

AGENDA

Committee on Ways and Means October 1, 2025 at 3:30 PM



Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda, members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting. To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>

Council Member Hussain, Chairperson
Council Member Garza, Vice Chairperson
Council Member Spadafore, Member

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
 - A. September 22, 2025
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Discussion/Action:**
 - B. ORDINANCE - Amending Chapter 206 to adjust the threshold for requiring bidding
 - C. RESOLUTION - Grant Acceptance; Automobile Theft Prevention Authority (ATPA) Grant
 - D. RESOLUTION - Grant Acceptance; Office of Highway Safety Planning (OHSP) Grant
 - E. RESOLUTION - Donation Acceptance; Michigan Education Association donation to the CARE Unit for Domestic Violence efforts
 - F. PLACE ON FILE - Sole Source Purchase; Police Department notification of All City Management Services as the vendor for the staffing, training, and management of the City of Lansing's School Crossing Guard program
 - G. PLACE ON FILE - Sole Source Purchase; Information Technology Department notification of Orion Workforce Software for Police Department scheduling
 - H. PLACE ON FILE - Sole Source Purchase; Fire Department notification of Impact Rescue as the vendor for the purchase of Holmatro Extrication Equipment
- 6. Other**
- 7. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



MINUTES
Committee on Ways and Means
Wednesday, September 22, 2025 @ 5:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Hussain called the meeting to order at 5:30 pm

PRESENT

Council Member Adam Hussain, Chair
Council Member Jeremy Garza, Vice Chair
Council Member Peter Spadafore, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Lisa Hagen-Lawrence, OCA
Kim Coleman, HRCS Director
Bill Brunner, Public Service Dept.
Cheryl Rupprecht, LPD
Justin Moore, LPD

Minutes

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES OF SEPTEMBER 3, 2025 AS WRITTEN. MOTION CARRIED 3-0.

Public Comment

No public comment at this time.

Discussion/Action:

PLACE ON FILE – Sole Source Purchase; Human Relations and Community Service Department report of OrbitBid.com as the supplier of 50 ModPods

Ms. Coleman stated the request was submitted July 17th for the purchase of ModPods from Orbitbid.com for \$600,000. They had gotten bids prior and were over \$1 million, and this seemed to be the most reasonable and type they were looking for.

Council Member Spadafore stated he spoke to OCA prior to this meeting and this was done because it satisfied the sole source ordinance.

Council Member Hussain noted this was submitted in July, but Council never approved the funds until August.

Council Member Garza stated there is heating and cooling and asked for confirmation. Ms. Coleman stated they have heating and cooling, originally manufactured for Kalamazoo.

MOTION BY COUNCIL MEMBER GARZA TO PLACE ON FILE. MOTION CARRIED 3-0.

PLACE ON FILE – Sole Source Purchase; Public Service Department report of Tetra Tech of Lansing as consultants for the procurement of Solar Array (AC Side) Project at WWTP

Mr. Brunner stated recently the solar contract was awarded to EIS, and there is a tight schedule. To utilize the million dollar grant, and Tetra Tech knows the electronics in the plant and best firm to show them where to hook in and connect and utilize this product. It will be located on the site of WWTP, on the south side of the plant, covering the southwest corner and they will lose a small portion of the existing circle drive. Council Member Garza asked how much would this save once implemented, and Mr. Brunner stated it will pay for itself in 10 years, and has a 20 year life span. He stated he would email details to Council staff to get to Committee.

MOTION BY COUNCIL MEMBER GARZA TO PLACE ON FILE.

Council Member Spadafore recalled that Mr. Kilpatrick cited the savings during the budget.

MOTION CARRIED 3-0.

PLACE ON FILE – Sole Source Purchase; Public Service Department report of System Specialties as the vendor for Three Valve Actuators

Mr. Brunner stated these service 3 airlines in the tanks; the actuators open and close the valves. There are over 130 in the plan, System Specialties is the local distributor and they have always been satisfied with their services.

MOTION BY COUNCIL MEMBER GARZA TO PLACE ON FILE. MOTION CARRIED 3-0.

PLACE ON FILE – Sole Source Purchase; Lansing Police Department and Information Technology Department report of Leadsonline as the vendor for Real Time Crime Investigation Software

Ms. Rupprecht and Captain Moore explained this is the same software they have used for 8-10 years, and all pawn shops are required to report all items to them to check if it is stolen. This program updates the data for any capture of stolen items, and direct connect between the two programs. This will eliminate a lot of paper trails, and it is currently live in a trial mode, waiting on approval of this.

Council Member Garza asked if this frees up officer time and it was confirmed it will free up time for the detectives, and this program will also get alerts on their phones if there is an interest in that pattern.

MOTION BY COUNCIL MEMBER GARZA TO PLACE ON FILE. MOTION CARRIED 3-0.

PLACE ON FILE – Sole Source Purchase; Lansing Police Department notification of LaFontaine Chrysler Dodge Ram of Lansing as the vendor for two vehicles for Special Operations and Violent Crime Teams

Ms. Rupprecht stated the SOS funds are the forfeiture funds used for the purchase, and are allocated a specific line item, and they have not purchased over the last 4 years. Once a vehicle has been made, and this transaction did involve one trade in for 2 vehicles. They do not always buy from Fontaine, but work with others when researching for dealerships.

MOTION BY COUNCIL MEMBER GARZA TO PLACE ON FILE. MOTION CARRIED 3-0.

DICUSSION – Committee Budget Priorities for Fiscal Year 2026/2027

The Committee had no items specific to this Committee to add.

OTHER

No other topics.

ADJOURN

Adjourned at 5:42 pm

Submitted by,

Sherrie Boak, Recording Secretary, Lansing City Council

Approved by the Committee on

DRAFT

ORDINANCE NO. _____

An Ordinance of the City of Lansing, Michigan, to amend Chapter 206, Purchasing Contracts and Sales, specifically Sections 206.01, 206.02, 206.03, 206.05, 206.6, 206.07, and 206.16, to increase the dollar amount threshold for competitive bidding and related purchasing requirements, to reflect inflation since 1994, and to provide for annual modification of the threshold in accordance with the Consumer Price Index.

Section 1. That Chapter 206, Sections 206.01, 206.02, and 206.03, of the Codified Ordinances of the City of Lansing, Michigan, be and are hereby amended to read as follows:

206.01. – Definitions.

***purchase price threshold* means the purchase amount, equal to or exceeding, at which competitive sealed bids will be required. This amount shall automatically be adjusted each fiscal year after the effective date of this ordinance by the Bureau of Labor Statistics Indicator, Consumer Price Index U.S. City Average (CPI-W U.S. City Average) for the prior calendar year. The City Controller will report the changes in the CPI-W U.S. City Average, based on most recently reported data, to City Council and the Department each year on May 1, to take effect on July 1 of that year. The purchase price threshold for City Fiscal Year Ending June 30, 2025, is \$31,000. Adjustments thereafter will be to the nearest \$1,000.**

~~206.02. - Purchases in excess of \$15,000.00~~ **equal to or exceeding the purchase price threshold;** competitive sealed bids required; authority of Mayor.

(a) All supplies, service and construction items, except as otherwise provided below, when the estimated cost thereof ~~equals or exceeds \$15,000.00~~ **is equal to or exceeds the purchase price**

1 **threshold**, shall be purchased by formal written contract from the lowest and most responsible and
2 responsive bidder after notice inviting competitive sealed bids.

3 (1) The Director shall provide for the procurement of competitive sealed bids as follows:

4 A. An invitation for bids describing the requirements of the using agency shall be
5 prepared.

6 B. The invitation for bids shall be publicized by advertising at least once, in a
7 newspaper of general circulation in the City, not less than five days preceding the
8 last day set for the receipt of competitive sealed bids. In addition, the Director is
9 encouraged to place the invitation for bids in any appropriate trade journals,
10 professional publications or other appropriate publication, in order to encourage as
11 much competition as possible.

12 The newspaper notice required herein shall include a general description of the
13 supplies, services or construction items to be purchased or sold and in addition shall
14 state where bid blanks and specifications may be obtained, the date, time and place
15 for the filing and opening of bids, whether or not bid, performance or payment
16 bonds are required and, if required, the amounts thereof, and anything else the
17 Director may feel is necessary.

18 C. Sealed bids shall also be solicited from all persons who are on the most current
19 bidder's list by mailing them a copy of such newspaper notice or another notice that
20 will acquaint them with the proposed purchase or sale. Invitations for bids sent to
21 prospective bidders on the bidder's list shall be limited to commodities that are
22 similar in character and ordinarily handled by the trade group to which the bid
23 invitations are sent. Failure to respond to three consecutive bid invitations shall

1 result in removal from the bidder's list for one year. After one year, the potential
2 bidder may reapply to be placed upon the bidder's list.

3 D. Bids submitted in response to the invitation for bids shall be submitted sealed
4 and, in addition, shall be identified as bids on the outside of the envelopes and shall
5 be accompanied by affidavits, where applicable, in such form and covering such
6 matters as the Director approves, together with any bid security required.

7 E. Bids shall be opened publicly at the time, place and date designated in the
8 invitation for bids. Each bid, together with the name of the bidder, shall be recorded
9 and the tabulation of all bids received shall be available for public inspection in the
10 Finance Department.

11 F. An invitation for bids may be cancelled, or any or all bids or proposals may be
12 rejected, in whole or in part, as specified in the invitation for bids, when such
13 rejection or cancellation is determined by the Director to be in the best interests of
14 the City.

15 G. The Director shall not knowingly accept the bid of a person who is in default in
16 the payment of any taxes, licenses, fees, permits or any other moneys due the City
17 or who is in any other respects disqualified according to any Federal or State law
18 or any Municipal ordinance provision. A contract with a person who is discovered
19 to have been in default or disqualified at the time of the awarding of the contract
20 shall be voidable.

21 H. The Director shall determine and recommend in writing to the Mayor the name
22 of the lowest and most responsible and responsive bidder. In reaching a

1 determination as to who the lowest and most responsible and responsive bidder is,
2 the Director shall consider:

- 3 1. The ability, capacity and skill of the bidder to perform the contract or
4 provide the service or supplies required;
- 5 2. Whether or not the bidder can perform the contract or provide the service
6 or supplies promptly or within the time specified, without delay or
7 interference;
- 8 3. The character, integrity, reputation, judgment, experience and efficiency
9 of the bidder in business;
- 10 4. The quality of performance and time of completion by the bidder of
11 previous contracts or services;
- 12 5. The previous and existing compliance by the bidder with laws and
13 ordinances relating to contract performance;
- 14 6. The sufficiency of the financial resources, equipment and personnel
15 resources and the ability of the bidder to satisfactorily perform the contract
16 or provide the services or supplies;
- 17 7. The quality, availability and adaptability of the supplies or services to
18 the particular use required;
- 19 8. The ability of the bidder to provide future maintenance and service for
20 the use of the subject of the contract;
- 21 9. The number and scope of any additional, limiting or qualifying
22 conditions attached to the bid by the bidder; and

1 10. Whether the supplies are recyclable, biodegradable or otherwise
2 compatible with environmental concerns.

3 The failure of a bidder to promptly supply information in connection with
4 an inquiry from the Director with respect to any of the provisions
5 enumerated herein may be grounds for a determination of nonresponsibility
6 with respect to such bidder.

7 (2) The Mayor, upon receipt of the Director's written bid recommendation, shall have the
8 sole responsibility and the authority to award any City contract for supplies, services or
9 construction when the contract amount is equal to or exceeds ~~\$15,000.00~~ **the purchase**
10 **price threshold**. When the award is not given to the lowest bidder, a written statement of
11 the reasons for placing the award with a responsible and responsive bidder who is not the
12 lowest bidder shall be prepared by the Mayor and filed with the City Clerk and Council
13 and with the other papers relating to the bid at the time the transaction is made. The written
14 statement shall be available for public inspection in the Finance Department.

15 (b) No contract or purchase shall be subdivided to avoid the requirements of this section.

16

17 206.03. - Purchases under ~~\$15,000.00~~ **the purchase price threshold**; open market procedure.

18 (a) All purchases of supplies, services and construction items having an estimated cost of less than
19 ~~\$15,000.00~~ **the purchase price threshold** may be made in the open market, without advertisement
20 and without following the procedure prescribed in Section 206.02 and may be awarded by either
21 the Mayor or the Director.

1 (b) All open market purchases of supplies, services and construction items shall, whenever
2 practical, be based on at least three quotations and shall be awarded to the lowest and most
3 responsible and responsive bidder when evaluated in accordance with Section 206.02(a)(1)H.

4 Quotations shall be solicited under the open market procedure by one or more of the following
5 methods:

6 (1) Direct mail request to prospective vendors;

7 (2) Telephone;

8 (3) Direct personal contact with prospective vendors.

9 (c) The name of each person submitting a quotation and the date and amount of each quotation
10 shall be recorded and shall be available for inspection in the Finance Department.

11

12 Section 2. That Chapter 206, Sections 206.05, 206.06, and 206.07, of the Codified
13 Ordinances of the City of Lansing, Michigan, be and are hereby amended to read as follows:

14 206.05. - Sole source procurement.

15 (a) A contract for supplies, services or construction items may be awarded by the Mayor or
16 Director, whoever is applicable, without competitive sealed bids when the Director, having
17 performed a written analysis with findings pursuant to this section, determines, after conducting a
18 good faith review of available sources and applying the criteria set forth in Section 206.05(c), that
19 there is only one source for supplying the requested supply, service or construction item and no
20 other reasonable alternative source exists. The Director, along with a representative from the
21 requesting using agency, shall conduct negotiations as appropriate. The written documentation
22 shall be available for public inspection in the Finance Department.

1 (b) The sole source procurement shall be made at the lowest obtainable price and the Mayor or
2 Director shall submit a written report, including the analysis and findings required in Section
3 206.05, within thirty days from the date the transaction is consummated, to the City Clerk and City
4 Council identifying sole source procurement contract equal to or ~~in excess of \$15,000.00~~
5 **exceeding the purchase price threshold** awarded by the City, the name of the firm(s) involved,
6 and the prices the contracts were awarded for.

7 (c) The criteria to be followed by the Director in determining that there is only one source for
8 supplying the requested supply, service, or construction item are:

9 (1) Special features are required; or

10 (2) Special market conditions exist; or

11 (3) Special services or facilities are required; or

12 (4) The source is unique or special in nature; or

13 (5) The source is limited or proprietary; or

14 (6) Sales territories or product availability within limited geographical boundaries require
15 sole source procurement; or

16 (7) Where standardization or compatibility is the overriding consideration and such
17 compatibility or standardization can only be achieved through the purchase or use of a
18 unique product; or

19 (8) Where a product or service is specifically identified as part of a grant award.

20 (d) This section is subject to Section 206.17, Unauthorized Purchases.

21

22 206.06 - Purchase of experimental supplies.

1 The Mayor may award a contract equal to or exceeding \$15,000.00 **the purchase price threshold**,
2 and the Director or the Mayor may award a contract of less than \$15,000.00 **the purchase price**
3 **threshold**, under the open market procedure set forth in Section 206.03, when such contract is for
4 the purchasing of supplies for testing and experiment upon the written request of a using agency
5 and the approval of the Director.

6

7 206.07. - Competitive sealed proposals.

8 (a) Whenever the use of competitive sealed bidding is not practical or advantageous to the City, a
9 contract equal to or ~~in excess of \$15,000.00~~ **exceeding the purchase price threshold** may be
10 awarded by the Mayor by the use of competitive sealed proposals, as follows:

11 (1) A list of qualified persons shall be obtained by the Director when a using agency desires
12 to contract for a particular service, supply or construction item, by publishing a request for
13 a statement of qualifications. Public notice of the request for a statement of qualifications
14 shall be given in the same manner provided for in Section 206.02(a)(1)B., provided that
15 the minimum time shall be extended to ten days.

16 (2) The request for a statement of qualifications shall identify the evaluation factors to be
17 considered by the using agency and the Director in determining which persons are the most
18 qualified.

19 (3) The Director and the using agency shall submit a request for proposals to at least three
20 persons, whenever possible, who are on the list of qualified persons and who are deemed
21 by the Director and the using agency to be the most qualified to provide the required
22 services, supplies or construction items.

1 (4) The Director and the using agency shall commence negotiating a contract with the
2 offeror deemed by the using agency and the Director to be the most qualified person on the
3 list of qualified persons.

