

**CITY OF DETROIT BUILDING AUTHORITY
PROFESSIONAL SERVICES AGREEMENT
WITH**

GTJ CONSULTING, LLC

THIS PROFESSIONAL SERVICES AGREEMENT (the "Agreement"), dated and made effective as of this 20th day of December, 2018, by and between the **CITY OF DETROIT BUILDING AUTHORITY**, a public authority and body corporate organized and existing under the authority of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, located at 1301 Third Street, Suite 328, Detroit, Michigan 48226 (herein called the "Authority"), and **GTJ CONSULTING, LLC**, a Michigan limited liability company, located at 22955 Industrial Drive West, Saint Clair Shores, Michigan 48080 (hereinafter called the "Professional Contractor").

WITNESSETH:

WHEREAS, the Authority desires to engage the Professional Contractor on an as needed basis to conduct general supportive services for the Demolition Program (the "Project"); and

WHEREAS, the services to be performed hereunder (herein collectively called the "Services") are described in Exhibit A, attached hereto and made a part hereof by this reference, and are to be performed in accordance with this Agreement and Exhibit A; and

WHEREAS, the Professional Contractor has the requisite skills necessary to assist the Authority and represents that it is fully qualified and capable of performing the Services required hereunder upon the terms and conditions hereinafter set forth; and

WHEREAS, the Authority has adopted or will adopt a resolution authorizing the engagement of the Professional Contractor for the Services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties agree as follows:

ARTICLE I
Engagement of Professional Contractor

1.01 The Authority hereby engages the Professional Contractor and the Professional Contractor agrees to perform the Services as set forth in Exhibit A hereto, Professional Contractor's Proposal as set forth in Exhibit B hereto, and in accordance with the terms and conditions contained in this Agreement. Professional Contractor understands that these services are to be provided on an as needed basis as determined, by project, by the Authority.

1.02 The relationship of the Professional Contractor and the Authority shall be that of an independent contractor and no liability or benefits, such as retirement benefits or liabilities, pension rights or liabilities, holiday pay, sick pay, vacation pay, personal injury or property insurance rights or liabilities, or such other rights, provisions or liabilities arising out of a contract of hire or employer/employee relationship either express or implied shall arise or accrue to either party as a result of this Agreement and undertaking.

ARTICLE II

Level of Performance, Documents and Dispute Resolution

2.01 The Professional Contractor warrants that its performance of the Services set forth in Exhibit A shall be of a professional standard of care and skill recognized to be the standard commonly accepted by practicing members of its profession. All of the Services shall be subject to the approval of the Authority or such other representative as may be designated by the Authority.

2.02 The Professional Contractor shall during the term of the Agreement, devote such time, attention, skill, knowledge and ability as is necessary to carry out and perform the Services, as herein required.

2.03 The Professional Contractor agrees to provide copies of any documents as part of the Services, if requested by the Authority.

2.04 In the event that there shall be any dispute between the parties with regard to the extent and character of the Services to be performed, the reasonable interpretation and determination of the Authority, or such other representative as may be designated by the Authority, shall govern.

ARTICLE III

Contract Term

3.01 The Services to be performed by the Professional Contractor pursuant to the terms of this Agreement shall begin on the date that a Notice to Proceed is sent by the Authority to the Professional Contractor (the "Effective Date") and shall be complete not later than December 19, 2020 (the "Contract Term"), unless the term of this Agreement is otherwise extended in writing by the Authority. The Authority shall issue a separate Notice to Proceed for each project that Professional Contractor has been engaged to provide services.

ARTICLE IV Compensation

4.01 Professional Contractor acknowledges that services shall be provided on an as needed basis as determined by the Authority. The Authority agrees to pay the Professional Contractor for the proper performance of the Services described in Exhibit A hereto a fee for each separate project for which the Professional Contractor has been engaged, as provided in Section 4.02. The total aggregate amount of fees for projects awarded under this Agreement for the two-year duration shall not to exceed Two Million Dollars and 00/100 (\$2,000,000.00) Dollars. Once the not to exceed amount has been reached, the Authority will not assign any more work under this Agreement.

4.02 Professional Contractor acknowledges that when supportive services are needed, the Authority will bid the work by contacting Professional Contractor via email with a description of the services that will be required for a project and a request for quotes. The Professional Contractor may be chosen based on price and their capacity to mobilize and complete the work within the time frame outlined in the scope of services for the project. The Authority makes no guarantee of any work or any guarantee of a specific quantity/volume of work for the Professional Contractor under this Agreement.

4.03 It is understood and agreed by the parties hereto that the fees for performance of Services is inclusive of any and all remuneration to which the Professional Contractor may be entitled, and that the Professional 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 in addition to or in lieu of those expressly stated herein.

4.04 Any additional services requested by the Authority of the Professional Contractor shall be payable as mutually agreed upon in writing between the Authority and the Professional Contractor.

ARTICLE V Method of Payment

5.01 Payment for the proper performance of Services approved by the Authority, including installation of equipment required hereunder, shall be made in accordance with the payment schedule attached hereto and incorporated herein as Exhibit A.2.

5.02 Acceptance of final payment by the Professional Contractor shall constitute and operate as a release of the Authority and the City of Detroit (the "City") from any and all claims by the Professional Contractor of any liability of the Authority or the City for any act or omission relating to or arising under the Agreement, including any prior omission, negligence, delay or default of the Authority, the City, or any of their officers, employees, agents or contractors. Any claim by Professional Contractor relating

to or arising from the Agreement and not otherwise waived by the Professional Contractor shall be submitted to the Authority prior to final payment in a verified statement of any and all claims relating to or arising under the Agreement, setting forth with respect to each such claim the total amount thereof and the value of each item included in the claim. Unless the Professional Contractor's claims are completely submitted as required herein prior to the Authority's final payment to the Professional Contractor, the Professional Contractor will have waived such claims and the right to assert the claims.

ARTICLE VI Assignments

6.01 The parties hereto having acknowledged that this Agreement is based upon the professional qualifications of the Professional Contractor further agree that the Professional Contractor shall not assign, subcontract, sell a controlling interest or transfer its interest in this Agreement without the prior written consent of the Authority.

ARTICLE VII Termination

7.01 The Authority may terminate this Agreement in whole or in part for cause upon giving written notice of termination (herein called "Notice of Termination") to the Professional Contractor at least fifteen (15) days before the Effective Date of the termination, should the Professional Contractor: (1) fail to fulfill in a timely and proper manner its obligations under this Agreement; (2) violate any of the covenants, agreements, or stipulations of this Agreement; (3) cease conducting business in the normal course by reason of insolvency, bankruptcy or any similar proceedings, whether voluntary or involuntary, filed under any present or future bankruptcy or other applicable law; or (4) admit in writing its inability to pay its debts generally as they become due. The Professional Contractor shall be liable to the Authority for damages sustained by the Authority by virtue of the Professional Contractor's breach and shall be liable for any reasonable costs the Authority might incur enforcing or attempting to enforce this Agreement, including reasonable attorneys' fees. The Authority may withhold any payment(s) to the Professional Contractor for the purpose of set-off until such time as the exact amount of damages due the Authority from the Professional Contractor is determined. It is expressly understood that the Professional Contractor will remain liable for any damages the Authority sustains in excess of any set-off. If this Agreement is so terminated the Authority may take over the Services, and prosecute the same to completion by contract with another party or otherwise, and the Professional Contractor shall be liable to the Authority for any and all costs incurred by the Authority thereby.

7.02 The Professional Contractor may terminate this Agreement in whole or in part for cause upon giving Notice of Termination to the Authority at least thirty (30) business days before the Effective Date of the termination, should the Authority fail to fulfill in a timely and proper manner its obligations under this Agreement. The rights provided to the Authority in the event of the Professional Contractor's breach as set forth in Section 7.01 shall be equally provided to the Professional Contractor.

7.03 The Authority may terminate this Agreement without cause, in whole or in part, for its convenience, at any time, without incurring any further liability whatsoever, other than as stated in this Article VII, by issuing a Notice of Termination to the Professional Contractor of such termination, specifying the Effective Date thereof, at least fifteen (15) business days prior to the Effective Date of such termination. If this Agreement is so terminated, the Authority will pay the Professional Contractor only for the Services rendered prior to such termination, including any retainage for the Services previously performed. The amount of the payment shall be computed by the Authority on the basis of the Services rendered and accepted by the Authority; any expenses incurred prior to termination; bona fide termination settlement costs reasonably incurred by the Professional Contractor, as determined by the Authority relating to the commitments which had become firm prior to the termination, but only to the extent that the Professional Contractor could not have mitigated the same; and such other costs as, in the judgment of the Authority, represent a fair value of the Services provided, less the amount of any previous payments made. Should the Authority or the Authority's designee undertake any part of the Services which are to be performed by the Professional Contractor, to the extent such Services are being performed by the Authority or its designee, the Professional Contractor shall not be entitled to any compensation for the Services so performed. The parties expressly agree that in no case shall payment under this Section 7.03 exceed the maximum sum payable provisions in Section 4.01 and any compensation due the Professional Contractor for any duly authorized Amendments hereto increasing the scope of work hereunder.

7.04 After receipt of a Notice of Termination and except as otherwise directed by the Authority, the Professional Contractor shall:

- (a) Stop work under this Agreement on the date and to the extent specified in the Notice of Termination;
- (b) Obligate no additional contract funds for payroll costs and other costs beyond such date as the Authority shall specify, and place no further orders or subcontracts for materials, services or facilities, except as may be necessary for completion of such portion of the work under this Agreement as is not terminated;
- (c) Terminate any orders and subcontracts to the extent that they relate to the portion of the work so terminated;
- (d) As of the date the termination is effective, preserve all records and submit to the Authority such records and reports as the Authority shall specify, and furnish to the Authority an inventory of all furnishings, equipment, and other property purchased for the Agreement, (if any), and carry out such directives as the Authority may issue concerning the safeguarding or disposition of files and other property; and

- (e) Submit within thirty (30) days of the Notice of Termination a final report of receipts and expenditures of funds relating to this Agreement, and a list of all creditors, subcontractors, lessors, and/or other parties with which the Professional Contractor has incurred financial obligations pursuant to this Agreement (if any).

7.05 Upon completion or other termination of this Agreement, all finished or unfinished original documents or copies (when originals are unavailable), data, studies, briefs, drawings, maps, models, photographs, files, intermediate materials estimates, memoranda, computations, papers, supplies, recordings, videotapes, notes or other materials (herein collectively called the "Work Product") prepared by the Professional Contractor under this Agreement or in anticipation of this Agreement shall become the Authority's sole and exclusive property, whether or not in the Professional Contractor's possession, free from any claims or retention of rights thereto on the part of the Professional Contractor. The Professional Contractor shall promptly deliver to the Authority all of such property and the Authority shall return all the Professional Contractor's properties to it. The Professional Contractor acknowledges that any intentional failure or delay on its part to deliver the Work Product to the Authority will cause irreparable injury to the Authority not adequately compensable in damages and for which the Authority has no adequate remedy at law, and the Professional Contractor accordingly agrees that the Authority may, in such event, seek and obtain injunctive relief in a court of competent jurisdiction and compel delivery of the Work Product. The Authority shall have full and unrestricted use of the Work Product for the purpose of completing the Project. The Professional Contractor may retain copies of the Work Product at its own expense with the consent of the Authority, which consent shall not be unreasonably withheld.

Should the Authority use such Work Product for any purpose except for the Project without utilizing the services of the Professional Contractor, the Professional Contractor shall have no liability arising out of or in connection with such use, or involving or resulting from such use.

ARTICLE VIII Amendments

8.01 The Authority may from time to time consider it in its best interest to change, modify or extend a term, condition or covenant of this Agreement or require changes in the scope of the services to be performed by the Professional Contractor, or require the Professional Contractor to perform additional services. Any such change, addition, deletion, extension or modification, including any increase or decrease in the amount of the Professional Contractor's compensation, which is mutually agreed upon by and between the Authority and the Professional Contractor, shall be incorporated in written amendments (herein called "Amendments") to this Agreement. Such Amendments shall not invalidate this Agreement, nor relieve or release the Professional Contractor and/or Authority from any of its obligations under this Agreement, unless so stated therein. The Professional Contractor shall not be required to perform in accordance with any requested Amendment until compliance with Section 8.02 is met.

8.02 No Amendment to this Agreement shall be effective and binding upon the parties, unless it expressly makes reference to this Agreement, is in writing and is signed and acknowledged by duly authorized representatives of both parties. No verbal order or instructions shall in any way change or modify this Agreement. No verbal conversation, understanding, or agreement with any officer or employee of the Authority, or any other person, either before or after the execution of the Agreement shall affect or modify any of the terms, conditions or obligations contained herein.

