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TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: April 14, 2020

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

Attached are the contracts that were submitted by the Office of Contracting and Procurement, under the recess procedures, for the week of April 13, 2020. This list includes the comments and review of the Legislative Policy Division. This list also includes grant applications and grant awards, submitted by the Office of Grants Management, for your consideration.

Recess procedures provide that contracts and grants submitted for the week are considered approved on Thursday, unless held by a Council Member. Council Members are requested to provide requests to hold contract(s) and/or grants, with your questions or concerns, to Louise Jones and Cherrie Wiggins, City Clerk's Office, by 4 pm, Wednesday, April 15, 2020. Contracts and grants that are not held, will be considered approved and processed on Thursday, April 16, 2020.

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

Attachments

cc:

Janice Winfrey
Mark Lockridge
Boysie Jackson
Irvin Corley
Marcell Todd
Avery Peoples

City Clerk
Auditor General
Office of Contracting and Procurement
Legislative Policy Division
Legislative Policy Division
Mayor's Office

Contracts Submitted to City Council
 Under Recess Procedures for the
 Week of April 13, 2020

Statistics compiled for the Contracts submitted through City Council recess procedures for the Week of April 13, 2020.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
Housing & Revital. 1 Emergency Covid-19 contract 1 Bridging Neighborhood contract	2	0	0	2
Planning & Developmt. 1 Detroit Building Authority contract	1	0	0	1
Police 1 contract appears to have been submitted previously	2	0	0	0
Public Works	1	0	0	0
Recreation 1 Emergency Covid-19 contract	1	0	0	1
Transportation	1	0	0	1
Treasury	1	0	1 Amendment	0
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Totals	9	0 Detroit-Based Bids	1 Amendment	5

This list also includes requests to authorize 8 Grants; Application for 4 Grants, and to Accept 4 Grants through the recess procedures

Contracts Submitted to City Council
Through Recess Procedures for the
Week of April 13, 2020

Statistics compiled for the Contracts submitted through recess procedures for the Week of April 13 2020.

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This list represents costs totaling \$ 2,200,677.75¹

Included in the total costs are the following:

General Fund	\$ 259,638.35
Grant Funds	\$ 243,289.00
International Bridge Fund	\$ 81,400.00
Quality of Life Fund	\$ 1,000,000.00
Solid Waste Management Fund	\$ 302,703.00
Transportation Operation Fund	\$ 258,734.00

¹ The contract list includes: 1 Amendment for added funds; 8 Contracts for 1 time purchases and terms of 5 months to 3 years.
Contracts & Grants submitted for Week of April 13, 2020

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: April 13, 2020

RE: **CONTRACTS AND GRANTS SCHEDULED TO BE CONSIDERED
THE WEEK OF APRIL 13, 2020 DURING THE RECESS PERIOD.**

HOUSING AND REVITALIZATION

6002756 100% City Funding through the Gordie Howe International Bridge Project – To Provide Residential Rehabilitation Services to the Single Family Dwelling Located at 2595 Carson for the Bridging Neighborhood Program. – Contractor: Lake Star Construction Services, Inc. – Location: 440 Burroughs Suite 133, Detroit, MI 43202 – Contract Period: Upon City Council Approval through April 13, 2021 – Total Contract Amount: \$81,400.00.

Costs budgeted to International Bridge Fund, Acct. 1004-20413-360145-651159-0-0, Appropriation for Bridging Neighborhoods includes available funding of \$4,412,228 as of April 10, 2020.

Bidding closed on March 13, 2020; 4 bids received, evaluated and ranked.

This recommendation is for the highest ranked bid, from Lake Star Construction for \$74,000.

Other Bids received, in order of rank include: Gayanga for \$76,000; Ace Restoration for \$76,000; and Jozef for \$75,000

Renovation work at 2595 Carson to be substantially complete by August 14, 2020.

Renovation includes all necessary work to bring residence up to code; in addition to include update of all electrical, installation of gas connections, replace the landing and stairs to basement, replace sewer line, replace the front and back porches, install all new siding.

