

AGENDA

Committee on Ways and Means March 19, 2025 at 3:30 PM



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

To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.
To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>
**Updated 3/17/2025

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

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. March 4, 2025
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. RESOLUTION - Grant Acceptance; Cities for Financial Empowerment Fund Grant for Legacy Planning
 - C. **RESOLUTION - Support of the City of Lansing's Community Funded Project Requests to Senator Gary Peters
 - D. Sole Source Purchase; Public Service Department request for System Specialties as the vendor for Rotork Slide Gate Actuators
6. **Other**
7. **Adjourn**

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



MINUTES
Committee on Ways and Means
Tuesday, March 4, 2025 @ 3:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Hussain called the meeting to order at 3:30 p.m.

PRESENT

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

OTHERS PRESENT

Renee Richmond, Council Administrative Assistant
Charles Randall, Internal Auditor
Lisa Hagen-Lawrence, OCA
Brian Jackson, Deputy City Clerk
Dan Danke, Engineer
Greg Satterfield, Parks & Rec
Jake Brower, Chief Strategy Officer
Mark Lawrence, Mayor's Office
Desiree Kirkland, Director of Finance
Cheryl Rupprecht, LPD
Sara Tunney, CARE Program Director LPD
Bill Brunner, Engineer

Minutes

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES OF FEBRUARY 19, 2025 AS WRITTEN. MOTION CARRIED 3-0.

Public Comment

No public present.

Discussion/Action:

RESOLUTION – Grant Acceptance; Early Voting Grant

Mr. Jackson spoke on the grant they received from the state for early voting process and equipment and will be reimbursed. He clarified they have received reimbursement for a portion of it and expect the remaining on what has been spent. Councilmember Hussain asked what it was spent on, Mr. Jackson stated some equipment in 2023 and also referenced the grant from the previous meeting that was approved.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE EARLY VOTING GRANT. MOTION CARRIED 3-0.

RESOLUTION – Grant Application; Michigan Department of Transportation Local Bridge Program

Mr. Danke indicated this is a yearly grant for MDOT that they ask for applications for bridge funding, this year they only have two bridges on their list. Councilmember Hussain asked that it can be up to three correct, Mr. Danke confirmed. Mr. Danke indicated they are applying for repairs for the bridge over S. Pennsylvania over the Red Cedar River and the second is Mt. Hope over Sycamore Creek. Councilmember Hussain asked him to explain what rip rap is. Mr. Danke state it is large rocks placed to protect soil in high water flow and added that there is a city match of 5%.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT APPLICATION FOR THE MICHIGAN DEPARTMENT OF TRANSPORTATION LOCAL BRIDGE PROGRAM. MOTION CARRIED 3-0.

RESOLUTION – Grant Application; Michigan Natural Resources Trust Fund (MNRTF) Grant, land acquisition of 4 parcels for Adado Riverfront Park and Burchard Park

Mr. Satterfield handed out a map and noted this is for acquisition of 4 parcels, two for Adado Riverfront Park and two for Burchard Park, this is their 5-year plan to acquire riverfront property. Councilmember Garza asked if they are all on the east side, Mr. Satterfield answered three are east and one is west.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT APPLICATION FOR THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT, LAND ACQUISITION OF 4 PARCELS FOR ADADO RIVERFRONT PARK AND BURCHARD PARK. MOTION CARRIED 3-0.

RESOLUTION – Grant Application; Michigan Natural Resources Trust Fund (MNRTF) Grant, Gier BMX Track Improvements

Mr. Satterfield handed out an arial photo and noted the track is 20 years old and needs maintenance, they are looking at a new starting gate that ranges between \$30,000-\$50,000 and the three turns need rebuilding.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT APPLICATION FOR THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT, GIER BMC TRACK IMPROVEMENTS. MOTION CARRIED 3-0.

RESOLUTION – Grant Acceptance; Bloomberg American Sustainable Cities Grant

Mr. Brower explained this grant is to help deliver project using energy burden in disadvantaged neighborhoods by promoting tree camping program use. This is specific for non-personnel expense for activities and no local match.

Councilmember Hussain asked what are the three team members and paid by whom, asking what positions besides Director and Designer, is it a data analyst. Mr. Brower answered they are in a partnership with John Hopkins University. Mr. Lawrence added the third is typically a flexible position. Councilmember Hussain asked what the deliverable is. Mr. Lawrence indicated it is non-qualitative right now. Bloomberg is allowing them to go where the data takes them and study what the community may need. They will begin focusing on the three neighborhoods identified.

