

CITY OF DETROIT

INDIVIDUAL PERSONAL SERVICES CONTRACT

THIS INDIVIDUAL PERSONAL SERVICES CONTRACT (the "Contract") made this 15 day of June, 2017 by and between the Detroit Building Authority (herein called the "Authority") and Evan M. Newton, residing at 21951 Sylvan Avenue, Brownstown, Michigan 48134 (herein called the "Contractor").

I. ENGAGEMENT OF CONTRACTOR

1.01 The Authority hereby engages the Contractor and the Contractor agrees to perform the Services as set forth in Exhibit A, which is herein incorporated by reference. The parties acknowledge that the Contractor is not an employee of the City of Detroit.

II. TITLE

2.01 The Contractor shall serve as GIS/Data Analyst for the Authority.

III. [INTENTIONALLY OMITTED]

3.01

IV. SCOPE OF SERVICES

4.01 The Contractor shall perform in a satisfactory and proper manner the Services as set forth in Exhibit A (the "Services"). The Contractor shall, during the contract term or any extension thereof, use his best efforts and endeavors to promote the interest of the City and devote such time, attention, skill, knowledge and professional ability as is necessary to most effectively and efficiently carry out and perform the Services as described in Exhibit A.

4.02 The Services shall be performed by the Contractor at the Detroit Building Authority office, located at 1301 Third Street, Suite 328, Detroit, Michigan 48226, or at such other location as may be determined by the Authority in its sole discretion.

V. CONTRACT TERM

5.01 This Contract is effective for a term commencing on July 1, 2017 and expiring at midnight on June 30, 2018, unless sooner terminated as provided for therein, or extended for such further period as determined between the parties hereto.

5.02 During the entire term of this Contract the hours and days on which the Services of the Contractor are to be performed for the Authority shall be determined by the Authority in its sole discretion.

VI. COMPENSATION

6.01 The Authority agrees to pay the Contractor for the Services performed at an annualized salary not to exceed Forty Five Thousand and 00/100 (\$45,000.00) Dollars for the term of the Contract. It is understood and agreed by the parties hereto that the compensation stated above is inclusive of any and all remuneration to which the Contractor may be entitled and that the Contractor shall not receive any fringe benefits, INCLUDING BUT NOT LIMITED TO OVERTIME PAY, HOLIDAY

PAY, SICK PAY, VACATION PAY, RETIREMENT BENEFITS, PENSION BENEFITS, AND INSURANCE BENEFITS. The Contractor shall receive HOLIDAY PAY according to the City's holiday schedule and shall receive ten (10) DAYS OF PAID VACATION TIME.

VII. METHOD OF PAYMENT

- 7.01 Payment for the proper performance of the Services shall be biweekly.
- 7.02 The Contractor's working hours shall be determined by the Authority.
- 7.03 Payment for *Services* provided under this *Contract* is governed by the terms of Ordinance No. 42-98 entitled "Prompt Payment of Vendors", being Sections 18-5-71 through 18-5-79 of the 1984 Detroit City Code.

The individual responsible for accepting performance under this *Contract* and from whom payment should be requested is:

Tyrone Clifton
Director
Detroit Building Authority
1301 Third Street, Suite 328
Detroit, Michigan 48226
(313) 224-5504
(313) 224-4998

VIII. INDEMNITY

- 8.01 The Contractor agrees to save harmless the Authority against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges and expenses (including without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by or asserted against the Authority by reason of any of the following during the term of this Contract:
- a) any negligent or wrongful act of the Contractor, or
 - b) any failure by the Contractor to perform his obligations either implied or expressed, under this Contract.
- 8.02 The Contractor also agrees that it is his responsibility and not the responsibility of the Authority to safeguard property and materials that the Contractor uses pursuant to the Contractor's performance under this Contract. Further, the Contractor agrees to hold the Authority harmless for any loss of such property and materials used by the Contractor pursuant to the Contractor's performance under the Contract.
- 8.03 In the event any action or proceeding shall be brought against the Authority by reason of any claim covered hereunder, the Contractor, upon notice from the Authority, will at his sole cost and expense, resist or defend the same.

IX. TERMINATION

- 9.01 The Authority has the right, in its sole discretion, to terminate this Contract without cause by giving notice to the Contractor of such termination, specifying the effective date thereof, at least fourteen (14) days before the effective date of such termination, and this Contract shall terminate in all respects as if such date were the date originally given for the expiration of this Contract.

The Contractor shall be liable to the Authority for damages sustained by the Authority by virtue of any breach of the Contract by the Contractor, and any costs the Authority might incur enforcing or attempting to enforce this Contract, and the Authority may withhold any payment(s) to the Contractor for the purpose of setoff until such time as the exact amount of damages due the Authority from the Contractor are determined by the Authority.

- 9.02 Any compensation due and owing the Contractor at the time of any termination shall be paid as soon thereafter as can be authorized by the Authority.

