Ten Mile Road, Novi, MI 48375-3024

as Obligee, hereinafter called the Obligee, in the sum of
Five Percent (5%) of Amount Bid Dollars (**5%**),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Novi Ice Arena HVAC Replacement - Replace Rooftop Equipment

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be ~~specified in the bidding~~ mutually acceptable to the Surety and Obligee ~~or Contract Documents~~ with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this **26th** day of **August, 2024**

Long Mechanical Inc

(Witness) (Principal) (Seal)

(Title) V. PRESIDENT

Hartford Fire Insurance Company

(Witness) (Surety) (Seal)

Susan L Small (Title) **Attorney-In-Fact**

Direct Inquiries/Claims to:
THE HARTFORD
BOND, T-11
One Hartford Plaza
Hartford, Connecticut 06155
Bond.Claims@thehartford.com
call: 888-266-3488 or fax: 860-757-5835

POWER OF ATTORNEY

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: VTC INSURANCE GROUP
Agency Code: 35-351225

- [X] Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- [X] Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- [X] Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- [ ] Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- [ ] Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- [ ] Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- [ ] Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- [ ] Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, up to the amount of Unlimited :

Jeffrey A. Chandler, Alan P. Chandler, Ian J. Donald, Bryan Formsma, Wendy L. Hingson, Kathleen M Irelan, Meagan L. Reynolds, Susan L. Small, Robert Trobec, T. L. Young of TROY, Michigan

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by ☒, and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on May 23, 2016 the Companies have caused these presents to be signed by its Assistant Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.

Shelby Wiggins

Shelby Wiggins, Assistant Secretary

Joelle L. LaPierre, Assistant Vice President

STATE OF FLORIDA
COUNTY OF SEMINOLE } ss. Lake Mary

On this 20th day of ! "#, 2021, before me personally came Joelle LaPierre, to me known, who being by me duly sworn, did depose and say: that (s)he resides in Seminole County, State of Florida; that (s)he is the Assistant Vice President of the Companies, the corporations described in and which executed the above instrument; that (s)he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that (s)he signed his/her name thereto by like authority.

Jessica Ciccone

Jessica Ciccone
My Commission HH 122280
Expires June 20, 2025

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of August 26th, 2024.

Signed and sealed in Lake Mary, Florida.

Keith D. Dozois, Assistant Vice President

Rec'd T. Marzonie 8/26/24 1:50 PM

LONG MECHANICAL
190 E. MAIN STREET
NORTHVILLE, MICHIGAN 48167-1692

TO:

SEALED PROPOSAL ENCLOSED
Novi Ice Arena HVAC Replacement
City of Novi Finance Dept.
45175 Ten Mile Rd
Novi, MI 48375

OHM Advancing Communities℠

POST BID ADDENDUM 1

DATE: September 3, 2024

PROJECT: Novi Ice Arena HVAC Replacement

OWNER: City of Novi

The following shall be incorporated into the Contract Documents dated 2024 July 15

GENERAL

The liquidated damages clause shall not apply to roofing delays due to weather.

PROJECT MANUAL

DRAWINGS

QUESTIONS

End of Post Bid Addendum No. 1

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, AUGUST 26, 2024, AT 7:00 P.M.

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith (Absent/Excused), Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Tom Schultz, City Attorney

APPROVAL OF AGENDA:

CM 24-08-113 **Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0**

To approve the agenda as presented.

Roll call vote on CM 24-08-113 **Yeas: Casey, Gurumurthy, Heintz, Staudt, Thomas, Fischer**
Nays: None
Absent: Smith

PUBLIC HEARINGS: None

PRESENTATIONS:

1. Novi Youth Assistance

Greg Cocke, NYA Executive Committee Chair was present with Sabrina Matsel, the NYA caseworker, and Jay Dooley who will lead the effort as they try to improve the community relations and the relationship with the City of Novi. Many of the nonprofits suffered through covid as this committee had a lot of rebuilding to do but Mr. Cocke is proud that they have made a lot of progress. There are 26 school districts in Oakland County. Each has their own youth assistance organization and are structured with a caseworker, administrative assistant, executive board committee chairs and task workers. Youth Assistance was started in the late 1950's and Novi was one of the first. It is federally funded and is sponsored by the Family Division of the Oakland County Court System, the Novi Community School District and the City of Novi. Their mission is to strengthen youth and families through reducing the incidents of delinquency, abuse and neglect through community involvement. Some of the examples of the programs they manage are Silver Linings Menor Program K-6, a program that went dormant during covid and it's been resurrected with a great chair, Rob Friedenberg. He is happy to say there are 10 mentors and nearly 20 mentees for the coming year. They have community sponsorship at Kohl's and recently did some back to school shopping there with some underprivileged children. The NYA provides scholarships for students and families that are in financial need to do things like pay play for sports, driver's training and various programs that are offered in the summer for children. There are two field trips that are offered, an overnight stay at Walled Lake and the eighth-grade visit to Washington D.C. They support as many students as possible with the funds they have. They are federally funded but there's some restrictions on the money and the families have to meet the criteria. As mentioned, there has been a lot to do, and they have a new board and new committee chairs. They launched a new website today and he asked Katherine Oppermann to email that to the Council members so hopefully that will give them an understanding of what the NYA is trying to accomplish. They've increased their funding because outside of the federally funded programs, there is still a lot of need, and they want to touch as many people in the community as they can. Their goal this year is to strengthen the relationship in the community and Jay Dooley is going to lead that. They are looking for a good year in fundraising, community involvement, school district involvement, and touching as many families in a positive manner.

Sabrina Matsel is the caseworker at Youth Assistance. She works five days a week which is a shift from the past couple of years when it used to be three days a week. They are really focused on being more involved, so she is around a bit more. They love to make connections and be present. Casework services with youth assistance varies, dependent on the family, so they are focused on provided support in whatever way they can to the family. Referrals come from court, community families can self-refer and the school district. A lot of referrals are truancy related. They are seeing a large influx of vaping related referrals. The goal of casework is not therapy. It is to provide service referrals and assessing what needs are. They can provide short-term interventions, if education related. For parent education or education tools related to substance abuse, domestic violence, et cetera, they can provide referrals for the community. The services are aimed for short-term, three to six months, but could be longer or shorter. The services can be voluntary so families can choose to self-terminate or they ask them to stay on as an option as well. The services are confidential which is important as it allows the families to be open and talk about what their needs really are, and the school or courts will not find out. The only information the referring source gets if whether or not the family participates. The services provided are tailored to the needs of each family. She is located inside the high school and the referral form is available on the website.

Mayor Fischer stated that the work the NYA does is amazing and appreciates all the efforts to reach out to every single family they can. He feels that as far as doing some community outreach, Jay Dooley is the right person for that and is impressed with the team.

Mayor Pro Tem Casey is happy to see the NYA come and explain what the organization is and explain some of the work they do for the community. The Novi Youth Assistance has a long history of helping and service the community and she is glad for people to have the chance to hear about them. For those who haven't a chance to engage with the organization, they are top notch. She has had the privilege of being able to participate with some of their programs and looks forward to seeing them out and about engaging the community.

Mr. Cocke concluded by saying that during the pandemic, most 501c's struggled. They couldn't hold meetings, couldn't meet face-to-face and fundraising waned. They were fortunate to put a good team together.

CITY MANAGER REPORT: None

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Autumn Boggues, 42263 Joyce Lane, wanted to talk about apartment communities not granting reasonable accommodations for the disabled community. She lives in the Brownstones community and since 2018, has been ignored in her requests for either a private parking spot or a disabled handicap spot. They only have one in the community and that is for future residences. It can only be used from 6:00 p.m. and then the car has to be moved by 7:00 a.m. It appears as if it's a handicapped friendly community, but it doesn't really have the function. She had her car towed from the community in February. This has been going on for a long time. She is a heart patient and has several other medical conditions. This has been a constant situation with her asking for the parking spots. She also has a husband who is blind. They are both physically disabled, and anyone can see that so she's not sure why her request keeps getting denied. She recently had a stroke which makes getting around more difficult. She doesn't know why this community has such a hard time getting simple things. If you want to live somewhere, it's said that you have to make three time the rent but if you are on a fixed income, you get social security disability and you can't get a job, how is someone supposed to make three times the rent? Those types of discrimination pieces are what she is talking about and being denied park spaces. When her car was towed, she was asking for reasonable accommodations again. The general counsel emailed her and went through her file and told her she didn't deserve the ones she got in the past. It was a humiliating and heartbreaking experience. She wants to bring attention to these types of issues withing the disabled community.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 24-08-114 Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0

To approve the Consent Agenda as presented.

A. Approve Minutes of:
August 12, 2024 - Regular Meeting

B. Approval of resolution recognizing LCG iCare Foundation as a nonprofit organization operating in the City of Novi for the purpose of obtaining a charitable gaming license from the State of Michigan.

C. Approval of the Automatic Mutual Aid Agreement between the City of Novi and Lyon Township.

D. Approval of the 2025 City Council Meeting Calendar

E. Approval of claims and warrants – Warrant 1162

Roll call vote on CM 24-08-114 **Yeas: Gurumurthy, Heintz, Staudt, Thomas, Fischer, Casey**
Nays: None
Absent: Smith

MATTERS FOR COUNCIL ACTION:

1. Approval of a Resolution to set a public hearing for September 30, 2024, on the issue of vacating North Karevich Drive between West Oaks Drive and West Oaks Access Road, west of Novi Road and south of Twelve Mile Road.

City Manager Victor Cardenas commented that this came before the Planning Commission in June and in order to vacate or consider the vacation of a road, a public hearing must be held. This can be noticed in time for the 30th hearing if it's approved tonight and then it will continue on with the site plan and then the vacation can be considered as a later date.

CM 24-08-115 **Moved by Staudt, seconded by Casey: MOTION CARRIED: 6-0**

Approval of a Resolution to set a public hearing for September 30, 2024, on the issue of vacating North Karevich Drive between West Oaks Drive and West Oaks Access Road, west of Novi Road and south of Twelve Mile Road.

Roll call vote on CM 24-08-115 **Yeas: Heintz, Staudt, Thomas, Fischer, Casey, Gurumurthy**
Nays: None
Absent: Smith

CONSENT AGENDA REMOVALS: None

AUDIENCE COMMENT: None

COMMITTEE REPORTS:

1. Environmental Sustainability Committee

Member Gurumurthy said the Committee had its fourth meeting on August 19. It's been great to have expert individuals from different organizations come to the meeting. They were able to present their sustainability journey, the initiatives that they did and the lessons they learned. The committee had the SSLI 4-H Club, City of Royal Oak Sustainability Manager, and Novi High School share their knowledge and then they had a public participation, during those meetings, to share opportunities with the City. They are currently working on a framework for the environmental action plan that is part of the

Committee's goal, including a mission statement, pillars, and the various platforms that can be created in order to get community input.