Councilmember Garza asked which ones are those, Mr. Lawrence answered Baker/Donora, Pleasant Grove/Holmes, and Track 68. Councilmember Garza asked to them to expand on non-personnel. Mr. Lawrence indicated it would be used for computers, training, mileage for travel, etc.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE; BLOOMBERG AMERICAN SUSTAINABLE CITIES. MOTION CARRIED 3-0.

RESOLUTION – Donation Acceptance; Women Lawyers Association of Michigan, Mid-Michigan and individual donations to the Lansing Police Department CARE Unit

Ms. Rupprecht stated Women Lawyers Associations of Michigan (WLAM) held a benefit for the LPD CARE Program and introduced Sara Tunney who is the CARE Program Director.

Ms. Tunney added they do have grant funds, but the donations have no directives and will cover what the grant does not.

Councilmember Hussain noted in the resolution in the second WHEREAS, the last line has “Foster Swift” twice.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE AND AMEND THE RESOLUTION FOR THE DONATION ACCEPTANCE; WOMEN LAWYERS ASSOCIATION OF MICHIGAN, MID-MICHIGAN AND INDIVIDUAL DONATIONS TO THE LANSING POLICE DEPARTMENT CARE UNIT REMOVING THE DUPLICATE “FOSTER SWIFT”. MOTION CARRIED 3-0.

PLACE ON FILE - Sole Source Purchase; Lansing Police Department request for Core Technology Corp. – AXON as the vendor to customize a new records management system

Mr. Randall stated this is for a New Records Management system for specialized equipment to interface with state reporting.

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

PLACE ON FILE - Sole Source Purchase; Finance Department request for Plante Moran as the vendor for assistance in filings of Federal E Filing 1094-C and 1095-C Service

Mr. Randall spoke that this is a specialized service for reporting for tax filing and has been used previously. Councilmember Spadafore asked if Plante Moran does the audit, Ms. Kirkland answered no that is Maner Costerisan. Councilmember Garza asked if Plante Moran was on retainer, and Ms. Kirkland responded no.

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

PLACE ON FILE - Sole Source Purchase; Public Service Department Wastewater Division request for Hamlett Environmental Technologies as the vendor for the purchase of a Stainless-Steel Slide Gate for Ultraviolet Disinfection Channel No. 3

Mr. Brunner described this is for a slide gate used as the last part of the treatment process where water is clear but not drinkable yet. It isolates one channel at a time and does maintenance. They switched from butterfly to slide gate and has worked well. Councilmember Garza asked what the difference between slide vs butterfly is. Mr. Brunner stated they serve same purpose, butterfly is more expensive and slide has worked well. Butterfly is iron, slide is stainless steel and will last longer.

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

PLACE ON FILE - Sole Source Purchase; Public Service Department Wastewater Division request for Ironbrook as the vendor for the purchase of Ultraviolet Disinfection (UV) system lamps and replacement parts

Mr. Brunner indicated this is another treatment process, the bulbs are used to disinfect the water. Councilmember Hussain asked where Ironbrook is located, Mr. Brunner said Canada and also stated he believes Hamlett is a distributor in Howell.

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

PLACE ON FILE - Sole Source Purchase; Public Service Department Wastewater Division request for DuBois-Cooper Associates as the vendor for the purchase of Duperon bar screens and compactors

Mr. Brunner said the bar screens are manufactured in Saginaw and DuBois is in Grand Rapids, the bar screen is at the head of the plant to prevent logs/beach ball debris from getting in. They conducted several studies and settled on Duperon.

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

OTHER

ADJOURN

Adjourned at 4:05pm

Submitted by,

Renee Richmond, Recording Secretary
Lansing City Council

Approved by the Committee on



**CITY OF LANSING
INTERNAL AUDITOR**
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Grant Acceptance – 3988 Cities for Financial Empowerment Fund

Date: March 19, 2025
To: Ways & Means Committee
From: Charles H Randall, Internal Auditor

Overview

This is a grant acceptance resolution for the Cities for Financial Empowerment Fund Grant from Cities for Financial Empowerment Fund (CFE) to City of Lansing – Department of Economic Development and Planning to deliver large-scale, high-quality financial empowerment services to improve individual and family financial stability. The City has been working with CFE since 2013.

