



**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza Drive**  
**Grosse Pointe Woods, Michigan 48236-2397**

(313) 343-2440  
Fax (313) 343-2785

**NOTICE OF MEETING  
AND  
AGENDA**

**COMMITTEE-OF-THE-WHOLE**

Mayor Robert E. Novitke has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday, December 18, 2017, at 7:00 p.m.** The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

- 1. Call to Order
- 2. Roll Call
- 3. Acceptance of Agenda
- 4. Vehicle Replacements
  - A. Memo 12/18/17 – City Administrator/Treasurer Comptroller
  - B. Email 12/12/17 – Director of Public Services
- 5. New Business/Public Comment
- 6. Adjournment

Bruce Smith  
City Administrator

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)  
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk’s office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440, Telecommunications Device for the Deaf (TDD) 313 343-9249, or e-mail the City Clerk at cityclk@gpwmi.us.

cc:

Council – 7  
Berschback  
Smith  
Hathaway

Rec. Secretary  
Email Group  
Media - Email  
Post -8

File



CITY OF GROSSE POINTE WOODS  
Office of the Treasurer/Comptroller



Memorandum

RECEIVED  
DEC 15 2017  
CITY OF GROSSE PTE. WOODS

**DATE:** December 18, 2018  
**TO:** Mayor Novitke and City Council  
**FROM:** Bruce J. Smith, City Administrator  
**SUBJECT:** Building Department Vehicle Replacements

I am requesting City Council’s authorization to purchase a 2018 *GMC Sierra* extended cab pick-up truck under the *State of Michigan* bid price of \$21,560.00, plus a delivery fee for a total price of approximately \$21,718.00. I am also requesting the purchase of a 2018 *Ford Fusion S* under the State of Michigan Bid price of \$16,285.00, plus a delivery for a total of approximately \$16,360.00. There may be a slight variance in the total price as the delivery charge is based on total miles to the city and the above delivery costs were calculated by *Google Maps*. For this reason, an additional \$100.00 has been added to the overall costs of the vehicles to cover any unexpected variances in delivery charges. The total for both vehicles, including an additional \$100.00 to cover delivery costs, will not exceed \$38,178.00. Funds to purchase the vehicles are available in the Motor Pool Fund Balance Account #640-000-395.000, which post audit is at \$2,132,826.

<u>Vehicle</u>	<u>State Bid Holder</u>	<u>Cost</u>
2018 GMC Sierra Extended Cab Light Duty Truck, 6’ Box	Todd Wenzel Buick GMC	\$21,718.00
2018 Ford Fusion S	Gorno Ford	\$16,360.00
Delivery fees		\$ 100.00
<b>Total</b>		<b>\$38,178.00</b>


The new vehicles will replace two aging vehicles utilized by the Building Department. In turn, one of the vehicles being replaced will be reassigned to the Department of Public Services.

In addition, three vehicles ending their useful service life would be cycled out, which include the 2004 *Police Interceptor*, 2004 *Pontiac Grand Prix* and a 2006 *Jeep Wrangler Soft-Top*. These vehicles would be listed for auction on the MITN website, and it is anticipated that they could sell for an estimated range of \$5,000.00 to \$7,500.00.

Lastly, for informational purposes I’ve attached an email from the Director of Public Services, Frank Schulte, regarding maintenance and needed repairs on all three of the vehicles currently being utilized by the Building Department.

Attachment

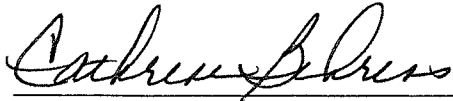
Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.

  
\_\_\_\_\_  
Bruce J. Smith, City Administrator

12/15/2017  
\_\_\_\_\_  
Date

Fund Certification:

A budget transfer is required from the Motor Pool Fund balance, account No. 640-000-395.000 into Capital Equipment-General, account No. 640-852-977.299 in the amount of \$38,280.00, and that the account number has been verified.



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Treasurer/Comptroller Signature

## Cathy Behrens

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**From:** Frank Schulte  
**Sent:** Tuesday, December 12, 2017 4:43 PM  
**To:** Cathy Behrens  
**Subject:** Property maintenance vehicles

Hi Cathy,

Per your request, I have reviewed the maintenance files and talked to city mechanic Bob Fournier regarding the condition of the following city vehicles. Listed below are our comments and recommendations.

2004 Crown Victoria, A-14, used by the Building Department. This is a retired police vehicle with 78,440 miles on it. I have reviewed the maintenance records and it has had equipment replaced multiple times including tires, shocks, ball joints and two air-conditioning units. Vehicles of this age and miles are known to need the transmission replaced. The cost to have the transmission replaced would be approximately \$3,000.00. The Kelley blue book sale price on this vehicle ranges from \$2,400-\$3,100. It would be my recommendation to sell the vehicle before we need to replace the transmission.

2006 Jeep Wrangler, A-17, used by the Building Department. This vehicle has 132,887 miles on it. This vehicle has been a maintenance nightmare for our mechanics. It has gone through two transmissions, two power steering gearboxes, ball joints, shocks, and currently the front axle housing is cracked. The cost to replace the front axle housing would be a minimum of \$3,000.00. The body condition of the vehicle is very poor and is rotting out. The Kelley blue book price on this vehicle is \$6,000-\$7,000 in value. Due to the cracked axle and the potential of a minimum of \$3,000.00 of added maintenance costs, I think it would be in the best interest of the city to sell the vehicle at this time.

2004 GMC Bonneville, DPW-1, used by the Director of Public Services. It is 13 years old with 78,322 miles on it. The vehicle has been a good car but an inspection of the vehicle reveals the entire body and undercarriage is rotting out. In the last year the brake lines two blower fans for the air conditioning unit have been replaced in the last year. The estimated Kelly blue book price of this vehicle is \$2,000-\$2,800. It would be recommendation to sell this vehicle while it still has value.

All vehicles would be posted on the mitten website for auction. Please let me know if you need any further information.

Thanks,

Frank Schulte  
Director of Public Services  
City of Grosse Pointe Woods  
1200 Parkway Dr  
Grosse Pointe Woods, MI 48236  
313 343-2460