



AGENDA
AD HOC COMMITTEE ON DIVERSITY
Friday, April 28, 2017 @ 11:30 a.m.
Council Conference Room, 10th Floor, City Hall

Councilmember Carol Wood, Chair
Councilmember Jody Washington
Councilmember Patricia Spitzley

1. Call to Order
2. Roll Call
3. Public Comment
4. Approval of Minutes
 - March 10, 2017
 - March 24, 2017
5. Discussion
 - A.) DISCUSSION Procurement Ordinance
 - B.) Update- Inquiry into HR Department on Employee Diverse Hiring Statistics
City Attorney Office Opinion
 - C.) DISCUSSION- City TV Program Series
 - D.) 2005 Diversity Spending Report
 - E.) Snow Sergeant Program Final Verification
 - F.) 2017 Cesar Chavez Memorial Event – Wrap Up
6. Other
 - Updates on Participants in the Committee
7. Adjourn

AGENDA ITEM

INFORMATION
NOT AVAILABLE
AT THE TIME
PACKET WAS
DISTRIBUTED

AGENDA ITEM

INFORMATION
NOT AVAILABLE
AT THE TIME
PACKET WAS
DISTRIBUTED

CHAPTER 206. - PURCHASING, CONTRACTS AND SALES^[4]

Footnotes:

--- (4) ---

Cross reference— Discrimination in State contracts - see M.C.L.A. Secs. 37.2209, 37.2605; Sale of municipally owned property - see M.C.L.A. Secs. 117.4e, 117.5; Contracts with home rule cities - see M.C.L.A. Secs. 117.4f, 117.4g, 117.5 N; Purchase of personal property and services - see CHTR. Sec. 8-401; Purchase and sale of real property - see CHTR. Sec. 8-403; ADM. Ch. 208; Purchases by Housing Commission - see ADM. 260.05; Equal employment opportunity clause in City contracts - see ADM. 297.09.

206.01. - Definitions.

As used in this chapter:

Construction means the process of building, altering, repairing, improving or demolishing any City structure or building, or other City improvements of any kind to any City real property.

Contract means all types of City agreements, regardless of what they might be called, for the procurement of supplies, services or construction.

Contractor means any person having a contract with the City.

Director means the City Controller.

Invitation for bids means the complete assembly of related documents, whether attached or incorporated by reference, furnished prospective bidders for the purpose of soliciting sealed bids.

Local bidder means a bidder whose business is located within the City.

Procurement means purchasing, renting, leasing or otherwise acquiring for monetary consideration any supplies, services or construction items for the City.

Request for proposals means all documents, whether attached or incorporated by reference, utilized for soliciting proposals.

Responsible bidder or offeror means a person who has the capability in all respects to perform fully the contract requirements and who fits the criteria identified in Section 206.02(a)(1)H.

Responsive bidder means a person who has submitted a bid which conforms in all respects to the requirements set forth in the invitation for bids.

Services means the furnishing of labor, time or effort by a person, except that the term does not include the furnishing of labor, time or effort by any City employee, whether performed pursuant to a collective bargaining agreement or not, or appointed or elected officials, or the hiring of outside legal counsel or expert witnesses to assist the Law Director in legal matters, or the hiring of external auditors, or the utilization of moneys from the Mayor's or Councilmembers' community promotion accounts.

Supplies means all property, including, but not limited to, equipment, materials and printing, but excluding insurance, any land or any interest in land or any benefit that is specifically provided for in any collective bargaining agreement, or the utilization of moneys from the Mayor's or Councilmembers' community promotion accounts.

Sweatshop means a shop or factory where employees work under sweatshop conditions as determined by the factors set forth in section 206.23(D).

Using agency means Council or a City department, division, agency, commission, board or other unit of City government, but does not include the Board of Water and Light, the Housing Commission, Lansing Entertainment and Public Facilities Authority (LEPFA), the Economic Development Corporation and the Tax Increment Finance Authority.

(Ord. No. 796, 3-6-89; Ord. No. 977A, 10-13-97)

206.015. - Items authorized to be paid by direct payment request process.

The following items may be paid by a direct payment request process as established by the Director:

- (a) Advertisements in periodicals;
- (b) Payments to arbitrators;
- (c) Firms providing deposition and court transcript services;
- (d) Dues and subscriptions;
- (e) Medical and veterinary services;
- (f) Publications and copyrighted materials;
- (g) Conferences, seminars and classes;
- (h) Travel expenses;
- (i) Purchases covered by use of petty cash checks;
- (j) Utility bills, including gas, electric, water, sewage and local telephone service;
- (k) Television and radio advertisements;
- (l) Rental of art for display purposes;
- (m) Debt services;
- (n) Investments; and
- (o) U.S. Postal services.

(Ord. No. 904, 11-14-94)

206.02. - Purchases in excess of \$15,000.00; 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, shall be purchased by formal written contract from the lowest and most responsible and responsive bidder after notice inviting competitive sealed bids.

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

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

The newspaper notice required herein shall include a general description of the supplies, services or construction items to be purchased or sold and in addition shall state where bid blanks and specifications may be obtained, the date, time and place for the filing and

opening of bids, whether or not bid, performance or payment bonds are required and, if required, the amounts thereof, and anything else the Director may feel is necessary.

- C. Sealed bids shall also be solicited from all persons who are on the most current bidder's list by mailing them a copy of such newspaper notice or another notice that will acquaint them with the proposed purchase or sale. Invitations for bids sent to prospective bidders on the bidder's list shall be limited to commodities that are similar in character and ordinarily handled by the trade group to which the bid invitations are sent. Failure to respond to three consecutive bid invitations shall result in removal from the bidder's list for one year. After one year, the potential bidder may reapply to be placed upon the bidder's list.
- D. Bids submitted in response to the invitation for bids shall be submitted sealed and, in addition, shall be identified as bids on the outside of the envelopes and shall be accompanied by affidavits, where applicable, in such form and covering such matters as the Director approves, together with any bid security required.
- E. Bids shall be opened publicly at the time, place and date designated in the invitation for bids. Each bid, together with the name of the bidder, shall be recorded and the tabulation of all bids received shall be available for public inspection in the Finance Department.
- F. An invitation for bids may be cancelled, or any or all bids or proposals may be rejected, in whole or in part, as specified in the invitation for bids, when such rejection or cancellation is determined by the Director to be in the best interests of the City.
- G. The Director shall not knowingly accept the bid of a person who is in default in the payment of any taxes, licenses, fees, permits or any other moneys due the City or who is in any other respects disqualified according to any Federal or State law or any Municipal ordinance provision. A contract with a person who is discovered to have been in default or disqualified at the time of the awarding of the contract shall be voidable.
- H. The Director shall determine and recommend in writing to the Mayor the name of the lowest and most responsible and responsive bidder. In reaching a determination as to who the lowest and most responsible and responsive bidder is, the Director shall consider:
 - 1. The ability, capacity and skill of the bidder to perform the contract or provide the service or supplies required;
 - 2. Whether or not the bidder can perform the contract or provide the service or supplies promptly or within the time specified, without delay or interference;
 - 3. The character, integrity, reputation, judgment, experience and efficiency of the bidder in business;
 - 4. The quality of performance and time of completion by the bidder of previous contracts or services;
 - 5. The previous and existing compliance by the bidder with laws and ordinances relating to contract performance;
 - 6. The sufficiency of the financial resources, equipment and personnel resources and the ability of the bidder to satisfactorily perform the contract or provide the services or supplies;
 - 7. The quality, availability and adaptability of the supplies or services to the particular use required;
 - 8. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
 - 9. The number and scope of any additional, limiting or qualifying conditions attached to the bid by the bidder; and

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

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

- (2) The Mayor, upon receipt of the Director's written bid recommendation, shall have the sole responsibility and the authority to award any City contract for supplies, services or construction when the contract amount is equal to or exceeds \$15,000.00. When the award is not given to the lowest bidder, a written statement of the reasons for placing the award with a responsible and responsive bidder who is not the lowest bidder shall be prepared by the Mayor and filed with the City Clerk and Council and with the other papers relating to the bid at the time the transaction is made. The written statement shall be available for public inspection in the Finance Department.
- (b) No contract or purchase shall be subdivided to avoid the requirements of this section.

(Ord. No. 904, 11-14-94)

206.03. - Purchases under \$15,000.00; open market procedure.

- (a) All purchases of supplies, services and construction items having an estimated cost of less than \$15,000.00 may be made in the open market, without advertisement and without following the procedure prescribed in Section 206.02 and may be awarded by either the Mayor or the Director.
- (b) All open market purchases of supplies, services and construction items shall, whenever practical, be based on at least three quotations and shall be awarded to the lowest and most responsible and responsive bidder when evaluated in accordance with Section 206.02(a)(1)H.

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

- (1) Direct mail request to prospective vendors;
- (2) Telephone;
- (3) Direct personal contact with prospective vendors.
- (c) The name of each person submitting a quotation and the date and amount of each quotation shall be recorded and shall be available for inspection in the Finance Department.

(Ord. No. 904, 11-14-94)

206.04. - Emergency procurement.

- (a) Whenever there exists an apparent threat to the public health, welfare or safety of the City or its residents, the Mayor may authorize the Director to award a contract without competitive sealed bids by utilizing open market procedures as set forth in Section 206.03 or such other competition procedure as may be practical under the circumstances for the emergency purchase of supplies, services or construction items.
- (b) The emergency purchase shall be made at the lowest obtainable price, and as soon as possible after the award the Mayor shall file with the City Clerk and Council a full written report of the circumstances surrounding the emergency purchase.

(Ord. No. 796, 3-6-89)

206.05. - Sole source procurement.

- (a) A contract for supplies, services or construction items may be awarded by the Mayor or Director, whoever is applicable, without competitive sealed bids when the Director determines, after conducting a good faith review of available sources, that there is only one source for supplying the requested supply, service or construction item. The Director, along with a representative from the requesting using agency, shall conduct negotiations as appropriate. The written documentation shall be available for public inspection in the Finance Department.
- (b) The sole source procurement shall be made at the lowest obtainable price and the Mayor shall submit a report, at the time the transaction is made, to the City Clerk and Council identifying the number of sole source procurement contracts equal to or in excess of \$15,000.00 awarded by the City, the name of the firms involved and the prices the contracts were awarded for.

(Ord. No. 904, 11-14-94)

206.06 - Purchase of experimental supplies.

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

(Ord. No. 904, 11-14-94)

206.07. - Competitive sealed proposals.

