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City of Detroit CITY COUNCIL

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TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: May 7, 2019

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

Attached are the comments and review of the Legislative Policy Division regarding the contracts that were submitted by the Office of Contracting and Procurement for the regular session scheduled for May 7, 2019.

The contracts included on this list were referred to the Standing Committees for their review and report back to the City Council.

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

Attachments

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

Contracts Submitted to City Council
 Regular Session of May 7, 2019

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Statistics compiled for the Contracts submitted in the list for May 7, 2019.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
Finance-Treasury	1	0	0	0
Fire	1	0	0	0
General Services 1 Contract with Detroit Building Authority 1 Lease extension with Recreation	2	0	1 Amendment	2
Housing & Revital.. 1 Contract for Bridging Neighborhood program	3	0	2 Amendments	3
Hsing & Revit.-Demol.	4	0	0	4
Innovation & Tech.	1	0	0	0
Police	2	0	0	0
Transportation Contract includes equipment for Police	1	0	0	0
Totals	15	0 Detroit-Based	7 Amendments	9

Contracts Submitted for City Council
Regular Session of May 7, 2019

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Statistics

This list represents costs totaling \$ 4,830,373.39¹
Includes a 8-month lease extension for \$ 153,083.28

Demolition contracts total \$ 93,745.00

Included in the total costs are the following:

General Fund	\$ 2,279,981.50
Revenue of \$153,083.28	
Blight Reinvestment Project Fund	\$ 93,745.00
Bond Projects Fund	\$ 981,582.13
Capital Projects Fund	\$ 100,088.00
Grant Funds	\$ 196,066.00
International Bridge Fund	\$ 150,000.00
Quality of Life Fund	\$ 1,028,910.76

¹ The contract list includes: 1 Revenue / Lease extension for 8 months; 6 Amendments; New contracts for one-time purchases and terms of 1 to 5 years; and 4 Demolition contracts.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE; May 6, 2019

RE: CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT THE
FORMAL SESSION OF MAY 7, 2019

GENERAL SERVICES DEPARTMENT

3034185 100% City Funding – To Cover Additional Scope Items to Complete the Work Needed to Open the Kemeny Recreation Center. – Contractor: Detroit Building Authority – Location: 1301 Third Street, Detroit, MI 48226 – Contract Period: Upon City Council Approval through May 25, 2019 – Total Contract Amount: \$981,582.13.

Costs budgeted to Bond Fund, Acct. 4513-20330-395150-628500-099147-0, Appropriation for Cultural Facilities includes available funds of \$1,456,887, \$981,582 encumbered as of May 3, 2019.

This request is for payment of the final costs required for work to complete the Kemeny Recreation Center, and open the Center by the advertised timeline; Additional work appears to have been required, after the contract with the Building Authority had expired. The work appears to have already been completed, and payment is owed to the Detroit Building Authority.

**Additional costs appear to include: Owed to KEO & Associates - \$963,816.00
Owed to Ehresman Architects - \$13,349.60
Remaining DBA Fees-- 4,596.00**

Contract 2907110 was approved in June 2015, with the Detroit Building Authority, to assist the Recreation Dept. with the Improvements and Renovations to the Kemeny Recreation Center for a total of \$7,500,000; for the term through January 15, 2018.

Clearances and Affidavits are not required for contract with another governmental entity.

HOUSING AND REVITALIZATION

3034103 100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 3483 Seyburn. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd. Suite 301, Detroit, MI 48226 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: \$28,025.00.

Costs budgeted to Blight Reinvestment Fund, Acct. 1003-20253-367301-628500-0-0, Appropriation for Reinvestment Project-Blight includes available funds of \$4,252,321 as of May 3, 2019.

Notice of Emergency Ordered Demolition received from the Director of Buildings, Safety Engineering and Environmental on March 25, 2019 for structure at 3483 Seyburn.

Bids solicited, from March 27, 2019 to March 29, 2019, for demolition of building at 3483 Seyburn; 3 Bids received.

This recommendation is for the Lowest Equalized Bid received from Gayanga for \$28,025 [eligible for 12% equalization for a comparison bid of \$24,662].