ARTICLE IX Conflict of Interest

9.01 The Professional Contractor warrants and covenants that it does not have and that it will not have during the performance of this Agreement, any direct or indirect proprietary or other interest in any concern, business or entity which would conflict in any manner or degree with the performance of the Services under this Agreement. The Professional Contractor further warrants and covenants that no officer, commissioner, member or employee of the Authority or any other public official who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this Agreement has any personal or financial interest, direct or indirect in this Agreement or the proceeds hereof.

ARTICLE X Confidential Information

10.01 In order that the Professional Contractor may effectively fulfill its obligations under this Agreement, it may be necessary or desirable for the Authority to disclose confidential and proprietary information to the Professional Contractor pertaining to the Authority's or the City of Detroit's (herein called the "City") past, present and future activities. Since it is difficult to separate confidential and proprietary information from that which is not, the Professional Contractor shall regard all information gained as a result of the Services to be performed hereunder as information which is confidential and proprietary to the Authority or the City and not to be disclosed to any organization without the prior written consent of the Authority or the City.

ARTICLE XI Indemnity

11.01 The Professional Contractor agrees to indemnify, defend and hold harmless the Authority and the City against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, losses 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 or the City to the degree of fault of the Professional Contractor and its employees, agents, consultants and sub-consultants by reason of any of the following occurring during the term of this Agreement:

- (a) Any negligent or tortious act or omission of the Professional Contractor or any of its personnel, employees, agents, consultants or subcontractors, or any entities associated, affiliated or subsidiary to the Professional Contractor now existing or hereafter created, or their agents and employees.
- (b) Any failure by the Professional Contractor, its personnel, employees agents, consultants or subcontractors to perform its obligations, either implied or expressed, under this Agreement.
- (c) Any act, failure to act or misrepresentation by the Professional Contractor or any of its agents, personnel, employees, consultants or subcontractors in connection with the Project.

The Professional Contractor also agrees to hold the City and the Authority harmless from any and all injury to the person or damage to the property of, or any loss or expense incurred by, an employee of the Authority which arises out of the negligent performance by the Professional Contractor or its employees of the Services under this Agreement to the degree of fault of the Professional Contractor.

11.02 In the event any action or proceeding shall be brought against the Authority or the City, or any of their respective agents or employees, by reason of any claims covered hereunder, the Professional Contractor, upon notice from the Authority, shall at the Professional Contractor's sole cost and expense, resist or defend the same to the degree of Professional Contractor's fault with counsel of the Professional Contractor's choice, provided said counsel is acceptable to the Authority and/or the City.

11.03 The Professional Contractor agrees that it is its responsibility and not the responsibility of the Authority to safeguard the property and materials that its employees, consultants, or subcontractors use or have in their possession while performing under this Agreement. Further, the Professional Contractor agrees to hold the Authority harmless for any loss of such property and materials to the degree of Professional Contractor's fault used by such persons pursuant to the Professional Contractor's performance under this Agreement or which is in their possession.

11.04 The indemnification obligation under this Article shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Professional Contractor under workers' compensation acts or other employee benefit acts. In addition, the Professional Contractor agrees to hold the Authority and the City of Detroit harmless from the payment of any deductible on any insurance policy to the degree of Professional Contractor's fault.

11.05 The Professional Contractor agrees that it will require the same indemnification of the Authority by any consultant or subcontractor it hires in providing the Services to be provided in this Agreement.

11.06 Nothing contained in this Article XI shall be construed to require indemnification by the Professional Contractor to a greater degree than that permitted by Act 165 of the Michigan Public Acts of 1966, being MCLA 691.991.

ARTICLE XII Insurance

12.01 If required by the Authority, it is agreed, prior to the execution of this Agreement by the Professional Contractor, Professional Contractor shall provide the Authority with evidence of the following occurrence based liability insurances in amounts no lower than those required under Section 12.02 and 12.03.

12.02 The Professional Contractor shall procure and maintain at its sole expense, the following insurances:

- (a) Worker's Compensation insurance which meets Michigan statutory requirements and Employers Liability insurance with minimum limits of \$500,000.00 each accident. The Professional Contractor agrees that it will obtain a similar covenant with respect to Worker's Compensation insurance from any consultant or subcontractor retained by the Professional Contractor to render any of the Services. This insurance shall be kept in force and effect until receipt of final payment by the Professional Contractor. This insurance is mandatory if the Professional Contractor has employees.
- (b) Professional Liability (errors and omissions) insurance with minimum limits of \$2,000,000 each claim. This insurance shall be kept in force and effect for six (6) years after receipt of final payment by the Professional Contractor to the extent such insurance is commercially available to the Professional Contractor for the duration of the six (6) year period; * and
- (c) Automobile liability insurance covering all owned, non-owned, or hired automobiles with minimum limits for bodily injury of \$250,000 each person and \$1,000,000 each occurrence and minimum limits for property damage of \$500,000 each occurrence. Such insurance shall comply with the provisions of the Michigan No Fault Insurance Law. This insurance shall be kept in force and effect until receipt of final payment by the Professional Contractor.

12.03 If during the term of this Agreement, changed conditions or other pertinent factors should, in the reasonable judgment of the Authority, render inadequate the

*Professional Liability insurance may be obtained on claims made basis, but the Professional Contractor will be required to maintain said insurance in full force and effect for a minimum of six (6) years after receipt of final payment by the Professional Contractor.

insurance limit, or types of coverage required herein, the Professional Contractor will furnish on demand such additional coverage as may reasonably be required under the circumstances. All such insurance shall be under valid and enforceable policies, issued by insurers of recognized responsibility, registered to do business in the State of Michigan and which are well-rated by national rating organizations and are acceptable to the Authority.

12.04 Professional Contractor agrees to notify the Authority in writing of any material change or cancellation or non-renewal of any of the required policies at least thirty (30) days prior to such material change, cancellation or non-renewal and failure to do so will constitute material breach of this Agreement.

12.05 Certificates of insurance evidencing all required coverage shall be submitted to the Authority prior to the commencement of the Services and at least fifteen (15) days prior to the expiration dates of expiring policies.

12.06 The Professional Contractor shall be responsible for payments of all deductibles contained in any insurance required hereunder. The provisions requiring the Professional Contractor to carry the insurance required under this Article shall not be construed in any manner as waiving or restricting the obligation to indemnify or any other liability of the Professional Contractor under this Agreement.

12.07 Unless prohibited by law, all policies of insurance required herein shall name the Authority and the City as additional insureds.

ARTICLE XIII Fair Employment Practices

13.01 In accordance with the United States Constitution and all federal legislation and regulations governing fair employment practices and equal employment opportunity, including, but not limited to, Title VI and VII of the Civil Rights Act of 1964 (P.L. 88-352, 78 STAT. 252), and United States Department of Justice Regulations (28 C.F.R. Part 42) issued pursuant to that Title, and in accordance with the Michigan Constitution and all state laws and regulations governing fair employment practices and equal employment opportunity, including, but not limited to, the Michigan Civil Rights Act (P.A. 1976 No. 453) and the Michigan Handicappers Civil Rights Act (P.A. 1976 No. 220) the Professional Contractor agrees that it will not discriminate against any person, employee, consultant or applicant for employment with respect to his (her) hire, tenure, terms, conditions or privileges of employment or hire because of his (her) religion, race, national origin, age, sex, height, weight, marital status, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Professional Contractor recognizes the right of the United States and the State of Michigan to seek judicial enforcement of the foregoing covenants against discrimination against itself or its subcontractors.

13.02 The Professional Contractor agrees to comply with all rules and procedures adopted by the Human Rights Department. The parties hereto shall promptly

furnish any information required by the City or the Human Rights Department of the City of Detroit pursuant to this Article.

The Professional Contractor shall not discriminate against any employee or applicant for employment, training, education, or apprenticeship connected directly or indirectly with the performance of this Agreement, with respect to his (her) hire, promotion, job assignment, tenure, terms, conditions or privileges of employment because of race, color, creed, national origin, age, marital status, handicap, sex or sexual orientation.

The Professional Contractor further agrees to take affirmative action to achieve reasonable representation of minority groups and women on its work force. Such affirmative action shall include, but not be limited to, the following areas: employment, promotion, demotion or transfer, recruiting, or recruitment, advertising, lay-off or termination, rates of pay or other forms of compensation and selection for training or education, including apprenticeships. The Professional Contractor shall promptly furnish any information required by the Authority or the City of Detroit Human Rights Department pursuant to this Section.

13.03 The Professional Contractor further agrees that it will notify any subcontractor of its obligations relative to nondiscrimination and affirmative action under this Agreement when soliciting same and will include the provisions of this Article in such subcontract, as well as provide the Authority a copy of any subcontract agreement upon request. The Professional Contractor further agrees to take such action with respect to any subcontract procurement as the Authority may direct as a means of enforcing such provisions, including the aforementioned sanctions for noncompliance.

13.04 Breach of the terms and conditions of this Article XIII may be regarded as a material breach of this Agreement.

ARTICLE XIV

Notices

14.01 All notices, consents, approvals, requests, reports and other communications (herein collectively called "Notices") required or permitted under this Agreement shall be in writing and sent by registered or certified mail, postage prepaid and addressed as follows:

If to Authority:	City of Detroit Building Authority 1301 Third Street, Suite 328 Detroit, Michigan 48226 Attention: Tyrone Clifton, Director
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with a copy to:	The Allen Law Group, PC 3011 W. Grand Blvd., Suite 2500 Detroit, Michigan 48202
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Attention: Floyd E. Allen, Esquire

If to Professional
Contractor:

GTJ Consulting, LLC
22955 Industrial Drive West,
Saint Clair Shores, Michigan 48080
Attention: Blake K. Johnson, President & CEO

14.02 Notices shall be deemed received three (3) days after the day of mailing. Either party to this Agreement may change its address for the receipt of Notices at any time by giving Notice thereof to the other as herein provided. Any Notice given by a party hereunder must be signed by an authorized representative of such party.

ARTICLE XV Representations and Warranties

15.01 Professional Contractor represents and warrants that all of the following statements are true and shall remain true from the Effective Date of this Agreement throughout the Contract Term:

- (a) The Professional Contractor covenants that it is not, and will not become, in arrears to the Authority or the City upon any contract, debt or other obligations.
- (b) The Professional Contractor is fully qualified and capable and has the requisite skills necessary to perform the Services pursuant to the terms and conditions set forth therein.
- (c) Professional Contractor represents and warrants that it has full power to enter into this Agreement, to enter into the obligations described herein, to execute and deliver this as well as any and all other documents to be executed and/or delivered in connection herewith, and to incur the obligations provided for herein, all of which have been duly authorized by all proper and necessary action of the Professional Contractor.
- (d) Professional Contractor represents and warrants that, as of the Effective Date and throughout the Contract Term of this Agreement, Professional Contractor has not been and is not in arrears to the State of Michigan for any debts whatsoever (including, but not limited to, back taxes), nor is or was Contractor in default or in litigation regarding any issues with the State of Michigan, US Federal Government, Wayne County, Oakland County, Macomb County or the City.
- (e) Professional Contractor represents and warrants that it has the necessary financial resources, employees, vehicles and equipment available to provide the Services required by this Agreement.

- (f) Professional Contractor represents and warrants that it is not, jointly or severally, party to any contract or agreement or subject to any other restriction or unusually burdensome order of any regulatory commission, court, board or agency, which may materially and adversely affect its ability to provide the Services. The execution and performance of this Agreement and the documentation related hereto, will not result in the creation of any other encumbrance or charge upon any asset of Professional Contractor pursuant to the terms of any other agreement. No provisions of any existing mortgage, indenture, contract or agreement affecting Professional Contractor's operations and/or assets is in effect which would conflict with or in any way prevent the execution, delivery or enforcement of the terms of this Agreement.
- (g) To the best of Professional Contractor's knowledge, it has not received any written notice from any governmental authority that the Professional Contractor is now in violation of any governmental orders, regulations, statutes or ordinances dealing with the Professional Contractor's operations. In the event any such notice from any governmental authority is received by Professional Contractor between the Effective Date and throughout the Contract Term, which Contractor does not reasonably contest, Professional Contractor shall correct the same at Professional Contractor's expense as promptly as possible.
- (h) Professional Contractor has not entered into any contracts or made any commitments which would bind the Authority as a successor in interest.
- (i) Professional Contractor has not entered into any other existing agreements which will conflict with its obligations hereunder.
- (j) To the best of Professional Contractor's knowledge, all documents heretofore and hereafter provided to the Authority are, and shall be complete, true, and accurate in all material respects.
- (k) Professional Contractor has not contracted for the furnishing of labor or materials which will not be paid in full by Professional Contractor in the ordinary course.
- (l) Professional Contractor has no notice of, and there is no pending or threatened litigation, administrative action or examination, claim or demand whatsoever relating to the Professional Contractor and/or its operations and/or assets, or the Services contemplated herein, before any court or any federal, state or municipal government department, commission, board, bureau, agency or instrumentality thereof, the outcome of which may materially adversely affect Professional Contractor and/or Professional Contractor's ability to perform the Services in accordance with this Agreement.
- (m) No federal, state or local taxing authority has asserted any tax deficiency, lien, or assessment against the Professional Contractor

- which has not been paid or the payment for which adequate provision has not been made to the Authority's reasonable satisfaction.
- (n) That Professional Contractor and the principals and/or partners and/or owners and/or officers of Professional Contractor are citizens of the United States of America as defined in Section 1445 of the Internal Revenue Code.
 - (o) This Agreement, and all related documents will, when executed and delivered by Professional Contractor, be the valid, legal and binding agreements or obligations of the Professional Contractor, enforceable in accordance with their respective terms, having been duly authorized by all requisite corporate action.
 - (p) Professional Contractor has complied with all applicable City clearance and hiring policy requirements, including execution and delivery of a Request for Income Tax Clearance, Vendor Clearance Request, Covenant of Equal Opportunity, Hiring Policy Compliance Affidavit and Slavery Era Records and Insurance Disclosure Affidavit.
 - (q) Professional Contractor hereby warrants and represents to and covenants with the Authority that each and every warranty, representation, and covenant set forth in this Agreement shall be true for the period from the Effective Date and throughout the Contract Term of this Agreement.