Costs include the base bid of \$74,000; and Allowance for additional services for \$7,400.

Covenant of Equal Opportunity Affidavit signed 4-4-19;

TAXES: Good through 5-2-20;

Hiring Policy Compliance Affidavit signed 4-4-19, Employment application submitted complies; Slavery Era Records Disclosure Affidavit signed 4-4-19, indicating business established 1013, NO records to disclose;

Political Contributions and Expenditures Statement signed 4-4-19, indicating “NA.”

Vendor indicates a total employment of 9; 7 employees are Detroit residents.

PLANNING AND DEVELOPMENT

6002813 100% Quality of Life Funding – To Provide a Funding Agreement between the Planning and Development Department and the Detroit Building Authority for the Project Management of Utility Removal and Relocation for the New Carpenters Union and Training Facility Located at 7515 Elmhurst Street. – Contractor: Detroit Building Authority – Location: 1301 Third Street Suite 328 Detroit, MI 48226 – Contract Period: Upon City Council Approval through August 31, 2020 – Total Contract Amount: \$1,000,000.00.

Indicated above, the use of Quality of Life funding, Fund 3100; However, an Account Number was not identified in the documents provided.

Appropriation 13965 for Non-departmental Quality of Life exit Financing includes available funding of \$4,545,908 as of April 10, 2020.

This proposed contract with the Detroit Building Authority is for the removal and relocation of sewer lines at the site of the new Carpenters Union Training Facility located at 7515 Elmhurst for costs not to exceed \$1,000,000.

Work requires demolition and removal of existing sewer lines, sidewalks, underground utilities, and roadway sections; and the installation of new sewer lines along American Road and I-96 Service Drive.

Bids were solicited by the Building Authority; Proposals received from 3 Detroit based businesses; Proposals were evaluated by the Detroit Building Authority, Water & Sewerage Dept., and the Planning & Development Dept.

The work has been awarded to the lowest cost proposal received from Lakeshore Global Corp. for \$854,870, for the Sewer Line Relocation Project.

Other proposals received from: Blaze Contracting and Major Cement Co.

This proposed contract with the Building Authority was approved by the Building Authority Board of Commissioners on March 20, 2020.

No clearances or affidavits are required for a contract with another governmental agency.

POLICE

3042469 100% City Funding – To Provide Secure VPN for Police, Fire and EMS Vehicles. – Contractor: CDW Government, LLC – Location: 230 N Milwaukee Avenue, Vernon Hills, IL 60061 – Contract Period: Upon City Council Approval through April 27, 2022 – Total Contract Amount: \$95,638.85.

Costs budgeted to General Fund, Acct. 1000-11041-372300-617900-0-0, Appropriation for Technology Bureau includes available funding of \$2,656,843 as of April 10, 2020.

This contract was previously submitted and referred to Public Health and Safety Committee on March 24, 2020; City Council may wish to confirm if it is the intention of the Office of Contracting and Procurement to withdraw this contract from this list since it has already been submitted.

This contract was authorized as a Sole Source and approved by Office of Contracting and Procurement on March 11, 2020, CDW Government is a MiDeal contractor, and offers the City a reduced rate for software.

The cost of \$95,638.85 is indicated to continue the technical support for NetMotion Mobility, that covers 872 devices, for the 2-year period from March 31, 2020 through March 30, 2022.

The NetMotion maintenance is indicated to apply to all Public Safety vehicles. NetMotion provides a mobile virtual private network to vehicles, keeping them efficiently connected.

City Council recently approved in February 2020, Contract 3040145 with CDW Government, for \$180,279.23, for the purchase of 185 Wireless Routers, and other equipment, NetMotion Software and support; equipment to be installed in Public Safety Vehicles.