The demolition costs includes: Demolition & Debris removal & disposal costs of \$20,500; Backfill costs of \$4,050; Grading & Site finishing costs of \$2,475; and Seeding costs of \$1,000.

Other Bids include: Dore & Associates for \$28,000; J. Keith Construction for \$33,426.

Covenant of Equal Opportunity Affidavit signed 1-3-19;

Certification as Detroit Headquartered and Small Business good through 2-5-20;

TAXES: Good Through 1-3-20 and 8-31-19;

Hiring Policy Compliance Affidavit signed 1-3-18, Employment Application submitted complies;

Slavery Era Records Disclosure Affidavit signed 1-3-18, indicating business established 2016, NO records to disclose;

Political Contributions and Expenditures Statement signed 1-31-19, indicating 1 donation in 2017 to City Clerk candidate.

Housing & Revitalization-Demolition - *continued*

No. 3034103

Gayanga Contract cost of \$28,025

3483 Seyburn - \$28,025



Housing & Revitalization-Demolition - *continued*

3034234 100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 9712 Ostego. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd. Suite 301, Detroit, MI 48226 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: \$28,300.00.

Costs budgeted to Blight Reinvestment Fund, Acct. 1003-20253-367301-628500-0-0, Appropriation for Reinvestment Project-Blight includes available funds of \$4,252,321 as of May 3, 2019.

Notice of Emergency Ordered Demolition received from the Director of Buildings, Safety Engineering and Environmental on April 8, 2019 for structure at 9712 Ostego.

Bids solicited, from April 12, 2019 to April 15, 2019, for demolition of building at 3483 Seyburn; 3 Bids received.

This recommendation is for the Lowest Equalized Bid received from Gayanga for \$28,300 [eligible for 12% equalization for a comparison bid of \$24,904].

The demolition costs includes: Demolition & Debris removal & disposal costs of \$23,600; Backfill costs of \$2,200; Grading & Site finishing costs of \$1,400; and Seeding costs of \$1,100.

Other Bids include: Dore & Associates for \$26,495; Smalley Construction for \$27,750.

Covenant of Equal Opportunity Affidavit signed 1-3-19;

Certification as Detroit Headquartered and Small Business good through ;

TAXES: Good Through 1-3-20 and 8-31-19;

Hiring Policy Compliance Affidavit signed 1-3-18, Employment Application submitted complies;

Slavery Era Records Disclosure Affidavit signed 1-3-18, indicating business established 2016, NO records to disclose;

Political Contributions and Expenditures Statement signed 1-31-19, indicating 1 donation in 2017 to City Clerk candidate.

Housing & Revitalization-Demolition - continued

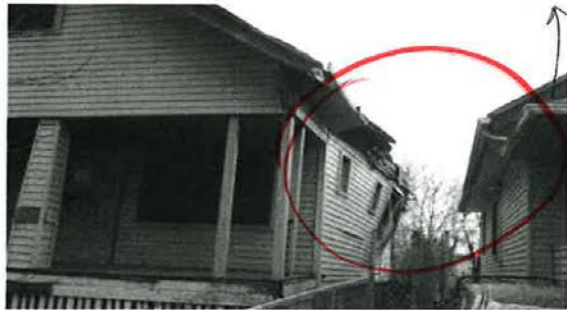
No. 3034234

Gayanga Contract cost of \$28,300

9712 Ostego - \$28,300



9712 Ostego A.JPG



9712 Ostego AB.JPG



9712 Ostego B.JPG



9712 Ostego B3.JPG



9712 Ostego C.JPG



9712 Ostego D.JPG

Housing & Revitalization-Demolition - *continued*

3034246 100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 8220 Heyden. – Contractor: Leadhead Construction – Location: 1660 Midland, Detroit, MI 48238 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: \$18,170.00.

Costs budgeted to Blight Reinvestment Fund, Acct. 1003-20253-367303-628500-0-0, Appropriation for Reinvestment Project-Blight includes available funds of \$4,252,321 as of May 3, 2019.

Notice of Emergency Ordered Demolition received from the Director of Buildings, Safety Engineering and Environmental on March 13, 2019 for structure at 8220 Heyden.

