

CITY OF BRIGHTON
CITY COUNCIL MEETING
CITY HALL
December 6, 2012

Regular Blue Sky: 7:00 p.m.: Review of Agenda Items for this evening's meeting

REGULAR SESSION - 7:30 P.M.

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Consider approval of the Agenda
5. Approval of [minutes: Regular Meeting](#) and closed session of [November 15, 2012](#)
6. Mayor's Reading of Citizen Inquiries received since the last City Council Meeting
7. Call to the Public

Consent Agenda

8. Consider [bid award approval for the budgeted replacement of the Sewer Line Inspection Camera & related system](#)
9. Consider approval of the annual Budget Preparation Process calendar including dates for City Council Budget Worksessions
10. Consider action as recommended by the Police Chief and City Manager regarding an intergovernmental police services and resource-sharing proposal as presented and discussed in the recent annual City Council goal-setting retreat

Policy Development & Customer Communications' action item

11. Conduct a [public hearing and second reading of a proposed ordinance to amendments to Chapter98, Article I, Section 98-3 Definitions](#) and then consider approval of the [amendments](#)
12. Consider [site plan approval for St. Paul's Church expansion](#) as recommended by the Planning Commission
13. Consider [site plan approval for Unit 2 Paramount Park](#) as recommended by the Planning Commission
14. Consider status update from the City Manager on the SELCRA-Meijer Park reinvention planning process

Other Business

15. Information for City Customers
16. Receive updates from Council Member Liaisons to other Boards and Commissions
17. Call to the Public
18. Adjournment

MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON
HELD ON NOVEMBER 15, 2012 AT THE BRIGHTON CITY HALL
200 N. 1ST STREET, BRIGHTON, MICHIGAN

BLUE SKY SESSION

The Council conducted a Blue Sky Session at 7:00 p.m. Present were Mayor Muzzin, Mayor Pro-Tem Cooper Councilmembers Bohn, Bandkau and Roblee. The Council reviewed the agenda items.

REGULAR SESSION

Mayor Muzzin called the regular meeting to order at 7:30 p.m. Following the Pledge of Allegiance, the roll was called, there being present were Mayor Muzzin, Mayor Pro-Tem Cooper, Councilmembers Bandkau, Roblee and Bohn. Also in attendance were Attorney Paul Burns and Brad Maynes, Staff members Dana Foster, Kelly Hanna, Matt Schindewolf, Amy Cyphert, Diana Lowe and Tom Wightman and an audience of 10. Press and Media included Jim Totten from Livingston County Press & Argus and Tom Tolen from WHMI.

It was moved by Mayor Pro-Tem Cooper, seconded by Roblee to excuse Councilmembers Schillinger and Pipoly from the evening's meeting. Motion passed 5-0-2.

AGENDA APPROVAL

It was moved by Councilmember Bandkau, seconded by Cooper to approve the Agenda as amended. Delete item #6, Recognition Presentation. Add to item #18, Pending Michigan Tax Tribunal. Add item #18a, Possible Action for Closed Session. Move from Action to Consent Agenda item #11, 8580 West Grand River. Motion passed 5-0-2.

NORMA GRAY GALLERY

Mayor Muzzin presented a Proclamation to Norma Gray for the designation of a gallery in her name at the Brighton District Library.

Norma Gray thanked the Council for the recognition and stated her accomplishments have not been done alone.

Viva Johnson, Coordinator of Art at the Library, thanked the Council for their recognition of Norma Gray. She invited everyone to the Library for the Norma Gray Ribbon Cutting on December 15th from 2:00 p.m. to 4:00 p.m.

Nancy Johnson, Brighton Area District Library Director, also invited everyone to the naming of the Norma Gray Gallery.

MINUTES APPROVAL

It was moved by Councilmember Roblee seconded by Cooper to approve the Regular Meeting minutes of November 1, 2012 as presented. Motion passed 4-0-2-1, with Councilmember Cooper abstaining.

It was moved by Councilmember Bohn, seconded by Bandkau to approve the Closed Session Meeting minutes of November 1, 2012 as presented. Motion passed 4-0-2-1, with Councilmember Cooper abstaining.

CITIZEN INQUIRIES

None.

CALL TO THE PUBLIC

Mayor Muzzin opened the Call to the Public at 7:39 p.m. Hearing no comment, the Call to the Public was closed.

CONSENT AGENDA

It was moved by Mayor Pro-Tem Cooper, seconded by Bohn to approve the Consent Agenda as presented. Motion passed 5-0-2.

The following item was approved on the Consent Agenda:

1. Approved Resolution 12-17, Bond Refunding/Refinancing sale.
2. Received a report on the inspection of the vacant building located at 8580 West Grand River.

VETERAN'S MEMORIAL IMPROVEMENT PROJECT

Councilmember Bandkau updated the Council regarding the Veteran's Memorial Improvement Project. She introduced Brian Bradford, Ken Francheski and Bill Rubin representing the Project.

Bill Rubin gave an update regarding funds for the Veteran's Memorial Improvement Project. He discussed fund raising by selling commemorative memorial bricks.

City Manager, Dana Foster stated Jim Barnas has obtained \$50,000 in donations from contractors and suppliers for the project and additional public help is needed.

Brian Bradford, Chairman of the Veteran's Memorial Committee stated there are new officers to the Board. He stated the Brighton Sunrise Rotary have been responsible for a percentage of the donations. To make a donation, go to: brightonveteransmemorial.com.

NORTHRIDGE HILLS INSPECTION REPORT

City Manager, Dana Foster read an email from City Engineer, Gary Markstrom regarding the slope at Northridge Hills stating there are bumps and lumps in the slope from varying soil types and the developer has satisfied the provisions contained in the agreement with the City. He also added that he saw nothing to cause him to change his previous report on the subject to the City Manager.

CITY COUNCIL GOAL SETTING MINUTES

It was moved by Councilmember Bandkau, seconded by Roblee to approve the November 10 and 11, 2012 City Council Goal Setting Retreat minutes. Motion passed 5-0-2.

It was moved by Councilmember Bohn, seconded by Bandkau to approve the Closed Session minutes of November 11, 2012. Motion passed 5-0-2.

CITY MANAGER PERFORMANCE EVALUATION

Mayor Muzzin gave a brief synopsis of the City Manager, Dana Foster's recent review, stating his review was positive and he is doing an excellent job.

City Manager, Dana Foster thanked the Council for his recent review and stated the accomplishments of the City come from City staff, governing body, advisory boards and commissions.

Mayor Muzzin stated Chamber Director, Pam McConeghy had positive things to say at the Retreat regarding City Council, staff and the merchants, as we all strive for the same goals. He thanked the Department Heads and Attorneys for attending to the retreat.

CITY CUSTOMER INFORMATION

Department of Public Services Director, Matt Schindewolf gave an update on the leaf removal process. He stated CSX Railroad will be installing crossing gates at Hyne Street next spring.

City Manager, Dana Foster stated pavement patching for the construction at 1st Street and Main will occur on Monday.

Mayor Pro-Tem Cooper gave a SELCRA update stating they will move forward on the proposed splash pad and water recirculation project. He gave a ZBA update.

Councilmember Roblee stated the Holiday Glow will be this Saturday with Santa arriving at 5:45 p.m.

Mayor Muzzin gave a Brighton Area Fire Authority update.

MTT PENDING LITIGATION CLOSED SESSION

It was moved by Mayor Pro-Tem Cooper, seconded by Bandkau to go into Closed Session to discuss Michigan Tax Tribunal pending litigation, pursuant to MCL 15.268(e). A roll call vote was taken. Yes: Bohn, Muzzin, Bandkau, Roblee, Cooper. No: none. Absent: Schillinger, Pipoly. Motion passed 5-0-2.

The Council convened into Closed Session at 8:17 p.m.

The Council reconvened at the Regular Session at 8:48 p.m.

City Council
November 15, 2012
Page 4

CLOSED SESSION ACTION

It was moved by Councilmember Roblee, seconded by Bohn to authorize settle the four Michigan Tax Tribunal cases as directed by City Attorney. Motion passed 5-0-2.

CALL TO THE PUBLIC

Mayor Muzzin gave a Call to the Public at 8:50 p.m. Hearing none, the Call to the Public was closed.

ADJOURNMENT

It was moved by Mayor Pro-Tem Cooper, seconded by Bandkau to adjourn the meeting at 8:50 p.m. Motion passed 5-0-2.

Diana Lowe, City Clerk

Jim Muzzin, Mayor

POLICY REPORT NO. DPS –09-12
DEPARTMENT OF PUBLIC SERVICE
Purchase of Sewer Inspection Camera

Prepared by:

Reviewed by:

Matthew J. Schindewolf
Public Service Director

Dana W. Foster
City Manager

ISSUE: To consider the purchase of a budgeted Sewer Inspection Camera for use by the Wastewater Division in performance of varied duties, including inspection of sewer lines, plug and or root issues in sewer lines, home sewer leads, storm sewer condition and silt build up and other internal treatment plant piping systems for necessary repairs and or maintenance.

STAFF RECOMMENDATION: Pursuant to receipt of two bids for this equipment prior to October 12, 2012, staff is recommending that the bid from Jack Doheny Supplies, Inc., in the amount of \$59,950.00 be awarded for the equipment as specified in the bid document.

BACKGROUND: The Sewer Inspection Camera is a necessary and vital piece of operational equipment for the Wastewater Division in performance of varied duties, including inspection of sewer lines, plug and or root issues in sewer lines, home sewer leads, storm sewer condition and silt build up and other internal treatment plant piping systems for necessary repairs and or maintenance. The existing camera system has failed completely and is not repairable due to changes in technology and its age. This equipment was budgeted for in the 2012/2013 City of Brighton budget in the amount of \$60,000.00 and as defined in the bidding process, will achieve the level of service needed by that division. The Doheny bid meets all of the required equipment and appurtenant equipment within the budgeted amount of \$60,000.00, whereas the MiTECH bid does not meet the specifications as listed for the budgeted amount. As shown in the attached bid analysis, the additional equipment necessary for this camera to perform the functions required by the wastewater division were not included in the base proposal, but were additional “add on” pieces, far exceeding the budgeted amount of \$60,000.00. Additionally, Jack Doheny Supplies, Inc., has been along term supplier of much of the equipment used by the wastewater division and is a Michigan based company that services this equipment also.

BUDGET IMPACT: As noted, the 2012/2013 budget includes \$60,000.00 for the purchase of this camera system and this purchase is within that amount.

COUNCIL ACTION: To approve the purchase of the Sewer Inspection Camera from Jack Doheny Supplies, Inc., in the amount of \$59,950.00.

Attachments: Bid specifications, bid analysis and bids received from jack Doheny Supplies Inc., and MiTECH.

MEMORANDUM

TO: Matthew Schindewolf, DPS Director
FR: David Blackman, Assistant DPS Director
DA: October 24, 2012

RE: **MAINLINE CAMERA SYSTEM 2012 – BID AWARD RECOMMENDATION**

After carefully reviewing the bid proposals for the above stated project, I would recommend awarding the contract to **Jack Doheny Supplies, Inc. in the amount of \$59,950.**

Upon your review (see enclosures), I am prepared to begin processing the purchase order & notice to proceed for this work.

Please direct, as you deem appropriate and if you have any further questions, please feel free to contact me.

cc: DPS Admin. Asst.
file

:db/10/24/12
ref;bd\mainlinecamerasys12.doc

Handwritten signatures and initials in black ink, including a large signature on the left and initials on the right.

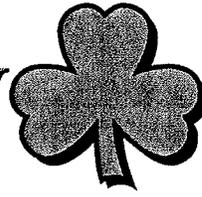
**CITY OF BRIGHTON
DEPARTMENT OF PUBLIC SERVICES
BID ANALYSIS**

PROJECT: "MAINLINE CAMERA SYSTEM 2012"		DATE: <u>10/25/2012</u>			
LOCATION: <u>N/A</u>		PROJECT #: <u>SS1201</u>			
NO	COMPANY NAME	QUANT	UNIT	\$/UNIT	TOTAL AMOUNT
1	BASE PROPOSAL:				
	MTECH COMPANY	1	LPSM	\$ 58,000.00	\$ 58,000.00
	SPEC #1: MP2020 PUSH CAMERA	1	LPSM	\$ 10,285.00	\$ 10,285.00
	SPEC #2: OZIII LASER DIODE UPGRADE	1	LPSM	\$ 6,500.00	\$ 6,500.00
	SPEC #3: LAPTOP w/GXP SOFTWARE	1	LPSM	\$ 17,500.00	\$ 17,500.00
	SPEC #4: OZIII BUILT-IN INCLINOMETER	1	LPSM	\$ 3,658.00	\$ 3,658.00
	SPEC #6: INCLINOMETER MODULE SOFTWARE	1	LPSM	\$ 1,990.00	\$ 1,990.00
	SPEC #7: CPR ELECTRIC CAMERA LIFT	1	LPSM	\$ 5,900.00	\$ 5,900.00
	SPEC #8: 6 INCH STEEL WHEEL KIT	1	LPSM	\$ 1,240.00	\$ 1,240.00
	SPEC #9: 8 INCH STEEL WHEEL KIT	1	LPSM	\$ 1,320.00	\$ 1,320.00
	GRAND TOTAL:				\$ 106,393.00
2	BASE PROPOSAL:				
	JACK DOHENY SUPPLIES, INC.	1	LPSM	\$ 59,950.00	\$ 59,950.00
	GRAND TOTAL:				\$ 59,950.00

NOTES:

- > Spec's listed above for Mtech have to be included to meet the original bid.

Jack Doheny Companies



ORIGINAL

*"World's Largest Distributor of Sewer Cleaning,
Air Handling and Street Sweeping Equipment"*

October 9, 2012

City Hall
200 N. First Street
Brighton, MI 48116

RE: Mainline Camera System
Due: October 12, 2012 @ 2:00 p.m.

To Whom It May Concern:

Jack Doheny Supplies, Inc. would like to thank you for the opportunity to present a bid for a Mainline Camera System to the City of Brighton. The proposed item has been designed and manufactured to exacting world-class standards and meets your specifications without exception.

Jack Doheny Supplies, Inc. is committed to exceptional customer service. We will stand behind your purchase with certified technicians and staff from our Northville, Michigan Service Center. Additionally, our \$6.5 million parts inventory means you will not have to wait for parts or supplies.

Please review this proposal at your earliest convenience and call me if you have any questions, or need additional information.

Please keep us on your list for any further occasion that we may be of service to you.

Sincerely,

Gary Mapes
Senior Vice President
Jack Doheny Supplies, Inc.

JACK DOHENY SUPPLIES, INC.
P.O. BOX 609
777 DOHENY CT
NORTHVILLE, MI 48167

PHONE (800) 447-2347

FAX (800) 822-8671

DATE: 10/09/12
TO: Gail Lepping
Insurance Exchange
FAX #: 248-349-2548
FROM: Teri Barnum
PAGES: 1 (including cover)

RE: BID BOND FOR CITY OF BRIGHTON, MI

Hi -

I need a bid bond for the City of Brighton. I need to send it out tomorrow.

PAYABLE TO: City of Brighton
ITEM: Mainline Camera System
AMT: 10%
VALUE: \$59,950.00
DUE: October 12, 2012

Confidentiality Notice

This cover sheet and the material enclosed with this transmission are the private confidential property of the sender, and the materials are privileged communications intended solely for the receipt, use, benefit, and, information of the intended recipient indicated above. If you are not the intended recipient, you are notified that any review, disclosure, copying, distribution, or the taking of any other action in reliance on the contents of this transmission is strictly prohibited and may result in legal liability on your part. If you have received this transmission in error, please notify the sender immediately at the phone number shown above and arrange for return of this transmission.

The Ohio Casualty Insurance Company

Hamilton, Ohio

BID OR PROPOSAL BOND

KNOW ALL MEN BY THESE PRESENTS, That we,

Jack Doheny Supplies Inc.

(hereinafter called the Principal) as Principal, and THE OHIO CASUALTY INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, with its principal office in the City of Hamilton, Ohio (hereinafter called the Surety) and licensed to do business in the State of Michigan, as Surety, are held firmly bound unto

City of Brighton

(hereinafter called the Obligee) in the penal sum of Ten Percent of Attached Bid

Dollars (\$ 10 %)

lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas, the Principal has submitted the accompanying bid, dated October 10, 2012, for

Mainline Camera System

NOW, THEREFORE, if the Obligee shall make any award according to the terms of said bid and the Principal shall enter into a contract with the said Obligee in accordance with the terms of said bid and give bond for the faithful performance thereof within the time specified; or if no time is specified within thirty days after the date of said award; or if the Principle shall, in the case of failure so to do, indemnify the Obligee against any loss the Obligee may suffer directly arising by reason of such failure, not exceeding the penalty of this bond, then this obligation shall be null and void: otherwise to remain in full force and virtue.

Signed, Sealed and Dated this10th.....day ofOctober....., 2012

JACK DOHENY SUPPLIES, INC. (Principal)

By.....*Gary Mapes*.....

THE OHIO CASUALTY INSURANCE COMPANY

By.....*Gail E. Lepping*.....
Gail E. Lepping (Attorney-In-Fact)

WEST AMERICAN INSURANCE COMPANY

No. 35-406

Know All Men by These Presents: That THE OHIO CASUALTY INSURANCE COMPANY, an Ohio Corporation, and WEST AMERICAN INSURANCE COMPANY, an Indiana Corporation, pursuant to the authority granted by Article III, Section 9 of the Code of Regulations and By-Laws of The Ohio Casualty Insurance Company and West American Insurance Company, do hereby nominate, constitute and appoint: John T. Maloney, Stephen L. Carroll, Gail E. Lepping, John Dreifus, Richard F. Bergstrom, Wayne A. Gerigk, Mary G. Reynolds, Mary M. Williams, Sheryl Redding or Neal Shaw of Northville, Michigan its true and lawful agent (s) and attorney (s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety, and as its act and deed any and all BONDS, UNDERTAKINGS, and RECOGNIZANCES, not exceeding in any single instance ONE MILLION (\$1,000,000.00) DOLLARS, excluding, however, any bond(s) or undertaking(s) guaranteeing the payment of notes and interest thereon

And the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Companies at their administrative offices in Fairfield, Ohio, in their own proper persons.

The authority granted hereunder supersedes any previous authority heretofore granted the above named attorney(s)-in-fact.

In WITNESS WHEREOF, the undersigned officer of the said The Ohio Casualty Insurance Company and West American Insurance Company has hereunto subscribed his name and affixed the Corporate Seal of each Company this 11th day of January, 2001.



Sam Lawrence

Sam Lawrence, Assistant Secretary

STATE OF OHIO,
COUNTY OF BUTLER

On this 11th day of January, 2001 before the subscriber, a Notary Public of the State of Ohio, in and for the County of Butler, duly commissioned and qualified, came Sam Lawrence, Assistant Secretary of THE OHIO CASUALTY INSURANCE COMPANY and WEST AMERICAN INSURANCE COMPANY, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn deposes and says that he is the officer of the Companies aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal at the City of Hamilton, State of Ohio, the day and year first above written.



Cheryl S. Gregory

Notary Public in and for County of Butler, State of Ohio
My Commission expires August 6, 2002.

This power of attorney is granted under and by authority of Article III, Section 9 of the Code of Regulations and By-Laws of The Ohio Casualty Insurance Company and West American Insurance Company, extracts from which read:

Article III, Section 9. Appointment of Attorneys-in-Fact. The Chairman of the Board, the President, any Vice-President, the Secretary or any Assistant Secretary of the corporation shall be and is hereby vested with full power and authority to appoint attorneys-in-fact for the purpose of signing the name of the corporation as surety to, and to execute, attach the seal of the corporation to, acknowledge and deliver any and all bonds, recognizances, stipulations, undertakings or other instruments of suretyship and policies of insurance to be given in favor of any individual, firm, corporation, partnership, limited liability company or other entity, or the official representative thereof, or to any county or state, or any official board or boards of any county or state, or the United States of America or any agency thereof, or to any other political subdivision thereof

This instrument is signed and sealed as authorized by the following resolution adopted by the Boards of Directors of the Companies on October 21, 2004:

RESOLVED, That the signature of any officer of the Company authorized under Article III, Section 9 of its Code of Regulations and By-laws and the Company seal may be affixed by facsimile to any power of attorney or copy thereof issued on behalf of the Company to make, execute, seal and deliver for and on its behalf as surety any and all bonds, undertakings or other written obligations in the nature thereof, to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment. Such signatures and seal are hereby adopted by the Company as original signatures and seal and shall, with respect to any bond, undertaking or other written obligations in the nature thereof to which it is attached, be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATE

I, the undersigned Assistant Secretary of The Ohio Casualty Insurance Company and West American Insurance Company, do hereby certify that the foregoing power of attorney, the referenced By-Laws of the Companies and the above resolution of their Boards of Directors are true and correct copies and are in full force and effect on this date.

IN WITNESS WHEREOF, I have hereunto set my hand and the seals of the Companies this 10th day of October 2012



Mark E. Schmidt

Assistant Secretary

DATE ISSUED: September 28, 2012

**CALL FOR BIDS
INSTRUCTION AND SPECIFICATIONS FOR**

The City of Brighton will receive bids, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the City Hall, 200 N. First Street, Brighton, MI 48116. **Bids will be accepted until 2:00 p.m., October 12, 2012** and at that time publicly opened and read aloud for furnishing the supplies or services specified herein.

SPECIFICATIONS MUST BE MET AT THE TIME OF THE BID OPENING:

BIDS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:

“MAINLINE CAMERA SUSTEM”

ATTN: DAVID BLACKMAR

The City reserves the right to accept or reject any or all bids, to waive minor technicalities and to accept or reject any item of any proposal.

SUBMIT BIDS TO:

City Hall
200 N. First Street
Brighton, MI 48116

OBTAIN INFORMATION FROM:

Tim Krugh
Utilities Superintendent
(810) 227-9479

The documents constituting component parts of this contract.

- CALL FOR BIDS
- BIDDING INSTRUCTIONS, TERMS AND CONDITIONS
- SCOPE OF WORK
- BID/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.

Bidders MUST submit two (2) copies of the total proposal. Upon formal award of the bid, the successful bidder will receive a copy of the executed contract. A CITY OF BRIGHTON PURCHASE ORDER is necessary to begin performance under this contract.

DANA W. FOSTER
CITY MANAGER

DATE ISSUED: September 28, 2012

I.

**CALL FOR BIDS
INSTRUCTION AND SPECIFICATIONS FOR
"MAINLINE CAMERA SYSTEM"**

The City of Brighton will receive bids, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the City Hall, 200 N. First Street, Brighton, MI 48116. **Bids will be accepted until 2:00 p.m., October 12, 2012** and at that time publicly opened and read aloud for furnishing the supplies or services specified herein.

SPECIFICATIONS MUST BE MET AT THE TIME OF THE BID OPENING:

BIDS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:

"PROPOSAL FOR MAINLINE CAMERA SYSTEM"

ATTN: CITY HALL

The City reserves the right to accept or reject any or all bids, to waive minor technicalities and to accept or reject any item of any proposal.

SUBMIT BIDS TO AND OBTAIN INFORMATION FROM:

City Hall
200 N. First Street
Brighton, MI 48116
(810) 227-1911

The documents constituting component parts of this contract.

- I. CALL FOR BIDS
- II. BIDDING INSTRUCTIONS, TERMS AND CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. BID/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.

Bidders MUST submit three (2) copies of the total proposal. Upon formal award of the bid, the successful bidder will receive a copy of the executed contract. A CITY OF BRIGHTON PURCHASE ORDER is necessary to begin performance under this contract.

DANA W. FOSTER

CITY MANAGER

II.

BIDDING INSTRUCTIONS, TERMS AND CONDITIONS

AWARD OF CONTRACT

The contract will be awarded to that responsible bidder whose bid, conforming to the invitation for Bids, will be most advantageous to the City, price and other factors considered (lowest responsible bidder).