**Covenant of Equal Opportunity Affidavit signed 3-13-20;
TAXES: Good Through 10-14-20;
Hiring Policy Compliance Affidavit signed 3-13-20, Online employment description submitted appears to comply;
Slavery Era, Prison Industry and Immigrant Detention Records Disclosure Affidavit signed 3-13-20, indicating NO records to disclose;
Political Contributions and Expenditures Statement signed 3-13-20, indicating “None.”**

The Honorable City Council
Contracts Submitted under Recess Procedures for
The Week of April 13, 2020

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Police Dept. - continued

3043135 100% City Funding – To Provide One Hundred Forty Two (142) Axis Camera Hardware and Accessories in Addition to Three Hundred Seventy Five (375) Decoy Cameras for the Illegal Dumping Initiative. – Contractor: Shaw Systems & Integration – Location: 22100 Telegraph Road, Southfield, MI 48033 – Contract Period: Upon City Council Approval through June 1, 2020 – Total Contract Amount: \$155,943.00.

Costs budgeted to Solid Waste Management Fund, Acct. 3401-12396-190410-644124-192004-0-0, Appropriation for Solid Waste Management includes available funds of \$614,190 as of April 10, 2020.

Bids solicited and closed on March 4, 2020; 4 Bids received.

This recommendation is for the Lowest Acceptable bid received for Shaw Systems for \$155,943;

Other bids received include: Choice Virtual Guard Service for \$149,544.37 [no information provided on why this lower bid was rejected]; Security Solutions Services for \$174,404.78; and AVE Office Solutions for \$194,853.

The contract is for the purchase of Cameras and Decoy cameras, to discourage illegal dumping. Cameras to be monitored by the Real Time Crime Center.

Purchase includes 4 different kinds of cameras total of 142: 44 AXIS cameras at \$1,290 each; 20 AXIS cameras at \$1,122 each; 61 AXIS cameras at \$498 each; and 17 AXIS cameras at \$1,497 each; 142 Steel straps for \$27 each; 142 Pole mounts at \$71 each; and 2 decoy cameras - 125 Faux Surveillance cameras at \$20 each; and 250 Faux Security Dome Cameras at \$18 each.

Covenant of Equal Opportunity Affidavit signed 1-20-20;

TAXES: Good through 2-19-21;

Hiring Policy Compliance Affidavit signed 1-21-20, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 1-20-20, indicating business established 1998, NO records to disclose;

Political Contributions and Expenditures Statement signed 1-20-20, indicating “None.”

Vendor indicates a total employment of 285; 14 employees are Detroit residents.

PUBLIC WORKS

6002786 100% Solid Waste Funding – To Provide Three Thousand (3,000) 96 Gallon Recycling Containers. – Contractor: Toter, LLC – Location: 841 Meacham Road, Statesville, NC 28677 – Contract Period: Upon City Council Approval through March 31, 2022 – Total Contract Amount: \$146,760.00.

Costs budgeted to Solid Waste Management Fund, Acct. 3401-20674-191111-641000-190011-0, Appropriation for Recycling Partnership includes available funding of \$198,123 as of April 10, 2020.

Bids solicited for various types and sizes of trash containers.

Previous contract, No. 6002787, for purchase of 250 450-gallon recycling containers and lids was submitted and approved the Week of March 30, 2020, for a 2-year term through March 2022, and a cost of \$195,300; and also based on this solicitation of bids.

This recommendation is for approval of this proposed contract with Toter for the purchase of 3,000 96-gallon Recycling containers at \$48.92 each, for a total of \$146,760, over a 2 year term through March 31, 2022. Toter indicates there is a 12-year warranty on the containers.

The lowest cost bid appears to have been submitted by Cascade Engineering for \$45.50 each, for a total cost of \$130,470; *No information provided on why the lowest bid was not recommended.*

Cascade previously rejected last year, sample provided did not meet specifications.

Other bids submitted by: Rehirig Pacific for \$159,500; Compumeric Engineering for \$374,500; AVE Office Supply for \$597,000.