Bids solicited, from March 18, 2019 to March 19, 2019, for demolition of building at 8220 Heyden; 2 Bids received.

This recommendation is for the Lowest Bid received from Leadhead Construction for \$18,170.

The demolition costs includes: Demolition & Debris removal & disposal costs of \$16,000; Backfill costs of \$1,500; Grading & Site finishing costs of \$550; and Seeding costs of \$120.

Other Bid received from Dore & Associates for \$28,000.

**Covenant of Equal Opportunity Affidavit signed 2-18-19;
TAXES: Good Through 1-10-20 and 8-31-19;
Hiring Policy Compliance Affidavit signed 2-18-19, Employment Application submitted complies;
Slavery Era Records Disclosure Affidavit signed 2-18-19, indicating business established 2004, NO records to disclose;
Political Contributions and Expenditures Statement signed 12-14-18, indicating “N/A.”**

Housing & Revitalization-Demolition - *continued*

No. 3034246 Leadhead Construction Contract cost of \$18,170 **8220 Heyden - \$18,170**



Housing & Revitalization-Demolition - *continued*

3034248 100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 7229 Warwick. – Contractor: Leadhead Construction – Location: 1660 Midland, Detroit, MI 48238 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: \$19,250.00.

Costs budgeted to Blight Reinvestment Fund, Acct. 1003-20253-367303-628500-0-0, Appropriation for Reinvestment Project-Blight includes available funds of \$4,252,321 as of May 3, 2019.

Notice of Emergency Ordered Demolition received from the Director of Buildings, Safety Engineering and Environmental on March 15, 2019 for structure at 7229 Warwick.

Bids solicited, from March 27, 2019 to March 29, 2019, for demolition of building at 7229 Warwick; 3 Bids received.

This recommendation is for the Lowest Bid received from Leadhead Construction for \$19,250.

The demolition costs includes: Demolition & Debris removal & disposal costs of \$20,500; Backfill costs of \$4,050; Grading & Site finishing costs of \$2,475; and Seeding costs of \$1,000.

Other Bids include: Farrow Group for \$24,625; and Dore & Associates for \$28,000.

**Covenant of Equal Opportunity Affidavit signed 2-18-19;
TAXES: Good Through 1-10-20 and 8-31-19;
Hiring Policy Compliance Affidavit signed 2-18-19, Employment Application submitted complies;
Slavery Era Records Disclosure Affidavit signed 2-18-19, indicating business established 2004, NO records to disclose;
Political Contributions and Expenditures Statement signed 12-14-18, indicating “N/A.”**

Housing & Revitalization-Demolition - *continued*

No. 3034248 Leadhead Construction Contract cost of \$19,250 **7229 Warwick - \$19,250**



Housing & Revitalization - *continued*

6000757 100% Federal Funding – AMEND 2 – To Cover Increased Scope for Parking Lot Reconstruction at 14628 & 14500 E. Jefferson. – Contractor: Jefferson East Business Association – Location: 300 River Place Drive Suite 5250, Detroit, MI 48207 – Contract Period: Upon City Council Approval through September 30, 2019 – Contract Increase Amount: \$196,066.00 – Total Contract Amount: \$816,477.00.

Costs budgeted to CDBG Fund, Acct. 2115-20239-364122-651164-0-0, Appropriation for Declared Disaster Recovery includes available funding of \$645,091 as of May 3, 2019.

This request is for approval of an increase in funding, by \$196,066, for a new contract total of \$816,477; There is no requested extension to the term of the contract.

Contract 6000757 was initially based on the grant of \$336,411, from the 2016-2017 CDBG funds, approved by City Council on April 19, 2016. The contract was authorized for a term through June 30, 2018 to provide for commercial façade rehabilitation program.

Amendment 1, approved the Week of Dec. 17, 2018, increased the authorized expenditures by \$284,000 to a total of \$620,411; and the contract term extended through Sept. 30, 2019.

Additional objectives of this Agreement are indicated to provide additional funding to assist the Agency to help ameliorate future flooding, support market recovery through comprehensive approach to resiliency, and encourage the development of renewable energy resources.