4 (5) If compensation, contract requirements and contract documents can be agreed upon
5 with the most qualified offeror, the using agency and the Director shall recommend to the
6 Mayor that the contract be awarded by the Mayor to such person. If the Director and the
7 using agency are unable to negotiate a satisfactory contract with the person considered to
8 be most qualified, then negotiations with such person shall be formally terminated. The
9 Director and the using agency shall then undertake negotiations with the second most
10 qualified person. Failing accord with the second most qualified person, the Director and
11 the using agency shall formally terminate negotiations. The Director and the using agency
12 shall then undertake negotiations with the third most qualified person. If the Director and
13 the using agency are unable to negotiate a contract with any of the selected persons, the
14 Director and the using agency shall have the option of resubmitting a request for statements
15 of qualifications or of selecting additional persons on the list of qualified persons in the
16 order of their qualifications. The Director and the using agency shall continue negotiations
17 in accordance with this section until an agreement is reached.

18 (6) No proposals shall be handled so as to permit disclosure of the identity of any offeror
19 or the contents of any proposal to competing offerors during the process of negotiations by
20 the Director or the requesting using agency. Offerors shall be accorded fair and equal
21 treatment with respect to any opportunity for discussion and revision of proposals and such
22 revisions may be permitted after submissions and prior to the award for obtaining best and
23 final offers. In conducting discussions, there shall be no disclosure of the identity of

1 competing offerors or of any information derived from the proposals submitted by
2 competing offerors.

3 (b) Whenever the procurement of services by competitive sealed bidding is determined by the
4 Director to be not practical or advantageous to the City, and it appears to be an item to be utilized
5 by the City on a repetitive basis, the Director, with the assistance of the using agency, shall actively
6 solicit, by public notice, as provided in Section 206.02(a)(1)B., qualified persons to submit an
7 annual statement of qualifications. The list of qualified persons shall remain on file in the Finance
8 Department, and if the person being requested to submit a bid fails to submit a response to three
9 consecutive projects, the person shall be removed from the list of qualified persons. The person,
10 after one year, may be placed on the bidders list if the person reapplies and is determined to be
11 qualified.

12 (1) Persons shall be able to submit and/or amend their annual statement of qualifications
13 at any time.

14 (2) Whenever a using agency needs to enter into a contract which qualifies under this
15 subsection, the using agency and the Director shall determine, from the annual list of
16 qualified persons, at least five persons, whenever possible, who are qualified to submit
17 requests for proposals, and upon receipt of the person's written proposal, the using agency
18 and the Director shall begin negotiations with the person deemed to be most qualified. If
19 negotiations are successful, the Mayor or the Director shall award the contract. If the
20 Director and using agency fail to reach an agreement with the person deemed to be most
21 qualified, the Director and the using agency shall formally terminate negotiations and
22 proceed under the procedures set forth in paragraph (a)(5) hereof until successful

1 negotiations are concluded or the using agency and the Director decide to terminate all
2 negotiations.

3 (c) Whenever the Finance Department is also the department which will use the particular service,
4 supply or construction item, the City Attorney's office shall be considered as the using agency for
5 the purposes of the procedure set forth in this section.

6
7 Section 3. That Chapter 206, Section 206.16, of the Codified Ordinances of the City of
8 Lansing, Michigan, be and is hereby amended to read as follows:

9 206.16. - Preference for local bidders or offerors.

10 Lansing-based businesses may be awarded a contract as the lowest responsive and responsible
11 bidder under the circumstances specified herein.

12 (1) *Definitions.*

13 (a) *City resident(s)* means an individual whose primary place of residence is within the
14 corporate limits of the City of Lansing as evidenced by voter registration address,
15 driver's license address or State identification address or affidavit form developed by
16 the City Attorney.

17 (b) *Good faith effort* means those demonstrable activities supported by documentation and
18 results that verify the bidders attempts to reach the established goal.

19 (c) *Implementing department* means the City Department or Agency that has responsibility
20 for oversight of a contract.

21 (d) *Joint venture* means a co-operation between two or more corporate bodies for a
22 particular project in which they share the responsibilities and profits associated with
23 the project.

1 (e) *Lansing-based business* means the physical and economic relationship to Lansing
2 determined evidenced by a building or office physically located in the City and the
3 payment of (1) City income taxes on the contractor's net profits, and (2) City property
4 taxes on a plant or office and equipment such as is ordinarily required for the
5 performance of the contract bid.

6 Any business physically located in Lansing which operates under a City-authorized tax
7 abatement or forgiveness program, or any other City-authorized tax credit program, is
8 still considered a Lansing-based business for purposes of this section.

9 (f) *Lansing-based subcontractor* means any subcontractor, employee, or other person who
10 otherwise comes within the definition of Lansing-based business, and is or will be a
11 subcontractor to a bidder for a contract governed by this Chapter.

12 (g) *Subcontractor* means a person or company that assumes, by secondary contract, some
13 or all of the obligations of an original contractor.

14 (2) Purchases under ~~\$15,000.00~~ **the purchase price threshold**. Pursuant to Section 206.03,
15 departments purchasing supplies, services procured under bid and construction items for
16 less than ~~\$15,000.00~~ **the purchase price threshold**, which are not purchased by use of a
17 procurement card must solicit at least one quote from a Lansing-based business unless no
18 Lansing-based business providing the service, supply or construction item can be
19 identified. The procuring department will document efforts to use Lansing-based
20 businesses.

21 (3) Preference for Lansing-based businesses on contracts ~~over \$15,000.00~~ **equal to or**
22 **exceeding the purchase price threshold**. When sealed bids are received under Section

1 206.02 for purchases, supplies and construction contracts ~~greater than \$15,000.00~~ **equal to**
2 **or exceeding the purchase price threshold**, the following shall apply:

3 (a) The person or business submitting the lowest bid shall be deemed the lowest bidder. If,
4 however, the lowest bidder is not a Lansing-based business, any Lansing-based
5 business with a bid within a specified percentage of the lowest bid that has been deemed
6 responsive and responsible under the purchasing ordinance shall be deemed the lowest
7 bidder if it agrees to reduce its bid to match the bid of the lowest bidder.

8 The percentage difference shall be established by Council resolution and may be
9 revised from time to time as Council deems appropriate.

10 (b) If a Lansing-based business refuses to reduce its bid to match the lowest bid, then the
11 next lowest responsible Lansing-based business with a bid within the established
12 percentage of the lowest bid shall be given the opportunity to reduce its bid to match
13 the bid of the lowest bidder. If the Lansing bidder agrees to reduce its bid to match the
14 bid of the lowest non-Lansing bidder, it will be deemed the lowest bidder and awarded
15 the contract.

16 (c) If no Lansing-based business described in subsections (a) and (b) agrees to reduce its
17 bid to that of the lowest bidder, then the next-lowest bidding non-Lansing-based
18 business that has demonstrated in its bid submission that it will use any Lansing-based
19 subcontractors shall be given the opportunity to reduce its bid to match the bid of the
20 lowest bidder. If the non-Lansing bidder described in this subsection agrees to reduce
21 its bid to match the bid of the original lowest non-Lansing bidder, it will be deemed the
22 lowest bidder and awarded the contract.

1 (d) If no responsive and responsible Lansing-based business described in subsections (a)
2 and (b) or non-Lansing-based business described in subsection (c) within the
3 established percentage of the lowest bid agrees to reduce its bid to that of the lowest
4 bidder, then the contract shall be awarded to the person or business with the lowest,
5 most responsive and responsible bid.

6 (e) Except for construction contracts, no contract awarded pursuant to this section shall be
7 sublet in any manner that permits 50 percent or more of the dollar value of the contract
8 to be performed by a subcontractor or subcontractors who do not meet the definition of
9 Lansing-based.

10 (f) Any Lansing-based business awarded a contract pursuant to this section shall agree to
11 make available to the City all records necessary to establish its eligibility and
12 compliance with all City, state and local laws.

13 (4) Affirmative measures for enhancing Lansing-based businesses.

14 (a) The City may eliminate bid, performance, and payment bonding requirements when it
15 deems appropriate for Lansing-based businesses, except for contracts for construction,
16 alterations or repairs exceeding \$50,000.00, subject to the requirements of MCL
17 129.201.

18 (b) The City may allow for joint ventures or other documented business arrangements to
19 enable Lansing-based businesses to meet bonding requirements for contracts ~~greater~~
20 ~~than \$15,000.00~~ **equal to or exceeding the purchase price threshold.**

21
22 Section 4. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
23 inconsistent with the provisions are repealed.

1 Section 5. Should any section, clause or phrase of this ordinance be declared to be invalid,
2 the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the
3 part so declared to be invalid.

4 Section 6. This ordinance shall take effect on the 30th day after enactment, unless given
5 immediate effect by City Council, and shall expire December 31, 2035.

6

PASSAGE OF ORDINANCE

An Ordinance of the City of Lansing, Michigan, to amend Chapter 206, Purchasing Contracts and Sales, specifically Sections 206.01, 206.02, 206.03, 206.05, 206.6, 206.07, and 206.16, to increase the dollar amount threshold for competitive bidding and related purchasing requirements, to reflect inflation since 1994, and to provide for annual modification of the threshold in accordance with the Consumer Price Index.

Is read a second time by its title. The Ordinance was reported from the Committee of the Whole and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	<input type="checkbox"/>	<input type="checkbox"/>
Carter	<input type="checkbox"/>	<input type="checkbox"/>
Garza	<input type="checkbox"/>	<input type="checkbox"/>
Hussain	<input type="checkbox"/>	<input type="checkbox"/>
Jackson	<input type="checkbox"/>	<input type="checkbox"/>
Kost	<input type="checkbox"/>	<input type="checkbox"/>
Pehlivanoglu	<input type="checkbox"/>	<input type="checkbox"/>
Spadafore	<input type="checkbox"/>	<input type="checkbox"/>
	_____	_____
<input type="checkbox"/> ADOPTED	<input type="checkbox"/> FAILED	



LANSING CITY COUNCIL

FY26 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE: -
GRANT NAME: - ATPA
GRANT AGENCY: - SOM
ASSISTANCE LISTING (CDFA): -
DEPARTMENT: - LPD
CONTACT NAME: - CHERYL RUPPRECHT
CONTACT PHONE: - 517-483-4808
GRANT PERIOD START: - OCTOBER 1, 2025
GRANT PERIOD END: - SEPTEMBER 30, 2026
APPLICATION DATE: - JUNE 2025
AWARD DATE: - SEPT. 5, 2025
TOTAL AMOUNT: - \$268,383 \$99,302 ATPA PORTION WITH 63% \$169,081 MATCH
ADMINISTRATIVE COST RECOVERY AMOUNT: -

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

The purpose of the grant is to assist in the prevention of motor vehicle theft. Allowable uses are personnel costs of one police officer(\$201,283 @ 37%, requiring 63% match) dedicated to the auto theft prevention program, vehicle lease/purchase, office supplies, investigative supplies, cell phone, flock cameras, training/travel and specific membership dues.
\$20k specific for vehicle lease/usage at 37%, requiring 63% match
\$46,100 specific for Field Operations-including equipment (8 flock cameras) at 37%, requiring 63% match
\$1k specific for Office Operations-including cellphone at 37%, requiring 63% match

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, Lansing Police Department has submitted application for an annual grant to the Michigan State Police, Grants and Community Services Division for an Automobile Theft Prevention Authority (ATPA) grant; and

WHEREAS, the Lansing Police Department was informed on September 5, 2025, that it has been selected to receive grant funding in the amount of \$268,383; and

WHEREAS, the Lansing Police Department has a required local match of \$169,081 (63% of the grant); and

WHEREAS, the Michigan State Police's share is \$99,302 (37%); and

WHEREAS, the grant funds will be utilized solely for the benefit of motor vehicle theft prevention programs and initiatives; and

WHEREAS, the grant period is October 1, 2025 to September 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Automobile Theft Prevention Authority grant in the amount of \$268,383 for the program period October 1, 2025 through September 30, 2026; and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.



LANSING CITY COUNCIL

FY25 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE: -
GRANT NAME: - OHSP
GRANT AGENCY: - SOM
ASSISTANCE LISTING (CDFA): -
DEPARTMENT: - LPD
CONTACT NAME: - CHERYL RUPPRECHT
CONTACT PHONE: - 517-483-4808
GRANT PERIOD START: - OCTOBER 1, 2025
GRANT PERIOD END: - SEPTEMBER 30, 2026
APPLICATION DATE: - JUNE 2025
AWARD DATE: - SEPTEMBER 2024
TOTAL AMOUNT: - \$335,806.02
ADMINISTRATIVE COST RECOVERY AMOUNT: -

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

There is no local match-
The purpose of the grant is to reimburse Patrol OT efforts (\$344,831.02) focused on Hazardous driving/Prevent roadside deaths/Nonmotorized safety/Distracted driving as well as to provide reimbursement of \$10,975 funding for LIDAR GUNS

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Police Department submitted a grant application to the Michigan Office of Highway Safety Planning for overtime funding Hazardous driving/Prevent roadside deaths/Nonmotorized safety/Distracted driving efforts as well as to provide reimbursement; and

WHEREAS, Michigan traffic crash data from 2015-2019 identified a high number of people seriously injured or killed where 1) the traffic crash was coded as alcohol-involved and/or drug-involved, or 2) the occupants were in passenger vehicles and the crash was coded as no belts or child restraint not used/used improperly and 3) the crashes included at least one driver speeding; and

WHEREAS, the grant-funded overtime must focus on traffic stops for hazardous moving violations during times and on roadways experiencing fatal and serious injury traffic crash problems; and

WHEREAS, the expectation is zero tolerance for seat belt, child restraint, DUI violations, and any other hazardous moving violations during the grant-funded high-visibility enforcement efforts; and

WHEREAS, during the span October 1, 2025 to September 30, 2026, the grant has specific enforcement periods; and

WHEREAS, the Lansing Police Department was informed on September 15, 2025, that it has been selected to receive funding in the amount of \$355,806.02-award letter dated September 15, 2025; and

WHEREAS, the funding covers roughly 900 hours of overtime and overtime related fringes as well as LIDAR GUNS; and

WHEREAS, there is no local match requirement for the grant.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Office of Highway Safety Planning grant in the amount of \$355,806.02 for the program period (October 1, 2025 through September 30, 2026); and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the awarded funds.

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the Michigan Education Association designated a 2025 ESP CONF-COMMUNITY SERVICE PROJECT DONATION in support of the C.A.R.E. unit for Domestic Violence efforts and;

WHEREAS, MEA donated \$500.00 to the LPD CARE Unit; and

WHEREAS, the donation is not specifically designated for use and will therefore be used for CARE Unit client needs; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the donations to the LPD CARE Unit, a division of Patrol totaling \$500.00; and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the received donation funds.

DATE	INVOICE NO.	MEMO	INVOICE AMOUNT	DISCOUNT	NET AMOUNT
6/4/2025	06/04/25 500.0	2025 ESP CONF- COMMUNITY SERVICE PROJECT DONATION	500.00		500.00

MEMO: 2025 ESP CONF- COMMUNITY SERVICE PROJECT DONATION

PAGE 1 OF 1

500.00

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES



Michigan Education Association
 1216 Kendale Blvd.
 PO Box 2573
 East Lansing, MI 48826-2573

Amalgamated
 275 Seventh Ave
 New York, NY 10001

183178

1-337 / 260

DATE: 6/12/2025

PAY TO THE Capital Area Response Effort (CARE)
ORDER OF
 Five Hundred and 00/100 DOLLARS

***\$500.00**

CAPITAL AREA RESPONSE EFFORT (CARE)
 124 W MICHIGAN AVE
 LANSING MI 48933
 UNITED STATES

Chandra Madafferi

Authorized Signature

Brett Sh...ta

Second Signature Required



Robert Backus, Chief

LANSING POLICE DEPARTMENT

120 W. MICHIGAN AVENUE, LANSING MI 48933



Andy Schor, Mayor

ROBERT BACKUS, CHIEF

517.483.4600 | lansingpolice.com

TO: Stephanie Robinson
FROM: Robert Backus, Chief of Police
SUBJECT: Sole Source – All City Management Services
DATE: May 28, 2025

The Lansing Police Department requests the granting of a sole source status to All City Management Services for the staffing, training, and management of the City of Lansing’s School Crossing Guard program. All City Management Services (hereafter referred to as ACMS) is the only company that exclusively provides private crossing guard services in partnership with law enforcement.

Current law reads as follows:

257.613C School crossing guard; responsibility of local law enforcement agency; instruction required; approval and conduct of courses.

Sec. 613c.

- (1) School crossing guards shall be the responsibility of the local law enforcement agency having immediate jurisdiction of the crossing.
- (2) A person shall receive a minimum of 4 hours instruction before performing the duties of a school cross guard. Two hours of additional instruction shall be given annually to a school crossing guard before the beginning of each school year. The courses of instruction shall be approved by the department of education and the department of state police and conducted by the local law enforcement agency having jurisdiction or its designee.