X. COMPLIANCE WITH LOCAL LAWS

- 10.01 The Contractor shall comply with all applicable laws, ordinances, and codes of the federal, state and local governments, including the City's Fair Employment Practices Ordinance, being Ordinances 205G; Section 2-7-6.1 et. seq. of the City of Detroit Municipal Code; and the Contractor shall save the City harmless with respect to any damages arising from any violation of the same by her.

XI. CONFLICT OF INTEREST

- 11.01 The Contractor covenants that he presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with the performance of the Services under this Contract. The Contractor further covenants that in the performance of this Contract no person having any such interest shall be employed. The Contractor further covenants that no officer, member or employee of the City and no other public official who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this Contract has any personal or financial interest, a direct or indirect, in this Contract or in the proceeds thereof.

XII. OFFICE OF INSPECTOR GENERAL

- 12.01 In accordance with Section 2-106.6 of the City Charter, this Contract shall be voidable or rescindable at the discretion of the Mayor or Inspector General at any time if a Public Servant who is a party to the Contract has an interest in the Contract and fails to disclose such interest.
- 12.02 This Contract shall also be voidable or rescindable if a lobbyist or employee of the contracting party offers a prohibited gift, gratuity, honoraria or payment to a Public Servant¹ in relation to the Contract.

¹"Public Servant" means the Mayor, members of City Council, City Clerk, appointive officers, any member of a board, commission or other voting body established by either branch of City government or the City Charter, and any appointee, employee or individual who provides services to the City or municipal corporation created by the City within or outside of its offices or facilities pursuant to a personal services contract.


- 12.03 A fine shall be assessed to the Contractor in the event of a violation of Section 2-106.6 of the City Charter. If applicable, the actions of the Contractor, and its representative lobbyist or employee, shall be referred to the appropriate prosecuting authorities.
- 12.04 Pursuant to Section 7.5-306 of the City Charter, the Inspector General shall investigate any Public Servant, City Authority, program or official act, contractor and subcontractor providing goods and services to the City, business entity seeking contracts or certification of eligibility for City contracts and person seeking certification of eligibility for participation in any City program, either in response to a complaint or on the Inspector General's own initiative in order to detect and prevent waste, abuse, fraud and corruption.
- 12.05 In accordance with Section 7.5-310 of the City Charter, it shall be the duty of every Public Servant, contractor, subcontractor, and licensee of the City, and every applicant for certification of eligibility for a City contract or program, to cooperate with the Inspector General in any investigation pursuant to Article 7.5, Chapter 3 of the City Charter.
- 12.06 Any Public Servant who willfully and without justification or excuse obstructs an investigation of the Inspector General by withholding documents or testimony, is subject to forfeiture of office, discipline, debarment or any other applicable penalty.
- 12.07 As set forth in Section 7.5-308 of the City Charter, the Inspector General has a duty to report illegal acts. If the Inspector General has probable cause to believe that any Public Servant or any person doing or seeking to do business with the City has committed or is committing an illegal act, the Inspector General shall promptly refer the matter to the appropriate prosecuting authorities.

XIII. DEBT TO AUTHORITY

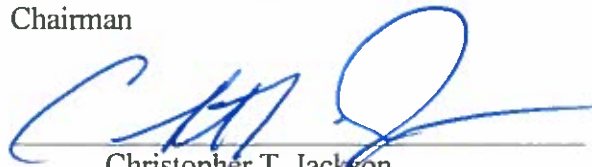
- 13.01 The Contractor covenants that he is not, and will not become in arrears to the Authority or the City upon contract, debt, or any other obligation to the Authority or the City, including real property, personal property and income taxes.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF DETROIT BUILDING AUTHORITY, a Michigan public authority and body corporate


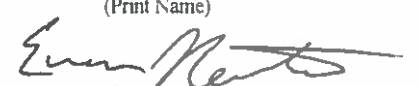
By: 
Bryan C. Barnhill, II

Its: Chairman

By: 
Christopher T. Jackson

Its: Treasurer

By: Evan M. Newton


(Print Name)

(Signature)

APPROVED AS TO FORM:



General Counsel, City of Detroit
Building Authority

EXHIBIT A

Services to be performed by the Contractor shall include the following:

- Assist with data quality control by cleaning, matching and refining data sets
- Procure datasets from other governmental entities and third-party data providers, if necessary
- Create a relational/spatial database of existing databases for easier mapping, analysis, and displaying
- Populate existing databases with additional data
- Track data sources and work with providers to improve data processing
- Work in conjunction with additional agencies and partners to improve data-sharing techniques and processes
- Prepare and sort source documents; write metadata
- Interpret and display data that is entered
- Communicate regularly with supervisor regarding job status and work on projects according to a designated priority order
- Perform data entry tasks in an accurate and timely manner in accordance with established production and accuracy standards
- Examine data record and incoming data for completeness, accuracy, and other potential problems in processing
- Prepare data reports as needed
- Share data with other agencies and partners as directed
- Perform additional duties as directed