ARTICLE XVI Miscellaneous

16.01 (a) No failure by the Authority to insist upon the strict performance of any covenant, agreement, term or condition of this Agreement or to exercise any right, term or remedy resulting from a breach thereof shall constitute a waiver of any such covenant, agreement, term or condition of this Agreement and the same shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.

16.02 If any provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of the Agreement, or the application of such provisions to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

16.03 This instrument, including any exhibits hereto, contains the entire agreement between the parties and all prior negotiations and agreements are merged herein. Neither the Authority nor the Authority's agents have made any representations except as expressly set forth herein, and no rights or remedies are or shall be acquired by the Professional Contractor by implication or otherwise unless expressly set forth herein.

The Professional Contractor hereby waives any defense it may have to the validity of the execution of this Agreement.

16.04 Unless the context otherwise expressly requires, the words "herein", "hereof", and "hereunder" and other words of similar import refer to this Agreement as a whole and not to any particular article or section or other subdivision.

16.05 All the terms and provisions of this Agreement shall be deemed and construed to be "covenants" and "conditions" as though the words specifically expressing or importing covenants and conditions were used in each separate term and provision.

16.06 The headings and sections in this Agreement are for convenience only and shall not be used to construe or interpret the scope of intent of this Agreement or in any way effect the same.

16.07 The rights and remedies set forth herein are not exclusive and are in addition to any of the rights and remedies provided at law or in equity. The Agreement and all actions arising hereunder shall be governed by, subject to and construed according to the laws of the State of Michigan. The Professional Contractor agrees, consents and submits to the personal jurisdiction of any competent court in Wayne County, Michigan for any action arising out of this Agreement. The Professional Contractor agrees that service of process at the address and in the manner specified in Article 14 will be sufficient to put the Professional Contractor on notice, and the Professional Contractor hereby waives any and all claims relative to such notice. The Professional Contractor also agrees that it will not commence any action against the Authority because of any matter whatsoever arising out of or relating to the validity, construction, interpretation and enforcement of this Agreement, in any courts other than those in the County of Wayne, State of Michigan, unless original jurisdiction can be had in the United States District Court, Eastern District, the Michigan Court of Appeals or the State Supreme Court.

16.08 If any affiliate (as hereinafter defined) of the Professional Contractor shall take any action, which, if done by a party, would constitute a breach of this Agreement, the same shall be deemed a breach by the Professional Contractor with right legal effect. "Affiliate" shall mean a "parent", subsidiary or other company controlling, controlled by or in common control with the Professional Contractor.

16.09 It is understood that this is not an exclusive service contract, and that during the term of this Agreement, the Authority may contract with other consulting firms and that the Professional Contractor is free to render the same or similar advisory services to other clients; provided, however, that the Professional Contractor's obligations to the Authority contained in this Agreement will not be affected in any manner.

16.10 Neither party shall be responsible for force majeure events. In the event of a dispute between the parties with regard to what constitutes a force majeure event, the Authority's determination shall be controlling. However, in the event of an occurrence of

any circumstance(s) beyond the control of the Professional Contractor, the Authority may, at its option, terminate this Agreement, pursuant to Article VII herein.

16.11 For purposes of the hold harmless and indemnity provisions contained in this Agreement, the term "Authority" shall be deemed to include the Detroit Building Authority, the City of Detroit, and all other associated, affiliated, allied or subsidiary entities or commissions, their officers, agents and representatives and employees now existing or hereafter created.

16.12 The Professional Contractor covenants that it is not, and will not become, in arrears to the Authority upon any contract, debt or other obligations or become in arrears to the City, for any real property, personal property or income taxes owed to the City.

16.13 This Agreement may be executed in any number of counterparts and all of said counterparts taken together shall be deemed to constitute one and the same instrument. Promptly after the execution hereof, the Authority shall submit to the Professional Contractor a confirmed copy of this Agreement.

16.14 [INTENTIONALLY OMITTED].

16.15 Professional Contractor acknowledges and agrees that the Authority shall be permitted to audit the Professional Contractor's financial records pertaining to the Contractor's performance of this Agreement, which right to audit may be assigned by the Authority to its designee, including the Detroit City Council and the City Auditor General.

16.16 Professional Contractor and each of its subcontractors, if any, shall comply with all anti-kickback laws, including the Copeland Anti-Kickback Act (18 USC §874), and is prohibited from inducing, by any means, any person employed in connection with the Project to give up any part of the compensation to which it is otherwise entitled. Professional Contractor shall insert substantially similar language to the language in this Section to ensure compliance by any of its subcontractors with the terms of this Section.

16.17 Professional Contractor and each of its subcontractors, is prohibited from paying or accepting any bribe in connection with securing this Agreement or in connection with performing under the terms of this Agreement. Professional Contractor shall insert substantially similar language to the language in this Section to ensure compliance by subcontractors with the terms of this Section.

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 Barnhill, II


Its: Chairman

By: 
Christopher T. Jackson

Its: Treasurer

GTJ Consulting, LLC, a Michigan limited
liability company

By: 

Its: 
President - CEO

APPROVED AS TO FORM:

Floyd E. Allen

General Counsel, City of Detroit
Building Authority

EXHIBIT A

SCOPE OF SERVICES

Professional Contractor shall provide debris and general services on an as needed basis to the City of Detroit commercial and residential real estate assets. These services include but are not limited to: debris removal, board-ups, installation of doors and locks, accessibility issues to a location, tire removal, minor construction and other services that will mitigate threats to health and human safety.

Professional Contractor acknowledges that when supportive services are needed, the Authority will bid the work by contacting the Professional Contractor via email with a description of the services that will be required and a request for quotes. The Professional Contractor may be chosen based on price and their capacity to mobilize and complete the work within the time frame outlined in scope of services for the project. The Authority makes no guarantee of any work or any guarantee of a specific quantity/volume of work for the Professional Contractor under this Agreement.

The services to be performed by the Respondent shall not be assigned, sublet, or transferred, nor shall the Professional Contractor assign any monies due or to become due to them under any contract entered with the Authority pursuant to these specifications, without prior written approval of the Authority.

EXHIBIT A.2

PAYMENT SCHEDULE

For Services rendered under this Agreement, Professional Contractor shall be paid, per project, based upon the following performance payment schedule:

The Authority shall issue payment to the Professional Contractor for the proper performance of Services required hereunder after receipt of an acceptable invoice for Services from Professional Contractor. The Professional Contractor shall submit to the Authority a monthly invoice for each separate project in which it has been engaged to provide services, with each invoice its sworn statement that the Services covered by the invoice has been completed, and such information and documents relating to the Services and payment therefore as the Authority shall request. The invoice shall include the following information: (a) The date of performance of the Services; (b) A description of the Services rendered for that billing period; (c) The specific project for which services have been provided.

EXHIBIT B

PROFESSIONAL CONTRACTOR'S PROPOSAL

[SEE ATTACHED HERETO]



GTJ Consulting, LLC

Response to DBA RFQ#11.21.2018 – General Support Services

Headquarters

22955 Industrial Drive West

St. Clair Shores, MI 48080

+1(586) 293-9600

client.services@gtjonline.com

<http://www.gtjonline.com>



Cover Letter of Interest

GTJ Consulting, LLC ("GTJ") respectfully submits the following proposal to provide General Support Services for the Detroit Building Authority ("DBA"). Thank you for your consideration of our proposal.

Company: GTJ Consulting, LLC (Limited Liability Company)
HQ Address: 22955 Industrial Dr W
Saint Clair Shores, MI 48080
Phone: (877)GTJ-REOS
(586)293-9600
Fax: (586)293-8200
Website: www.gtjonline.com
E-mail: client.services@gtjonline.com
Tax ID: 37-1455608
MI Builders License#: 2102195694
City of Detroit License#: 2012-00252

Principals: Gene T. Johnson, Founder & Chairman
Blake K. Johnson, President & CEO
Kyle H. Johnson, Vice President & Director of Personnel

Authorized Contact: Blake K. Johnson
President & CEO
P: (586)293-9600, Ext: 204
E: blake.johnson@gtjonline.com

Signature of Authorized Representative

Date: 12/3/18



Letter of Transmittal

GTJ Consulting, LLC ("GTJ") respectfully submits this proposal to provide Board-up & Securing Services to the Detroit Building Authority ("DBA").

The principals of GTJ hereby certify this proposal will remain firm for a period of hundred and twenty (120) days from the due date (December 5th, 2018) and thereafter until GTJ withdraws the proposal, or the contract is executed, or the procurement is terminated by the Detroit Building Authority, whichever occurs first.

Thank you for your consideration of our proposal.

GTJ Consulting, LLC

Name of Respondent

Signature of Authorized Representative

Blake K. Johnson

Typed name of Authorized Representative

President & CEO

Title of Authorized Representative

December 3rd, 2018

Date Signed

GTJ Consulting, LLC



Required Exhibits



DETROIT BUILDING AUTHORITY
RFQ 11.21.2018
GENERAL SUPPORTIVE SERVICES
NOVEMBER 21ST, 2018

Table of Contents	
Exhibit	Title
A	Resolution of Corporate Authority
B	Certificate of Good Standing or Certificate of Existence
C	Proof of Experience & Capacity to Complete this Project
D	Project Overview: Organizational Structure & Professional Experience
E	City of Detroit: Accounts Receivable Clearance Application
F	City of Detroit: Request for Income Tax Clearance Form
G	Equalization Eligibility Form
H	Fraud, Waste, Abuse, Negligence & Debarment/Suspension Affidavit
I	Non-Collusion Affidavit
J	Workers' Qualifications Affidavit
K	Covenant of Equal Opportunity
L	Slavery Era Records and Insurance Disclosure Affidavit
M	Statement of Political Contributions and Expenditures
N	RFQ Submission Affidavit



Exhibit A – Resolution of Corporate Authority

EXHIBIT A RESOLUTION OF CORPORATE AUTHORITY

I, Blake K. Johnson, Corporate Secretary of GTJ Consulting, LLC,
a Michigan Corporation (the "Corporation"), certify that the minutes of the meeting of the Board of
Directors or Articles of Incorporation now in full force and effect, include language similar to or reflect the
information embodied below:

"RESOLVED, that the Chairperson, the President, each Vice President, the Treasurer, and the Secretary
and each of them, hereby is authorized to execute and deliver, in the name and on behalf of the
Corporation and under its corporate seal or otherwise, any agreement or other instrument or document
(‘Contract’) in connection with any matter of transaction that shall have been duly approved; and the
execution and delivery of any agreement, or document, or other instrument, or document in connection
with any matter of transaction that shall have been duly approved; the execution and delivery of any
Contract by any of the aforementioned officers shall be conclusive evidence of such approval."

FURTHER, I CERTIFY that

Gene T. Johnson is Chairperson/President of the Board, and
Blake K. Johnson is Vice Chairperson/Vice President, and
Kyle H. Johnson is/are Vice President(s),
_____ is Treasurer,
_____ is Secretary,
_____ is (names other offices)

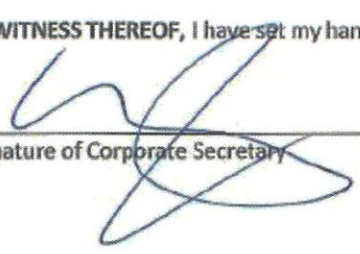
FURTHER, I CERTIFY that any of the aforementioned officers or employees of the Corporation are
authorized to execute or guarantee and commit the Corporation to the conditions, obligations,
stipulations and undertakings entered into between the DBA and the Corporation in order to perform the
Services as outlined in the Agreement.

FURTHER, I CERTIFY that the Corporation has a duty to identify and disclose any contract(s), including any
contract involving an employment or consulting relationship, which the Corporation, or any of the
aforementioned officers or employees of the Corporation, currently has with the Detroit Land Bank
Authority, the Detroit Building Authority, the City of Detroit, or with any of their board members or
officers.