Two (2) projects are added to the scope of services:

14628 E. Jefferson - reconstruction of adjoining parking lot to provide green storm water management for the parking lot and adjoining building;

14300 E. Jefferson - reconstruction of adjoining parking lot to provide green storm water management for the parking lot and adjoining building.

**Revised budget: \$794,477 [*increase of \$196,066*] for Construction;
\$2,000 for Advertising, *unchanged*;
\$18,000 for Professional Consultant, *unchanged*;
\$ 2,000 for Consultant contingency, *unchanged*.**

**Covenant of Equal Opportunity Affidavit signed 12-14-18;
TAXES: Good Through 7-19-19 and 8-31-19;
Hiring Policy Compliance Affidavit signed 12-14-18, Employment application submitted complies;
Slavery Era Records Disclosure Affidavit signed 1-23-18, indicating NO records to disclose;
Political Contributions and Donations Statement signed 10-30-18, indicating 16 donations to the Mayor from 2015 through 2017; and 27 donations to Council Members from 2013 through 2017.**

Housing & Revitalization - *continued*

6001437 100% Federal Funding – AMEND 1 – To Provide the Latin Americans for Social and Economic Development (LASED) Funding for Property Rehab at 4138 W. Vernor. (**Time Extension Only**) – Contractor: LASED – Location: 4138 W. Vernor, Detroit, MI 48209 – Contract Period: Upon City Council Approval through February 28, 2021 – Total Contract Amount: \$240,000.00.

Costs budgeted to Block Grant Fund, Acct. 2001-13170-365707-617900-0-0, Appropriation for Neighborhood Outreach includes available funding of \$2,273,590 as of May 3, 2019.

This request is for an extension of the contract period 18 months, through February 28, 2021. There is no requested change in the authorized contract funding of \$240,000.

Contract 6001437 was based on the grant of \$240,000 to LASED from the 2017-2018 CDBG funds, approved by City Council on March 10, 2017. The contract was authorized for a term from March 1, 2018 through August 31, 2019 to provide for public facility rehabilitation program.

This Amendment extends the term through February 28, 2021. The Scope of Work includes improvements to the structure at 7150 W. Vernor; Senior Center renovations include the Kitchen, Restrooms, Offices; Youth Center renovations include restrooms, classrooms and entryway.

Budgeted costs remain the same: Construction for \$185,000; IT systems /Security for \$20,000; Advertising for \$1,000; Professional Consultant for \$25,000; Fees & Permits for \$5,000; and Other costs of \$4,000.

**Covenant of Equal Opportunity Affidavit signed 11-29-18;
TAXES: Good Through 5-25-19 and 8-31-19;
Hiring Policy Compliance Affidavit signed 11-29-18, Employment application submitted complies;
Slavery Era Records Disclosure Affidavit signed 1-29-18, indicating Agency established 1965, NO records to disclose;
Political Contributions and Donations Statement signed 11-29-18, indicating 7 donations to the Mayor in 2016 and 2017; and 1 donation to a Council Member in 2017.**

Housing & Revitalization - *continued*

6002072 100% City Funding – To Provide Basement Repair Services on an As Need Basis Not Exceeding the Contract Amount for the Bridging Neighborhood Program. – Contractor: Clark’s Construction Company – Location: 18109 Livernois, Detroit, MI 48221 – Contract Period: Upon City Council Approval through March 14, 2021 – Total Contract Amount: \$150,000.00.

Costs budgeted to International Bridge Project Fund, Acct. 1004-20413-360145-651159-0-0, Appropriation for Bridging Neighborhoods includes available funding of \$11,146,045 as of May 3.

Bids were solicited, for the Bridging Neighborhood Basement repairs; 2 bids were received [an additional 3rd Bid submitted, was incomplete].

This recommendation is with the Lowest Cost bid received from Clark’s Construction for \$585.50; Bid total based on adding each price.

It is recommended the approval of a 2-year contract with Clark’s Construction for estimated costs of \$150,000. A Correction has been submitted indicating the contract expiration is MAY 14, 2021.