The one-time grant award is \$50,000 in funding for the implementation of Legacy Planning services at the Financial Empowerment Center (1221 Reo Rd) to occur over a two-year period (March 1, 2025 to February 28, 2027). Payments are staggered throughout the period. There is no local match.

Comments / Questions

None.

Opinion

Internal Audit recommends approval of the resolution.

<https://cfefund.org/location/lansing-mi>

<https://www.lansingmi.gov/362/Financial-Empowerment-Center>



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: FE Cities Expert Mentor add-on: Legacy Planning

DEPARTMENT: Economic Development & Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Amber Paxton amber.paxton@lansingmi.gov 517.648.6643

APPLIICATION DATE: N/A

AWARD DATE: February 24, 2025

GRANT CYCLE: March 1, 2025 – February 28, 2027

Check One: ☐ Annual ☒ One-Time

FUND AMOUNT: \$50,000 (Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION

LAND

OTHER (Travel & misc) \$50,000 (unrestricted)

CITY MATCH (IF APPLICABLE): \$

N/A

GRANT PAYS FOR: "To support your efforts to incorporate Legacy Planning services into the FEC model."

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

There was no application for this 2-year grant. The CFE Fund, who oversee the FEC model in cities, has added Legacy Planning to their pillars of support (original pillars are Banking, Credit, Savings, Debt). They are giving each FEC city \$50,000 for implementing this new pillar over 2 years. Further details are expected, but this will be an amendment to an existing contract with them (FEC Expert Partner MOU). Payments are \$24k upon execution of MOU, \$15k at start of year 2 upon satisfactory completion of Year 1 and submission of interim report, and \$10k upon satisfactory completion of year 2 and submission of final report and document of at least \$40k of expenditure.

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

WHEREAS, the City of Lansing has been contracted by the Cities for Financial Empowerment Fund to be a FEC Expert Partner (Contract 2024-000316) through the work of its Financial Empowerment Center (FEC); and

WHEREAS, the City of Lansing's Office of Financial Empowerment, which is part of the Department of Economic Development and Planning, was notified on February 24, 2025 that it has been awarded an unsolicited grant to add Legacy Planning to its FEC offerings; and

WHEREAS, the award for \$50,000.00 does not require a local match and is for the following: Implementation of Legacy Planning beginning on March 1, 2025 (beginning of year 1 of 2) and ending on February 28, 2027 (end of year 2 of 2); and

WHEREAS, the award contract will be a contract amendment to the existing FEC Expert Partner contract referenced above.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Office of Financial Empowerment funding in the total amount of \$50,000.00 for the period beginning on the date of council approval for the City of Lansing and ending on February 28, 2027.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds, noting that an account number for this contract already exists.

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

Resolution in Support of the City of Lansing's Community Funded Project Requests to the
City's Federal Representatives

WHEREAS, the City of Lansing is committed to enhancing the quality of life for its residents using all avenues that become available; and

WHEREAS, our federal representatives are accepting applications for Congressionally Directed Spending requests through the appropriations process; and

WHEREAS, to promote the quality of life in the city, public safety continues to be a priority. Expanding the police department's real time crime operations center will bring in more camera feeds monitored in real-time while providing advanced statistical analysis of crime patterns for residential areas and businesses. The result is a strategic response from uniformed patrol, community policing, and intelligence to support projects which engage business owners to incorporate crime prevention through environmental design efforts in addition to police related problem solving strategies; and

WHEREAS, the City is applying for \$2 million for this project out of Account #4, Department of Justice; Office on Justice Programs; State and Local Law Enforcement Assistance; Byrne Discretionary of the Appropriations Subcommittee on Commerce, Justice, Science, and Related Agencies; and

WHEREAS, the City is applying for \$2 million out of the same account to fund the ALS 360 program. This project updates all the patient stretchers, heart monitors, patient transfer stair chairs, Lucas CPR devices and installs power load systems in all ambulances. This will give the Lansing Fire Department EMS providers the most up to date equipment to provide the highest level of patient care to citizens and visitors to the Lansing Area; and

WHEREAS, it will create seamless interoperability with all of our neighboring EMS providers and create safer working conditions for the EMS providers; and

WHEREAS, the City is applying for \$1.5 million out of the same account to fund the Advance Peace gun violence prevention program for an additional three years; and