[Signatures commence on the following page]



IN WITNESS THEREOF, I have set my hand this 3rd day of December, 2018.



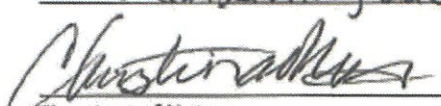
Signature of Corporate Secretary

CORPORATE SEAL
(if any)

PLEASE NOTE THAT THE PERSON WHO SIGNS THE CONTRACT ON BEHALF OF YOUR CORPORATION MUST BE ONE OF THE INDIVIDUALS LISTED ABOVE AS A PERSON AUTHORIZED TO EXECUTE CONTRACTS IN THE NAME OF AND ON BEHALF OF THE CORPORATION. THE TERM CORPORATION SHALL INCLUDE S-CORPS, C-CORPS, LLC, PLLC, PARTNERSHIPS, SINGLE-MEMBER LLC, JOINT VENTURES AND SOLE PROPRIETORSHIPS.

This document was acknowledged, subscribed and sworn before me this 3rd day of

December, 2018, by Blake K Johnson, President + CEO
GTJ Consulting LLC, of [CONTRACTOR].



Signature of Notary

Christina M Reeves

Printed name of Notary

Notary Public, State of Michigan, County of: Macomb
My commission expires: 5/12/2024 Acting _____ in
the County of: Macomb





Exhibit B – Certificate of Existence



This is to Certify That

G T J CONSULTING L.L.C.

was validly organized on February 11, 2002 as a Limited Liability Company. Said Limited Liability Company is validly in existence under the laws of this state and has satisfied its annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23, as amended, to attest to the fact that the company is in good standing in Michigan as of this date.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.



Sent by Facsimile Transmission
974454

*In testimony whereof, I have hereunto set my hand,
in the City of Lansing, this 8th day of December, 2008*

Andrew S. Smith

Bureau of Commercial Services

, Director



Exhibit C – Proof of Experience & Capacity to Complete this Project

Executive Summary

- GTJ Consulting, LLC (“GTJ”) was founded in 2000 and became a Michigan Limited Liability Corporation in February 2002
 - GTJ is family owned and operated, with the name of the company reflecting the initials of the founder and majority owner, Gene. T. Johnson
- GTJ specializes in the preservation and maintenance (“P & M”) of vacant properties for leading lending institutions, government agencies, local municipalities, land banks, asset management firms, real estate brokers and investors
- Over the past 16 years, GTJ has grown from a small business operating out of a family garage to a mid-size business that is nationally recognized and is widely considered the P & M industry leader in the Great Lakes Region
- GTJ has established an unmatched reputation in the P & M industry as a company that delivers exceptional customer service, has the capacity to handle high volume services, provides excellent quality while meeting project times and budgetary constraints
- GTJ provides services on all property types including residential, commercial and industrial
- Currently, GTJ is a prime contractor for many large institutional clients including Fannie Mae, Freddie Mac, Detroit Land Bank Authority, Michigan State Land Bank and the Oakland County Treasurer
- In addition to large institutional clients, GTJ has worked extensively for Wayne County and City of Detroit government entities including the Detroit Building Authority, City of Detroit – General Services Division, Detroit Public Schools Community District, Wayne County Treasurer and the Wayne County Land Bank
- GTJ has extensive experience completing property securing projects on residential and commercial properties including many large and high profile properties in the City of Detroit including the Lee Plaza Complex, Detroit Police Precinct#1 in Downtown Detroit, (7) Detroit Fire Stations, Lipke Recreation Center, Crosman Alternative School, Palmer Park Cabin, Hutchins School, Kettering School, Cooley School, etc.
 - In July 2018, GTJ was awarded a \$408K contract from the DBA to secure the vacant high-rise building known as the Lee Plaza Hotel. This project was completed in October 2018, ahead of schedule and on budget.
 - In March 2018, GTJ was awarded a \$2.6M contract from Detroit Public Schools Community District to board up ~24 vacant schools throughout the City of Detroit, this project is currently underway



- GTJ currently maintains an inventory of ~6,000 properties throughout the Great Lakes Region
 - In 2017, GTJ completed over 300,000 individual services for our various clients
- GTJ operates with cutting edge technologies including proprietary online and ordering tracking systems, GTJOnline & GTJAdmin (launched in 2004)
- GTJ currently has ~45 full-time employees including management, administrative and field staff
- GTJ operates with large fleet of service vehicles and trailers as well as every piece of equipment and tool needed to complete all P & M services
- GTJ has a vendor network consisting of more than 100 subcontractors who are thoroughly vetted, trained and monitored by GTJ's Quality Control Team

General Statement

GTJ has 16+ years of experience in the property preservation and maintenance industry. Founded in 2002, GTJ is a family owned and operated property management company specializing in the preservation and maintenance ("P & M") of vacant properties for leading lending institutions, government agencies, local municipalities, land banks, asset management firms, real estate brokers and investors. GTJ is a nationally recognized firm and is widely considered the P & M industry leader in the Great Lakes Region.

GTJ has risen to the top of the mortgage default services industry and is the recognized leader in REO P & M services field in the Great Lakes Region. GTJ offers services throughout the states of Michigan, Indiana, Wisconsin, Illinois and Ohio and is currently handling the day to day maintenance of over 6,000 active properties for various clients. In 2017, GTJ completed over 300,000 individual services for our clients. GTJ's current client list is extensive and includes strong business relationships with the DLBA, Fannie Mae, Freddie Mac, City of Detroit, Detroit Building Authority, Detroit Public Schools Community District, HUD, MSHDA, FEMA, VA, Bank of America, Wells Fargo, Chemical Bank, Independent Bank, Members First Mortgage, MICOLEY, Michigan State Land Bank, Oakland County Treasurer, Wayne County Treasurer, Wayne County Land Bank, Southwest Housing Solutions, LS Brinker, MDOT, Bay County Land Bank, City of Battle Creek, City of Huntington Woods and others.

In addition to the mortgage services industry, the GTJ Team also possesses extensive experience working on government sponsored programs with many years of experience working with the Detroit Land Bank Authority, Oakland County Treasurer, Michigan Land Bank, Detroit Public Schools Community District, etc. These programs have largely focused

GTJ Consulting, LLC



on blight abatement for large inventories of properties. Typical blight abatement services have included property inspections, securing, winterizing, boarding (various types), evictions, debris removal, lawn maintenance, snow removal and 24-hour emergency response services. Since 2010, GTJ has completed over 300,000 individual blight abatements services on over 100,000 properties throughout the Metro Detroit area and Michigan as a whole.

Capacity

Over the past 2 decades, GTJ has established an unparalleled reputation in the P & M, Environmental and General Contracting industries. GTJ has grown from a small company of three individuals to a medium-sized firm that is recognized nationally. The demand for our exceptional work has also increased our efforts to attract and retain qualified employees. Currently, GTJ has ~50 full-time employees including management, administrative and field staff. GTJ operates with a fleet of service vehicles and trailers as well as every piece of equipment and tool needed to complete our extensive menu of services.

GTJ's Headquarters is equipped with state-of-the-art technological capabilities including hard wired Fiber-optic data lines, hard wired and wireless (Wi-Fi) internet connections, VOIP phone system, independent data processing, storage and web hosting servers as well as a 125KVA natural gas powered generator which provides full power in case of an outage. All data is backed up and secured every 15 minutes. Furthermore, all service vehicles are fully equipped with all current technology including GPS devices, PDA's, and power invertors or generators to allow services to be completed regardless of power. GTJ has the knowledge and resources to take on additional property inventories of any size while maintaining the highest levels of quality, communication, and customer service in the P & M Industry.

GTJ meets and/or exceeds all the DBA's qualification requirements as listed in the RFP including Insurance Requirements, Business Certificates, Capacity and Reporting Requirements. In addition, GTJ is aware and will comply with the governmental and administrative requirements as listed in the RFP. As described in this response, GTJ possesses an exceptional Team of highly qualified, experienced and skilled individuals ready to complete the duties of this contract beginning immediately. GTJ has and has access to all resources necessary to perform the duties identified in this RFP in a timely and professional manner. We look forward to the opportunity to continue show the DBA Team what we can do!



Web-Based Property Management System – GTJOnline.com

Another key requirement for this PFP and the program described is an established and DBA accessible web-based Property Management system that provides workflow management, photos, invoicing, etc. to assist with the day to day management of this process. GTJ is proud to report we have a best in class, proprietary system in place that achieves these results and more.

In 2004, GTJ developed and launched GTJOnline.com. The launch of GTJ's online applications revolutionized the P & M industry by establishing a single source for all service orders, completed documentation and client/contractor communication. This model makes managing large inventories of properties seamless, transparent and efficient. In addition to the online ordering functionality offered by GTJOnline.com, GTJ is also able to offer clients unparalleled access to all work completed through read-only administrative access in GTJOnline.com.

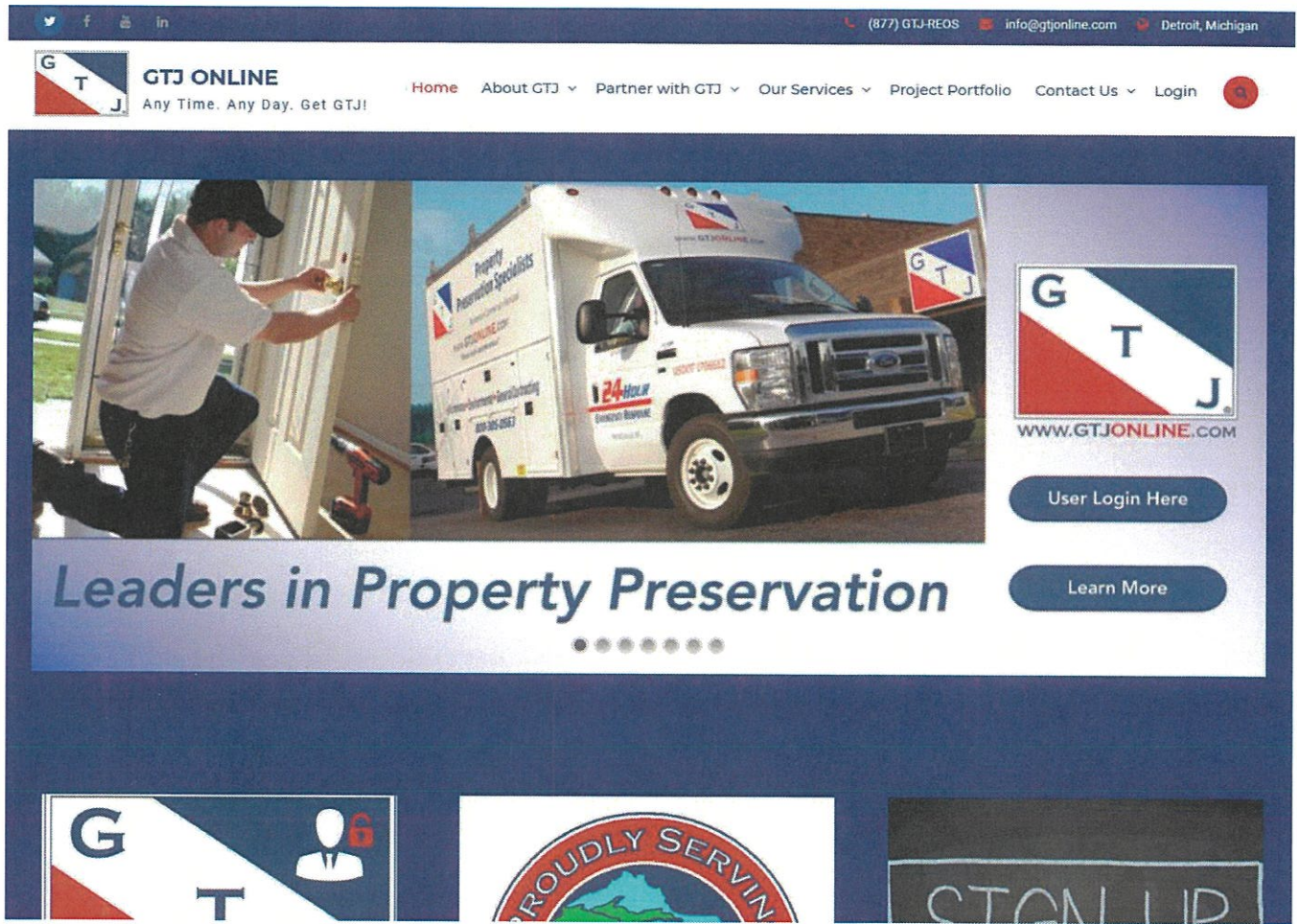
Since 2004, GTJ's online platforms have served as the backbone on our business and allow clients like the DBA to effectively manage projects and inventories of all sizes. GTJ's is pleased to extend the use of this technology to the DBA. GTJ's online systems are secure, available online 24 hours a day, 7 days a week and are backed up every 15 minutes to ensure integrity of information. GTJ's online platforms were re-designed and re-launched in 2018.