History: Add. 1978, Act 227, Imd. Eff. June 14, 1978

The ACMS proposal is the most efficient solution for mangement of the Lansing school district’s school crossing zones. ACMS will provide all recruiting, staffing, background vetting, training, equipment, insurance, inspections, supervisoin, and management of the City of Lansing Crossing Guard Program.

The proposal is for a one-year contract at the rate of \$30.50 per hour, per crossing guard. Pricing is based on a minimum of 33 crossing sites for 180 days based on a projected (11,880) hours of service. The total contract amount is not to exceed \$362,340.00.

Thank you for your assistance with this matter.

Robert Backus
Chief of Police

“CAPITAL CITY’S FINEST”

Excellence - Character - Teamwork - Respect - Courage

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: May 30, 2025
SUBJECT: Sole Source – All City Management Services

The Lansing Police Department requests that All City Management Services be designated as a Sole Source vendor for the **Staffing, training, and management of City of Lansing’s School Crossing Guard Program.**

Please see the attached letter from Chief Robert Backus regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to All City Management Services the amount of \$ 362,340 from account 101.343221.801000. This is a one-year contract per the request of the Lansing Police Department.

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: September 10, 2025
SUBJECT: Sole Source Purchase – All City Management Services – School Crossing Guard Services

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Lansing Police Department
Vendor: All City Management Services
Item Purchased: School Crossing Guard Services
Dollar Amount: \$ 362,340.00 (July 1, 2025 thru June 30, 2026)

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

sr



CITY OF LANSING
 124 W. Michigan Ave
 Lansing, MI 48933
 (517) 483-4128

TO: ALL CITY MANAGEMENT SERVICES
 PO BOX 847436
 LOS ANGELES, CA 90084-7436

(800) 540-9290

PURCHASE ORDER	
P.O. NUMBER	P093035
DATE	09/09/2025
VENDOR I.D.	V009201
FOB	DELIVERED
REQUISITION NO	PR022532

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE

DELIVER ITEMS TO:
LPD - CENTRAL SERVICES 120 W MICHIGAN AVE 1ST FLOOR ATTN CHERYL RUPPRECHT

SEND INVOICE TO:
LPD - CENTRAL SERVICES 120 W MICHIGAN AVE 4TH FLOOR LANSING 48933-1603

Item No.	QTY	Description	Unit Price	Extended Price
1	362,340.00	FY26 CROSSING GUARDS	\$1.00	\$362,340.00
Total:				\$362,340.00

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

Federal Tax ID: 38-6004628

AUTHORIZED SIGNATURE

Crystal L Thomas

Date

Printed: 09/10/2025



ALL CITY MANAGEMENT SERVICES

December 2, 2024

Cheryl Rupprecht, Budget Control Supervisor
City of Lansing
120 W. Michigan Ave
Lansing, MI 48933

Dear Cheryl,

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement for Crossing Guard Services through the 2025 calendar year.

As you may know hiring challenges have impacted all sectors of the labor market, across the nation. Our post-COVID workforce was decimated and since then we have struggled to maintain a sufficient workforce. In many cases we've transitioned a significant number of employees from an older, primarily stable workforce to a younger mobile workforce. This new segment of our employees are more sensitive to current cost-of-living increases and are looking for higher wages and more hours. They often accept our position and work for days, sometimes weeks and if we're lucky months then abruptly leave when they find higher pay.

For these reasons, as well as the significant increase to the State of Michigan minimum wage, along with our cost increases in most segments of our business (liability insurance, operations expense), we must appeal for an increase in our hourly billing wage for the upcoming 2025 calendar year. To facilitate the calculation of the 2025 annual cost of your Crossing Guard program, we have developed and included with this letter a Client Worksheet. This Worksheet details the new hourly billing rate and the overall estimated program cost, based on the number of sites and the hours worked at each site.

While we remain committed to providing a safe, cost-effective and professional School Crossing Guard Program we hope you will find this new pricing acceptable. If you have any questions or need additional information, please contact me at (800) 540-9290. Take care.

Sincerely,

Baron Farwell,

10440 Pioneer Blvd Suite 5 • Santa Fe Springs, Ca 90670 • 310-202-8284 • 800-540-9290 • FAX 310-202-8325

All City Management Services Inc.

Client Worksheet 2025 - 2026

Department: 2800301

Billing Rate for 2025 - 2026: \$ 30.50

City of Lansing
120 W. Michigan Ave
Lansing, MI 48933

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

Sites with traditional calendar:

	66		180		\$30.50	=	\$362,340.00
33 Sites at 2.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

11,880.00

TOTAL ANNUAL PROJECTED COST

\$362,340.00



AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the “Agreement”) is dated March 10, 2025 and is between the CITY OF LANSING (hereinafter called the "City"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for a term which commences on or about July 1, 2025 and ends on June 30, 2026 and for such term thereafter as the parties may agree upon.
2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a “Crossing Guard”. Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
3. The City’s representative in dealing with the Contractor shall be designated by the City of Lansing.
4. The City shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.
5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.
6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.
7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.
8. Crossing Guard Services (the “Services”) shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under City’s jurisdiction. The Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.

9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand-held Stop signs and any other safety equipment which may be necessary.
10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the City a Certificate of Insurance naming the City and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than \$1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the City and shall not call on the City's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the City, its officers, agents and interest of the City. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the City.
11. Contractor agrees to defend, indemnify and hold harmless the City, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a "Claim" and collectively, the "Claims") that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.
 - a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.
 - b) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the sole negligence of Contractor hereunder, Contractor agrees to pay City, its officers, agents, or employees, any and all costs and expenses incurred by the City, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.
 - c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of City, liability will be apportioned between Contractor and City based upon the parties' respective degrees of culpability, as determined by the court, and Contractor's duty to indemnify City will be limited accordingly.
 - d) Notwithstanding anything to the contrary contained herein, Contractor's indemnification obligation to City for Claims under this Agreement will be limited to the maximum combined aggregate of Contractor's general liability and umbrella insurance policies in the amount of \$5,000,000 (Five Million Dollars).
12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.

13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the City.
14. The City agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of Thirty Dollars and Fifty Cents (**\$30.50**) per hour, per Crossing Guard during the term. Based on a minimum of thirty-three (33) sites the Contractor shall bill a minimum of 2.0 hours per day, per Crossing Guard, unless Contractor fails to perform service. Based upon a projected (11,880) hours of service the cost shall not exceed Three Hundred Sixty-two Thousand, Three Hundred Forty Dollars (\$362,340.00) per year.
15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.
16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide City with 60 days-notice of its request to increase pricing. City agrees to review and respond to said notice within 30 days of receipt.
17. The City shall have an option to renew this Agreement. In the event this Agreement is extended beyond the end of the term set forth above, the compensation and terms for the Services shall be established by mutual consent of both parties.
18. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.
19. **Applicable Law.** This Agreement will be governed by the laws of the State of Michigan.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

CITY

CONTRACTOR

City of Lansing

All City Management Services, Inc.

By _____
Signature

By Demetra Farwell
D. Farwell, Corporate Secretary

Print Name and Title

Date _____

Date March 10, 2025



AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the “Agreement”) is dated March 3, 2025 and is between the CITY OF LANSING (hereinafter called the "City"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for a term which commences on or about July 1, 2025 and ends on June 30, 2026 and for such term thereafter as the parties may agree upon.
2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a “Crossing Guard”. Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
3. The City’s representative in dealing with the Contractor shall be designated by the City of Lansing.
4. The City shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.
5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.
6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.
7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.
8. Crossing Guard Services (the “Services”) shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under City’s jurisdiction. The Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.

9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand-held Stop signs and any other safety equipment which may be necessary.
10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the City a Certificate of Insurance naming the City and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than \$1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the City and shall not call on the City's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the City, its officers, agents and interest of the City. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the City.
11. Contractor agrees to defend, indemnify and hold harmless the City, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a "Claim" and collectively, the "Claims") that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.
 - a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.
 - b) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the sole negligence of Contractor hereunder, Contractor agrees to pay City, its officers, agents, or employees, any and all costs and expenses incurred by the City, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.
 - c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of City, liability will be apportioned between Contractor and City based upon the parties' respective degrees of culpability, as determined by the court, and Contractor's duty to indemnify City will be limited accordingly.
 - d) Notwithstanding anything to the contrary contained herein, Contractor's indemnification obligation to City for Claims under this Agreement will be limited to the maximum combined aggregate of Contractor's general liability and umbrella insurance policies in the amount of \$5,000,000 (Five Million Dollars).
12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.

13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the City.
14. The City agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of Thirty Dollars and Fifty Cents (**\$30.50**) per hour, per Crossing Guard during the term. Based on a minimum of thirty-three (33) sites the Contractor shall bill a minimum of 2.0 hours per day, per Crossing Guard, unless Contractor fails to perform service. Based upon a projected (11,880) hours of service the cost shall not exceed Three Hundred Sixty-two Thousand, Three Hundred Forty Dollars (\$362,340.00) per year.
15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.
16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide City with 60 days-notice of its request to increase pricing. City agrees to review and respond to said notice within 30 days of receipt.
17. The City shall have an option to renew this Agreement. In the event this Agreement is extended beyond the end of the term set forth above, the compensation and terms for the Services shall be established by mutual consent of both parties.
18. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.
19. **Applicable Law.** This Agreement will be governed by the laws of the State of Michigan.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

CITY

CONTRACTOR

City of Lansing

All City Management Services, Inc.

By _____
Signature

By _____
D. Farwell, Corporate Secretary

Print Name and Title

Date _____

Date _____



Andy Schor, Mayor

INFORMATION TECHNOLOGY

201 N. GRAND AVENUE
LANSING, MI 48933-1236
(517) 483-4250
FAX: (517) 483-4390

MEMORANDUM

TO: Stephanie Robinson, Senior Buyer

FROM: Jason Hogan, CIO

CC: Rob Backus, Chief of Police

DATE: 8/25/2025

SUBJECT: Sole Source Procurement Request – Purchase of “Orion-Workforce” Lansing Police Department scheduling software

For the project referenced above, the Information Technology Department is requesting the issuance of a purchase order (PO) consistent with the sole source procurement provision outlined in City Ordinance, Title 2, Chapter 206.05. The vendor quote for the software is attached. Funding for the software would come from the Information Technology Department budget.

This request is appropriate for a sole source request for the following reasons:

For a long time, LPD has been using paper and spreadsheets to track time. LPD and IT have been looking over the last eight years for a replacement software. The current process is currently inefficient for LPD staff. This is the first software that will meet six-week schedule criteria and union rules necessary for LPD.

“Workforce” **software has been reviewed by LPD and Information Technology as an easier to use, more user friendly and effective solution.** This also has a mobile app for iPhones and has been approved for purchase by LPD leadership.

The quoted cost of the software is **\$29,500.00 USD** as an annual fee. I find this cost to be competitive and reasonable for the proposed software solution. At the request of LPD, vendor will prorate first bill for **\$10,110.14** due to mayoral election and expires 12/31/2025. Vendor will start a new annual fee \$29,500.00 January 1st 2026 through December 31st, 2026. The account(s) to be used to fund this request is IT 101-173130-956890 for **\$39,610.00** for FY26.

If you have any questions, please contact me.

Jason Hogan

Chief Information Officer

Information Technology Department

201 N. Grand Ave. | Lansing, MI 48933

O: 517-483-4242 | C: 517-204-2046 E: jason.hogan@lansingmi.gov

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: August 26, 2025
SUBJECT: Sole Source – Orion - Workforce Software

The HRCS Department requests that Orion be designated as a Sole Source provider of the purchase of Workforce Software for LPD and IT.

Please see the attached letter from Jason Hogan regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Orion.Com in the amount of \$ 39,610.00 per the request of the IT/LPD Department from account 101-173130-956890.

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: September 4, 2025
SUBJECT: Sole Source Purchase – Orion Communications

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Lansing Police Department and IT
Vendor: Orion Communications
Item Purchased: Workforce - Time Sheet Software Replacement
Dollar Amount: \$ 39,610.00
Account: 101-173130-956890

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

sr



CITY OF LANSING
 124 W. Michigan Ave
 Lansing, MI 48933
 (517) 483-4128

TO: ORION COMMUNICATIONS
 PO BOX 806398
 CHICAGO, IL 60680

SALES@FIELDWARE.COM
 (866) 225-1394

PURCHASE ORDER	
P.O. NUMBER	P092984
DATE	08/28/2025
VENDOR I.D.	V051934
FOB	DELIVERED
REQUISITION NO	PR022474

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE

DELIVER ITEMS TO:
CITY OF LANSING DEPT OF INFORMATION 201 N GRAND AVE LANSING, MI 48933 ATTN REGINA MCCULLOUGH

SEND INVOICE TO:
CITY OF LANSING DEPT OF INFORMATION 201 N GRAND AVE LANSING 48933

Item No.	QTY	Description	Unit Price	Extended Price
1	1.00	SOFTWARE	\$39,610.00	\$39,610.00
			Total:	\$39,610.00

REFERENCE : 20250423-161134995

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

Federal Tax ID: 38-6004628

AUTHORIZED SIGNATURE

Crystal L Thomas

Date

Printed: 08/29/2025



A FieldWare™ Company

City of Lansing PD - Workforce

City of Lansing, MI
124 West Michigan Avenue
Lansing, MI 48933
United States

Andy Schor
lansing.mayor@lansingmi.gov

Jason Hogan
jason.hogan@lansingmi.gov
517-204-2046

Robert Backus
robert.backus@lansingmi.gov
517-483-4800

Reference: 20250423-16T134995
Quote created: April 23, 2025
Quote expires: August 31, 2025
Quote created by: Connor Bandt
Account Executive
cbandt@fieldware.com
262-622-1711

Comments from Connor Bandt

At the agency's request, Fieldware will provide an initial pro-rated contract covering the period from execution through December 31, 2025. This aligns with the current mayoral term. Upon re-election or confirmation of leadership continuity, Fieldware will provide an extension or renewal agreement for the full contract term originally proposed.

The pricing stated reflects the full annual amount. Invoicing for the initial term will be prorated based on the shortened contract period.

During the Initial Term, Customer will have Termination for Convenience Clause. Lansing PD will work closely with Customer Success and Implementation Teams to ensure requirements are clearly provided.

Products & Services

Item & Description	Quantity	Unit Price	Total
Workforce Mgmt. PLUS Workforce Management Plus	1	\$29,500.00 / year	\$29,500.00 / year for 1 year
Interface Agent	2	\$0.00	\$0.00
Officer App	1	\$0.00 / year	\$0.00 / year for 1 year
Annual subtotal			\$29,500.00
One-time subtotal			\$0.00
Total			\$29,500.00

Purchase terms

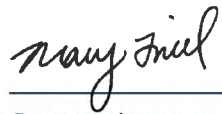
Signature

Signature

Date

Printed name

Countersignature



Countersignature

8/25/25

Date

Mary Friel

Printed name

Questions? Contact me



Connor Bandt
Account Executive
cbandt@fieldware.com
262-622-1711

Orion Communications, LLC.
8350 North Central Expressway
Suite 700
Dallas, TX 75206
US

**ORION COMMUNICATIONS, LLC.
BUSINESS SERVICES AGREEMENT**

This Business Services Agreement ("**Agreement**") is entered into as of the Effective Date defined below by and between Orion Communications, LLC. ("**Orion**"), with its address for notices being: 8350 North Central Expressway, Suite 700, Dallas, TX 75206, **Attention: President, and the undersigned client ("**Client**")**, with its initial address for notices specified in the initial Sales Order Form. In consideration of the mutual promises contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DOCUMENTS COMPRISING THE AGREEMENT

This Agreement will be comprised of the terms and conditions set forth in this Agreement together with any exhibits attached hereto and any Sales Order Forms (as defined in the attached Exhibit A) and any other documents that either incorporate this Agreement by reference or are incorporated into this Agreement by reference.

2. INITIAL TERM

The initial term ("**Initial Term**") of this Agreement commences on the Effective Date and ends on the ____ (__) year anniversary of the Service Commencement Date, defined Exhibit A, below.

EXECUTED as of _____ ("**Effective Date**") by the parties hereto each acting under due and proper authority.

Orion Communications, LLC.	City of Lansing Police Department
Printed Name: Mary Friel	Printed Name:
Title: President	Title:

Attachment(s): Exhibit A, General Terms and Conditions
 Exhibit B, Standard Support

EXHIBIT A
General Terms and Conditions

GENERAL TERMS AND CONDITIONS

This Exhibit is made as of the Effective Date and pertains to and is made a part of the Business Services Agreement between Orion and Client (the "Agreement"). All undefined capitalized terms herein will have the meanings ascribed to such terms as set forth in the Agreement, including its exhibits. If any terms of this Exhibit are inconsistent with the terms of the Agreement, then the terms of this Exhibit will control.