2. Public Utilities and Technology Committee

Member Thomas said the met last Tuesday, the 20th and they discussed some of the issues that citizens are experiencing with DTE and ways that the Committee might be able to advocate for the community and to also share awareness of things that can be done as far as emergency preparedness and other alternatives to supply oneself with power. The Committee is trying to narrow down what they think might be places to affect change. Everyone is welcome to attend the next meeting. The Committee will be going through the previous municipal broadband report and reviewing all the work that has been done on broadband up until this point.

MAYOR AND COUNCIL ISSUES: None

COMMUNICATIONS: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 7:19 P.M.

Cortney Hanson, City Clerk

Justin Fischer, Mayor

Transcribed by Becky Dockery,
Account Clerk

Date approved: September 9, 2024

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval to award engineering design services to OHM Advisors for the design of Bellagio Sanitary Lift Station Improvements, in the amount of $33,660.00.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:
- $33,660.00 requested for engineering design for Bellagio Sanitary Lift Station Improvements.
- The Bellagio Lift Station is already at ~70% firm capacity.
- Upsizing pump station components is needed to meet current demands.

FINANCIAL IMPACT:

	FY 23/24	FY 24/25	FY 25/26	Total
EXPENDITURE REQUIRED	**$ 0**	**$ 40,392.00**	**$ 802,551.00**	**$ 842,943.00**
BUDGET				
1. Water and Sewer Fund (592-536.00-976.220)	**$ 891,414.00**	**$**	**$**	**$ 891,414.00**
APPROPRIATION REQUIRED	**$**	**$**	**$**	**$ 0**
FUND BALANCE IMPACT	**$**	**$**	**$**	**$ 0**

- Project budgeted and rolled over
- Expenditures Required include contingency, geotechnical and crew days

BACKGROUND INFORMATION:

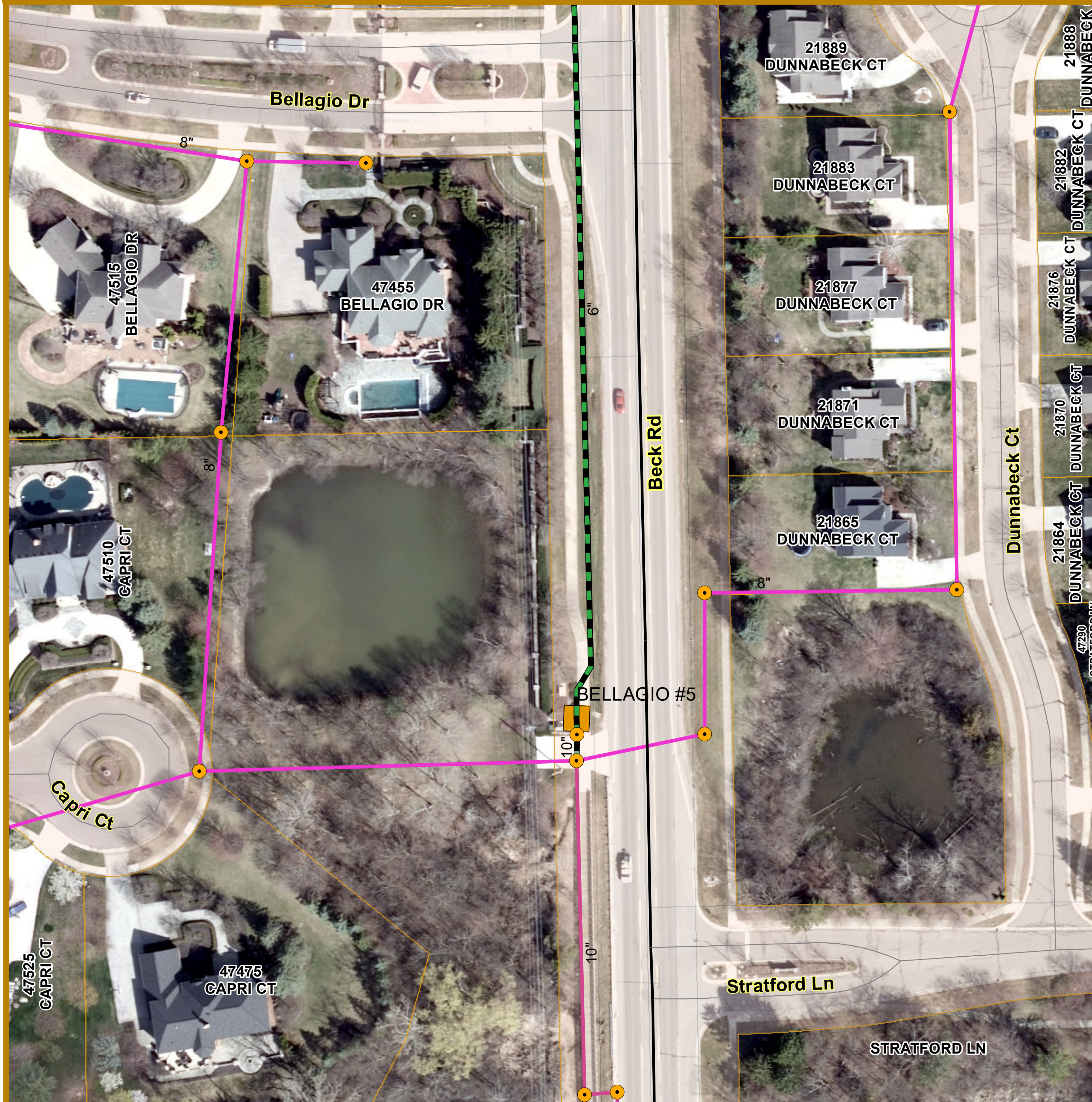
The Bellagio Sanitary Lift Station was identified in the 2023 Sanitary Master Plan for capacity upgrades based on expected growth. The existing design peak flow is 67% of the pump station's firm capacity (capacity met during peak demand when the largest pumping unit is out of service) and current development will result in flows reaching 100% of the firm capacity. This project will include upsizing of select pump station components to meet current demands.

City engineering consultant, OHM Advisors, prepared a scope of services for design of the lift station improvements. The attached proposal outlines the detailed scope of services. The design fee will be $33,660.00 (5% of the estimated construction cost of $673,200.00). Design of the project would begin following the award, with construction expected to start in the fall of 2025.

RECOMMENDED ACTION: Approval to award engineering design services to OHM Advisors for the design of Bellagio Sanitary Lift Station Improvements, in the amount of $33,660.

Bellagio Sanitary Lift Station

Location Map



Map Author: Runkel
Date: 8-27-24
Version #: 1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

Legend

Sanitary Manhole
Sanitary Lift Station
6"
10"

Gravity Main

8"
10"

City of Novi
Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org

0 15 30 60 90
Feet
1 inch = 91 feet

August 8, 2024

Mr. Ben Croy, P.E.
City Engineer
City of Novi, Department of Public Works
26300 Lee Begole Drive
Novi, MI 48375

RE: Scope of Design Services
Bellagio Sanitary Lift Station Improvements

Dear Mr. Croy:

Per your request, the following outlines our proposed scope of services and fee to perform design services related to the above referenced project. This summary includes our project understanding, proposed scope of work, assumptions, schedule, and fee.

PROJECT UNDERSTANDING

The project will consist of limited upsizing of duplex pumps, valves, flow meter, piping, electrical, instrumentation and related site improvements at the Bellagio sanitary lift station. Upsizing of select pump station components is needed to meet future demands of the station.

The concrete structures and force main for the station will remain. Since the existing station is in service, bypass pumping will be required during construction to maintain sanitary flow. The station's process-mechanical features (piping, pumps, valves) and instrumentation will be designed per current City standards and/or 10 State Standards for permitting through EGLE. Site improvements will include reconstruction of the drive and sidewalk as needed, site landscaping, control & services panels, and a dedicated natural gas generator. The projected construction cost for the station's rehabilitation is approximately $675,000.

SCOPE OF SERVICES

Design Phase

The following outlines our work plan to accomplish the design phase of work:

- Organize and attend a kickoff meeting with City staff and utility companies to review project objectives, prepare design criteria, and establish a specific delivery schedule.
- Preparation of "bidding" plans and specifications for providing pumping, valves, piping, electrical, instrumentation and related site improvements at the Bellagio sanitary pump station. The existing structures and force main will be used as part of the project and new equipment will be installed within those structures.
- Cost estimates, necessary field work, drafting, design, surveying, bid assistance, and project management. Engineering disciplines may include civil, process, structural, architectural, electrical, instrumentation, process, and mechanical engineering.
- Perform a site review to identify elements that are sensitive which includes including driveway locations, utility facilities, drainage features, access issues, etc.
- Coordinate with local/state agencies (i.e. City, WRC, EGLE) on key issues that will impact their review of the station design.

- Prepare project manual for bidding the proposed work, consisting of bidding requirements and forms, contract forms, general conditions, and supplementary general conditions. These documents will be the current City of Novi standards. Technical specifications for the proposed work will be OHM standards.
- Prepare sanitary sewer pump station improvement details and schedules including piping, valves, site improvement details, controls, telemetry, electrical, and lighting.
- Prepare a soil erosion and sedimentation control plan.
- Complete one (1) QA/QC meeting with the City (at the 75% milestone) to review the plans. OHM Advisors will provide the city with hard copies of the engineering plans one (1) week prior to the meeting date.
- Prepare a final engineer's opinion of probable cost.
- Provide one (1) digital plan set and three (3) paper plan sets to the city.
- Preparation of EGLE Part 41 Construction Permit Applications for the project.
- Ongoing project administration, such as invoicing, preparation of meeting minutes, progress reports, budget control, and coordination with the city.
- Coordinate, facilitate and/or attend project-related meetings, such as pre-bid and project progress meetings.
- Prepare final bid set documents for the project.
- Assist the City with advertising and soliciting bids, printing and distributing bidding documents to interested bidders, tabulating and reviewing the bids, checking contractor references and providing a recommendation of the award of the project construction to a qualified contractor.

SCHEDULE

The following outlines our anticipated schedule milestones of main tasks related to this work:

- 50% plans – October 2024
- 100% plans – January 2025
- Prepare Bid Recommendation for Council Award – February 2025
- Tentative Construction Start – Spring 2025
- Tentative Construction Completion – Fall 2025

ASSUMPTIONS

The following summarizes our assumptions associated with this proposal:

- The City will be responsible for all permit application fees and permit fees.
- The City will provide CAD files for the existing pump station that will be relied on and used for the pump station improvements.
- The proposed work will be done within existing Beck Road right-of-way. Additional right-of-way and/or easements are not anticipated, but if required the City will acquire.
- We do not anticipate remediation or removal of contaminated or hazardous soils or materials.
- Geotechnical services are not anticipated to be required for this project and not included in our scope of work.
- Design for private utility relocation or repair is not included. We do anticipate coordinating with DTE for power supply and Consumers for gas service to the generator.
- In the event any additional services are required by OHM Advisors, an addendum to the supplemental engineering agreement will be submitted for your approval prior to performing said services. Such addendum may include construction phase services.