PREPARATION OF PROPOSAL

The bidder must submit the proposal in duplicate on the forms furnished by the Public Works Department. All blank spaces on the proposal form must be filled in if applicable. Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership or signed name of a corporation by an officer whose title shall be stated. Proposals submitted in duplicate shall be sealed in an envelope and marked as required in the instructions. The proposal is contained in these documents and must remain attached thereto when submitted. All signatures and spaces to be completed in ink or typewritten, where applicable. Prices/costs shall be expected in terms of US Dollars.

TAXES NOT APPLICABLE

The City of Brighton, as a Municipality, pays neither Federal excise tax nor Michigan sales tax, and therefore, these taxes should be excluded from quotations.

WITHDRAWAL OF PROPOSALS

Any bidder may withdraw his proposal at any time prior to the time specified in the advertisement as the closing time for the receipt of bids by signing a request therefore. However, no bidder shall withdraw or cancel his proposal for a period of three (3) calendar days after said advertised closing time for the receipt of proposals; the successful bidder shall not withdraw or cancel his proposal after having been notified by the City Manager that said proposal has been accepted by the City Council.

FAILURE TO ENTER INTO CONTRACT

By submitting a bid, the bidder understands and agrees that, if his proposal is accepted, and he fails to enter into a contract forthwith, he shall be liable to the Owner for any damages the Owner may thereby suffer.

BASIS OF AWARD

The City reserves the right to accept or reject any and all bids or to waive technicalities, or to accept or reject any item of any proposal.

BID DEPOSIT

In all cases, the formal bids shall be sealed and directed to the City Manager. A bid deposit will be required equal to ten percent (10%) of the total price of bid and shall be submitted with the bid. Such bid deposit shall be in the form of a cashier's check payable to the City of Brighton or at the discretion of the City Manager, a bid bond. Bid deposits shall be drawn upon a bank

of good standing payable to the order of the City and shall be forfeited to the City in the event the bidder shall neglect or refuse to enter into a contract to execute the work or

II. (Continued)

furnish the material for the price mentioned in his/her bid and according to the plans and specifications in case the contract shall be awarded to him/her.

RETURN OF BID DEPOSIT

The bid deposit of all except the three (3) lowest responsive bidders on each contract will be returned within fifteen (15) calendar days after the opening of bids. The remaining bid deposits for each non-approved bidder will be returned within fifteen (15) days after the City Council has awarded the contract. The bid deposit for the successful/authorized bidder will be returned within fifteen (15) calendar days after the required appurtenances to the contract have been received and accepted by the City.

COMPETENCY OF BIDDER

No proposal will be accepted from or contract awarded to any person, firm or corporation that is in arrears or is in default upon any debt or contract to the City of Brighton.

CATALOGS

Each bidder shall submit catalogs, descriptive literature, and detailed drawings with the signed bid, where applicable, to fully illustrate and describe the material and/or work he or she proposes to furnish.

SUBLETTING OF CONTRACT

No contract awarded by the City of Brighton shall be assigned or any part sub-contracted without the written consent of the City Manager. In no case shall such consent relieve the successful bidder from his obligation or change the terms of the contract.

INSPECTION

The City shall have the right to inspect, by its authorized representative, any material, components or workmanship as herein specified. Materials, components or workmanship that have been rejected by the City Manager as not in accordance with the terms of the contract specifications shall be replaced by the successful bidder at no cost to the City.

USE OF TRADE NAMES

In cases where a specified item is identified by a manufacturer's name, trade name or other reference, it is understood that the bidder proposed to furnish the item as identified and requested by the City in these specifications.

DELIVERIES

Delivery by the successful bidder on the item(s) herein must be within **120 calendar days** from the date of issuance on the purchase order. The Bidder must supply an equal to or larger unit for use by the City of Brighton for each day in excess of the previously stated maximum delivery date. If a like unit is not furnished a unit will be rented with the Bidder paying all costs. All materials shipped to the City of Brighton must be shipped F.O.B. designated

location, Brighton DPS Waste Water Facility, 6570 Hamburg Rd, Brighton, Michigan. All bid prices quoted are to include any and all shipment costs to the City of Brighton.

II. (Continued)

COMPLIANCE WITH OSHA STANDARDS

Equipment supplied to the City must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings shall be in place before delivery. Items not meeting any OSHA specifications will be refused.

SPECIAL HANDLING

Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the Bidder will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for its first aid before delivery. Bidder shall also notify the City and provide material safety data sheets for all substances used in connection with this contract which are defined as toxic under the MIOSHA Act #154 Right-To-Know.

TERMINATION OF CONTRACT

The City further reserves the right to terminate the whole or any part of this contract, upon written notice to the successful bidder, in the event of default by successful bidder. Default is defined as failure of the successful bidder to perform any of the provisions of this contract or failure to make sufficient progress as to endanger performance of this contract in accordance with its terms. The successful bidder shall be liable for any excess costs for such similar supplies or services to the City unless acceptable evidence is submitted to the City Manager that failure to perform the contract was due to causes beyond the control and without the fault and/or negligence of the successful bidder.

INDEMNITY AND HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, the Contractor shall indemnify, keep and save harmless the City and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence for from the reckless or willful misconduct of the Contractor, its employees, or its subcontractors, and the Contractor shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising thereof or incurred in connection therewith, and, if any judgment shall be rendered against the City in any such action, the Contractor shall, at its own expense, satisfy and discharge the same. This Agreement shall not be construed as requiring the contractor to indemnify the City for its own negligence. The contractor shall indemnify, keep and save harmless the City only where a loss was caused by the acts or omissions of the Contractor, its employees, or its Subcontractors.

II. (Continued)

NONDISCRIMINATION

(A) Bidder/Supplier shall, as a party to a public contract:

1) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination.

2) By submission of this proposal, the Bidder/Supplier certifies that he is an "equal opportunity employer" as defined by Section 2000 (e) of Chapter 21, Title 42, US Code Annotated and Executive Orders #11246 and #11375, which are incorporated herein by reference. The Civil Rights Act No. 220 and 453 and all their amendments are a material part of any contract awarded on the basis of this proposal.

(3) It is unlawful to discriminate on the basis of race, color, sex, national origin, ancestry, age, marital status, physical or mental disability or unfavorable discharge from military service. Bidder/Supplier shall comply with standards set forth in Title VII of the Civil Rights Act of Michigan, Section 209, Public Acts of 1976.

III. DETAILED SPECIFICATIONS

"MAINLINE CAMERA SYSTEM"

COMPLIANCE. Bidders shall indicate compliance check boxes provided. Bidders may note attachments, if necessary, in the column to the left of the check box area. If no entry is made, the City will assume that the bidder will precisely and exactly meet City specifications for that item.

GENERAL. The Mainline Camera System to be furnished shall be of sufficient capabilities to handle all aspects of public works related activities including, but not limited to; all general municipally related pipe inspection functions. All items appearing as standard in manufacturer's published specifications shall be considered including in this proposal.

MATERIALS TO BE FURNISHED:

1.0 General Requirements

1.1 Intent of Specifications

It is the intent and purpose of these specifications to secure for the City of Brighton the necessary equipment and accessories, which will comprise a multi-conductor type color sewer TV inspection system. A detailed list of components required is included and is the basis on which the Contractors proposal is made. The following specification is based the Modular 1 Pipeline Inspection System as

manufactured by IBAK. The City of Brighton has evaluated different types of inspection systems and has determined that this product is best suited for the City of Brighton's needs in safety, quality and performance. This specification is not to be interpreted as restrictive, but rather as a measure of the safety, quality and performance against which all inspection systems bid will be compared.

III. (Continued)

1.2 Materials and Workmanship

All equipment, materials, parts, and workmanship are required to be furnished, will be of the highest grade in accordance with modern practice. The equipment supplied will be new and unused, except for necessary testing, calibration, and transportation.

1.3 Warranty

The manufacturers and or contractor's standard warranty or guarantee on new equipment will cover all items furnished in accordance with these specifications. The minimum warranty period on new equipment will be one (1) year from the date of delivery.

1.4 Experience

The equipment to be furnished will be the product of a qualified manufacturer that is regularly engaged in the manufacture and supply of this equipment. A qualified firm will be defined to mean one, which has manufactured and sold twenty-five (25) or more of the specified units during the past two (2) years.

1.5 Parts and Service

To best serve the requirements of the City of Brighton, it is the intent of these specifications to secure equipment, which can be properly maintained and serviced without the necessity of stocking an expensive parts inventory or being subjected to long periods of interrupted service due to lack of spare parts. All Bidders submitting proposals must have available at least one (1)-factory parts and service center within the 50 Miles of the City of Brighton Michigan. These centers will be staffed with full-time technical, as well as order and shipping personnel, during regular business hours and days. These factory centers must have toll-free telephone service and be convenient to airfreight, bus, or overnight parcel service. The Bidder will list the nearest factory part and service location, plus any other pertinent information requested.

1.5A Electronic Equipment Loaner Policy

The Bidder will maintain rental and/or loaner electronic equipment at service center if unable to repair and have ready to return any component of the system within one (1) week of receipt from the purchaser. The service center will have available a rental or loaner component for immediate shipment. The Bidder will indicate whether a rental charge is made for this equipment and service both during and after warranty.

1.6 Exceptions and Alternate Bids

Major exceptions to the component list and specification requirements, or failure to submit requested information will be considered sufficient cause for rejection of a proposal. The specifications describe the components and/or system that are necessary to meet the performance requirements of the City of Brighton. Alternate Bids must meet the intent of the specifications, and any deviations to the specifications will be clearly delineated on the Contractor Information Sheet.

1.7 Information to be furnished by Bidder

Each Bidder will furnish the information listed in the General Notice at the time the Bid is submitted. Failure to include all required information will be cause for rejection of the Bid (Proposal).

1.8 Pre-Contract Demonstration of the Equipment

The City of Brighton will have the right to have each Bidder (Contractor), demonstrate the exact equipment that will be supplied within two (2) weeks after notification following the opening of Bids. Failure to demonstrate the exact equipment will be just cause for disqualification of the proposal.

III. (Continued)

1.9 Training

The Contractor will fully instruct the City of Brighton personnel in the operation of the equipment furnished, after delivery, at no additional cost to the City of Brighton. The instruction period will be of sufficient duration (minimum one day) to fully familiarize the City of Brighton operating personnel with all elements of the equipment, and the appropriate maintenance of the equipment and related parts. This instruction and testing will be conducted by trained personnel of the Contractor and will include full instruction in equipment operation, field procedures, techniques of use, maintenance, troubleshooting, and recording and logging of field information.

1.10 Service Manuals

The Contractor will furnish at least two (2) copies of suitable service manuals that describe in detail the proper operation and maintenance of the equipment furnished under the contract. The manuals will contain a current and complete parts list for re-ordering, and the equipment actually furnished under this contract will be highlighted to identify exact part and model numbers for each component.

1.11 Payment to the Contractor

Full payment under this contract will be made by the City of Brighton in a single, lump sum payment within thirty (30) calendar days after the successful completion of all contract requirements by the Contractor. The contract requirements will include the required furnishing, installation, and demonstration of equipment and accessories as specified herein, including the furnishing of the required training and service manuals.

1.12 Time of Contract Completion

The Contractor will furnish, install, deliver, and successfully demonstrate all equipment as specified herein; provide the required training; and provide the required service manuals within one hundred and twenty (120) calendar days after issuance of Purchase Order.

1.13 Contact Information

Interested Bidders will contact Tim Krugh, Utilities Superintendent, at (810) 227-9479 concerning these specifications.

2.0 Inspection System Specifications

2.1 Pan & Tilt Zoom Camera (Color) Camera must have pan & tilt function with motorized controls to allow the operator to change the viewing angle from the camera controller.

- Camera must be able to be attached to a push rod for lateral inspection operation as well as onto a wheeled robotic tractor for mainline operation.
- Camera must have 3X Digital Zoom allowing dynamic viewing up into laterals and further down the pipeline
- Camera shall have remote focus controls that can be changed from the camera controller.
- Camera shall have automatic iris that adjusts light sensitivity based on pipeline conditions and has the ability to manually set the iris level via a joystick.

- ☑ The camera housing must be pressurized to a minimum of 1 bar to avoid water ingress that could cause damage. A low-pressure situation will alert the operator with an audible tone and text message on the camera controller's diagnostic display.
- ☑ Camera shall have built-in a minimum of 4 groups of 10 white LED lights to illuminate the interior of the pipeline. Light groups must be connected in parallel so that the failure of 1 LED does not affect other LEDs.

III. (Continued)

- ☑ Camera must have auto upright picture control to insure video image is correctly displayed on the monitor with the top of the pipe always at the top of the video monitor screen.
- ☑ Camera must have a built-in radio sonde transmitter operating at 32.8 kHz. The transmitter shall be able to be powered off or on remotely without interrupting the camera operation.
- ☑ Camera must be able to operate in a minimum 4" diameter pipeline.
- ☑ Camera housing must be cylindrical in design with long radius edges and no protruding surfaces to catch on during operations.
- ☑ Camera CCD imaging chip must have a minimum of 380,000 pixels
- ☑ Camera aperture angle / FOV shall be no more than 67 degrees diagonal
- ☑ Camera photosensitivity shall be no more than 2 lux
- ☑ Camera resolution shall be no less than 470 TVL of horizontal resolution
- ☑ Camera must have 360 degrees of continuous rotation.
- ☑ Camera rotation must be on the horizontal axis of the main connector with a slipring through the geometric center of the camera to reduce unnecessary strain on moving parts and connectors during operation.
- ☑ Camera rotation must be controllable between 2 speeds of rotation
- ☑ Camera must have 240 degrees of total pan with no less than 300 degrees angle of view
- ☑ Camera shall have a zero (home) position where the camera views straight ahead and the upright picture control automatically enables
- ☑ All fasteners used on the camera must be recessed so that no protruding fasteners to catch during operations
- ☑ Camera housing must be constructed of hard-anodized high strength aluminum with a documented testing of shock resistance of 1 kg / height of fall 27.5".
- ☑ Camera light housing must be constructed of high strength polycarbonate with a documented testing of shock resistance of 1 kg / height of fall 15.75"
- ☑ Camera lense protective front window shall be constructed of a special glass with a documented testing of shock resistance of 1 kg / height of fall 15.75"
- ☑ Camera protection class shall meet a minimum of an IP68 to IEC 529 rating
- ☑ All electronic PCBs shall be connected to one another without the need of soldering for ease of service and repair. Any camera with PCB's that require soldering will be deemed unacceptable.
- ☑ A tool and spares kit, and storage transport case must be provided.

2.2 Robotic Tractor

Tractor must be able to operate in a minimum 4" diameter pipeline with enough clearance to negotiate offsets and debris.

- ☑ Tractor shall be designed utilizing wheels / tires as it's mode of propulsion. Tracked crawlers or other modes of propulsion shall be deemed unacceptable.
- ☑ Tractor must be steerable with each side able to be independently operated to provide skid-steer style of turning. Tractor must have two internal motors for this operation.
- ☑ All tractor drive components must be encased by the tractor body
- ☑ Tractor must be no longer than 14 inches in length. Any tractors longer than 14 inches shall be deemed unacceptable.
- ☑ Tractor must have a dual swivel cable connector allowing for both X & Y axis to pivot.
- ☑ Must be able to be fitted with multiple camera connection configurations. Configuration shall include a movable connection to assist in positioning in confined areas and providing camera protection during impact with objects, a fixed position connection, and a connection that allows the addition of an auxiliary light ring.

- ☑ Tractor must have continuously adjustable speed with speed set.
- ☑ Tractor must have ATC (anti tilt compensation) that will automatically steer the tractor so that it does not ride up on the pipe wall and capsize. The anti tilt compensation shall maintain the tractor on a level plane within the pipeline during operation. Any tractors without ATC (anti tilt compensation) shall be deemed unacceptable.

III. (Continued)

- ☑ The tractor housing must be pressurized to a minimum of 1 bar to avoid water egress from damage. A low-pressure situation will alert the operator with an audible tone and text message on the camera controller's diagnostic display.
- ☑ The tractor may be supplemented with various wheel sets, a tractor height extension, additional weights, and auxiliary LED lighting.
- ☑ The tractor may be outfitted with an inclinometer module to monitor and log the pitch and roll of the tractor in the pipeline.
- ☑ Tractor body must be manufactured from solid brass for weight and coated with a chrome finish to resist tarnishing and facilitate cleaning.
- ☑ All fasteners must be manufactured from a non-corrosive material such as stainless steel or aluminum.
- ☑ Tractor must have lowering hooks mounted to work in connection with a claw to enable insertion and extraction out of manholes with minimal risk to equipment
- ☑ The tractor shall include wheel sets for 4", 6" and 8" diameter pipe.
- ☑ Tractor protection class shall meet a minimum of an IP68 to IEC 529 rating
- ☑ A tool and spares kit must be provided for maintenance of the tractor.

2.3 Portable Power Supply / Controller

- ☑ Power supply controller shall be a rugged, stable, and easily transportable control box with a carrying handle.
- ☑ The power supply controller shall be a single component design handling camera power and controls, tractor power and controls, text generation, video recording, diagnostics, and cable winch controls.
- ☑ Power supply controller shall have a minimum 12" TFT professional color monitor enclosed in a metal cabinet. Consumer grade LCD or any CRT monitors shall be deemed unacceptable.
- ☑ Power supply controller must have minimum 5.7" color LCD display with 8 buttons for system configuration, operating status, and error messages / diagnostics. During operation, graphical icons shall be displayed to quickly identify system operations.
- ☑ The power supply controller's LCD display shall allow for contrast adjustment for viewing in various lighting conditions.
- ☑ Power supply controller must have a graphic-oriented display generator to allow the operator to type on-screen text, display distance counter, camera inclination, and display date and time.
- ☑ The power supply controller must automatically identify which camera, tractor, and cable winch is connected to the system.
- ☑ Power supply controller shall give a diagnostic readout of component pressure and issue an audible warning when pressure is low.
- ☑ Power supply controller shall display the current draw of both the light heads and each motor in the tractor by view of a bar graph representing percentage.
- ☑ Power supply controller shall allow for adjustment of brightness / intensity of both auxiliary light rings and camera lights, as well as be able to switch off individual light banks on the auxiliary light head.
- ☑ The power supply controller shall be able to operate push cameras, small and large tractors, and lateral launch systems, should an upgrade be desired in the future.
- ☑ On-screen text must have a minimum of 16 lines of text with a minimum of 53 characters per line.
- ☑ The controller must be capable accepting inputs for a minimum of 2 distance counters and switchable between meters and feet.

- ☑ The power supply controller shall allow the user to position each system field anywhere on the visible screen to prevent obstruction of view.
- ☑ The power supply controller shall allow for a minimum of 10 color variations of overlay text to contrast on different backgrounds.
- ☑ The on-screen text generator must have a header field that will continuously display text at the desired location.
- ☑ The power supply controller must have a function to calibrate the tractor mounted inclination meter and have the ability to calibrate within a minimum of +/- 5%.

III. (Continued)

- ☑ The power supply controller must have a minimum of 1 composite video output, 1 S-Video output, and 1 composite video input.
- ☑ Tractor speed, speed set, direction, and steering must be operated from a multi-axis, multi-function joystick to be mounted in the desktop area. Forward and reverse must be controlled by an up or down motion, drift steering by side-to-side motion, and skid steering via rotation of the joystick. In addition, two function buttons must be supplied on the top of the joystick, one to set the speed and stop the tractor, the other to switch between cameras.
- ☑ Camera pan & tilt operations, auto-home, iris, and focus must be operated from a multi-axis, multi-function joystick to be mounted in the desktop area. Camera rotation must be controlled by side-to-side movement of the joystick, tilting by up and down movement of the joystick and focus and iris controlled by rotation of the joystick. In addition, two function buttons must be supplied on the top of the joystick, one to return the camera to the home position, the other to switch between iris controls.
- ☑ Joystick functions should automatically change based upon power supply controller's recognition of the attached tractor or camera.
- ☑ Joystick must have proportionate directional controls so that the speed of the tractor varies by the percentage from home to max.
- ☑ Power supply controller must have the capability to switch between right hand and left hand joystick configurations.
- ☑ Power supply controller must have a 360 degree joint inspection function that will automatically turn the camera to an upright position and then slowly scan 360 degrees.
- ☑ The power supply controller must allow the operator the ability to electronically and remotely switch off and on the radio sound transmitter in the camera head.
- ☑ The power supply controller must allow the operator the ability to electronically and remotely switch off and on the upright picture control of the camera head.
- ☑ When used with corresponding equipment, the power supply controller must allow the operator the ability to electronically and remotely switch off and on the laser diodes, auto-focus, and control the zoom of the camera head.
- ☑ The power supply controller must allow the operator the ability to electronically and remotely switch off and on the automatic tilt compensation of the tractor.
- ☑ Power supply controller must have an emergency stop button to remove all power to the down hole equipment.
- ☑ The power supply controller shall have a master power switch on the front of the unit.
- ☑ On-screen text entry and menu navigation shall be done on a standard QWERTY keyboard built into the controller.
- ☑ The power supply controller must be able to be restarted without removing power to other components and via menu selection.
- ☑ Power supply controller must have on-board help menus to aid in new user operation.
- ☑ Power supply controller menu system shall come standard with a minimum of 12 unique language settings.
- ☑ Controller must have a serial communications port using a DB9 connection for interface with various computer software(s).
- ☑ Power supply controller must be able to be reset to factory defaults by a maximum of 3 key presses.
- ☑ The power supply controller must include an intelligent firmware updating system. The system shall include a media reading slot using a SD flash card. When updates are available, the user can insert the SD card and power on the unit, automatically updating all system firmware.

- The power supply controller must have a standard built-in digital video recorder (DVR). The DVR shall record inspection video to an MPEG 4 SP format onto CF media, SD media, or Memory Stix. DVR must include a remote control for operations and menu navigation.
- The power supply controller must have the ability to include a completely built in computer for pipe inspection software. A touch pad mouse shall be built-in the front panel. Systems with external components will be deemed unacceptable.
- Power supply controller shall be automatically switching between 110 VAC / 60 Hz and 240 VAC / 50 Hz. With a power consumption of no greater than 700 watts.

III. (Continued)

- Power supply controller must be no larger than 20" x 14" x 12" with a weight of less than 42 lbs.

2.4 Powered Cable Winch (660 ft)

The cable winch shall be stationary mounted and must have the ability to hold a minimum of 660 linear feet of camera cable.

- The cable winch must have an automatic level wind guide.
- Cable winch must be fitted with a timing belt drive that requires no greasing of any drive component. Cable winches that require greasing of bearings or chains will be deemed unacceptable
- The cable winch shall have a cable equalization amplifier for video picture processing.
- The cable winch must have a LCD display of the current distance count with a reset button.
- The cable winch must have a minimum of two LED status indicators showing connection to the power supply controller and to the main power source.
- Cable winch shall draw no more than 300 watts of power during operation.
- There shall be a cable distance-measuring device.
- Cable winch must have a remote control pendant that controls tractor direction and control cable winch.
- Cable winch must have an emergency stop button on both the drum and the pendant controller to remove all power to the down hole equipment.
- Camera cable must be a maximum of 0.375" diameter with 2000 lb. rating and Kevlar fiber armored.
- Camera cable must have an industrial connector on the reel end to aid in quick exchange of cable.
- Cable winch shall be constructed of light, high-strength powder coated aluminum

2.5 Work Accessories

- System must include a cable deflection pulley to aid in cable entry into pipeline.
- Tractors must include a lowering hook with quick disconnect and have ease of operation during retrieval.

DELIVERY:

Delivery shall be to the City DPS Waste Water Facility located at 6570 Hamburg Rd, Monday thru Friday between the hours of 8:00 am and 3:00 pm.

YES [] NO

PRE-DELIVERY SERVICE

Bidder preparation shall be performed by the bidder according to manufacturer's recommendations and requirements.

COMPLY YES NO _____

SAFETY EQUIPMENT

Bidder shall provide all safety equipment required by MIOSHA. **NO ADVERTISING OF BIDDER TO BE AFFIXED TO THE SYSTEM.**

COMPLY YES NO _____

TERMS AND CONDITIONS

The proposed equipment shall be complete in every detail and ready for operation when delivered to the City.

