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City of Detroit CITY COUNCIL

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TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: December 11, 2018

RE: **REVIEW OF CONTRACTS AND PURCHASING FILES**

Attached are the comments and review of the Legislative Policy Division regarding the contracts that were submitted by the Office of Contracting and Procurement, under the Recess Procedures, for the week of December 10, 2018.

The Recess Procedures, approved November 20, 2018, provide that all contracts, submitted for the week, will be considered approved on Thursday, unless held by Council Member(s) by 4 pm on Wednesday. If Council Members wish to hold any contract on this list, please provide your request to hold, to the City Clerk's office, [attention: Louise Jones and Deonte Agee] with your questions, by 4:00 PM, Wednesday, December 12, 2018.

All contracts that are not held, will be considered approved and processed on Thursday, December 13, 2018.

The comments and review of the Legislative Policy Division staff are printed in bold following each contract.

Attachments

cc:	Janice Winfrey	City Clerk
	Mark Lockridge	Auditor General
	Boysie Jackson	Office of Contracting and Procurement
	Irvin Corley	Legislative Policy Division
	Marcell Todd	Legislative Policy Division
	Stephanie Washington	Mayor's Office

Contracts Submitted to City Council
 Under Recess Procedures for the Week of
 December 10, 2018

Statistics compiled for the Contracts submitted for the list submitted the Week of December 3, 2018.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
Fire –EMS Contract Withdrawn from consideration	1	0	0	0
Innov. & Technology 1 Contract for Police requirements	1	0	0	0
General Services	1	0	0	0
Health 1 Contract for transportation services	1	0	0	0
Housing & Revitaliz.	1	0	1 Amendment	1
Transportation 1 Contract for City-Wide services	1	0	0	1
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Totals 1 Contract Withdrawn	5	0 Detroit-Based	1 Amendment	2

Contract Submitted for City Council, Recess Week of
December 10, 2018

Statistics

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This list represents costs totaling \$ 3,186,513.70¹
Decrease of \$27,834

Included in the total costs are the following:

General Fund	\$ 225,000.00
Obligation Bond Fund	\$ 144,000.00
Grant Funds	\$ 1,343,536.70
1 contract decrease of \$27,834.00	
Transportation Funds	\$ 1,473,977.00
6.25% budgeted to other City funds.	

¹ The contract list includes: 1 Amendment to decrease funding & amend contract; New contracts for terms of 2 to 4 years.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker
Legislative Policy Division Staff

DATE: December 10, 2018

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT
THE RECESS SESSION OF DECEMBER 11, 2018**

DEPARTMENT OF TRANSPORTATION

6001765 100% City Funding – To Provide Citywide Armored Car Pickup and Delivery Services for Cash. – Contractor: Total Armored Car – Location: 2950 Rosa Parks, Detroit, MI 48216 – Contract Period: Upon City Council Approval through December 1, 2021 – Total Contract Amount: \$1,473,977.00.

**A total of \$334,255 is budgeted for the current fiscal year, through June 2019;
The Costs budgeted to the following accounts:**

\$313,352 to Transportation Operations Fund, Acct. 5301-00146-200090-617900-0-0, Appropriation for Dept. Operations includes available funds of \$12,893,839 as of Dec. 7, 2018; and

\$7,800 to Parking Operating Fund, Acct. 5102-04108-340030-6217900-0-0, Appropriation for Parking Operations includes available funds of \$5,889,952 as of Dec. 7, 2018; and

\$6,067 to General Fund, Acct. 1000-13990-472200-617900-0-0, Appropriation for General Services Restructuring includes available funding of \$19,405,487 as of Dec. 7, 2018; and

\$2,002 to General Fund, Acct. 1000-11159-450010-617900-0-0, Appropriation for Blight Violation Adjudication includes available funding of \$691,859 as of December 7, 2018; and

\$1,498 to General Fund, Acct. 1000-00065-240250-617900-0-0, Appropriation for Fire Ordinance Enforcement includes available funding of \$3,252,734 as of December 7, 2018; and

\$3,536 to General Fund, Acct. 1000-00063-230070-617900-0-0, Appropriation for Treasury includes available funding of \$7,161,615 as of December 7, 2018.