Covenant of Equal Opportunity Affidavit signed 3-4-20;

TAXES: Good Through 1-27-21;

Hiring Policy Compliance Affidavit signed 3-4-20, Employment application submitted complies; Slavery Era, Prison Industry and Immigration Detention Records Disclosure Affidavit signed 3-4-20; indicating NO records of employment, investment or revenue from these industries;

Political Contributions and Expenditures Statement signed 3-4-20, indicating “None.”

Previous contract for 96gallon Recycling containers, was also approved with Toter, No. 6001989, approved in April 2019, for the purchase of 800 96-gallon containers, over a period of 2 years, through April 14, 2021, for a total of \$35,880 [\$44.85 each].

TRANSPORTATION

6002732 100% City Funding – To Provide Dumpster Rental/Disposal Services. – Contractor: J. Keith Construction, LLC – Location: 1010 Antietam, Detroit, MI 48207 – Contract Period: Upon City Council Approval through March 24, 2023 – Total Contract Amount: \$258,734.00.

Costs budgeted to Transportation Operation Fund, Acct. 5301-00150-200290-622200-000055-0-0, Appropriation for Vehicle Maintenance includes available funds of \$6,089,599 as of April 10, 2020.

Bids were solicited, and closed on February 3, 2020; 2 Bids were received from: J. Keith Construction for \$594,840; and Standard Waste Services for \$646,836. According to the Bid Tabulation, contracts to be offered to both vendors.

This proposed contract is with J. Keith Construction for a period of 3 years, through March 24, 2023, for a cost not to exceed \$258,734. The 2nd Contract awarded to Standard Waste was for a period of 2 years, through March 24, 2022, for a cost of \$388,101.

City Council may wish to inquire why these contracts were awarded for different time periods.

Contract services include providing for the rental of various types of trash dumpsters and trailers, to be located at the 5 Transportation facilities; and for the pick-up of the trash containers, once filled, to be replaced with empty dumpsters.

Costs quoted by J. Keith Construction include: \$150 to \$235 each for Trash trailers; \$225 to \$260 for roll-off dumpsters of various sizes.

Covenant of Equal Opportunity Affidavit signed, Not dated;

TAXES: Good Through 1-10-21;

Hiring Policy Compliance Affidavit signed 2-15-19, Employment application submitted complies; Slavery Era Records Disclosure Affidavit signed 2-28-19, indicating business established 2009, NO records to disclose;

Political Contributions and Expenditures Statement signed 3-22-20, indicating “None.”

Vendor indicates a total employment of 18; 4 employees are Detroit residents.

Also submitted was Contract 6002798 with Standard Waste Services for a term of 2 years, through March 24, 2022, for costs of \$388,101; this contract was submitted the Recess Week of March 30, 2020.

This proposed contracts appear to replace Contract No. 6001337, approved the Week of April 2, 2018, for a period of 2 years, through April 3, 2020, for a cost of \$300,000 to provide dumpster rental and disposal services to Dept. of Transportation. Higher costs for additional trash removal was anticipated due to the move of DDOT offices.

TREASURY

6002165 100% City Funding – AMEND 1 – To Provide an Increase of Funding for the Payment of 2019 Winter Property Tax Mailings. – Contractor: Diversified Data Processing and Consulting, Inc. dba DIVDAT – Location: 10811 Northend Avenue, Ferndale, MI 48220 – Contract Period: February 26, 2020 through June 30, 2020 – Contract Increase Amount: \$14,000.00 – Total Contract Amount: \$108,640.00.

Costs budgeted to General Fund, Acct. 1000-200024-310020-626600-0-0, Appropriation for DoIT Administration & Operations includes available funding of \$7,979,336 as of April 10, 2020.

This request is for an amendment to the contract, to increase the authorized expenditures by \$14,000. The additional expenditure is indicated to be for payment of postage for mailing of Winter Property Tax mailing. The indicated cost is \$.091 each.