- (a) Whenever the use of competitive sealed bidding is not practical or advantageous to the City, a contract equal to or in excess of \$15,000.00 may be awarded by the Mayor by the use of competitive sealed proposals, as follows:
 - (1) A list of qualified persons shall be obtained by the Director when a using agency desires to contract for a particular service, supply or construction item, by publishing a request for a statement of qualifications. Public notice of the request for a statement of qualifications shall be given in the same manner provided for in Section 206.02(a)(1)B., provided that the minimum time shall be extended to ten days.
 - (2) The request for a statement of qualifications shall identify the evaluation factors to be considered by the using agency and the Director in determining which persons are the most qualified.
 - (3) The Director and the using agency shall submit a request for proposals to at least three persons, whenever possible, who are on the list of qualified persons and who are deemed by the Director and the using agency to be the most qualified to provide the required services, supplies or construction items.
 - (4) The Director and the using agency shall commence negotiating a contract with the offeror deemed by the using agency and the Director to be the most qualified person on the list of qualified persons.
 - (5) If compensation, contract requirements and contract documents can be agreed upon with the most qualified offeror, the using agency and the Director shall recommend to the Mayor that the contract be awarded by the Mayor to such person. If the Director and the using agency are unable to negotiate a satisfactory contract with the person considered to be most qualified, then negotiations with such person shall be formally terminated. The Director and the using agency shall then undertake negotiations with the second most qualified person. Failing accord with the second most qualified person, the Director and the using agency shall formally terminate

negotiations. The Director and the using agency shall then undertake negotiations with the third most qualified person. If the Director and the using agency are unable to negotiate a contract with any of the selected persons, the Director and the using agency shall have the option of resubmitting a request for statements of qualifications or of selecting additional persons on the list of qualified persons in the order of their qualifications. The Director and the using agency shall continue negotiations in accordance with this section until an agreement is reached.

- (6) No proposals shall be handled so as to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of negotiations by the Director or the requesting using agency. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to the award for obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or of any information derived from the proposals submitted by competing offerors.
- (b) Whenever the procurement of services by competitive sealed bidding is determined by the Director to be not practical or advantageous to the City, and it appears to be an item to be utilized by the City on a repetitive basis, the Director, with the assistance of the using agency, shall actively solicit, by public notice, as provided in Section 206.02(a)(1)B., qualified persons to submit an annual statement of qualifications. The list of qualified persons shall remain on file in the Finance Department, and if the person being requested to submit a bid fails to submit a response to three consecutive projects, the person shall be removed from the list of qualified persons. The person, after one year, may be placed on the bidders list if the person reapplies and is determined to be qualified.
 - (1) Persons shall be able to submit and/or amend their annual statement of qualifications at any time.
 - (2) Whenever a using agency needs to enter into a contract which qualifies under this subsection, the using agency and the Director shall determine, from the annual list of qualified persons, at least five persons, whenever possible, who are qualified to submit requests for proposals, and upon receipt of the person's written proposal, the using agency and the Director shall begin negotiations with the person deemed to be most qualified. If negotiations are successful, the Mayor or the Director shall award the contract. If the Director and using agency fail to reach an agreement with the person deemed to be most qualified, the Director and the using agency shall formally terminate negotiations and proceed under the procedures set forth in paragraph (a)(5) hereof until successful negotiations are concluded or the using agency and the Director decide to terminate all negotiations.
- (c) Whenever the Finance Department is also the department which will use the particular service, supply or construction item, the City Attorney's office shall be considered as the using agency for the purposes of the procedure set forth in this section.

(Ord. No. 904, 11-14-94)

206.08. - Cancellation of invitations for bids or requests for proposals.

An invitation for bids, a request for proposals or other solicitation may be cancelled, or any or all bids or proposals may be rejected in whole or in part, as may be specified in the solicitation, when it is for good cause and in the best interests of the City. The reasons shall be made part of the contract file and shall be available for inspection in the Finance Department. Notice of cancellation shall be sent to all businesses from which bids or requests for proposals were solicited if cancellation occurs prior to the date designated for responses to be opened. In the event cancellation occurs on or after the designated opening date, only those businesses that responded to the solicitation shall be notified of the cancellation.

(Ord. No. 840, 9-16-91)

206.09. - Right to audit records and to inspect plants; maintenance of records.

- (a) The City may, at reasonable times, inspect the part of the plant, place of business or worksite of a contractor or subcontractor which is pertinent to the performance of any contract awarded or to be awarded by the City.
- (b) The City shall be entitled to audit the books and records of a contractor or subcontractor under any City contract or subcontract to the extent that such books, documents, papers and records are pertinent to the performance of such contract or subcontract. Such books and records shall be maintained by the contractor for a period of three years from the date of final payment under the prime contract and by the subcontractor for a period of three years from the date of final payment under the subcontract.

(Ord. No. 621,8-23-82)

206.10. - Bid security.

- (a) Bid security shall be required for all competitive sealed bidding for construction contracts when the cost is estimated to equal or exceed \$30,000.00. Bid security shall be a bond provided by a surety company authorized to do business in the State, or the equivalent in cash, or otherwise supplied in a form satisfactory to the City. Nothing contained herein shall prevent the requirement of such security on any contract under \$30,000.00, when, in the determination of the Director, circumstances warrant bid security.
- (b) Bid security shall be in an amount equal to, but not less than, five percent of the amount of the bid.
- (c) When the invitation for bids requires bid security, noncompliance requires that the bid be rejected, unless it is determined that the bid fails to comply in a nonsubstantial manner with bid security requirements.

(Ord. No. 796,3-6-89)

206.11. - Performance and payment bonds.

- (a) When a construction contract is awarded, the cost of which is equal to or in excess of \$30,000.00, the following bonds shall be delivered to the City at or before the signing of the contract by the Mayor:
 - (1) A performance bond, satisfactory to the City and executed by a surety company authorized to do business in the State, or otherwise secured in a manner satisfactory to the City, in an amount equal to 100 percent of the price specified in the contract;
 - (2) A payment bond, satisfactory to the City and executed by a surety authorized to do business in the State, or otherwise secured in a manner satisfactory to the City, for the protection of all persons supplying labor and materials to the contractor or its subcontractors for the performance of the work provided for in the contract. The bond shall be in an amount equal to 100 percent of the price specified in the contract.
- (b) Nothing contained herein shall be construed to limit the authority of the Director to require a performance bond, payment bond or other security, in addition to the bonds required in subsection (a) hereof, in circumstances other than those specified in subsection (a) hereof.

(Ord. No. 796,3-6-89)

206.12. - Certification of city expenditures; approval by City Attorney.

- (a) No contract for the purchase of services, supplies or construction items shall be entered into, with the exception of emergency purchases under Section 206.04, unless there is certification by the

Finance Department that there is a sufficient unencumbered balance in the allotment or appropriation against which the charge for the purchase is to be made and unless the City Attorney's office has approved the contract, bonds and insurance, if applicable, as to form.

- (b) Failure to comply with subsection (a) hereof shall render the contract voidable.

(Ord. 796, 3-6-89)

206.13. - Sale or disposal of obsolete or surplus supplies; sale of city-owned animals.

- (a) All using agencies shall submit to the Director reports showing stocks of all supplies which, in the using agency's opinion, are no longer used or which have become obsolete or worn and unsuitable for City use.
- (b) The Director, under written guidelines established and approved by the Mayor, shall have the authority to transfer surplus stock designated in the using agency's reports to other using agencies, so as to secure for the City maximum efficiency in utilizing City resources and in budgetary planning.
- (c) Sales or disposal of obsolete supplies or supplies worn out and unsuitable for City use shall be made to the highest responsible and responsive bidder in conformity with the procedures set forth in Section 206.02, by trade-in for new equipment, by direct sale to other governmental, educational or non-profit agencies, or by public auction, whichever the Director deems applicable. In addition to the foregoing means of sale or disposal, upon recommendation of the Mayor, and concurrence by Council, unwanted supplies may be disposed of by other means and terms, provided that Council determines by resolution that a public purpose will be served by the intended use of said supplies.
- (d) This section shall not apply to horses, dogs or other animals owned by the City and being used by the Police Department or by any other governmental agency in the course of its duties. Whenever the Police Department or other governmental agency submits a written report to the Director declaring that an animal is surplus or otherwise unnecessary as to the Police Department's or other governmental agency's operation and needs, the City employee identified by the Police Chief or the head of such other governmental agency as being responsible for such animal shall have the right of first refusal to purchase the animal from the City at a fair market value determined by the City. In the event the City employee fails or refuses to purchase the animal within the time frame specified by the Director, the City shall sell or dispose of the animal in a humane way as directed by the Mayor.

(Ord. No. 904, 11-14-94)

206.14. - Cooperative purchasing; State of Michigan environmental grants; direct negotiation.

The City shall have the authority to join with other units of government, including the State, in cooperative purchasing plans. Regardless of any other procedure set forth in this chapter, the City may negotiate and contract directly with persons when participating in State environmental programs or projects, provided the Director determines that the best interests of the City would be served thereby.

(Ord. No. 796, 3-6-89)

206.15. - Gifts and rebates prohibited; penalty.

- (a) The Director and every employee of the Accounting Division involved in the purchasing function are prohibited from soliciting, demanding, accepting or agreeing to accept, directly or indirectly, from any person to whom a contract might be awarded or is awarded, any gift, offer of employment, rebate, money or anything of material value whatsoever, except where given for the use and benefit of the City.

- (b) The Director or any Division employee violating subsection (a) hereof shall, upon conviction, be subject to the penalty provided in Section 202.99.

(Ord. No. 796,3-6-89)

206.16. - Preference for local bidders or offerors.

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

(1) *Definitions.*

- (a) *City resident(s)* means an individual whose primary place of residence is within the corporate limits of the City of Lansing as evidenced by voter registration address, driver's license address or State identification address or affidavit form developed by the City Attorney.
- (b) *Good faith effort* means those demonstrable activities supported by documentation and results that verify the bidders attempts to reach the established goal.
- (c) *Implementing Department* means the City Department or Agency that has responsibility for oversight of a contract.
- (d) *Joint venture* means a co-operation between two or more corporate bodies for a particular project in which they share the responsibilities and profits associated with the project.
- (e) *Lansing-based business* means the physical and economic relationship to Lansing determined evidenced by a building or office physically located in the City and the payment of (1) City income taxes on the contractors net profits, and (2) City property taxes on a plant or office and equipment such as is ordinarily required for the performance of the contract bid.