1. PROVISION OF SERVICES

Orion will make the following services (collectively, the "Services") available to Client during the term of this Agreement, subject to the terms of the Agreement and each mutually acceptable written ordering document for the Service executed by both Client and Orion (each, a "Sales Order Form"): (a) the services ordered by Client as specified in a Sales Order Form; and (b) any additional services ordered pursuant to a mutually acceptable written amendment to the Agreement.

2. ACCESS RIGHTS; OWNERSHIP OF PROPERTY; USE RESTRICTIONS

2.1 Access Rights. Conditioned upon payment of the annual fees for Named Users: (a) Client may allow the number of Named Users set forth in the Sales Order Form to access and use the Services, during the Term, solely for Client's internal business purposes as contemplated by the Agreement; and (b) Client hereby grants Orion a non-exclusive, non-transferable, worldwide right to use the electronic data pertaining to Client and/or its users that is submitted into the Services (collectively, "Client Data") as necessary for the limited purpose of performing the Services. "Named User" means an individual employee of Client authorized by Client to access the Services, regardless of whether the individual is actively accessing the Services at any given time. Named User includes any end-node that receives data from or creates data using the Services, including human users. The actual "Service Commencement Date" occurs when customer access is provided.

2.2 Ownership. Orion and its licensors and suppliers own and retain all right, title, and interest in and to the following (collectively, "Orion Property"): (a) the Services and all software, hardware, technology, documentation, and information provided by Orion in connection with the Services; (b) all ideas, know-how, and techniques that may be developed, conceived, or invented by Orion during its performance under the Agreement; and (c) all worldwide patent, copyright, trade secret, trademark and other intellectual property rights in and to the property described in clauses (a) and (b) above. Except as otherwise expressly authorized herein or by Orion in writing, the non-exclusive use rights set forth in the Agreement are the entirety of Client's rights in connection with the Orion Property. Client owns and retains all right, title, and interest in and to the Client Data and all intellectual property rights therein. Except as otherwise expressly authorized in this Agreement or by Client in writing, the non-exclusive use rights set forth in the Agreement are the entirety of Orion's rights in connection with the Client Data.

2.3 Restrictions. Except as expressly permitted under the Agreement, Client will not directly or indirectly do any of the following: (a) access, use, sell, distribute,

sublicense, broadcast, or commercially exploit any Orion Property or any rights under the Agreement, including without limitation any access or use of any Orion Property on a service bureau basis or for any Client processing services beyond the scope specified in this Agreement (such as for any third parties on a rental or sharing basis); (b) knowingly introduce any infringing, obscene, libelous, or otherwise unlawful data or material into the Service; (c) copy, modify, or prepare derivative works based on Orion Property; (d) reverse engineer, decompile, disassemble, or attempt to derive source code from any Orion Property; or (e) remove, obscure, or alter any intellectual property right or confidentiality notices or legends appearing in or on any aspect of any Orion Property.

3. ONBOARDING

Orion will use commercially reasonable efforts to provide the Services ("**Onboarding**") in accordance with the implementation schedule included in Scope of Work attached to a Sales Order. Orion will not be responsible for delays caused by events or circumstances beyond its reasonable control. Client is responsible for obtaining computers and operating systems compatible with the Services, as shown in the technical specifications for the Services. The estimated Services Commencement Date is show on the Sales Order Form. Onboarding is complete (and acceptance will be deemed to have occurred) when the Services are accessible by Client regardless of whether or not Client accesses the Services. Completion of Onboarding will constitute Client's acceptance of the Services.

4. FEES AND PAYMENT TERMS

4.1 General. Except as otherwise expressly set forth in the applicable Sales Order Form document or any subsequent applicable Sales Order Form, Client will pay each invoice within 30 days after Client's receipt of the invoice. All fees and other charges will be paid to Orion in United States dollars. If Client specifies in a Sales Order Form that it is issuing a purchase order for such Sales Order Form, then Orion will reference the applicable Client purchase order number on its invoices so long as Client provides the purchase order number to Orion at least five (5) business days prior to the date of the applicable Orion invoice. Annual fees for Services will be paid before the Service Commencement Date or the commencement of a Renewal Term, as applicable. Training fees are due in advance, before training will be scheduled. Fees for Onboarding services will be invoiced upon completion of services and access provided for customer acceptance. Other fees will be invoiced as set forth in the applicable Sales Order Form. Orion may suspend the Services or terminate this Agreement if any fees or charges are overdue from Client to Orion. A late charge at the rate of one and one-half percent (1½%) per month or the highest rate allowed by law, whichever is lower, will apply to the total invoice amount for payments not received within thirty (30) days after the date of invoice. All fees are non-refundable. Access for training is sold in blocks of hours. Access for Named Users is sold in blocks of Named Users. If the number of users accessing or using the Services exceeds the number of Named Users client has paid for, then on or before the beginning of the next calendar quarter, Client will purchase additional blocks of Named Users sufficient to equal or exceed any increase in the number of users accessing or using the Services. If the number of new users increases by ten (10%) or more of the current number of Named Users for which Client has paid, Client will immediately purchase additional blocks of Named Users sufficient to equal or exceed any increase in the number of users accessing or using the Services.

4.2 Taxes. Orion's fees do not include any governmental taxes, assessments, fees, duties or similar fees and taxes that may be applicable in connection with the transactions contemplated by this Agreement ("**Taxes**"). Client will be responsible for paying all Taxes, except for taxes based on Orion's net income or its authority to do business within a given jurisdiction. If Orion has a legal obligation to pay or collect Taxes for which Client is responsible under the Agreement, then the appropriate amount will be invoiced to and paid by Client, unless Client specifies in the applicable Sales Order Form that it claims tax exempt status for amounts due under the Agreement and provides Orion a valid tax exemption certificate (authorized by the applicable governmental authority) at least five (5) business days prior to the date of the applicable Orion invoice.

5. WARRANTIES AND LIMITATIONS

5.1 Mutual Warranties. Orion and Client each hereby represents, warrants, and covenants to the other that: (a) it has the authority to enter into the Agreement, to grant the rights granted by it under the Agreement, and to perform its obligations under the Agreement; and (b) it will comply with all laws and regulations applicable to it that may be in effect during the term of the Agreement.

5.2 No Infringement. Orion warrants that the Service, and the use thereof by Client in accordance with the terms of the Agreement, does not and will not infringe, or constitute an infringement or misappropriation of, any intellectual property rights of a third party. Client warrants that the Client Data, and the use thereof by Orion in accordance with the terms of the Agreement, does not and will not infringe, violate or constitute an infringement or misappropriation of, any intellectual property, privacy or other rights of a third party. Each party's exclusive remedy and the other party's entire liability for any breach of the warranties set forth in Sections 5.1(a) and 5.2 will be the indemnification provisions set forth in Section 6 below.

5.3 Service Warranties. Orion warrants that, during the term of the Agreement, the Service provided hereunder will be performed: (a) in a professional manner consistent with generally accepted industry standards reasonably applicable to the provision of the Service; and (b) substantially in accordance with the technical manuals and user documentation relating to the operation and use of the Service that are provided by Orion to Client under the Agreement, as updated by Orion from time to time.

5.4 Limitation of Warranty. THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT ARE THE SOLE WARRANTIES PROVIDED BY ORION HEREUNDER. ORION SPECIFICALLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, CONDITIONS, AND GUARANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, WITH RESPECT TO THE SERVICE OR ANY OTHER ITEMS OR SERVICES COVERED BY OR FURNISHED UNDER THE AGREEMENT, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY (i) OF MERCHANTABILITY, (ii) OF FITNESS FOR A PARTICULAR PURPOSE, OR (iii) ARISING FROM COURSE OF PERFORMANCE, COURSE OF DEALING, OR USAGE OF TRADE. ORION DOES NOT WARRANT THAT ANY ITEMS OR SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

5.5 Limitation of Liability. EXCEPT FOR LIABILITY ARISING UNDER SECTIONS 2.3, OR 6 OF THIS EXHIBIT OR FOR BODILY INJURY, FRAUD, WILLFUL MISCONDUCT, OR AMOUNTS OWED BY CLIENT TO ORION UNDER THIS AGREEMENT:

(a) NEITHER PARTY WILL BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR EXEMPLARY DAMAGES IN CONNECTION WITH THE AGREEMENT, HOWEVER CAUSED AND UNDER WHATEVER THEORY OF LIABILITY, EVEN IF THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES; AND

(b) TO THE MAXIMUM EXTENT PERMITTED BY LAW, EACH PARTY'S TOTAL LIABILITY UNDER THE AGREEMENT, FOR WHATEVER CAUSE, WHETHER IN AN ACTION IN CONTRACT OR IN TORT OR OTHERWISE, WILL BE LIMITED TO GENERAL MONEY DAMAGES AND WILL IN NO EVENT EXCEED AN AMOUNT EQUAL TO THE AGGREGATE OF ALL FEES ACTUALLY PAID OR OWING HEREUNDER BY CLIENT TO ORION DURING THE TWO MONTH PERIOD PRECEDING THE TIME THAT THE CLAIM AROSE.

6. INDEMNIFICATION

6.1 By Orion. Subject to the terms of the Agreement, Orion will indemnify, defend and hold harmless Client and its employees, agents, successors and assigns from and against any and all loss, damage, liability, and expense arising from any claim brought against any such indemnified party by a third party to the extent alleging that the Service, as provided by Orion and used in accordance with the terms of the Agreement, infringes upon any valid patent, copyright, trademark, trade secret, or other proprietary right of such third party. Notwithstanding the above, Orion will have no liability for any infringement claim to the extent it: (i) pertains to any Orion Property that has been altered or modified without Orion's prior written approval; or (ii) is based on use of the Service in conjunction with any item not provided by Orion, unless such use is shown to constitute the infringement when not used in conjunction with the item not provided by Orion.

6.2 By Client. Subject to the terms of the Agreement, Client will indemnify and hold harmless Orion and its employees, agents, successors and assigns from and against any and all loss, damage, liability, and expense arising from any claim brought against any such indemnified party by any third party to the extent: (a) alleging that the Client Data, or Client's use of the Service in violation of the terms of the Agreement, infringes upon any valid patent, copyright, trademark, trade secret, or other proprietary right of, or otherwise harms, such third party; or (b) alleging that use of the Client Data by Orion as contemplated by this Agreement violates any person's right of privacy or security; or (c) resulting from the failure of Client to comply with its obligations under the Agreement or from the acts or omissions of Client or its employees, agents, successors or assigns.

6.3 Defense Procedure. For any indemnifiable claim described in this Section 6: (a) the indemnifying party will have the sole responsibility, at its expense, to defend and, at its sole discretion, to settle any such claim, provided that, if any settlement requires (i) a non-monetary obligation of an indemnified party (other than ceasing use of the Service), (ii) or an admission by the indemnified party, then such settlement will require the indemnified party's prior written consent; and (b) each indemnified party will provide the indemnifying party with prompt written notice of any such claim brought against it, together with copies of all related court documents involving such claim. An indemnified party's failure to provide prompt notice to the indemnifying party of any such claim will not relieve the indemnifying party from any liability under this Section 6 with respect to such claim, unless the indemnifying party is materially prejudiced by such failure, in which case the indemnifying party will have no obligation

under this Section 6 with respect to such claim. If any compromise or settlement is made with respect to such claim, the indemnifying party will pay all amounts in settlement of such claim. The indemnified party will provide the indemnifying party with such information and assistance for the defense of such claim as the indemnifying party reasonably requests.

7 CONFIDENTIALITY

- 7.1 Confidential Information. In connection with the Agreement, each party hereto (a "disclosing party") may disclose its confidential and proprietary information to the other party (a "receiving party"). Subject to the exceptions listed below, a disclosing party's "**Confidential Information**" will be defined as information disclosed by the disclosing party to the receiving party under the Agreement that is either: (a) clearly marked or otherwise clearly designated as confidential or proprietary; or (b) should be reasonably understood by the receiving party to be the confidential or proprietary information of the disclosing party. For the avoidance of doubt, the Orion Property and all pricing under the Agreement is the Confidential Information of Orion, and Client Data is the Confidential Information of Client.
- 7.2 Confidential Treatment. Except to the extent one of the exceptions set forth in Section 7.3 applies, a receiving party will not use, or otherwise disclose to any third party, a disclosing party's Confidential Information without the prior written consent of the disclosing party; provided, however, that Orion may use and disclose the Confidential Information of Client as necessary for the limited purpose of performing the Services hereunder. In addition, each party agrees to take reasonable measures to protect the other party's Confidential Information and to ensure that such Confidential Information is not disclosed, distributed, or used in violation of the provisions of the Agreement (which measures will be no less than that which a reasonable person would take with respect to like confidential, proprietary, or trade secret information).
- 7.3 Exceptions. Notwithstanding anything to the contrary, the obligations of the receiving party set forth in this Section 6 will not apply to any information of the disclosing party that: (a) is or becomes a part of the public domain through no wrongful act of the receiving party; (b) was in the receiving party's possession free of any obligation of confidentiality at the time of the disclosing party's communication thereof to the receiving party; (c) is developed by the receiving party completely independent from and without access to the Confidential Information of the disclosing party; or (d) is required by law or regulation to be disclosed, but only to the extent and for the purpose of such required disclosure after providing the disclosing party with advance written notice, if legally possible, such that the disclosing party is afforded an opportunity to contest the disclosure or seek an appropriate protective order. In addition, the obligations of Orion set forth in this Section 7 will not apply to any suggestions for product or service improvement or modification provided by Client in connection with any present or future Orion product or service, and, accordingly, neither Orion nor any of its Clients or business partners will have any obligation or liability to Client with respect to any use or disclosure of such suggestions.
- 7.4 Remedies. The parties recognize and agree that money damages are an inadequate remedy for breach of this Section 7 and further recognize that any such breach would result in irreparable harm to the non-breaching party. Therefore, in the event of any such breach, the non-breaching party may obtain injunctive relief from a court of

competent jurisdiction to enjoin such activity in addition to any other remedies available to it.

8 TERM AND TERMINATION

- 8.1 Term. After the Initial Term, the Agreement will automatically renew for periods of one year each (each a “**Renewal Term**” and collectively with the Initial Term the “**Term**”), unless either party elects to terminate the Agreement by delivering written notice of termination to the other party at least sixty (60) days before the end of the then current Initial Term or Renewal Term, as applicable. All terms and conditions hereof will remain in effect during any Renewal Term, except as the parties otherwise expressly agree to in writing.
- 8.2 Termination for Breach. In the event of a material breach of the Agreement by either party, the non-breaching party may give written notice of such breach to the breaching party and, if the same is not cured within thirty (30) days after delivery of such notice, then, without limitation of any other remedy available hereunder, the non-breaching party may terminate the Agreement by delivery of a written notice of termination at any time thereafter to the breaching party. But Orion may terminate this Agreement immediately if client breaches Section 2.3. Such termination will be effective as of the date of the notice of termination or such later date as set forth in such notice.
- 8.3 Duties Upon Termination; Survival. Upon termination of the Agreement: (a) all rights granted to Client under the Agreement will immediately terminate, in which case Orion may invalidate the passwords and/or other user identification for Client and its users and otherwise deny further access to the Service; (b) upon Orion's request made within thirty (30) days after such termination, Client will return to Orion or destroy all Orion Property that is in its possession or control; and (a) upon Client's request made within thirty (30) days after such termination, Orion will destroy all Client Data and Confidential Information of Client that is in its possession or control, provided that Client has paid all fees due to Orion under this Agreement and all Sales Order Forms hereunder. After such 30-day period, each party may destroy any such information of the other party in its possession or control. Termination of the Agreement will not be construed to waive or release any claim that a party is entitled to assert at the time of such termination (including any claim for fees accrued or payable to Orion prior to the effective date of termination), and the applicable provisions of the Agreement will continue to apply to such claim until it is resolved. The terms of Sections 1 and 2 of the Agreement and Sections 2.2, 2.3, 5.4, 5.5, 6, 7, 8.3, and 9 of this Exhibit will survive the termination of the Agreement for any reason.

9. MISCELLANEOUS

- 9.1 Relationship of Parties. Orion and Client are independent contractors and the Agreement will not establish any relationship of partnership, joint venture, employment, franchise, or agency between Orion and Client. Neither Orion nor Client will have the power to bind the other or incur obligations on the other party's behalf without the other party's prior written consent, except as otherwise expressly provided in the Agreement.

9.2 Notices. All notices hereunder by either party will be given by personal delivery (including reputable courier service), fees prepaid, or by sending such notice by registered or certified mail return receipt requested, postage prepaid, and addressed as set forth on the first page of the Agreement (as to Orion) and in a Sales Order Form (as to Client). Such notices will be deemed to have been given and delivered upon receipt or attempted delivery (if receipt is refused), as the case may be, and the date of receipt identified by the applicable postal service on any return receipt card will be conclusive evidence of receipt. Any party, by written notice to the other as above described, may alter the address for receipt by it of written notices hereunder.