III. (Continued)

QUALITY OF ITEMS BID

All materials used for the manufacture of construction of any item(s) covered by this bid shall be new and unused. The items bid must be new, the latest model, of the best quality and highest grade of workmanship, unless otherwise specified by the City.

COMPLY YES NO _____

GUIDELINES COMPLIANCE

The "Bidder" or "Contractor" shall certify that the proposed equipment meets or exceeds all current Federal and State safety guidelines and requirements for equipment of this nature and shall meet or exceed State safety inspection without modification by the City.

COMPLY YES NO _____

WARRANTIES

The total equipment and all parts thereof shall be guaranteed against defective material and workmanship for a period of **12 months**, from the date of acceptance of said equipment.

COMPLY YES NO _____

MANUALS TRAINING

A. Supplier must deliver with the equipment or product two (2) copies each of Operating, Service and Parts Manuals, lubrication and maintenance guide, instructions and schematics pertaining to the equipment or product to be furnished to the City.

B. Supplier will be required, at his expense, to provide one-half work day or business day of training to City employees in the operation of equipment and its maintenance at the convenience of the City.

COMPLY YES NO _____

HOLD HARMLESS

Bidder warrants that there has been no violation of copyrights or patent rights in manufacturing, producing or selling the goods shipped or ordered as a result of this bid, and Bidder agrees to hold the City harmless from any and all liability, loss or expense occasioned by any such violation.

COMPLY YES NO _____

III. (Continued)

QUESTIONS

Technical questions shall be directed to:

Tim Krugh
Utilities Superintendent
City of Brighton
(810) 227-9479

Bid procedure questions should be directed to:

Matt Schindewolf
DPS Director
City of Brighton
(810) 225-8001

COSTS

The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to the City for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, supervision, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

QUANTITIES

Whenever a bid is sought seeking a source of supply for items or services, the quantities shall be construed as estimated, unless otherwise stated.

TIME OF COMPLETION

The undersigned affirms and declares that if awarded the contract for said equipment, he/she will completely perform said contract in strict accordance with its terms and conditions **within 120 consecutive calendar days** after notification of award of contract.

IV.

**BID/CONTRACT
{FORM I}**

The undersigned proposes to furnish at the prices indicated and conforming to the attached City of Brighton specifications, the following:

TO PROVIDE:

MAINLINE CAMERA SYSTEM:

Make IBAK
Model Orion Camera on T66 Tractor

To be delivered within **120 consecutive calendar days** after notice of award.

TOTAL PRICE \$59,950.00

THE CITY OF BRIGHTON RESERVES THE RIGHT TO CANCEL THIS AGREEMENT AT ANY TIME WITH A THIRTY (30) DAY WRITTEN NOTICE

SUPPLIER

Date of proposal 10/7/12

Jack Doheny Supplies, Inc.
(Company Name)

777 Doheny Dr.
(Street)

Northville MI 48167
(City) (State) (Zip)

800-336-4369
(Phone)

BIDDER ATTEST: (If a corporation)

Kay M. Doheny-Snyder
(Corporation Secretary)

Gary Mapes
Submitted by: (Signature)

Gary Mapes, Senior Vice President
(Print Name & Title)

CITY OF BRIGHTON

CITY CLERK

ATTEST:

By: _____
(Name)

(Date)

(Title)

In compliance with the above, the undersigned agrees to furnish all of the items upon which prices are quoted and deliver to the designated point within the time specified in this document.

THIS BID, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE CITY SHALL BECOME A CONTRACT BINDING UPON BOTH THE PERSON, PARTNERSHIP OR CORPORATION, TO SUPPLY OR PERFORM AS SPECIFIED AND UPON THE CITY TO ACCEPT THE PRODUCT OR SERVICE.



Jack Doheny Supplies, Inc.

*"World's Largest Distributor of Sewer, Cleaning
and Air Handling Equipment"*



777 Doheny Court
PO Box 609
Northville, MI 48167

800-336-4369
Fax: 248-349-2774

www.dohenysupplies.com

October 8, 2012

Mr. David Blackmar
City of Brighton
6570 Hamburg Rd
Brighton, MI 49116

Dear Mr. Blackmar

We are pleased to provide you with a budget proposal for the following equipment:

CAMERA

ORION Zoom Pan and Tilt Camera With 3X Digital Zoom, With Case (Without Laser Measuring)

For pushrod or camera tractor operation for 4" pipe and larger
LED lighting

Auto-uprighting, LED Lighting and Transmitter for locate
Wide angle of view = 90°

Laser diameter, deformation, defect and object measurement (third-party software required - not included)

3X Digital Zoom (allows dynamic viewing up into laterals and further down the pipeline)

CAMERA TRACTOR

T66 Small Camera Steerable Tractor

- For operation in lined 6" and up pipelines
- Zero radius steering
- Automatic Tilt Compensation (ATC)
- Lowering Claw, toolset and spare parts
- Includes 5", 6", 8" and 10" wheelsets

Tractor Lowering Hook With Quick Disconnect

SYSTEM CONTROL UNIT

Control Unit BK3.5 Portable Control Panel

- Operation of the camera and the KRA functions
- Diagnostic and Control LCD Panel
- Display For operating functions
- In and output of video signal
- RS232 interface
- USB
- Data display generator
- Operating voltage 90-240VAC
- Integrated QWERTY Keyboard

CABLE AND REEL

KW180 Cable Reel

- Motor-driven cable winch for 656' of camera cable type 316/11
- For operation from the operator's and rear sections of vehicle
- Automatic level wind assembly
- Includes Adaptor Cable to BK and BE
- Remote control unit FB180

- Electric footage meter transmitter with digital indicator

Camera Cable 656 Feet Type 524/11 Terminated with connector

KUV 5.5 Cable Deflection Pulley for Standard Cable - NEW

Note: Price does not include any applicable taxes.

PRICE: \$ 59,950.00

Thank you for your consideration of this budget price proposal.

Sincerely yours,

Bob Pflibsen
Sales Representative
269-806-1800
bobpflibsen@doheny-supplies.com

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers .

Customer: _____

By: _____

Date: _____



Dave Blackmar, Assistant Director
City of Brighton Department of Public Services
420 South Third Street
Brighton, Michigan 48116

October 9, 2012

Re: Main Line Camera System

Dave:

We understand that these specifications were written based on the iBak camera system to establish a standard of quality for the other vendors submitting proposals for this purchase. However, in many cases we find that some of the features that are standard on the iBak system are not necessary to meet the customers' needs and simply add to the overall cost of an already expensive system. Because of this, we have identified some of those features we feel fit into this category and included them as optional items as opposed to making them part of the base package (i.e. laser diodes, inclinometer, etc.). You may feel that some of these added features are necessary in order for you to accomplish your City's goals, but we wanted to leave that up to you to decide rather than telling you what you do and don't need to spend additional money on.

As a bit of background information, Cues is the largest manufacturer of sewer inspection equipment in the world. For our part, MTech is their largest dealer in the world and has been named the Worldwide Dealer of the Year by Cues in both 2010 and 2011 by excelling in our customer service, loaners on hand, turnaround time, and many other areas contributing to overall customer satisfaction.

We are very proud that all of our equipment is made right here in the United States, where we have manufacturing facilities in Florida, Georgia, California and Wisconsin. As your local Cues dealer, MTech provides service out of our main shop in Cleveland, OH (where we have over \$500,000 in Cues loaner equipment) supplemented by our three traveling employee techs, which we use for on-site service in Michigan and Ohio. Our techs have a near 100% response rate within one business day for on-site service calls and customers in both Ohio and Michigan rave about how much better our on-site service is than any shop they could take their equipment to.

We do understand and respect your long-standing relationship with our competitor and appreciate their close proximity to the City; we have countless similar relationships of our own. That being said, if given the opportunity to provide the Cues equipment, and more importantly the MTech service to The City of Brighton, we are confident that we will quickly earn your trust and exceed all of your expectations. Thank you again for this opportunity.

Sincerely,

Justin Cira, Sales Manager
MTech Company

DATE ISSUED: September 28, 2012

**CALL FOR BIDS
INSTRUCTION AND SPECIFICATIONS FOR**

The City of Brighton will receive bids, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the City Hall, 200 N. First Street, Brighton, MI 48116. **Bids will be accepted until 2:00 p.m., October 12, 2012** and at that time publicly opened and read aloud for furnishing the supplies or services specified herein.

SPECIFICATIONS MUST BE MET AT THE TIME OF THE BID OPENING:

BIDS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:

“MAINLINE CAMERA SUSTEM”

ATTN: DAVID BLACKMAR

The City reserves the right to accept or reject any or all bids, to waive minor technicalities and to accept or reject any item of any proposal.

SUBMIT BIDS TO:

City Hall
200 N. First Street
Brighton, MI 48116

OBTAIN INFORMATION FROM:

Tim Krugh
Utilities Superintendent
(810) 227-9479

The documents constituting component parts of this contract.

- CALL FOR BIDS
- BIDDING INSTRUCTIONS, TERMS AND CONDITIONS
- SCOPE OF WORK
- BID/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.

Bidders MUST submit two (2) copies of the total proposal. Upon formal award of the bid, the successful bidder will receive a copy of the executed contract. A CITY OF BRIGHTON PURCHASE ORDER is necessary to begin performance under this contract.

DANA W. FOSTER
CITY MANAGER

DATE ISSUED: September 28, 2012

I.

**CALL FOR BIDS
INSTRUCTION AND SPECIFICATIONS FOR
"MAINLINE CAMERA SYSTEM"**

The City of Brighton will receive bids, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the City Hall, 200 N. First Street, Brighton, MI 48116. **Bids will be accepted until 2:00 p.m., October 12, 2012** and at that time publicly opened and read aloud for furnishing the supplies or services specified herein.

SPECIFICATIONS MUST BE MET AT THE TIME OF THE BID OPENING:

BIDS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:

"PROPOSAL FOR MAINLINE CAMERA SYSTEM"

ATTN: CITY HALL

The City reserves the right to accept or reject any or all bids, to waive minor technicalities and to accept or reject any item of any proposal.

SUBMIT BIDS TO AND OBTAIN INFORMATION FROM:

City Hall
200 N. First Street
Brighton, MI 48116
(810) 227-1911

The documents constituting component parts of this contract.

- I. CALL FOR BIDS
- II. BIDDING INSTRUCTIONS, TERMS AND CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. BID/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.

Bidders MUST submit three (2) copies of the total proposal. Upon formal award of the bid, the successful bidder will receive a copy of the executed contract. A CITY OF BRIGHTON PURCHASE ORDER is necessary to begin performance under this contract.

DANA W. FOSTER

CITY MANAGER

II.

BIDDING INSTRUCTIONS, TERMS AND CONDITIONS

AWARD OF CONTRACT

The contract will be awarded to that responsible bidder whose bid, conforming to the invitation for Bids, will be most advantageous to the City, price and other factors considered (lowest responsible bidder).

PREPARATION OF PROPOSAL

The bidder must submit the proposal in duplicate on the forms furnished by the Public Works Department. All blank spaces on the proposal form must be filled in if applicable. Authorized signature must be the individual owner of a proprietorship, a general partner of a partnership or signed name of a corporation by an officer whose title shall be stated. Proposals submitted in duplicate shall be sealed in an envelope and marked as required in the instructions. The proposal is contained in these documents and must remain attached thereto when submitted. All signatures and spaces to be completed in ink or typewritten, where applicable. Prices/costs shall be expected in terms of US Dollars.

TAXES NOT APPLICABLE

The City of Brighton, as a Municipality, pays neither Federal excise tax nor Michigan sales tax, and therefore, these taxes should be excluded from quotations.

WITHDRAWAL OF PROPOSALS

Any bidder may withdraw his proposal at any time prior to the time specified in the advertisement as the closing time for the receipt of bids by signing a request therefore. However, no bidder shall withdraw or cancel his proposal for a period of three (3) calendar days after said advertised closing time for the receipt of proposals; the successful bidder shall not withdraw or cancel his proposal after having been notified by the City Manager that said proposal has been accepted by the City Council.

FAILURE TO ENTER INTO CONTRACT

By submitting a bid, the bidder understands and agrees that, if his proposal is accepted, and he fails to enter into a contract forthwith, he shall be liable to the Owner for any damages the Owner may thereby suffer.

BASIS OF AWARD

The City reserves the right to accept or reject any and all bids or to waive technicalities, or to accept or reject any item of any proposal.

BID DEPOSIT

In all cases, the formal bids shall be sealed and directed to the City Manager. A bid deposit will be required equal to ten percent (10%) of the total price of bid and shall be submitted with the bid. Such bid deposit shall be in the form of a cashier's check payable to the City of Brighton or at the discretion of the City Manager, a bid bond. Bid deposits shall be drawn upon a bank

of good standing payable to the order of the City and shall be forfeited to the City in the event the bidder shall neglect or refuse to enter into a contract to execute the work or

II. (Continued)

furnish the material for the price mentioned in his/her bid and according to the plans and specifications in case the contract shall be awarded to him/her.

RETURN OF BID DEPOSIT

The bid deposit of all except the three (3) lowest responsive bidders on each contract will be returned within fifteen (15) calendar days after the opening of bids. The remaining bid deposits for each non-approved bidder will be returned within fifteen (15) days after the City Council has awarded the contract. The bid deposit for the successful/authorized bidder will be returned within fifteen (15) calendar days after the required appurtenances to the contract have been received and accepted by the City.

COMPETENCY OF BIDDER

No proposal will be accepted from or contract awarded to any person, firm or corporation that is in arrears or is in default upon any debt or contract to the City of Brighton.

CATALOGS

Each bidder shall submit catalogs, descriptive literature, and detailed drawings with the signed bid, where applicable, to fully illustrate and describe the material and/or work he or she proposes to furnish.

SUBLETTING OF CONTRACT

No contract awarded by the City of Brighton shall be assigned or any part sub-contracted without the written consent of the City Manager. In no case shall such consent relieve the successful bidder from his obligation or change the terms of the contract.

INSPECTION

The City shall have the right to inspect, by its authorized representative, any material, components or workmanship as herein specified. Materials, components or workmanship that have been rejected by the City Manager as not in accordance with the terms of the contract specifications shall be replaced by the successful bidder at no cost to the City.

USE OF TRADE NAMES

In cases where a specified item is identified by a manufacturer's name, trade name or other reference, it is understood that the bidder proposed to furnish the item as identified and requested by the City in these specifications.

DELIVERIES

Delivery by the successful bidder on the item(s) herein must be within **120 calendar days** from the date of issuance on the purchase order. The Bidder must supply an equal to or larger unit for use by the City of Brighton for each day in excess of the previously stated maximum delivery date. If a like unit is not furnished a unit will be rented with the Bidder paying all costs. All materials shipped to the City of Brighton must be shipped F.O.B. designated

location, Brighton DPS Waste Water Facility, 6570 Hamburg Rd, Brighton, Michigan. All bid prices quoted are to include any and all shipment costs to the City of Brighton.

II. (Continued)

COMPLIANCE WITH OSHA STANDARDS

Equipment supplied to the City must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings shall be in place before delivery. Items not meeting any OSHA specifications will be refused.

SPECIAL HANDLING

Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the Bidder will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for its first aid before delivery. Bidder shall also notify the City and provide material safety data sheets for all substances used in connection with this contract which are defined as toxic under the MIOSHA Act #154 Right-To-Know.

TERMINATION OF CONTRACT

The City further reserves the right to terminate the whole or any part of this contract, upon written notice to the successful bidder, in the event of default by successful bidder. Default is defined as failure of the successful bidder to perform any of the provisions of this contract or failure to make sufficient progress as to endanger performance of this contract in accordance with its terms. The successful bidder shall be liable for any excess costs for such similar supplies or services to the City unless acceptable evidence is submitted to the City Manager that failure to perform the contract was due to causes beyond the control and without the fault and/or negligence of the successful bidder.

INDEMNITY AND HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, the Contractor shall indemnify, keep and save harmless the City and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence for from the reckless or willful misconduct of the Contractor, its employees, or its subcontractors, and the Contractor shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising thereof or incurred in connection therewith, and, if any judgment shall be rendered against the City in any such action, the Contractor shall, at its own expense, satisfy and discharge the same. This Agreement shall not be construed as requiring the contractor to indemnify the City for its own negligence. The contractor shall indemnify, keep and save harmless the City only where a loss was caused by the acts or omissions of the Contractor, its employees, or its Subcontractors.

II. (Continued)

NONDISCRIMINATION

(A) Bidder/Supplier shall, as a party to a public contract:

- 1) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination.
- 2) By submission of this proposal, the Bidder/Supplier certifies that he is an "equal opportunity employer" as defined by Section 2000 (e) of Chapter 21, Title 42, US Code Annotated and Executive Orders #11246 and #11375, which are incorporated herein by reference. The Civil Rights Act No. 220 and 453 and all their amendments are a material part of any contract awarded on the basis of this proposal.
- (3) It is unlawful to discriminate on the basis of race, color, sex, national origin, ancestry, age, marital status, physical or mental disability or unfavorable discharge from military service. Bidder/Supplier shall comply with standards set forth in Title VII of the Civil Rights Act of Michigan, Section 209, Public Acts of 1976.

III. DETAILED SPECIFICATIONS

"MAINLINE CAMERA SYSTEM"

COMPLIANCE. Bidders shall indicate compliance check boxes provided. Bidders may note attachments, if necessary, in the column to the left of the check box area. If no entry is made, the City will assume that the bidder will precisely and exactly meet City specifications for that item.

GENERAL. The Mainline Camera System to be furnished shall be of sufficient capabilities to handle all aspects of public works related activities including, but not limited to; all general municipally related pipe inspection functions. All items appearing as standard in manufacturer's published specifications shall be considered including in this proposal.

MATERIALS TO BE FURNISHED:

1.0 General Requirements

1.1 Intent of Specifications

It is the intent and purpose of these specifications to secure for the City of Brighton the necessary equipment and accessories, which will comprise a multi-conductor type color sewer TV inspection system. A detailed list of components required is included and is the basis on which the Contractors proposal is made. The following specification is based the Modular 1 Pipeline Inspection System as

manufactured by IBAK. The City of Brighton has evaluated different types of inspection systems and has determined that this product is best suited for the City of Brighton's needs in safety, quality and performance. This specification is not to be interpreted as restrictive, but rather as a measure of the safety, quality and performance against which all inspection systems bid will be compared.

III. (Continued)

1.2 Materials and Workmanship

All equipment, materials, parts, and workmanship are required to be furnished, will be of the highest grade in accordance with modern practice. The equipment supplied will be new and unused, except for necessary testing, calibration, and transportation.

1.3 Warranty

The manufacturers and or contractor's standard warranty or guarantee on new equipment will cover all items furnished in accordance with these specifications. The minimum warranty period on new equipment will be one (1) year from the date of delivery.

1.4 Experience

The equipment to be furnished will be the product of a qualified manufacturer that is regularly engaged in the manufacture and supply of this equipment. A qualified firm will be defined to mean one, which has manufactured and sold twenty-five (25) or more of the specified units during the past two (2) years.

1.5 Parts and Service

To best serve the requirements of the City of Brighton, it is the intent of these specifications to secure equipment, which can be properly maintained and serviced without the necessity of stocking an expensive parts inventory or being subjected to long periods of interrupted service due to lack of spare parts. All Bidders submitting proposals must have available at least one (1)-factory parts and service center within the 50 Miles of the City of Brighton Michigan. These centers will be staffed with full-time technical, as well as order and shipping personnel, during regular business hours and days. These factory centers must have toll-free telephone service and be convenient to airfreight, bus, or overnight parcel service. The Bidder will list the nearest factory part and service location, plus any other pertinent information requested.

1.5A Electronic Equipment Loaner Policy

The Bidder will maintain rental and/or loaner electronic equipment at service center if unable to repair and have ready to return any component of the system within one (1) week of receipt from the purchaser. The service center will have available a rental or loaner component for immediate shipment. The Bidder will indicate whether a rental charge is made for this equipment and service both during and after warranty.

1.6 Exceptions and Alternate Bids

Major exceptions to the component list and specification requirements, or failure to submit requested information will be considered sufficient cause for rejection of a proposal. The specifications describe the components and/or system that are necessary to meet the performance requirements of the City of Brighton. Alternate Bids must meet the intent of the specifications, and any deviations to the specifications will be clearly delineated on the Contractor Information Sheet.

1.7 Information to be furnished by Bidder

Each Bidder will furnish the information listed in the General Notice at the time the Bid is submitted. Failure to include all required information will be cause for rejection of the Bid (Proposal).

1.8 Pre-Contract Demonstration of the Equipment

The City of Brighton will have the right to have each Bidder (Contractor), demonstrate the exact equipment that will be supplied within two (2) weeks after notification following the opening of Bids. Failure to demonstrate the exact equipment will be just cause for disqualification of the proposal.

III. (Continued)

1.9 Training

The Contractor will fully instruct the City of Brighton personnel in the operation of the equipment furnished, after delivery, at no additional cost to the City of Brighton. The instruction period will be of sufficient duration (minimum one day) to fully familiarize the City of Brighton operating personnel with all elements of the equipment, and the appropriate maintenance of the equipment and related parts. This instruction and testing will be conducted by trained personnel of the Contractor and will include full instruction in equipment operation, field procedures, techniques of use, maintenance, troubleshooting, and recording and logging of field information.

1.10 Service Manuals

The Contractor will furnish at least two (2) copies of suitable service manuals that describe in detail the proper operation and maintenance of the equipment furnished under the contract. The manuals will contain a current and complete parts list for re-ordering, and the equipment actually furnished under this contract will be highlighted to identify exact part and model numbers for each component.

1.11 Payment to the Contractor

Full payment under this contract will be made by the City of Brighton in a single, lump sum payment within thirty (30) calendar days after the successful completion of all contract requirements by the Contractor. The contract requirements will include the required furnishing, installation, and demonstration of equipment and accessories as specified herein, including the furnishing of the required training and service manuals.

1.12 Time of Contract Completion

The Contractor will furnish, install, deliver, and successfully demonstrate all equipment as specified herein; provide the required training; and provide the required service manuals within one hundred and twenty (120) calendar days after issuance of Purchase Order.

1.13 Contact Information

Interested Bidders will contact Tim Krugh, Utilities Superintendent, at (810) 227-9479 concerning these specifications.

2.0 Inspection System Specifications

2.1 Pan & Tilt Zoom Camera (Color) Camera must have pan & tilt function with motorized controls to allow the operator to change the viewing angle from the camera controller.

- Optional Push Cam Camera must be able to be attached to a push rod for lateral inspection operation as well as onto a wheeled robotic tractor for mainline operation.
- Camera must have 3X Digital Zoom allowing dynamic viewing up into laterals and further down the pipeline
 - Camera shall have remote focus controls that can be changed from the camera controller.
 - Camera shall have automatic iris that adjusts light sensitivity based on pipeline conditions and has the ability to manually set the iris level via a joystick.

- NNBD The camera housing must be pressurized to a minimum of 1 bar to avoid water ingress that could cause damage. A low-pressure situation will alert the operator with an audible tone and text message on the camera controller's diagnostic display.
- Camera shall have built-in a minimum of 4 groups of 10 white LED lights to illuminate the interior of the pipeline. Light groups must be connected in parallel so that the failure of 1 LED does not affect other LEDs.