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

- (f) *Subcontractor* means a person or company that assumes, by secondary contract, some or all of the obligations of an original contractor.
- (2) *Purchases under \$15,000.00.* Pursuant to Section 206.03, departments purchasing supplies, services procured under bid and construction items for less than \$15,000.00, which are not purchased by use of a procurement card must solicit at least one quote from a Lansing-based business unless no Lansing-based business providing the service, supply or construction item can be identified. The procuring department will document efforts to use Lansing-based businesses.
- (3) *Preference for Lansing-based businesses on contracts over \$15,000.00 and under \$500,000.00.* When sealed bids are received under Section 206.02 for purchases, supplies and construction contracts greater than \$15,000.00 and less than \$500,000.00, the following shall apply:
- (a) The person or business submitting the lowest bid shall be deemed the lowest bidder. If, however, the lowest bidder is not a Lansing-based business, any Lansing-based business with a bid within a specified percentage of the lowest bid that has been deemed responsive and responsible under the purchasing ordinance shall be deemed the lowest bidder if it agrees to reduce its bid to match the bid of the lowest bidder.

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

- (b) If a Lansing-based business refuses to reduce its bid to match the lowest bid, then the next lowest responsible Lansing-based business with a bid within the established percentage of the lowest bid shall be given the opportunity to reduce its bid to match the bid of the lowest bidder. If the Lansing bidder agrees to reduce its bid to match the bid of the lowest non-Lansing bidder, it will be deemed the lowest bidder and awarded the contract.
 - (c) If no responsive and responsible Lansing-based business within the established percentage of the lowest bid agrees to reduce its bid to that of the lowest bidder, then the contract shall be awarded to the person or business with the lowest, most responsive and responsible bid.
 - (d) Except for construction contracts, no contract awarded pursuant to this Section shall be sublet in any manner that permits 50 percent or more of the dollar value of the contract to be performed by a subcontractor or subcontractors who do not meet the definition of Lansing-based.
 - (e) Any Lansing-based business awarded a contract pursuant to this Section shall agree to make available to the City all records necessary to establish its eligibility and compliance with all City, State and local laws.
- (4) *Affirmative measures for enhancing Lansing-based businesses.*
- (a) The City may eliminate bid, performance, and payment bonding requirements when it deems appropriate for Lansing-based businesses, except for contracts for construction, alterations or repairs exceeding \$30,000.00, subject to the requirements of MCL 129.201.
 - (b) The City may allow for joint ventures or other documented business arrangements to enable Lansing-based businesses to meet bonding requirements for contracts greater than \$15,000.00.

(Ord. No. 796,3-6-89; Ord. No. 1093, § 1, 9-26-05)

206.17. - Unauthorized purchases.

Except as otherwise provided in this chapter, no City officer, employee or official shall order or enter into the purchase of supplies, services or construction items other than through the Director and according to the procedure specified in this chapter. Any purchase or contract made contrary to the provisions of this chapter shall not be approved by City officials and the City shall not be bound thereby.

(Ord. No. 796,3-6-89)

206.18. - Prevailing wage and benefit standards prescribed.

- (a) No contract, agreement or other arrangement for construction on behalf of the City and involving mechanics and laborers, including truck drivers of the contractor and/or subcontractors, employed directly upon the site of the work, shall be approved or executed by the City unless the contractor and his or her subcontractors furnish proof and agree that such mechanics and laborers so employed shall receive at least the prevailing wages and fringe benefits for corresponding classes of mechanics and laborers, as determined by statistics compiled by the United States Department of Labor and related to the Greater Lansing area by such Department.
- (b) Any person, firm, corporation or business entity, upon being notified that it is in violation of this section and that an amount is due to his, her or its employees, shall have 30 days from the date of the notice to pay the deficiency by paying such employee or employees, whichever is appropriate, the amounts due. If the person, firm, corporation or business entity fails to pay within the 30-day period, he, she or it shall be subject to the penalty provided in Section 206.99.

- (c) The provisions of this section shall be inserted in all bid documents requiring the payment of prevailing wages.
- (d) The enforcement agency for this section shall be as determined by the Mayor.

(Ord. No. 855,8-31-92)

206.19. - Posting of prevailing wage rates.

The Human Relations and Community Services Department shall be responsible for the posting of prevailing wage rates at the time contracts, agreements and other arrangements, stipulating the performance of services for and on behalf of the City, are advertised for bid.

(Ord. No. 796,3-6-89)

206.20. - Nondiscrimination.

(a) *Diversity procurement.*

(1) *Definitions.* As used in this section:

Minority owned business means a business concern which is at least 51 percent owned by one or more minorities or, in the case of a publicly owned business, at least 51 percent of the stock is controlled by one or more minorities; and whose management and daily business operations are controlled by one or more such individuals (minorities). A minority is a person who is a citizen or lawful resident of the United States who is:

- a. Black: A person having origin in any of the black racial groups of Africa.
- b. Hispanic: A person of Spanish or Portuguese culture with origins in Mexico, Central America or South America or the Caribbean islands.
- c. Asian American and Pacific Islander: A person having origins in any of the original people of the far east, Southeast Asia or the Pacific islands.
- d. Asian Indian: A person having origins in India, Pakistan and Bangladesh.
- e. American Indian: A person having origins in any of the original peoples of North America.

Women owned business means a business concern which is owned and controlled by one or more females which means a business that is at least 51 percent owned by one or more women or, in case of a publicly-owned business, at least 51 percent of the stock is controlled by one or more women; and whose management and daily business operations are controlled by one or more such individuals.

Person with disability owned business means a business that is at least 51 percent owned and controlled by one or more persons with a disability. In case of a publicly-owned business, at least 51 percent of the stock is controlled by one or more persons with a disability; and, whose management and daily business operations are controlled by one or more such individuals.

A person with a disability is one determined to be a service disabled veteran or other person suffering from a chronic physical disability, defect or disease that restricts the type of employment and business opportunity for which the person would otherwise be qualified to perform.

Controlled means exercising the power to make policy decisions and operate means being actively involved in the day-to-day management of the business.

- (2) *Diversity certification.* The City will accept the following documentation as proof of minority, women or disabled person business ownership:

- a. Evidence from a third party organization that evaluates diverse vendors including, but not limited to: the federal government, State of Michigan, Michigan Minority Business Development Council, Native American Business Owners, Asian-Pacific Chamber of Commerce, and Michigan Hispanic Chamber of Commerce.
 - b. Self certification of minority ownership as evidenced by financial documentation and a notarized affidavit affirming that the ownership of the firm is at least 51 percent minority, women or disabled person owned and that the owner participates in the day-to-day operation of the business. Falsification of information can result in the vendor's removal from the City's list of eligible vendors.
- (3) *Diversity procurement objectives.* In an effort to ensure fair and equal competition for procurement opportunities and to increase the diversity of business contractors to more closely reflect the diversity of its population:
- a. All contracts for goods and services will have diversity participation objectives as may be established from time to time by City Council resolution.
 - b. All purchases will be evaluated according to the established diversity participation objectives and a good faith effort shall be made to reach each of the objectives so established.
 - c. The City will, whenever practical, solicit for all quotes or bids a minimum of three women owned business responses and three minority owned business responses.
 - d. Commencing July 1, 2004, the Mayor will report to City Council on a quarterly basis the result of the efforts to meet the established objectives by departments.
 - e. All complaints regarding alleged noncompliance with this ordinance will be referred to the Mayor for appropriate action. The Mayor shall include in the quarterly reports all complaints received and action taken.
- (4) *Bid process complaints.* Any contractor who bids on a contract and believes that applicable ordinances or policies for soliciting and awarding the contract have been violated may file a written complaint with the Director of the Finance Department detailing the nature and circumstance of the alleged violation no later than five business days after the bid or purchase order "notice of award" has been posted on the City's purchasing website. The Mayor shall immediately report all bid complaints made to City Council and the City action taken in response to the complaint.
- (b) *Nondiscrimination clause in City contracts.* All contracting agencies of the City, or any department thereof, shall include in all contracts hereafter negotiated or renegotiated by them, for and on behalf of the City, a provision obligating the contractor or employer not to discriminate against any qualified employee or qualified applicant for employment with respect to hire, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of age, race, color, religion, national origin, sex, height, weight, handicap, marital status or political orientation, and shall require such contractor or employer to include a similar provision in all subcontracts.

(Ord. No. 796,3-6-89; Ord. No. 1076, § 1, 6-21-04)

206.21. - Adherence to equal opportunity policy by contractors and employers; responsibility of Mayor.

All contractors and employers who have provided goods and/or services to the City totaling \$5,000.00 or more in any calendar year must adhere to the principles and policies of equal opportunity as mandated by the City affirmative action plan, as amended, copies of which are on file with the City Clerk and available from such officer, at cost. The Mayor or a designee shall monitor compliance with this section. Failure to comply with this section or to cooperate in all respects with the Director of Human Relations and Community Services, who shall be the contract compliance authority, may preclude the contractors or employers from conducting further business with the City.

(Ord. No. 588, 3-2-81)

206.22. - Compliance of contractors and employers with federal standards on federally-assisted projects; responsibility of Mayor.

All contractors and employers participating in Federally-assisted projects must adhere to the applicable Federal equal opportunity and Federal labor standards provisions, as mandated by the City affirmative action plan, as amended, copies of which plan are on file with the City Clerk and available from such officer, at cost. The Mayor or a designee shall monitor compliance with this section.

(Ord. No. 588, 3-2-81)

206.23. - Purchasing, leasing, renting or taking on consignment goods for use or for resale by City owned enterprises.