FEE

Based on the fee schedule in the Civil Engineering Consulting Services Agreement between the City and OHM Advisors, the proposed fee for this project is established as follows:

- Design Fee at 5.0% of construction cost ($673,200) = $33,660.00

Thank you for the opportunity to be of service. If you have any questions or require additional information, please contact us. We look forward to working with you on this project.

Sincerely,
OHM Advisors

Timothy J. Juidici, P.E.
Principal-in-Charge

Authorization to Proceed

Signature Date

Printed Name Title

Encl: Opinion of Cost

cc: Rebecca Runkel, Novi
Lambrina Tercala, OHM
File

Project Summary
Engineer's Opinion of Probable Project Costs

OHM Advancing Communities
Engineering Advisors

Owner:	**City of Novi, Michigan**	**Date:**	**10/11/2023**
Project:	**Master Plan**	**Project No.**	
Work:	**Replace pumping equipment at Bellagio PS**	**Prepared By:**	**TJJ/EM**
	Reuse Wetwell and Valve Vault	**Reviewer:**	
	[X] Conceptual [ ] Preliminary [ ] Final	**Current ENR:**	**13230.00**

Item No.	Item Description	Est. Quantity	Unit	Unit Price	Total Cost
1	Mobilization	1	LS	$35,000.00	$35,000.00
2	Bypass Pumping	8	Weeks	$20,000.00	$160,000.00
3	2 Submersible Pumps, Flygt Concertor DP N100, Control Panel, Pressure Transducer, Guide Rails	1	EA	$140,000.00	$140,000.00
4	6" Check Valves	2	EA	$3,000.00	$6,000.00
5	6" Plug Valve	3	EA	$2,600.00	$7,800.00
6	6" Gate Valve & Box	1	EA	$2,400.00	$2,400.00
7	6" Ductile Iron Pipe	1	LS	$60,000.00	$60,000.00
8	Magnetic Flow Meter	1	EA	$20,000.00	$20,000.00
9	6" Ductile Iron Fittings and Sleeves	1	LS	$30,000.00	$30,000.00
10	Natural Gas Generator	1	LS	$45,000.00	$45,000.00
11	Miscellaneous Concrete	1	LS	$5,000.00	$5,000.00
12	Electrical	1	LS	$70,000.00	$70,000.00
13	Instrumentation	1	LS	$59,000.00	$59,000.00
14	Site Improvements	1	LS	$33,000.00	$33,000.00
15					
		TOTAL CONSTRUCTION COST:			$673,200.00
	Contingency	10%			$68,000.00
	Design	5%			$34,000.00
	CA/CE	6.00%			$41,000.00
	Crew Days	$ 800.00	day	20	$16,000.00
				TOTAL:	**$159,000.00**
	ENGINEER'S OPINION OF PROJECT COST				**$840,000.00**

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Consideration of approval to purchase one unmarked vehicle for the Novi Police Department from Lunghamer Ford of Owosso, through the MiDeal Cooperative purchasing contract, in the amount of $40,845.

SUBMITTING DEPARTMENT: Public Safety, Police Department
Department of Public Works, Fleet Division

EXPENDITURE REQUIRED	**$ 40,845**
AMOUNT BUDGETED	**$ 80,000**
APPROPRIATION REQUIRED	**$ 0**
LINE ITEM NUMBER	**262-302.00-983.000**

BACKGROUND INFORMATION:

This vehicle will replace one unmarked vehicles for the Novi Police Department.

RECOMMENDED ACTION: Approval to purchase one unmarked vehicle for the Novi Police Department from Lunghamer Ford of Owosso, through the MiDeal Cooperative purchasing contract, in the amount of $40,845.

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval of the recommendation from the Consultant Review Committee to renew Orchard, Hiltz & McCliment (OHM) Advisors Contract for Professional Services for three years.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- City engineering consultant, OHM Advisors, has a contract up for renewal.
- Staff and the Consultant Review Committee recommend renewing the contract for 3 years.

BACKGROUND INFORMATION:

The City uses three pre-qualified consultants, AECOM, Spalding DeDecker, and Orchard Hiltz & McCliment (OHM) Advisors, under a common fee schedule to provide professional civil engineering services for public projects. The design phase and construction phase services provided by these consultants are necessary for the implementation of the City's Capital Improvement Program.

In 2022, the Consultant Review Committee and Engineering staff recommended extending OHM's contract by two years, with three one-year renewal options. The attached memo, which provides more background information, was brought to the Consultant Review Committee at their June 10, 2024 meeting. Based on OHM's performance and their ongoing commitment to provide quality engineering services to the City, the Engineering Division and the Consultant Review Committee recommend extending OHM's contract for three years, or until December 18, 2027.

RECOMMENDED ACTION: Approval of the recommendation from the Consutlant Review Committee to renew Orchard, Hiltz & McCliment (OHM) Advisors Contract for Professional services for three years.

MEMORANDUM

TO: CONSULTANT REVIEW COMMITTEE

FROM: JEFFREY HERCZEG, DIRECTOR OF PUBLIC WORKS

SUBJECT: PUBLIC CIVIL ENGINEERING CONSULTANT SERVICES CONTRACT RENEWAL FOR ORCHARD, HILTZ & MCCLIMENT

DATE: JUNE 10, 2024

The City uses three pre-qualified consultants (AECOM, Spalding DeDecker, and Orchard Hiltz & McCliment) under a common fee schedule to provide professional civil engineering services for public projects. The design phase and construction phase services provided by these consultants are necessary for the implementation of the City's Capital Improvement Program.

With today's economic uncertainty regarding services and their related costs, staff recommended taking advantage of the existing agreements with these three firms. The Novi-specific knowledge and experience these firms have gained over the last 10 years provides a tremendous benefit to staff members who interact with them daily.

At the Consultant Review Committee (CRC) meeting on May 2, 2022, the Engineering Division recommended the extension of the 2017-22 contracts for another five years (or until December 18, 2027). Based on feedback from the CRC during the meeting regarding current **Exhibit A** percentage increases and performance of one firm (OHM) on one project (Nine Mile Gravity Relief Sanitary Sewer), staff provided the following recommendations for each consultant's contract extension:

- Five-year extension for AECOM and Spalding DeDecker
- Two-year extension for OHM Advisors, with three one-year renewal options

Given the circumstances with OHM Advisors (specific to the Nine Mile Gravity Sewer Project, over budget and taking longer than anticipated) staff recommended a two-year extension with three one-year extension options. The two-year extension allowed incremental performance evaluation from the CRC without interruption or redistribution of CIP projects initiated or in the queue. Additionally further investigation of the Nine Mile Sewer project did not indicate errors in engineering design and execution. A second study by Spalding DeDecker confirmed there were no ecological or environmental impacts resulting from the Nine Mile Sewer project.

OHM engineering performance was exceptional after the May 2022 contract extension regarding the following projects:

Taft Road (10 Mile to City Limits) & 9 Mile Roundabout	Final construction of the contract was completed in August of 2023.
Safe Routes To School	Final Construction of the contract with MDOT was completed in June of 2023.
Howell's Sub Water Main, Paving and Sanitary Sewer Improvements	Final construction and pay was approved by City Council on February 4, 2024.
Sanitary Sewer Master Plan	Completed in January 2023.
Streambank Stabilization of Middle Rouge (10 Mile to Novi Rd)	Assessment and conceptual design completed in March of 2023.
Middle Rouge Streambank Stabilization and Meadowbrook Lake Dredging	Construction completed in May of 2024, minus some minor punch list items.
8 Mile/Garfield Pump Station	Completed construction in May of 2024.
West Park Booster Station Improvements	All work completed in 2022.
Westminster Water Main Rehab	Construction completed, minus punch list work in November of 2023.

The following projects are currently in progress or design:

Wixom Road Rehabilitation	Construction over halfway complete.
Jessica's Splash Pad	Construction complete and open to the public on Saturday, May 25, 2024.
West Park Rehabilitation (12 Mile Rd to Pontiac Trail)	Design 2024, construct 2025
13 Mile Road (M5 – Haggerty Rd)	Design 2024, construct 2025
SW Watermain Loop (8 Mile/Napier)	Design awarded

Based on evaluation and performance staff recommends extending OHM Advisors contract for one, two, or three years (three years aligns with other contracts) to be determined by the CRC.

EXHIBIT A - 2022-2027 ENGINEERING FEES

		ROAD RECONSTRUCTION		ROAD RECLAMATION		ROAD REHABILITATION		NON-MOTORIZED (SIDEWALKS, PATHWAYS & TRAILS)	
COST OF CONSTRUCTION From	To	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)
$ -	$ 50,000	12.25%	8.75%	11.75%	8.25%	10.75%	7.25%	14.75%	10.25%
$ 50,001	$ 75,000	12.00%	8.25%	11.50%	8.00%	10.00%	7.00%	14.25%	9.75%
$ 75,001	$ 100,000	11.50%	8.25%	11.00%	7.75%	9.50%	7.00%	14.00%	9.50%
$ 100,001	$ 125,000	11.00%	8.00%	10.25%	7.50%	9.00%	6.50%	13.50%	9.25%
$ 125,001	$ 150,000	10.50%	8.00%	9.75%	7.50%	8.75%	6.25%	13.00%	9.00%
$ 150,001	$ 200,000	10.00%	8.00%	9.50%	7.50%	8.50%	6.25%	12.50%	9.00%
$ 200,001	$ 300,000	9.75%	7.50%	9.00%	7.00%	8.00%	5.75%	11.25%	8.25%
$ 300,001	$ 400,000	9.25%	7.50%	8.50%	6.75%	7.50%	5.50%	10.50%	8.25%
$ 400,001	$ 500,000	8.75%	7.00%	8.00%	6.25%	7.00%	5.00%	10.00%	8.25%
$ 500,001	$ 750,000	8.00%	6.75%	7.00%	5.75%	6.25%	4.25%	9.50%	8.00%
$ 750,001	$ 1,000,000	7.25%	6.25%	6.50%	5.25%	5.50%	3.50%	9.00%	7.25%
$ 1,000,001	$ 2,000,000	6.50%	5.50%	6.00%	4.50%	5.00%	3.00%	8.50%	6.75%
$ 2,000,001	and greater	6.25%	4.75%	5.50%	4.00%	4.50%	2.75%	8.00%	6.00%