III. (Continued)

- Home Button Camera must have auto upright picture control to insure video image is correctly displayed on the monitor with the top of the pipe always at the top of the video monitor screen.
- 512 Hz Camera must have a built-in radio sonde transmitter operating at 32.8 kHz. The transmitter shall be able to be powered off or on remotely without interrupting the camera operation.
 - Camera must be able to operate in a minimum 4" diameter pipeline.
 - Camera housing must be cylindrical in design with long radius edges and no protruding surfaces to catch on during operations.
 - Camera CCD imaging chip must have a minimum of 380,000 pixels
 - Camera aperture angle / FOV shall be no more than 67 degrees diagonal
 - Camera photosensitivity shall be no more than 2 lux
 - Camera resolution shall be no less than 470 TVL of horizontal resolution
 - Camera must have 360 degrees of continuous rotation.
 - Camera rotation must be on the horizontal axis of the main connector with a slipring through the geometric center of the camera to reduce unnecessary strain on moving parts and connectors during operation.
- Various Speeds Camera rotation must be controllable between 2 speeds of rotation
 - Camera must have 240 degrees of total pan with no less than 300 degrees angle of view
 - Camera shall have a zero (home) position where the camera views straight ahead and the upright picture control automatically enables
 - All fasteners used on the camera must be recessed so that no protruding fasteners to catch during operations
- Stainless Steel Camera housing must be constructed of hard-anodized high strength aluminum with a documented testing of shock resistance of 1 kg / height of fall 27.5".
- Forks Camera light housing must be constructed of high strength polycarbonate with a documented testing of shock resistance of 1 kg / height of fall 15.75"
 - Camera lense protective front window shall be constructed of a special glass with a documented testing of shock resistance of 1 kg / height of fall 15.75"
- NNBD Camera protection class shall meet a minimum of an IP68 to IEC 529 rating
 - All electronic PCBs shall be connected to one another without the need of soldering for ease of service and repair. Any camera with PCB's that require soldering will be deemed unacceptable.
 - A tool and spares kit, and storage transport case must be provided.

2.2 Robotic Tractor

Tractor must be able to operate in a minimum 4" diameter pipeline with enough clearance to negotiate offsets and debris.

- Tractor shall be designed utilizing wheels / tires as it's mode of propulsion. Tracked crawlers or other modes of propulsion shall be deemed unacceptable.
- Tractor must be steerable with each side able to be independently operated to provide skid-steer style of turning. Tractor must have two internal motors for this operation.
- All tractor drive components must be encased by the tractor body
- Tractor must be no longer than 14 inches in length. Any tractors longer than 14 inches shall be deemed unacceptable.
- Vertical Only Tractor must have a dual swivel cable connector allowing for both X & Y axis to pivot.
 - Must be able to be fitted with multiple camera connection configurations. Configuration shall include a movable connection to assist in positioning in confined areas and providing camera protection during impact with objects, a fixed position connection, and a connection that allows the addition of an auxiliary light ring.

- The power supply controller shall allow the user to position each system field anywhere on the visible screen to prevent obstruction of view.
- The power supply controller shall allow for a minimum of 10 color variations of overlay text to contrast on different backgrounds.
- The on-screen text generator must have a header field that will continuously display text at the desired location.
- The power supply controller must have a function to calibrate the tractor mounted inclination meter and have the ability to calibrate within a minimum of +/- 5%.

III. (Continued)

- The power supply controller must have a minimum of 1 composite video output, 1 S-Video output, and 1 composite video input.
- Tractor speed, speed set, direction, and steering must be operated from a multi-axis, multi-function joystick to be mounted in the desktop area. Forward and reverse must be controlled by an up or down motion, drift steering by side-to-side motion, and skid steering via rotation of the joystick. In addition, two function buttons must be supplied on the top of the joystick, one to set the speed and stop the tractor, the other to switch between cameras.
- Camera pan & tilt operations, auto-home, iris, and focus must be operated from a multi-axis, multi-function joystick to be mounted in the desktop area. Camera rotation must be controlled by side-to-side movement of the joystick, tilting by up and down movement of the joystick and focus and iris controlled by rotation of the joystick. In addition, two function buttons must be supplied on the top of the joystick, one to return the camera to the home position, the other to switch between iris controls.
- Joystick functions should automatically change based upon power supply controller's recognition of the attached tractor or camera.
- Joystick must have proportionate directional controls so that the speed of the tractor varies by the percentage from home to max.
- Power supply controller must have the capability to switch between right hand and left hand joystick configurations.
- Not Auto Power supply controller must have 360 degrees joint inspection function that will automatically turn the camera to an upright position and then slowly scan 360 degrees.
- The power supply controller must allow the operator the ability to electronically and remotely switch off and on the radio sound transmitter in the camera head.
- The power supply controller must allow the operator the ability to electronically and remotely switch off and on the upright picture control of the camera head.
- Laser Optioned When used with corresponding equipment, the power supply controller must allow the operator the ability to electronically and remotely switch off and on the laser diodes, auto-focus, and control the zoom of the camera head.
- The power supply controller must allow the operator the ability to electronically and remotely switch off and on the automatic tilt compensation of the tractor.
- Power supply controller must have an emergency stop button to remove all power to the down hole equipment.
- The power supply controller shall have a master power switch on the front of the unit.
- On-screen text entry and menu navigation shall be done on a standard QWERTY keyboard built into the controller.
- The power supply controller must be able to be restarted without removing power to other components and via menu selection.
- Power supply controller must have on-board help menus to aid in new user operation.
- Power supply controller menu system shall come standard with a minimum of 12 unique language settings.
- Controller must have a serial communications port using a DB9 connection for interface with various computer software(s).
- Power supply controller must be able to be reset to factory defaults by a maximum of 3 key presses.
- The power supply controller must include an intelligent firmware updating system. The system shall include a media reading slot using a SD flash card. When updates are available, the user can insert the SD card and power on the unit, automatically updating all system firmware.

- The power supply controller must have a standard built-in digital video recorder (DVR). The DVR shall record inspection video to an MPEG 4 SP format onto CF media, SD media, or Memory Stix. DVR must include a remote control for operations and menu navigation.
- Option The power supply controller must have the ability to include a completely built in computer for pipe inspection software. A touch pad mouse shall be built-in the front panel. Systems with external components will be deemed unacceptable.
- Power supply controller shall be automatically switching between 110 VAC / 60 Hz and 240 VAC / 50 Hz. With a power consumption of no greater than 700 watts.

III. (Continued)

- Power supply controller must be no larger than 20" x 14" x 12" with a weight of less than 42 lbs.

2.4 Powered Cable Winch (660 ft)

The cable winch shall be stationary mounted and must have the ability to hold a minimum of 660 linear feet of camera cable.

- The cable winch must have an automatic level wind guide.
- Cable winch must be fitted with a timing belt drive that requires no greasing of any drive component. Cable winches that require greasing of bearings or chains will be deemed unacceptable
- NNBD The cable winch shall have a cable equalization amplifier for video picture processing.
- The cable winch must have a LCD display of the current distance count with a reset button.
- The cable winch must have a minimum of two LED status indicators showing connection to the power supply controller and to the main power source.
- Cable winch shall draw no more than 300 watts of power during operation.
- There shall be a cable distance-measuring device.
- Cable winch must have a remote control pendant that controls tractor direction and control cable winch.
- Only On Drum Cable winch must have an emergency stop button on both the drum and the pendant controller to remove all power to the down hole equipment.
- Camera cable must be a maximum of 0.375" diameter with 2000 lb. rating and Kevlar fiber armored.
- Camera cable must have an industrial connector on the reel end to aid in quick exchange of cable.
- Not Powder Coated Cable winch shall be constructed of light, high-strength powder coated aluminum

2.5 Work Accessories

- System must include a cable deflection pulley to aid in cable entry into pipeline.
- Tractors must include a lowering hook with quick disconnect and have ease of operation during retrieval.

DELIVERY:

Delivery shall be to the City DPS Waste Water Facility located at 6570 Hamburg Rd, Monday thru Friday between the hours of 8:00 am and 3:00 pm.

[✓] YES [] NO

PRE-DELIVERY SERVICE

Bidder preparation shall be performed by the bidder according to manufacturer's recommendations and requirements.

COMPLY YES ✓ NO _____

SAFETY EQUIPMENT

Bidder shall provide all safety equipment required by MIOSHA. **NO ADVERTISING OF BIDDER TO BE AFFIXED TO THE SYSTEM.**

COMPLY YES ✓ NO _____

TERMS AND CONDITIONS

The proposed equipment shall be complete in every detail and ready for operation when delivered to the City.

III. (Continued)

QUALITY OF ITEMS BID

All materials used for the manufacture of construction of any item(s) covered by this bid shall be new and unused. The items bid must be new, the latest model, of the best quality and highest grade of workmanship, unless otherwise specified by the City.

COMPLY YES NO _____

GUIDELINES COMPLIANCE

The "Bidder" or "Contractor" shall certify that the proposed equipment meets or exceeds all current Federal and State safety guidelines and requirements for equipment of this nature and shall meet or exceed State safety inspection without modification by the City.

COMPLY YES NO _____

WARRANTIES

The total equipment and all parts thereof shall be guaranteed against defective material and workmanship for a period of **12 months**, from the date of acceptance of said equipment.

COMPLY YES NO _____

MANUALS TRAINING

A. Supplier must deliver with the equipment or product two (2) copies each of Operating, Service and Parts Manuals, lubrication and maintenance guide, instructions and schematics pertaining to the equipment or product to be furnished to the City.

B. Supplier will be required, at his expense, to provide one-half work day or business day of training to City employees in the operation of equipment and its maintenance at the convenience of the City.

COMPLY YES NO _____

HOLD HARMLESS

Bidder warrants that there has been no violation of copyrights or patent rights in manufacturing, producing or selling the goods shipped or ordered as a result of this bid, and Bidder agrees to hold the City harmless from any and all liability, loss or expense occasioned by any such violation.

COMPLY YES NO _____

III. (Continued)

QUESTIONS

Technical questions shall be directed to:

Tim Krugh
Utilities Superintendent
City of Brighton
(810) 227-9479

Bid procedure questions should be directed to:

Matt Schindewolf
DPS Director
City of Brighton
(810) 225-8001

COSTS

The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to the City for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, supervision, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

QUANTITIES

Whenever a bid is sought seeking a source of supply for items or services, the quantities shall be construed as estimated, unless otherwise stated.

TIME OF COMPLETION

The undersigned affirms and declares that if awarded the contract for said equipment, he/she will completely perform said contract in strict accordance with its terms and conditions **within 120 consecutive calendar days** after notification of award of contract.

IV.

**BID/CONTRACT
{FORM I}**

The undersigned proposes to furnish at the prices indicated and conforming to the attached City of Brighton specifications, the following:

**TO PROVIDE:
MAINLINE CAMERA SYSTEM:**

Make Cues _____
Model K2 w/Inspector General, Compact Pipe Ranger w/OZIII

To be delivered within **120 consecutive calendar days** after notice of award.

TOTAL PRICE \$58,000.00

THE CITY OF BRIGHTON RESERVES THE RIGHT TO CANCEL THIS AGREEMENT AT ANY TIME WITH A THIRTY (30) DAY WRITTEN NOTICE

SUPPLIER

Date of proposal 10/9/12

The Safety Company, LLC dba MTech Company
(Company Name)

Bid Notes:

- 1) See attachment for detailed specs of bid unit.
- 2) Please see cover letter, which is to be considered part of this bid.
- 3) The letters "NNBD" shall indicate that such specification is not needed in our system by design.
- 4) Cues utilizes a double O ring system that eliminates the need for any pressure system.
- 4) Overnight loaner equipment will be offered to The City with no rental charge both during and after the warranty period. MTech/Cues will pay for any shipping costs during the warrant period, but The City will be responsible these costs after the warranty period.
- 5) MTech's nearest service facility is in Cleveland, OH. However, we offer on-site service free during the warranty period and at a nominal cost after the warranty period.

7401 First Place, Suite G
(Street)

Cleveland OH 44146
(City) (State) (Zip)

(440) 646-0996
(Phone)

BIDDER ATTEST: (If a corporation)

Justin Cira
Submitted by: (Signature)

[Signature]
(Corporation Secretary)

Justin Cira, Sales Manager
(Print Name & Title)

CITY OF BRIGHTON

ATTEST:

CITY CLERK

By: _____
(Name)

(Date)

(Title)

In compliance with the above, the undersigned agrees to furnish all of the items upon which prices are quoted and deliver to the designated point within the time specified in this document.

THIS BID, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE CITY SHALL BECOME A CONTRACT BINDING UPON BOTH THE PERSON, PARTNERSHIP OR CORPORATION, TO SUPPLY OR PERFORM AS SPECIFIED AND UPON THE CITY TO ACCEPT THE PRODUCT OR SERVICE.



Equipment to be supplied: Mainline Camera System
Delivery: 3-4 Weeks ARO
Terms: Net 30

"Each camera, camera transporter, and external light head to be supplied on this specification must be labeled and listed as a minimum by a Nationally Recognized Testing Laboratory (NRTL) to the applicable Standard for Safety for Closed Circuit Television Equipment, UL 2044, 2nd edition, 11/9/01. A listing report must be supplied that certifies the aforementioned equipment is acceptable as defined by 29 CFR 1910.339 and required by 29 CFR 1910.303(a). Self-certification or certification by a laboratory that is not an NRTL will be deemed unacceptable. NRTL labeled and listed equipment shall be supplied as required by the FEDOSHA memorandum, dated September 25, 2003, page 3, Section on Compliance, prepared by John L Henshaw, Assistant Secretary of Occupational Safety and Health."

Component List:

- 1 **P&T ZOOM III M/C BUILT-IN SONDE LED CAMERA**
 - 1 Solid State Color Sewer TV Camera
 - 1 Pan & Rotate Camera Head, 40:1 Zoom Ratio, 10x Optical Zoom, 4x Digital Zoom
 - 1 NTSC Color Standard with 4x Light Integration
 - 1 Camera Lighting System with Integrated White LED Light Modules for 6" Relined thru 48" Pipe
 - 1 Built In Transmitter, 512 Hz
 - 1 Camera Transportation and Storage Case

- 1 **BRASS COMP STEERABLE CAM TRANS, WHEELED**
 - 1 Steerable Unit Designed to Turn 360 Degrees within Its Own Radius
 - 1 Two (2) Speed Transmission to Maximize Torque in Large Diameter Pipe with:
 - 1 Manual Shifter on Camera Carrier
 - 1 Unit Shall Have Forward, Free Wheel, and Power Reverse
 - 1 Set of Driven Rubber Wheels to Inspect 6" Pipe
 - 1 All Six (6) Wheel Drive Transporter Assembly to Include:
 - 1 Motor & Enclosed Drive Train
 - 1 Tip up Rear 12-Pin Connector

- 1 **8" RUBBER WHEEL KIT FOR COMPACT TRANSPORTER**
- 1 **10-15" RUBBER WHEEL KIT FOR COMPACT TRANSPORTER**
- 1 **KIT, TIRE, PNEUMATIC, 12"+ PIPE, COMPACT TRANSPORTER**
- 1 **PCU ASSEMBLY, NTSC**
 - 1 Combination Color Camera Control System / Monitor (110 VAC or 220 VAC, 50 Hz or 60 Hz, NTSC or PAL)
 - 1 Mounted in Transportation Cabinet
 - 1 10" Flat Screen Monitor & Set of Connecting Jacks for Video In and Video Out
 - 1 Integral Data Display System to Include:
 - 1 Alpha Numeric Information Display & Multi Paging and Defect Coding
 - 1 Remote "QWERTY" Keyboard for Data Entry with WRC and PACP Codes
 - 1 Test Cable

- 1 **WIRED & WIRELESS USB CONTROLLER**
 - 1 Joystick Control for Pan and Tilt Zoom Camera to Include:
 - 1 360 Degree Rotate
 - 1 330 Degree Optical Pan
 - 1 Joystick Control for All Steering Functions & Forward / Reverse Directions for Transporter
 - 1 Camera Lift Control for Optional Electronic Camera Lift



Specifications for: Brighton DPS, MI
Dealer: MTech Company

Date: 10/9/12

*This quote is valid for 90 days

- 1 All Other Controls for Camera to Include:
 - 1 Camera Iris and Focus Override & Zoom
 - 1 Camera Lights & Shutter Control for Light Enhancement
 - 1 Camera Diagnostics & Auto Home
- 1 Cruise Control to Set Speed of the Transporter for Hands off Operation
- 1 All Reel Controls to Include: Retrieve, Release, and Variable Speed [Excluding Dolly Systems]
- 1 **660' PLATINUM CABLE ASSEMBLY, M/C 12PIN**
 - 1 660' Platinum Multi Conductor Kevlar Fiber Armored Combination TV Transmission / Tow Cable
 - 1 .350 Diameter
 - 1 Metal Splice Chamber with Pigtail
 - 1 Cable Strain Relief
- 1 **WHEELED DOLLY, 110V TO INCLUDE:**
 - 1 Electric Motor Rewind
 - 1 Hand Crank
 - 1 Automatic Level wind
 - 1 Electronic Footage Meter
- 2 **FASTENER PIN FOR DOLLY TRUCK MOUNT**
- 1 **SUPPORT FOR DOLLY, TRUCK MOUNT**
- 1 **REEL/FOOTAGE UMBILICAL CABLE 15'-REEL TO CONTROL UNIT**
- 1 **VIDEO UMBILICAL CABLE 15'-REEL TO CONTROL UNIT**
- 1 **DVR / SD ASSEMBLY KIT WITH HARDWARE**
- 1 **PCU ENCLOSURE FOR DOLLY TO INCLUDE**
 - 1 Gooseneck Microphone
 - 1 Mini Keyboard
 - 1 Power Cable
 - 1 Auto Upright Module
- 1 **TIGER TAIL**
- 1 **MANHOLE TOPROLLER ASSEMBLY, TV ONLY**
- 3 **RETRIEVAL/DOWNHOLE POLE ASSEMBLY**
- 1 **RETRIEVAL HOOK**
- 1 **DAY TRAINING, ON-SITE**
- 1 **SHIPPING AND HANDLING**

OPTIONAL ITEMS [NOT INCLUDED IN BASE QUOTE]

- 1 **OPTIONAL ELECTRIC CLUTCH WITH HAND HELD CONTROLLER UPGRADE FOR DOLLY: (Optional Item Not Included in Base Quote)**
- 1 **OPTIONAL PORTABLE PUSH SYSTEM [BASE UNIT] (Optional Item Not Included in Base Quote)**
 - 1 Combination Color Mini-Camera Control System/Monitor (85-264 volt AC, 50/60 Hz, or 12 volt DC power source) mounted in an Aluminum Housing to include:
 - 1 6.4" (162.56mm) Color Display Monitor with Anti Glare Screen
 - 1 Control Unit with Connecting Jack for Video In and Video Out
 - 1 Built In 12-Volt Battery and Battery Charger



Specifications for: Brighton DPS, MI
Dealer: MTech Company

Date: 10/9/12

*This quote is valid for 90 days

- 1 Wheeled Coiler Assembly
 - 1 Electronic Footage Meter
 - 1 Mini Titler Video Display System with Electronic Footage Meter
 - 1 Three Modes of Operation: Distance, Edit, & Free Format
 - 1 Built In Keypad for Titling and Set Up Functions

 - 1 **DVR / SD VIDEO TRANSFER ASSEMBLY KIT WITH HARDWARE: (Optional Item Not Included in Base Quote)**

 - 1 **200' MINI SYSTEM PUSH CABLE ASSEMBLY: (Optional Item Not Included in Base Quote)**

 - 1 **HIGH POWER MINI CAMERA III W/BUILT-IN SONDE AUTO UPRIGHT: (Optional Item Not Included in Base Quote)**
 - 1 Small Diameter Solid State Color Camera (1.5" Diameter Maximum, 3.5" Length, Maximum)
 - 1 NTSC Standard with Built In Light ring to Include:
 - 1 Light System for 2" to 8" Pipe
 - 1 Twelve (12) Solid State White LED's (Minimum)
 - 1 Built In Transmitter, 512 Hz

 - 1 **OPTIONAL [LAPTOP] PIPELINE DATA COLLECTION & REAL TIME VIDEO CAPTURE (Optional Item Not Included in Base Quote)**
 - 1 Laptop Specification Optimized to Run the Granite XP CCTV Pipeline Inspection Software Application
 - 1 CPU: Intel Core i5-2520M, 2.50 GHz, 3MB Cache
 - 1 Memory: 4 GB DDR3-1333MHz SDRAM
 - 1 Hard Drive: 500 GB 7200 RPM
 - 1 Optical Drive: 8 X DVD + / - RW burner
 - 1 Video: Onboard Graphics Accelerator w/ 128 MB Shared Graphics Memory
 - 1 Display: 14" HD (1366 X 768) Anti-Glare, LED Backlit
 - 1 Sound: On Board Audio with Built In Stereo Speakers
 - 1 WiFi: Integrated 802.11 b/g/n Wireless Adapter
 - 1 Bluetooth: Bluetooth 375 Wireless Adapter
 - 1 Ports: Network connector (RJ-45); USB 2.0 (4) - 1 USB / eSATA combo Stereo headphone / Microphone combo jack, Memory card reader, 1394 Docking Connector, VGA, HDMI
 - 1 Webcam: Integrated light sensitive Webcam and Digital Microphone
 - 1 Expandability: One Express Card Slot
 - 1 OS: Windows 7 Professional 64-bit
 - 1 Battery: 9-Cell (97WH) Primary Lithium Ion Battery
 - 1 Keyboard: Internal English Backlit Dual Pointing Keyboard
 - 1 USB Video Capture Device
 - 1 USB to Serial Adapter
 - 1 Granite XP Inspection Edition Version 5.x Software
 - 1 User Guide - Hard Copy
 - 1 User Guide - CD
 - 1 System Recovery Disk
 - 2 Viewer Edition Editions shall be Included at No Extra Charge
- *Specifications Subject to Change, Component List above Reflects Equipment to be supplied (Minimum) Additional Options are Available.
- 1 **OPTIONAL INCLINOMETER MODULE SOFTWARE: (Optional Item Not Included in Base Quote)**
 - 1 **PAN/TILT III BUILT-IN INCLINOMETER: [NOT INCLUDED IN BASE] (Optional Item Not Included in Base Quote)**
 - 1 **OPTIONAL LED LIGHTHEAD W/LASER MEASUREMENT DIODES III: (Optional Item Not Included in Base Quote)**
 - 1 Shall include two 5mW red laser diode modules.



Specifications for: Brighton DPS, MI
Dealer: MTech Company

Date: 10/9/12

*This quote is valid for 90 days

- 1 Laser separation shall be calibrated for 3.5 inches.
- 1 Can be used for measurements in pipe sizes 12" and up.
- 1 Video Caliper Measurement Unit

- 1 ELECTRIC CAMERA LIFT FOR COMPACT TRANSPORTER: (Optional Item Not Included in Base Quote)
- 1 6" STEEL WHEEL KIT FOR COMPACT TRANSPORTER: (Optional Item Not Included in Base Quote)
- 1 8" STEEL WHEEL KIT FOR COMPACT TRANSPORTER: (Optional Item Not Included in Base Quote)
- 1 10-15" STEEL WHEEL KIT FOR COMPACT TRANSPORTER: (Optional Item Not Included in Base Quote)

Total Price: *\$58,000.00 (Base price with no optional items included)
\$2,216.00 (Additional cost for Electric Clutch/Hand Controller Upgr.)
* \$10,285.00 (Additional cost for MP2020 Push Camera)
* \$17,500.00 (Additional cost for Laptop w/GXP Software)
* \$1,990.00 (Additional cost Inclinometer Module Software)
* \$3,658.00 (Additional cost for OZIII Built-In Inclinometer)
* \$6,500.00 (Additional cost for OZIII Laser Diode Upgrade)
* \$5,900.00 (Additional cost CPR Electric Camera Lift)
* \$1,240.00 (Additional cost for 6" Steel Wheel Kit for CPR)
* \$1,320.00 (Additional cost for 8" Steel Wheel Kit for CPR)
\$1,425.00 (Additional cost for 10-15" Steel Wheel Kit for CPR)

CUES STANDARD WARRANTY

CUES ("CUES") warrants that all parts, components, and equipment manufactured by CUES shall be free from defects in material and workmanship under normal use and service for which it was intended for a period of twelve (12) months from the date of shipment of materials by CUES to the purchaser. CUES' obligation under this warranty is limited, at CUES' option, to replacing or repairing, free of charge, any defective materials returned, freight prepaid, to the CUES designated service facility. For all warranty claims, the materials must be returned in accordance with CUES Material Return Policy.

Major items of equipment, such as vehicles, generators, etc., furnished, but not manufactured by CUES, will be covered only under the warranty of the third party manufacturer of such equipment. Expendable parts, such as light bulbs, fuses, connectors, etc., are excluded from this warranty.

Purchaser must notify CUES of a breach of warranty not later than the last day of the warranty period; otherwise, such claims shall be deemed waived.