9.3 Assignment. The Agreement may not be assigned or transferred by either party without the prior written consent of the other party, which permission will not be unreasonably withheld. Any attempted assignment without such consent will be void. Notwithstanding the foregoing, Orion may assign its rights and obligations under the **Agreement, without the Client's permission, in connection with any merger, consolidation, sale of all or substantially all of such assigning party's assets or equity, or any other similar transaction.** The Agreement is binding on the parties hereto and their respective successors and permitted assigns.

9.4 Waiver and Severability. Failure to enforce any term or condition of the Agreement will not be deemed a waiver of the right to later enforce such term or condition or any other term or condition of the Agreement. If any provision of the Agreement is found to be void or unenforceable, that provision will be enforced to the maximum extent possible, and the remaining provisions of the Agreement will remain in full force and effect.

9.5 Excused Performance. Neither party will be liable for any delay or failure to perform due to causes beyond its reasonable control.

9.6 Export Compliance. Client acknowledges that the Services are subject to the export laws and regulations of the United States. The Services are classified EAR 99 (No License Required). But those export laws and regulations prohibit or make subject to special controls the export or re-export of the Orion software or the documentation use to provide the Services to certain countries listed in Country Group E in Supplement No. 1 to Part 740 of the U.S. Export Administration Regulations ("**Prohibited Countries**"), to certain persons and entities on the Denied Persons List contained in Supplement No. 2 to Part 764 of the Regulations and to certain Specially Designated Nationals and Blocked Persons listed by the U.S. Office of Foreign Assets Control (OFAC) (collectively "**Prohibited Persons**"). Accordingly, Client will not, directly or indirectly, export, re-export, license, sell, give, loan, transfer, disclose or otherwise grant access to the Services or the documentation to any Prohibited Country or Prohibited Person, to any foreign national of a Prohibited Country, to any person affiliated with a Prohibited Person, or to any person or entity outside of the United States of America without the express written consent of Orion. These prohibitions will apply whether said person or entity is a subsidiary, parent, sister company or other affiliate of Client.

9.7 Amendments. The Agreement will not be deemed or construed to be modified, amended, or waived, in whole or in part, except as set forth herein or by a separate written agreement duly executed by the parties to the Agreement. No document, purchase order, or any handwritten or typewritten text which purports to alter or amend the printed text of the Agreement will alter or amend any provision of the

Agreement or otherwise control, unless Orion and Client both specify in writing that such terms or conditions will control. Notwithstanding the above, Orion may from time to time effect reasonable modification to the Services without Client's prior consent, provided that any such modification does not reduce the overall level of beneficial service provided to Client immediately prior to such modification.

9.8 Law, Arbitration.

9.8.1 *Governing Law.* The Agreement will be governed by, subject to, and interpreted in accordance with the laws of the state of Texas, without regard to conflict of laws principles. Client hereby irrevocably consent to the jurisdiction of, and venue in, any federal or state court of competent jurisdiction located in Dallas County, Texas for the purposes of adjudicating any action or proceeding to enforce the terms of the Agreement. The parties agree that the Agreement and the transactions contemplated therein will not be governed by the United Nations Convention on Contracts for the International Sale of Goods or the Uniform Computer Information Transactions Act, as currently enacted by any jurisdiction or as may be codified or amended from time to time by any jurisdiction. English will be the governing language of the Agreement.

9.8.2 *Arbitration.* Any controversy or claim arising under or related to this Agreement will be settled by binding arbitration under the Commercial Rules of the American Arbitration Association ("**Association**"). The location of any such arbitration will be the principal place of business of Client or Orion, at the option of the party against whom a demand for arbitration is filed with the Association. The arbitrator will be selected from the national technology panel of the American Arbitration Association. Any court having jurisdiction over the matter may enter a judgment upon the award of the arbitrator. Service of a petition to confirm the arbitration award may be made by United States Mail, postage prepaid, or by any regularly conducted commercial express mail service, to the attorney for the party or, if not so represented, to the party at the address set forth herein, or to the party's last known business address. The prevailing party in any action or proceeding will be entitled to recover its arbitration administrative fees and arbitrator fees.

9.9 Interpretation. The Agreement will not be construed in favor of or against any party by reason of the extent to which any party participated in the preparation of the Agreement. The Agreement may be executed by facsimile copy and in any number of counterparts, all of which taken together will constitute one single agreement between the parties. Orion's obligation to perform Service under the Agreement is subject to the execution and delivery of the Agreement and an initial Sales Order Form signed by a duly authorized representative of Client and Orion.

9.10 Entire Agreement. The Agreement (together with any exhibits attached hereto and any Sales Order Forms and other documents that either incorporate this Agreement by reference or are incorporated herein by reference) contains the entire agreement and understanding between Orion and Client with respect to the subject matter thereof and supersedes all prior agreements, negotiations, representations, and proposals, written and oral, relating to such subject matter.

EXHIBIT B

Standard Support

THIS EXHIBIT B, STANDARD SUPPORT ("**Addendum**") will only be effective if Standard Support is ordered on a Sales Order Form.

1. **Scope of Agreement.** During the term of this Addendum, as set forth in Section 3, Orion agrees to provide Client standard maintenance and technical support and education services (collectively, "Standard Support"), as set forth in Sections 4, 6, 7, and 8, for the Services.
2. **Standard Support Fee.**
 - 2.1 Orion will provide Client with Standard Support under this Addendum for the Services during the Initial Term or any Renewal Term for the fee (the "Standard Support Fee") set forth in Sales Order Form. For each Renewal Term, Client will pay Orion a Standard Support Fee of the greater of (a) the amount set forth in last Sales Order Form executed by the parties, or (b) the price set by Orion for Standard Support for Renewal Term, provided that Orion may not increase the annual fee by more than 4% in any one year (the foregoing limitation does not apply to the extent that the Services are augmented by functionality. Standard Support with respect thereto that result in an increase in the annual Standard Support Fee will be set forth in new Sales Order Forms. Client will pay the Standard Support Fee on or before the 1st day of the current Initial Term or Renewal Terms, as applicable.
 - 2.2 **Other Charges.** Client will pay Orion for charges for Enhancements (as defined herein), additional modules, custom programming services, on-site support, and training in the amount and pursuant to the terms set forth in a Sales Order Form or Orion's invoice for such services.
3. **Term of Addendum.**
 - 3.1 **Effective Date.** This Addendum will take effect upon the Services Commencement Date. This Addendum will automatically renew thereafter for successive Renewal Terms unless otherwise terminated in accordance with its terms.
 - 3.2 **Termination Date.** This Addendum will terminate upon the earliest to occur of the following:
 - i. The effective date of any subsequent agreement concerning maintenance services entered into between Client and Orion;
 - ii. Upon the material breach of this Agreement by a party, the other party may terminate this Agreement, provided the non-breaching party first provides the breaching party with notice of any material breach and 30 days within which the breaching party may cure such breach;
 - iii. Client may terminate this Addendum at the end of the then-current Initial Term or Renewal Term, as applicable by providing Orion with notice that it does not intend to renew the Agreement at least 60 days before the end of the then-current term; or
 - iv. Orion may terminate this Addendum for Client's failure to pay any undisputed invoice when due, provided Orion provides Client with notice of any such failure

and such undisputed invoice is not paid upon the later of 45 days after the date due or 15 days after notice.

4.0 **Support Response Priority**

Orion provides services that support 7x24 365 days a year. The following are the support services offered by Orion's Standard Support:

Severity Levels and Response Process

Severity Level 1 - Critical

Business Hours: Telephone calls to Orion's direct service line are answered during work hours by support personnel and after hours by the on-call support staff.

Response: Response within thirty (30) minutes of notification.

Customer Updates: Everyone (1) hours until resolution or an agreed upon update schedule is decided upon.

After Hours: Sixty (60) minute call back after Client telephone contact to 866-779-1689.

Severity Level 2 – Urgent Priority

Business Hours: Telephone calls to 866-779-1689- are answered and managed as they come in with no need for a call back.

Response: Engagement of support within two (2) hours of notification.

Customer Updates: Every four (4) hours until resolution or an agreed upon update schedule is decided upon.

After Hours: Ninety (90) minute call back after Client telephone contact to 866-779-1689.

Severity Level 3 – High Priority

Business Hours: Telephone calls to 866-779-1689- are answered and managed as they come in with no need for a call back.

Response: Engagement of support within twenty-four (24) hours of notification.

Customer Updates: Every 48 hours (48) hours until resolution or an agreed upon update schedule is decided upon.

After Hours: This priority of issue is not managed via after hours support.

Severity Level 4 - Medium Priority

Business Hours: Telephone calls to 866-779-1689- are answered and managed as they come in with no need for a call back.

Response: Engagement of support within forty-eight (48) hours of notification.

Customer Updates: Every 5 working days until resolution or an agreed upon update schedule is decided upon.

After Hours: This priority of issue is not managed via after hours support.

Severity Level 5 - Low Priority

Business Hours: Telephone calls to 866-779-1689 - are answered and managed as they come in with no need for a call back.

Response: Engagement of support within five (5) days of notification.

Customer Updates: As ticket is resolved with agreed upon update schedules.

After Hours: This priority of issue is not managed via after hours support.

Severity 1= Critical Priority

Critical Applications or Services are entirely a non-responsive state and severely impacts Client personnel productivity, citizen security/safety, and/or departmental revenue generation. This is defined as the application is down, critical servers are inoperative, complete interruption of data intake or retrieval, or loss of data and high levels of corruption.

Severity 2 = Urgent Priority

The Services are not meeting the criteria of a critical priority, but which severely impacts the ability of a large number of users to utilize the Services or if they do use the Services the errors will be consistent and reproducible.

Severity 3 = High Priority

Defined as - An issue which does not have significant impact on productivity for the Client's department and/or its personnel. Generally, this means over 25% of the Services are not functional or are negatively impacting users with this error. Not covered in an after-hours service support incident.

Severity 4= Medium Priority

An error related to a user functionality which does not prevent routine use of the Services or a high priority issue when a reasonable workaround has been provided. Typically, not covered in after-hours service support incident.

Severity 5 = Low Priority

All other software or documentation errors not described above. Client technical questions would be a part of this level.

Services Not Included. Standard Support Services will not include:

- i. Charged for enhancements updates, enhancements and modifications to the Services (collectively, "Enhancements") or additional modules that are offered, at Orion's sole discretion, to Client upon payment of a license fee therefor;
- ii. Custom programming services;
- iii. On-site support;
- iv. Training; or
- v. Hardware and related supplies.

5. **Charged-For-Enhancements and Modules.** From time to time, at Orion's sole discretion, Orion will make available Client Enhancements or additional modules to the Services that Client may license from Orion upon payment of the applicable license fee(s) therefore and development charges established by Orion. Any such Enhancements or additional modules licensed by Client will be considered part of the Services under this Agreement.

6. **Help Desk Services.** Orion will maintain a help desk so that Client may report problems and obtain assistance in the installation and/or use of the Services.

a) Online Trouble Ticket System

- (i) Access to trouble ticket system for submission of ticket requesting and online review of status
- (ii) Email notification of trouble ticket resolution and ticket web link.

7. **Obligations of Client.**

- (a) **Client Contact.** Client will notify Orion of Client's designated Client Contact. To the maximum extent practicable, Client's communications with Orion will be through the Client Contact.

- (b) **Error Documentation.** Upon detection of any error in the Services, Client, as requested by Orion, will provide Orion a listing of output and any other data, including databases and backup systems, that Orion reasonably may request in order to reproduce the error and the operating conditions under which the error occurred or was discovered.

PUBLIC SAFETY PERSONNEL MANAGEMENT SYSTEM AGREEMENT

THIS AGREEMENT ("Agreement") is effective as of [Insert Effective Date], by and between the LANSING POLICE DEPARTMENT, a division of the City of Lansing, Michigan ("Client"), and ORION COMMUNICATIONS, LLC. ("Contractor" or "Orion").

WITNESSETH

In consideration of the mutual covenants contained herein, the parties agree as follows:

The Contractor shall provide a Public Safety Personnel Management System (the "System") as described in the following exhibits:

- Exhibit I – Orion End User License Agreement
- Exhibit II – Orion Maintenance Agreement (including Appendix A and Attachment I)

If there is a conflict between this Agreement and any of the Exhibits, this Agreement prevails.

This Agreement, along with the attached Exhibits, constitutes the entire understanding between the parties with respect to the subject matter.

1.0 TERMS AND CONDITIONS

1.1 Procedures

The scope and nature of services provided by Orion shall be under the direction of the Lansing Police Department's designated Project Manager. Orion will not act on instructions from any other party unless confirmed in writing by the designated authority.

Changes to this Agreement must be approved in writing by both Orion and the authorized representative of the City of Lansing's Purchasing Department.

1.2 Term and Termination

1.2.1 End User License Agreement (EULA)

- The licenses provided under the EULA are perpetual, contingent upon full compliance with the terms.
- The Client may terminate its use and surrender the license rights at any time by providing written notice and ceasing all use of the software.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

For the Lansing Police Department

By: _____

Name: [Insert Name]
Title: [Insert Title]
Date: _____

For Orion Communications, LLC.

By: _____
Name: [Insert Name]
Title: [Insert Title]
Date: _____

Exhibit I – End User License Agreement (EULA)

1. License Grant

Orion grants Lansing Police Department ("Client") a non-transferable, non-exclusive, perpetual license to use the Orion Public Safety Personnel Management System (the "Licensed Software"), subject to full compliance with the terms of this EULA.

2. Permitted Use

The Client may use the Licensed Software solely for internal operations. The license includes web-based access for named users and interfaces as described in Exhibit II.

3. Restrictions

No resale, sublicensing, or hosting for third parties. No reverse engineering, decompilation, or modification of source code. No use beyond scope described in this Agreement.

4. Ownership

Orion retains all rights, title, and interest in and to the Licensed Software and all related intellectual property. The license does not transfer ownership.

5. Termination

The license may be terminated for material breach. Upon termination, Client must cease use and destroy all copies of the Licensed Software.

6. Limitation of Liability

Orion is not liable for indirect, special, incidental, or consequential damages, including lost profits or business interruption.

Exhibit II – Maintenance Agreement

1. Services Provided

Service Category	Description
Software Updates	Delivery of bug fixes, enhancements, and version upgrades.
Technical Support	Email and phone support available

	Monday–Friday, 8:00–17:00 CST, excluding holidays.
System Monitoring	Monitoring services for application uptime and performance (if hosted by Orion).
Documentation	Access to user guides and online resources.
Knowledge Transfer	Periodic training webinars or refresher sessions.

2. Term

Maintenance services are provided for an initial 12-month term starting from the system go-live date. Renewal is annual unless canceled with 30 days' notice.

3. Service Levels (Appendix A)

Severity	Response Time	Resolution Commitment
Critical	2 hours	Work continuously until resolved
High	4 hours	Resolution within 2 business days
Medium	1 business day	Resolution within 5 business days
Low	2 business days	Resolution as appropriate

4. Client Responsibilities

- Assign a primary system administrator to interface with Orion support
- Provide timely responses to Orion inquiries related to troubleshooting
- Maintain necessary network and hardware infrastructure (if self-hosted)

Attachment I – System Scope

Project: Lansing Police Department – Orion Public Safety Personnel Management System

Modules Included:

- Personnel Scheduling & Shift Management
- 42 Day Leave Schedule Configuration
- Time-Off and Overtime Tracking

- Certification & Training Management
- System Administration and Role-Based Access
- Reporting and Audit Logs

Number of Users: 264

Hosting: Orion-Hosted / Client-Hosted (select one)



**CITY OF LANSING | FIRE DEPARTMENT
ADMINISTRATION**

120 E. SHIAWASSEE ST. | LANSING MI 48933

517-483-4200


LANSINGMI.GOV/FIRE



Brian E. Sturdivant, Fire Chief

Andy Schor, Mayor

To: Stephanie Robinson, Sr. Buyer, City of Lansing Purchasing

From: Brian Sturdivant, Fire Chief 

Date: July 31, 2025

RE: LFD Extrication Equipment Purchase

Please move forward with either the "sole source" documents for the upcoming extrication equipment purchase, or the "bid" process for next steps of this pending purchase.

Logistics Chief Randle will serve as a point of contact for this purchase. Also, look to split the cost between the following LFD Logistics budget accounts:

- 343510-956000 Misc. operating
- 343510-977101 Equipment

Thank you in advance and let me know of any questions.

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: August 28, 2025
SUBJECT: Sole Source –**Impact Rescue - Holmatro**

The **Lansing Fire** Department requests that **Impact Rescue** be designated as a Sole Source provider of the purchase of **Holmatro Extrication Equipment**.