		WATER MAIN CONSTRUCTION		SANITARY/STORM SEWER CONSTRUCTION		UNDERGROUND UTILITY REHABILITATION		TRAFFIC SIGNALS	
COST OF CONSTRUCTION From	To	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)
$ -	$ 50,000	11.50%	8.75%	12.25%	8.75%	10.00%	7.00%	14.50%	7.50%
$ 50,001	$ 75,000	11.00%	8.25%	11.75%	8.25%	9.25%	6.75%	13.50%	7.00%
$ 75,001	$ 100,000	10.25%	8.00%	11.25%	8.00%	8.75%	6.75%	11.25%	7.00%
$ 100,001	$ 125,000	9.75%	7.50%	11.00%	7.50%	8.25%	6.25%	10.25%	6.75%
$ 125,001	$ 150,000	9.25%	7.25%	10.50%	7.50%	7.50%	6.25%	9.00%	6.50%
$ 150,001	$ 200,000	8.50%	7.00%	10.00%	7.00%	7.00%	6.25%	8.25%	6.00%
$ 200,001	$ 300,000	8.00%	6.75%	9.50%	6.75%	6.25%	5.75%	7.50%	5.75%
$ 300,001	$ 400,000	7.50%	6.75%	9.25%	6.75%	5.75%	5.50%	7.00%	5.50%
$ 400,001	$ 500,000	7.50%	6.75%	9.00%	6.75%	5.00%	5.00%	6.50%	5.50%
$ 500,001	$ 750,000	7.00%	6.00%	8.75%	6.00%	4.50%	4.75%	6.00%	5.00%
$ 750,001	$ 1,000,000	6.75%	5.50%	8.50%	5.50%	4.25%	4.50%	5.50%	5.00%
$ 1,000,001	$ 2,000,000	6.50%	5.00%	8.00%	5.00%	4.00%	4.00%	5.00%	4.50%
$ 2,000,001	and greater	6.25%	4.50%	7.75%	4.50%	3.75%	3.50%	4.75%	4.50%

Other types of Work:		**Per/Costs**	
Legal Descriptions and Exhibits	$	850.00	**per property in addition to those included in base scope**
Survey Crew (for miscellaneous work)	$	180.00	**per hour all inclusive**
Biennial Bridge Inspections (per MDOT requirements)	$	925.00	**per bridge (ten bridges total)**
Dam Inspections (per MDEQ/MDNR requirements)	$	1100.00	**per dam (four regulated dams total)**
PASER Pavement Management (map and ranking update)	$	7600.00	**per year (City-wide for all publicly owned roadways)**
Concrete Panel Replacement (CPR) Program Prioritization	$	6800.00	**per year (City-wide for all publicly owned residential streets)**
Non-Motorized Pathway Management & Maintenance Plan	$	7900.00	**per year (City-wide within publicly owned right-of-ways)**
Grant Writing (research, writing, reporting & applying)	$	140.00	**per hour all inclusive**
Parking Lot Management & Maintenance Plan Update	$	6150.00	**per year (City-owned parking lots)**
General Consulting (Engineer)	$	125.00	**per hour all inclusive**
General Consulting (Senior Engineer)	$	175.00	**per hour all inclusive**
Inspection Crew Day (per Exhibit B requirements)	$	800.00	**per crew day**

MDOT LAP Projects

Add 0.50% Design
Add 0.75% CA

Notes:

1. Design fees are determined by multiplying the construction cost estimate by the % fee shown in the above tables.
2. Contract Administration fees are determined by multiplying the contractor's bid by the % fee shown in the above tables.
3. Inspection fees are determined by multiplying the number of crew days provided by the contractor in the bid by the cost per crew day as defined above.
4. See the Request for Proposals and Request for Qualifications regarding the specific scope of services included under each fee and for any exclusions (i.e. work performed by City staff as part of the project).
5. All percentages and fees shall be considered 'all-inclusive'.

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval of request for Pyrotechnics Display Permit by Brightmoor Christian Church to be operated by James Herr, on Saturday, September 21st, 2024.

SUBMITTING DEPARTMENT: City Clerk

KEY HIGHLIGHTS:

- State Law requires legislative approval for these types of permits
- Brightmoor Church has requested previously and was approved for similar displays last year
- Novi Fire Department has conducted the necessary inspections to ensure the display is safe

BACKGROUND INFORMATION:

Brightmoor Christian Church would like to enhance upcoming programs with the addition of a pyrotechnics display on Saturday, September 21st, 2024.

The pyrotechnics show will be launched from the worship center stage.

The Michigan Fireworks Safety Act requires the applicant to furnish adequate insurance coverage with the Fireworks Permit Application. The Certificate of Liability Insurance is acceptable and provides an endorsement listing the City of Novi as an Additional Insured.

The Novi Fire Department has conducted a site inspection, and an additional inspection will occur once the show is complete. Additional Police and Fire Department personnel will be assigned for the duration of the event to ensure that all safety measures and processes are adhered to according to the fireworks permit.

RECOMMENDED ACTION: Approval of request for Pyrotechnics Display Permit by Brightmoor Christian Church to be operated by James Herr, on Saturday, September 21st, 2024.

2024 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks
- ☐ Articles Pyrotechnic
- ☐ Display Fireworks
- ☐ Public Display
- ☑ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT James Herr	ADDRESS OF APPLICANT 40800 W 13 Mile Road, Novi MI 48377	AGE OF APPLICANT 18 YEARS OR OLDER X YES ☐ NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR James Herr	ADDRESS OF PYROTECHNIC OPERATOR 40800 W 13 Mile Road, Novi MI 48377	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER X YES ☐ NO
NO. YEARS EXPERIENCE 12 / NO. DISPLAYS 16	WHERE Brightmoor Christian Church	
NAME OF ASSISTANT	ADDRESS OF ASSISTANT	AGE OF ASSISTANT 18 YEARS OR OLDER ☐ YES ☐ NO
NAME OF OTHER ASSISTANT	ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER ☐ YES ☐ NO
EXACT LOCATION OF PROPOSED DISPLAY Brightmoor Christian Church Worship Center Platform		
DATE OF PROPOSED DISPLAY September 21, 2024	TIME OF PROPOSED DISPLAY 3:00pm	

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT
Metal Flammables Cabinet

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) 900,000	NAME OF BONDING CORPORATION OR INSURANCE COMPANY Shilton & Associates, Inc

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
660 Cascade West Parkway, SE Grand Rapids, MI 49546

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
12	½ Second x 20' Silver Gerb
40	10 Second x 25' Silver Waterfalls

SIGNATURE OF APPLICANT

DATE
8/26/24

2024 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin,color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes)

☐ Agricultural or Wildlife Fireworks ☒ Articles Pyrotechnic ☐ Display Fireworks

☐ Public Display ☒ Private Display

☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.

PERMIT(S) EXPIRATION DATE
(ENTER DATE OF EXPIRATION)

NAME OF PERSON PERMIT ISSUED TO
James Herr

AGE (18 YEARS OR OLDER)
☒ YES ☐ NO

ADDRESS OF PERSON PERMIT ISSUED TO
40800 W. 13 Mile Road, Novi MI 48377

NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION
Brightmoor Christian Church

ADDRESS
40800 W. 13 Mile Road, Novi MI 48377

NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)

(12) 1/2 second by 20' Silver Gerbs
(40) 10 second by 25' Silver Waterfalls

EXACT LOCATION OF DISPLAY OR USE
Main Worship Center Platform

CITY, VILLAGE, TOWNSHIP	DATE	TIME
Novi	9/21/24	3:00pm

BOND OR INSURANCE FILED
☒ YES ☐ NO

AMOUNT
$900,000

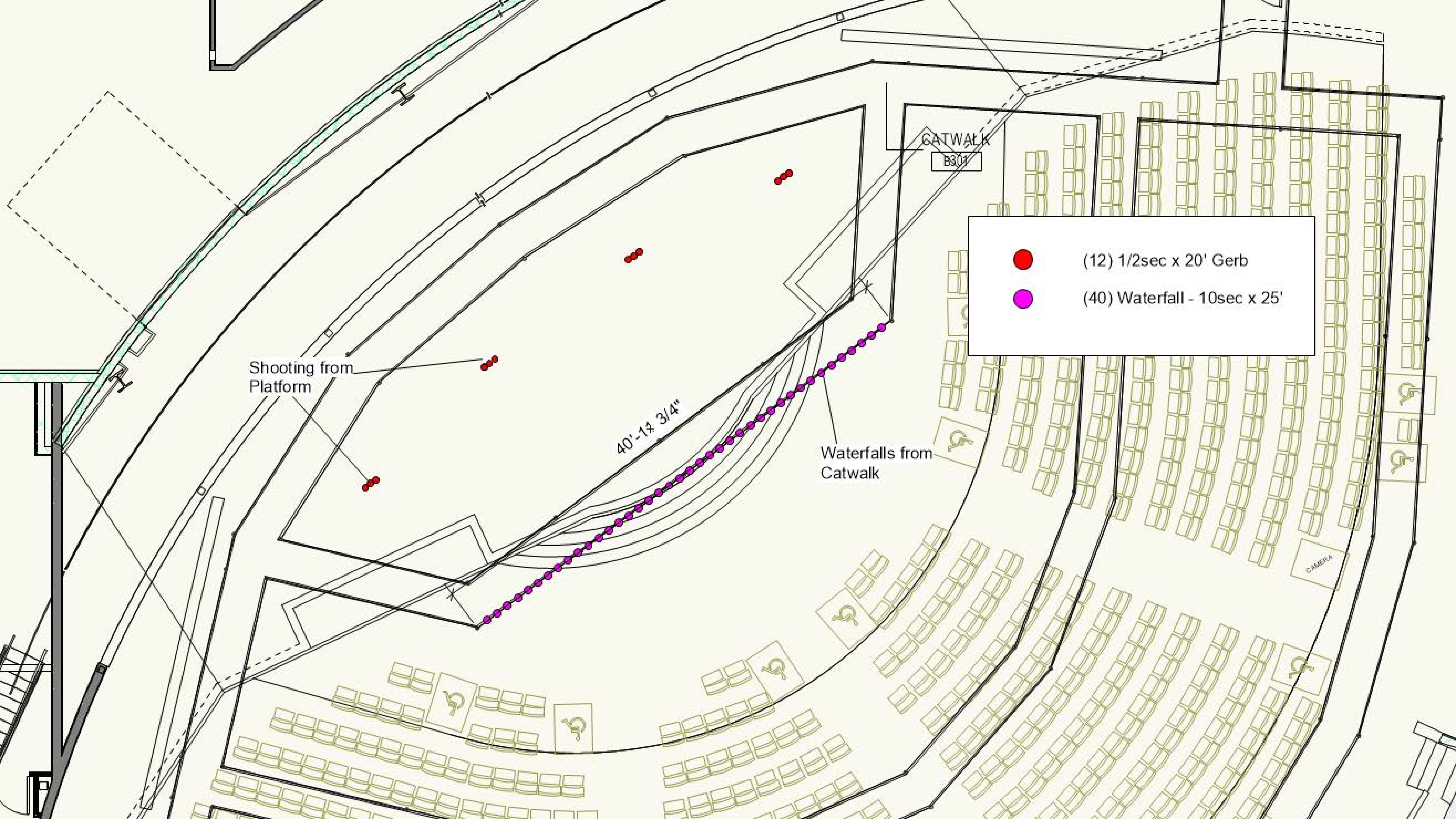
Issued by action of the Legislative Body of the

☐ City ☐ Village ☐ Township of ____________________________ on the _____ day of ____________________ , 2024.