CUES does not warrant the materials to meet the requirements of the safety codes of any federal, state, municipal or other governmental or administrative jurisdiction. Purchaser assumes all risk and liability whatsoever resulting from the use of its products, whether used singly or in combination with other products, machines or equipment.

This Warranty shall not apply to any materials, or parts thereof, which have; (a) been repaired or altered by anyone other than CUES without CUES' written consent; (b) been subject to misuse, abuse, negligence, accident, or damage; (c) not been installed or operated in accordance with CUES' printed instructions, or; (d) been operated under conditions exceeding or more severe than those set forth in the specifications of design tolerance of the equipment.

THIS WARRANTY AND THE OBLIGATION AND LIABILITIES OF CUES HEREUNDER ARE EXCLUSIVE AND IN LIEU OF (AND PURCHASER HEREBY WAIVES) ALL OTHER WARRANTIES, GUARANTEES, REPRESENTATIONS, OBLIGATIONS, OR LIABILITIES, EXPRESSED OR IMPLIED, ARISING BY LAW OR OTHERWISE, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, REGARDLESS WHETHER OR NOT OCCASIONED BY CUES' NEGLIGENCE.

CUES SHALL NOT BE LIABLE FOR ANY LOSS OR DAMAGE RESULTING, DIRECTLY OR INDIRECTLY, FROM THE USE OR LOSS OF USE OF THE MATERIALS, OR FOR SPECIAL, INDIRECT, OR CONSEQUENTIAL DAMAGES, ECONOMIC LOSSES, LOSS OF PROFITS, LOSS OF BUSINESS, OR LOSS OF BUSINESS OPPORTUNITY. Without limiting the generality of the foregoing, this exclusion from liability embraces Purchaser's expenses for downtime or for making up downtime, damages to property, and injury to or death of any persons.

CUES neither assumes nor authorizes any person (including employees, agents, or representatives of CUES) to assume for it any other liability, guarantee, or warranty in connection with the sale or use of the materials, and no oral agreements, warranties, or understandings exist collateral to or affecting this warranty.

This warranty shall not be extended, altered, modified, or waived except by a written instrument signed by CUES.

POLICY REPORT: CHAPTER 98, ARTICLE I, SECTION 98-3 DEFINITIONS

December 6, 2012

Prepared by:

Amy Cyphert
Planning & Zoning Director

Reviewed by:

Dana Foster
City Manager

ISSUE:

Conduct second read and make a decision on the proposed amendment to Chapter 98, Article I, Section 98-3 Definitions pursuant to the Planning Commission recommendation on October 15, 2012.

STAFF RECOMMENDATION:

Staff concurs with the Planning Commission's recommendation.

BACKGROUND:

City Council last discussed the topic of parolee housing on May 3, 2012. Several amendments were presented to the Planning Commission. Attached you will find excerpts from the meeting minutes and the draft ordinance. The draft ordinance includes "whereas" statements developed by the Planning Commission detailing why they are proposing the redefining of condominium, only. The draft ordinance was written by the City Attorney.

DISCUSSION:

Attached is the proposed ordinance amendment to Chapter 98, Article I, Section 98-3 Definitions developed by Planning Commission.

BUDGET IMPACT: N/A

RELATIONSHIP TO 2012/2013 GOALS: N/A

COUNCIL ACTION:

Conduct a public hearing and one of the following:

1. Consider second reading and adoption of Ordinance Number _____, and publish as appropriate.

Or

2. Consider second reading and denial of the proposed amendment to Chapter 98, Article I, Section 98-3 Definitions.

Or

3. Consider second reading and remand the proposed amendments back to Planning Commission with

guidance on how City Council would like the Planning Commission to address a future zoning ordinance amendment.

Attachments:

1. Proposed amendments to Chapter 98, Article I, Section 98-3 Definitions
2. Planning Commission Meeting Minutes excerpts

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF BRIGHTON, MICHIGAN, BY REPLACING A DEFINITION IN CHAPTER 98, ARTICLE I, SECTION 98-3 OF THE CODE.

WHEREAS, the City of Brighton has been made aware that parolees are being placed in the City of Brighton, and Livingston County, generally in non-family housing situations.

WHEREAS, currently single-family houses, duplexes, multiple-family dwellings, and apartments in the City of Brighton are regulated as to how many unrelated persons may live together per residential unit.

WHEREAS, the definition of condominium unit does not currently use the term "family", which applies the per unit limitation on unrelated persons.

WHEREAS, the City of Brighton has received information from the City Police Department, as well as parolee rights groups regarding the impacts of parolees on the City, and the impact of those currently residing in the City with families.

WHEREAS, the City of Brighton finds that there are currently relatively few parolees who require housing by themselves, as compared to those housed with family.

WHEREAS, the City of Brighton has been informed that there have been no recurring issues currently with the parolees living together in the City of Brighton.

WHEREAS, the City of Brighton finds that the current definitions in the City's ordinances sufficiently regulate parolee housing, subject to the revisions herein.

WHEREAS, the City of Brighton desires that its residential ordinances apply equally to parolees living together, regardless of housing type.

THE CITY OF BRIGHTON, LIVINGSTON COUNTY, HEREBY ORDAINS:

I. That the current definition for "Condominium Unit" located in Section 98-3 of Article I of Chapter 98 is deleted.

II. That a new definition is hereby added to Section 98-3 of Article I of Chapter 98, to be placed in alphabetical order with the existing definitions, and shall read as follows:

Condominium unit means the portion of a condominium project designed and intended for separate ownership and use by a single family, as described in the master deed.

III. This Ordinance shall be in full force and effect fifteen (15) days from the adoption as provided by the Brighton City Charter.

DIANA LOWE, City Clerk

JAMES MUZZIN, Mayor

First Reading: _____

Brief Publication: _____

Public Hearing: _____

Second Reading: _____

Adoption: _____

Full Publication: _____

DRAFT

the requirement for Taco Bell access. When the Lil' Chef restaurant site plan came before Planning Commission for approval, the access issue came up again and their site plan was approved conditioned upon opening access. The required easement agreement never got signed and Taco Bell backed away. She noted that delivery trucks going to Taco Bell are using Brookside's parking lot for access to make deliveries, which is breaking down the asphalt. She also said that with the access open, there is increased trash from Taco Bell on Brookside's property. Ms. Riesterer said they have tried repeatedly to get Taco Bell back into negotiations. The proposed access gate is a compromise and the Brighton Area Fire Department is okay with it.

Brad Maynes from the City attorney's office also noted that this has been an ongoing issue for some time and that he has met with Ms. Riesterer, a representative from Taco Bell and the City to try to resolve it. He noted that there is currently no requirement for access on Taco Bell's site plan but there is on Brookside's site plan. Mr. Petrak asked Staff how enforcement would be handled if people parked in front of the access gate. Ms. Cyphert noted that there will be "No Parking – Fire Lane" signs on the gate and that the Fire Department does have authority to ticket people who are parked in a fire lane.

Motion by Mr. Bryan, supported by Mr. Petrak, to recommend site plan amendment approval for Brookside Mall as depicted on the plan prepared by Lindhout Associates, sheets C1, job #1166, last dated 8/10/12. **Motion carried 7-0-2.**

10.a. Discussion on Amendments to Chapter 98, Article XXI, LIP District

Ms. Cyphert explained that this item is on the agenda at the request of the Zoning Board of Appeals who has asked that Planning Commission consider rewriting the ordinance to make it clear which uses are permitted and which are not, similar to language in other ordinances. She suggested that Planning Commission may want to develop a list of permitted uses versus listing the 70 prohibited uses. Mr. Petrak noted that "commercial uses" is not clear in the subject ordinance. Ms. Cyphert noted that it would be helpful to look at permitted uses of other industrial districts and Mr. Smith stated that it makes sense to keep the language consistent with other districts' language.

Staff was requested to put together suggestions from similar districts in the City and research other communities with similar smaller industrial parks for the September Planning Commission meeting.

10.b. Discussion on Amendments to Chapter 98 addressing Parolee Housing

Brad Maynes from the City attorney's office stated that the direction from Planning Commission at the last meeting was for him to survey zones within the City where parolee housing would be permitted. He noted the City's definition of family *"means an individual or group of two or more persons related by blood, marriage, social contract or adoption (and including the domestic employees thereof), together with not more than two persons not so related, living together in the whole or part of the dwelling unit comprising a single housekeeping unit. Every additional group of two or less persons living in such housekeeping unit shall be considered a separate family for the purpose of this chapter."* Under this definition, an apartment would equal one unit, a duplex would equal two units, etc. This applies to everything except condos. Mr. Maynes noted that under the current ordinance, a home in the R1, Single Family district could not be split into apartments but could still have three unrelated persons (parolees) living there.

Ms. Cyphert reminded the Planning Commission members that there are several options available to them including to define parolee housing and where it is permitted (through ordinance or special use); add a new definition for "halfway house" and where it is permitted (through ordinance or special use); redefine the definition of "family"; or do nothing. There was discussion about how the Planning Commission wanted to proceed with this item. Some Commission members felt that if nothing is broken, there is no need to fix it. Chairperson Monet noted that there seemed to be consensus to make condos part of the "family" definition and that it was not necessary to expand the definition for parolee housing. Staff and the City attorney was directed to prepare a list of findings in the current ordinance and prepare a suggested definition for "condominium" to update the ordinance to send to City Council for their review.

They requested that the report note:

- that Planning Commission believes there is sufficient coverage in the current ordinance and the current definition of "family" limits unrelated persons to three in a unit
- that there is a relatively small number of parolees who would require this type of housing compared to the number of parolees released back into the community who are living with their families
- that there have been no problems with the current parolees living in the City according to Police Chief Wightman

Other Business

11. Staff Updates

a. Award Discussion – Ms. Cyphert reported that she has received permission from the Noeker family to rename the Siford award the Noeker award. She noted that the family thanked the Planning Commission for honoring their late mother.

Motion by Mr. Petrak, supported by Mr. Schillinger, to remove the Siford name from the award plaque and replace with Sally Noeker. **Motion carried 8-0-1.**

Ms. Cyphert also noted that A&H Transmission has pulled a building permit to re-build the back portion of their building that was damaged by a fire earlier this year.

12. Commissioner Concerns

13. Call to the Public

The call to the public was made at 8:50 p.m. Hearing no response, call to the public was closed.

14. Adjournment

Moved by Mr. Petrak, supported by Mr. Smith, to adjourn the meeting at 8:50 p.m. **The motion carried 8-0-1.**

John Wells, Secretary

Lauri French, Recording Secretary

3. That the plans be revised to meet the correct soil erosion per Tetra Tech's letter dated 6-13-12.

The motion carried 8-0-1.

8. Discussion on Amendments to Chapter 98 addressing Parolee Housing

Ms. Cyphert explained that Council requested that Planning Commission review the existing ordinance to determine if changes were required to address the subject of parolee housing. She noted that as everyone is aware, there are two houses on N. Second St. (R-1 zoning) which are housing two parolees each through a state-funded program with Washtenaw Catholic Social Services. The current definition of family permits two people in each unit on N. Second. She reviewed the 21 requirements in the parolees' contract. This is a temporary housing program; the organization pays on a month-to-month basis for up to 6 months. The parolees have to follow all rules and seek employment; per the contract the requirement is to apply for 30 jobs per month. Once they have found a job, they have 45 days to move out. Ms Cyphert cautioned that other organizations may come into the City of Brighton providing parolee housing with different conditions than Catholic Social Services. She noted that Wyoming, MI is the only community with an ordinance that defined parolee housing and these types of housing are only allowed in an Industrial Zone with a special land use permit.

Planning Commission requested Ms. Cyphert and Mr. Maynes look into the current ordinance requirements that apply to the different zoning districts that prevent more or larger parolee housing buildings. An example would be if there something in the IA zoning district that prohibits the conversion of the existing Homewood Suites into a large parolee housing complex or something in the ordinance that prohibits someone from converting a large single family home into a multi unit parolee housing building. The Planning Commission requested we bring this information back to them at the July meeting.

They also asked if someone from Catholic Social Services could attend the meeting in July and give a short presentation on the program and answer any questions the board may have. They also asked if Police Chief Wightman could also be invited to attend the July meeting. The Planning Commission members expressed an interest to move slowly on this issue, and they did not ask Staff to draft any ordinance amendments at this time.

Other Business

9. Staff Updates

a. Award Discussion – Ms. Cyphert noted that this topic has been discussed at the last two meetings but that no decision had been made about renaming the Siford award since not all members of the Planning Commission were present. Staff's research revealed that Sally Noeker served the longest continuous term on Planning Commission. Chairperson Monet stated that the consensus is to keep all three awards and rename the Siford award to the Noeker award. Staff was directed to contact the Noeker family to get their approval to rename the Siford award to the Noeker award.

Ms. Cyphert advised that there will be a meeting in July.

10. Commissioner Concerns

11. Call to the Public

The call to the public was made at 8:55 p.m. Hearing no response, call to the public was closed.

12. Adjournment

**City of Brighton
Planning Commission
Minutes
July 16, 2012**

1. Call to Order/Roll Call

Chairperson Monet called the meeting to order at 7:30 pm. The following were present:

David McLane	Robert Pawlowski
Steve Monet	John Wells
Dave Petrak	Al Wirth
Larry Schillinger	Matt Smith

Absent: Bill Bryan

Motion by Mr. Schillinger, supported by Mr. Pawlowski, to excuse Commission Member Bryan from tonight's meeting. **Motion carried 8-0-1.**

Also present were Amy Cyphert and Lauri French from Staff and Brad Maynes from the City's attorney office. An audience of three was also present.

2. Approval of the June 18, 2012 Regular Meeting Minutes

Motion by Mr. Schillinger, supported by Mr. Petrak, to approve the June 18, 2012 regular meeting minutes as presented. **The motion carried 7-0-2 (Mr. Smith abstained and one absence).**

3. Approval of the July 16, 2012 Agenda

Motion by Mr. Smith, supported by Mr. McLane, to approve tonight's agenda as presented. **The motion carried 8-0-1.**

4. Call to the Public

The call to the public was made at 7:31 p.m. Hearing no response, call to the public was closed.

Public Hearings

Unfinished Business

New Business

5. Discussion on Amendments to Chapter 98 addressing Parolee Housing

Ms. Cyphert reviewed the actions requested at the June meeting to invite Washtenaw Catholic Social Services and Chief Tom Wightman to tonight's meeting to answer questions about the Parolee Housing Program. The three representatives in the audience are Holly Nicewander, Site Coordinator for the Livingston Prisoner Re-entry Program, from Washtenaw County Catholic Social Services, Maureen Norman, Housing Coordinator, Complete Counseling Center, and Bob Warner, Parole Supervisor, Livingston County Parole Office.

Ms. Norman explained that the state pays up to six months for housing for parolees in the program. She noted that there are four parolees living in Brighton in the rental units on Second St. She stated that all parolees in the program are required to go to MI Works and counseling, and that the goal is to make them self-sufficient and able to support themselves without assistance. She makes a scheduled visit to the Brighton houses once a week and there are

unscheduled, unannounced visits twice a month. Including the four parolees in Brighton, there are a total of 14 in the housing program in Brighton, Howell City and Howell Township. She reported that the four parolees in Brighton are all working at least part-time. Mr. Warner noted that there are about 150 total parolees in Livingston County and only 14 are in the housing program. Ms. Nicewander noted that a parole agent makes the recommendation for housing assistance and that some parolees don't need housing because they go back to live with their family.

Board Member Wells noted that at least everyone is aware there are parolees living in their neighborhoods when they are in the re-entry program. Mr. Wells also asked what happens if a parolee has not found work within six months. Ms. Nicewander responded that they can ask for a housing extension. Mr. Warner added that they work with employment agencies and plan a career path through MI Works.

There was discussion about risk and recidivism rates. Mr. Warner noted that there is more monitoring required for higher risk parolees including RF and GPS tracking, and that local law enforcement receives updated lists of all parolees in the county so they can use their normal methods of researching what crimes have been committed. He said they have taken a more proactive approach with communities than in the past. Police Chief Wightman noted that he sits on a steering committee with Howell and other communities who house parolees to work out whatever issues may come up. He also advised that one of the parolees in the housing program had been arrested for violating the terms of the housing agreement and Mr. Warner confirmed that the parolee is no longer living in the unit on Second St. and had been replaced by another parolee.

Ms. Cyphert reviewed the City Council meeting minutes from the May 3, 2012 meeting and noted that it does not appear that Council gave specific direction to Planning Commission; however, City Manager Foster is looking for an outcome for the parolee issue. Due to the discussion at last month's Planning Commission meeting, she suggested that Planning Commission could direct the City Attorney to write an opinion for Council regarding how we can utilize the current ordinance or what improvements should be made as well as whether we need to change any of the definitions in the ordinance. Board Member Wirth noted that under the current zoning for Second St. that there is nothing to prevent the state from buying all the houses on the street and using them for the re-entry housing program. Ms. Cyphert noted that in the meeting held with Washtenaw Catholic Social Services and the residents earlier this year, CSS agreed not to put any more parolees in that neighborhood.

Board Member Pawlowski asked if other communities have been able to limit programs such as this. City Attorney Brad Maynes noted that Brighton's definition of "family" is more liberal than other communities.

Chairperson Monet stated that there seems to be consensus from the Board to ask the City attorney to put together an opinion for the Planning Commission meeting in August as to whether our current ordinance adequately regulates the current set of circumstances and activity related to the parolee housing program or whether there are any loopholes that have to be fixed.

6. Set Master Plan Amendment Public Hearing for August 20, 2012

Ms. Cyphert noted that the comment period required for the Master Plan update just ended last week and she received two letters, one from Genoa Township and one from Livingston County, which were read into the record. There was discussion about which property was referenced in the second paragraph of the Genoa Township letter, and it was noted by Ms. Cyphert that they are referring to the Murphy property and the Magna property west.

Motion by Mr. Wells, supported by Mr. Schillinger, to set a Master Plan Amendment Public Hearing for August 20, 2012. **Motion carried 8-0-1.**

DRAFT
City of Brighton
Planning Commission
Minutes
September 17, 2012

1. Call to Order/Roll Call

Planning & Zoning Director Amy Cyphert called the meeting to order at 7:30 pm. **Motion** by Mr. Pawlowski, supported by Mr. Bryan to appoint Mr. Wells as acting chairperson for tonight's meeting due to the absences of the chairperson and vice-chairperson. The following were present:

David McLane Robert Pawlowski
John Wells Bill Bryan
Dave Petrak
Absent: Al Wirth, Steve Monet, Larry Schillinger, Matt Smith

Motion by Mr. McLane, supported by Mr. Bryan, to excuse Commission Members Wirth, Monet, Schillinger and Smith from tonight's meeting. **Motion carried 5-0-4.**

Also present were Amy Cyphert and Lauri French from Staff. An audience of seven was also present.

2. Approval of the August 20, 2012 Regular Meeting Minutes

Motion by Mr. Petrak, supported by Mr. Pawlowski, to approve the August 20, 2012 regular meeting minutes as presented. **The motion carried 5-0-4.**

3. Approval of the September 17, 2012 Agenda

Motion by Mr. Bryan, supported by Mr. Petrak, to approve tonight's agenda as presented. **The motion carried 5-0-4.**

4. Call to the Public

The call to the public was made at 7:32 p.m. Hearing no response, call to the public was closed.

Public Hearings

Unfinished Business

- 5.** Discussion on proposed amendments to Chapter 98 and setting of a public hearing date for addressing Parolee Housing.

Ms. Cyphert explained that the ordinance drafted by the City Attorney's office was based on the Planning Commission's direction from last month's meeting to redefine "condominium" to add "single family" as part of the definition. She reviewed the four possible Commission actions that could be acted on at tonight's meeting.

The board members discussed that the proposed ordinance amendment met the direction given by the Board at the previous meeting. **Motion** by Mr. McLane, supported by Mr. Pawlowski, to set a public hearing date for the proposed amendments to Chapter 98 for October 15, 2012. The motion carried 5-0-4.

New Business

- 6.** Site Plan – The Back Parking Lot behind 775 N. Second Street #12-013

**DRAFT
City of Brighton
Planning Commission
Minutes
October 15, 2012**

1. Call to Order/Roll Call

Chairperson Monet called the meeting to order at 7:30 pm. Ms. Cyphert briefly reviewed the agenda and noted that a motion will be required to excuse John Wells from tonight's meeting. The following were present:

Al Wirth	Larry Schillinger
David McLane	Steve Monet
Bill Bryan	Matt Smith
Robert Pawlowski	Dave Petrak
Absent: John Wells	

Motion by Mr. Wirth, supported by Mr. Smith, to excuse Commission Member Wells from tonight's meeting. **The motion carried 8-0-1.**

Also present were Amy Cyphert and Lauri French from Staff.

2. Approval of the September 17, 2012 Regular Meeting Minutes

Motion by Mr. Pawlowski, supported by Mr. Bryan, to table the September 17, 2012 regular meeting minutes until the November meeting due to not having enough members present who attended the September 17 meeting to vote to approve the minutes. **The motion carried 8-0-1.**

3. Approval of the October 15, 2012 Agenda

Motion by Mr. Schillinger, supported by Mr. Pawlowski, to approve tonight's agenda as presented. **The motion carried 8-0-1.**

4. Call to the Public

The call to the public was made at 7:33 p.m. Hearing no response, call to the public was closed.

Public Hearings

5. Public Hearing and Possible Action on Amendments to Chapter 98, Article I, Section 98-3 Definitions

Ms. Cyphert reviewed the draft ordinance and explained that the ordinance drafted by the City Attorney's office was based on the Planning Commission's direction from August's Planning Commission meeting to redefine "condominium" to add "single family" as part of the definition. She advised the Planning Commission members to include why they chose this avenue so City Council understands when it comes to them for approval. Chairperson Monet noted that the current ordinance and definitions for the most part addressed the needs and concerns and were sufficient to protect the community. There was a brief discussion about an issue that might have occurred after the city attorney drafted the ordinance language, and Mr. Schillinger requested that the language in the seventh paragraph under the sixth "Whereas" be changed from "...there have been no problems currently..." to "there have been no recurring issues currently...".

Motion by Mr. Bryan, supported by Mr. Smith, to forward the revised draft amendment to Chapter 98, Article 1, Section 98-3, with the change in language noted above, to City Council for review and possible hearing and adoption. **The motion carried 8-0-1.**

POLICY REPORT: ST. PAUL'S EPISCOPAL CHURCH ADDITIONS #12-016

December 6, 2012

Prepared by:

Amy Cyphert
Planning & Zoning Director

Reviewed by:

Dana Foster
City Manager

ISSUE:

To consider granting conditional site plan approval for the St Paul's Episcopal Church Additions located at 200 W. St. Paul Street #12-016 as recommended by the Planning Commission.

STAFF RECOMMENDATION:

Staff concurs with the Planning Commission's recommendation.

BACKGROUND:

At its meeting of November 19, 2012, the Planning Commission reviewed and discussed a site plan for the demolition of a portion and the construction of two additions at St. Paul's Episcopal Church located in downtown Brighton. The proposed building includes the following building materials: brick veneer, cast concrete walls, and windows. The applicant received two variances from the Zoning Board of Appeals for the building height and parking.

The Planning Commission recommended site plan approval with the following conditions:

1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
2. That all signage comply with applicable Ordinances or variances obtained.
3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
4. That City Council approve any potential snow or water shed from the pitched roof onto the adjacent city owned cemetery property.

For a more detailed review of the site plans, please refer to the attached Planning Report.

BUDGET IMPACT: N/A

RELATIONSHIP TO 2012/2013 GOALS: N/A

COUNCIL ACTION:

Motion by _____ to recommend conditional site plan approval for St. Paul's Episcopal Church Addition as depicted on the plans prepared by Professional Engineering Associates (PEA), sheets P-0-5, L-1, project #2012-0136, last dated 11/8/12 and plans prepared by Collaborative Architects, Landscape Architects, Interior Designers and Planners, sheets A1.01, A3.01, and A3.02, project #106060, last dated 11/6/12. The approval is subject to the following conditions:

1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
2. That all signage comply with applicable Ordinances or variances obtained.
3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
4. That City Council approve any potential snow or water shed from the pitched roof onto the adjacent city owned cemetery property.

supported by _____.