Bid costs, and services include: Repair cracks, and tuck point for \$10 per foot; Open concrete cover over an excavation at \$6 per sq. ft.; saw cut concrete and replace with new concrete at \$10 per square foot; Excavate 1 to 4 inches along perimeter of house at \$10 per linear foot; Excavate 5 to 8 inches along perimeter of house at \$75 per liner foot; Demolish block wall and replace at \$30 per square foot; Dry lock interior basement wall, or tar exterior basement wall at \$9.75 per sq. foot; Remove and replace drain tile at \$25 per linear foot; Install floor to rim joist stanchion at \$275 per station; and Remove concrete floor, install drain tile in pea gravel and repair concrete for \$125 per linear foot.

Contractor to work with Bridging Neighborhoods to provide: site inspections, analyze/ identify issues, determine the most cost-effective repair options, and provide cost quotation for individual basement repairs.

Second Bid received from Detroit Next for \$766

**Covenant of Equal Opportunity Affidavit signed 4-17-19;
TAXES: Good Through 4-26-20 and 8-31-19;
Hiring Policy Compliance Affidavit signed 4-18-19, Employment application submitted complies;
Slavery Era Records Disclosure Affidavit signed 4-17-17, indicating business established 1992, NO records to disclose;
Political Contributions and Donations Statement signed 4-18-19, No donations identified.**

INNOVATION AND TECHNOLOGY

6001914 100% City Funding – To Provide Physical Records Management System Software for DoIT. – Contractor: Global Solutions Group, Inc. – Location: 25900 Greenfield Road, Oak Park, MI 48237 – Contract Period: Upon City Council Approval through March 9, 2022 – Total Contract Amount: \$100,088.00.

Costs budgeted to Capital Projects Fund, Acct. 4533-20507-310010-617400-0-0, Appropriation for 2019 Capital Projects includes available funding of \$16,668,222 as of May 3, 2019.

6 Proposals were received; 4 were selected as the most qualified for further evaluation and interviews. Global Solutions was ranked the highest.

The contract with Global Solutions is recommended for a 3-year period, through March 9, 2022.

Other Proposals that were evaluated further received from: Data Consulting Group, Information First, and IQ Business Group.

Proposals that were not evaluated further, received from: Konica Minolta and Laserfiche.

This contract is to enable the consolidation of information about records stored by various City Departments and agencies. The contract is proposed for a term of 3 years.

Currently the City of Detroit’s physical records are kept in a variety of locations. A central digital repository is required for the management of the information contained in the boxes. Currently information in stored record boxes may be tracked by individual departments, using various databases that are not accessible through the server. It is easy to lose or misplace boxes of records, or destroy them by accident.

The proposed system will manage stored records, inventory the records, archiving and disposition of boxed physical records. The proposed Records Management System will be hosted on the City’s Data Center.

The proposed system will include a defined user security, only authorized individuals have access or can edit or delete components in a record folder; Ensures the retention of specific data for each record; set up different retention periods required for different documents; ability to interface with barcode scanners; System can track the location of physical records; Ability to search and retrieve records with index words, dates, numbers.

Contract Discussion continues on the following page.

Innovation and Technology - *continued*

6001914 100% City Funding – To Provide Physical Records Management System Software for DoIT. – Contractor: Global Solutions Group, Inc. – Location: 25900 Greenfield Road, Oak Park, MI 48237 – Contract Period: Upon City Council Approval through March 9, 2022 – Total Contract Amount: \$100,088.00.

Contract Discussion continued below:

Costs include: License fees for 8 Software packages, for a total cost of \$48,180;

Annual maintenance costs of the software is \$9,636 [for 3 years];

Professional Services required for installing Software, training, project management for \$23,000;

Covenant of Equal Opportunity Affidavit signed 3-12-19;

TAXES: Good Through 12-10-19 and 8-31-19;

Hiring Policy Compliance Affidavit signed 3-12-19, Employment application states “may conduct a criminal background verification;” Vendor states that “background checks are not conducted until the application process has been completed.”

Slavery Era Records Disclosure Affidavit signed 3-12-19, indicating business established 2003, NO records to disclose;

Political Contributions and Donations Statement signed 4-12-19, No Donations identified.