Please see the attached letter from **Assistant Chief Edwards-Clemons** regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to **Impact Rescue** in the amount of \$ **48,603.00** per the request of the **LFD** Department from account numbers: **101-343510-956000 and 101-343510-977101**

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor



**CITY OF LANSING FIRE DEPARTMENT
ADMINISTRATION**

120 E. SHIAWASSEE ST. | LANSING MI 48933

517-483-4200

LANSINGMI.GOV/FIRE



Andy Schor, Mayor

Brian E. Sturdivant, Fire Chief

To: Stephanie Robinson - SR Buyer, City of Lansing Purchasing

From: Assistant Chief Edwards-Clemons

CC: Chief Randle

Date: August 28, 2025

Re: Extrication Equipment – Sole Source

After researching extrication equipment for the department's upgrade and standardization to battery-powered tools, LFD is recommending the vendor Impact Rescue LLC of Indianapolis, IN, as its preferred vendor/sole source. The advantages of this company include the following, which meet the sole source qualifications:

- Only authorized sales representative for the state of Michigan & Indiana
- Only authorized repair service for the state of Michigan & Indiana
- Only authorized training provider for the state of Michigan & Indiana
- Responds to emergency calls within 24 hours

The funding line will be LFD Logistics Miscellaneous Operating 101 - 343510- 956000 & Logistics equipment 101-343510-977101

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: September 4, 2025
SUBJECT: Sole Source Purchase – Impact Rescue – Holmatro

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Lansing Fire Department
Vendor: Impact Rescue – Holmatro
Item Purchased: Holmatro Extrication Equipment
Dollar Amount: \$ 48,603.00
Account: 101-343510-956000 & 101-343510-977101

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

sr

June 3, 2025

To whom it may concern,

The Holmatro Group, founded in the Netherlands in 1967, is a leading privately owned global supplier of hydraulic equipment and services. Holmatro hydraulic equipment and systems solutions are predominantly used in rescue, special tactics, and industrial applications around the world.

The purpose of this letter is to certify that as of this date, the sole factory authorized source of sales, service, and training for Holmatro Rescue Equipment in the state of **Indiana and Michigan** is:

Impact Rescue LLC.
3029 Marquette Ct.
Indianapolis, IN 46268
Contact: **Martin Price**
Tel: **317-714-4143**
Email: marin.price@impactrescue.com

Impact Resuce LLC. is qualified to provide you with excellent sales, service, and training solutions throughout the state of **Indiana and Michigan**. Please feel free to contact **Impact Rescue LLC.** directly.

If you need any further information, or if I can be of assistance in any other way, please feel free to contact me as well.

Kind Regards,



Jamie Snyder
National Sales Director
602-377-8149



Impact Rescue LLC

3029 Marquette Ct

Indianapolis, IN 46268

+13177144143

martin.price@impactrescue.com

www.impactrescue.com



ADDRESS

Lansing Fire Department

120 E. Shiawasee St.

Lansing, Michigan 48933

SHIP TO

Lansing Fire Department

120 E. Shiawasee St.

Lansing, Michigan 48933

Quote 2788

DATE 05/13/2025

EXPIRATION DATE 12/31/2025

TERRITORY

South East Michigan

SALES REP

Kyle Deboer

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	PSP40 SPREADER NEXT GEN - 159.000.226	PSP40 SPREADER NEXT GEN	1	16,218.00	16,218.00
	PCU50 CUTTER NEXT GEN - 159.000.224	PCU50 CUTTER NEXT GEN	1	15,728.00	15,728.00
	PTR50 TELESCOPIC RAM NEXT GEN - 159.000.227	PTR50 TELESCOPIC RAM NEXT GEN	1	13,338.00	13,338.00
	Ram Extension TRE05 - 151.001.902	Ram Extension TRE05	1	1,194.00	1,194.00
	Battery PBPA288 - 151.004.315 Pentheon 8ah Battery	Battery PBPA288 - 151.004.315 Pentheon 8ah Battery	6	1,019.00	6,114.00
	Pentheon Battery Charger PBCH2 115V - 151.000.742	Pentheon Battery Charger PBCH2 115V	3	700.00	2,100.00
	POTC1 - On tool charging Cord - 151.000.499	POTC1 - On tool charging Cord	3	125.00	375.00
	DCPC1 - Daisy Chain Cord - 151.000.503	DCPC1 - Daisy Chain Cord	2	18.00	36.00
	Horizontal Bracket for PSP40 - MPSP40H	Horizontal Bracket for PSP40 PP-HOL-PSP40	1	0.00	0.00
	Horizontal Bracket for Holmatro PCU50 - MPCU50H	Horizontal Bracket for Holmatro PCU50 PP-HOL-PCU50	1	0.00	0.00

You Can Count On Us For Life! - HOLMATRO

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Horizontal Bracket for Holmatro PTR50 Pentheon Ram (UPRIGHT VERSION) - MPTR50H-U	Horizontal Bracket for Holmatro PTR50 Pentheon Ram (UPRIGHT VERSION)	1	0.00	0.00
	Horizontal/Vertical Bracket for TRE05 Ram Extension MTRE05-EXT-H/V	Horizontal/Vertical Bracket for TRE05 Ram Extension PP-HOL-TRE05-EXT	1	0.00	0.00
	Trade in	Trade In 1 set of Core tools. 1 Spreader, 1 Cutter, 1 Ram, 1 Pump with hoses.	1	-3,500.00	-3,500.00
	Holmatro Discount	Discount on the Holmatro Tech Upgrade Program - \$1,000 off per Pentheon Tool.	3	-1,000.00	-3,000.00T

Thank You for your Business. We accept ACH Payments as well as Credit Cards. Checks can be mailed to 3029 Marquette Ct. Indianapolis, IN 46268

SUBTOTAL 48,603.00
TAX 0.00

TOTAL \$48,603.00

Accepted By

Accepted Date



CITY OF LANSING
 124 W. Michigan Ave
 Lansing, MI 48933
 (517) 483-4128

TO: IMPACT RESCUE
 3029 MARQUETTE CT
 INDIANAPOLIS, IN 46268

(317) 714-4143

PURCHASE ORDER	
P.O. NUMBER	P092999
DATE	09/04/2025
VENDOR I.D.	V051143
FOB	DELIVERED
REQUISITION NO	PR022493

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE

DELIVER ITEMS TO:
LFD - MAINT ALARM 3708 PLEASANT GRV LANSING, MI 48910 ATTN ERIC RASOOL

SEND INVOICE TO:
LFD - ADMIN OFFICES 2320 S WASHINGTON AVE LANSING 48910

Item No.	QTY	Description	Unit Price	Extended Price
1	1.00	PSP40 SPREADER NEXT GEN <i>101-343510-956000 \$16,218.00</i>	\$16,218.00	\$16,218.00
2	1.00	PCU50 CUTTER NEXT GEN <i>101-343510-977101 \$15,728.00</i>	\$15,728.00	\$15,728.00
3	1.00	PTR50 TELESCOPIC RAM <i>101-343510-977101 \$13,338.00</i>	\$13,338.00	\$13,338.00
4	1.00	RAM EXTENSION TREN5 <i>101-343510-977101 \$1,194.00</i>	\$1,194.00	\$1,194.00
5	6.00	BATTERY PBPA268 151.004.315 <i>101-343510-977101 \$6,114.00</i>	\$1,019.00	\$6,114.00
6	3.00	PENTHEON BATTERY CHARGER PBCH2 <i>101-343510-977101 \$2,100.00</i>	\$700.00	\$2,100.00
7	3.00	POTC1-ON TOOL CHARGING CORD <i>101-343510-977101 \$375.00</i>	\$125.00	\$375.00
8	2.00	DCPC1-DAISY CHAIN CORD <i>101-343510-977101 \$36.00</i>	\$18.00	\$36.00
9	1.00	TRADE IN 1 SET OF CORE TOOLS <i>101-343510-977101 \$(3,500.00)</i>	\$(3,500.00)	\$(3,500.00)
10	3.00	DISCOUNT ON HOLMATRO TECH UP PROGRAM <i>101-343510-977101 \$(3,000.00)</i>	\$(1,000.00)	\$(3,000.00)

Total:

\$48,603.00

PER QUOTE 2788 DTD 5/13/25

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

Federal Tax ID: 38-6004628

AUTHORIZED SIGNATURE



Date

Printed: 09/04/2025

1. Mobility and Portability

- **No external power unit or hoses** — battery tools are self-contained, so crews don't need a hydraulic pump, generator, or long hydraulic lines.
 - **Faster deployment** — just grab the tool, power it on, and go. No setup time for connecting hoses.
 - **Greater reach** — rescuers can work in areas difficult for hoses/pumps to reach (down embankments, inside buildings, remote areas, etc.).
-

2. Speed and Efficiency

- **Immediate operation** — no waiting for a pump to build pressure.
- **Tool swapping is faster** — no need to disconnect and reconnect hoses.
- **Consistent power** — modern battery tools can deliver comparable spreading, cutting, and ramming force as hydraulics.

3. Safety

- **No hydraulic hoses on the ground** — reduces tripping hazards and entanglement.
 - **Less chance of hydraulic fluid leaks** — which can be slippery, flammable, and harmful to the environment.
 - **Quieter operation** — improves communication among rescuers and with patients.
-

4. Versatility in Use

- **Works in confined spaces** — because you don't need to drag hoses in with you.
 - **Multi-environment use** — battery tools are more effective in water rescues or where hoses might freeze, kink, or snag.
 - **Can be used simultaneously** — multiple rescuers can operate different tools without being limited by one pump power source.
-

5. Maintenance

- **Simpler upkeep** — no hydraulic fluid checks, hose inspections, or pump maintenance.
- **Battery management is easier** — spare charged batteries can be swapped quickly.

6. Advancements in Technology

- **High-capacity lithium batteries** now last longer, charge faster, and deliver strong performance even under heavy loads.
- **Interchangeable batteries** — some brands use the same battery system across multiple tools.

*Submitted
@mtg.*

Purchase Order: An official city document sent to a particular vendor by the Purchasing Office for the procurement of good(s) or service(s). A purchase order is the document that binds the City for payment of good(s) and service(s) and is considered a "short" form contract.

Procurement Cards: A city issued credit card meant for purchases typically less than \$5,000.00 (most single transactions are under \$3000). See the Procurement Card User's Manual for exclusions and usage. (Note cardholder single transaction limits)

Request for Bids: A formal solicitation sent to a pool of vendors for projects or products. Any project or purchase equal to or over \$15,000. **Must be sent through the Purchasing office.**

Request for Proposals: A solicitation sent to a prequalified or known qualified pool of vendors/consultants for projects not appropriate for the bid process. Examples: Hiring of an architect, temporary help agencies, cleaning companies etc. **Equal to or over \$15,000. Must be sent through Purchasing (reference ordinance 206.07)**

Request for Qualifications: A solicitation sent to suppliers/consultants to determine the appropriate pool to receive a "Request for Proposals" for a given project. **Send through Purchasing.**

Request for Quotes: An informal solicitation sent to suppliers/consultants for services or supplies. **All quotes must come through the purchasing office equal to or over \$5,000 to \$14,999.**

Requisition: Request for a purchase order initiated by a using department for goods and/or services. This request is processed in the ONE SOLUTION software and moved through the appropriate approval steps for each department. Purchase orders must be issued for anything that is not paid for with a Pcard. (Except exempt items)

Small purchases means the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold (for procurement using Federal funding). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined by the City. (Reference Federal procurement CFR 200.320)

* **Sole Source (Single source, reference Federal CFR 200.320):** Only available source for a specific good or service. Purchasing requires documentation from the manufacturer or distributor verifying this information. Examples include: Original equipment manufacturer, exclusive distribution rights within a given territory. Sole source purchases equal to or over \$15,000, memo to be written by Department director, and sent to purchasing. Purchase must be approved by Mayor's office. Under \$15,000 memo needs to be written and sent to purchasing for documentation.

Urgent/Emergency Purchase: A situation where a PO is needed in the same day or next day in order to procure the needed goods or service. Examples include: limited time offers, tight project deadlines.

Exempt Items:

The following items **do not require a purchase order**. Payment can be made via the "Direct Pay Procedures" or by procurement card where applicable." (based on Section 206.15 of the Purchasing Ordinance):

1. Advertisements in periodicals;
2. Payments to arbitrators;
3. Firms providing deposition and court transcript services;
4. Dues and subscriptions;
5. Medical and veterinary services;
6. Publications and copyrighted materials;
7. Conferences, seminars and classes;
8. Travel expenses;
9. Utility bills including gas, electric, water, sewage and local phone service;

Lansing Fire Department Procedure Manual

Supplemental Policy

Budget and Purchasing

- • Program: Fire Safety Education for Elementary School Children. Designed to teach fundamental fire safety and survival skills to young children. 23 one- hour Fire Safety classes were conducted in FY 97-98 for over 1,150 children in grades 3-6.
- • Third, an account summary. This is simply a summary of the grand totals of each account detailed in the body of the budget you are submitting.
- • Example Account Summary

101-343510-708000 - Overtime	\$55.00
101-343510-741000 - Misc & Op	65.00
101-343510-742000 - Supplies	10.00
101-343510-746000 - Repair & Maint	25.00
101-343510-977000 - Equipment	95.00
<u>TOTAL</u>	<u>\$250.00</u>

- • New or Expanded Program Request. When a Division wishes to add a new major program, or make a significant change in the scale of an existing program, this form should be used. Fill out the fields as indicated to describe and justify your intentions.

802.7 PURCHASING - GENERAL

- a. The authority to initiate a purchase rests with Battalion Chief and Division Head. It is the responsibility of those individuals to research desired expenditures. Battalion Chiefs and Divisions shall not act independently and execute a purchase without gaining all required approvals from Fire Administration.
- b. For certain items, such as consumable supplies, the Maintenance Division will make routine purchases.

802.8 PURCHASING - SPECIAL CIRCUMSTANCES

- a. Quotes. On any item not purchased from a blanket account, and which costs more than \$100.00 but less than \$15,000, it is necessary to get at least three price quotes from different sources for identical items including freight and other costs. (Under \$500 phone quotes (properly documented) are acceptable. For quotes on items greater than \$500 it is necessary to get written documentation from the vendor).
- * b. Sole Source. In some cases the normal three-quote process where we simply purchase the least expensive of identical items does not serve the department well. In such cases it is possible to request "Sole Source" purchasing. In Sole Source purchasing an argument must be made that there are extenuating circumstances, which require a particular item from a particular vendor. This argument is made in the form of a letter attached to the Purchase Directive and sent to the Administrative Assistant. Common reasons for requesting Sole Source status might be:
 - a. For safety reasons a particular item is superior.

Budget and Purchasing

- d. For operational reasons a particular item is far more efficient, or compatible with other equipment now in use.
- e. For quality-of-service reasons a particular item has a set of features we feel has distinct advantages.

Example: With regard to SCBA, it could be argued that a certain model, because of particular features, weight, maintenance record, and prior training of Maintenance personnel, is clearly superior even though not the least expensive.

802.9 CHANGE OF INTENT

When a Division wishes to use funds which were properly budgeted for one purpose, and use those funds for another purchase, this is called a "Change of Intent." This generally only applies to items in the 977 Equipment account, unless the Fire Chief or Administrative Assistant specifies otherwise.

A change of intent should be written in memo form to the Fire Chief. In the body, a thorough explanation should be given of why the budgeted item is no longer needed, and why the newly requested item is being substituted. Finally, give precise costs and descriptions of the item(s) requested. Purchase Directives for items in this category must be routed first to the Administrative Assistant. A change of intent is also required to use residual funds left over from a previous purchase.

802.10 REQUEST FOR PROPOSAL (RFP)

An RFP is often used for larger projects, where we can not specifically list all items and services needed. In this case the RFP is used to solicit proposals which describe the suggested solution and the related costs. Examples might be the design and installation of a computer network, a major renovation project of several department buildings or the design of a new radio system. Contact the Administrative Assistant if contemplating an RFP.

Randle, Jwan

From: Randle, Jwan
Sent: Monday, August 25, 2025 3:27 PM
To: Edwards-Clemons, Carrie
Subject: Fw: Extrication equipment

From: Randle, Jwan <Jwan.Randle@lansingmi.gov>
Sent: Friday, August 1, 2025 3:09 PM
To: Edwards-Clemons, Carrie <Carrie.Edwards-Clemons@lansingmi.gov>
Subject: Extrication equipment

Good afternoon Chief,

Per our discussion this afternoon regarding the information required to move forward with the purchase of extrication equipment per the approval of Chief Sturdivant. I provided Chief Sturdivant a sole source letter from Impact Rescue along with the quote to attach to the letter that Purchasing requires the department head to send. Everything provided was what policy states is needed to move forward. Below I have attached the policy that speaks to this. I will place all of the information in red that Chief needs to write the sole source letter. The original email with this information was sent on July 22nd at 16:44. Anytime the department chooses to make purchases for a company that is considered a sole source a cover letter is required from the department head that include the information below highlighted in red.