WHEREAS, this program has proven effective in reducing the amount of gun violence the city has seen since its inception; and

WHEREAS, the City is applying for \$1 million out of the same account to fund crisis intervention training for law enforcement officers. This training better equips our officers to respond to situations in the field in the most professional way which leads to a higher level of service to our residents and a lower likelihood of litigation; and

WHEREAS, access to safe affordable housing is a challenge facing many cities in the post pandemic era; and

WHEREAS, the City of Lansing proposes a rental home renovation revolving fund, where landlords who meet certain requirements and stipulations would be eligible for loan funds that could be used to upgrade their units to make them more energy efficient and provide a higher standard of living for the tenant; and

WHEREAS, the City is applying for \$5 million out of Account #6, Community Development Fund for Economic Development Incentives of the Appropriations Subcommittee on Transportation, Housing and Urban Development, and Related Agencies to fund this initiative; and

WHEREAS, the City is applying for \$7 million for a workforce housing project in Old Town out of the same account; and

WHEREAS, the City is applying for \$2 million for further development in the Pleasant Grove and Holmes Neighborhood as these funds will strengthen the local economy and bring in more investment out of the same account; and

WHEREAS, the City is applying for \$3 million to install a splash pad adjacent to the Play Michigan universally accessible playground in Adado Riverfront Park; and

WHEREAS, Lansing is uniquely positioned to lead in the area of equitable business development through the Lansing Equitable Economic Development Program offered through the Lansing Economic Development Corporation; and

WHEREAS, the City is applying for \$1 million out of Account #1, Small Business Administration, Administrative Provision, to further expand its reach and its impact in the Lansing community; and

WHEREAS, the City faces the same challenges as many local units in terms of relying on aging infrastructure during times of extreme weather; and

WHEREAS, the City is applying for \$500,000 out of Account #1, Federal Emergency Management Agency Pre-Disaster Mitigation Projects within the Subcommittee on Homeland Security to replace its aging flood mitigation pumps located adjacent to Pennsylvania Ave. at Potter Park Rd.; and

WHEREAS, as Michiganders, we value clean and accessible water more than any other state in the union; and

WHEREAS, as a regional facility, our wastewater treatment plant needs significant upgrades to modernize equipment to enhance reliability and efficiency; and

WHEREAS, the City is applying for \$5 million out of Account #1, EPA, STAG, Clean Water SRF, Clean Water CDS within the Subcommittee on Interior, Environment, and Related Agencies to address the most urgent needs at the plant; and

WHEREAS, public support has been shown for all of these proposals through letters of support and resolutions from Boards or Commissions; and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council fully and completely supports these funding proposals and respectfully requests that our federal legislators strongly advocate for their funding.

BE IT FINALLY RESOLVED that the Lansing City Clerk forward a copy of this resolution to our federal representatives' Lansing and Washington, DC offices.



**CITY OF LANSING
INTERNAL AUDITOR**
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Sole Source Purchase – System Specialties – Facility Equipment

Date: March 19, 2025
To: Ways & Means Committee
From: Charles H Randall, Internal Auditor

Overview

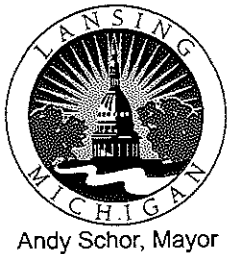
- Department: Wastewater division of the Public Service Department
- Vendor: System Specialties
- Item/Service: Rotork Slide Gate Actuator replacement in the Screen Building at the Wastewater Treatment Plant
- Dollar Amount: \$145,116
- Justification: 206.05 (c) (4) Unique or Special Source & (5) Proprietary Source & (6) Sales Territory & (7) Standardization –Rotork brand actuators sold through System Specialties are utilized throughout the plant (approx. 130) for standardized parts, service and Operational Technology (OT) programming.

Notes / Comments / Questions

- Unique brand of equipment meets specific requirement needs.
- Vendor is sole source distributor of selected equipment brand.
- Utilizing the same equipment brand should allow standardized maintenance and spare parts stocking for the multiple pieces of similar equipment.
- Facility staff are experienced with OT programming of this standardized equipment.

Opinion

The purchase meets necessary requirements for sole sourcing.