Attachments:

1. Planning Commission Report
2. Draft Planning Commission Minutes
3. Site Plan

**CITY OF BRIGHTON
PLANNING COMMISSION
PLANNING REPORT**

TO: Planning Commission Members

FROM: Amy Cyphert, Planning & Zoning Director

DATE: November 17, 2012

RE: **St. Paul's Episcopal Church Addition #12-016**

Background

A site plan has been submitted for the demolition of a portion and the construction of two additions at St. Paul's Episcopal Church located at 200 W. St. Paul Street. The parcel is zoned DBD, Downtown Business District.

Building Information

The site plan includes the demolition of a portion of the existing building and the construction of two building additions that total 12,430 square feet (including the basement). An 860 square foot addition is proposed towards the millpond (west elevation) and a first floor addition with a walk out basement is proposed on the east elevation at 5,785 square feet per floor.

The proposed building includes the following building materials: brick veneer, cast concrete walls, and windows. As the applicant can attest, design consideration was taken into account to design additions that drew the eye to the older church structure that will be remaining on the site.

Setbacks & Property Information

The property zoned DBD has zero setback requirements; however, the applicant is proposing a 12.59 foot front yard setback, a 31.97 and 46.43 foot side yard setback and a .64 foot rear yard setback.

This parcel has two existing easements attached to it. One easement allowed the City/DDA to place seating for the gazebo on the church's property. The other easement allows people to access to the cemetery public parking through church property.

Parking & Drive Requirements

Sheet P-3 states that the 3,570 square foot worship space requires 89 parking spaces. This property is within the DBD which states "uses within the defined downtown

business district boundary that are required by this section to provide less than 65 parking spaces, shall be exempt from providing any parking spaces required by this section. For uses which exceed the parking exemption set forth herein, the parking requirements shall be calculated by deducting 65 parking spaces from the parking calculation set forth in sections 98-83 through 98-85 of this article.” The site provides 5 parking spaces, including two handicapped spaces. Applying the DBD parking standards to the site results in the following:

89 spaces required per ordinance
- 5 spaces provided on site
84 remaining spaces
- 65 DBD exemption
19 space variance

On November 8, 2012, the Zoning Board of Appeals granted a variance of 19 parking spaces to St Paul’s Episcopal Church “due to the limitation for creation of additional parking due to the site’s unique location next to the Millpond and Village Cemetery and also the availability of nearby public parking.”

The existing entrance off St. Paul Street will remain off the one-way street that empties onto W. Main Street.

Building Height

The proposed additions and remaining portion of the building will result in a building height that exceeds 30 feet. Per the Zoning Ordinance, “*Building height* means the vertical distance measured from the established or stipulated grade on the perimeter of a building to the highest point of the roof surface for flat or sloping, gable, hip or shed roofs, and to the deck line of mansard roofs. Where a building is located on sloping terrain, the height may be measured from the average ground level of the grade at the building wall unless otherwise required.” The site has sloping grades so the building height is based on an average. The average height of the remaining portion of the existing building and the proposed building addition will be 36.97 feet tall. Section 98-462 (c)(1) states “no building in the DBD shall exceed thirty feet unless it meets certain ordinance requirements.”

On November 8, 2012, the Zoning Board of Appeals granted a variance of 6.97 feet “for the proposed addition and remaining portion of the building due to the property being bounded by the cemetery and Millpond which prohibits other development options and unique physical conditions of the site that do not exist in other parts of the City. The proposed addition is in harmony with the existing building and preserves the integrity of the historic church.”

Site Modifications

Landscaping:

- The proposed site plan includes the installation of 2 trees.

- The site plan includes a variety of shrubs and perennials.
- All landscape areas are proposed to be irrigated.
- Landscaping elements are proposed within the City right of way to the back of the public sidewalk.
- Mechanical equipment and trash bins are noted to be screened by landscaping.

Signage:

- A wall sign is proposed on the south elevation at 20.5 square feet in area.
- The signage will be reviewed with the submittal of sign permits and must meet the requirements of the Sign Ordinance.

DBD Requirements:

- Transparency:
 - o The building transparency along the south elevation ground floor is 28%.
 - o The DBD ordinance requires the building transparency between 2' and 8' to be 25%.
- Roof:
 - o Pitched roofs are permitted in the DBD if they do not shed snow or water onto a public right of way or an adjacent property. In the event, that pitched roof sheds snow or water onto public right of way or an adjacent property city council must approve of the roof.

Utilities

Tetra Tech reviewed the site plan and provided comments pertaining to the site plan in their letter dated October 19, 2012. The letter requested water connection information, storm water calculations, sewer connection information, construction details, etc. Per the applicant, the issues have been addressed on the revised site plan before the Planning Commission tonight.

Fire Department

The Brighton Area Fire Authority reviewed the site plan and provided comments pertaining to the requirements of the current International Fire Code. The letter dated October 15, 2012 from the BAFA requested water connection information, a detail of the address on the building, and a knox box on the building. The building is proposed to be suppressed. Per the applicant, the fire department issues have been addressed on the revised site plan before the Planning Commission tonight.

Recommendations

The following are goals from the City of Brighton Master Plan: *encourages the redevelopment of existing sites which meet service needs of present residents without requiring extensive city services.* The proposed site plan will allow the local church to redevelop the existing site and allow the church to remain on the site that is has occupied since 1881.

The DBD zoning ordinance requires that new buildings of significant size or bulk provide distinct and prominent architectural features which reflect the importance of the building's location and which may create a visual landmark. Such distinct and prominent features may include appropriate use of masonry brick, facade design that provides texture, rhythm, and ornament to a wall, and the use of natural colors that are harmonious with the natural. As stated above, the applicant can attest to the amount of design consideration that was taken into account to design additions that draw the eye to the older church structure that will be remaining on the site.

Since it appears that the site plan is supported by the adopted Master Plan, DBD article and it complies with the pertinent City ordinances, it is recommended that the site plan be approved, subject to the conditions below.

Commission Action

Motion by _____ to recommend conditional site plan approval for St. Paul's Episcopal Church Addition as depicted on the plans prepared by PEA Professional Engineering Associates, sheets P-0-5, L-1, project #2012-0136, last dated 11/8/12 and plans prepared by Collaborative Architects, Landscape Architects, Interior Designers and Planners, sheets A1.01, A3.01, and A3.02, project #106060, last dated 11/6/12. The approval is subject to the following conditions:

1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
2. That all signage comply with applicable Ordinances or variances obtained.
3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
4. That City Council approve any potential snow or water shed from the pitched roof onto the adjacent city owned cemetery property.

Attachments:

1. DRAFT ZBA Minutes
2. Site Plan

DRAFT
City of Brighton
Planning Commission
Minutes
November 19, 2012

DRAFT

1. Call to Order/Roll Call

Chairperson Monet called the meeting to order at 7:30 pm. The following were present:

Al Wirth	Larry Schillinger
David McLane	Steve Monet
Bill Bryan	Matt Smith
Robert Pawlowski	Dave Petrak
John Wells	

Also present were Amy Cyphert and Lauri French from Staff and an audience of eight.

2. Approval of the September 17, 2012 Regular Meeting Minutes

Motion by Mr. McLane, supported by Mr. Pawlowski, to approve the September 17, 2012 regular meeting minutes as presented. **The motion carried 5-0-4 with Al Wirth, Steve Monet, Larry Schillinger and Matt Smith abstaining.**

3. Approval of the October 15, 2012 Regular Meeting Minutes

Motion by Mr. Schillinger, supported by Mr. Smith, to approve the October 15, 2012 regular meeting minutes as presented. **The motion carried 8-0-1 with John Wells abstaining.**

4. Approval of the November 19, 2012 Agenda

Under Item 7, it was noted that "Siford" should be changed to "Noeker". **Motion** by Mr. Petrak, supported by Mr. Smith, to approve the agenda as amended. **The motion carried 9-0.**

5. Call to the Public

The call to the public was made at 7:33 p.m. Hearing no response, call to the public was closed.

Public Hearings

Unfinished Business

New Business

6. Site Plan – St. Paul’s Episcopal Church Addition #12-016

Jeff Smith from Professional Engineering Associates spoke on behalf of the applicant. He spoke about the background of the project which has been a two year planning process and discussed the options that the building committee considered before deciding to tear down the remodeled portion and build a new addition. The options that were considered included remodeling, relocating outside of Brighton, tear down the 1881 structure and keep the old structure and build the new addition. He noted that the new addition does not compete with the old building and was designed to draw the eye away from the addition and toward the old structure. He also noted that the ZBA approved their parking variance last week.

Motion by Mr. Schillinger, supported by Mr. Wells, to recommend conditional site plan approval for St. Paul’s Episcopal Church Addition as depicted on the plans prepared by Professional Engineering Associates (PEA), sheets P-0-5, L-1, project #2012-0136, last dated 11/8/12 and plans prepared by



Collaborative Architects, Landscape Architects, Interior Designers and Planners, sheets A1.01, A3.01, and A3.02, project #106060, last dated 11/6/12. The approval is subject to the following conditions:

1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
2. That all signage comply with applicable Ordinances or variances obtained.
3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
4. That City Council approves any potential snow or water shed from the pitched roof onto the adjacent city owned cemetery property.

The motion carried 9-0.

7. Site Plan – Unit #2 Paramount Park #12-018

Ms. Cyphert noted that the address in the Planning Report should be 2021 Charles Orndorf as mentioned in the Blue Sky session tonight.

Eric Iversen from Desine, Inc. spoke on behalf of the applicant. He reviewed the building which is the first phase of a two phase plan and includes some office space. There is a gravel equipment storage area with a masonry screening wall on the north side. The gravel lot follows the current drainage on the property. The building will be leased to RECO which is an equipment sales company. There is a wash-down area with a sedimentation basin and stone filter. The adjacent property is also owned by Corrigan so there are no easements required.

Motion by Mr. Schillinger, supported by Mr. Smith, to recommend conditional site plan approval for Unit #2 Paramount Park at 2021 Charles Orndorf #12-018 as depicted on plans prepared by Desine, Inc., job no. 111814, sheets EX, DEV, SP, UT, GR1, GR2, SE1, SE2, LA1, LA2, LT, DT1, DT2, DT3 and DT4, last dated 11-13-12, and plans prepared by Corrigan Construction, LLC, project #CC-12014, sheets A1 and A2, last dated 11-12-12 subject to the following conditions:

1. That right of way permits be obtained from the Department of Public Services for work within the right of way.
2. Phase 2 will require separate site plan review.

The motion carried 9-0.

8. Noeker/E.D. Ewing/Greimel Nominations

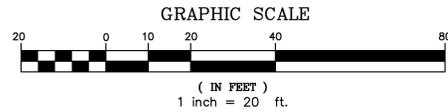
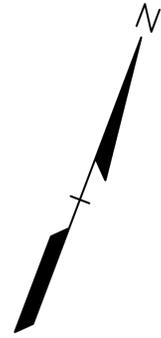
As noted earlier, the name “Siford” should be replaced with “Noeker”. Ms. Cyphert reviewed the nominations for the Ewing residential award:

- 978 Lakeside Dr. – improvements made due to a fire include second story added and interior remodel
- 340 Brighton Lake Rd. – exterior improvements
- 905 W. Main St. – exterior improvements and new windows
- 202 S. Seventh St. – added a two story garage and addition at rear of house; landscaping

Motion by Mr. Schillinger, supported by Mr. Smith, to nominate 905 W. Main St. for the Ewing award.
Motion carried 9-0.

Ms. Cyphert reviewed the nominations for the Noeker award (commercial projects):

- The White Dress
- Fifth Third
- The Pound



LEGAL DESCRIPTION

PARCEL C

Commencing at the S 1/4 Corner, Section 30, Township 2 North, Range 6 East, City of Brighton, Livingston County, State of Michigan; thence West 661.15 feet along the south line of said Section and centerline of Main Street; thence N 20° 00' W 180.22 feet along the westerly line of West Street for a PLACE OF BEGINNING; thence S 70° 00' W 44.00 feet along the former centerline of the now vacated Mill Street; thence N 20° 00' W 110.00 feet; thence N 70° 00' E 198.06 feet along the southerly line of a Burial Ground as recorded in Liber 29, pages 55 & 56 Livingston County Recorder; thence N 20° 00' W 121.00 feet along the westerly line of the 2nd Avenue of said Burial Ground; thence N 70° 00' E 43.00 feet to the N.W. Corner of Lot 41, Section 2 of Noble's Plat of the Village (now city) of Brighton; thence S 20° E 198.00 feet along the west line of Lot's 41, 42, 43 of said Noble's Plat; thence S 70° 00' W 198.06 feet along the Northerly line of St. Paul Street; thence S 20° E 33.00 feet along the westerly line of said West Street to the Place of Beginning, being a part of the SW 1/4 of said Section 30 and containing 0.58 Acres of land more or less. Subject to easements of record, if any.

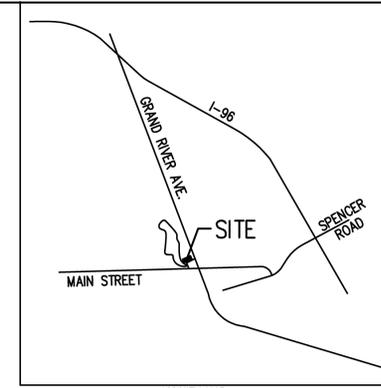
**BENCHMARKS
NAVD88 DATUM**

BENCHMARK #300
ARROW ON HYDRANT AT THE NW QUADRANT OF ST. PAUL'S STREET AND WEST STREET
ELEV. 930.58

DOUBLE NAILS IN THE WLY FACE OF A POWER POLE
70' ELY OF THE NORTHEAST CORNER OF ST. PAUL'S CHURCH.
ELEV. 924.47

FLOODPLAIN INFORMATION

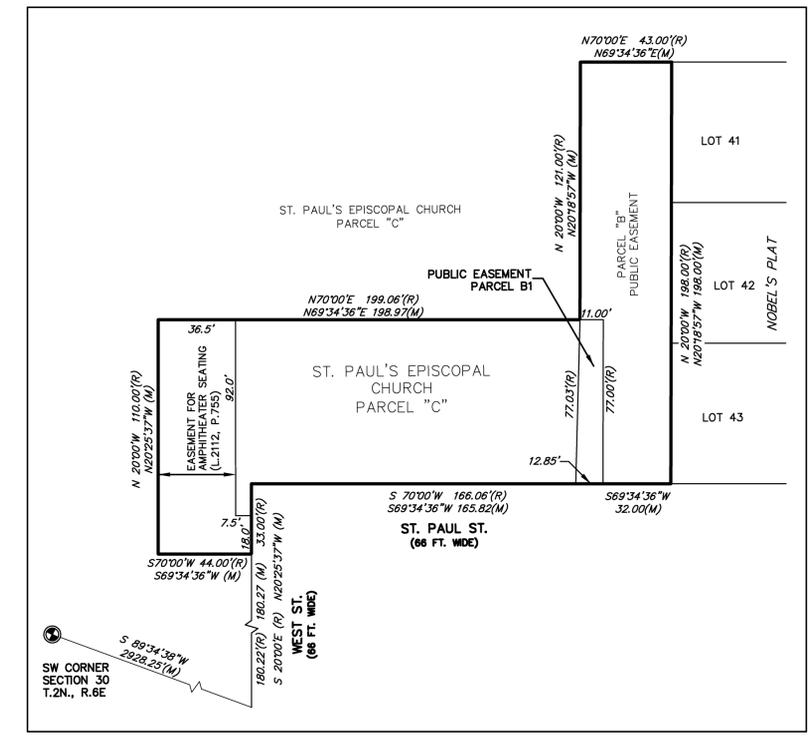
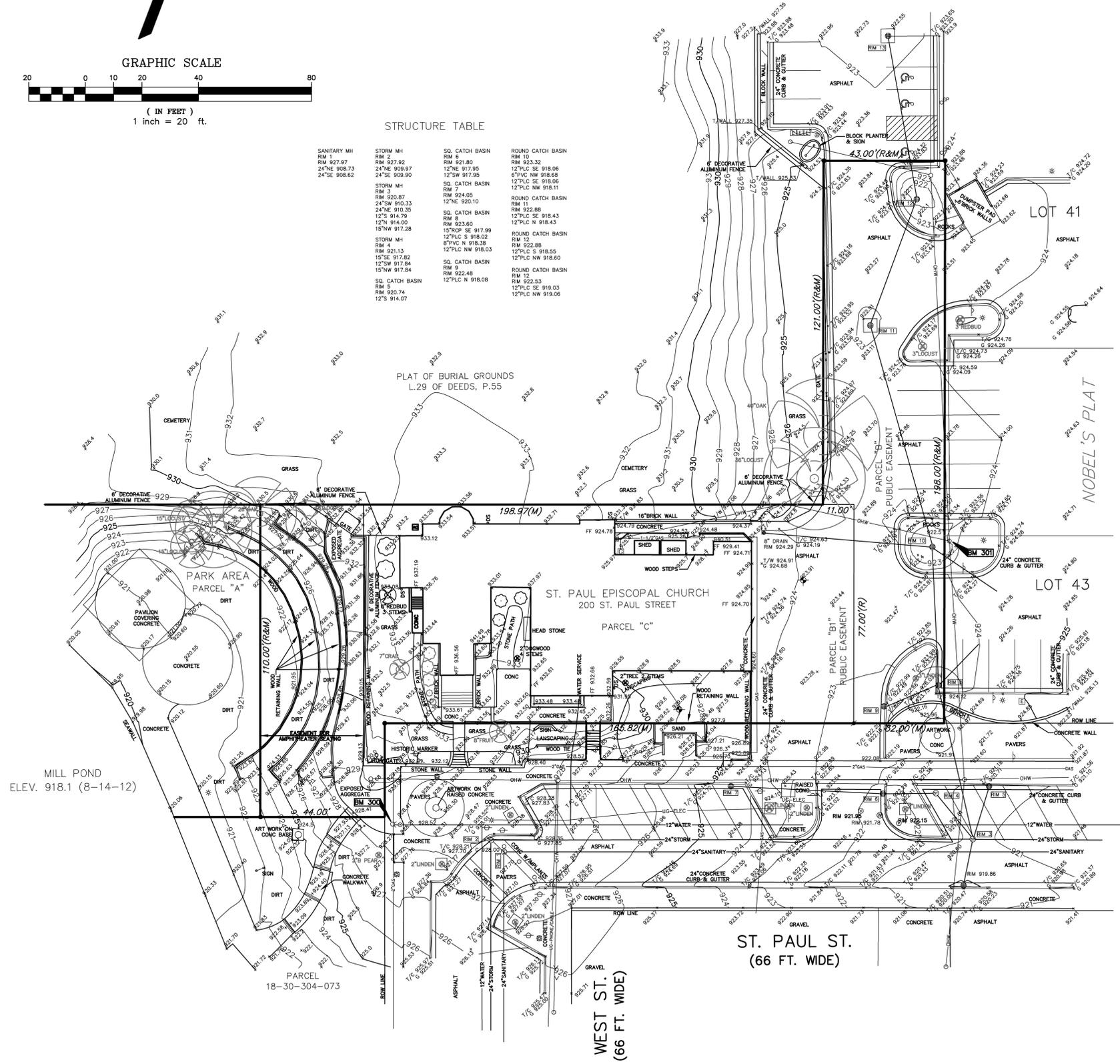
THE SUBJECT PROPERTY LIES WITHIN ZONE "X", AREAS DETERMINED TO BE OUTSIDE THE 0.2% CHANCE FLOODPLAIN, ACCORDING TO FIRM MAP 26093C0345D DATED 9-17-2008



STRUCTURE TABLE

SANITARY MH RM 1 RM 927.97 24"NE 908.73 24"SE 908.62	STORM MH RM 2 RM 927.92 24"NE 908.97 24"SE 908.90	SO. CATCH BASIN RM 6 RM 921.80 12"NE 917.95 12"SE 917.85	ROUND CATCH BASIN RM 10 RM 923.32 12"PLC SE 918.06 6"VIC NW 918.68
STORM MH RM 3 RM 920.87 24"SW 910.33 24"NE 910.35 12"S 914.79 12"NW 914.00 15"NW 917.28	SO. CATCH BASIN RM 7 RM 924.05 12"NE 920.10 12"SE 920.10	ROUND CATCH BASIN RM 11 RM 922.88 12"PLC SE 918.43 12"PLC N 918.43	ROUND CATCH BASIN RM 12 RM 922.88 12"PLC S 918.02 12"PLC NW 918.03
STORM MH RM 4 RM 921.13 15"SE 917.82 12"SW 917.84 15"NW 917.84	SO. CATCH BASIN RM 8 RM 922.48 12"PLC N 918.08	ROUND CATCH BASIN RM 9 RM 922.53 12"PLC SE 919.03 12"PLC NW 919.06	ROUND CATCH BASIN RM 13 RM 922.88 12"PLC S 918.02 12"PLC NW 918.03
SO. CATCH BASIN RM 5 RM 920.74 12"S 914.07	SO. CATCH BASIN RM 12 RM 922.53 12"PLC N 918.08	ROUND CATCH BASIN RM 14 RM 922.88 12"PLC SE 919.03 12"PLC NW 919.06	ROUND CATCH BASIN RM 15 RM 922.88 12"PLC S 918.02 12"PLC NW 918.03

PLAT OF BURIAL GROUNDS
L.29 OF DEEDS, P.55



**ST. PAUL'S EPISCOPAL CHURCH
BOUNDARY**

LEGEND

● IRON FOUND	⊗ BRASS PLUG SET	⊙ SEC. CORNER FOUND
⊗ IRON SET	⊙ MONUMENT FOUND	R RECORDED
⊗ NAIL FOUND	⊙ MONUMENT SET	M MEASURED
⊗ NAIL & CAP SET		C CALCULATED

REFERENCE DRAWINGS

—OH—ELEC—W—	ELEC. PHONE OR CABLE TV O.H. LINE, POLE & GUY WIRE
—UG—CATV—	UNDERGROUND CABLE TV, CATV PEDESTAL
—UG—PHONE—	TELEPHONE U.G. CABLE, PEDESTAL & MANHOLE
—UG—ELEC—	ELECTRIC U.G. CABLE, MANHOLE, METER & MANHOLE
—GAS—	GAS MAIN, VALVE & GAS LINE MARKER
—WATER—	WATERMAIN, HYD. GATE VALVE, TAPPING SLAVE & VALVE
—SEWER—	SANITARY SEWER, CLEANOUT & MANHOLE
—STORM—	STORM SEWER, CLEANOUT & MANHOLE
—COMB—	COMBINED SEWER & MANHOLE
—CB—	CATCH BASIN
—INLET—	INLET (NO INCOMING LINES)
—YD—	YARD DRAIN (2" DIA. & SMALLER)
—PIV—	POST INDICATOR VALVE
—WV—	WATER VALVE BOX/HYDRANT VALVE BOX, SERVICE SHUTOFF
—TR—	TRANSFORMER, IRRIGATION CONTROL VALVE
—UN—	UNIDENTIFIED STRUCTURE
—S—	SPOT ELEVATION
—B—	AS BUILT ELEVATION
—C—	CONTOUR LINE
—F—	FENCE
—GR—	GUARD RAIL
—SL—	STREET LIGHT
—S—	SIGN
—S—	SIGN STEEL OR CONCRETE BASE

NO.	BY	CHK.	DESCRIPTION	DATE
1	JTS	JTS	REVISED PER CITY COMMENTS	11-8-12

REVISIONS

CAUTION!!
THE LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE THE PROPERTY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

THIS DRAWING AND DESIGN ARE THE PROPERTY OF PROFESSIONAL ENGINEERING ASSOCIATES, INC. THEY ARE NOT TO BE REPRODUCED, COPIED, OR USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF PROFESSIONAL ENGINEERING ASSOCIATES, INC. ALL COMMON LAW RIGHTS OF COPYRIGHT AND OTHERWISE ARE HEREBY SPECIFICALLY RESERVED. © 2012 PROFESSIONAL ENGINEERING ASSOCIATES, INC.