Justin Fischer, Mayor

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



CATWALK
B301
(12) 1/2sec x 20' Gerb
(40) Waterfall - 10sec x 25'
Shooting from Platform
40'-1 3/4"
Waterfalls from Catwalk
CAMERA

SAFETY DATA SHEET

20th January 2019

SECTION 1 – PRODUCT IDENTIFICATION

1.1 Product identifier

Product Name: GERBS, JETS, CASCADES, WATERFALLS & ROCKETS

1.2 Relevant identified uses of the substance or mixture and uses advised against

Relevant identified uses: Articles pyrotechnic for technical purposes

1.3 Details of the Supplier of the Safety Data Sheet

Supplier: Le Maitre Ltd
Street/P.O. Box: 6 Forval Close
Postcode/City: CR4 4NE, Mitcham
Country: England
Telephone number: +44 (0)20 8646 2222
Email: info@lemaitreltd.com

1.4 Emergency telephone number

Please contact: +44 (0)151 951 3317 Health and Safety Executive (HSE) Chemicals Regulation Directorate
Other comments: Only available during office hours

SECTION 2 – HAZARDS IDENTIFICATION

2.1 Classification of the substance or mixture

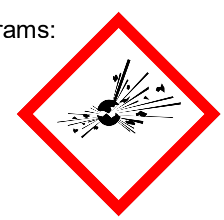
H204: Fire or projection hazard

2.2 Label elements

Labelling according to Regulation (EC) No. 1272/2008 (CLP)

Hazard category: Division 1.4
Signal word: Warning
Hazard statement: H204 Fire or projection hazard
Precautionary Statements Prevention: P210, P234
Precautionary Statements Response: P370 + P372 + P380 + P373
Precautionary Statements Storage: P401
Precautionary Statements Disposal: P501

Hazard pictograms:



2.3 Other hazards

There are no chronic effects from handling the product appropriately.
When used in the correct manner, any fallout does not pose a risk to personal health.

SECTION 3 – COMPOSITION / INFORMATION ON INGREDIENTS

3.1 Substances

Name	CAS No.	EC No.
Acaroid Resin	93164-80-8	298-861-7
Aluminium powder	7429-90-5	231-072-3
Antimony Sulphide	1345-04-6	215-713-4
Barium Carbonate	513-77-9	208-167-3
Charcoal	16291-96-6	240-383-3
Dextrin	9004-53-9	232-675-4
Graphite	7782-42-5	231-955-3
Iron	7439-89-6	231-096-4
Magnesium powder	7439-54-4	231-104-6
Potassium Benzoate	582-25-2	209-481-3
Sodium Bicarbonate	144-58-8	205-633-8
Potassium Nitrate	7757-79-1	231-818-8
Potassium Perchlorate	7778-47-7	231-912-9
Talc	14087-96-6	238-877-9
Sulphur	7704-34-9	231-722-6
Titanium powder	7440-32-6	231-142-3

List above covers all products within the Gerb, Jet, Cascade, Waterfall & Rocket families

SECTION 4 – FIRST AID MEASURES

4.1 Description of first aid measures

General notes: In the case of accident or sickness, seek medical advice immediately.
Following inhalation: Remove casualty to fresh air and keep warm and at rest.
Following skin contact: Wash immediately with soap and water
Following eye contact: Immediately flush with water
Following ingestion: If accidently swallowed, rinse the mouth with plenty of water (only if the person is conscious) and obtain medical attention
Self protection of the first aider: Pay attention to self protection!

4.2 Most important symptoms and effects, both acute and delayed

Irritation to the eyes and irritation to the skin

4.3 Indication of any immediate medical attention and special treatment needed

First aid, decontamination, treatment of symptoms

SECTION 5 – FIREFIGHTING MEASURES

5.1 Extinguishing media

Suitable extinguishing media: If there is a small flame persisting from the effect itself (or from the surrounding area) this can be extinguished with a dry powder or Carbon Dioxide Fire Extinguisher if trained to do so.
For larger fires do not attempt to extinguish any fire unless specifically trained to do so. Evacuate area and contact emergency services
Unsuitable extinguishing media: N/A

5.2 Special hazards arising from the substance or mixture

Hazardous combustion products may be produced.
Pyrotechnic devices can burn violently and the state of the fire will be dependent on composition, packaging and containment.

5.3 Advice for firefighters

Exercise extreme caution. Special protective equipment for firefighters: wear self-contained breathing apparatus and chemical protective clothing

SECTION 6 – ACCIDENTAL RELEASE MEASURES

6.1 Personal precautions, protective equipment and emergency procedures

6.1.1 For non-emergency personnel: Suitable personal protective equipment. Remove ignition sources.

6.1.2 For emergency responders: Remove persons to safety. Isolate hazard area and deny entry. Ventilate closed spaces before entering.

6.2 Environmental precautions

Prevent large spillages from entering surface water or drains.

6.3 Methods and material for containment and cleaning up

Dispose of as special waste in compliance with local and national regulations.

6.4 Reference to other sections

See sections 8 and 13

SECTION 7 – HANDLING AND STORAGE

7.1 Precautions for safe handling

Protective measures: Handle with caution.
Measures to prevent fire: No smoking and no naked flames.
Measures to prevent aerosol and dust generation: Do not tamper with the item.
Advice on general occupational hygiene: Do not eat, drink or smoke in work areas. Wash hands after use.

7.2 Conditions for safe storage, including any incompatibilities

Technical measures and storage conditions: Store in cool, dry place.
Requirments for storage rooms and vessels: Always store in original packaging with appropriate marking and labelling. Stores should be adequately secured and identified.

7.3 Specific end use(s)

The identified use for this product is detailed in section 1.2.

SECTION 8 – EXPOSURE CONTROLS / PERSONAL PROTECTION

8.1 Control parameters

Workplace exposure limits.

8.2 Exposure controls

8.2.1 Appropriate engineering controls: Provide adequate ventilation.

8.2.2 Personal protection equipment: Appropriate Safety goggles.

8.2.3 Environmental exposure controls: No specific measures.

SECTION 9 – PHYSICAL AND CHEMICAL PROPERTIES

9.1 Information on basic physical and chemical properties

Appearance: Solid tube containing pressed composition

As this is essentially a sealed unit chemical properties are not applicable

9.2 Other information

No additional information relevant to safe use.

SECTION 10 – STABILITY AND REACTIVITY

10.1 Reactivity

No specific data related to reactivity available.

10.2 Chemical stability

Stable under recommended conditions of storage and use.

10.3 Possibility of hazardous reactions

No hazardous reaction when handled and stored according to provisions.

10.4 Conditions to avoid

Avoid high temperatures, shock, static discharge, vibrations or other physical stresses that might result in a hazardous situation.

10.5 Incompatible materials

As this is a sealed unit incompatible materials are not applicable.

10.6 Hazardous decomposition products

Decomposition does not occur during normal circumstances of storage, transport and handling.
Upon functioning various gases may be emitted including oxides.

SECTION 11 – TOXILOGICAL INFORMATION

11.1 Information on toxilogical effects

As this is a sealed unit this only applies to spillages.
May cause eye and skin irritation. Inhalation or ingestion may cause discomfort.

SECTION 12 – ECOLOGICAL INFORMATION

12.1 Toxicity

Not classified as dangerous for the environment/aquatic toxicant

12.2 Persistance and degradability N/A

12.3 Bioaccumulative potential N/A

12.4 Mobility in soil N/A

12.5 Results of PBT and vPvB assessment N/A

12.6 Other adverse effects N/A

SECTION 13 – DISPOSAL CONSIDERATIONS

13.1 Waste treatment methods

No specific regulations apply to packagings or spent devices.
Unused devices should be returned to the manufacturer, functioned in a safe manner or soaked in a vessel of water for 48 hours. If soaked in water review local and national requirements prior to disposal.

SECTION 14 – TRANSPORT INFORMATION

14.1 UN number

UN0431 or UN0432

14.2 UN proper shipping name

Articles pyrotechnic for technical purposes

14.3 Transport hazard class(es)

1.4G (UN0431) or 1.4S (UN0432)

14.4 Packing group

N/A

14.5 Environmental hazards

None

14.6 Special precautions for user

No smoking or naked flames

14.7 Transport in bulk according to Annex II of MARPOL and the IBC Code

N/A

SECTION 15 – REGULATORY INFORMATION

15.1 Safety, health and environmental regulations/legislation specific for the substance or mixture

Explosives Regulations 2014 and all orders of council, HSG 36, Local Authorities and the Health and Safety Executive.
Pyrotechnic Articles European Directive 2013/29/EU

15.2 Chemical Safety Assessment
N/A

SECTION 16 – OTHER INFORMATION

Information for this safety data sheet was obtained from sources considered technically accurate and reliable. Whilst every effort has been made to ensure full disclosure of product hazards, in some cases data is not available and is so stated. No warranty, expressed or implied, is made and supplier will not be liable for any losses, injuries or consequential damages which may result from the use of, or reliance on, any information contained in this form.

BRIGH-3 OP ID: MB

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 616-956-5300 Shilton & Associates, Inc. Dave Shilton 660 Cascade West Parkway, SE Grand Rapids, MI 49546 Jared Nathan Shilton	CONTACT NAME: Jared Nathan Shilton PHONE (A/C, No, Ext): 616-956-5300 FAX (A/C, No): 616-956-9993 E-MAIL ADDRESS: jared@shiltoninc.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Brotherhood Mutual
INSURED Brightmoor Christian Church 40800 W 13 Mile Rd Novi, MI 48377-2327	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / PRO-JECT / LOC OTHER:	X		21MRA0437802	09/01/2023	09/01/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 3,000,000
							PRODUCTS - COMP/OP AGG	$ 3,000,000
								$
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / X SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			21A5A0437786	09/01/2023	09/01/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB / OCCUR X EXCESS LIAB / CLAIMS-MADE DED / RETENTION $			21MRA0437802	09/01/2023	09/01/2024	EACH OCCURRENCE	$ 6,000,000
							AGGREGATE	$ 6,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		21WRA0437775	09/01/2023	09/01/2024	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000
A	Fireworks Display			21MRA0437802	09/01/2023	09/01/2024	Occurrenc	300,000
							Aggregate	900,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

General Liability Certificate listing City of Novi as additional insured for the Easter Programs (featuring pyrotechnics) on the following dates:April 18th and 19th, 2024. 30 Day Notice of Cancellation/ 10 Day Notice for non payment of premium. Coverage for additional insureds is strictly subject to the terms of the policy.