Bids solicited, from October 22 through October 26, 2018, for Cash/Coin pick-up and delivery services; 1 Bid received for \$21.60 per pick-up.

This recommendation is with the one bid received from Total Armored Car Service. Further negotiation with the bidder resulted in a reduction in rates.

Contract discussion continues on following Page.

Dept. of Transportation - continued

6001765 100% City Funding – To Provide Citywide Armored Car Pickup and Delivery Services for Cash. – Contractor: Total Armored Car – Location: 2950 Rosa Parks, Detroit, MI 48216 – Contract Period: Upon City Council Approval through December 1, 2021 – Total Contract Amount: \$1,473,977.00.

Contract discussion continues below:

Services include: Pick-up from Administrative Hearings, Monday, Wednesday & Friday, except holidays, for \$244.25 per month;

Pick-up from Fire, at 1301 Third, every Tuesday & Thursday, for \$20.50 per pick-up;

Pick-up from Treasury daily, at CAYMC, for \$19.50 per trip;

Pick-up from Recreation, once per week at \$170 each;

Pick-up from Municipal Parking daily, except holidays, for \$44 per pick-up;

There is indicated to be a pick-up daily, Monday thru Friday, from the 4th Precinct, for \$449 per month, for a period of 8 weeks.

Transportation Services include: Pick-up daily Mon.-Fri. from Gilbert Terminal for \$156 / pickup;

Pick-up daily Mon.-Fri. from Shoemaker Terminal for \$107 per pickup;

Pick-up Mon., Wed. & Fri. from Headquarters for \$216 per month;

Pick-up daily Mon.-Fri. from Headquarters for \$349 per month;

Pick-up per Kiosk [2] on-call service Wed. thru Fri. for \$44 per pick-up;

Counting money received, \$21.50 per \$1,000 for clean money – no bed bugs or contaminants;

Counting money at \$39 per \$1,000, if found to contain bed bugs or require special treatment;

Coin processing, dry and relatively clean, at \$4.50 per bag;

Other services include mutilated dollars and coins returned to Cashier at Headquarters, no charge;

Pick-up from Rosa Parks Center, daily Monday thru Friday at no charge;

All currency and coin to be processed and deposited with 48 hours of pick-up; and

Daily reports to DDOT

Covenant of Equal Opportunity Affidavit signed 9-10-18;

TAXES: Good Through 10-4-19 and 1-31-19;

Hiring Policy Compliance Affidavit signed 9-10-18, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 9-10-18, indicating business established 1974, NO records to disclose;

Political Contributions and Expenditures Statement signed 11-19-18, indicating “N/A”.

Previous contracts have been with Total Armored Car Service; the most recent contract, No. 6001071 approved Recess Week of Nov. 27, 2017, for a term of 1 year through Oct. 2018, for a cost of \$476,935.

DEPARTMENT OF INNOVATION AND TECHNOLOGY

3029185 100% City Funding – To Provide 911 System Support (3PAR HP Server Support and San Array Upgrades.) – Contractor: Security Solutions Services, LLC – Location: 22811 Greater Mack Ave., Ste. 203, Saint Clair Shores, MI 48080 – Contract Period: Upon City Council Approval through July 31, 2021 – Total Contract Amount: \$1,343,536.70.

This contract appears to be 100% Grant Funded.

Costs budgeted to the following accounts in the Police Grants Fund:

\$407,291 to Acct. 2110-20259-372813-644100-0-0, Appropriation for 2015-16 Justice Assistance Grant, budgeted amount of \$407,291 is encumbered, available funding is \$0.00 as of Dec. 7, 2018;

\$936,245.70 to Acct. 2110-20231-372830-644100-0-0, Appropriation for 2016-17 Justice Assistance Grant includes available funding of \$1,016,111 as of December 7, 2018.

Request for Quotations solicited, 5 Quotations received. This recommendation is indicated to be with for the Lowest Total price submitted by Security Solutions Services.

The other Quotations were received from: CBTS, Civitas IT, Sehi Computer Products, and Logicalis. Information on the prices submitted was not provided in the documentation.

This contract is for services to provide support for the existing server – 3PAR – that is indicated to be the backbone of the 911 system; and to provide hardware upgrades to the existing system.