**PUBLIC SERVICE
DEPARTMENT**

Wastewater Division
1625 Sunset Avenue
Lansing, Michigan 48917
(517) 483-4404
FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>



TO: Stephanie Robinson, Senior Buyer

FROM: William H. Brunner, P.E., Plant Engineer *WB*

DATE: February 14, 2025

**SUBJECT: Request for Sole Source Procurement of Actuators for
The Screen Building**

This request is to procure 12 Rotork slide-gate actuators for the Screen Building from Systems Specialties for \$145,116.00. The quote from Systems Specialties and a letter from Rotork Controls, Inc. stating that Systems Specialties is the sole source agent and distributor for Rotork are attached.

The 12 new Rotork slide-gate actuators will replace 12 existing slide-gate actuators in the Screen Building that are beyond their useful life and need to be replaced. We use the slide gates to control the number of channels and bar screens in use: the higher the flow, the more channels and bar screens needed for operation.

We have over 130 Rotork actuators installed throughout the plant and at the pump stations. They allow us to remotely open and close valves and gates. They work well and have been reliable. Systems Specialties, the sole source agent and distributor, provides timely and reliable service. We will save operations and maintenance time by not having to learn how to program and maintain a different actuator, and save money and space by not having to stock more than one manufacturer's replacement parts. In addition, we will have only one contact, Systems Specialties (and through it, Rotork), to provide service if needed.

We will procure the new actuators through Systems Specialties, the sole source agent and distributor for Rotork Controls for the municipal water and wastewater market.

Funds for this request will be drawn from the following account:

\$145,116.00 590-933610-972000-52107 WW – Process Improvements

Please contact me at -4018 if you have any questions regarding this procurement request.

Approved: _____

R. Keith Moss
R. Keith Moss, Wastewater Division Superintendent

Approved: _____

Andrew Kilpatrick
Andrew Kilpatrick, P.E., Director of Public Service

Sole Source Cover Sheet

Project: Actuators for Slide Gates in the Screen Building

206.05. - Sole source procurement. **This request adheres to the portions of the ordinance checked below.**

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

_____ Special features are required; or

_____ Special market conditions exist; or

_____ Special services or facilities are required; or

_____ The source is unique or special in nature; or

_____ The source is limited or proprietary; or

X _____ Sales territories or product availability within limited geographical boundaries require sole source procurement; or

X _____ Where standardization or compatibility is the overriding consideration and such compatibility or standardization can only be achieved through the purchase or use of a unique product; or

_____ Where a product or service is specifically identified as part of a grant award.

Discussion/Notes:

Sole Source Manufacturer – Rotork Actuators

The 12 new Rotork slide-gate actuators will replace 12 existing Rotork slide-gate actuators in the Screen Building that are beyond their useful life and need to be replaced. They are installed on slide gates that control the number of channels and bar screens in use: the higher the flow, the more channels and bar screens needed for operation.

We have over 130 Rotork actuators installed throughout the plant and at the pump stations. They allow us to remotely open and close valves and gates. They work well and have been reliable. Systems Specialties, the sole source agent and distributor, provides timely and reliable service. We will save operations and maintenance time by not having to learn how to program and maintain a different actuator, and save money and space by not having to stock more than one manufacturer's replacement parts.

Sole Source Agent/Distributor – Systems Specialties

The distributor, Systems Specialties, is the sole source Agent/Distributor for Rotork Controls, Inc. in the State of Michigan for the Municipal Water and Wastewater Market.



Sole Source Memo Letter

Information Page

Creator

Stephanie Robinson

Contact Person *

Stephanie Robinson

Department

Public Service

Contact Person**Phone**

5174834128

Contact Person Email

stephanie.robinson@lansingmi.gov

Goods or Service? *

☒ Goods

☐ Services

Vendor Name *

System Specialties

Vendor Number

V002314

Approval Deadline

2/28/2026

Proposed Start Date

2/28/2026

Proposed End Date

6/30/2026

Account Number

590-933610-972000-52107

Purchase Order**Number****Deadline Info****Justification**

Purchase of 12 Rotork Slide Gate Actuators for the Screen Building at WWTP

Routing

Mayor's Office: Click Forward Packet, then submit to complete task.