In addition to GTJ's online and mobile applications, over the past two decades, GTJ has an established a proven and battle tested administrative systems necessary to meet and exceed client expectations. GTJ prides itself on shifting much of the administrative burden from the client to ourselves, often saving the client extensive time and money.

Overall, we feel GTJ has developed best in class systems to provide the highest quality services and customer service available in the industry. We look forward to offering these systems and their benefits to the DBA.



GTJ Online (gtjonline.com)



Quick Notes – GTJ's Web Platform:

- GTJ launched GTJOnline.com in 2004
- The system revolutionized the P & M industry by providing a unique online ordering tracking system for all services requested by GTJ clients
- The system has been updated and improved constantly over the past 14 years
- GTJOnline.com was formally redesigned and relaunched in April 2018 with all current technology and features



GTJ Admin (gtjadmin.com)

GTJ Online
Authorized User Portal

Wednesday, May 09, 2018

GTJ Online Login

Welcome to GTJ Consulting, LLC. Please enter your email address, password and login type to log on to our system.

*Email Address:

*Password:

Select Login Type:
Admin ▼

[Forgot Password?](#)

[Return To GTJ Online](#)

Don't have an account?

[Register As A Vendor](#)

[Register As A Client](#)

Quick Notes – GTJ Authorized User Portal:

- The Authorized User Portal is the machine that drives GTJ
- There are three primary user types that driver functionality
- The portal is available 24/7/365, is fully secured and backed up every 15 minutes
- The portal is designed to be customized to fit client needs



Sample Work Order - Field:

GTJ CONSULTING, LLC WORK ORDER REQUEST <small>Property of GTJ Consulting, LLC</small>		
GTJ WORK ORDER #: 1868995		
PROPERTY ADDRESS: 1300 Beaubien	BANK: Other	
CITY/STATE: Detroit / MI	ASSET: NA	
ZIP CODE/COUNTY: 48226 / Wayne	LOAN: NA	
NOTIFICATION DATE: 01/14/14	BROKER: GTJ Consulting, LLC	
LOCK BOX CODE: 331 331 331	PHONE/CELL: 586-293-8200 / 586-864-2139	
SERVICE REQUESTED	ORDERED	COMPLETED
Approved Securing Project	03/03/14	



Sample Photo View:

Work Order # 1868995 Photos

 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>	 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>	 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>
 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>	 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>	 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>
 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>	 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>	 Uploaded: 2/20/2014 Service: Board-Up Property ▼ <input type="checkbox"/>

- All project photos are uploaded into GTJ Online under the designated work order
- All photos can be forwarded via hyperlink and/or downloaded as a zip drive



Exhibit D – Project Overview & Professional Experience

General Supportive Services - DBA

As described above in the Proof of Experience response, GTJ possesses extensive knowledge, experience and capacity to complete all types of day to day maintenance services and emergency services on vacant properties. This is what we have done, every day, for nearly two decades.

The DBA is specifically seeking vendors to provide debris and general services to the City of Detroit commercial and residential real estate assets. These services include debris removal, board-ups, installation of doors and locks, accessibility issues, tire removal and minor construction. GTJ has nearly two decades of completing these exact services for our various clients on properties throughout the City of Detroit. We are uniquely qualified and experienced to assist with this program. Over the past 8 years, GTJ has completed a high volume of these services on demand on a continual basis for the DLBA. Moreover, over the past couple of years, GTJ has assisted the DBA Team with this program and have demonstrated our capacity and high-quality performance.

Property Securing Services

The GTJ Team possesses unmatched experience completing property securing and boarding of all types on buildings of all shape and size. GTJ has secured tens of thousands of properties over the years including lock changes, pad lock installation, security door fabrication and installation and boarding services. GTJ is able to handle a high volume of securing requests and complete effectively in a short period of time. Further, GTJ offers emergency response services for property securing, often with crews onsite within 1 hour of request, when needed.

In recent years, GTJ has become the market leader in property boarding services having completed tens of thousands of boarding services of all types for our clients. These services have been completed on properties of all types including residential, commercial and industrial properties. In addition, GTJ is able to offer boarding services with different materials including traditional plywood boarding as well as new technology clear boarding materials.

The GTJ team possesses vast experience with plywood boarding on all types of properties including residential and commercial. The preferred method for plywood boarding includes



HUD style boarding methods utilizing plywood pre-painted to improve aesthetics and limit blight.

In recent years, a new boarding product has been introduced to the industry called clear boarding. Clear boarding refers to the use of high strength polycarbonate panels to board instead of plywood. GTJ has developed into an industry leader with clear boarding services having completed installations of clear boarding materials on thousands of properties over the last 5+ years including large projects for the DLBA, City of Detroit, Detroit Public Schools Community District and SecureView. The GTJ Team possesses exceptional experience with this product and custom installation tactics on residential and commercial applications. Clear boarding projects of prominence include the following:

- Securing 100+ residential properties for the DLBA at the conclusion of the NSP3 program for long term disposition
- Clear boarding installed on ~1,200 Fannie Mae properties since 2014
- Securing a 300,000 sq ft industrial complex (Spiegel Building) located in the southside of Chicago
- Securing the shuttered Detroit Police Precinct #1 (1300 Beaubien St.) in Downtown Detroit (Greektown) for the General Services Dept.
- Securing (7) shuttered Fire Stations in the City of Detroit for the General Services Dept.
- Securing the Lipke Recreation Center in Detroit for the General Services Dept.
- Securing the shuttered Crosman Alternative School in Detroit for SecureView
- Securing the historic Palmer Park Cabin located in Detroit's Palmer Park
- Securing the shuttered Hutchins School in Detroit for SecureView
- Securing the shuttered Lee Plaza Hotel high-rise complex for the DBA
- Securing (and in the process of securing) 24 shuttered schools in Detroit for the Detroit Public Schools Community District



Property Clean Out & Junk Removal Services

GTJ has extensive knowledge, experience and capacity to complete Debris Removal and Relocation services as required in this program. As described above, GTJ has focused our business operations on the preservation & maintenance (“P & M”) of vacant properties for the past two decades. A primary service we complete for our clients as part of their P & M programs is debris removal services. GTJ has completed debris removal services of all types over the past two decades. From the removal of a few items to removing over 1,000 cubic yards of debris, the GTJ Team has seen almost everything. Please review the data listed below outlining GTJ’s performance related to similar contracts and debris removal services over the past two years.

GTJ Clean Out & Debris Removal Service Data			
Client Name	Year	Service Count	Total Debris - CY
Freddie Mac	2016	365	10,731
Freddie Mac	2017	210	6,195
Fannie Mae	2016	3,960	146,520
Fannie Mae	2017	2,010	82,611
Detroit Land Bank	2016	643	21,348
Detroit Land Bank	2017	332	8,687
Totals:		7,520	276,092

As the data shows, the GTJ Team is overwhelmingly qualified and has the proven track record and capacity to perform the services as required for this program. In addition to standard debris removal, GTJ is experienced with handling tire removal and proper disposal. The GTJ Team is also licensed and certified to handle mold, asbestos and lead hazards that are often confronted during debris removal services. We look forward to the opportunity to excel under this contract.



Minor Repair & Hazard Abatement Services

GTJ is a licensed Michigan residential builder and has decades of experience with renovation and repair services. Currently, GTJ handles minor repairs and hazard abatement services for our REO clients on a day to day basis. These services include all types of repairs necessary to make a property safe to the public and safe to market. Typical repairs include door repairs/replacement, fence repairs/replacement, handrail/guardrail repairs/installation, porch/deck repairs, minor electrical repairs, emergency plumbing repairs, emergency roof repairs/tarping, and much more. The GTJ Team is fully prepared to handle these minor repair services for the DBA in a high quality, efficient and cost-effective manner.



Key Account Representatives

GTJ delivers a vast array of property management and preservation services through an experienced management team committed to the highest level of customer service, responsiveness, accountability, and a genuine passion for their work. GTJ's staff has a combined 500+ years of experience in: construction, emergency services, environmental, information technology, preservation & maintenance, professional services, property management, and real estate services. Every GTJ manager is skilled, formally educated and/or trained, and highly focused at doing what's best for the client and the neighborhoods we service.

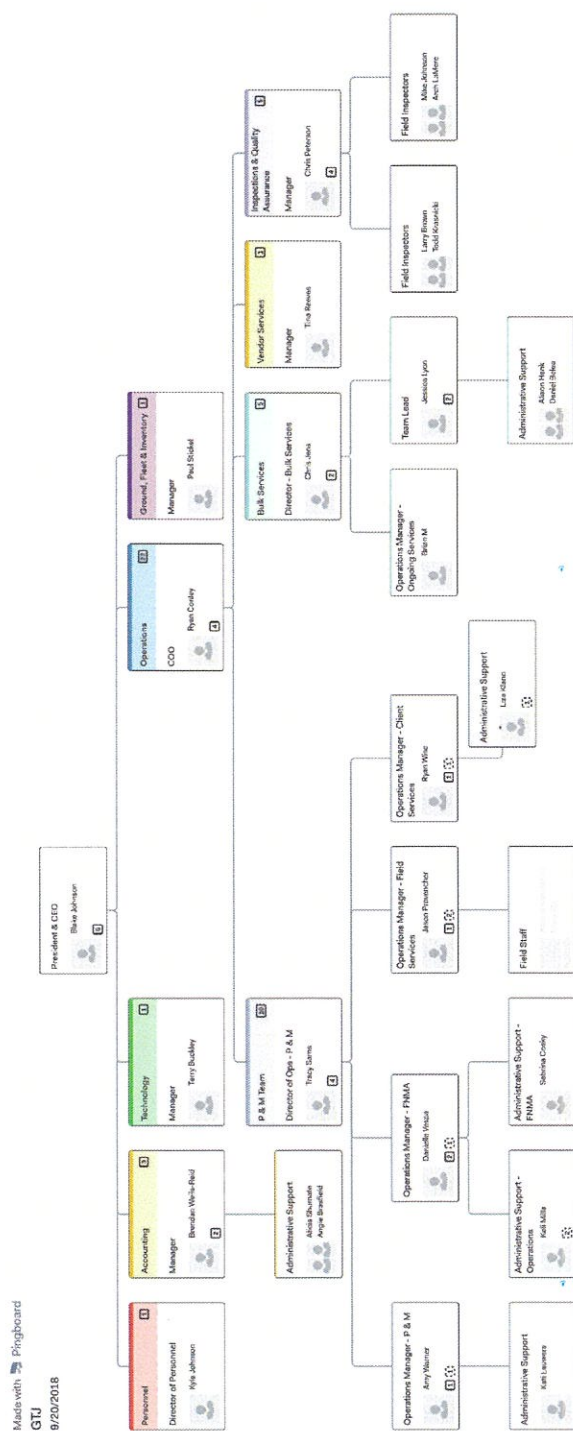
DBA Project Team

The projected project team for the DBA consists of the following individuals:

- Blake K. Johnson, Managing Director
- Kyle H. Johnson, Personnel & Compliance Director
- Ryan Conley, Chief Operating Officer
- Brendan Wells-Reid, Accounting Manager
- Terry Buckley, Information Technology Manager
- Paul Stickel, Grounds, Fleet & Inventory Manager
- Tina Reeves, Vendor Services Manager
- Tracy Sams, Director of Preservation & Maintenance
- Ryan Wise, Project Manager
- Amy Warner, Vendor Services Coordinator
- Jason Provencher, Field Services Coordinator
- Randy Cichocki, Field Supervisor
- Derek Dombrow, Field Supervisor
- Matt VanDerWerken, Field Supervisor
- Joey Wilson, Field Supervisor
- Levi Jackson, Field Supervisor
- Chris Peterson, Inspections & QC Manager
- Larry Brown, Property Inspector
- Michael Johnson, Property Inspector
- Todd Krasnicki, Property Inspector
- Chris Jens, Director of Bulk Services
- Brian Marquis, Bulk Services Coordinator
- Jessica Lyon, Bulk Services Coordinator

Resumes are available upon request.

GTJ Organizational Chart





Project References

1. Fannie Mae

Contact: Jason Chapman, Director
14221 Dallas Parkway, Suite#1000
Dallas, TX 75254
P: (972)773-4663
E: thomas_chapman@fanniemaecom

Description: GTJ has worked with Fannie Mae ("FNMA") since 2000. In 2003, GTJ was awarded the SAM Maintenance contract for FNMA in 23 counties in Southern Michigan. SAM Maintenance contractors work closely with the FNMA broker network and are responsible for all the P & M services on FNMA assets in the assigned counties. In 2014, GTJ was awarded the SAM Maintenance contractor for the entire State of Michigan. In 2015, GTJ was awarded the SAM Maintenance contract for the entire States of Indiana and Wisconsin. Since 2000, GTJ has completed over 300,000 individual services all P & M services on more than 30,000 FNMA REO properties through the states of Michigan, Indiana and Wisconsin.