RECREATION

6000854 REVENUE – AMEND 4 – To Lease Office Space at the Northwest Activity Center. – Contractor: Detroit Employment Solutions Corp. – Location: 18100 Meyers, Detroit, MI 48235 – Contract Period: Upon City Council Approval through June 30, 2019 – Contract Increase Amount: \$153,083.28 – Total Contract Amount: \$1,307,478.28.

Revenue budgeted to General Fund, Acct. 1000-13990-472200-626430-006004-30105, Appropriation for General Services Dept. Restructuring includes available funding of \$6,555,133 as of May 3, 2019.

This request is to extend the lease of office space at Northwest Activity Center, to Detroit Employment Solutions Corp., for an 8-month term, from November 1, 2018 through June 20, 2019.

The proposed amendment provides that the payment for the 8-month period will be \$153,083.28, paid monthly at \$19,135.41 [*This is the same monthly cost that has been paid since February 2016.*]

The proposed amendment does change the requirement that Employment Solutions Corp. is responsible for the costs and expense to clean their leased premises; to General Services, through Northwest Community Programs maintenance staff at the sole cost and expense of Northwest Community Programs, shall provide janitorial services to the leased space, with no additional cost to the Lessee above the normal rent payments.

This lease was initially approved October 21, 2013, for a period of 3 years, through Oct. 31, 2016, for a cost of \$231,715 per year [\$19,305.58 per month], for the operation of a full service One-Stop Employment Center.

Amendment 1 to the contract, approved in February 2016, reduced the amount of space leased by and reduced the monthly payments to \$19,135.41.

Amendment 2 extended the lease term 1 year, through October 31, 2017, with an increase of \$229,625.

Amendment 3 extended the term 1 year, through October 31, 2018, with an increase of \$229,625 to the total of \$1,148,125.

**Covenant of Equal Opportunity Affidavit signed 3-20-19;
TAXES: Good Through 5-25-19 and 8-31-19;
Hiring Policy Compliance Affidavit signed 6-15-18, Employment application submitted complies;
Slavery Era Records Disclosure Affidavit signed 6-15-18, indicating Agency established 2012, NO records to disclose;
Political Contributions and Donations Statement signed 12-18-18, indicating “None.”**

FIRE

3033475 100% City Funding – To Provide Turnout Gear Bags for the Use of Holding Fire Equipment. – Contractor: Apollo Fire Equipment – Location: 12584 Lakeshore Drive, Romeo, MI 48065 – Contract Period: Upon City Council Approval through August 30, 2019 – Total Contract Amount: \$56,237.50.

Costs budgeted to General Fund, Acct. 1000-00067-240340-621101-0-0, Appropriation for Emergency Medical Services includes available funding of \$5,034,179 as of May 3, 2019.

**Bids solicited, from April 3 through April 8 at 10 AM, for Large Turnout Gear Bags;
6 Bids received.**

This recommendation is for the Second Low Bid received from Apollo Fire Equipment for the total of \$56,237.50.

This proposed contract will provide for the purchase of 1,250 Gear Bags at \$44.99 each. The bags are indicated to be adequate to hold all gear, boots and helmet comfortably; the bag includes 4 mesh vents to promote ventilation of the gear and help prevent mildew; bags are 30” by 15” by 16 inches.

Lowest bid submitted by AVE Office Supplies for \$0.0552 each, however the bid did not include full information and specifications on the item to be provided, Dept. believed it to be unrealistically low and recommended rejection.

Other bids received include: Premier Safety for \$47.50 each; Wright Tool Co., for \$56.89 each; R & R Fire Truck Repair for \$60 each; and Begus online for \$76.90 each.

**Covenant of Equal Opportunity Affidavit signed 11-16-18;
TAXES: Good Through 3-11-20 and 8-31-19;
Hiring Policy Compliance Affidavit signed 5-15-15, Employment application ;
Slavery Era Records Disclosure Affidavit signed 11-6-18, indicating business established 1969, NO records to disclose;
Political Contributions and Donations Statement signed 3-26-19, indicating “None.”**

POLICE

3034396 100% City Funding – To Provide Chain of Custody and Movement of Property Software used by Property Officers throughout the Police Department and by the Property Control Unit. – Contractor: Tracker Products, LLC – Location: 1102 Brighton Street, Newport, KY 41071 – Contract Period: Upon City Council Approval through May 31, 2021 – Total Contract Amount: \$41,800.00.