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802.8 PURCHASING - SPECIAL CIRCUMSTANCES

1. Quotes. On any item not purchased from a blanket account, and which costs more than \$100.00 but less than \$15,000, it is necessary to get at least three price quotes from different sources for identical items including freight and other costs. (Under \$500 phone quotes (properly documented) are acceptable. For quotes on items greater than \$500 it is necessary to get written documentation from the vendor).
2. Sole Source. In some cases the normal three-quote process where we simply purchase the least expensive of identical items does not serve the department well. In such cases it is possible to request "Sole Source" purchasing. In Sole Source purchasing an argument must be made that there are extenuating circumstances, which require a particular item from a particular vendor. This argument is made in the form of a letter attached to the Purchase Directive and sent to the Administrative Assistant. Common reasons for requesting Sole Source status might be:- **Sole source letter from Impact Rescue was provided by the company explaining their reasons for claiming the title of sole source.**
3. For safety reasons a particular item is superior. - **Moving to battery powered Holmatro equipment will not require additional training due to our department having the same equipment in out dated gas powered versions.**

4. For operational reasons a particular item is far more efficient, or compatible with other equipment now in use. - **Impact Rescue is the only authorized dealer in the state for Holmatro gas and battery powered extrication equipment. All sales in the state can only be made by Impact Rescue.**
5. For quality-of-service reasons a particular item has a set of features we feel has distinct advantages. - **Impact Rescue is the only authorized repair company in the state authorized to service and perform annual checks. The company responds within 1-2 hours after and emergency repair is called in.**

Juan V. Randle

Logistics Chief

Lansing Fire Department

3708 Pleasant Grove Rd | Lansing, MI 48910

O: (517) 483-6907 | C: (517) 582-5906 | E: Juan.Randle@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)



Andy Schor, Mayor
Brian Sturdivant, Fire Chief



CITY OF LANSING | FIRE DEPARTMENT
ADMINISTRATION

120 E. SHIAWASSEE ST. | LANSING MI 48933

517-483-4200

LANSINGMI.GOV/FIRE



Brian E. Sturdivant, Fire Chief

Andy Schor, Mayor

To: Stephanie Robinson - SR Buyer, City of Lansing Purchasing

From: Assistant Chief Edwards-Clemons

CC: Chief Randle

Date: August 28, 2025

Re: Extrication Equipment – Sole Source

After researching extrication equipment for the department's upgrade and standardization to battery-powered tools, LFD is recommending the vendor Impact Rescue LLC of Indianapolis, IN, as its preferred vendor/sole source. The advantages of this company include the following, which meet the sole source qualifications:

- Only authorized sales representative for the state of Michigan & Indiana
- Only authorized repair service for the state of Michigan & Indiana
- Only authorized training provider for the state of Michigan & Indiana
- Responds to emergency calls within 24 hours

The funding line will be LFD Logistics Miscellaneous Operating 101 - 343510-956000 & Logistics equipment 101-343510-977101

Impact Rescue LLC

3029 Marquette Ct
Indianapolis, IN 46268
+13177144143

martin.price@impactrescue.com
www.impactrescue.com



ADDRESS

Lansing Fire Department
120 E. Shiawasee St.
Lansing, Michigan 48933

SHIP TO

Lansing Fire Department
120 E. Shiawasee St.
Lansing, Michigan 48933

Quote 2788

DATE 05/13/2025

EXPIRATION DATE 12/31/2025

TERRITORY

South East Michigan

SALES REP

Kyle Deboer

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	PSP40 SPREADER NEXT GEN - 159.000.226	PSP40 SPREADER NEXT GEN	1	16,218.00	16,218.00
	PCU50 CUTTER NEXT GEN - 159.000.224	PCU50 CUTTER NEXT GEN	1	15,728.00	15,728.00
	PTR50 TELESCOPIC RAM NEXT GEN - 159.000.227	PTR50 TELESCOPIC RAM NEXT GEN	1	13,338.00	13,338.00
	Ram Extension TRE05 - 151.001.902	Ram Extension TRE05	1	1,194.00	1,194.00
	Battery PBPA288 - 151.004.315 Pentheon 8ah Battery	Battery PBPA288 - 151.004.315 Pentheon 8ah Battery	6	1,019.00	6,114.00
	Pentheon Battery Charger PBCH2 115V - 151.000.742	Pentheon Battery Charger PBCH2 115V	3	700.00	2,100.00
	POTC1 - On tool charging Cord - 151.000.499	POTC1 - On tool charging Cord	3	125.00	375.00
	DCPC1 - Daisy Chain Cord - 151.000.503	DCPC1 - Daisy Chain Cord	2	18.00	36.00
	Horizontal Bracket for PSP40 - MPSP40H	Horizontal Bracket for PSP40 PP-HOL-PSP40	1	0.00	0.00
	Horizontal Bracket for Holmatro PCU50 - MPCU50H	Horizontal Bracket for Holmatro PCU50 PP-HOL-PCU50	1	0.00	0.00

You Can Count On Us For Life! - HOLMATRO

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Horizontal Bracket for Holmatro PTR50 Pentheon Ram (UPRIGHT VERSION) - MPTR50H-U	Horizontal Bracket for Holmatro PTR50 Pentheon Ram (UPRIGHT VERSION)	1	0.00	-0.00
	Horizontal/Vertical Bracket for TRE05 Ram Extension MTRE05-EXT-H/V	Horizontal/Vertical Bracket for TRE05 Ram Extension PP-HOL-TRE05-EXT	1	0.00	0.00
	Trade in	Trade In 1 set of Core tools. 1 Spreader, 1 Cutter, 1 Ram, 1 Pump with hoses.	1	-3,500.00	-3,500.00
	Holmatro Discount	Discount on the Holmatro Tech Upgrade Program - \$1,000 off per Pentheon Tool.	3	-1,000.00	-3,000.00T

Thank You for your Business. We accept ACH Payments as well as Credit Cards. Checks can be mailed to 3029 Marquette Ct. Indianapolis, IN 46268

SUBTOTAL 48,603.00
TAX 0.00

TOTAL \$48,603.00

Accepted By

Accepted Date

Holmatro USA
505 McCormick Drive
Glen Burnie, MD, 21061
USA

T 410-768-9662
F 410-768-4878
E info-usa@holmatro.com
I www.holmatro.com

June 3, 2025

To whom it may concern,

The Holmatro Group, founded in the Netherlands in 1967, is a leading privately owned global supplier of hydraulic equipment and services. Holmatro hydraulic equipment and systems solutions are predominantly used in rescue, special tactics, and industrial applications around the world.

The purpose of this letter is to certify that as of this date, the sole factory authorized source of sales, service, and training for Holmatro Rescue Equipment in the state of Indiana and Michigan is:

Impact Rescue LLC.
3029 Marquette Ct.
Indianapolis, IN 46268
Contact: Martin Price
Tel: 317-714-4143
Email: marin.price@impactrescue.com

Impact Resuce LLC. is qualified to provide you with excellent sales, service, and training solutions throughout the state of Indiana and Michigan. Please feel free to contact Impact Rescue LLC. directly.

If you need any further information, or if I can be of assistance in any other way, please feel free to contact me as well.

Kind Regards,



Jamie Snyder
National Sales Director
602-377-8149



holmatro
mastering power



HURST

350 Austin Circle
Delafield, WI 53018
(262) 646-5911
Fax: (262) 646-5912

MACQUEEN

Ship To: LANSING FIRE MAINTENANCE DIVISION
3708 PLEASANT GROVE RD
LANSING MI 48910

Branch 16 - DELAFIELD, WI		
Date 09/13/2024	Time 13:41:20 (O)	Page 1
Account No LANSI008	Phone No 5174834200	Est No 02 024517
Ship Via	Purchase Order QUOTE	
Tax ID No		
		Salesperson 416 / 507

Invoice To: LANSING FIRE MTNC DIVISION
3708 PLEASANT GROVE
LANSING MI 48910

Attention: Primary Contact

ESTIMATE EXPIRY DATE: 10/31/2024

PARTS ESTIMATE - NOT AN INVOICE

Part#	Description	U	Qty	Price	Amount
SHIPPING AND HANDLING NOT INCLUDED					
TRAINING AT NO CHARGE					
272489000-9	S789 E3 CUTTER HURST S789 E3 CUTTER 9AH PACKAGE- INCLUDES CUTTER, (2) 9AH BATTERIES, (1) 110V CHARGER		3	12186.00	36558.00
271433000-9	SP333 E3F <i>Eng 42/46</i> SP 333 E3 Spreader 9Ah Package - (Includes SP 333 E3 Spreader, (2) 9Ah batteries, (1) 110V Charger)		2	12851.00	25702.00
271455000-9	SP555 E3F <i>Eng 49</i> HURST SP 555 E3 Spreader 9Ah Package - (Includes SP 555 E3 Spreader, (2) 9Ah batteries, (1) 110V Charger)) W/FLIPSKY MOTOR		1	13329.00	13329.00
274485000-9	R521 E3 RAM <i>Eng 42/46</i> HURST- R 521 E3 Ram 9Ah Package- (Includes R 521 E3 Ram, (2) 9Ah batteries, (1) 110V Charger)		2	9450.00	18900.00
274483000-9	R320 E3 RAM <i>Eng 49</i> R320E3 RAM PACKAGE (1)R320 Ram (2)9Ah Batteries (1)110V Charger		1	7961.00	7961.00
541C064	EXTENSION SET HURST EXTENSION SET FOR R320 & CR522 <i>Eng 49</i>		1	1155.00	1155.00
274487000-9	CR 522 E3 <i>Eng 49</i> HURST CR 522 E3 Ram 9Ah Package (9Ah Kit) (Includes R 522 E3 Ram, (2) 9Ah batteries, (1) 110V Charger)		1	9776.00	9776.00

*Submitted
@ mtg.*



MACQUEEN™

350 Austin Circle
Delafield, WI 53018
(262) 646-5911
Fax: (262) 646-5912

Ship To: LANSING FIRE MAINTENANCE DIVISION
3708 PLEASANT GROVE RD
LANSING MI 48910

Branch 16 - DELAFIELD, WI		
Date 09/13/2024	Time 13:41:20 (O)	Page 2
Account No LANSI008	Phone No 5174834200	Est No 02 024517
Ship Via	Purchase Order QUOTE	
Tax ID No		
	Salesperson 416 / 507	

Invoice To: LANSING FIRE MTNC DIVISION
3708 PLEASANT GROVE
LANSING MI 48910

Attention: Primary Contact

ESTIMATE EXPIRY DATE: 10/31/2024

PARTS ESTIMATE - NOT AN INVOICE

<u>Part#</u>	<u>Description</u>	<u>U</u>	<u>Qty</u>	<u>Price</u>	<u>Amount</u>
				Subtotal:	113381.00
				Tax:	.00
				TOTAL:	113381.00

Authorization: _____

Impact Rescue LLC
 3029 Marquette Ct
 Indianapolis, IN 46268
 +13177144143
 martin.price@impactrescue.com
 www.impactrescue.com

Quote 2093

Engines
 GAS 49
 POWERED 42
 UNITS 46



AIR BAGS...

ADDRESS	SHIP TO	DATE	TOTAL	EXPIRATION DATE
Lansing Fire Department 120 E. Shiawasee St. Lansing, Michigan 48933	Lansing Fire Department 120 E. Shiawasee St. Lansing, Michigan 48933	07/22/2024	\$130,948.20	12/31/2024

TERRITORY
South Michigan

SALES REP
Kyle Deboer

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	PCU50 CUTTER NEXT GEN - 159.000.224	PCU50 CUTTER NEXT GEN	3	14,542.00	43,626.00
	PSP50 SPREADER NEXT GEN - 159.000.237	PSP50 SPREADER NEXT GEN Eng 49	1	16,604.00	16,604.00
	PSP40 SPREADER NEXT GEN - 159.000.226	PSP40 SPREADER NEXT GEN Eng 42/49	2	14,996.00	29,992.00
	PTR50 TELESCOPIC RAM NEXT GEN - 159.000.227	PTR50 23" - 54" TELESCOPIC RAM NEXT GEN	3	12,333.00	36,999.00
	Ram Extension TRE05 - 151.001.902	Ram Extension 17.3 inch TRE05	3	1,105.00	3,315.00
	Ram Extension TRE04 - 151.001.771	Ram Extension 8.6 inch TRE04	1	925.00	925.00
	Penttheon Battery PBPA287 - 151.000.583	Penttheon Battery PBPA287	18	976.00	17,568.00
	Penttheon Battery Charger PBCH2 115V - 151.000.742	Penttheon Battery Charger PBCH2 115V	9	647.00	5,823.00
	POTC1 - On tool charging Cord - 151.000.499	POTC1 - On tool charging Cord	9	116.00	1,044.00
	DCPC1 - Daisy Chain Cord - 151.000.503	DCPC1 - Daisy Chain Cord	6	17.00	102.00
	Horizontal Bracket for Holmatro PCU50 - MPCU50H	Horizontal Bracket for Holmatro PCU50 PP-HOL-PCU50	3	0.00	0.00

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Horizontal Bracket for PSP40 - MPSP40H	Horizontal Bracket for PSP40 PP-HOL-PSP40	2	0.00	0.00
	Horizontal Bracket for Holmatro PSP50 Pentheon Spreader - MPSP50H	Horizontal Bracket for Holmatro PSP50 Pentheon Spreader PP-HOL-PSP50	1	0.00	0.00
	Horizontal Bracket for Holmatro PTR50 Pentheon Ram (UPRIGHT VERSION) - MPTR50H-U	Horizontal Bracket for Holmatro PTR50 Pentheon Ram (UPRIGHT VERSION)	3	0.00	0.00
	Horizontal (Upright) Bracket for PTR40 Pentheon Ram - MPTR40H-U	Horizontal (Upright) Bracket for PTR40 Pentheon Ram PP-HOL-PTR40-U	1	0.00	0.00
	Horizontal/Vertical Bracket for TRE05 Ram Extension MTRE05-EXT-H/V	Horizontal/Vertical Bracket for TRE05 Ram Extension PP-HOL-TRE05-EXT	3	0.00	0.00
	Vertical Bracket for TRE04 "upright cupholder style MTRE04-EXT-V	Vertical Bracket for TRE04 "upright cupholder style	1	0.00	0.00
	Trade in	Trade in 3 Sets of Core Holmatro tools including: 3 Cutters, 3 Spreaders, 3 pumps, 6 Rams and Hoses.	3	-3,500.00	-10,500.00

Thank You for your Business. We accept ACH Payments as well as Credit Cards. Checks can be mailed to 3029 Marquette Ct. Indianapolis, IN 46268

SUBTOTAL	145,498.00
DISCOUNT 10%	-14,549.80
TAX	0.00
TOTAL	\$130,948.20

THANK YOU

Accepted By

Accepted Date

Impact Rescue LLC
 3029 Marquette Ct
 Indianapolis, IN 46268
 +13177144143
 martin.price@impactrescue.com
 www.impactrescue.com

Quote 2240

HOLMATRO



ADDRESS	SHIP TO
Lansing Fire Department	Lansing Fire Department
120 E. Shiawasee St.	120 E. Shiawasee St.
Lansing, Michigan 48933	Lansing, Michigan 48933

DATE 09/25/2024	TOTAL \$48,648.60	EXPIRATION DATE 12/31/2024
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TERRITORY
South Michigan

SALES REP
Kyle Deboer

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	PCT50 COMBI TOOL NEXT GEN -159.000.225	PCT50 COMBI TOOL NEXT GEN	3	15,303.00	45,909.00
	Pentheon Battery PBPA287 - 151.000.583	Pentheon Battery PBPA287	6	976.00	5,856.00
	Pentheon Battery Charger PBCH2 115V - 151.000.742	Pentheon Battery Charger PBCH2 115V	3	647.00	1,941.00
	POTC1 - On tool charging Cord - 151.000.499	POTC1 - On tool charging Cord	3	116.00	348.00

Thank You for your Business. We accept ACH Payments as well as Credit Cards. Checks can be mailed to 3029 Marquette Ct. Indianapolis, IN 46268

SUBTOTAL	54,054.00
DISCOUNT 10%	-5,405.40
TAX	0.00
TOTAL	\$48,648.60

THANK YOU.