CERTIFICATE HOLDER	CANCELLATION
CITYONO City of Novi 45175 Ten Mile Road Novi, MI 48375	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jared Shilton

This Liability Coverage Endorsement is subject to the **terms** of the applicable Commercial Liability Coverage Form (GL-100) and the Liability and Medical Coverage Form (BGL-11). Only one liability coverage will apply to an **occurrence** and any **related loss.** This endorsement is attached to and made part of the policy.

THIS INSURANCE ENDORSEMENT FORMS PART OF YOUR POLICY CONTRACT.
PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED ENDORSEMENT
ADDITIONAL CONDITION

ADDITIONAL CONDITION

The following additional condition is added to the Conditions section of the Liability and Medical Coverage Form (BGL-11):

Additional Insureds: With respect to any person or entity shown on the **declarations** as an Additional Insured or who is otherwise designated by the Named Insured and recognized by **us** as an Additional Insured, **we** will provide Principal Coverage L of the Commercial Liability Coverage Form (GL-100) to such Additional Insured (they will be considered an **insured** for Principal Coverage L), but only to the extent that such person or entity is legally liable for the acts of **you**, **your leader**, **your** employee, or **your appointed person**. Such coverage will be limited to that which is specifically provided by Principal Coverage L, and will be strictly subject to the **terms** of this policy. No coverage will apply to any independent acts, errors, or omissions of an Additional Insured.

OTHER PROVISIONS

All other provisions of the applicable Commercial Liability Coverage Form (GL-100) and the Liability and Medical Coverage Form (BGL-11) remain unchanged

MEMORANDUM

CITY OF NOVI
cityofnovi.org

TO: Melissa Morris, Deputy City Clerk

FROM: Charles Boulard, Director of Community Development CMB

SUBJECT: 40800 THIRTEEN MILE – BRIGHTMOOR CHURCH

DATE: 08/30/24

- ☐ Auctions
- ☐ Liquor license
- ☐ Arcade license
- ☐ Massage license
- ☐ Outdoor gathering
- ☐ Outdoor seating
- ☒ Other: Brightmoor Church pyrotechnic display during event.

From building safety standpoint, the Building Division does not object to the proposed firework/pyrotechnic display being used for a private event at Brightmoor Church on September 21, 2024, no exceptions taken. Should you have any further questions with regards to this matter please feel free to contact me at (248) 347-0423.

Thank you!

MEMORANDUM

CITY OF NOVI
cityofnovi.org

TO: CORTNEY HANSON, CITY CLERK

FROM: ERICK W. ZINSER
DIRECTOR OF PUBLIC SAFETY / CHIEF OF POLICE

INITIATED BY: MICHAEL BENDER, DETECTIVE MB

SUBJECT: PYROTECHNIC APPLICATION-
BRIGHTMOOR CHURCH

DATE: AUGUST 27, 2024

APPLICANT:
James Herr
2247 Charms Ravine
Wixom, MI 48393

VENUE OF EVENT:
Brightmoor Church
40800 W. Thirteen Mile Rd
Novi, MI 48377

DATE/TIME OF EVENT:
09-21-24 at 3:00pm

INFORMATION:
The Novi Police Department received this request from the Novi City Clerk's Office to review a pyrotechnic/private display application which will be displayed at Brightmoor Church, on the main worship center platform.

INVESTIGATION:
An ICHAT, Sex Offender Registry and CLEMIS check revealed nothing of concern that would disqualify any applicant from approval.

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager
Victor Cardenas

Director of Public Safety
Chief of Police
Erick W. Zinser

Fire Chief
John B. Martin

Assistant Chief of Police
Scott R. Baetens

Assistant Fire Chief
Todd Seog

Novi Public Safety Administration
45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

September 4, 2024

TO: Cortney Hanson- City Clerk

FROM: Fire Marshal Kevin S. Pierce

SUBJECT: **Indoor Pyrotechnics for Brightmoor Christian Church**
40800 Thirteen Mile Rd, Novi MI 48377

EVENT DATES & TIMES: September 21, 2024 @ 9am – 3pm

I have reviewed the application for a Fireworks Permit at the above location. This application is **recommended for approval with conditions** and is contingent upon a satisfactory fire safety inspection prior to the performance. Along with the fire safety inspection, there will be two fire safety officers for each show on fire standby.

1) NFPA 6.4 **Pre-Show Review and Demonstration.** A walk-through and a representative demonstration of the pyrotechnics shall be approved by the authority having jurisdiction before permit is approved.

2) **MUST** provide Fire Department exact location where fireworks will be ignited.

3) **MUST** provide additional fire extinguishers behind the stage. Extinguishers must follow IFC 2015 for locations.

4) Conduct a fire safety inspection prior to the performance.

5) NFPA 6.5.1.1: An applicant for licensing as an operator shall provide evidence of actual experience as an operator or assistant as part of demonstrating competency to the authority having jurisdiction.

6) NFPA 8.1.1* **Portable Fire-Fighting Equipment.** Four or more fire extinguishers of the classification and size as approved by the authority having jurisdiction shall be readily accessible while the pyrotechnics are being loaded, preparing for firing or fired.

7) NFPA 8.1.1.1* In all cases, at least two pressurized water, Class 2-A extinguishers and two Class 10-BC extinguishers shall be provided, in addition to those required by NFPA 10, for the building.

8) NFPA 8.4 Separation Distance for Audiences:
   - Pyrotechnic device fired shall be a minimum of 15' or twice the fallout radius of the device, whichever is greater.
   - Glowing or flaming particles shall be 10' of greater.

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval of resolution appointing Mario Gibbons (Employee Delegate) and Tia Gronlund-Fox (Officer Delegate) as the 2024 City of Novi representatives to attend the Annual Municipal Employees Retirement System (MERS) Conference to be held October 10-11, 2024.

SUBMITTING DEPARTMENT: City Clerk

KEY HIGHLIGHTS:

- MERS Conference is being held in Grand Rapids this October
- Two representatives from the City are asked to attend to participate in the meeting/conference
- Mario Gibbons is a Code Compliance officer in the Community Development Department. Tia Gronlund-Fox is the Director of Human Resources

BACKGROUND INFORMATION:

Each year an employee delegate is elected by the employees to attend the MERS Annual Conference. MERS is the City of Novi's pension administrator. The employee delegate is responsible for attending educational sessions at the meeting and reporting any updates back to the employees.

RECOMMENDED ACTION: Approval of resolution appointing Mario Gibbons (Employee Delegate) and Tia Gronlund-Fox (Officer Delegate) as the 2024 City of Novi representatives to attend the Annual Municipal Employees Retirement System (MERS) Conference to be held October 10-11, 2024.

Municipal Employees' Retirement System

Municipal Employees' Retirement System of Michigan
1134 Municipal Way • Lansing, MI 48917
800.767.6377
www.mersofmich.com

2024 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | October 2024

Please print clearly • **Scan and attach this file when you register online** • Retain a copy for your records

IMPORTANT: If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please ***DO NOT*** submit this form. A **delegate** is ***NOT*** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name
Tia Gronlund-Fox

Officer Alternate name
Carl Johnson

Officer delegate and alternate listed above were appointed to serve during the 2024 MERS Annual Business Meeting by official action of the governing body (or chief judge for a participating court) on September 9, 2024.

2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name
Mario Gibbons

Employee Alternate name
Sabrina Lilla

Employee delegate and alternate listed above were elected to serve during the 2024 MERS Annual Business Meeting by secret ballot election conducted by an authorized officer on August 20, 2024.

3. Certification

NOTE: Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. **An electronic signature is permissible**.

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name*	Municipality number*	Email address
City of Novi	632001	slilla@cityofnovi.org

Employer address	Employer city	Employer state	Employer zip code
45175 Ten Mile Road	Novi	MI	48375

Printed name	Title of authorized authority*
Justin P. Fischer	Mayor

Authorized signature*	Date

* Required field

2 ways to complete

1. You may complete it electronically (an electronic authorized signature is permissible), then save it and upload it when registering your delegate(s) – OR –
2. You may print it off and complete it, then scan and upload it to your computer for uploading when you register your delegate(s).

CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval of claims and warrants – Warrant 1163

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

Per Section 8.10 of the City's charter all funds drawn by the treasury department must be approved by City Council. This approval occurs through a warrant system and appears on all City Council's agenda. The most recent Warrant, #1163 comes before City council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1163