Contract 6002165, with Diversified Data Processing and Consulting, was approved June 25, 2019, for a cost of \$94,640, for the 2-year term, through June 20, 2021. Contract authorized to provide printing and mailing of property tax billing and revenue collections.

**The information above indicates a term through June 30, 2020; City Council may wish to inquire:
If the indicated term is a misprint and should indicate June 30, 2021, as originally approved;
If the increase is for postage why wasn't it included in the initial costs; and
If there will be additional increases for future mailings.**

Covenant of Equal Opportunity Affidavit signed 5-14-19;

TAXES: Good Through 3-28-21;

Hiring Policy Compliance Affidavit signed 5-14-19, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 5-14-19, indicating NO records to disclose;

Political Contributions and Expenditures Statement signed 5-14-19, no donations were identified.s

EMERGENCY COVID-19 CONTRACTS FOR CITY COUNCIL REVIEW

HOUSING AND REVITALIZATION

6002790 100% City Funding – To Provide Additional Coordinated Assessment Model (CAM) Staff to Assist Residents in Danger of Becoming Homeless in Finding Alternative Housing Solutions in Response to the COVID-19 Crisis. – Contractor: Southwest Counseling Solutions – Location: 5716 Michigan Avenue, Detroit, MI 48210 – Contract Period: Upon City Council Approval through February 28, 2022 – Total Contract Amount: \$150,000.00.

Costs budgeted to General Fund, Acct. 1000-20518-360072-628500-0-0, Appropriation for Housing Affordability Fund, indicates \$150,000 encumbered and funds available of \$3,470,000 as of April 10, 2020.

This contract has been implemented as an Emergency to help prevent individuals from exposure to the Covid 19 virus.

The Agency’s staff assists families & individuals to divert or prevent them from entering the shelter system through use of alternative resources and networks; the financial assistance the Agency can offer through this contract can increase the flexibility and opportunities to divert households from becoming homeless.

It is estimated that 697 households will be assisted through this contract.

Budgeted costs of this contract include: Personnel costs of \$25,267; Client Gas cards for \$6,000; Food cards for \$6,000; Local bus tickets for \$240; Long distance bus tickets for \$9,600; 1st Month rent for \$19,200; Security Deposits for \$28,800; Rental assistance & arrearage payments of \$24,000; Utility assistance for \$12,000; Driver’s License fees/ ID’s /birth certificates for \$2,304; Furniture, household goods for \$9,000; Auto repair, home repair, moving costs, short-term motel residence for \$7,589.

Covenant of Equal Opportunity Affidavit signed 10-10-19;

TAXES: Good Through 6-25-20;

Hiring Policy Compliance Affidavit signed 6-20-19, Employment application submitted complies; Slavery Era Records Disclosure Affidavit signed 6-12-19, indicating Agency established 1972, NO records to disclose;

Political Contributions and Expenditures Statement signed 6-12-19, indicating “N/A.”

EMERGENCY COVID-19 CONTRACTS FOR CITY COUNCIL REVIEW

RECREATION

3043055 100% Grant Funding – To Provide Emergency Breakfast and Lunch Meals Served for Youth in Response to COVID-19 to Various Sites throughout the City of Detroit and to Include Parks and Recreation Department Locations. – Contractor: Edibles Rex, Inc. – Location: 5555 Conner Suite 1058, Detroit, MI 48213 – Contract Period: Upon City Council Approval through May 15, 2020 – Total Contract Amount: \$298,202.40.

NO DOCUMENTS OR INFORMATION PROVIDED TO ENABLE THE REVIEW OF THIS CONTRACT.

Contract 6002653 with Edibles Rex, was approved by City Council on March 10, 2020, for a cost of \$307,178.55 to provide meals for the period from March 2, 2020 through June 20, 2021.