- (a) The City shall not, to the extent possible, purchase, lease, rent or take on consignment goods or supplies for use or for resale at City owned enterprises which were produced or manufactured under sweatshop conditions.
- (b) The City, to the extent possible, shall maintain a policy of evaluating suppliers' products concerning the working conditions under which the products are produced or manufactured.
- (c) The City, to the extent possible, shall notify its suppliers of this policy in writing and inquire about the working conditions under which their goods are produced or manufactured. To the extent possible, goods or supplies from suppliers who refuse to state that their products are not made under sweatshop conditions shall not be purchased.
- (d) In determining whether products are made under sweatshop conditions, the City shall consider the following factors:
 - (1) *Child labor.* Whether the shop or factor, employs anybody younger than the legal age for children to work in the country in which the shop or factory is located, and regardless of the legal age, employs anybody younger than age 15.
 - (2) *Forced labor.* Whether the shop or factory uses forced labor of any kind-prison labor, indentured labor or bonded labor. This subsection does not apply to compensated prison labor.
 - (3) *Wages and benefits.* Whether the shop or factory in the country in which the products are produced pays a wage which enables its employees to meet their basic needs for food, shelter, clothing and medical care and to set aside money for future purchases. The shop or factory also provides all benefits required by law in the country in which the products are produced.
 - (4) *Hours of work.* Whether employees are required to work more than 48 hours per week or less if the law of the country in which the factory is located sets a shorter work week. This subsection does not apply to compensated overtime.
 - (5) *Worker rights.* Whether the shop or factory has an established policy to create a workplace free from physical, sexual or verbal harassment, and whether employees have the right to speak up about conditions in the shop or factory without fear or retaliation and have the right to form unions of their own choosing without employer intimidation.
 - (6) *Health and safety.* Whether the factory provides a safe and healthy working environment.
 - (7) *Union labor.* A factory consisting of independent unionized labor employees is presumed to be in compliance with this chapter.
- (e) The City's Finance Director or the Human Resources and Community Services Director and/or their designee may promulgate necessary rules for the enforcement of this chapter.

(Ord. No. 977A, 10-13-97)

206.24. - Requiring employers that contract with the City or receive economic development assistance to pay their employees a sufficient living wage.

- (a) *Purpose.* The purpose of this section is to improve the lives of working people and their families by requiring employers that contract with the City to pay their employees a wage sufficient to meet basic subsistence needs, and that they provide for the hiring of Lansing residents as employees when and where possible.
- (b) *Applicability.*
 - (1) This section applies to any contractor who is a party to a contract for services, as defined herein.
 - (2) The minimum living wage requirement of this section applies to any part-time or full-time employee of a contractor who is employed at any job site covered by a contract for services or subsidized, in whole or in part, under a contract for services; and any part-time or full-time employee of a grantee.
- (c) *Definitions.* As used in this section:
 - (1) "*Classified City employee*" means an employee of the City who occupies a position which is defined by a classification specification and is acknowledged in the annual budget.
 - (2) "*Contract for services*" means a contract, or combination of contracts, between a contractor and the City of Lansing primarily for the furnishing of services for which the total expenditure, including all subcontracts, exceeds \$50,000.00 annually, on a fiscal year basis, and does not include a contract to purchase or lease goods or property.
 - (3) "*Contractor*" means a person who enters into a contract for services with the City having five or more employees, including any subcontractors.
 - (4) "*I.F.T. certificate*" means any industrial facilities tax abatement certificate issued pursuant to Public Act 198 of 1974, as amended.
 - (5) "*Employer*" means a person who engages employees to provide labor in exchange for the payment of wages or a salary.
 - (6) "*Employee*" means any individual who is paid to work for an employer.
 - (7) "*Federal poverty guideline*" means the official poverty guideline for a family of four published and updated annually in the federal register by the United States Department of Health and Human Services under authority of 42 U.S.C. 9902(2).
 - (8) "*Full-time employee*" means an employee who is employed for not less than 40 hours in a calendar week.
 - (9) "*Grantee*" means a recipient of an I.F.T certificate.
 - (10) "*Health care benefits*" means the right or rights granted to an employee under a contract, certificate or policy of insurance to have payment made by a health care insurer or health care corporation for specified medical or health care services for the employee and the employee's dependents.
 - (11) "*Implementing department*" means the Human Relations and Community Services Department of the City of Lansing.
 - (12) "*Living wage*" means an hourly wage rate which is equivalent to 125 percent of the federal poverty line on an annual basis when calculated based on 40 hours per week, 50 weeks per year; provided however, that costs paid by the employer for an employee health care benefits may be counted toward up to one-fifth of the hourly rate payable to the employee.

- (13) *"Part-time employee"* means an employee who is not a full-time employee.
- (14) *"Person"* means any firm, joint venture, partnership, limited liability company, corporation, club, association or organization, either incorporated or unincorporated, however operating or named, whether acting directly or by a servant, agent or fiduciary, and including all legal representatives, heirs, successors and assigns thereof.
- (d) *Minimum requirements.*
- (1) At a minimum, a contractor or grantee shall provide its employees a living wage.
 - (2) The implementing department shall calculate and publish an annual bulletin stating the minimum living wage rates within 30 days of the publication of the federal poverty guideline in the federal register. The implementing department shall, with the assistance of the purchasing division of the finance department, notify each contractor or grantee of such changes in writing by regular United States mail. Such adjustment shall become immediately effective upon publication of the annual bulletin for new contracts and become effective at the time of contract renewal for existing contracts.
- (e) *Equal employment opportunity.* To the greatest extent feasible, a contractor or grantee shall make good faith efforts to fill all new positions created as a result of a contract for services or economic development assistance by providing equal employment opportunities to residents of the City of Lansing. The contractor or grantee shall furnish documentation of these good faith efforts as required by the implementing department. The foregoing shall not be interpreted as a residency requirement nor shall it cause any contractor or grantee to terminate, transfer, or lay off any employee who is on the payroll at the time this section becomes applicable and effective for that contractor or grantee.
- (f) *Required language in subcontracts.* Each contractor shall include a clause in all subcontracts related to the contractor's contract for services with the City that requires the subcontractor to comply with this section. Failure of a subcontractor to comply with the provisions of this section shall be considered a violation of the section by the contractor.
- (g) *Required language in contracts.* Each City contract for services, including contracts required with local units of government pursuant to 1974 Public Act 198 for an I.F.T. certificate, shall require, as part of all bids and applicable contract documents, a copy of this section and compliance with this section. Each such contract shall provide that willful or repeated violation of this section will entitle the City to terminate the contract.
- (h) *Posting requirements of the living wage.* A contractor or grantee shall post in a conspicuous place on each job-site subject to this section, a copy of the living wage bulletin, and all bulletin adjustments published under subsection (d)(2). A contractor or grantee is required to post and implement any change in the living wage within 30 days of City notification as provided in subsection (d)(2).
- (i) *Wage and hour violation.* This section shall not be construed to limit an employee's right to bring legal action for violations of any minimum compensation or wage and hour law.
- (j) *Exemption from application.* The following are exempt from the provisions of this section:
- (1) Any governmental entity;
 - (2) Any private corporation that has received 501(C)(3) IRS designation and has 20 employees or less, working on the program funded by the City;
 - (3) Contractors or grantees with an applicable collective bargaining agreement in effect;
 - (4) Contractors or grantees required by federal, state or local law to pay a prevailing wage; and
 - (5) Employees enrolled in a job-training or summer youth employment program.
 - (6) For any contract for services or required for an I.F.T. certificate, the City Council may grant a partial or complete exemption from the requirements of this section if the City Council determines one of the following:
 - a. To avoid any application of this section that would violate Federal, State or local law; or

- b. The application of this section would cause demonstrated economic harm to an otherwise covered employer that is a non-profit organization, and the City Council finds that said harm outweighs the benefits of this section; provided further that the otherwise covered non-profit employer shall provide a written plan to fully comply with this section within a reasonable period of time, not to exceed three years, and the City Council then agrees that granting a partial or complete exemption is necessary to ameliorate the harm and permit the non-profit organization sufficient time to reach full compliance with this section.
- (k) *Living Wage Advisory Committee.* The Living Wage Advisory Committee is established to review the effectiveness of this section to create and retain living wage jobs in Lansing and to promote access to living wage jobs for low and moderate income residents of Lansing; review the implementation and enforcement of this section; and make recommendations from time to time in connection with the purpose and applicability of this section.
 - (l) *Composition of Advisory Committee.* The Living Wage Advisory Committee shall consist of six members, each of whom shall serve for a period of three years. The Mayor shall appoint the committee members, subject to confirmation by Council, as follows:
 - (1) One labor union member selected by the Mayor from a list of three nominees recommended by the President of the Greater Lansing Labor Council AFL-CIO.
 - (2) One labor union member selected by the Mayor from a list of three nominees recommended by the president capital area UAW/CAP Council.
 - (3) One community-based organization member from an organization operating solely within the City of Lansing.
 - (4) One greater Lansing Chamber of Commerce Member selected by the Mayor from a list of three nominees recommended by the chamber.
 - (5) One at-large member from the community.
 - (6) One City Council member selected by the Council President.

No member of the committee shall participate in any review or recommendation concerning a contractor or grantee if the member, or his or her immediate family, has a direct or indirect financial interest in the outcome of such review or recommendation.
 - (m) *Earned income credit notification.* Contractors and grantees shall inform employees earning less than \$12.00 per hour, or such other amount as determined by the implementing department of their possible eligibility for the state and/or federal earned income credit.
 - (n) *Complaint.* Anyone with knowledge of a violation of this section may file a complaint with the implementing department, which will have 90 days to investigate and make a determination regarding the complaint. The implementing department shall provide any contractor or grantee, alleged to be in violation of this section, the opportunity to present appropriate documentation to demonstrate its compliance. A contractor or grantee determined by the implementing department to be in violation of this section shall have the right to appeal accorded by law.
 - (o) *Payment for violation.* A contractor or grantee who is determined by the implementing department to be in violation of the living wage requirement shall be notified of the determination in writing by regular United States mail and in absence of the contractor or grantee taking an appeal within 21 days of the date of the letter, shall pay to each employee affected not later than 14 days from the date of the letter the amount of deficiency for each day of the violation.
 - (p) *Penalties and enforcement.*
 - (1) A violation of any provision of this section committed knowingly is a civil infraction punishable by a fine of \$250.00 for a first offense, and \$500.00 for each offense committed thereafter. The court may issue and enforce any judgment, writ, or order necessary to enforce this section, including payment to the employee or employees of the difference between wages actually paid and the living wage that should have been paid, interest, and other relief deemed appropriate.