CITY OF NOVI
Warrant 1163
Monday, September 9, 2024

Check	Vendor Name	Description	Amount	
191505-191516	VOID	VOID	-	V
191517	AT&T MOBILITY	INVOICE: 830154504X08102024	306.59	
191518	AXON ENTERPRISE, INC.	INVOICE: INUS269937 (HIDTA)	5,795.00	
191519	AXON ENTERPRISE, INC.	INVOICE: INUS269937 (HIDTA)	8,870.00	
191520	CITY OF PORT HURON	INVOICE 24-0005977 (HIDTA)	6,900.00	
191521	COMCAST BUSINESS	ACCOUNT: 8529 10 122 0469861	182.95	
191522	CYBERNATIONAL, INC	INVOICE: CN-7442 (HIDTA)	39,265.00	
191523	RAMPART USA CORP	INVOICE:I-33412 (HIDTA)	15,162.00	
191524	VERIZON WIRELESS	ACCOUNT: 242662063-00001 INVOICE: 99703543	40.01	
191525	VERIZON WIRELESS	ACCOUNT: 742370064-00001 INVOICE: 99630	233.44	
191526	VERIZON WIRELESS	ACCOUNT: 742370064-00001 INVOICE: 99655	233.44	
191527	VERIZON WIRELESS	ACCOUNT: 742370064-00001 INVOICE: 99680	233.51	
191528	VERIZON WIRELESS	ACCOUNT: 742370064-00001 INVOICE: 99704	233.51	
191529	CONSUMERS ENERGY	HEAT	145.43	
191530-191579	DTE ENERGY	ELECTRICITY	52,652.10	
191580	HYATT PLACE LENEXA	MICHIGAN WEEK LEADERS EXCHANGE (COMM REL)	5,822.82	
191581	TRAVELERS PROPERTY CASUALTY	PROPERTY & LIABILITY INSURANCE - CITYWIDE (FINANCE)	89,825.00	
191582	4 IMPRINT INC	COMMUNITY PROMOTION (POLICE)	1,620.21	
191583	A AND R PLUMBING LLC	BUILDING MAINTENANCE (POLICE, FACILITIES)	2,912.83	
191584	ADT COMMERCIAL LLC	CONTRACTUAL SERVICES	149.70	
191585	ADVANCED TURF SOLUTIONS, INC.	GROUNDS MAINTENANCE	422.76	
191586	ADVANTAX INC.	2024 SUM PROPERTY TAX REFUND 50-99-00-022-037	5,182.87	
191587	AECOM GREAT LAKES, INC	PROFESSIONAL SERV - VAR PROJ (STREETS, DPW, DRAIN)	160,032.65	
191588	AFTERMATH SERVICES LLC	BIO HAZARD CLEANING OF JAIL CELLS	300.00	
191589	ALLIANCE HEALTH AND LIFE	EMPLOYEE HEALTHCARE INSURANCE	15,040.00	
191590	ALLIE BROTHERS INC	SUPPLIES UNIFORMS (FIRE)	2,579.60	
191591	ALLIED BUILDING SERVICE COMPANY	BUILDING MAINTENANCE (LIBRARY)	1,093.86	
191592	ALTECH DOORS LLC	BUILDING MAINTENANCE	962.13	
191593	AMAZON	LIBRARY BOOKS	1,878.60	
191594	AMERICAN LIBRARY ASSOCIATION	COMMUNITY PROMOTION	178.69	
191595	APOLLO FIRE APPARATUS SALES AND	VEHICLE MAINTENANCE	502.39	
191596	APPLIED INNOVATION	INTERNAL TECHNOLOGY COMM RELATIONS	8.85	
191597	AQUATIC SOURCE LLC	PARK BUILDING MAINTENANCE	400.00	
191598	ASCAP	MEMBERSHIP	885.00	
191599	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE	524.00	
191600	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	915.00	
191601	ASTI ENVIRONMENTAL	LAND AQUISITION	133.20	
191602	B & B LANDSCAPING	GROUNDS MAINTENANCE (DRAIN, DPW, STREETS, W&S)	15,750.00	
191603	BAKER & TAYLOR, LLC	AUDIO VISUAL MATERIALS	422.55	
191604	BANK'S VACUUM	BUILDING MAINTENANCE	114.96	
191605	BERTIN, KENNETH M.	ADULT SOFTBALL	150.00	
191606	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	34,433.72	
191607	BLUE RIBBON CONTRACTING	REFUND HYDRANT SETUP DEPOSIT 24-20 (WATER & SEWER)	1,970.15	
191608	BOARDMAN TRAINING & CONSULTING	EDUCATION AND TRAINING	500.00	
191609	BOUND TREE MEDICAL LLC	OPERATING SUPPLIES (FIRE)	8,449.13	
191610	BRODART CO.	LIBRARY BOOKS	4,432.80	
191611	CADILLAC ASPHALT LLC	CONSTRUCT: 13 MILE REHAB (MAJOR STREETS)	406,321.94	
191612	CAMBRIDGE OF NOVI, LLC	BLDG. BOND REFUND (ESCROW)	5,000.00	
191613	CANON FINANCIAL SERVICES INC	EQUIPMENT RENTAL/COPIER LEASE (LIBRARY, IT)	5,058.02	
191614	CARLISLE WORTMAN ASSOCIATES, INC.	BUILDING, TRADE, & PLAN REVIEW SERV (COMM DEV)	5,510.00	
191615	CARRIER & GABLE INC	TRAFFIC CONTROL SIGN REPLACEMENT PROG (STREETS)	4,722.80	
191616	CARTER'S CEMETERY PRESERVATION	CEM MAINT COUNCIL GOAL REPAIRS (PARKS & REC)	7,522.50	
191617	CAVENDISH SQUARE PUBLISHING LLC	LIBRARY BOOKS	204.44	
191618	CDW GOVERNMENT LLC	TELEPHONE	620.67	
191619	CHALLENGER SPORTS TEAMWEAR, LLC	YOUTH SOCCER	924.14	
191620	CINTAS CORP	SUPPLIES UNIFORMS	645.59	
191621	COMPUTYPE, INC.	OPERATING SUPPLIES	907.12	
191622	CORRIGAN RECORD STORAGE LLC	RECORDS STORAGE - CITYWIDE (CLERK)	2,070.38	
191623	CRANDALL-WORTHINGTON INC	CUSTODIAL SUPPLIES (PARKS MAINT)	1,147.60	
191624	CREATIVE NATURE ART & DESIGN LLC	LIBRARY PROGRAMMING	350.00	

191625	CUTMYTREEDOWN.COM	FORESTRY MAINTENANCE (TREE FUND)	24,942.50
191626	DALTON COMMERCIAL CLEANING CORP	BUILDING MAINTENANCE (LIBRARY)	2,600.00
191627	DELL MARKETING L.P.	INTERNAL TECHNOLOGY (IT, POLICE)	5,744.85
191628	DON LORS PROPERTIES INC.	2024 SUM PROPERTY TAX REFUND 50-22-29-376-008	4,358.57
191629	DORNBOS SIGN & SAFETY INC	TRAFFIC CONTROL SIGN REPLACEMENT PROGRAM	841.70
191630	DTE ENERGY	BLDG. BOND REFUND (ESCROW)	500.00
191631	DUCZYMINSKI, PHILIP	PER DIEM CONFERENCE	159.00
191632	EJ USA, INC.	WATER LINE MAINTENANCE (WATER AND SEWER)	2,158.65
191633	ELLSWORTH INDUSTRIES INC.	GROUNDS MAINTENANCE (PARKS MAINT)	1,450.00
191634	ETNA SUPPLY	STORM SEWER MAINTENANCE (DRAIN)	1,517.20
191635	FARKAS, JULIE	MILEAGE REIMBURSEMENT	80.40
191636	FARKAS, JULIE	REIMBURSEMENT	100.00
191637	FERGUSON WATERWORKS #3386	WATER METERS (WATER & SEWER)	12,489.57
191638	FIFTH THIRD BANK	BOND PRINCIPAL / INTEREST EXPENSE (MEADOWBROOK)	1,023,128.98
191639	FIRE WRENCH OF MICHIGAN	VEHICLE MAINTENANCE (FIRE)	4,878.82
191640	FLY DETROIT HOLDINGS LLC	BLDG. BOND REFUND (ESCROW)	727.00
191641	FOSTER, SWIFT, COLLINS & SMITH, P.C	LEGAL FEES	171.50
191642	G2 CONSULTING GROUP, LLC.	MATERIAL TESTING: 13 MILE REHAB (MAJOR STREETS)	14,190.00
191643	GALE/CENGAGE LEARNING	LIBRARY BOOKS	298.30
191644	GALLS, LLC	VEHICLE MAINTENANCE	367.98
191645	GANNETT MICHIGAN LOCALIQ	PRINTING & PUBLISH (CLERK, PLANNING, COMM DEV)	1,164.78
191646	GRAINGER INC, W W	VEHICLE MAINTENANCE	55.30
191647	GRAPH-X SIGNS, DISPLAY & EXHIBITS	BUILDINGS/GROUND/FURNITURE EXPENSE	71.90
191648	GREAT LAKES ACE	OPERATING SUPPLIES	25.39
191649	GREAT LAKES WATER AUTHORITY	WATER & IWC CHARGES 7/2024 (WATER & SEWER)	1,076,969.30
191650	GREEN OAK TIRE INC.	VEHICLE MAINTENANCE (FIRE)	4,090.00
191651	HARRELL'S, LLC	GROUNDS MAINTENANCE (PARKS MAINT)	1,221.00
191652	HARTFORD, THE	EMPLOYEE INSURANCE	121.25
191653	HAWAIIAN DANCERS LLC	DANCE PROGRAMS	600.00
191654	HEALTH ALLIANCE PLAN	EMPLOYEE HEALTHCARE INSURANCE	21,445.41
191655	HOME DEPOT	BUILDING MAINTENANCE	31.50
191656	HOME DEPOT CREDIT SERVICES	SIGNING SUPPLIES	338.34
191657	HUNTINGTON NATIONAL BANK	BOND PRINCIPAL / INTEREST EXPENSE (LIBRARY DEBT)	1,368,800.00
191658	IMAGAMERICA	SUPPLIES UNIFORMS	467.00
191659	IMAGE 360 - NOVI	OFFICE SUPPLIES	199.00
191660	IMAM, BASHAR	2024 SUM PROPERTY TAX REFUND 50-22-10-231-002	2,299.28
191661	IMPERIAL DADE	BUILDING MAINTENANCE	738.88
191662	INTRADO LIFE & SAFETY, INC	TELEPHONE MAINTENANCE	430.00
191663	ISCG, INC.	SUPPLIES (DPW)	1,545.00
191664	J & B MEDICAL SUPPLY INC	OPERATING SUPPLIES	85.00
191665	JACK DOHENY SUPPLIES INC	VEHICLE MAINTENANCE	183.50
191666	JOHN'S SANITATION SERVICE	YOUTH SOCCER	328.00
191667	JOHNSON, RONALD DEAN	ADULT SOFTBALL	180.50
191668	KENNEDY INDUSTRIES INC	LIFT STATION MAINTENANCE	900.00
191669	KID CREATE STUDIO	ART PROGRAMS	546.00
191670	KOUDA, MAJD	TUITION REIMBURSEMENT (FIRE)	1,500.00
191671	LAFONTAINE CHEVROLET PLYMOUTH	VEHICLE MAINTENANCE	66.79
191672	LIBRARY NETWORK, THE	ELECTRONIC MEDIA (LIBRARY)	13,816.26
191673	LIMB WALKERS TREE & SNOW	FORESTRY MAINTENANCE (DRAIN)	4,920.00
191674	M-2 AUTO PARTS, INC.	LAWN MOWER MAINTENANCE	910.74
191675	MACQUEEN EMERGENCY	SUPPLIES UNIFORMS (FIRE)	1,700.77
191676	MALINOWSKI, JUDITH M.	MEDICAL SERVICE - PRE EMPLOY (FIRE)	3,000.00
191677	MARK'S OUTDOOR POWER EQUIPMENT	LAWN MOWER MAINTENANCE	13.86
191678	MARSH POWER TOOLS	OPERATING SUPPLIES	479.98
191679	MASTER MAINTENANCE	VILLA BARR PROPERTY	288.00
191680	MATTIOLI CEMENT CO., LLC	CONSTRUCT: 2024 NEIGHBORHOOD ROADS (LOCAL ST)	163,550.48
191681	MCKENNA ASSOCIATES INC	BUILDING, TRADE, & PLAN REVIEW SERV (COMM DEV)	4,208.75
191682	MEDSTAR INC	OPERATING SUPPLIES	600.00
191683	MICHIGAN ASSESSORS ASSOCIATION	RECRUITMENT	300.00
191684	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION FUND - CITY WIDE (FINANCE)	53,940.00
191685	MIDWEST TAPE, LLC	AUDIO VISUAL MATERIALS (LIBRARY)	2,502.67
191686	MORRIS, MELISSA	MILEAGE REIMBURSEMENT	64.32
191687	MPARKS	OLDER ADULTS TRAVEL PROGRAMS (PARKS & REC)	37,055.00
191688	MUNICIPAL ADVISORY COUNCIL OF	PROFESSIONAL SERVICES	100.00
191689	MUTT MITT	GROUNDS MAINTENANCE (PARKS & REC)	1,439.85
191690	NAK4FIT	SPORTS CAMPS (PARKS & REC)	4,859.40
191691	NORTHVILLE PAINT CO	OPERATING SUPPLIES	23.96
191692	NOVI COMMUNITY SCHOOLS	CAMP LAKESHORE	705.00