Costs budgeted to General Fund, Acct. 1000-11041-372300-617900-0-0, Appropriation for Police Technology Bureau includes available funding of \$1,413,902 as of May 3, 2019.

Office of Contracting and Procurement authorized this contract as a Sole Source on March 8, 2019; Tracker Products is the only source for the software licensing currently used by the Police Dept.

This request is for the continuation of the software that is used by the Police Property System. This proposed contract renews the software and licensing of the Police Property System; this software provides the chain of custody and movement of property functions that is used by the Property Officers and the Property Control Unit.

The proposed contract with Tracker Products is for a term of 2 years: from Jun 1, 2019 through May 31, 2021, for the cost of \$20,900 per year.

**Covenant of Equal Opportunity Affidavit signed 3-21-19;
TAXES: Good Through 3-29-20 and 1-31-20;
Hiring Policy Compliance Affidavit signed 3-25-19, indicate do not use Employment applications, request resumes;
Slavery Era Records Disclosure Affidavit signed 3-25-19, indicating business established 2001, NO records to disclose;
Political Contributions and Donations Statement signed 3-25-19, indicating “NA.”**

Police Dept. - continued

3034081 100% City Funding – To Provide a One Time Spot Buy for the Purchase of a Large 3D Laser Scanner for Forensic Analysis of Crime Scenes. – Contractor: Collision Forensic Solutions – Location: 300 S. Fillmore Street, Papillion, NE 68046 – Contract Period: Upon City Council Approval through May 20, 2020 – Total Contract Amount: \$81,944.00.

Costs budgeted to General Fund, Acct. 1000-11041-372300-644100-0-0, Appropriation for Police Technology Bureau includes available funding of \$1,413,902 as of May 3, 2019.

Bids were solicited for the purchase of the Leica 3D Lase Scanner; 3 Bids received

This recommendation is for approval of the Lowest Bid, received from Collision Forensic Solutions, for a total cost of \$86,244; the final negotiated price is \$81,944.

The purchase includes [before negotiating costs] the Laser Scanner for \$62,010; Target package for \$2,250; Maintenance, Technical Support and Warranty costs of \$9,344; 40 hours of training in Scanner operation and data processing for \$9,000; Collapsible tripod for \$1,344; Traceable Target bundle for \$1,996.

The Accident re-creation software [\$300 value] provided at no cost.

Includes 3 year warranty for annual maintenance, calibrations; and also 24-hour lifetime operational support.

Other bids submitted by: Noar Technologies for \$92,869; and AVE Office Supplies for \$167,820 was rejected, did not meet minimum qualification of being an authorized Leica dealer/ distributor or service provider.

Covenant of Equal Opportunity Affidavit signed 11-16-18;

TAXES: Good Through 11-28-19 and 8-31-19;

Hiring Policy Compliance Affidavit signed 11-16-18, Business includes a sole owner and employee;

Slavery Era Records Disclosure Affidavit signed 11-16-18, indicating NO records to disclose;

Political Contributions and Donations Statement signed 11-16-18, indicating “NA.”

Previous contract approved with Collision Forensic Solutions [No. 3030577] for a cost of \$152,566, for the purchase of three 3D Laser Scanners, with accessories, software and warranties, approved in February 2019; used to process crime scenes.

TRANSPORTATION

6002082 100% City Funding – To Provide Virtual Interactive (Simulators) Training for DDOT and Police. – Contractor: FAAC Incorporated dba IES Interactive Training – Location: 1229 Oak Valley Drive, Ann Arbor, MI 48108 – Contract Period: Upon City Council Approval through April 30, 2024 – Total Contract \$1,028,910.76.

Costs budgeted to Quality of Life Fund, Acct. 3100-13824-200010-628500-900265-0, Appropriation for Restructuring includes available funding of \$5,483,973 as of May 3, 2019

Bids solicited, from December 3 through December 19, 2018, for Virtual Driver Training simulators; 3 Bids received.

Bids submitted by Begus online for \$116, and AVE Office Supplies for \$96,400, were both rejected and not considered further due to lack of adequate response.