**Mayor Signature
(Approval)**

Mayor Approval

Approved

Denied



Support Documents

SOLE SOURCE SYSTEM SPECIALTIES MEMO TO MAYOR FEB 2026 .pdf	89.32KB
Lansing WWTP - Rotork quote 02032025KS7.pdf	168.43KB
Rotork Sole Source Letter Systems Specialties (3-28-20).pdf	94.5KB
Screen Building Rotork Actuator Procurement Memo - Signed.pdf	90.97KB
Sole Source Cover Sheet - UV Rotork Actuator.docx	16.81KB

Purchasing PO

P091800 SYSTEM SPECIALTIES WWTP.pdf	129.46KB
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Cover Letter

SOLE SOURCE COUNCIL LETTER SYSTEM SPECIALTIES FOR MAYOR FEB 2026.pdf	89.75KB
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Forward Packet*

Done

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: February 21, 2025
SUBJECT: Sole Source Purchase – Systems Specialties

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

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

Department: Public Service Department – WWTP Division

Vendor: System Specialties

Item Purchased: Twelve Rotork Slide Gate Actuators

Dollar Amount: \$ 145,116.00 from 590-933610-9720000-52107

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

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

slr



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

TO: SYSTEMS SPECIALTIES CO
390 ENTERPRISE CT
BLOOMFIELD HILLS, MI 48302

(248) 332-4919

PURCHASE ORDER

P.O. NUMBER	P091880
DATE	02/20/2025
VENDOR I.D.	V002314
FOB	None
REQUISITION NO	PR021364

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

DELIVER ITEMS TO:

PUBLIC SERVICE WASTEWATER TREATMENT
1625 SUNSET ST
LANSING, MI 48917
ATTN JANETTE TATE

SEND INVOICE TO:

PUBLIC SERVICE WASTEWATER TREATMENT
1625 SUNSET ST

LANSING 48917

Item No.	QTY	Description	Unit Price	Extended Price
1	12.00	ROTORK MODEL IQ20-FA14 ACTUATOR 590-933610-972000-20189 \$145,116.00	\$12,093.00	\$145,116.00
			Total:	\$145,116.00

QUOTE 02032025KS7

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

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

Federal Tax ID: 38-6004628

Date
Printed: 02/21/2025

AUTHORIZED SIGNATURE

Desiree A. Kulland



390 Enterprise Ct. Ste 200 Bloomfield Hills, MI 48302 www.syssspec.com Phone 800-686-9341 or 248-332-0099 Fax 248-332-4919

February 3, 2025

Quote # 02032025KS7

Richard Stoddard

Field Operations / Maintenance Supervisor

Public Service Department-Wastewater Division

1625 sunset ave. | Lansing, MI 48917

O: 517 483-4408 | C: 517 993-8403

E: Richard.Stoddard@lansingmi.gov

**Reference: Rotork actuators for retrofit service
Screen Building Actuators
For use on existing Influent Slide Gates**

Rick,

Systems Specialties is pleased to offer this firm quotation for the following ROTORK products.

These actuators are duplicates of the units that are there now, and are just the newer version of actuator – same torque, base bolt pattern, input power, and speed

Qty 12 Rotork Model IQ20-FA14 actuator with the following specifications:

- Rotork IQ3-PRO Series
- For Open/Close Service
- 60 starts per hour
- (4) Programmable contacts
- 150 Ft-Lbs max torque output
- 43 RPM actuator motor
- IP68 Submersible-Watertight AND FM Explosionproof enclosure
- LCD display for position and commissioning
- Local open/close and local/stop/remote control knobs
- Non-intrusive settings via Bluetooth remote (one remote included)
- Manual handwheel override
- FA14 base bolt pattern – SAME AS EXISTING UNITS
- 480/3/60 powered
- Machined drive bushing to mate to existing stem **
- Adaptor for new stem cover tube
- Start-up assistance and commissioning

Your Price \$12,093.00 each

****Price does not include mounting bracket, fasteners, new stem cover tube. If required please advise****

Estimated Delivery: ~ 10-12 Weeks ARO

We are best known by the quality of the products we represent and the service we render these quality products.

Terms: The prices in this quotation are good for thirty days.
Terms: Net 30 days
Freight: FOB Shipping Point

Should we be favored with an order, please make your PO out to:

Systems Specialties Company
390 Enterprise Court
Bloomfield Hills, MI 48302
Fax# 248.849-0222
rcirka@sysspec.com

We appreciate the opportunity to review our quotation with you in detail and should you have additional questions please do not hesitate to call.

Sincerely,

Kurt Somsel

Kurt Somsel
Sales Engineer
Cell 616.490.4132

We are best known by the quality of the products we represent and the service we render these quality products.