2. HomeSteps, a Division of Freddie Mac

Contact: Lindsey Miller, REO Senior Lead
5000 Plano Parkway
Carrollton, TX 75010
P: (972)395-2914
E: lindsey_miller@freddiemac.com

Description: GTJ has worked with HomeSteps since 2000. GTJ was the first preservation and maintenance contractor for HomeSteps in the pilot maintenance program. GTJ has worked closely with high level HomeSteps management to set the program guidelines and procedures that are now utilized throughout the United States. GTJ is currently the exclusive preservation and maintenance contractor for HomeSteps in 23 counties in Southern Michigan. GTJ is responsible for the day to day maintenance and emergency response on an active inventory of over 500 HomeSteps properties. GTJ has been the HomeSteps #1 ranked preservation and maintenance contractor in terms of quality and customer service for the last 17+ years and counting.



3. Detroit Land Bank Authority

Contact: Darnell Adams, Director of Inventory
500 Griswold Street
Detroit, MI 48226
Phone# (313)502-5229
E-mail: dadams@detroitlandbank.com

Description: GTJ has worked with the Detroit Land Bank Authority ("DLBA") for more than 7 years. In August 2010, GTJ was awarded the contract as the Preservation and Maintenance contractor for the DLBA for Neighborhood Stabilization Program ("NSP") 1 project. Between 2011 and 2015, the DLBA awarded GTJ contracts for Preservation and Maintenance services for NSP2 and NSP3. In July 2012, GTJ became a Certified Section 3 Business by the DLBA. In 2015 & 2017, GTJ was awarded new DLBA P & M contract and continues to complete a high volume of services for the DLBA to this day. Since 2010, GTJ has completed over 110,000 individual services on DLBA owned properties. Services provided have included property inspections, property securing, property boarding (plywood, metal and clear boarding), lawn maintenance, landscape renovations/upgrades, snow removal, debris removal, maid/cleaning services, emergency response and general contracting/renovations.

4. Oakland County Treasurer

Contact: Andy Meisner, Oakland County Treasurer
1200 N Telegraph
Pontiac, MI 48341
P: (248)743-4003
E: meisnera@oakgov.com

Description: GTJ has worked with the Oakland County Treasurer's Office since 2011. GTJ is the exclusive property preservation and maintenance contractor for the Oakland County Treasurer's Office handling all the day to day maintenance of the Treasurer's tax forfeiture inventory. GTJ is responsible for all initial property inspections, property condition assessments, preservation and maintenance services, property demolitions, environmental services, and emergency response services. GTJ was awarded new contracts with the Oakland County Treasurer's Office in 2012, 2015 and again in 2017. Since 2011, GTJ has



completed over 100,000 individual services on over 13,000 properties for the Oakland County Treasurer's Office. In addition, GTJ has completed over 15,000 Property Surveys on Oakland County Treasurer properties to determine occupancy, property condition and provide professional recommendations for disposition.

5. City of Detroit

Contact: Brad Dick, Director of General Services
18100 Meyers
Detroit, MI 48235
P: (313)628-0900
E: DickB@detroitmi.gov

Description: GTJ has worked with the City of Detroit on several significant projects in the last couple of years. In July 2013, GTJ was contracted by the General Services Dept. to secure 7 decommissioned Fire Stations utilizing clear boarding (i.e. SecureView). GTJ successfully completed this project in the required emergency timeframe and under budget. In January 2014, GTJ was again contracted by the General Services Dept. to secure the recently decommissioned Detroit Police Headquarters located at 1300 Beaubien in downtown Detroit. GTJ completed this one of a kind project utilizing SecureView in a fashion to meet historical commission standards. In 2017, GTJ received another contact from the General Services Dept. to complete a custom securing project on the historic Palmer Park Cabin utilizing SecureView. GTJ continues to work with the General Services division on special projects as needed.



6. Michigan State Land Bank Fast Track Authority

Contact: Jeff Huntington, Senior Property Analyst
300 North Washington Square
Lansing, MI 49103
P: (517)335-8430
E: huntingtonj@michigan.gov

Description: GTJ has worked with the Michigan State Land Bank Fast Track Authority ("MLB") since 2015. In August 2015, GTJ was awarded and Property Preservation and Maintenance contract for the MLB. This contract was renewed in 2016, 2017 and again in 2018. This contract includes the performance of all property maintenance and preservation services on MLB properties including property inspections, securing, winterizing, boarding, debris removal, lawn maintenance, snow removal and 24-hour emergency response services. To date, GTJ has completed over 30,000 individual services on over 4,000 properties for the MLB.

7. Detroit Public Schools Community District

Contact: Tammy Deane, Director of Real Estate
3011 West Grand Blvd
Detroit, MI 48202
P: (313)515-6991
E: tammy.deane@detroit12.org

Description: GTJ was awarded a contract by the Detroit Public Schools Community District ("DPSCD") in March 2018. The contract is to professionally board up and secure ~25 vacant school buildings. The project calls for custom securing methods utilizing SecureView and painted plywood board materials. GTJ has successfully completed 5 of the 25 projects in the first two months of the project. To date, all projects have been completed on time and within budget with great satisfaction to the DPSCD Team. We anticipate this project to be completed in early 2019.



Exhibit E – City of Detroit Accounts Receivable Clearance Application

Accounts Receivable Clearance Application
2 Woodward Avenue, Suite 106, Coleman A Young Municipal Center
Revenue Tax Examining Unit (313) 224-2389 / FAX: 224-1901 / RevenueCollections@DetroitMI.gov

☒ SECTION A: ☐ BUSINESS LICENSE ☐ BUDGET ☐ CITY COUNCIL ☐ DDOT ☐ DPW ☐ FINANCE ☐ FIRE ☐ HEALTH
☐ HUMAN RIGHTS ☐ LAW ☐ MAYOR ☐ OMBUDSMAN ☐ PLANNING & DEVELOPMENT ☐ POLICE ☐ PURCHASING
☐ RECREATION ☐ WATER & SEWAGE OTHER Detroit Housing Authority

ADDRESS OF DEPARTMENT 1321 Third Street, Suite 300, Detroit, MI 48206
DATE SENT 5/20/18 CONTACT PERSON Tyler Tenny
PHONE NUMBER (313) 224-1090 FAX NUMBER (313) 224-1498 EMAIL ttenny@revenue.detroitmi.gov
CONTRACT AMOUNT \$ 18,000.00

☒ SECTION B: CORPORATION LICENSE TYPE _____
CORPORATION NAME GTJ Consulting, LLC
ADDRESS 20155 Industrial Ave W. CITY/STATE/ZIP 555, MN 55000 ☒ OWN ☐ LEASE
CITY PERSONAL PROPERTY NUMBER N/A FID / EIN NUMBER 37-1455608
OTHER CITY-OWNED PROPERTY PARCELS N/A
CONTACT PERSON John Johnson PHONE NUMBER (980) 343-9600 EMAIL ADDRESS john.johnson@gtjconsulting.com

☐ SECTION C: PARTNERSHIP LICENSE TYPE _____
BUSINESS NAME _____
BUSINESS ADDRESS _____ CITY/STATE/ZIP _____ ☐ OWN ☐ LEASE
CITY PERSONAL PROPERTY NUMBER _____ FID / EIN NUMBER _____
A. PARTNER'S NAME _____ PHONE NUMBER _____
HOME ADDRESS _____ CITY/STATE/ZIP _____ ☐ OWN ☐ LEASE
DRIVER'S LICENSE # _____ OTHER CITY-OWNED PROPERTY PARCELS _____
B. PARTNER'S NAME _____ PHONE NUMBER _____
HOME ADDRESS _____ CITY/STATE/ZIP _____ ☐ OWN ☐ LEASE
DRIVER'S LICENSE # _____ OTHER CITY-OWNED PROPERTY PARCELS _____
CONTACT PERSON _____ PHONE NUMBER _____ EMAIL ADDRESS _____

☐ SECTION D: SOLE PROPRIETORSHIP LICENSE TYPE _____
BUSINESS NAME _____
BUSINESS ADDRESS _____ CITY/STATE/ZIP _____ ☐ OWN ☐ LEASE
CITY PERSONAL PROPERTY NUMBER _____ FID / EIN NUMBER _____
OWNER'S NAME _____ DRIVER'S LICENSE # _____ PHONE NUMBER _____
HOME ADDRESS _____ CITY/STATE/ZIP _____ ☐ OWN ☐ LEASE
OTHER CITY-OWNED PROPERTY PARCELS _____
EMAIL ADDRESS _____


☐ SECTION E: PERSONAL SERVICES ☐ OWN ☐ LEASE
NAME _____ ADDRESS _____
CITY/STATE/ZIP _____
PHONE NUMBER _____ DRIVER LICENSE # _____
OTHER PROPERTY ADDRESSES OWNED IN WITHIN DETROIT _____
SOCIAL SECURITY NUMBER _____ EMAIL ADDRESS _____

FOR TREASURY COLLECTION USE ONLY:
☒ APPROVED ☐ DENIED ☐ DENIED WITH ATTACHMENTS
SIGNATURE Abrielle Lee DATE MAY 29 2018 CLE/RANCE VALID UNTIL JAN 31 2019

APPROVED



Exhibit F – City of Detroit Request for Tax Clearance Form

 **REQUEST FOR INCOME TAX CLEARANCE**

REQUESTING DEPARTMENT/DIVISION: DETROIT BUILDING AUTHORITY

E-MAIL ADDRESS: tiasey + @detroitmi.gov

CONTACT NAME: TYLER TIASEY PHONE: (313) 224-1840 FAX: _____

Type of Clearance: ☐ New ☐ Renewal (Please submit 30 days prior to submitting bid or expiration date)

A. To:
City of Detroit
Income Tax Division
Coleman A. Young Municipal Center
2 Woodward Avenue, Ste. 1220
Detroit, MI 48226
Phone: (313) 224-3328 or 224-3329
Fax: (313) 224-4588

For:
Individual or
Company Name: GTJ CONSULTING, LLC
Address: 22955 INDUSTRIAL DRIVE W
City: SKINT LAIR SHORES
State: MI Zip Code: 48080
Telephone: (586) 293-9600 Fax #: (586) 293-9200
E-mail Address: gtj@gtjonline.com

B. Name of Chief Financial Officer/Authorized Contact Person
(Include address if different from above)
BENJAMIN T. JOHNSON, PRESIDENT / CEO
Employer Identification or Social Security Number: 37-1455608
Telephone #: (586) 293-9600
Fax #: (586) 293-9200
Spouse Social Security Number: _____

Nature of Contract: INSPECTIONS / SURVEYS
BID CONTRACT AMOUNT (if known):
Labor: \$ _____ Material: \$ _____
Contract # (if known): _____

C. ALL QUESTIONS MUST BE ANSWERED TO EXPEDITE APPROVAL PROCESS. ANY QUESTION NOT ANSWERED MAY RESULT IN A DENIAL OF INCOME TAX CLEARANCE.

Check One: ☐ Individual ☒ Corporation ☐ Partnership ☐ Estate & Trust

INDIVIDUALS ANSWER QUESTIONS 1,2,3,4.

1. Have you filed joint returns with spouse during the last seven (7) years? (If yes, include spouse SSN above) ☐ Yes ☐ No
2. Are you a student, and/or claimed as a dependent on someone else's tax return? ☐ Yes ☐ No
3. Were you employed in the City of Detroit during the last seven (7) years? ☐ Yes ☐ No
4. Were you a resident of Detroit during the last seven (7) years? ☐ Yes ☐ No

CORPORATIONS AND PARTNERSHIPS ANSWER QUESTIONS 5,6,7.

5. Is the company a new business in Detroit? If yes, attach Employer Registration (Form DSS-4). ☐ Yes ☒ No
6. Will the company have employees working in Detroit? ☒ Yes ☐ No
7. Will the company use sub-contractors or independent contractors in Detroit? ☒ Yes ☐ No

D. FOR INCOME TAX USE ONLY

Has the contractor complied with the provisions of the City Income Tax Ordinance?

☐ Yes ☒ No Signature: [Signature] Date: 9-18-17 Expires: _____
☒ Yes ☐ No Signature: [Signature] Date: 12/12/17 Expires: 12/12/18
☐ Yes ☐ No Signature: _____ Date: _____ Expires: _____

VISIT OUR WEBSITE FOR INFORMATION AND TAX FORMS AT: www.detroitmi.gov

NOTE: An approved Income Tax Certificate may be used in multiple city wide departments that require a bid. Please e-mail your completed request form (preferably in pdf format) to: IncomeTaxClearance@detroitmi.gov



Exhibit G – Equalization Eligibility Form

****Important notes**** regarding Equalization and GTJ's commitment to the City of Detroit:

- GTJ is not eligible for equalization at this time.
- GTJ is committed to hiring additional Detroit residents to assist with the execution of this contract upon award.
 - The goal is to achieve 51% or more of staff working on this contract be Detroit residents.
- GTJ currently utilizes a network of subcontractors to assist with the execution of services throughout our menu. GTJ is committed to utilizing a majority (75%+) of Detroit based subcontractors to execute this contract upon award.
- GTJ has recently engaged in a partnership with CEO Works (Detroit based) to provide opportunities to returning citizens in Detroit. GTJ will be looking to utilize CEO Works services and labor force on the execution of this contract upon award. We are excited about this partnership and the opportunities that lie ahead.

