



MINUTES
Committee on Ways and Means
Monday, February 13, 2023 @ 4:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Spadafore called the meeting was called to order at 4:30 p.m.

PRESENT

Council Member Peter Spadafore, Chair
Council Member Carol Wood, Vice Chair
Council Member Brian T. Jackson, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Lisa Hagen-Lawrence, OCA
Andy Kilpatrick, Public Service
Deputy Chief Backus, LPD
Desiree Kirkland, Finance Director
Christopher Mumby, IT
Chief Sturdivant, LFD
Bill Brunner, Public Service
Carl Dennison, Public Service
Council Member Kost
Jane DiSessa, Deputy Mayor
Jim Smiertka, City Attorney
Greg Venker, City Attorney – arrived at 4:48 p.m.

Minutes

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM JANUARY 9, 2023, AS PRESENTED. MOTION CARRIED 3-0.

Public Comment

No public comment at this time.

Discussion/Action:

Council Member Spadafore acknowledged a new system for sole source and items were piled up but in the future items should be moved along quicker.

Sole Source Purchase; Fire Department requests Center For Public Safety Excellence as the vendor for Consulting for Community Driven Strategic Planning Process

Chief Sturdivant acknowledged this product was purchased, and have already received the first draft. The reason for the Sole Source, chose this because wants to lead this down the path for accrediting and strategic planning. They focus on best and smart practices in the fire services. They did look at other vendors, but none of those vendors had the connectivity with the accrediting body.

Council Member Wood asked how long the study will take. Chief Sturdivant confirmed it was already complete with stakeholders meetings, identified strategic goals, crafted into a document for the vendor. The next steps will be for the strategic committee will reconvene to review the draft document from the vendor. This is a 3-5 year plan that engaged.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE WITH CENTER FOR PUBLIC SAFETY EXCELLENCE. MOTION CARRIED 3-0.

Sole Source Purchase; Lansing Police Department requests Advanced Security Technologies LLC as the vendor for Modular Vehicle Barrier

Chief Backus confirmed it was purchased and already used during Silver Bells. The vehicle was purchased for large gatherings. The sole source purpose is because this item is only sold through AST and the cost was used from ARPA funds.

Council Member Wood acknowledged this was the request mentioned in 2022 from LPD.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR ADVANCED SECURITY TECHNOLOTIES LLC. MOTION CARRIED 3-0.

Sole Source Purchase; Lansing Police Department requests DJ's Auto Sales as the vendor for Vehicle for Special Operations

Chief Backus noted this was for a used vehicle in operations, so it does not stick out. This is purchased under forfeiture funds, and there is a larger selection with this vendor. This was purchased already.

Council Member Wood asked if this was going for under cover work. Chief Backus confirmed, and Council Member Wood acknowledged the purchase order listed the details of the vehicle, and in the future it should be redacted.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR DJ'S AUTO SALES. MOTION CARRIED 3-0.

Sole Source Purchase; Lansing Police Department requests LaFontaine Dodge as the vendor for Vehicle for Special Operations 1

Chief Backus noted this was an undercover operations and an used vehicle, purchased already using forfeiture funds.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR LAFONTAINE DODGE FOR SPECIAL OPERATIONS 1. MOTION CARRIED 3-0.

Sole Source Purchase; Lansing Police Department requests LaFontaine Dodge as the vendor for Vehicle for Special Operations 2

Chief Backus confirmed it was already purchased and all vehicles have been placed from Lansing dealerships.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR LAFONTAINE DODGE FOR SPECIAL OPERATIONS 2. MOTION CARRIED 3-0.

Sole Source Purchase; Lansing Police Department requests LaFontaine Dodge as the vendor for Vehicle for Special Operations 3

It was determined this referral was a duplicate of agenda Item E.

Sole Source Purchase; Lansing Police Department requests L-Tron Corporation as the vendor for CSCR360 Capture Camera for CSI

Chief Backus noted this is a 360 degree camera, placed in the middle of the investigation to create a 3D model of the scene. This is a specific vendor, with no other vendor or competitors. It was purchased already and used investigative equipment funds.

Council Member Wood asked if it syncs with IT software, and Chief Backus confirmed.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR L-TRON CORPORATION. MOTION CARRIED 3-0.

Sole Source Purchase; Public Service Department and Information Technology requests Collective Data Inc as the vendor for Fleet Asset Management System - Barcode Scanner

Mr. Mumby explained the item which was replacing a 20+ year old equipment, which tracks vehicles, maintenance schedule, and other expansions. This vendor was chosen based on what the County and State uses, and City Works which the City currently uses. This will help the City manage the fleet. This is the contract for the software, and a few pieces of hardware. The contract has been signed, there have been meetings, transfer between old system and new system.