3 FULL WORKING DAYS BEFORE YOU DIG CALL 811
Know what's below
Call before you dig
MISS DIG System, Inc.
1-800-482-7171 www.missdig.net



PROFESSIONAL ENGINEERING ASSOCIATES
2430 Rochester Ct, Suite 100
Troy, MI 48063-1872
Phone: (248) 689-9090
Fax: (248) 689-1044
website: www.peainc.com

ST. PAUL'S EPISCOPAL CHURCH
200 ST. PAUL STREET
CITY OF BRIGHTON, MICHIGAN

TOPOGRAPHIC SURVEY
ST. PAUL'S CHURCH
PART OF THE SW 1/4 OF SECTION 30, T. 02N., R. 06E., CITY OF BRIGHTON, LIVINGSTON COUNTY, MICHIGAN

DES. JTS. SUR. JTS. FC. P.M. GWC

ORIGINAL
ISSUE DATE: OCT. 2, 2012

PEA JOB NO. 2012-136

SCALE: 1" = 20'

DRAWING NUMBER:
P-1

6 | 5 | 4 | 3 | 2 | 1

D

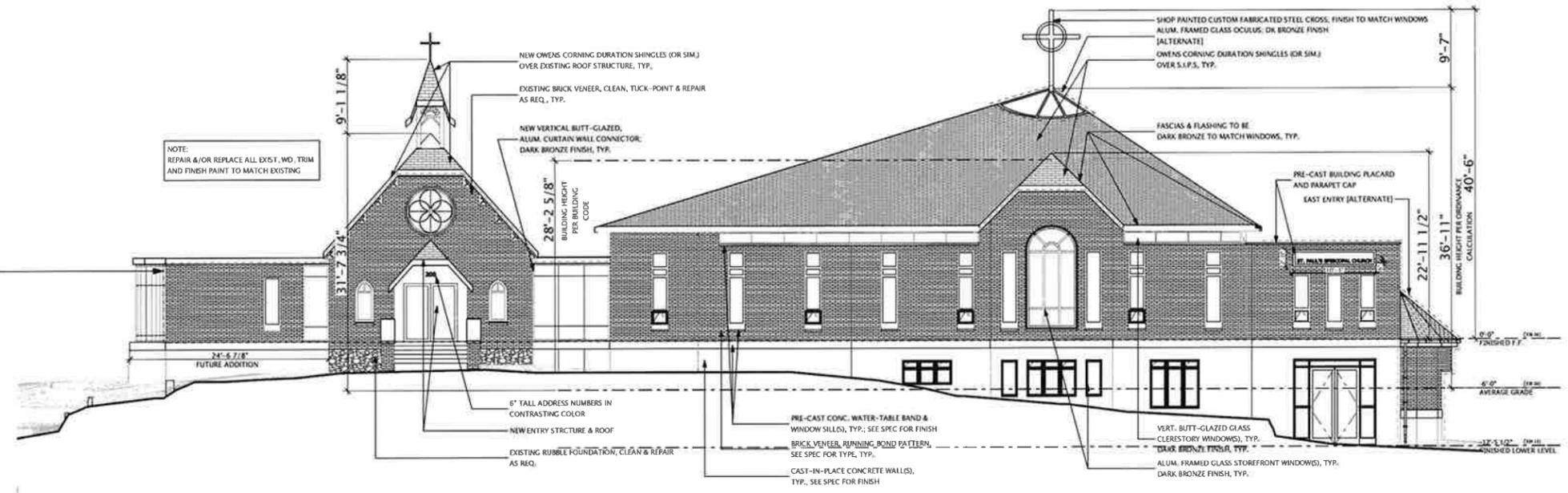
C

B

A

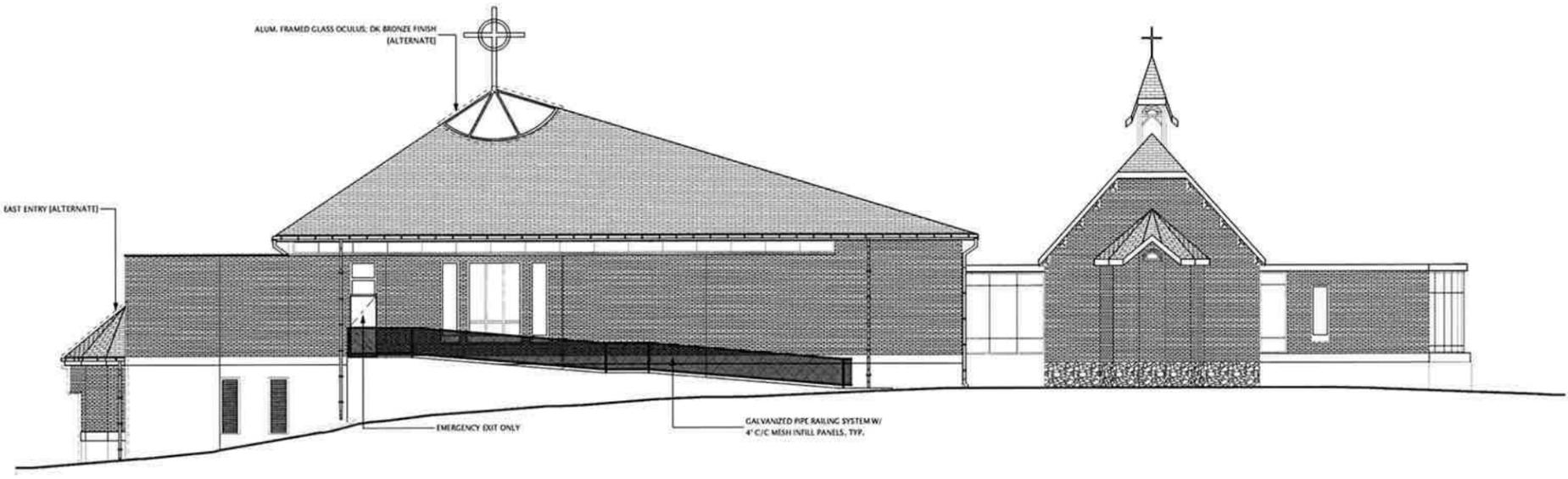
OUTLINE OF "GROUND FLOOR" FACADE AREA

28% OF SOUTH ELEVATION, "GROUND FLOOR" FACADE IS TRANSPARENT WINDOWS AND/OR DOORS



C5 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

NO GUTTERS/DOWNSPOUTS THIS ELEVATION TYP.



A5 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

300 Madison Ave
Toledo, OH 43601
419.242.7405 tel
419.242.7400 fax
www.thecollaborativeinc.com
thecollaborativeinc.com



ARCHITECTS
LANDSCAPE ARCHITECTS
INTERIOR DESIGNERS
PLANNERS



KEY PLAN
N.T.S.

PROJECT TITLE
**ST. PAUL'S
EPISCOPAL
CHURCH**
200 W. ST. Paul St.
Brighton, MI

11.06.2012 ZONING APPROVAL REVISED
10.05.2013 ZONING APPROVAL

CHECKED XXX
APPROVED XXX

TCI JOB NO. 106060

SHEET TITLE
**EXTERIOR
ELEVATIONS**

SHEET NO.
A3.01

6 | 5 | 4 | 3 | 2 | 1

6

5

4

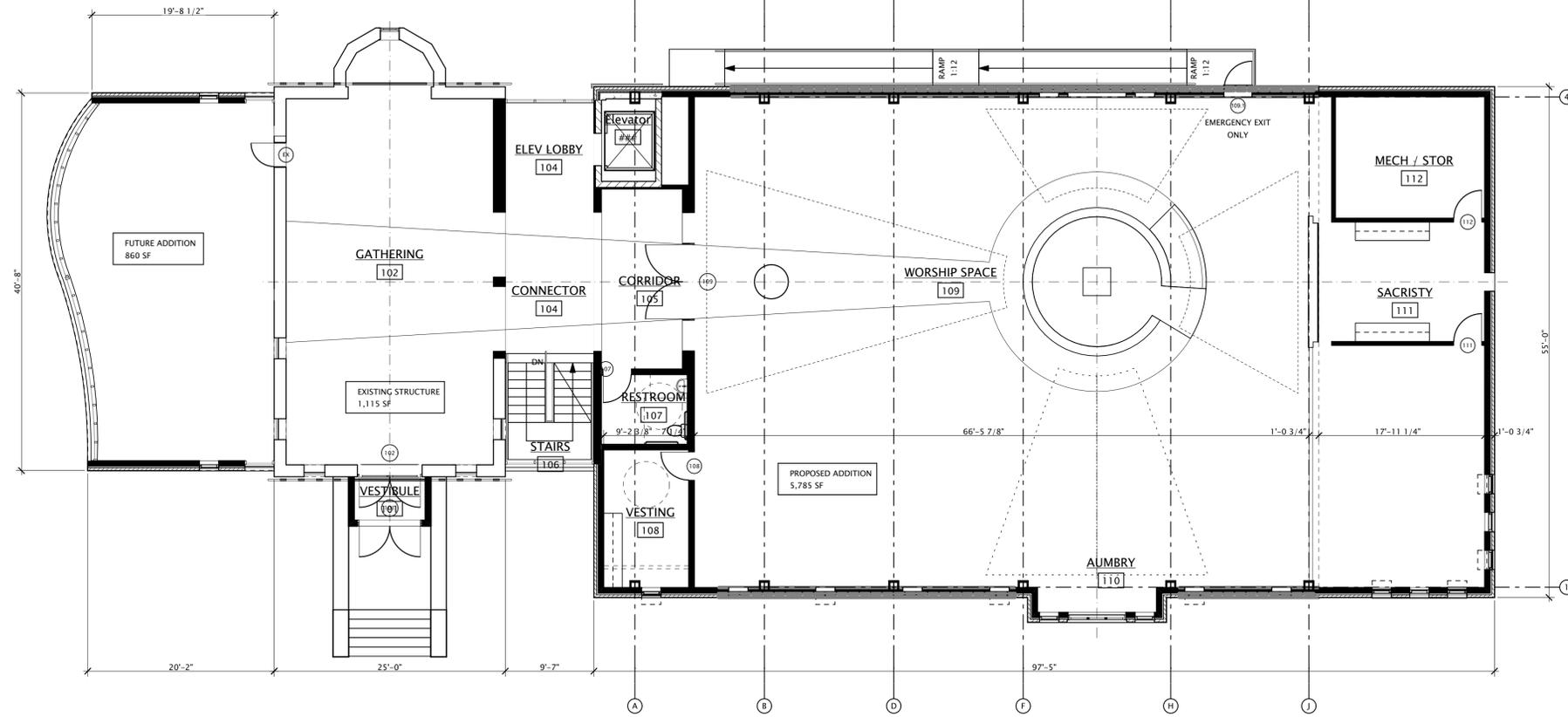
3

2

1

D

C

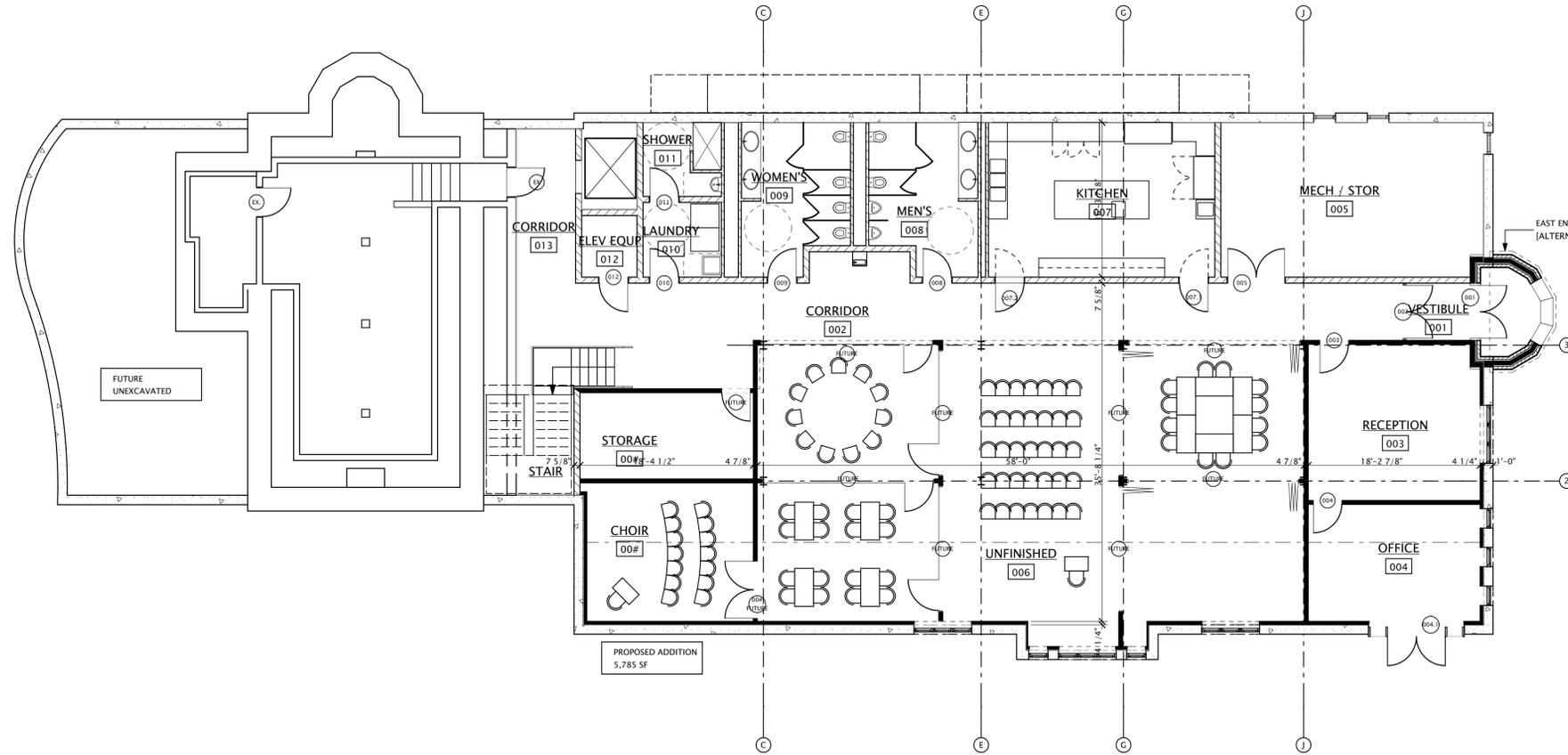


C5
A1.01 1st FLOOR PLAN
SCALE: 1/8" = 1'-0"



B

A



A5
A1.01 LOWER LEVEL PLAN
SCALE: 1/8" = 1'-0"



6

5

4

3

2

1

500 Madison Ave
Toledo, OH 43604
419.242.7405 tel
419.242.7400 fax
www.thecollaborativeinc.com
to@thecollaborativeinc.com

the COLLABORATIVE inc
ARCHITECTS
LANDSCAPE ARCHITECTS
INTERIOR DESIGNERS
PLANNERS



KEY PLAN
N.T.S.

PROJECT TITLE
**ST. PAUL'S
EPISCOPAL
CHURCH**
200 W. ST. Paul St.
Brighton, MI

11.06.2012 ZONING APPROVAL REVISED
10.05.2012 ZONING APPROVAL

CHECKED XXX
APPROVED XXX

TCI JOB NO. 106060

SHEET TITLE
FLOOR PLANS

SHEET NO.
A1.01

Printed 11/16/2012

POLICY REPORT: UNIT #2 PARAMOUNT PARK – RECO #12-018

December 6, 2012

Prepared by:

Amy Cyphert
Planning & Zoning Director

Reviewed by:

Dana Foster
City Manager

ISSUE:

To consider granting conditional site plan approval for a building on Unit #2 of Paramount Park located at 2021 Orndorf Drive #12-018 as recommended by the Planning Commission.

STAFF RECOMMENDATION:

Staff concurs with the Planning Commission's recommendation.

BACKGROUND:

At its meeting of November 19, 2012, the Planning Commission reviewed and discussed a site plan Phase 1 which will include the construction of a 12,025 square foot building and an outdoor storage yard. The proposed building utilizes the following building materials: face brick, split face masonry, corrugated metal panel systems, metal wall panels, a sculptured canopy, windows and overhead doors.

The Planning Commission recommended site plan approval with the following conditions:

1. That right of way permits be obtained from the Department of Public Services for work within the right of way.
2. Phase 2 will require separate site plan review.

For a more detailed review of the site plans, please refer to the attached Planning Report.

BUDGET IMPACT: N/A

RELATIONSHIP TO 2012/2013 GOALS: N/A

COUNCIL ACTION:

Motion by _____ to recommend site plan for Unit #2 Paramount Park at 2021 Orndorf Drive #12-018 as depicted on plans prepared by Desine, Inc, job no. 111814, sheets EX, DEV, SP, UT, GR1, GR2, SE1, SE2, LA1, LA2, LT, DT1, DT2, DT3, and DT4, last dated 11-13-12 and plans prepared by Corrigan Construction, LLC, project #CC-12014, sheets A1 and A2, last dated 11-12-12 subject to the following:

1. That right of way permits be obtained from the Department of Public Services for work within the right of way.
2. Phase 2 will require separate site plan review.

supported by _____.

Attachments:

1. Planning Commission Report
2. Draft Planning Commission Minutes
3. Site Plan

**CITY OF BRIGHTON
PLANNING COMMISSION
PLANNING REPORT**

TO: Planning Commission Members

FROM: Amy Cyphert, Planning & Zoning Director

DATE: November 19, 2012

RE: Unit #2 Paramount Park – RECO #12-018

Background

Challis Road Development LLC is proposing phase 1 of a 2 phase construction project at Unit 2 in Paramount Park off Orndorf Drive. Phase 1 will include the construction of a 12,025 square foot building and an outdoor storage yard. Phase 2 will be a 25,500 square foot addition that will be reviewed under a separate site plan. The property is zoned RM, research manufacturing and is part of an existing PUD.

The proposed building utilizes the following building materials: face brick, split face masonry, corrugated metal panel systems, metal wall panels, a sculptured canopy, windows and overhead doors.

Parking & Drive Requirements

The ordinance requires one parking space for each employee on the maximum work shift plus one parking space per 200 square feet of office reception area. The application of the ordinance requires 11 parking spaces including one handicap space. The site plan proposes 14 parking spaces including one handicap space.

The site plan proposes a gravel surface storage lot. The RM zoning district allows outdoor storage areas when they are located in the rear yard and screened with a masonry wall. The site plan proposes a 6 foot split face masonry wall to screen the storage yard from the street. The three remaining sides will have a 6 foot chain link fence. Gravel is being proposed for the storage yard surface due to the large equipment that one of the tenants (RECO) sells. The ordinance does not regulate the storage yard surface.

This surface area has a gravel access drive to the display area in front of the building. The RM ordinance does not permit parking or drive aisles. The ordinance defines driveway as “a paved or unpaved area used for ingress or egress of vehicles, and allowing access from a street to a building or other structure or facility”. The proposed gravel access drive is going to be utilized to move the large equipment to the display area and will not be used to provide vehicle ingress or egress or provide access to the building from the street.

The site plan includes a curb cut on Orndorf Drive.

The site plan also includes a cross access drive to the adjacent parcel (Brighton Ford). The applicant is the owner of both parcels. There is a notation on sheet SP, that states in the event that a parcel is sold that legal documents will be prepared and executed to preserve the access.

Site Modifications

Landscaping:

- The proposed site plan includes the installation of 12 new trees.
- The site plan includes a variety of shrubs and perennials.
- All landscape areas are proposed to be irrigated.

Dumpster:

- The site plan includes an 10' x 20' dumpster enclosure.
- The enclosure's building materials include: split face CMU block and cedar gates.

Signage:

- Signage in the RM district is approved with the site plan.
- A 68.4 square foot per side ground sign is being proposed. Ground signs in this development range from 32 square feet up to 150 square feet.
- Two 4' x 8' wall signs are proposed for the building.
- A gravel display area is proposed in front of the building along Orndorf Drive. The area is proposed to allow RECO to park equipment that they sell.
 - o The sign ordinance defines sign as "any identification, description, illustration or device illuminated or nonilluminated which is visible from any public place or is located on private property and exposed to the public and which directs attention to a product, service, place, activity, person, institution, business or solicitation, including any permanently installed or situated merchandise; or any emblem, painting, banner, pennant, placard or temporary sign designed to advertise, identify or convey information, with the exception of window displays and national flags."
 - o This area is defined as a sign and will need site plan approval like the other signs on the site.

Utilities

Tetra Tech reviewed the site plan and provided comments pertaining to the site plan in their letter dated November 2, 2012. The letter requested additional construction details, fire hydrant location change/detail, water connections, etc. Per the applicant, the issues have been addressed on the revised site plan before the Planning Commission tonight.

Fire Department

The Brighton Area Fire Authority reviewed the site plan and provided comments pertaining to the requirements of the current International Fire Code. The letter dated October 15, 2012 from the BAFA requested water connection information, a detail of the address on the building, and a

knox box on the building. The building is proposed to be suppressed. Per the applicant, the fire department issues have been addressed on the revised site plan before the Planning Commission tonight.

STAFF RECOMMENDATION

The following are goals from the City of Brighton Master Plan: *encourage the development of new businesses and the redevelopment of existing sites which will enhance the tax base and meet service needs of present residents without requiring extensive city services.* The proposed improvements will benefit the City by enhancing the tax base and providing a building for a business that provides a service to the area.

Since it appears that the site plan is supported by the adopted Master Plan and it complies with the pertinent City ordinances, it is recommended that the site plan be approved, subject to the conditions below.

COMMISSION ACTION

Consider granting site plan approval for the project with the following motion:

Motion by _____ to recommend site plan for Unit #2 Paramount Park at 1080 E. Grand River #12-018 as depicted on plans prepared by Desine, Inc, job no. 111814, sheets EX, DEV, SP, UT, GR1, GR2, SE1, SE2, LA1, LA2, LT, DT1, DT2, DT3, and DT4, last dated 11-13-12 and plans prepared by Corrigan Construction, LLC, project #CC-12014, sheets A1 and A2, last dated 11-12-12 subject to the following:

1. That right of way permits be obtained from the Department of Public Services for work within the right of way.
2. Phase 2 will require separate site plan review.

supported by _____.

Attachments:

1. Site Plan



Collaborative Architects, Landscape Architects, Interior Designers and Planners, sheets A1.01, A3.01, and A3.02, project #106060, last dated 11/6/12. The approval is subject to the following conditions:

1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
2. That all signage comply with applicable Ordinances or variances obtained.
3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
4. That City Council approves any potential snow or water shed from the pitched roof onto the adjacent city owned cemetery property.

The motion carried 9-0.

7. Site Plan – Unit #2 Paramount Park #12-018

Ms. Cyphert noted that the address in the Planning Report should be 2021 Charles Orndorf as mentioned in the Blue Sky session tonight.

Eric Iversen from Desine, Inc. spoke on behalf of the applicant. He reviewed the building which is the first phase of a two phase plan and includes some office space. There is a gravel equipment storage area with a masonry screening wall on the north side. The gravel lot follows the current drainage on the property. The building will be leased to RECO which is an equipment sales company. There is a wash-down area with a sedimentation basin and stone filter. The adjacent property is also owned by Corrigan so there are no easements required.

Motion by Mr. Schillinger, supported by Mr. Smith, to recommend conditional site plan approval for Unit #2 Paramount Park at 2021 Charles Orndorf #12-018 as depicted on plans prepared by Desine, Inc., job no. 111814, sheets EX, DEV, SP, UT, GR1, GR2, SE1, SE2, LA1, LA2, LT, DT1, DT2, DT3 and DT4, last dated 11-13-12, and plans prepared by Corrigan Construction, LLC, project #CC-12014, sheets A1 and A2, last dated 11-12-12 subject to the following conditions:

1. That right of way permits be obtained from the Department of Public Services for work within the right of way.
2. Phase 2 will require separate site plan review.

The motion carried 9-0.