Equalization Eligibility Form

In accordance with Ordinance No. 15-00, any Detroit based firm shall be deemed a better bid than the bid of any competing firm which is not Detroit-based, whenever the bid of such competing firm shall be equal to or higher than the bid of the Detroit-based firm after the appropriate equalization percentage credit from the Equalization Allowance Table has been applied to the bid of the Detroit-based firm. **NOTE: IT IS THE VENDOR'S RESPONSIBILITY TO COMPLETE THIS FORM, PROVIDE ALL NECESSARY DOCUMENTATION AND RETURN IT WITH YOUR BID. FAILURE TO DO SO WILL RESULT IN EQUALIZATION NOT BEING APPLIED.**

Company Name _____ RFQ # _____

A vendor qualifies for equalization credit as per section 18-5-2 of the purchasing ordinance as follows:

Vendor to check all categories which apply*

- ☐ **Detroit Based Business** (as certified by the City of Detroit Human Rights Department prior to bid due date. Proof of certification must be submitted with each and every bid response.)
- ☐ **Detroit Based Business with Headquarters in Detroit** (as certified by the Human Rights Department prior to bid due date. Proof of certification must be submitted with each and every bid response.)
- ☐ **Detroit Resident Business** (as certified by completion of the affidavit attached to bid documents. The affidavit must be completed and returned with each and every bid for consideration)
- ☐ **Detroit Based Small Business** (as demonstrated by furnishing proof certification by the City of Detroit Human Rights Department. Proof of certification must be submitted with each and every bid for consideration.)
- ☐ **Detroit Based Micro Business Concern** (as certified by completion of the affidavit attached to bid and proof of certification as a Detroit Based Business. The affidavit and certification must be completed and returned each and every bid for consideration)
- ☐ **Joint Venture OR** ☐ **Mentor Venture** (You may only select one. One of the parties to the joint or mentor venture must be a certified Detroit Based Business prior to bid due date in order to receive equalization credit as a joint or mentor venture. Proof of certification by the City of Detroit Human Rights Department along with a copy of the Joint or Mentor Venture agreement between the parties involved is required.)

*The information submitted to substantiate Equalization Eligibility is subject to verification and acceptance by the City. Should it be found that the vendor is not eligible to receive equalization credit it will not be applied. Should it be found that information submitted has been falsified the vendor may be placed in Default by the City for up to a three year period at the discretion of the City of Detroit Finance Department – Purchasing Division. If all respondents are **certified** Detroit based, Table I does not apply.

TABLE I

Equalization Allowance for Detroit-based business and/or Detroit Resident Business



Exhibit H – Fraud, Waste, Abuse, Negligence & Debarment/Suspension Affidavit

EXHIBIT H FRAUD, WASTE, ABUSE, NEGLIGENCE & DEBARMENT/SUSPENSION AFFIDAVIT

I, Blake K. Johnson, state under oath:

1. I am the President & CEO of GTJ Consulting, LLC [CONTRACTOR] (hereafter "Organization") and am authorized to execute this affidavit and contractually bind the Organization.
2. The Organization has responded to a Request for Proposals issued by the Detroit Building Authority (hereafter "DBA") for backfill material monitoring and testing services of certain residential and/or commercial properties.
3. The Organization has not been debarred, permanently suspended, proposed for debarment, declared permanently ineligible, voluntarily excluded or disqualified from bidding or receiving a public contract, nor are there proceedings pending relating to the Organization's responsibility, debarment, suspension, voluntary exclusions or qualifications to receive a public contract.
4. The Organization, including any principal, owner, director or partner, has never been found responsible for, nor is there a pending investigation in connection with, committing fraud, fraudulent misrepresentation, demolition-related negligence, theft-related crimes and/or any other illegal activity related to demolition activities by the City of Detroit Office of the Inspector General, any prosecutor's office, State Attorney General's Office or United States Attorney's Office.
5. I acknowledge that the Organization:

 ☒ HAS NOT ☐ HAS

 within the two-year period preceding this affidavit, had one or more government or public transactions terminated for cause or default, nor has any government or public agency requested or required enforcement of any of its rights under a surety agreement on the basis of the Organization's default or in lieu of declaring the Organization in default.

 If "HAS" was selected, please attach a statement on Organization letterhead and include the contract number, date of termination, and reason for termination. Please also include a letter of reinstatement.
6. I acknowledge that providing false or misleading information in connection with Detroit Demolition Programs may violate Federal, State and/or local laws, including but not limited to 18 U.S.C. § 1001, and result in criminal or civil liability.
7. I acknowledge that if I or any employee of the Organization, including any principal, owner, director or partner, with an intent to defraud or cheat, designedly by false pretense, including any false statement or misrepresentation, obtains money, real or personal property, or the use of any instrument, facility, article or other valuable thing or service pursuant to my (our) participation in Detroit Demolition Programs, shall be guilty of either a misdemeanor or a felony, punishable by imprisonment for not more than 10 years or a fine or both pursuant to MCL 125.1447.



8. I further acknowledge that should the Organization be selected as a qualified vendor, the Organization has an express and ongoing obligation to disclose to the DBA should any of the above-stated facts become untrue. Such disclosure shall be in writing and shall detail the fact(s) which cause the above-stated facts to become untrue.

GTJ Consulting, LLC

[ORGANIZATION]

Dated: 12/3/18

By: Blake K. Johnson
Its: President & CEO

This document was acknowledged, subscribed and sworn before me this 3rd day of December, 2018, by Blake K. Johnson President & CEO of GTJ Consulting, LLC.
[ORGANIZATION]

Christina M Reeves

Signature of Notary

Christina M Reeves

Printed name of Notary

Notary Public, State of Michigan, County of: Macomb
My commission expires: 5/12/2024 Acting _____ in
the County of: Macomb

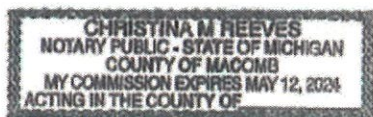




Exhibit I – Non-Collusion Affidavit

EXHIBIT I NON-COLLUSION AFFIDAVIT

I, Blake K. Johnson, state under oath:

1. I am the President & CEO of GTJ Consulting, LLC [CONTRACTOR] (hereafter "Organization") and authorized to execute this affidavit and contractually bind the Organization.
2. I am fully informed respecting the preparation and contents of the attached Proposal(s) and of all pertinent circumstances respecting such Proposal(s);
3. Such Proposal, as well as any Proposal submitted by this Organization, are/is genuine and are/is not collusive or a sham;
4. Neither this Proposing Organization nor any of its officers, members, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, or conspired, directly or indirectly, or sought by agreement or collusion or communication or conference with any other Proposer, firm or person to fix the price or prices in the attached Proposal or any other Proposer, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Detroit Land Bank Authority, the Detroit Building Authority, the City of Detroit or any person interested in the proposed contract;
5. Any price or prices quoted in any Proposal submitted by this Organization, are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, members, partners or parties in interest, including this affiant.

GTJ Consulting, LLC

[ORGANIZATION]

Dated: 12/9/18

By: Blake K. Johnson
Its: President & CEO

This document was acknowledged, subscribed and sworn before me this 3rd day of December, 2018, by Blake K. Johnson, President & CEO of GTJ Consulting, LLC [ORGANIZATION]

Christina M. Reeves
Signature of Notary

Christina M. Reeves
Printed name of Notary

Notary Public, State of Michigan, County of: Macomb
My commission expires: 5/12/2024 Acting in
the County of: Macomb



Exhibit J – Worker’s Qualifications Affidavit

EXHIBIT J WORKERS’ QUALIFICATIONS AFFIDAVIT

I, Blake K. Johnson, state under oath:

1. I am the President & CEO of GTJ Consulting, LLC (hereafter “Organization”), and authorized to execute this affidavit and contractually bind the Organization.
2. The Organization has responded to a Request for Proposals (hereafter “RFQ”) issued by the Detroit Building Authority (hereafter “DBA”) for backfill material monitoring and testing services of certain residential and/or commercial properties.
3. I acknowledge that the Organization possesses the qualified personnel, including management, office support staff and field staff, necessary to perform the services/work sought through this RFQ.
4. I acknowledge that, pursuant to the RFQ, the Organization is also required to possess and submit to the DBA upon request evidence of all necessary licenses, certifications, accreditations or designations as required by Federal, State and local law to perform the services/work sought through this RFQ.
5. I acknowledge that the Organization will only permit those individuals, including subcontractors, who currently hold and maintain all the necessary licenses, certifications, accreditations or designations as required by Federal, State and local law to perform the services/work sought through this RFQ.
6. I acknowledge that should the Organization be selected as a qualified vendor and/or receive an executed Agreement and Notice to Proceed, the Organization and all participating employees have an express and ongoing obligation to maintain all such necessary licenses, certifications, accreditations or designations current, and will provide the DBA upon request with evidence of the same for the duration of the period of pre-qualification or executed Agreement.
7. I further acknowledge that the Organization will not inquire into or consider the criminal convictions of applicants for employment needed to fulfill the terms of any DBA contract that may result from the competitive procedure in connection with which this affidavit is submitted. As further proof, I have attached either (1) a copy of the Organization’s application form to be used in connection with this RFQ, or (2) a statement on Organization letterhead detailing the Organization’s hiring procedure and its compliance with the terms of this section.

[Signatures commence on the following page]



GTJ Consulting, LLC

[ORGANIZATION]

Dated: 12/3/18

By: Blake K. Johnson
Its: President & CEO

This document was acknowledged, subscribed and sworn before me this 3rd day of
December, 2018, by Blake K. Johnson President & CEO
of GTJ Consulting LLC
[ORGANIZATION]

Christina M. Reeves
Signature of Notary

Christina M. Reeves
Printed name of Notary

Notary Public, State of Michigan, County of: Macomb
My commission expires: 5/12/2024 Acting in
the County of: Macomb

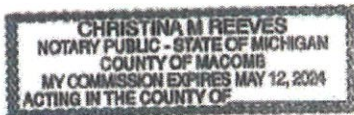




Exhibit K – Covenant of Equal Opportunity

EXHIBIT K

REVISED 7-12-2012

COVENANT OF EQUAL OPPORTUNITY

(Application for Clearance – Terms Enforced After Contract is Awarded)

I, being a duly authorized representative of _____, (hereinafter "Contractor"), am hereby authorized to enter into a Covenant of Equal Opportunity, (hereinafter "Covenant") with the City of Detroit, ("hereinafter" City); obligating the Contractor and all sub-contractors, not to discriminate against any employee or application for employment, training, education, or apprenticeship connected directly or indirectly with the performance of the contract, with respect to his/her hire, promotion, job, assignment, tenure, terms, conditions, or privileges of employment because of race, color, religious beliefs, public benefit status, national origin, age, marital status, disability, sex, sexual orientation, or gender identity or expression; except as otherwise exempted under City Code, Ordinance No. 27-2-12.

Contractor will ensure that the City of Detroit Human Rights Department shall receive notification of all potential sub-contractors and a copy of their Covenant prior to the commencement of work on any City of Detroit contract. Contractor further agrees that the City of Detroit reserves the right to require additional information prior to, during, and at any time until after the Covenant is fully executed.

Furthermore, Contractor agrees that this Covenant is valid for the life of the contract and/or for a specified period of time as indicated below and that a breach of this Covenant shall be deemed a material breach of contract and be subject to damages pursuant to City Code, Ordinance No. 27-3-2, Section (e).

RFQ/PO No.: (if applicable) **RFQ #11.21.2018**Duration of Covenant December 5, 2018 to **December 31st, 2020**Printed Name of Contractor/Organization GTJ Consulting, LLC

(Type or Print Legibly)

Contractor Address 22955 Industrial Dr W
St. Clair Shores (City) MI (State) 48080 (Zip)Contractor Phone/E-mail (586)293-9600 / client.services@gtjonline.com
(Phone) (E-mail)Printed Name & Title of Authorized Representative Blake K. Johnson, President & CEO

Signature of Authorized Representative: _____

Date: 12/3/18Signature of Notary Christina M Reeves ****This Document MUST be Notarized****Printed Name of Seal of Notary: Christina M ReevesMy Commission Expires: 05 / 12 / 2024**FOR CONTRACTING DEPARTMENT USE ONLY:**

Date Rec'd ____/____/____ Received By: _____ Title: _____

Please fax a COPY of the notarized Covenant and Award Letter to the Human Rights Department (313) 224-3434



Exhibit L – Slavery Era Records & Insurance Disclosure Affidavit

EXHIBIT L CITY OF DETROIT SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE AFFIDAVIT

1. Name of Contractor: GTJ Consulting, LLC
2. Address of Contractor: 22955 Industrial Dr W
St. Clair Shores, MI 48080
3. Name of Predecessor Entities (if any): N/A
4. Prior Affidavit Submission? No X Yes, on: May 2018
(Date of prior submission)
5. X Contractor was established in 2002 (year) and did not exist during the slavery era in the United States, is not a successor in interest to any entity that existed during such time, and therefore has no relevant records to search, or any pertinent information to disclose.