Council Member Wood asked who is paying to move the data, and Mr. Mumby stated it is part of the project. Council Member Wood asked about future updates and user fees on a regular basis. Mr. Mumby stated that this is under subscription at a cost of annual \$40,000. There has been \$100,000 in the budget so with this new vendor the funds are already there.

Council Member Wood that for transfers sometimes the data can come back out, and Mr. Mumby confirmed that they have in the contract it is the City data.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR COLLECTIVE DATA INC. MOTION CARRIED 3-0.

Sole Source Purchase; Public Service Department requests TMI Air Compressed Systems as the vendor for TMI Air Compressed Systems

Mr. Brunner stated that equipment is in the system, and explained the process of the system which requires this air injection system to address corrossions. This system included pressure tank and controls, where some are at the end of their life. This sole source is with the original compressor vendor and they are the sole supplier in the Lansing area. It was ordered but has not arrived yet.

Council Member Wood asked if this is primarily used by Jackson National. Mr. Brunner stated it addressed Jackson National Life, College Fields and a portion of Aurelius. Council Member Wood they paid some of the initial cost, are they putting anything towards this. Mr. Brunner stated they are not.

Council Member Spadafore asked OCA if any equipment under the 425 with Jackson National Life was covered initially, but is now the City. Mr. Smiertka stated he would have to look at the 425. Mr. Brunner stated this is located in the City.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR TMI AIR COMPRESSED SYSTEMS. MOTION CARRIED 3-0.

Sole Source Purchase; Public Service Department - Fleet Division requests MTech Company - The Safety Company as the vendor for 2021 Ford F550 - Cues Mainline Sewer Inspection Truck
Mr. Dennison stated the truck was a sole source due to the software and camera capabilities the City already had. Switching to other cameras and technology would have cost another \$50,000. MTech was the only vendor so there were no other options, and purchasing this particular unit the City was ahead of the large increases of 27-33%.

Council Member Jackson asked about the cost of repairs and the new vehicle is \$280,000 what would be wrong with repair. Mr. Dennison the \$10,000-\$15,000 is to keep on the road, but to look at the structure, they could operate but the safety factor falls off. There are also parts that are no longer supported by General Motors. Mr. Dennison confirmed the vehicle has been in service since August, 2022.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR MTECH COMPANY -THE SAFETY COMPANY. MOTION CARRIED 3-0.

Sole Source Purchase; City of Lansing Finance Department requests Plante Moran as the vendor for Consulting Services for Assistance in Filing Federal E Filing and Printing/Mail Services
Ms. Kirkland acknowledged that Plante Moran was chosen because they have done it over the last couple years, and familiar with the City process. They have already been paid for this service.

MOTION BY COUNCIL MEMBER WOOD THE SOLE SOURCE FOR PLANTE MORAN. MOTION CARRIED 3-0.

Sole Source Purchase; Finance Department requests BS&A Software as the vendor for conversion of City's accounting systems
Ms. Kirkland confirmed that BS&A is currently used for building, cash receipts, assessing and taxes. They have looked at other vendors, but it would cost more and then it would have to have a connection to the current BS&A programs. They are hoping to start soon with the conversion.

Council Member Wood asked if this was part of the ARPA, and Ms. Kirkland confirmed at a cost of \$841,000. Council Member Wood asked if there would be a specific BS&A person to oversee, and Ms. Kirkland confirmed they assign 2 project managers, a specific City IT person and City staff.

Council Member Wood asked if their firewalls and security in the process, and it was confirmed. Council Member Wood asked if they have off-site storage, and Ms. Kirkland stated it is cloud based and IT has been involved in the process. Council Member Wood asked if they can recoup

the data if the City changes systems in the future, and Ms. Kirkland confirmed it would be in a usable form.

Council Member Jackson asked how this was determined for spending in the ARPA funds. Ms. Kirkland stated they could use these funds under “revenue loss” to address a lot of the City systems. Council Member Jackson asked if it was where revenue was lost, and if not we would have purchased, and Ms. Kirkland confirmed.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE THE SOLE SOURCE FOR BS&A SOFTWARE. MOTION CARRIED 3-0.

OTHER

No other topics at this time.

ADJOURN

Adjourned at 5:01 p.m.

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on February 27, 2023