



TO: Mayor and Council

FROM: Tom Crawford, City Administrator

CC: Derek Delacourt, Community Services Area Administrator
Craig Hupy, Public Services Area Administrator
Nick Hutchinson, City Engineer
Molly Maciejewski, Public Works Manager
Marti Praschan, CFO

SUBJECT: June 21, 2021 Council Agenda Responses

DATE: June 17, 2021

CA-2 – Resolution to Approve Amendment Number 3 to Contract with Waste Management of Michigan, Inc. for Commercial Refuse Collection Services (estimated \$4,342,600.00 for an Estimated Total Contract Value of \$20,172,000.00)

Question: Regarding the direct delivery to Woodland Meadows landfill: what work/function happens at the City Transfer Station when waste deliveries pass through there? (Councilmember Nelson)

Response: The City's Transfer Station currently receives trash from City collected residential, multifamily and downtown trash carts, commercial trash collected by Waste Management (WM) and third-party trash contracted independently by WM. The material is dumped on the Transfer Station floor, where WM picks it up with a loader and placed into a 52 foot open top trailer which is then driven by WM to the Woodlands Meadow Landfill. WM operates the Transfer Station and the Woodland Meadows Landfill. The only change proposed is the direct haul of the City's commercial trash collected by WM to the landfill.

Question: How is it that the diversion of trucks away from the City Transfer station does not change or impact the Transfer station contract? (Councilmember Nelson)

Response: WM operates the City's Transfer Station and owns and operates the Woodland Meadows Landfill. Staff believe any changes to the Transfer Station contract regarding the amount or destination of material to be hauled directly from commercial locations in the City to Woodland Meadows may be accomplished administratively by City and WM staff via mutually signed letter but are confirming this with the City's legal staff.

Question: Does this direct transfer to the landfill mean that no waste can be diverted for recycling or composting purposes? (Councilmember Nelson)

Response: Recycling and Compost do not pass through the City's Transfer Station. The City's Transfer Station, operated by Waste Management, handles only trash. The Material Recovery facility, operated by Recycle Ann Arbor, handles recycling and the City compost facility, operated by WeCare Denali, handles organic material. Recycling and Composting will not be impacted by changes to the Waste Management franchise trash collection contract.

Question: If so, what is the Sustainability Department's position on direct delivery to landfill instead of recycling/composting? (Councilmember Nelson)

Response: This change impacts commercial trash in the City of Ann Arbor only and there is no impact on recycling or composting. Public Works anticipates a direct haul of commercial trash to the landfill will result in fewer vehicle miles traveled and lower greenhouse gas emissions related to trash hauling within the City of Ann Arbor.

CA-5 – Resolution to Authorize a Sole Source Purchase Order to Spring City Electrical Manufacturing Company in the amount of \$42,510.00 for Street Light Poles and Associated Fixtures and Luminaires

Question: Approximately how many street poles, fixtures, and luminaires are likely to be improved with this purchase? (Councilmember Nelson)

Response: Five street light poles with associated fixtures and two additional luminaires, which will be used to replace ones that are damaged in crashes or other instances that require repair or replacement. No new locations are to be installed as part of this purchase.

CA-5 - Resolution to Authorize a Sole Source Purchase Order to Spring City Electrical Manufacturing Company in the amount of \$42,510.00 for Street Light Poles and Associated Fixtures and Luminaires

CA-6 – Resolution to Award a Construction Contract to Corby Energy Services, Inc. for the 2021 Streetlight Replacement and Painting Project (\$974,510.00, ITB 4679)

Question: Was the amount of either of these contracts impacted by the \$132,000 recently removed from the FY22 Budget? (Councilmember Nelson)

Response: Agenda item CA-5 (Spring City Street light poles, fixtures, and luminaires) is included in the Signs and Signals operational budget and is not impacted by any budget amendment.

Agenda item CA-6 (Corby Streetlight replacement) was impacted by the budget amendments passed by City Council on May 17th. Amendment 9 reduced the streetlight replacement budget by \$131,732.

CA-10 - Resolution to Award a Contract in the Amount of \$215,030.64 to P.K. Contracting, Inc. for the 2021 Healthy Streets Deployment (ITB No. 4678, Estimated Total Project Cost of \$353,973.00)

Question: Please break out the approximate costs of improvements by type: temporary and permanent. I.e. How much of this is supporting temporary improvements/installations versus permanent improvements/installations? (Councilmember Nelson)

Response: The two deployments on Packard are proposed to be permanent and are anticipated to cost approximately \$184,671. The S. Main Street and Neighborhood Slow Streets are proposed to be temporary and are anticipated to cost approximately \$147,799. The remaining balance (\$21,503) is for the project contingency.