1 Bid received from FAAC Inc. for \$742,990 for 1 Police Simulator and 2 Bus Simulators was evaluated and determined to be acceptable

This contract is for the purchase of 4 Virtual Driver Training Simulators - 2 for DDOT and 2 for Police Department.

The Bus Driver Training Simulators include: Front Dashboard assembly, Side instrument panel, Fully adjustable operator's seat, 8 image Generator computers, high definition monitors, high fidelity sound system, 65 targeted transit bus driving scenarios, Instructor driving station, Trainee assessment system, 3-days standard training and Refresher training, 12-month factory warranty.

Bus Driver Simulator Training is a total of \$767,994.

LE-1000 Driver Training Simulator is a total of \$278,995. This is indicated to be a transitional upgrade to the existing system used by the Police.

Vendor provided a discount of \$18,078.24 for purchase of multi-units.

Covenant of Equal Opportunity Affidavit signed 12-4-18;

TAXES: Good Through 12-11-19 and 8-31-19;

Hiring Policy Compliance Affidavit signed 12-4-18, Employment application

Slavery Era Records Disclosure Affidavit signed 12-4-18, indicating business established 1971, NO records to disclose;

Political Contributions and Donations Statement signed 12-4-18, indicating "NA."

2 Previous contracts approved with FAAC Inc. include:

No. 3011262, approved in April 2017, for a Training Pump Simulator, for operation a an Apparatus pump, for the Fire Dept., for a costs of \$57,000;

No. 3006355, approved in Nov. 2016, for a Driver Training Simulator for the Fire and EMS, for a cost of \$171,869.75.

TREASURY

6001988 100% City Funding – To Provide Project Management Services for the Office of the Treasury. – Contractor: Guidehouse LLP – Location: 1800 Tysons Blvd. 7th Floor, McLean, VA 22102 – Contract Period: Upon City Council Approval through April 30, 2021 – Total Contract Amount: \$2,100,000.00.

\$500,000 in Costs budgeted to General Fund, Acct. 1000-04739-351020-617900-0-0, Appropriation for Non-Dept., General Revenue includes available funding of \$19,946,945 as of May 3, 2019.

Bids solicited, from January 18 through February 11, 2019 for Project Management; 3 proposals received; the proposal received from Ernst and Young did not completely respond to RFP and was rejected; 2 remaining proposals were evaluated.

This recommendation is with the proposal scored the highest, and also appears to have submitted the higher costs, received from Guidehouse.

Guidehouse proposal for cost of \$1,800,000 was considered the strongest base on their work with New York on best practices, and extensive call center experience. Vendor had direct experience with Income Tax data, stronger focus on the technical side, National experience directly relevant to the City's needs. Experience working with Detroit Land Bank, Mich. Supreme Court, City of St. Louis, and River Rouge.

Second Proposal received from Plante Moran for \$1,343,825

This contract is for services to develop a comprehensive Transition Plan for the City to assume Individual Income Tax administration in January 2021 and Corporate / Withholding administration in January 2022.

Tasks to include: Transition of data from the State to the City;

Continue the e-filing system for City returns; Transitioning collection of delinquencies to the City for further collection effort; Purchase and implementation of a Customer Management software; Build-out of physical space to hire additional 30 staff; Development of documentation of Policies, Procedures and forms; Staff training; Develop communications plan with citizens and taxpayers; Package selection, project management and training for implantation of an Income Tax Processing System.

Costs based on 3 phases: Phase 1 - determine requirements, selecting package, Project training and management for \$960,000 over 1 year [\$80,000 per month];

Phase 2 - Project Management over 12 months for \$744,000 [\$62,000 per month];

Phase 3 - Project Management over 12 months for \$396,000 [\$33,000 per month].

Covenant of Equal Opportunity Affidavit signed 12-18-18;

TAXES: Good Through 12-26-19 and 8-31-19;

Hiring Policy Compliance Affidavit signed 12-18-18, Employment application

Slavery Era Records Disclosure Affidavit signed 12-18-18, indicating business established 2014, NO records to disclose;

Political Contributions and Donations Statement signed 12-18-18, No donations identified.