- (2) Each pay date upon which a violation occurs shall constitute a separate and single violation regardless of the number of employees affected.
- (3) In addition to enforcement under this section, the City shall have the right to modify, terminate, and/or seek specific performance of any contract entered into in compliance with subsection d of this section with an employer or grantee, or to cancel, terminate or suspend the contract in whole or in part and/or to refuse any further payments under the contract;
- (4) A contractor or grantee who is found responsible by the court for a violation of this section on three separate occasions within a two-year period shall be barred from bidding on or entering into any contract with the City for a period of three years from the date of the last violation. a violation for purposes of this subsection means one payroll, payday, or date of payment, regardless of the number of employees affected by each violation.
- (5) Nothing contained in this section shall be construed to limit in any way the remedies, legal or equitable, which are available to the City or any other person for the correction of violations of this chapter.
- (q) *Severability.* If a court of competent jurisdiction declares any portion of this section invalid or unenforceable, then the remaining provisions shall remain in full force and effect.
- (r) *Effective date.*
 - (1) This section shall not become effective until the implementing department issues a certification meeting the requirements of subsection (r)(2) and provides notice of certification issuance to the City Council.
 - (2) The certification shall contain a finding that all classified City employees are receiving a living wage.
 - (3) This section shall apply to contracts entered into or renewed after this section becomes effective as set forth above. The extension of a contract for a period beyond its original term shall be considered entering a contract for purposes of this section.
- (s) *Sunset.* This ordinance shall automatically expire three years from when it takes effect unless re-enacted or extended.

(Ord. No. 1086,6-6-05)

206.99. - Penalty.

Whoever fails to comply with Section 206.18(b) is guilty of a misdemeanor, and the sentence shall include the following:

- (a) Payment of all wages and fringe benefits, plus interest at two percent per month on those wages and fringe benefits due the employee;
- (b) Payment for the cost of collection by the City, which shall be calculated using the hourly wage and fringe benefit costs of the City employees involved in the enforcement and collection of the wages; and
- (c) Prohibition from bidding on or performing any work as a subcontractor or being awarded any contract involving the City for a period of three years from the date the person, firm, corporation or business entity is found guilty of noncompliance with Section 206.18(b).

(Ord. No. 855,8-31-92)

Carol Wood

CITY of LANSING
INTEROFFICE COMMUNICATION

JUL 07 2005

TO: Mayor Tony Benavides
Council President Allen

FROM: Antonia Kraus, Business Services Manager

DATE: July 7, 2005

SUBJECT: FY2005 Diversity Spending Report, Third Quarter

Attached you will find the supplier diversity spending reports for the third quarter of FY2005 reflecting dollars spent with identified minority- and woman-owned firms.

The information in this report is cumulative for the fiscal year. The first report reflects payments from the City's accounts payable system. The totals do not reflect outstanding purchase orders, pending payments or monies spent through Human Relations and Community Services grants/programs. The second report reflects payments made to non-purchasing minority-owned and woman-owned firms. The third report reflects minority-owned and women-owned firm participation in the quote/bid process.

Payments are classified by ethnic type, majority female firms and a total for majority/unidentified vendors. The majority/unidentified monies include payments made to majority male-owned firms, corporations and other organizations with multiple owners. In addition, this category includes payments to minority or women-owned firms who have not been identified by the City or have elected not be classified as a diverse firm.

All the vendor payment reports show spending with diverse-owned and woman-owned firms by diversity type and location by zip code. The Lansing Zip Code report reflects firms in the 48901 to 48917 zip codes. We have included some firms from the 48917 in the "Not Lansing" list based on their physical address.

If you have any questions please contact let me know.

Cc: Glenn Kirk, Finance Director
Council Ad-hoc Sub-Committee on Supplier Diversity
Supplier Advisory Committee Members

CITY OF LANSING						
PURCHASING VENDORS						
FY 05-THIRD QUARTER						
	Total	Lansing Based	%	Not Lansing Based	%	
AFRICAN AMERICAN						
CAMPUS FORD INC				26,048.34		auto/truck
CHAPMAN LANDSCAPING & SNOW REMOVAL		14,503.16				lawn care/snow removal
CHARLES BLOCKETT JR & ASSOC		300.00				consulting
ERIC'S REFUSE INC		50,378.88				trash removal
SOFTWARE PLUS				405.41		software
THE CHRONICLE NEWSPAPER INC				2,965.00		advertisement/periodical
THE MICHIGAN BULLETIN		475.00				advertisement/periodical
THE NEW CITIZENS PRESS		297.00				advertisement/periodical
TICO DUCKETT DISTRIBUTING LLC		34,131.16				industrial supplies
0.5	129,503.95	100,085.20	77.28	29,418.75	22.72	
ASIAN INDIAN						
DLZ CORPORATION		163,543.23	0			consulting - engineers
0.63	163,543.23	163,543.23	100	0.00	0	
ASIAN ISLAND						
BEST WESTERN EAST				205.20		lodging
CHINESE FAMILY BUFFET				24.80		restaurant
DYNAMIC COMPUTER CORP		0.00		5,986.06		computer equipment
0.02	6,216.06	0.00	0	6,216.06	100	
HISPANIC						
COMMERCIAL BLUEPRINT		5,381.95				blueprints & supplies
DELACRUZ ELECTRIC		875.00				electrical contractor
EL AZTECO		99.60				restaurant
EL CENTRAL NEWSPAPER				660.00		advertisement/periodical
FRANCO TRUCK EQUIPMENT SERVICE INC				166.61		fire truck parts
GRAND LIMOUSINE INC		162.00				
INLINE DESIGN INC		21,520.39				clothing - imprinted
JAMIE ROGERS ENTERPRISES		299.45				
TRACE ANALYTICS				786.00		
0.11	29,951.00	28,338.39	94.62	1,612.61	5.38	
NATIVE AMERICAN						
INFORMATION ACCESS STRATEGIES INC		0.00		593.75		computer consulting
MICHIGAN POLICE EQUIPMENT (thru 9.30.04)				9,997.60		police supplies
CMP DISTRIBUTORS INC				10,081.43		police supplies
0.08	20,672.78	0.00	0	20,672.78	100	

1-2	Total	Lansing Based	%	Not Lansing Based	%	
WOMAN MAJORITY OWNED						
AD IMPACT LLC		1,702.76				advertising speciality products
AIR SOURCE ONE INC				1,717.99		compressor parts & service
ALLTRONICS				101.70		electronic sales
AMERICAN FIRE PROTECTION INC		280.00				fire suppression inspection
AMYS CATERING		5,763.00				catering
ARISTOCHEM INC				3,314.12		chemicals
ASBESTOS ABATEMENT INC		1,664.00				asbestos removal
ATD AMERICAN CO				2,434.64		
BACKYARD BAR B Q				20.50		restaurant
BAVARIAN MOTOR LODGE				207.90		hotel
BELEN'S FLOWERS		230.50				florist
BOB BARKER COMPANY INC				155.93		general merchandies
BOBCAT CENTRAL INC		11,762.78				heavy equipment rental
CALL ONE				81.50		telecommunication equipment
CAPITAL BARRICADING				2,480.00		barricades & signs
CARROT-TOP INDUSTRIES				511.50		direct market sales
CASTLE PHOTO		3,049.57				photography supplies
COLLEEN'S CUISINE INC				2,360.00		catering
CUSTOM SIGNWORKS		279.74				signs
DARD INC		5,104.34				metal working
DATA MEDIA PRODUCTS INC				1,218.10		video tapes & supplies
DEWITT FENCE COMPANY				3,595.05		fencing contractor
DIETZ POOL SUPPLY				249.17		pool supplies
DP & HOFFMAN PLAY WORKS INC				10,457.75		playground equipment
DROLETT TRAVEL				35.00		travel agency
EMMA MAURI				300.00		interpreter
EVERGREEN GRILL				85.22		restaurant
FLAP JACK SHACK		23.12				restaurant
GIBSON'S BOOKSTORE INC		699.30				bookstore
GREAT LAKES CLEANING GROUP INC		5,515.00				window cleaning
GREAT LAKES SERVICE CENTER INC				7,537.00		auto/truck parts
HASSELBRING CLARK		61,893.94				copier rental & repair
HOGLES THEATRICAL SUPPLIES				102.55		theatrical supplies
HOLLAND SUPPLY INC				433.16		durable goods
INCO DEVELOPMENT CORPORATION				13,044.71		printing, mailing, graphics
KIM CONSTRUCTION				252,491.06		construction company
KING OF BINGO				77.25		sporting goods
LANSING SAFE & LOCK				582.00		hardware
LAURA OZANICH		112.50				costume rental
MARGOT NORRIS		8,944.00				catering
MARSH TRUCKING/EXCAVATION		54,000.00				trucking company
MEDICAL MANAGEMENT SYSTEMS OF MI		169,147.77				ambulance/medical billing

1-3	Total	Lansing Based	%	Not Lansing Based	%	
MICHIGAN SUPPLY CO		24,954.23				janitorial supplies
NEPM Div AMDA Enterprises				77.00		speciality retail
OLD TOWN GLASS AND SCREEN		852.01				glass, paint, wallpaper
OLSTEN STAFFING SERVICES		37,659.83				temporary help
PAPER IMAGE				2,000.28		printing, mailing, graphics
PARAMOUNT COFFEE CO		328.33				coffee & supplies
PATTY-O INC				1,925.00		janitorial services
PEANUT SHOP		18.53				food
POLLACK GLASS		1,719.94				glass, paint, wallpaper
READMORE NEWS CENTER		337.50				bookstore
ROMANOW BUILDING SERVICES		375,639.36				janitorial services
SAFETY SERVICES INC				1,979.15		safety supplies
SAGE PUBLICATIONS				25.00		publisher
SARA'S LUNCHBOX EXPRESS		766.50				restaurant
SELECT SEEDS				84.00		lawn maintenance
SENTRY SOLUTIONS				126.39		general merchandies
SHOPLET.COM				43.69		general merchandies
SIELOFF GLASS & SCREEN		269.34				glass, paint, wallpaper
SIGNATURE MARKETING				91.50		consulting
SINCLAIR RECREATION INC				2,883.37		playground equipment
SPARTAN BARRICADING INC				5,304.00		barricades & signs
SPARTAN DISTRIBUTORS INC				138,973.68		industrial supplies
SPARTAN WATER & COFFEE		187.87				coffee & supplies
SPOTTED DOG CAFE		57.35				restaurant
SPRING MOUNTAIN WATER COMPANY				2,849.50		bottled water
STATE ELECTRONICS CO INC		80.00				mobile radios & supplies
STATE SPRING SERVICE				5,411.56		auto service
STUART PUBLISHING		20.00				publisher
SUPERIOR ELECTRIC OF LANSING INC				248,380.53		electrical contractor
SYNAGRO MIDWEST INC						biosolids
T & W ELECTRONICS INC				20,429.40		electronic supplies
TAW ELECTRONICS INC				37.67		electronic supplies
TRIA DESIGN & MARKETING LLC		9,347.00				graphic design and consulting
TRUCK COLLISION SERVICES				800.00		auto service
UNITED EXTERMINATORS		1,570.00				pest control
UNLIMITED IDEAS ADVERTISING INC				1,980.00		advertising speciality products
US TOY/COSTR PLAYTHINGS				18.70		catalog general merchandise
VENETIAN BLIND AND TILE		4,598.88				window treatments
VET'S ACE HARDWARE		718.10				hardware
VETS TARP		556.00				speciality products - covers
VHG LABS				2,113.06		testing
WESTAFF		31,626.81				temporary help
WESTERN WATERPROOFING COMPANY				54,547.90		construction company
YARROW				228.90		direct market sales