191693	NOVI WATER DEPARTMENT	WATER AND SEWER - CITY USE	8,035.17	
191694	NOVI, CITY OF	CITYS SHARE OF FEES COLLECTED	5,875.25	
191695	VOID	VOID	-	V
191696	O'REILLY AUTO PARTS	OPERATING SUPPLIES	14.98	
191697	OAKLAND COMMUNITY COLLEGE	RECRUITMENT/TRAINING (POLICE, FIRE)	6,550.00	
191698	OAKLAND COUNTY ANIMAL CONTROL	DOG LICENSES JULY 2024 (ESCROW)	960.00	
191699	OAKLAND COUNTY REGISTER OF DEEDS	HIGHWAY EASEMENT TRANSFER TAX	21.50	
191700	OAKLAND COUNTY REGISTER OF DEEDS	BALLANTYNE WARRANTY DEED ROW	35.00	
191701	OAKLAND COUNTY REGISTER OF DEEDS	BALLANTYNE SIDEWALK EASEMENT	30.00	
191702	OAKLAND COUNTY REGISTER OF DEEDS	BLM DECLARATION OF EASEMENT WATER/SEWER	30.00	
191703	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA WATER SYS / SANITARY SEWER	60.00	
191704	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA OS SSSE BEATTIE	30.00	
191705	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA OS WSE BEATTIE	30.00	
191706	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA OS SSSE COLVIN	30.00	
191707	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA OS WSE COLVIN	30.00	
191708	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA OS WSE BRACIOLE	30.00	
191709	OAKLAND COUNTY REGISTER OF DEEDS	PARC VISTA OS SSSE BRACIOLE	30.00	
191710	OAKLAND COUNTY TREASURERS	TRAINING, 7/24 SEWEAGE, MARINE (W&S. POLICE, HR)	866,737.88	
191711	OCCUPATIONAL HEALTH CENTERS	MEDICAL SERVICE	136.00	
191712	OCKNER, KAREN BERGER	OLDER ADULTS FITNESS (PARKS & REC)	1,231.20	
191713	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	50.85	
191714	ORKIN	BUILDING MAINTENANCE	802.92	
191715	OVERDRIVE, INC.	ELECTRONIC MEDIA (LIBRARY)	2,351.88	
191716	PARAGON LABORATORIES, INC.	WATER LINE MAINTENANCE	75.00	
191717	PENCHURA, LLC	OPERATING SUPPLIES (PARKS & REC)	4,940.00	
191718	PEOPLE'S EXPRESS	OLDER ADULTS TRANSPORTATION (PARKS & REC)	3,154.00	
191719	PEPPER & SON INC, J.W.	NOVI CONCERT BAND	155.60	
191720	PHOENIX SAFETY OUTFITTERS	SUPPLIES UNIFORMS (FIRE)	3,843.55	
191721	PIONEER MANUFACTURING CO.	GROUNDS MAINTENANCE	808.25	
191722	POSTMASTER	POSTAGE BALLOT MAILING (CLERK)	3,000.00	
191723	PRIORITY HEALTH	EMPLOYEE HEALTHCARE INSURANCE	38,417.80	
191724	PROSCREENING, LLC	RECRUITMENT	39.00	
191725	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00	
191726	PURE TECHNOLOGIES U.S. INC.	PCCP TRANSMISSION MAIN CONDITION ASSESS (W&S)	30,000.00	
191727	REASON CONSULTING CORPORATION	TAX TRIBUNAL APPRAISALS (ASSESSING)	2,500.00	
191728	RHINO SEED & LANDSCAPE	WATER LINE MAINTENANCE (WATER & SEWER)	1,690.80	
191729	RKA PETROLEUM COS., INC	GASOLINE AND OIL (DPW)	17,709.93	
191730	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES - PROSECUTIONS/ESCROW (POLICE, ESCROW)	10,975.00	
191731	SAM'S CLUB DIRECT	LIBRARY PROGRAMMING	801.76	
191732	SAVIN LAKE SERVICES, INC.	WALLED LAKE BOARD (ESCROW)	8,739.30	
191733	SCADA BLOCKS LLC	ANNUAL SCADA MAINTENANCE CONTRACT (W&S)	16,398.60	
191734	SCHINDLER ELEVATOR CORPORATION	BUILDING MAINTENANCE (LIBRARY)	2,846.11	
191735	SCHOOLCRAFT COLLEGE	MEDICAL SERVICE	500.00	
191736	SCODELLER CONSTRUCTION, INC.	ROUTINE MAINTENANCE (LOCAL STREETS)	61,798.40	
191737	SEEDLINGS BRAILLE BOOKS FOR	LIBRARY BOOKS	292.50	
191738	SHERWIN-WILLIAMS	BUILDING MAINTENANCE	221.90	
191739	SITEONE LANDSCAPE SUPPLY, LLC	GROUNDS MAINTENANCE (PARKS MAINT)	1,225.24	
191740	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	656.26	
191741-191743	SPALDING DE DECKER	PROFESSIONAL SERVICES (ESCROW)	25,740.73	
191744	SPECTRUM PRINTERS INC	ELECTION SUPPLIES (CLERK)	1,185.33	
191745	SPICER GROUP INC	PRCS STRATEGIC MASTER PLAN (PARK & REC)	13,915.29	
191746	STATE OF MICHIGAN	COST SHARE: TAFT ROAD REHAB (MAJOR STREETS)	1,435,942.30	
191747	STATE OF MICHIGAN	SALES TAX AUGUST 2024	6.30	
191748	STREAMLINE CONTRACTING LLC	GROUNDS MAINTENANCE (FACILITIES)	6,562.00	
191749	SUBURBAN LANDSCAPE SUPPLY	STORM SEWER MAINTENANCE	150.00	
191750	SUPERIOR GROUNDCOVER INC.	GROUNDS MAINTENANCE (PARKS MAINT)	14,240.00	
191751	SYSTEMP CORPORATION	BUILDING MAINTENANCE (FACILITIES, POLICE, FIRE)	16,492.09	
191752	SZELAP, CHRISTINE E. HEFFERNAN	KARATE (PARKS & REC)	1,540.00	
191753	TALBOT, JOHN	PER DIEM 2024 CERTIFIED CONFERENCE IMSA	196.00	
191754	TEL SYSTEMS	COMPUTER SUPPLIES (LIBRARY)	1,241.00	
191755	TELNET WORLDWIDE INC.	TELEPHONE (LIBRARY)	1,125.21	
191756	THOMAS SHELBY AND COMPANY, INC.	EMERGENCY COMMUNICATION SERVICE (POLICE)	2,114.00	
191757	TRUE BLUE INVESTGATIONS LLC	RECRUITMENT - PAID ON CALL (FIRE)	2,500.00	
191758	TURNOUT MANAGEMENT	SUPPLIES UNIFORMS	720.00	
191759	UNITED STATES POSTAL	POSTAGE	350.00	
191760	UNIVERSAL SIGN SYSTEMS	PARK DEVELOPMENT (PARKS & REC)	4,445.00	
191761	USA BLUEBOOK	OPERATING SUPPLIES	292.38	
191762	VARIPRO	EMLOYEE FELX SPENDING REIMBURSMENT	6,876.86	

191763	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE		177.84
191764	VERSALIFT MIDWEST, LLC	VEHICLE MAINTENANCE (DPW)		1,110.00
191765	VIRTUAL ACADEMY	EDUCATION AND TRAINING (POLICE)		5,500.00
191766	VOSS LIGHTING	BUILDING MAINTENANCE		175.00
191767	WEINGARTZ SUPPLY CO INC	EQUIPMENT MAINTENANCE		838.25
191768	WITMER PUBLIC SAFETY GROUP INC	SUPPLIES UNIFORMS		743.84
191769	WONDER JUMP, INC.	CAMP LAKESHORE		327.60
191770	YAKO, ADAM & MATTE, RANA	BLDG. BOND REFUND (ESCROW)		500.00
191771	YOON, DAVID & YOUNG	2024 SUM TAX REFUND 50-22-23-378-008		70.72
191772	ZOOBEAN, INC	ELECTRONIC RESOURCES (LIBRARY)		2,750.00
191773	SITEONE LANDSCAPE SUPPLY, LLC	GROUNDS MAINTENANCE (PARKS MAINT)		66.00
191774-191778	SPALDING DE DECKER	PROFESSIONAL SERVICES (ESCROW)		26,524.14
		GRAND TOTAL		**$ 7,491,748.34**
	GENERAL FUND		101	461,840.72
	MAJOR STREET FUND		202	1,955,056.69
	LOCAL STREET FUND		203	277,620.00
	MUNICIPAL STREET FUND		204	4,320.74
	PARKS, REC & CULTURAL SVCS FUND		208	89,668.02
	DRAIN FUND		211	24,787.20
	TREE FUND		213	29,862.50
	LIBRARY FUND		271	46,085.95
	LIBRARY CONTRIBUTION FUND		272	71.90
	2008 LIBRARY CONSTRUCTION DEBT FUND		371	1,368,800.00
	CAPITAL IMPROVMENT PRGRM (CIP) FUND		401	98.58
	ICE ARENA FUND		570	2,424.00
	SENIOR HOUSING FUND		574	1,024,588.35
	WATER AND SEWER FUND		592	2,044,205.61
	SELF INSURANCE - HEALTH CARE FUND		677	15,040.00
	AGENCY FUND		701	57,911.19
	CURRENT TAX COLLECTION FUND		703	11,911.44
	MI HIDTA		725	77,455.45
		GRAND TOTAL		**$ 7,491,748.34**