According to information provided, there has been no specific support for the server for some time, in case of equipment failures.

This contract is also indicated to provide support and hardware upgrades to the Police Dept. server network as a whole, and to provide an increase in the storage capacity available to the Police Department.

The coverage is indicated to be for the term from June 1, 2018 through July 31, 2021, for a total of \$621,979.90; 2 Upgrades for \$360,778.40 each.

Covenant of Equal Opportunity Affidavit signed 1-15-18;

TAXES: Good Through 11-28-19 and 1-31-19;

Hiring Policy Compliance Affidavit signed 1-15-18, Employment application submitted complies; Slavery Era Records Disclosure Affidavit signed 1-16-18, indicating business established 2007, NO records to disclose;

Political Contributions and Expenditures Statement signed 1-16-18, indicating 1 donation in 2014 to Detroit Progress Fund.

The Honorable City Council
Contracts Submitted under Recess Procedures for
Week of December 10, 2018

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FIRE

6001689 100% City Funding – To Provide Automated ambulance EMS Billing. – Contractor:
Advanced Data Processing, Inc. DBA Intermedix – Location: 6451 N. Federal Highway,
Fort Lauderdale, FL 33308 – Contract Period: Upon City Council Approval through
January 15, 2021 – Total Contract Amount: \$3,900,000.00.

The Office of Contracting and Procurement issued a memo on December 10, 2018 requesting this contract to be WITHDRAWN from the list.

GENERAL SERVICES

6001755 100% City Funding – To Provide Consulting Services to Procure Construction Services from a Contractor for Butzel Family Park Improvements. – Contractor: Spackman Mossop Michaels – Location: 1824 Sophie Wright Pl., New Orleans, LA 70130 – Contract Period: Upon City Council Approval through October 31, 2022 – Total Contract Amount: \$144,000.00.

Costs budgeted to Obligation Bond Fund, Acct. 4524-20315-433100-644124-430062-0, Appropriation for Neighborhood Redevelopment & Housing includes available funding of \$5,882,775 as of December 7, 2018

Bids solicited, from Sept. 7 through October 12, 2018, for services of Construction consultant for Butzel Family Park; 4 Bids received.

This recommendation is with the Lowest cost as submitted by Spackman Mossop Michaels for \$123,000.

Contract services to include: Facilitate 5 pre-design community meetings to ensure community input to the design development; Attend internal pre-design meetings to obtain additional existing information from Islandview/Greater Villages Neighborhood Framework Plan, Strategic Neighborhood fund information, and existing environmental information;

Prepare a comprehensive survey that documents both above ground and below-ground attributes, including topography, utilities within the block bound by E. Vernor, Townsend, Kercheval, and Van Dyke; Site analysis of existing athletic fields, drainage, trees & shrubs, conditions of sidewalks and curbs, signage, soil conditions, parking conditions;

Provide design and construction drawings, including prioritization and phasing strategy, budget for ongoing maintenance; Provide oversight of construction, verifying contractor work and certify construction contractor payments.

The total for the contracted work is indicated to be \$114,000; Additional costs of \$30,000 is included in this contract cost for additional consulting services, beyond what is specified.

Other bids received include: Hamilton Anderson Associates for \$207,600; Caldwell Property Group for \$228,178; and Landscape Architects & Planners submitted their hourly rates only, did not have time to quote a comprehensive fee.

Covenant of Equal Opportunity Affidavit signed 11-29-18;

TAXES: Good Through 9-7-19 and 1-31-19;

Hiring Policy Compliance Affidavit signed 11-29-18, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 11-29-18, indicating NO records to disclose;

Political Contributions and Expenditures Statement signed 10-18-18, indicating “N/A”.

Current Contract, No. 2918966, with Spackman, Mossop Michaels, for consulting services on the Livernois/McNichols Revitalization Project, through Dec. 31, 2020, for a total of \$907,220.90.

HEALTH

6001493 100% City Funding – To Provide Transportation Services (to and from) to Residents who are Enrolled and/or Participate in Select Detroit Health Department (DHD) Programs and Services. – Contractor: Lyft – Location: 185 Berry St., Ste. 5000, San Francisco, CA 94107 – Contract Period: Upon City Council Approval through October 31, 2020 – Total Contract Amount: \$225,000.00.