Accepted By

Accepted Date

Technical specification sheet

PCT50 | Combi Tool

Specifications

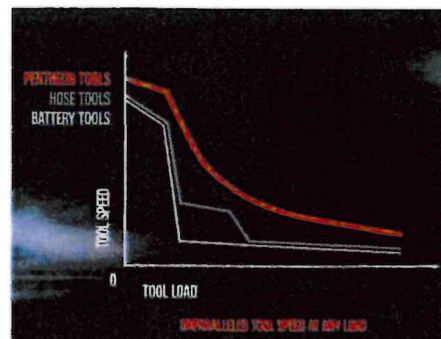
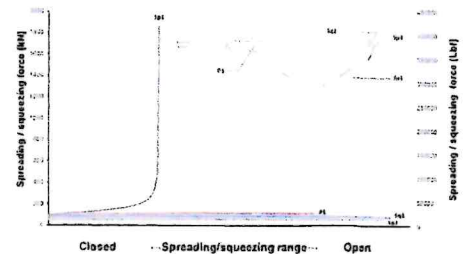
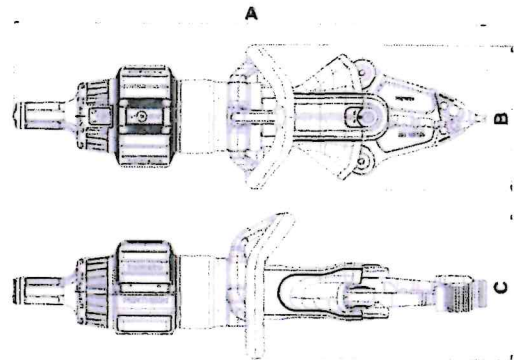
article number		159.000.225
model		PCT50
short description		Combi Tool
max. working pressure	psi	10443
battery included		no
max. cutting opening	in	12.6
max. spreading force	lbf	418145
pulling distance	in	10
spreading distance	in	15
min. spreading force (EN 13204)	lbf	9667
theoretical cutting force	lbf	150622
max. squeezing force	lbf	19558
max. pulling force	lbf	23380
protection rate		IP57
sound emission @ 1m/3.25ft	dB(A)	73
sound emission @ 4m/13ft	dB(A)	64
hydraulic oil type		ISO-L HV VG 36
temperature range	°F	-4 +131
dimensions (AxBxC)	in	35.4 x 10.6 x 10.7
weight, ready for use (incl. battery)	lb	45.0
weight (excl. battery)	lb	41.7
EN 13204 compliant		yes
EN 13204 classification		CK43/380J-20.4
EN 13204, cutting capacity		1J 2J 3K 4K 5K
NFPA 1960 compliant		yes
NFPA 1960, cutting capacity		A7 B8 C8 D8 E8 F3
NFPA 1960, HPF	lbf	23380
NFPA 1960, LPF	lbf	17917
NFPA 1960, HSF	lbf	9554
NFPA 1960, LSF	lbf	7396

Safety factors / tests

hydraulic safety factor	2:1
endurance test tool	1000 cycles of spreading and pulling while the tool is loaded and 1000 cycles of biting in material that cannot be cut
endurance test dead man's handle	6000 cycles

Required Accessories

Battery PBPA287	151.000.583
Battery Charger PBCH3 (DC)	151.000.632
Battery Charger PBCH2 (AC-US)	151.000.742



MI Rescue Resources LLC

Sales Representative: Steve Funk

4298 Farrel Rd • Hastings, MI 49058 • 269.838.1930

EMAIL: michigangensis@gmail.com

July 24th, 2024

Capt. Tiffany Dickerson
Lansing Fire Department
120 Shiawassee,
Lansing, MI 48933

tiffany.dickerson@lansingmi.gov

GENESIS

Sir,

Rescue Resources hereby submits the following quote for Genesis Rescue Systems equipment from American Rescue Technology.

Three (3) - Genesis SC240-SLi EFORCE Smooth Cut with Standard blades **\$15,885.00 ea.**

- Two (2) M18 V batteries and one (1) charger per unit
- Length-39.9in.; Width-9.3in.; Depth-9in.
- N.F.P.A. 1936 Compliant with ratings of A8-B9-C7-D9-E9-F4
- 7.3 in. opening, weighs only 47.8 lbs.
- Smooth Cut blades made of forged steel, SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.
- P/N: ART.110.154.9GRS

One (1) – Genesis S54-SLi EFORCE Spreader *Eng 49* **\$19,170.00**

- Two (2) M18 V batteries and one (1) charger per unit
- Length-40.6in.; Width-11.1in.; Depth-9in.; N.F.P.A. 1936 Compliant
- 31.6 in. opening, weights only 45.6 lbs., Pulling Distance-26.8 in.
- Lowest Spreading Force-10,341 LBF, Highest Spreading Force-15,287 LBF
- Lowest Pulling Force-5,8450 LSF, Highest Pulling Force-11,690
- SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.
- P/N: ART.110.014.3GRS

Two (2) – Genesis S49-SLi EFORCE Spreader *Eng 42/46* **\$18,486.00 ea.**

- Two (2) M18 V batteries and one (1) charger per unit
- Length-39in.; Width-11.1in.; Depth-9in.; N.F.P.A. 1936 Compliant
- 29 in. opening, weights only 47.6 lbs., Pulling Distance-22 in.
- Lowest Spreading Force-11,475 LBF, Highest Spreading Force-17,100 LBF
- Lowest Pulling Force-6,750 LSF, Highest Pulling Force-12,150
- SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.
- P/N: ART.110.146.9GRS

Genesis Rescue Tools

Sales • Service • Training

MI Rescue Resources LLC

Sales Representative: Steve Funk

4298 Farrel Rd • Hastings, MI 49058 • 269.838.1930

EMAIL: michigangenesis@gmail.com

One (1) – Genesis 21"-36" SLi EFORCE Ram <i>Eng 49</i>	\$ 12,060.00
<ul style="list-style-type: none">• Two (2) M18 V batteries and one (1) charger per unit• Length-21.3in.; Width-11.4in.; Depth-9in.; Weights only 35 lbs.• Max Pushing Force- 25,021LBF• N.F.P.A. 1936:2015 Compliant,• SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.• P/N: ART.110.309.6GRS	
One (1) Eforce Ram Kit w/12" Extension and V-Heads in Case <i>Eng 49</i>	\$ 2,095.00
<ul style="list-style-type: none">• P/N: ART.011.520.5	
Three (3) – Genesis 22"-54" SLi EFORCE Ram <i>Eng 42(46)/49</i>	\$ 13,212.00 ea.
<ul style="list-style-type: none">• Two (2) M18 V batteries and one (1) charger per unit• Length-23.1in.; Width-5.9in.; Depth-13.6in.; Weights only 47.2 lbs.• Max Pushing Force- 24,279LBF• N.F.P.A. 1936:2015 Compliant, IP68• SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.• P/N: ART.110.014.5GRS 1270,1479,965, 168, 1057	
PAC Mounts for the tools (to mount the tools in the apparatus) included with the purchase of the multi-set. – no charge-	
SUBTOTAL	\$157,588.00
MULTISET DISCOUNT	-\$ 14,182.00
TOTAL	\$143,406.00

Free Extrication Tool Training:

- Three (3) hours – Hands on training included with the purchase of a set of Genesis Extrication Tools.

Thank you for the opportunity to submit this quote. If you have any questions, I can be reached at 269.838.1930, 24/7.

For further information on a full line of Genesis tools and training please visit the Genesis Tools website at

<http://www.genesisrescue.com/html/batteryefts45.php> .

- Prices Good Through: December 30, 2024
- Delivery: 120 days or less normally
- Terms: 15 days
- F.O.B.: Kettering, Ohio
- Shipping estimated actual cost will be noted on the invoice
- In order to receive multiset discount, complete order as quoted needs to be placed at the same time.

Thank you,
Steve Funk

Genesis Rescue Tools

Sales • Service • Training

Holmatro Mini Cutter

Impact Rescue LLC
 3029 Marquette Ct
 Indianapolis, IN 46268
 +13177144143
 martin.price@impactrescue.com
 www.impactrescue.com

Quote 2214



ADDRESS	SHIP TO	DATE	TOTAL	EXPIRATION DATE
Lansing Fire Department 120 E. Shiawasee St. Lansing, Michigan 48933	Lansing Fire Department 120 E. Shiawasee St. Lansing, Michigan 48933	09/13/2024	\$4,474.00	12/31/2024

TERRITORY
South Michigan

SALES REP
Kyle Deboer

DATE	PRODUCT OR SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	CCU10 Mini Cutter Includes 2 Batteries - 151.001.500	CCU10 Mini Cutter Includes 2 Batteries	1	4,280.00	4,280.00
	CBCH2 (AC-US) Charger for Mini Cutter - 159.000.212	CBCH2 (AC-US) Charger for Mini Cutter	1	194.00	194.00
	Bracket for CCU10 Mini Cutter (horizontal or vertical) - MCCU10HV	Bracket for CCU10 Mini Cutter (horizontal or vertical) PP-HOL-CCU10	1	0.00	0.00

Thank You for your Business. We accept ACH Payments as well as Credit Cards. Checks can be mailed to 3029 Marquette Ct. Indianapolis, IN 46268

SUBTOTAL	4,474.00
TAX	0.00
TOTAL	\$4,474.00

EACH THANK YOU

Accepted By

Accepted Date

Technical specification sheet

PCT50 Combi Tool

Specifications

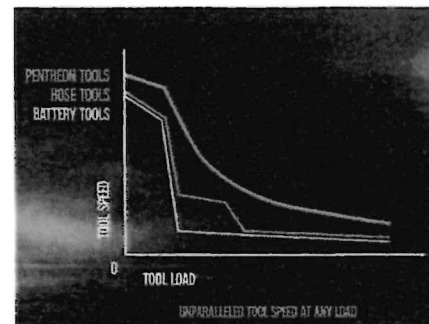
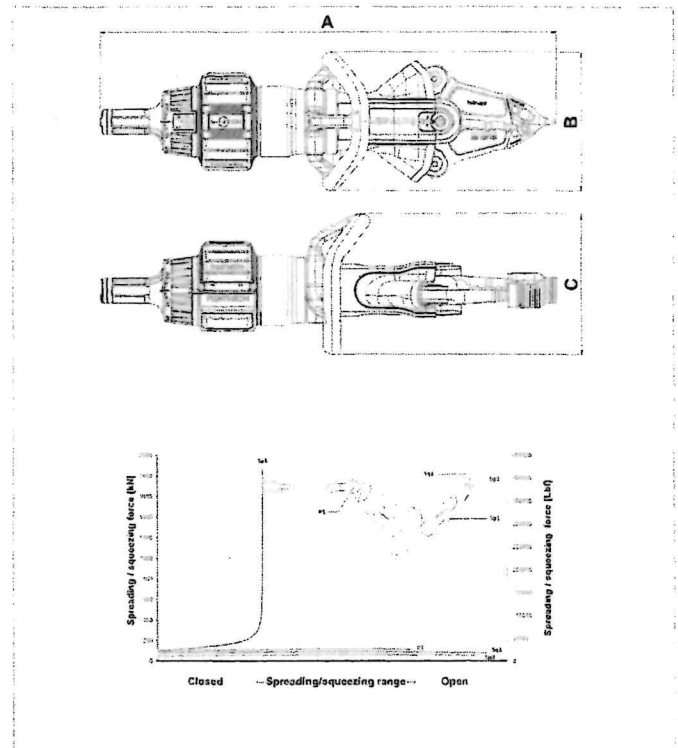
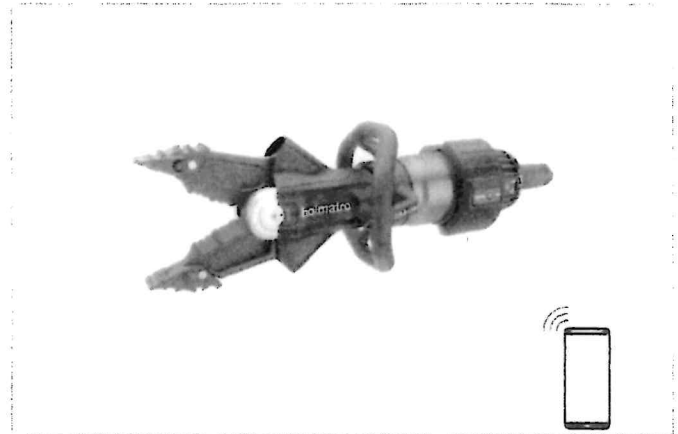
article number		159.000.225
model		PCT50
short description		Combi Tool
max. working pressure	psi	10443
battery included		no
max. cutting opening	in	12.6
max. spreading force	lbf	418145
pulling distance	in	10
spreading distance	in	15
min. spreading force (EN 13204)	lbf	9667
theoretical cutting force	lbf	150622
max. squeezing force	lbf	19558
max. pulling force	lbf	23380
protection rate		IP57
sound emission @ 1m/3.25ft	dB(A)	73
sound emission @ 4m/13ft	dB(A)	64
hydraulic oil type		ISO-L HV VG 36
temperature range	°F	-4 +131
dimensions (AxBxC)	in	35.4 x 10.6 x 10.7
weight, ready for use (incl. battery)	lb	45.0
weight (excl. battery)	lb	41.7
EN 13204 compliant		yes
EN 13204 classification		CK43/380J-20.4
EN 13204, cutting capacity		1J 2J 3K 4K 5K
NFPA 1960 compliant		yes
NFPA 1960, cutting capacity		A7 B8 C8 D8 E8 F3
NFPA 1960, HPF	lbf	23380
NFPA 1960, LPF	lbf	17917
NFPA 1960, HSF	lbf	9554
NFPA 1960, LSF	lbf	7396

Safety factors / tests

hydraulic safety factor	2:1
endurance test tool	1000 cycles of spreading and pulling while the tool is loaded and 1000 cycles of biting in material that cannot be cut
endurance test dead man's handle	6000 cycles

Required Accessories

Battery PBPA287	151.000.583
Battery Charger PBCH3 (DC)	151.000.632
Battery Charger PBCH2 (AC-US)	151.000.742

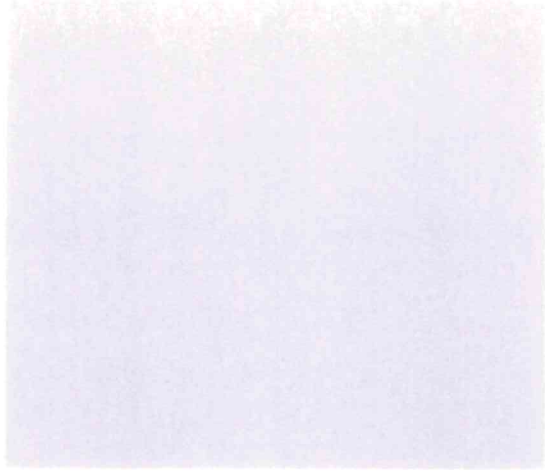


Randomized EO BY

Holmtro RAD

	Holmtro	Hurst	Genesis
Cutters	PCU50	5789 E3	SC240-SLi Eforce
Opening	7.2in	8.07in	7.4in
cutting force	32,260 LBF		
Weight	44LB	49.6LB	47.4
Ip Rating	IP 57	IP 58	IP 68
LxWxH	35.1x10.6x10.8	39x10.5x10	36.9x9.3x9.0
Spreaders	PSP50	SP555 E3F	554-Sli Eforce
Distance	28.5	28.7	32
Spread Force	82,280 LBF	147924 lbs	15287LBF
Pulling Force	15,0622 LBF	13,039	15,062
Squeeze Force	30,349 LBF		
Weight	42.8 lbs	43.6	48
IP Rating	57	58	68
LxWxH	38x10.7x10.7	39.3x10.4x10	40.6x11.1x9.0

Spreaders	PSP 40	SP333 E3	Genesis S49-Sli Eforce
Distance	28.5	23.6	29
Spread Force	62,947	187,940	17,085
Pulling Force	11,623	12,589	15,736
Squeeze Force	13,264		
Weight	39.5lbs	37.5lbs	45.6 lbs
IP Rating	57	58	68
LxWxH	37.6x10.6x10.9	35.5x10.1x10	39.3x11.1x9.0
Rams	PTR 50	R521	22-54
Retracted Length	22.8 in	22.8 in	22 in
Extended Length	53.7 in	53.5 in	54.6 in
Spread Force 1st	30,574	28,600	24,279
Spread Force 2nd	14,613	13,500	13,938
Weight			
IP Rating	57	58	54
LxWxH	22.8x10.1x17.4	22.8x5.5x12.9	22x5.3x13.7



Combi Tool	PCT 50	SC 358	
Cutter Opening		12.6	12.2
Cutting Force		418,145	
Spread Disatnce	15inch	14.5 inch	
Spread Force	9.667 LBF	40.3 lbs	
Weight	41.7 lbs	40.3 lbs	
LxWxH	35.4x 10.6x10.7	34.5x9.25x10	