1-4						
	Total	Lansing Based	%	Not Lansing Based	%	
YOUR HOME TOWN PLATEMATE				149.50		advertising
6.18	1,615,533.48	821,479.90	50.85	794,053.58	49.15	
Majority / Unidentified Vendors	24,189,001.53	9,535,972.62	39.42	14,653,028.91	60.58	
Summary						
Woman Owned:		1,615,533.48	6.18			
Diverse:		349,887.02	1.34			
Diverse & Woman Owned:		1,965,420.50	7.51			
Majority/Unidentified Vendors:		24,189,001.53	92.49			
Grand Total:		26,154,422.03				
Diversity Breakdown:						
African American			0.5			
Asian Indian			0.63			
Asian Islander			0.02			
Hispanic			0.11			
Native American			0.08			
total			1.34			

2.						
City of Lansing						
Non-Purchasing Vendors						
FY05 Third Quarter						
	Total	Lansing Based	%	Not Lansing Based	%	Good/Service
AFRICAN AMERICAN FIRMS						
ARIEL CAPITAL MANAGEMENT LLC				115,143.70		Retirement Investments
MICHIGAN MINORITY BUSINESS DEV				625.00		Annual Dues
NAACP		2,340.00				Payment for Functions
0.25	118,108.70	2,340.00	1.98	115,768.70	98.02	
ASIAN ISLAND						
NGOC-MY T PHAN		\$59.00				Interpretation Services
0.00	59.00	59.00	100	0.00		
HISPANIC						
CRISTO REY		112,315.00				Community Programs and Services
0.23	112,315.00	112,315.00	100	0.00	0.00	
WOMAN MAJORITY OWNED						
BRENDA ROGERS				\$1,025.00		Powersculpting Instructor
CATHY KEIFER		\$308.50				Dog training Instructor
CHLOE DARNELL		\$500.00				Council Contract Employee
COLLEEN BALDWIN				\$267.14		Glass beaded jewelry
DEBORAH B OBRIEN				\$16,052.00		Assessment Agent
JEAN W LUMA		\$768.46				Interpretation Services
JULIA PARKER		\$100.00				Craft Classes
JULIANNE PRICE		\$642.50				Piano/Sewing Instructor
KELANI'S HAWAIIAN DANCING				\$337.50		Dance Instructor
KRISTI VARTANIAN				\$1,294.60		Aerobics Instructor
LORRAINE D AUVENSHINE		\$669.21				Interpretation Services
LYNN D T HERSHBERGER		\$1,053.60				Computer Instructor
MARGARET SICKLES				\$322.80		Aerobics Instructor
MARY HUGHES DO				\$600.00		
RENELLE LINTON		\$420.00				Interpretation Services
TRUDIE WILSON		\$108.00				NIA Class (exercise)
0.05	24,469.31	\$4,570.27		\$19,899.04		
Recap - All Vendors	Amount	Percentage				
Women - Owned	24,469.31	0.05				
Diverse	230,482.70	0.48				
Diverse and Woman Owned	254,952.01	0.53				
Majority/Unidentified Vendors	47,717,765.19	99.47				
Grand Total	47,972,717.20					

FY 04-05																
BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
B/04/056	SYCAMORE=LINDBERGH SANITARY SIPHON BLOW OFF CHAMBER	PS	CLOSED-NO RESPONSES			9	0	0	0	0	0					
B/04/057	TURNER DODGE RENOVATIONS	PK	HBC CONTRACTING	\$99,920.00	NO	15	3	1	0	1	5	0	0	0	1	
B/04/058	ABANDONED VEHICLE AUCTION	LPD	1 VEHICLE SOLD													
B/04/059	GRAVEL STREET RECONSTRUCTION	PS	HALLENBECK CONSTRUCTION	\$429,600.60		14	7	0	0	4	6	0	0	0	0	
B/04/060	FRANCIS PARK FIELD	PK	CAROL'S LLC	\$43,500.00	WBE	12	5	3	0	2	6	0	1	0	0	
Q/04/060A	CITY VEHICLE TOWING	LPD	NORTHSIDE SERVICE	ANNUAL CONTRACT	LB	11	0	0	0	10	2	0	0	0	2	
RFQP/04/061	ROAD IMPROVEMENT STUDY	PND-T	UNDER REVIEW													
B/04/062	MP5 FIREARMS	LPD	AM CHAR WHOLESALE INC	\$4,318.52	NO	46	0	0	0	0	7	0	0	0	0	NO KNOWN DIVERSE AND/OR LOCAL FIRMS
B/04/063	WOOD CHIPPER	PK	BANDIT INDUSTRIES	\$24,669.00		4	0	0	0	0	4	0	0	0	0	NO KNOWN DIVERSE AND/OR LOCAL FIRMS
Q/04/064	ENCLOSURE QUOTE	MS	SPARTAN FENCE	\$2,112.00		2	0	0	0	0	2	0	0	0	0	
Q/04/065	DRAINAGE TRENCH	PK	B J FLEDMANN & ASSOCIATES	\$3,491.00		14	5	0	0	1	2	1	0	0	0	
B/04/066	TERTIARY BUILDING FACIA REPLACEMENT	PS-WWTP	CANCELED			12	8	0	0	9	1	0	0	0	1	LETTER MAILED 1/29/05
B/04/067	REPLACEMENT OF WASHINGTON PARK ICE RINK COOLING TOWER	MS	JOHN E GREEN CO	\$32,329.00	NO	8+	3	2	0	4	3	0	1	0	0	
B/04/068	REMOTE VIDEO SURVEILLANCE EQUIPMENT	LPD	CANCELED													
Q/04/069	DEMOLITION OF PROPERTY	PND-B	MCS EXCAVATORS	\$4,580.00	NO	15	2	1	0	2	5	0	0	0	0	
Q/04/070	VIDEO CAMERA SYSTEM	PS-O&M	LANSING SAFE & LOCK INC	\$4,429.00		281	26	0	0	2	9	0	0	0	2	
Q/04/071	DUAL LOAD BANK	MS-BMD	CANCELED			48	3	3	0	3	3	0	0	0	0	
S/04/072	ABANDONED VEHICLE AUCTION	LPD	4 VEHICLES SOLD													
Q/04/072	SAW BLADE	PS-O&M	HAMMERSMITH	P-CARD		3	0	0	0	0	3	0	0	0	0	
Q/04/073	CHEMPROOF FIBERGLASS DOOR	PS-WWTP	UNIFLEX INC	\$10,500.00		16	3	1	0	3	4	0	0	0	0	
Q/04/074	GREEN SHEET PRINTING	PS-O&M	DELTA PRINTING CO	\$9,455.00	LB	28	14	0	0	5	3	0	0	0	2	

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
S/04/107	ABANDONED VEHICLE AUCTION	LPD	NO VEHICLES SOLD													
Q/04/108	LFD AMBULANCE STAIR CHAIR HD	LFD	STRYKER	\$4,061.52		42	2	2	0	0	6	0	0	0	0	
Q/04/109	WESTSIDE PARK BATTING CAGES	PK	FUTURE FENCE CO	\$8,850.00		51	6	3	0	0	2	0	0	0	0	No City of Lansing based fence companies
Q/04/110	ROLL-OUT CARTS	PS-O&M	REHRIG PACIFIC CO	\$10,300.00		36	4	1	0	0	5	0	0	0	0	No City of Lansing based companies
Q/04/111	MARSHALL PARK BASKETBALL COURT REPLACEMENT	PK	AMERI-CONST CO & BJ FELDMANN	\$7,485.00		9	7	2	0	2	5	0	0	0	1	
Q/04/112	GOLF HATS AND SHIRTS	PK	KELGRAPHICS	P-CARD		127	11	5	0	4	15	4	1	0	4	
B/04/113	LFD STATION #1 RENOVATIONS	LFD	CANCELED			139	19	2	0	3						
RFQP/04/114	COMMUNITY NEEDS ASSESSMENT/CABLE FRANCHISE AGREEMENT	CL	CANCELED			140	8	0	0	0						LETTERS MAILED 2/15/05
Q/04/116	GALVANIZED PIPE	PND-T	JUSTICE FENCE CO	\$5,121.00	WBE	34	4	2	0	4	13	1	1	0	3	
RFQP/04/117	TECHNICAL AUDIT/EVALUATION OF COMCAST CABLE SYSTEM	CL	CANCELED			141	27	0	0	0						LETTERS MAILED 2/15/05
RFQP/04/118	LEGAL ASSISTANCE (CONSULTANT)/CABLE FRANCHISE NEGOTIATIONS	CL	AWAITING CONTRACT FINALIZATION			34	5	0	0	0						
Q/04/119	UV-VIS SPECTROPHOTOMETER	PS-WWTP	FISHER SCIENTIFIC	\$9,710.46		14	1	5	0	0	2	0	0	0	0	Specialty item, no Lansing based business that sell this type of
S/04/120	ABANDONED VEHICLE AUCTION	LPD	2 VEHICLES SOLD													
Q/04/121	RECYCLED CONTENT BOOKMARKS	PS-O&M	MAHONEY	\$595.00		45	5	3	0	1	10	0	1	0	1	
B/04/122	SYCAMORE GOLF COURSE RENOVATIONS (REBID)	PK	CROSS LAKE CONSTRUCTION	\$597,976.96		19	0	0	0	2	4	0	0	0	0	VERY SPECIALIZED SERVICES. NO WBE/MBE FOUND
B/04/123	LIGHT BULBS	PND-T	GRAYBAR ELECTRIC	\$19,998.00	LB	85	4	9	0	6	15	3	0	0	3	
RFQ/04/124	CSO CONSTRUCTION PROJECTS--CONTRACTOR PRE QUALIFICATION FOR 2005	PS	CANCELED													
RFQP/04/125	POTTER PARK (ZOO) SEWER SYSTEM EVALUATION SURVEY	PS	MALCOLM PIRNIE INC	\$53,828.01		106	20	0	0	5	12	1	0	0	3	
Q/04/126	BACK-HOE RENTAL	MS-BMD	SUNBELT RENTALS	\$2,550.00		27	0	0	0	2	1	0	0	0	0	
Q/04/127	Criterion Wallpack Light Fixtures	MS-BMD	WESCO DISTRIBUTION	\$2,425.60	LB	47	6	3	0	2	3	0	0	0	3	
Q/04/128	CITY LETTERHEAD WITH COLORED CITY SEAL	MS-OS	ALDINGER INC	\$799.00		98	11	5	0	9	18	2	0	0	9	