Costs budgeted to General Fund, Acct. 1000-00068-250010-617900-000090-30036, Appropriation for Health and Wellness Administration includes available funds of \$5,589,520 as of Dec. 7, 2018.

Bids solicited, from February 21 through March 21, 2018, for transportation services for Health Dept. programs; 5 Bids received and evaluated.

This recommendation is for the proposal ranked the highest, received from Lyft.

The proposals were evaluated in 2 phases. The first phase was to identify the proposals offering the best technical approach to providing services - 4 of the 5 proposals were invited, from Phase 1, to give oral presentations. Each proposal was ranked, based on the criteria specified in the request for proposals.

Lyft was scored the highest, based on ability to provide on-demand services, with minimal ride and wait times; Lyft also had the most competitive [lowest] rates of all proposals submitted.

Other evaluation criteria included: Experience, Virtual Platform, HIPAA Compliance and Privacy, and ability to meet Specialized Needs.

None of the vendors submitting proposals were eligible to receive credits as a Detroit Based or headquartered Business.

Other proposals received from: Moe Transportation, RoundTrip, Transdev, and Trinity Transportation.

Contract services are to provide transportation to residents enrolled or participate in select Health Dept. programs and services; transportation provided to and from approved health and human services appointments, City and partner program activities. Rides may be scheduled up to 7 days in advance, or on the same day; Clients will be able to bring children, spouses, caregivers with them to appointments; Transportation may be provided to parenting classes, job or service fairs, educational sessions.

Costs for regular fare, includes base of \$1; \$1 per mile; 15¢ per minute; \$4 minimum fare; \$400 maximum fare; Cancellation penalty of \$5; Service fee of \$2.90.

Costs also provided for Lyft Plus [7 Passenger vehicle]: Base fare of \$2.50; \$1.70 per mile; 18¢ per minute; Minimum fare of \$5.60; Service fee of \$3.15.

Covenant of Equal Opportunity Affidavit signed 10-26-18;

TAXES: Good Through 6-27-19 and 1-31-19;

Hiring Policy Compliance Affidavit signed 3-21-18, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 3-21-18, indicating business established 2012, NO records to disclose;

Political Contributions and Expenditures Statement signed 6-7-18, indicating “None”.

HOUSING AND REVITALIZATION

6001362 100% Federal Funding – AMEND 1 – To Provide Contract Language Revisions. – Contractor: United Community Housing Coalition – Location: 220 Bagley, Ste. 224, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2018 – Contract Decrease: \$27,834.00 – Total Contract Amount: \$215,166.00.

Costs budgeted to Block Grant Fund, Acct. 2001-20414-361111-617900-0-0, Appropriation for CDBG Relocation, budgeted for \$140,428; funds available are \$13,191 as of Dec. 7, 2018.

This contract was approved, based on the authorization of the City Council, to provide CDBG funding to the organization, for their proposed services, and approved as on June 27, 2017 to provide temporary relocation and tenant assistance to eligible residents of the Milner Arms Apartments at 40 Davenport.

**This amendment is for specific changes required in the contract including:
Decrease the contract total by \$27,834 – from \$243,000 a total of \$215,166;
Remove any reference in the contract to ESG funding;
Add requirements for the Agency to maintain data information that will allow the City to correctly enter accomplishment data into IDIS**

**Covenant of Equal Opportunity Affidavit signed 6-28-17;
TAXES: Good Through 6-27-19 and 1-31-19;
Hiring Policy Compliance Affidavit signed 6-28-17, Employment application submitted complies;
Slavery Era Records Disclosure Affidavit signed 6-28-17, indicating business established 1976, NO records to disclose;
Political Contributions and Expenditures Statement signed 11-21-18, indicating 9 donations in 2017, of Board member and Executive Director, to Council members/candidate, and Mayor.**

This Agency also has been awarded Contract 6001158, approved February 20, 2018, for a term through March 31, 2019, for \$250,000 in Emergency Solutions Grant funds, to provide legal assistance to clients to prevent homelessness.