*This contract was approved to deliver meals as part of: Child and Adult Care Food Program; Summer Food Services Program; and for Special Events.
Food to be delivered to various stationary sites throughout the City.*

*Contract 6002653 included providing: 29,070 Summer Food Service Breakfasts for \$51,453.90;
52,665 Summer Food Service Lunches for \$189,054.65;
27,000 Child & Adult Food Program Suppers for \$86,670*

This proposed contract is for costs of \$298,202.40 to provide Breakfast and lunches to Youth, that do not have access to these meals through their schools, for the period through May 15, 2020.

Clearances and Affidavits provided with Contract 6002653, submitted and referred on March 3, and approved March 10, 2020:

Covenant of Equal Opportunity Affidavit signed 1-7-20;

TAXES: Good Through 1-14-21;

Hiring Policy Compliance Affidavit signed 6-5-19, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 6-6-19, indicating NO records to disclose;

Political Contributions and Expenditures Statement signed 5-15-19, indicating “None.”

The Honorable City Council
Grants Submitted under Recess Procedures for
The Week of April 13, 2020

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GRANTS SCHEDULED TO BE CONSIDERED THE WEEK OF APRIL 13, 2020 DURING THE RECESS PERIOD.

Request to Apply the Following:

- Authorization to submit a grant application to the Marathon Oil for the FY 2020 Marathon Oil Grant. The Department of Neighborhoods is hereby requesting authorization from Detroit City Council to submit a grant application to the Marathon Oil for the FY 2020 Marathon Oil Grant. The amount being sought is \$5,000.00. There is no required match.
- Authorization to submit a grant application to the U.S. Department of Justice for the FY 2020 Community Policing Development Microgrant Program. The Detroit Police Department is hereby requesting authorization from Detroit City Council to submit a grant application to the U.S. Department of Justice for the FY 2020 Community Policing Development Microgrant Program. The amount being sought is \$100,000.00. There is no match requirement.
- Authorization to submit a grant application to the Federal Transit Administration for the FY 2020 Bus and Bus Facilities Grant. The Detroit Department of Transportation is hereby requesting authorization from Detroit City Council to submit a grant application to the Federal Transit Administration for the FY 2020 Bus and Bus Facilities Grant. The amount being sought is \$3,284,080.00. If awarded, the Michigan Department of Transportation will provide \$821,020.00 in matching funds. The total award amount that the department is applying for is \$4,105,100.00. There is no local match requirement.
- Authorization to submit a grant application to the Michigan Department of Transportation for the Transportation Economic Development Fund – Category A Grant. The Department of Public Works is hereby requesting authorization from Detroit City Council to submit a grant application to the Michigan Department of Transportation for the Transportation Economic Development Fund – Category A Grant. The amount being sought is \$3,036,100.00. The State share is \$3,036,100.00 of the approved amount, there is a required cash match of \$876,400.00. The total project cost is \$3,912,500.00.

The Honorable City Council
Grants Submitted under Recess Procedures for
The Week of April 13, 2020

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Request to Accept and Appropriate the Following:

- Authorization to Accept and Appropriate the 2020 Dollarwise Innovations Grant. The United States conference of Mayors has awarded the City of Detroit Law Department with the 2020 Dollarwise Innovation Grant for a total of \$10,000.00. There is no match requirement.
- Authorization to Accept and Appropriate the Law Enforcement Assisted Diversion Program Grant. Vital Strategies has awarded the City of Detroit Police Department with the Law Enforcement Assisted Diversion Program Grant for a total of \$333,249.00. There is no match requirement for this grant.
- Authorization to Accept and Appropriate the FY 2020 Fare Collection System Replacement Grant. The Federal Transit Administration has awarded the City of Detroit Department of Transportation (DDOT) with the FY 2020 Fare Collection System Replacement Grant in the amount of \$8,494,812.00. There is a required State match for the award, from the Michigan Department of Transportation, in the amount of \$2,123,703.00. The total Federal and State award amount is \$10,618,515.00.
- Request to Accept and Appropriate a cash donation for the DTE Energy annual grant. The DTE Energy Company has awarded a cash donation to the City of Detroit Police Department with the DTE Energy Grant, in the amount of \$100,000.00. There no match requirement.