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
Q/04/129	POTTER PARK HOOF STOCK BUILDING	PK	IRISH CONSTRUCTION	\$11,889.00		70	5	3	0	2	6	0	0	0	1	
Q/04/130	FENCE REPAIRS POLICE RANGE	MS-BMD	FARM N GARDEN	\$1,420.00		52	4	4	0	1	3	0	0	0	0	
Q/04/131	VIDEO TAPE	CL	DATA MEDIA PROD	\$1,218.10		48	6	3	0	1	15	3	1	0	1	
Q/04/132	RADIOGRAPH AUTO PROCESSOR SYSTEM	PK-ZOO	GRAND XRAY	\$4,151.15		18	6	6	0	0	5	0	0	0	0	No Lansing Based selling xray equipment.
Q/04/133	METER BAGS	PND-T	NATIONAL CASE INC	\$5,556.00		51	7	4	0	2	6	0	2	0	2	
			VANCE LAW ENFORCEMENT	\$2,056.00												
			MICHIGAN POLICE EQUIPMENT	\$25,716.75												
B/04/134	AMMUNITION	LPD	CMP DISTRIBUTORS	\$6,604.25		58	2	0	0	1	11	0	0	0	0	
Q/04/135	MONITOR STAND	LPD	MAINLINE COMPUTER PROD	\$3,955.40		149	19	2	0	1	11	1	1	0	0	
Q/04/136	SILVER BELLS BARRICADES	PND-T	ENVIRO PRODUCTS	\$4,173.00	LB	21	3	6	0	1	4	0	2	0	1	
Q/04/137	GAS TECH SENSORS	PS-WWTP	CONTROL ANALYTICS	\$4,156.00		19	0	5	0	0	4	0	0	0	0	
Q/04/138	COURT RECORDER	DC	DSS CORPORATION	\$3,498.00		28	7	3	0	1	3	0	1	0	0	
S/04/139	ABANDONED VEHICLE AUCTION	LPD	ONE VEHICLE SOLD													
Q/04/140	POTTER PARK HOOF STOCK BUILDING BUILDING ADDTN	PK	R HACKBARTH CONSTRUCTION	\$11,250.00		125	14	4	0	1	8	0	0	0	1	
Q/04/141	GALVANIZED PIPE	PND-T	CANCELED													
Q/04/142	CHEMICAL WATER TREATMENT	MS-BMD	AURORA SPECIALTY	2850.36		49	3	4	0	1	3	0	0	0	1	
Q/04/143	STORM DRAINAGE REPLACEMENT	MS-BMD	CANCELED													
RFQ/04/144	CSO CONSTRUCTION PROJECTS--CONTRACTOR PRE QUALIFICATION FOR 2005	PS	ANGELO IAFRATE CONST, ROTHENBERGER CO, KAMMINGA & ROODVOETS, DUNNIGAN BROTHERS, DAN'S EXCAVATING, RIC-MAN CONST, BARNHART & SON, ET MACKENZIE CO, FISHER, O'LAUGHLIN			41	19	0	0	0	15	0	0	0	0	
Q/04/145	UPS	CCS	STORED POWER & COMMUNICATION SOLUTIONS	\$2,605.00		145	22	5	0	1	16	0	1	0	0	

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
			RMAC CONSTRUCTION	\$8,695.00												
			MCS EXCAVATORS	\$6,150.00												
Q/05/187	DEMOLITION OF 4 PROPERTIES	PND-CC	RMAC CONSTRUCTION	\$13,660.00		106	8	2	0	2	5	0	0	0	1	
Q/05/188	CERTIFICATE FOLDERS	MAYOR	INLINE	P-CARD		131	10	5	0	3	7	1	1	0	1	
Q/05/189	SAW BLADES	PK	SUPERIOR SAW	\$5,202.52		67	6	4	0	0	12	0	2	0	0	
Q/05/190	VHS RECORDER/PLAYER	CL	TROXELL COMMUNICATIONS	\$1,129.00		56	5	2	0	0	13	0	1	0	0	
Q/05/191	ASSESSMENT NOTICES	ASSR	A & E PRINTERS & MAILERS	\$5,122.60		131	5	8	0	5	12	0	4	0	3	
Q/05/192	SNOW PLOW BLADE EDGE	PS-SERV GAR	ST REGIS CULVERT	\$4,830.00		39	3	2	0	2	6	0	0	0	0	
S/05/193	ABANDONED VEHICLE AUCTION	LPD	ONE VEHICLE SOLD													
Q/05/194	2004 TAX FORMS	FIN	BEACON FORMS & LABELS	888.20		45	9	3	0	1	5	0	1	0	0	
Q/05/195	DEMOLITION OF 1 PROPERTY	PND-CC	MINT CITY EXCAVATING	\$9,350.00		114	0	0	0	1	6	0	0	0	1	
RFQ/05/196	INSURANCE BROKER/AGENT	FIN														
Q/05/197	PLYWOOD SHEETS	MS-BMD	GILBERT LUMBER	\$2,810.88		14	2	1	0	2	10	2	0	0	1	
Q/05/198	GREEN SHEET PRINTING	PS-WRC	CANCELED	See Q/05/200												SEE Q/05/200
Q/05/199	VACUUM CLEANERS	PARKS	KSS ENTERPRISES	\$1,664.32		57	3	3	0	4	13	3	1	0	2	
Q/05/200	GREEN SHEET PRINTING	PS-WRC	ALDINGER INC	\$6,460.00		118	6	10	0	3	24	1	2	0	4	
S/05/201	ABANDONED VEHICLE AUCTION	LPD	2 VEHICLES SOLD													
B/05/202	ONE 2005 CHEVROLET IMPALA MODEL 1WF19	MS-CG	GLENN BUEGE BUICK GMC CHEVROLET	\$14,626.21	LB	10	0	0	0	3	3	0	0	0	3	
Q/05/203	SAFETY EQUIPMENT	LFD	SAFETY SERVICES	\$6,457.28		38	2	1	0	0	5	0	1	0	0	
B/05/204	VOLTAGE REGULATOR/CONDITIONER	PS-WWTP	NO BIDS RECEIVED			6	0	0	0	0	0					
Q/05/205	FIRE HOSES	LFD	ALERT EMERGENCY EQUIPMENT GROUP	\$11,162.20		36	2	4	0	2	13	1	0	0	0	
Q/05/206	DEMOLITION OF 2 PROPERTIES	PND/CC	MINT CITY EXCAVATING	\$11,400.00		131	13	3	0	1	6	0	1	0	1	
B/05/207	MANHOLE & JUNCTION CHAMBER REPLACEMENT--WESTSIDE INTERCEPTOR	PS	CANCELED	LETTERS SENT 4/26/05												
Q/05/208	HOOF STOCK BLDG HEATING	PARKS	A-1 MECHANICAL	\$4,250.00		136	8	3	0	1	6	1	0	0	0	
			FISHER SCIENTIFIC	\$822.86												
			INTERNATIONAL	\$1,046.00												
Q/05/209	SUPPLIES AND CHEMICALS	PS-WWTP	SCIENTIFIC	\$684.00		49	3	6	0	0	5	1	0	0	0	
S/05/210	ABANDONED VEHICLE AUCTION	LPD	4 VEHICLES SOLD													

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
B/05/211	14 '05 FORD INTERCEPTOR POLIC PACKAGE VEHICLES	PS-CG	CANCELED													
Q/05/212	CUTLER HAMMER EQUIPMENT	PS-WWTP	DASCAN INDUSTRIAL CONTROLS	\$3,383.00		47	5	3	0	2	7	0	1	1	1	
Q/05/213	TSHIRTS	HRCS	KELGRAPHICS	\$3,285.95		125	2	7	0	0	12	2	2	0	0	
Q/05/214	PARKING HANG TAGS	PND-T	RYDIN DECAL	\$2,850.56		100	4	10	0	0	10	0	3	0	0	
Q/05/215	ANAYLSIS OF FINAL EFFLUENT	PS-WWTP	SEVERN TRENT LABORATORIES	\$10,237.00		50	11	4	0	0	3	0	0	0	0	
Q/05/216	WWTP SUPPLIES	PS-WWTP	VWR INTERNATIONAL	\$2,505.00		22	3	3	0	0	8	1	0	0	0	
B/05/217	SIGN BLANKS	PS-SIGN	ROCAL INC	\$12,474.00		64	2	5	0	3	6	1	0	0	1	
B/05/218	U POST	PS-SIGN	RATHCO SAFETY SUPPLY	\$27,262.50		64	1	6	0	0	6	0	0	0	1	
B/05/219	SQ POST	PS-SIGN	ALLIED MUNICIPAL SUPPLY	\$15,125.00		65	1	6	0	4	6	0	0	0	1	
Q/05/220	ELECTRIC SCISSOR LIFT	PS-WWTP	KLOCHKO EQUIPMENT RENTAL	\$9,385.00		46	4	1	0	3	9	0	0	0	3	
B/05/221	SCOTT AIR TANKS	LFD	ARGUS SUPPLY	\$23,820.00		44	1	1	0	0	5	0	1	0	0	
B/05/222	ZOO CENTRAL CORE CONSTRUCTION PROJECT, PH I	PARKS	OVER BUDGET													
B/05/223	WINDOW CLEANING CONTRACT	PS-BMD	CANCELED													
B/05/224	LFD STATION #1 RENOVATIONS (REVISED)	LFD	OVER BUDGET													
Q/05/225	REPLACEMENT OF BALL FIELD LAMPS	PS-BMD	LUTZ ELECTRIC	8,588.24		39	4	4	0	5	1	0	0	0	0	
RFQP/05/226	REDEVELOPMENT OF THE FORMER UNION MISSIONARY BAPTIST CHURCH SITE AND ADJACENT PARCELS	PND-D	OPEN													
B/05/227	VOLTAGE REGULATOR/ CONDITIONER	PS-WWTP	AWAITING RECOMMENDATION													
RFQP/05/228	AUDIT SERVICES	FIN	AWAITING RECOMMENDATION													
S/05/229	AUTO AUCTION	LPD	ONE VEHICLE SOLD													
B/05/230	GRAVEL STREET RECONSTRUCTION, 2004 PH II	PS	TAX ROLL REVIEW 6/3/05													
B/05/231	DRYCLEANING	LPD	AWAITING REQUISITION													
B/05/232	REVENUE COUNTING SERIVCES	FIN	OPEN													