 Contractor has searched their records and those of any predecessor entity, and has found no records that they or any predecessor(s) made any investments in, or derived profits from the slave industry or from slave holder insurance policies.

 Contractor has found records that they or their predecessor(s) made investments in, or derived profits from, the slave industry or slave holder insurance policies. The nature of the investment, profits, or insurance policies, including the names of any slaves or slave holders, is disclosed in the attached document(s).

6. I declare that the representations made in this Affidavit are accurate to the best of my knowledge and are based upon a diligent search of records in the Contractor's possession or knowledge, all documentation attached to this Affidavit reflects full disclosure of all records that are required to be disclosed to the City of Detroit. I also acknowledge that any failure to conduct a diligent search, or to make a full and complete disclosure, shall render this contract voidable by the City of Detroit.

Blake K. Johnson (Printed Name) President & CEO (Title)

[Signature] (Signature) 12/8/18 (Date)

Subscribed and sworn to before me
this 3rd day of December 2018

[Signature]
Notary Public, Macomb County, Michigan
My Commission Expires: 5/12/2024

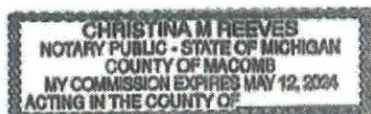




Exhibit M – Statement of Political Contributions & Expenditures

EXHIBIT M STATEMENT OF POLITICAL CONTRIBUTIONS AND EXPENDITURES

“City Charter § 4-122, ¶ 2: For purposes of conflicts of interest, the City shall require in all of its contractual agreements, including, but not limited to, leases, service and equipment agreements and including contract renewals, that the contractor provide a statement listing all political contributions and expenditures (“Statement of Political Contributions and Expenditures”), as defined by the Michigan Campaign Finance Act, MCL 169.201, et seq., made by the contractor, its affiliates, subsidiaries, principals, officers, owners, directors, agents or assigns to elective city officials within the previous four (4) years. Individuals shall also list any contributions or expenditures from their spouses.”

Instructions: In accordance with Section 4-122 of the 2012 Detroit City Charter, you must provide the following information, sign this document, have it notarized, and submit it to the City. If additional space is needed, please enter “see additional sheet(s)” on the last row and attach additional sheets.

In Column A, enter the name of the person or company that made the contribution or expenditure. If there were no political contributions or expenditures made, enter NONE.

In Column B, enter the relationship of the donor to the contractor or vendor, that is, contractor, affiliate, subsidiary, principal, officer, owner, director, agent, assignee, or spouse of any of the foregoing who are individuals.

In Column C, enter the name of the recipient, an elective city official which under Charter § 3-107, includes only the Mayor, the City Clerk, and members of the City Council and the Board of Police Commissioners.

In Column D, enter the amount of the contribution or expenditure, as defined in the Michigan Campaign Finance Act, 1976 PA 388, MCL 169.204 and MCL 169.206.

In Column E, enter the date of the contribution or expenditure. This statement must include all contributions and expenditures within the previous four years.

A Donor	B Relationship to Contractor/Vendor	C Recipient	D Amount of Contribution or Expenditure	E Date
N/A				



(EXHIBIT M - continued)

STATEMENT OF POLITICAL CONTRIBUTIONS AND EXPENDITURES

Except as set forth above, I certify that no contributions or expenditures were made to elective city officials within the previous four (4) years by the contractor, its affiliates, subsidiaries, principals, officers, owners, directors, agents, assigns, and, if any of the foregoing are individuals, their spouses.

I understand that the information provided in this disclosure will be relied upon by the City of Detroit in evaluating the proposed bid, solicitation, contract, or lease. I swear [or affirm] that the information provided is accurate. If I am signing on behalf of an entity, I swear [or affirm] that I have the authority to provide this disclosure on behalf of the entity.

Sign name: [Signature]

12/3/18

Print name: Blake K. Johnson

Sworn and subscribed to before me
on December 3, 20 18 [by Blake K Johnson, the
President & CEO of the above named contractor/vendor, an authorized
representative or agent of the contractor/vendor]

Sign: [Signature] Print: Christina M Reeves

Notary Public, Macomb County, Michigan,

Acting in Macomb County

My Commission Expires: May 12, 2024

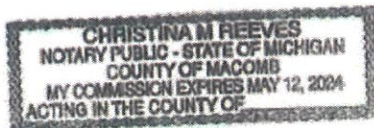




Exhibit N – RFQ Submission Affidavit

EXHIBIT N RFQ SUBMISSION AFFIDAVIT

I, Blake K. Johnson, state under oath:

1. I am the President & CEO of GTJ Consulting, LLC [CONTRACTOR] (hereafter "Organization") and am authorized to execute this affidavit and contractually bind the Organization.
2. I hereby designate the following individual(s) as the Organization's point-of-contact for all matters relating to RFQ #11.21.2018.

Primary Contact

Name: Blake K. Johnson
Title: President & CEO
Email: blake.johnson@gtjonline.com
Phone: (586)293-9600

Secondary Contact

Name: Ryan Conley
Title: Chief Operating Officer
Email: ryan.conley@gtjonline.com
Phone: (586)293-9600

3. I acknowledge that all information submitted to the Detroit Building Authority (hereafter "DBA") in response to this RFQ is true, complete, and correct to the best of my knowledge and belief.
4. I acknowledge that should the Organization discover that any information submitted in response to this RFQ be false, incomplete, or incorrect, the Organization is under a duty and obligation to immediately provide the DBA with the true, complete, and correct information.
5. I acknowledge that the Organization is under an ongoing duty and obligation to renew and/or update and submit to the DBA documents that are subject to expiration (e.g., professional license(s), tax clearance(s)).
6. I further acknowledge that the Organization is under an ongoing duty and obligation to submit additional documents and information to the DBA.

[Signatures commence on the following page]



GTJ Consulting, LLC

[ORGANIZATION]

Dated: 12/3/18

By: Blake K. Johnson
Its: President & CEO

This document was acknowledged, subscribed and sworn before me this 3rd day of December, 2018, by Blake K. Johnson, President & CEO of GTJ Consulting, LLC
[ORGANIZATION]

Christina M Reeves
Signature of Notary

Christina M Reeves
Printed name of Notary

Notary Public, State of Michigan, County of: Macomb
My commission expires: 05/12/2024 Acting in
the County of: Macomb



Business Documents





Certificate of Insurance

GTJ:CON



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/18/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Commercial Lines - (248) 353-5800 USI Insurance Services National, Inc. 4000 Town Center, Suite 800 Southfield, MI 48075	CONTACT NAME: Jim Wagner PHONE (A/C, No, Ext): 248-941-2828 E-MAIL ADDRESS: jim.wagner@usi.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: National Fire Insurance Company of Hartford 20478 INSURER B: Continental Insurance Company 35289 INSURER C: Continental Casualty Company 20443 INSURER D: Travelers Casualty and Surety Company 19038 INSURER E: Hartford Fire Insurance Company 19682 INSURER F:
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COVERAGES

CERTIFICATE NUMBER: 13301217

REVISION NUMBER: See below


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INED WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		6072221582	7/14/2018	7/30/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRE AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		6072221596	7/14/2018	7/30/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		6072221629	7/14/2018	07/30/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	6072221601	7/14/2018	7/30/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Cyber		105644410	07/14/2018	07/30/2019	\$1,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

GTJ Consulting LLC 22955 Industrial Dr W St Clair Shores, MI 48080	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)



2018 W-9

Form W-9
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
GTJ Consulting, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC
☐ C Corporation
☐ S Corporation
☐ Partnership
☐ Trust/estate
☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ **S**
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.
☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
22955 Industrial Drive W

6 City, state, and ZIP code
Saint Clair Shores, MI 48080

7 List account number(s) here (optional)

8 Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
____ - ____ - ____

or
Employer identification number
3 7 - 1 4 5 5 6 0 8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶

Date ▶ **1/1/18**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third-party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Michigan Builders License

STATE OF MICHIGAN
DEPARTMENT OF LICENSING
AND REGULATORY AFFAIRS
P.O. BOX 30670
LANSING, MI 48909

M211101 001 R -0154

Please tell us about your licensing experience by completing our anonymous customer survey at:
www.michigan.gov/larasurvey

STATE OF MICHIGAN-DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
RESIDENTIAL BUILDER COMPANY
LICENSE

D.O. - CHRISTOPHER J JENS
GTJ CONSULTING LLC
22955 INDUSTRIAL DR W
SAINT CLAIR SHORES MI 48080

LICENSE NO. 2102195694 EXPIRATION DATE 05/31/2020 AUDIT NO 3385029

GTJ CONSULTING LLC
22955 INDUSTRIAL DR W
SAINT CLAIR SHORES MI 48080

Inquiries Regarding this License
Please provide your license number on all correspondence,
and when contacting the Department.

www.michigan.gov/bpl

Bureau of Professional Licensing
Department of Licensing and Regulatory Affairs
P.O. Box 30670
Lansing, MI 48909

(517) 373-8068

Complaint Information
The issuance of this license or permit should not be construed as a waiver or dismissal of any complaints or violations pending against the licensee, its agents, employees or qualifying officer.

ROCK SHYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
RESIDENTIAL BUILDER COMPANY
LICENSE

- D.O. - CHRISTOPHER J JENS INDV# 210219218

GTJ CONSULTING LLC
22955 INDUSTRIAL DR W
SAINT CLAIR SHORES MI 48080

LICENSE NO. 2102195694 EXPIRATION DATE 05/31/2020 AUDIT NO 3385029

THIS DOCUMENT IS ONLY ISSUED UNDER THE LAWS OF THE STATE OF MICHIGAN

N582154



Licensed Asbestos Abatement Contractor (State of Michigan)

Contractor Number C39343	Expiration Date 11/04/2018
<i>State of Michigan</i>	
Department of Licensing and Regulatory Affairs	
GTJ Environmental, LLC	
has satisfactorily met the requirements of Michigan Public Act 135 of 1986, as amended, and is hereby recognized as a	
LICENSED ASBESTOS ABATEMENT CONTRACTOR	
Type I (1 - 4 employees)	
The issuance of this license does not ensure that asbestos indemnification insurance coverage has been acquired by the licensee. This license is nontransferable.	
<small>MIO 3003 (05/2011) Authority: Michigan Public Act 135 of 1986, as amended</small>	<small>130227</small> 2633



Licensed Lead Abatement Contractor (State of Michigan MDHHS)

This is to certify that

GTJ Consulting LLC

has satisfactorily met the requirements of the Michigan Lead Abatement Act of 1998,
and is hereby recognized as a

LEAD ABATEMENT CONTRACTOR

Contractor number **C-00793**

This certification entitles the named persons to the rights and privileges afforded by the Act, as well
as the authority to perform regulated lead-based paint activities in the State of Michigan
until December 31, 2018.



**Healthy
Homes
Section**

DCH-0650 (6/09)

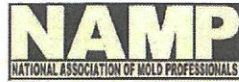
Carin Spidel
Manager, HHS

January 6, 2017

Authority: P.A.368 of 1978, as amended



Licensed Mold Remediation Contractor (NAMP)



The National Association of Mold Professionals Corporate Membership Certificate

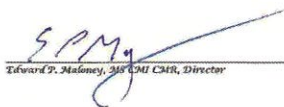
This is to certify that

GTJ Consulting, LLC

*is a member of the National Association of Mold Professionals, a not-for-profit corporation
incorporated under the laws of the State of Michigan.*

With all the rights, privileges, and honors thereto pertaining here and elsewhere.


Seth Sherman, JD-Director


Edward P. Maloney, 2015 CMR, Director



Expiration Date: May 1, 2019



Section 3 Certification



Section 3 Certification



July 22, 2012

Mr. Blake Johnson,
Vice President & Chief Operating Officer
GTJ Consulting, LLC
20100 Cornillie Dr
Roseville, MI 48066

RE: SECTION 3 BUSINESS CONCERN CERTIFICATION

Dear Mr. Johnson:

GTJ Consulting, LLC has been certified for one (1) year as a Section 3 Business Concern for the Detroit Land Bank Authority and the Detroit Metropolitan area on February 7, 2012.

This certification is awarded on the basis that the entity has met the requirements of a Section 3 Business Concern as prescribed at 27 CFR 35.6 Definitions. The documentation submitted to the DLBA shows that 30% of employees are currently Section 3 qualified based on income. In addition you have satisfied Section 3 goal subcontracting 25% or more of your work to certified Section 3 Businesses.

Please contact the undersigned if you have any questions.

Sincerely,

Louis Starks

Assistant Director for Administration

Cc: File