8. Noeker/E.D. Ewing/Greimel Nominations

As noted earlier, the name "Siford" should be replaced with "Noeker". Ms. Cyphert reviewed the nominations for the Ewing residential award:

- 978 Lakeside Dr. – improvements made due to a fire include second story added and interior remodel
- 340 Brighton Lake Rd. – exterior improvements
- 905 W. Main St. – exterior improvements and new windows
- 202 S. Seventh St. – added a two story garage and addition at rear of house; landscaping

Motion by Mr. Schillinger, supported by Mr. Smith, to nominate 905 W. Main St. for the Ewing award.
Motion carried 9-0.

Ms. Cyphert reviewed the nominations for the Noeker award (commercial projects):

- The White Dress
- Fifth Third
- The Pound

DRAFT

- Chamber of Commerce building interior remodel
- Work Skills – exterior addition
- MC Sports interior remodel
- Ohanesian Investment exterior improvements

Motion by Mr. Petrak, supported by Mr. Schillinger, to nominate The White Dress for the Noeker award.
Motion carried 9-0.

There was discussion about which of the commercial building improvements to nominate for the Karl Greimel award and the consensus was for the renovation and repurposing of the Singer building for The Pound! **Motion** by Mr. Wells, supported by Mr. Wirth, to nominate The Pound! for the Greimel award.
Motion carried 9-0.

9. **Staff Updates** – Ms. Cyphert noted that there will be a meeting in December to discuss amending the telecommunication ordinance due to new legislation regarding special land use. She gave a brief update on the Becker brewery project.

10. **Commissioner Concerns** - Mr. Schillinger asked if it would be possible to send the Planning Commission board members email updates for the various projects in progress.

11. **Call to the Public**

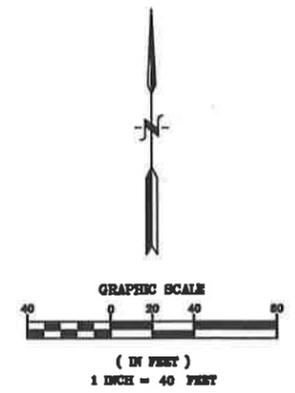
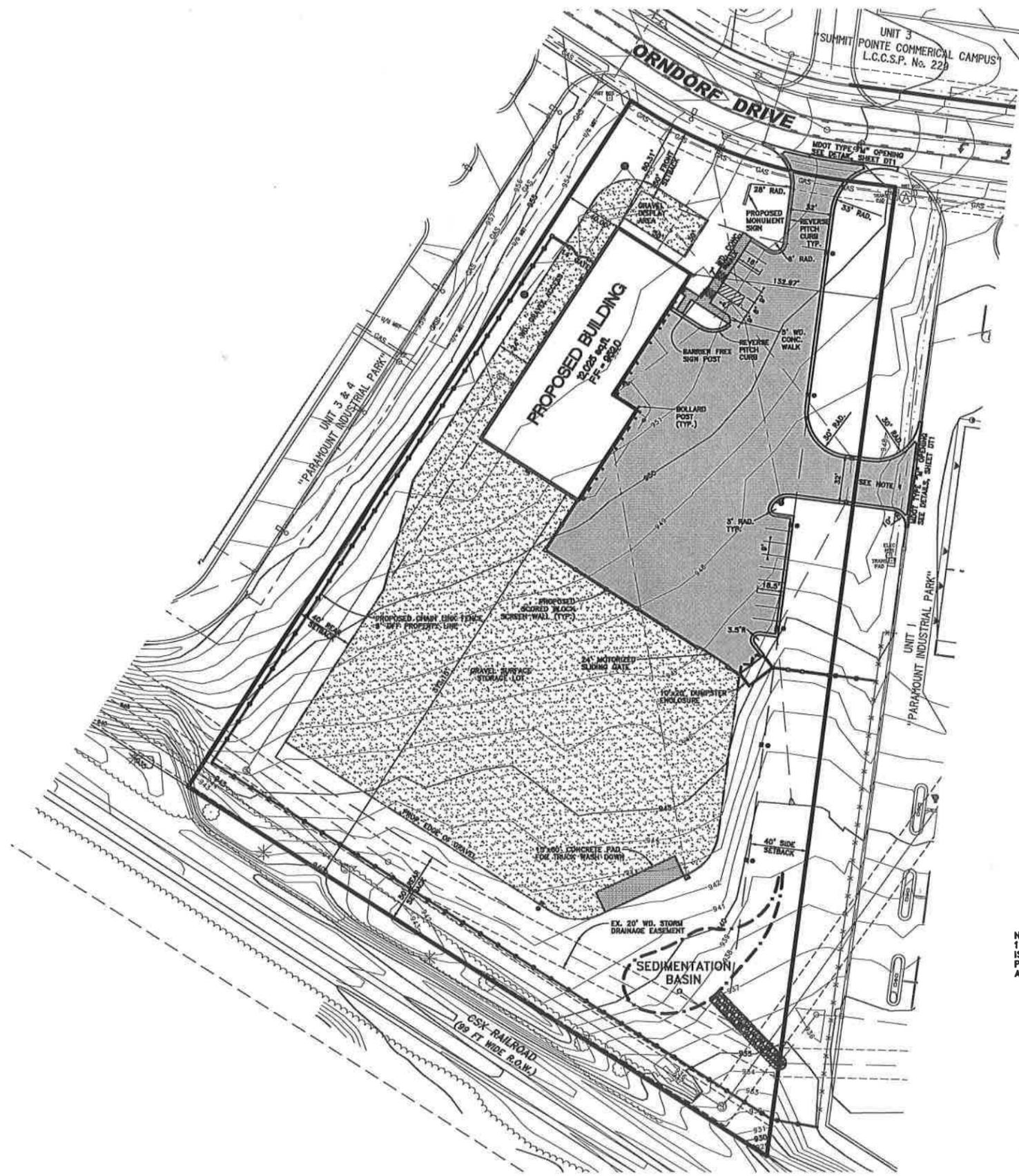
The call to the public was made at 8:22 p.m. Hearing no response, call to the public was closed.

12. **Adjournment**

Moved by Mr. Petrak, supported by Mr. Pawlowski, to adjourn the meeting at 8:22 p.m. **The motion carried 9-0.**

John Wells, Secretary

Lauri French, Recording Secretary



SITE DATA:

PROJECT AREA:	4.58 ac.
CURRENT ZONING:	RM RESEARCH MANUFACTURING
PROPOSED USE:	EQUIPMENT SALES AND SERVICE
PROPOSED	
BUILDING HEIGHT:	35 FEET
LOT COVERAGE:	50% 70% MIN.
SETBACKS: FRONT	129.4 FT. 50 FT.
SIDE	80.0 FT. 40 FT.
REAR	283.2 FT. 50 FT.
GROUND FLOOR AREA:	12,025 sq.ft.
BUILDING AREA:	OFFICE/RECEPTION = 1,506 sq.ft.
	SERVICE AREA = 10,519 sq.ft.
PERCENT OF LOT COVERAGE OF BUILDINGS:	6.1%
IMPERVIOUS AREA:	117,058 SQ. FT.
PARKING REQUIREMENTS:	
MANUFACTURING:	
1 SPACE PER EMPLOYEE (PEAK SHIFT)	
1 SPACE PER 200 SQ. FT. OFFICE/RECEPTION	
10 EMP. (PEAK) X 1	= 10 SPACES
200 SQ. FT. / 200	= 1 SPACES
TOTAL PARKING REQ'D.	= 11 SPACES
PROVIDED PARKING:	= 14 SPACES
LOADING CALCULATIONS:	
LOADING SPACES REQUIRED:	1 SPACES
LOADING SPACES PROVIDED:	1 SPACES

BENCHMARK:

RM OF SANITARY SEWER MANHOLE LOCATED NEAR
SOUTHWEST CORNER OF SUBJECT PARCEL. (MH #511)
ELEVATION: 848.88 (US88 DATUM)

LEGEND

	PROPERTY LINE
	EX. EASEMENT LINE
	BUILDING SETBACK
	EX. SIGN
	EX. SIGN, FIXTURE, AS LABELED
	EX. CURB
	EX. EDGE OF PAVEMENT
	EX. SANITARY SEWER
	EX. MANHOLE
	EX. STORM SEWER
	EX. CATCHBASIN
	EX. YARD BASIN
	EX. WATER MAIN
	EX. HYDRANT
	EX. GAS LINE
	EX. U/G UTILITY LINE
	EX. UTILITY POLE
	EX. 1' CONTOUR
	EX. 5' CONTOUR
	PROP. 2' CONC. CURB
	PROP. EDGE OF PAVEMENT
	PROP. EASEMENT LINE
	PROP. SANITARY SEWER
	PROP. SANITARY MANHOLE
	PROP. WATER MAIN
	PROP. HYDRANT
	PROP. STORM SEWER
	PROP. CATCHBASIN
	PROP. STORM MANHOLE
	PROP. CLEANOUT
	PROP. UNDERDRAIN
	PROP. LIGHT POLES
	PROP. SIGNS
	PROP. SCREEN WALL
	PROP. CHAIN LINK FENCE
	PROPOSED CONCRETE PAVEMENT
	PROPOSED CONCRETE SIDEWALK
	MDOT 23A GRAVEL SURFACE

NOTES:
1. IF THIS PARCEL OR THE PARCEL TO THE EAST IS SOLD, THE PROPER LEGAL DOCUMENTS MUST BE PREPARED AND EXECUTED TO PRESERVE THE ACCESS TO THE ADJOINING PROPERTY.

NOV 14 2012

3 WORKING DAYS BEFORE YOU DIG CALL MISS DIG 800-482-7171 (CALL FIRST)

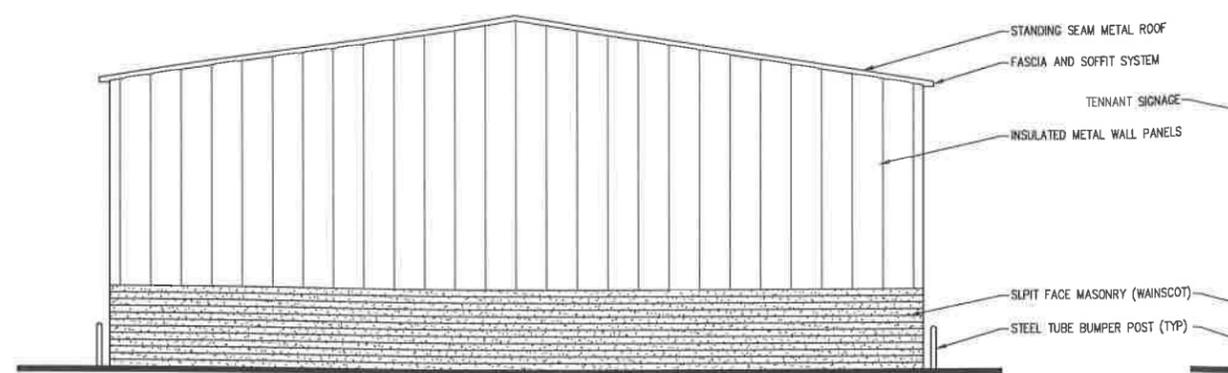
DESIGN INC
(810) 227-9533
CIVIL ENGINEERS
LAND SURVEYORS
2183 PLESS DRIVE
BRIGHTON, MICHIGAN 48114

DESIGN: EAI	REVISION #	DATE	REVISION-DESCRIPTION	REVISION #	DATE	REVISION-DESCRIPTION
DRAFT: JHG	1	11-15-12	REVISED PER 11-7-12 WORKSHOP MEETING REVIEW COMMENTS			
CHECK: WMP						

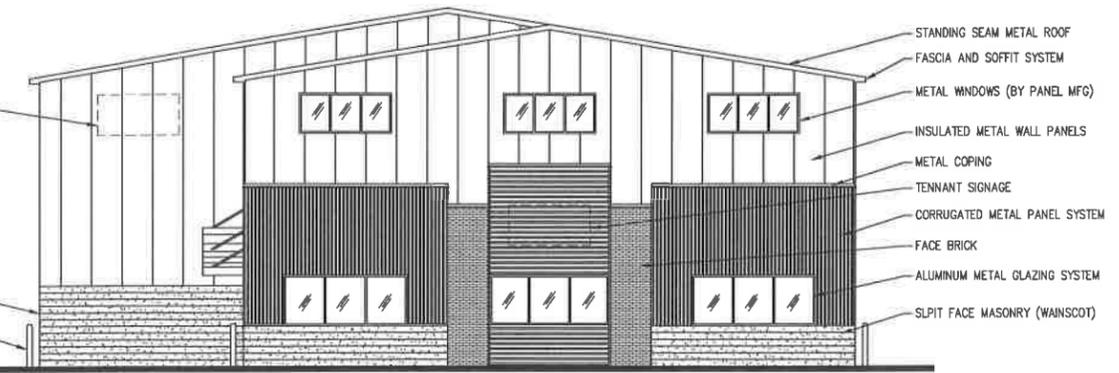
**UNIT 2
PARAMOUNT INDUSTRIAL**

SITE PLAN

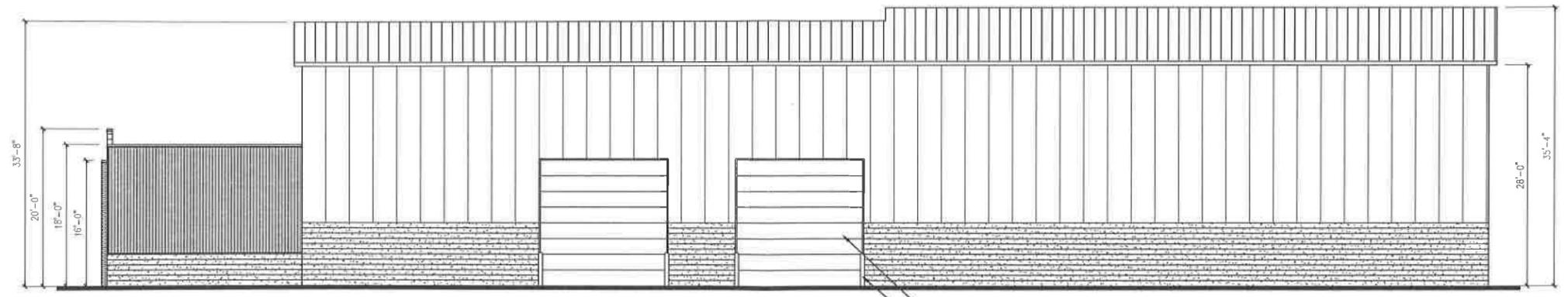
CLIENT: CHALLIS ROAD DEVELOPMENT, LLC 775 N. SECOND STREET BRIGHTON, MICHIGAN 48116 (810) 228-6323	SCALE: 1in. = 40ft. PROJECT No.: 111614 DWG NAME: 1814SP ISSUED:	SP
--	---	-----------



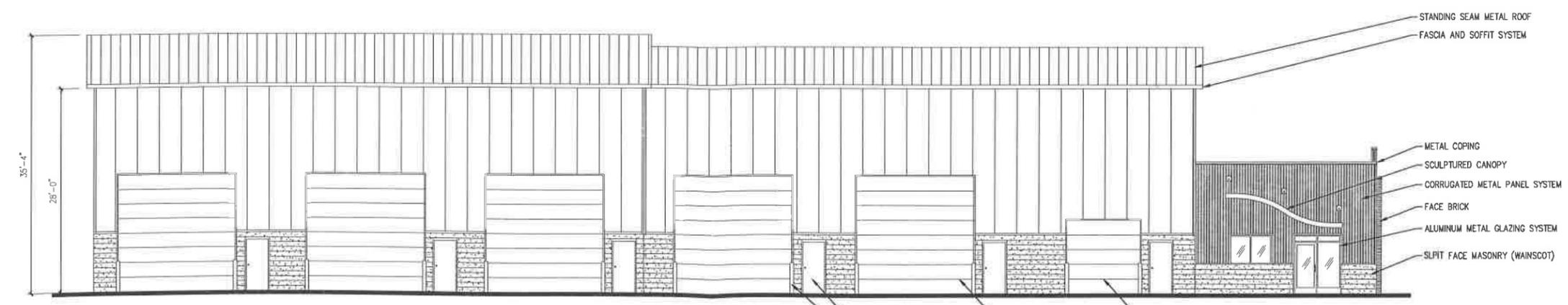
4 SOUTH ELEVATION (REAR)
A-1 | A-2 SCALE: 1/8" = 1'-0"



1 NORTH ELEVATION (FRONT)
A-1 | A-2 SCALE: 1/8" = 1'-0"



2 WEST ELEVATION (SIDE)
A-1 | A-2 SCALE: 1/8" = 1'-0"



3 EAST ELEVATION (SIDE)
A-1 | A-2 SCALE: 1/8" = 1'-0"

CORRIGAN CONSTRUCTION, LLC
GENERAL CONTRACTORS / DEVELOPERS
775 N. SECOND STREET
BRIGHTON, MICHIGAN 48116
t 810-229-6323 f 810-494-2149



NOTICE
THIS ARCHITECTURAL AND/OR ENGINEERING DRAWING IS GIVEN IN CONFIDENCE - NO USE, IN WHOLE OR PART, MAY BE MADE WITHOUT PRIOR WRITTEN CONSENT OF CORRIGAN CONSTRUCTION. ALL RIGHTS ARE HEREBY SPECIFICALLY RESERVED.
CORRIGAN CONSTRUCTION, LLC
COPYRIGHT YEAR 2012

JAMES LAWRENCE
775 N. SECOND STREET
BRIGHTON, MI 48116
REGISTERED ARCHITECT

REGISTRATION NO. 45301

RECO Equipment
(PARAMOUNT UNIT #2)
2021 CHARLES ORNDORF DRIVE
BRIGHTON - MICHIGAN

sheet title
ELEVATIONS

DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS ONLY

project number
CC-12014

drawn PMC
checked JL/MJ
approved JL/MJ

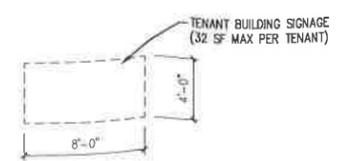
issued for date
SITE PLAN 10-26-12
FLOOR PLANS 11-08-12
PLAN REV #1 11-12-12

sheet

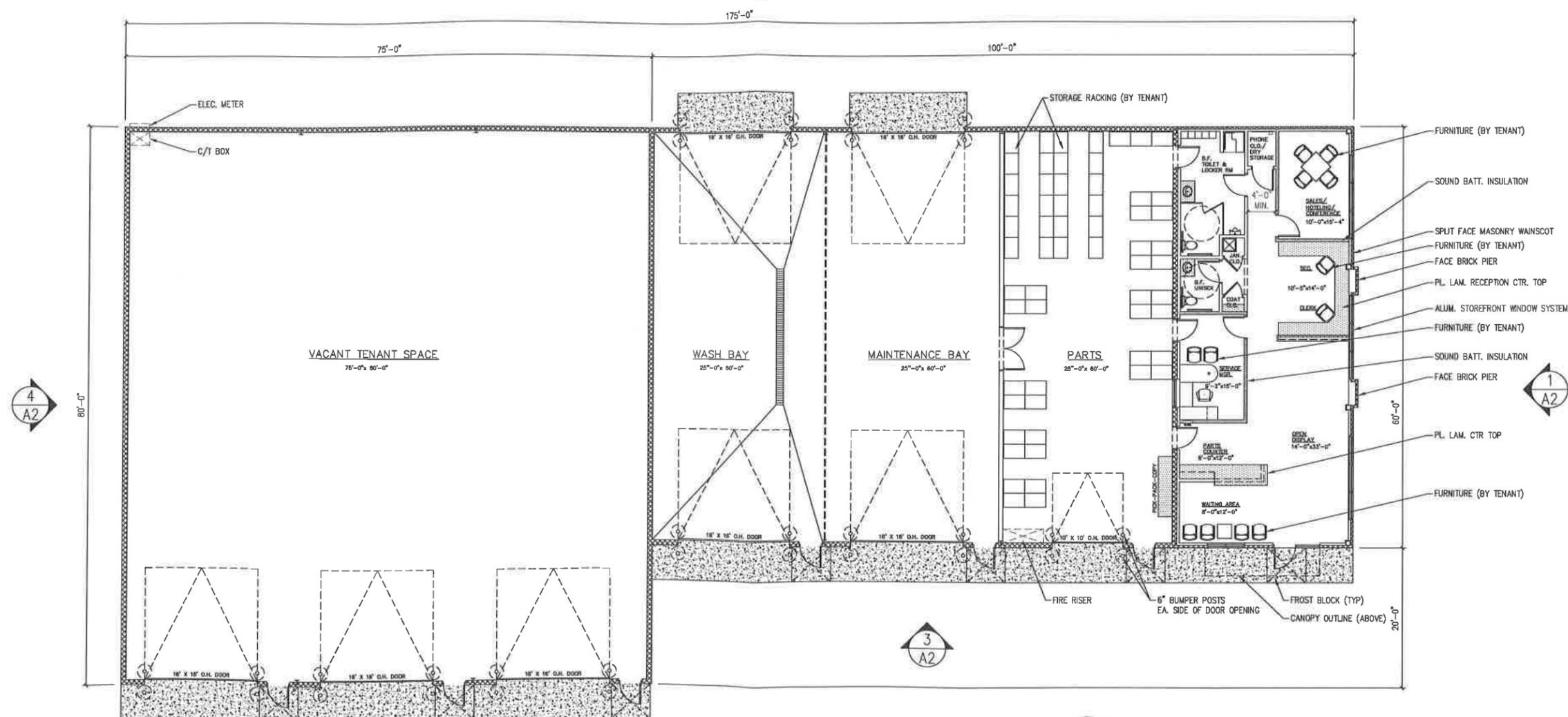
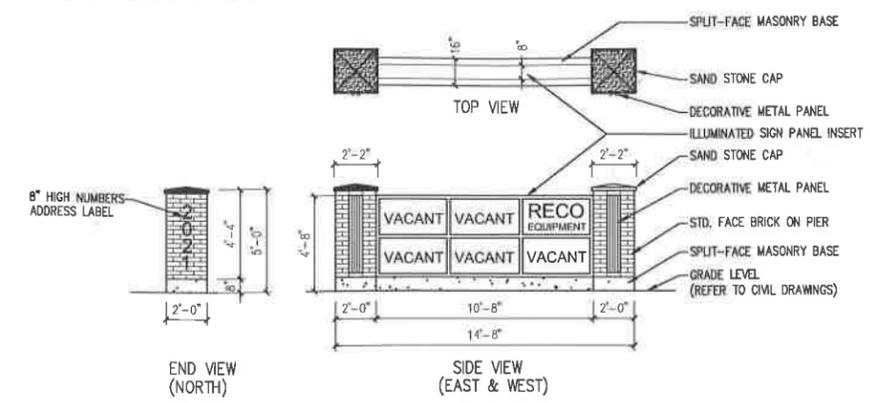
NOT FOR CONSTRUCTION

A2

3 BUILDING SIGNAGE
SCALE: N.T.S.



2 MONUMENT SIGNAGE
SCALE: N.T.S.



1 FLOOR P PLAN
SCALE: 1/8" = 1'-0"
NORTH

NOTICE
THIS ARCHITECTURAL AND/OR ENGINEERING DRAWING IS GIVEN IN CONFIDENCE. NO USE, IN WHOLE OR PART, MAY BE MADE WITHOUT PRIOR WRITTEN CONSENT OF CORRIGAN CONSTRUCTION. ALL RIGHTS ARE HEREBY SPECIFICALLY RESERVED.
CORRIGAN CONSTRUCTION, LLC
COPYRIGHT YEAR 2012

RECO Equipment
(PARAMOUNT UNIT #2)
2021 CHARLES ORNDORF DRIVE
BRIGHTON - MICHIGAN

sheet title
FLOOR PLAN

DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS ONLY

project number
CC-12014

drawn _____ PMC
checked _____ JL/MJ
approved _____ JL/MJ

issued for date
SITE PLAN 10-26-12
FLOOR PLANS 11-08-12
PLAN REV #1 11-12-12

sheet

NOT FOR CONSTRUCTION

A1

CORRIGAN CONSTRUCTION, LLC
GENERAL CONTRACTORS / DEVELOPERS
775 N. SECOND STREET
BRIGHTON, MICHIGAN 48116
t. 810-229-6323 f. 810 484 2149