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
B/05/233	POTTER PARK ZOO AVIARY EXHIBIT	PARKS	OVER BUDGET													
B/05/234	2005 SPRING FLOWER PROGRAM	PND-D	AWAITING RECOMMENDATION APPROVAL													
RFQP/05/235	UMPIRE SERVICES	PARKS	NO RESPONSES RECEIVED													
Q/05/236	SOFTBALLS	PARKS	DON LAMBIE SPORTS	3,500.00		35	1	3	0	1	6	0	0	0	0	
Q/05/237	WHOLE EFFLUENT TOXICITY ANALYSIS	PS-WWTP	ENVIRONMENTAL RESOURCES MGT	\$4,870.00		40	2	2	0	0	2	0	0	0	0	
Q/05/238	2005 SPORTS ORDER	PARKS	UNDER REVIEW													
Q/05/239	2005 CRAFT ORDER	PARKS	UNDER REVIEW													
Q/05/240	BARRICADES	PS-O & M	CAPITOL BARRICADING	\$4,574.00		42	1	5	0	1	8	0	1	0	0	
Q/05/241	VIDEO TAPES/PUBLIC ACCESS GRANTS	COUNCIL	DATA MEDIA PROD	\$4,635.50		57	2	5	0	1	13	2	5	0	0	
Q/05/242	CIRCUIT BREAKER	MS-BMD														
RFQP/05/243	FIREWORKS--JULY 4, 2005	PARKS	AWAITING RECOMMENDATION													
Q/05/244	PHOTO PACKAGES	PARKS	HOFFMAN PHOTOGRAPHY	PAY CITY % OF NET SALES		39	3	5	0	2	4	1	1	0	1	
Q/05/245	FENCE FOR S WAVERLY RD	PND CC														
Q/05/246	BINDING MACHINE-OP SVC	MS OS	AWAITING BUSINESS CASE													
Q/05/247	INFLATABLE BOAT	LFD	MIKE'S MARINE SUPPLY	\$2,518.00		15	0	0	0	0	4	0	0	0	0	
Q/05/248	DEMOLITION OF 1 PROPERTY	PND-CC	MINT CITY EXCAVATING	\$3,900.00		114	11	2	0	0	4	2	1	0	0	
Q/05/249	TECHNICAL RESCUE EQUIPMENT	LFD	REVIEWING RECOMMENDATION													
B/05/250	OVERHAUL AND RETROFIT 3 VOLTAGE BREAKERS	PS-WWTP	AWAITING RECOMMENDATION													
Q/05/251	INTERCOM EQUIPMENT	PS-WWTP	GAI TRONICS CORP	\$3,913.80		87	5	6	1	0	3	0	0	0	1	
Q/05/252	BALLFIELD DUST	PARKS	CRANDALL BROTHERS	\$1,300.00		33	3	9	0	2	5	0	0	0	0	
Q/05/253	PORTABLE INDUCTION BEARING HEATER	PS-WWTP	MOTION INDUSTRIES	\$1,840.00		44	3	5	0	1	4	0	0	0	0	
Q/05/254	SUMMER SPORTS EQUIPMENT	PARKS	AWAITING RECOMMENDATION													
Q/05/255	POTTER PARK ZOO FENCING	PARKS	AMERICAN FENCE	\$3,800.00		46	4	4	0	0	4	0	1	0	0	

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
S/05/256	VEHICLE AUCTION	LPD	5 VEHICLES SOLD													
Q/05/257	PESTICIDE SERVICE	CITY	OPEN													
B/05/258	RACES EQUIPMENT	LFD-DOC	AWAITING RECOMMENDATION APPROVAL													
Q/05/259	T-SHIRTS FOR MAYORS WALK	PARKS	AWAITING RECOMMENDATION													
RFQP/05/260	MERCHANT CARD SERVICES	FIN	OPEN													
Q/05/261	DEMO OF 1 PROPERTY	PND-CC	MINT CITY EXCAVATING	\$2,800.00		113	11	4	0	3	6	0	1	0	1	
Q/05/262	REPLACEMENT PUMP	PS-WWTP	J O GALLOUP	\$1,873.68		56	3	3	0	0	10	1	1	0	3	
Q/05/263	GARMIN GPS	PARKS														
B/05/264	MARSHALL PARK IMPROVEMENTS	PARKS	OPEN													
Q/05/265	ELECTRICAL EQUIPMENT	LFD														
B/05/266	WESTSIDE INTERCEPTOR REHAB--REV.3	PS	OPEN													
Q/05/267	OVERHEAD DOOR	PS-WWTP														
S/05/268	VEHICLE AUCTION	LPD	ONE VEHICLE SOLD													
Q/05/269	2005 MICHIGAN PARADE	PND-T	CAPITOL BARRICADING	\$1,683.00		21	2	7	0	1	3	0	1	0	1	
Q/05/270	SAFETY FENCE INSTALLED	PARKS	OPEN													
Q/05/271	GARAGE EQUIPMENT	PS-SG														
Q/05/272	MAINTENANCE UTILITY VEHICLE	WWTP														
RFI/05/273	Gasoline and Diesel Fuel Request for Information	FIN	OPEN													
Q/05/274	FIRE BOOTS	LFD	OPEN													
S/05/275	VEHICLE AUCTION	LPD	OPEN													
Q/05/276	TURF CHEMICALS	PARKS	OPEN													
RFP/05/277	ENGINEERING, DESIGN & CONSTRUCTION SERVICES- RECON OF E GRAND RIVER AVE BRIDGE OVER THE GRAND RIVER	PS	OPEN													
B/05/278	1 TRUCK MOUNTED JET RODDING & VACUUM CATCH BASIN CLNR; 2 SIDE LOADING REFUSE TRUCKS--33 CU YD; 1 6 YD REAR LOADING REFUSE PACKER; 2 TANDEM AXLE DUMP TRUCKS; 3 SINGLE AXLE DUMP TRUCKS; 1 4-WHEEL DR ARTICULATED LOADER	PS-O&M	OPEN													

BID #	DESCRIPTION	DEPT	AWARDED	PO AMOUNT	Minority Class.	# of Notices Sent	# Notices to MBE	# Notices sent to WBE	# Notices sent to DISB	# Notices sent to LANSING BASED	# of Responses Received	# of Minority Responses Rec'd	WBE Responses Rec'd	DISB Responses Rec'd	# of Lansing Based Responses Rec'd	Comments
B/04/164	SEWER SEPARATION CSO/SUB-AREA 018, NORTH, PART B	PS	E T MACKENZIE	\$7,959,459.00		10	0	0	0	0	1	0	0	0	0	
Q/04/165	PEAC SOFTWARE	LFD-EOC	ARISTATEK	\$1,710.00		10	0	0	0	0	2	0	0	0	0	
Q/04/166	STRESS BALLS	PND-T	UNLIMITED IDEAS ADVERTISING	\$1,980.00		70	7	5	0	2	13	1	4	0	2	
S/04/167	ABANDONED VEHICLE AUCTION	LPD	NO VEHICLES SOLD													
RFQP/04/168	AS NEEDED LANDSCAPE ARCHITECT DESIGN SERVICES	PK	AWAITING RECOMMENDATION													
Q/04/169	DIGITAL PROJECTORS	LFD	DYNAMIC COMPUTER	\$2,642.06	MBE (AI)	76	3	2	1	2	27	1	0	0	2	
B/04/170	REMOTE VIDEO SURVEILLANCE EQUIPMENT	LPD	SPIRITECH	8,878.00		77	1	3	1	3	3	0	0	0	0	
B/04/171	GRIT & SLUDGE HAULING CONTAINERS (STEEL)	PS-WWTP	BELL EQUIPMENT	\$30,783.00		129	38	9	3	0	3	0	0	0	0	VERY UNIQUE INDUSTRY. NO KNOWN MBE/WBE/DBE FIRMS
B/04/172	TRASH REMOVAL & HAULING	PND-CC	AWAITING RECOMMENDATION													
Q/04/173	EPSON RECEIPT PRINTER	DC	US COMPUTER EXCHANGE	\$622.00		97	16	1	0	0	3	0	0	0	0	
Q/04/174	GEAR BOXES	PS-WWTP	LANE SYSTEMS & SUPPLY	\$2,092.00		94	16	1	0	0	9	0	0	0	1	
Q/04/175	PUMP WEAR RINGS	PS-WWTP	OPEN													
B/04/176	MANHOLE & JUNCTION CHAMBER REPLACEMENT--WESTSIDE INTERCEPTOR	PS	CANCELED													
B/04/177	TRASH CARTS	PS-O&M	CASCADE ENGINEERING CONTAINER GROUP	\$6,014.15		27	3	0	0	0	7	0	0	1	0	
Q/04/178	TRAFFIC SIGNAL CABLE	PND-T	CANCELED	See B/04/186												SEE B/04/186
Q/04/179	DEPOSIT BAGS	PND-T	ATD AMERICAN CO	\$2,434.64		41	5	7	0	2	4	0	1	0	1	
Q/04/180	AWARD FOLDERS	CL	EXPRESS YOURSELF PROMOTIONAL PRODUCTS	\$1,462.50		101	17	5	0	3	8	0	1	0	1	
Q/04/181	BIRDHOUSE POOL REMOVAL	PK-ZOO	PROSCAPES INC	\$1,900.00		116	12	4	0	0	2	0	0	0	0	
Q/04/182	LPD PROMOTIONAL ITEMS	LPD	AUTHENTIC PROMOTIONS	\$2,140.00		76	3	8	0	3	24	1	2	1	3	
Q/04/183	TABLES	PK	MITY LITE	\$2,260.20		50	9	0	0	0	9	0	0	0	0	
Q/04/184	BASKETBALL BACKSTOPS	PK	CARTER CROMPTON	\$3,696.00		44	5	3	0	1	3	2	0	0	0	
S/04/185	VEHICLE AUCTION	LPD	NO VEHICLES SOLD													
B/04/186	TRAFFIC SIGNAL CABLE	PND-T	T W COM CORP	\$19,730.00		58	3	7	0	0	7	0	0	0	0	