CA-19 – Resolution to Approve a Contract with Ann Arbor SPARK for Economic Development Services (\$75,000.00)

Question: What is the City Council's Economic Collaborative Task Force? When/how was it established and what is the membership of that Task Force? (Councilmember Nelson)

Response: City Council's Economic Collaborative Task Force was formed via City Council Resolution [R-13-144](#) on May 20, 2013. The city's annual contract with SPARK for economic development services was one of the outcomes. This Task Force was to effectively expire via the same Resolution [R-13-144](#) on December 31, 2013, however the [final report](#) was not issued until March 28, 2014. The City had an annual contract with SPARK for business development services from 2008 through 2013, which transitioned to economic development services since 2014.

CA-23 – Resolution to Increase Downtown Development Authority FY22 Budget (\$554,704) (8 Votes Required)

Question: What planned street improvements, pedestrian amenities and other related improvements are supported by this amendment? (Councilmember Nelson)

Response: This budget amendment corrects the accounting for the 2019 Capital Improvement Bonds Series bond, which includes streetscape improvements on Huron, First & Ashley, and William (e.g. protected bike lanes, streetlights, street trees, widening sidewalks, etc.). The DDA's recommended budget included this amount, but the city's final budget errantly didn't. In addition, improvements on Division & William, and other areas within the development district are planned (e.g. replacing delineators on the bike path with curbs, installing raised transit stop on William, etc.).

DS-1 – Resolution to Award a Contract to Manpower, Inc. of Southeastern Michigan for Temporary Staffing Services for Public Works (RFP # 21- 09)

Question: This item appears to be a contract to provide temporary staffing services, in particular solid waste collection drivers, in the Public Works for up to a period of 5-years. I believe standing policy, as established by Council Resolution on 5/21/18, opposes privatization for solid waste services not currently performed by an outside contractor and directs the City Administrator to end the practice of using temporary employees on a long-term basis to forestall the hiring of permanent employees. Can you please explain how this new contract does not violate existing Council policy which opposes using temporary employees on a long-term basis? (Councilmember Radina) (Staff introduction request from June 7, 2021).

Response: The use of temporary workers does not violate the council resolution because the City is not forestalling hiring of any permanent employees. As soon as we have a vacancy, we request backfill of that full-time position.

The City has utilized temporary workers for many years to assist with compost season and other seasonal and temporary staffing needs in public works. Temporary employees may be utilized to fill staffing gaps as we go through the hiring process, and this is to the City's advantage, because the City can assess a temporary employee's performance and determine if they are suitable to transition to an open full-time position. Since 2018, six (6) of our recent FTE hires started as temporary workers.

The City began using Manpower in 2012 but prior to that utilized City-hired temporary employees as well. The City contracts out these staffing services because we have had better luck obtaining employees from staffing agencies than through the City's Human Resources Department postings. However, the turnover rate is so high and the struggle to obtain employees is so great that in recent years the City posts direct and uses Manpower simultaneously.

The City's living wage is \$14.05 with employer provided benefits and 15.66 per hour without benefits Manpower pays above the City's living wage. Manpower offers benefits and their rates are as follows:

Position Title	Minimum Pay Rate
Temporary Public Works Technician-IS	\$19.00 per hour
Laborer - Infrastructure	\$16.50 per hour
Laborer – Solid Waste	\$16.50 per hour
General Office Clerk – Public Works	\$15.66 per hour

Question: For what length of time could you anticipate a temporary employee consecutively holding the same position during this 3/4/5 year contract period? (Councilmember Radina) (Staff introduction request from June 7, 2021).

Response: A maximum of 9 months. It is very rare that a temporary employee who completes 9 months applies for and is awarded another temporary position within a contract period. In recent years there has been one employee who requested a return to work. That employee returned but was terminated during his second round of employment.

Question: If this workload was filled by permanent staff, how many additional staff would be needed within public works? (Councilmember Radina) (Staff introduction request from June 7, 2021).

Response: Six (6) FTE. During the height of compost season, we employ 6 temporary workers to assist with leaf collection. One entry level permanent FTE with benefits is \$81,319. Funding needed in the first year would be as follows:

FTE needed	Cost 1 FTE (year 1)*	Total
6	\$ 81,319	\$ 487,914

* This cost would increase incrementally each year as the employee receives step and level increases.

In comparison, the City spent the following on temporary solid waste employees:

	FY20	FY21 to date
Manpower	\$ 184,853	\$ 55,833
City-hired	\$ 19,424	\$ 105,452
Total	\$ 204,277	\$ 161,285

The annual total varies because temporary employees are only retained as needed, giving the City flexibility as full-time employees are hired and trained.

Question: What methods has the city used to recruit for these positions? (Councilmember Nelson)

Response: The City posts on the City’s website and various other websites – including diversity sites and at job boards at schools.

Question: Does the City have any other seasonal work that could – in combination with these positions – define a year-round position? E.g. Is there any winter work (such as snow removal operations) that requires similar skills/licensing? (Councilmember Nelson)

Response: Additional employees for other seasonal work such as winter maintenance would require capital investment in rolling equipment.