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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: July 21, 2020

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

Attached are the contracts that were submitted by the Office of Contracting and Procurement, for the City Council Session of July 21, 2020. This list includes the comments and review of the Legislative Policy Division.

The contracts on this list are also included on the City Council's Agenda for referral to the various standing Committees for 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  
Mark Lockridge  
Boysie Jackson  
Irvin Corley  
Marcell Todd  
Avery Peeples

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

Contracts Submitted to City Council  
for the Session of July 21, 2020

Page 1

Statistics compiled for the Contracts submitted for referral at the Session of July 21, 2020.

<b>Department</b>	<b>No. of Contracts or Purchase Orders</b>	<b>Detroit-Based Business Bids</b>	<b>Change, Extension Increases, Renewals</b>	<b>Located in Detroit</b>
General Services	1	0	0	1
Historic Designation Submitted <i>incorrectly</i> as Planning & Development	1	0	0	0
Housing & Revital. 2 Single Family Rehabilitation contracts 1 Demolition contract 3 Contracts to prevent Foreclosures	8	0	2 Amendments	7
Human Resources	1	0	0	1
Law	1	0	0	1
Public Works	3	0	0	3
Transportation	1	0	0	1
<b>Totals</b>	<b>16</b>	<b>0 Detroit-Based Bids</b>	<b>2 Amendments</b>	<b>14</b>

Contracts Submitted to City Council  
for the Session of July 21, 2020

Page 2

Statistics compiled for the Contracts submitted for referral at the Session of July 21, 2020.

This list represents costs totaling \$15,374,823.08<sup>1</sup>  
1 Demolition contract for costs of \$12,144

Included in the total costs are the following:

General Fund	\$ 2,363,179.00
Blight Remediation Fund	\$ 12,144.00
Grant Funds	\$ 8,403,844.11
Street Funds	\$ 4,502,655.97
Transportation Operation Fund	\$ 93,000.00

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<sup>1</sup> The contract list includes: 2 Amendments to extend terms and/ or add funding; 13 new contracts for 1 time purchase and terms of 1 to 5 years; and 1 Demolition contract.

**TO: THE HONORABLE CITY COUNCIL**

**FROM:** David Whitaker, Director  
Legislative Policy Division

**DATE:** July 21, 2020

**RE: CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT  
THE FORMAL SESSION OF JULY 21, 2020.**

### **GENERAL SERVICES**

6002920 100% Strategic Neighborhood Funds – To Provide Improvements to Butzel Playground and Renovations to the Existing Park Associated with Butzel Family Recreation Center. Improvements include Walkways, Playground, Sledding Hill, Basketball Court, Softball Field, Tree Pruning, Pavilion Area Improvements, Curb Painting, Giga Frisbee, Bike Racks, Drinking Fountain & Water Lines, Horseshoes, Fencing, Logs for Nature Play Area and Picnic Features. – Contractor: Michigan Recreational Construction, Inc. – Location: 18631 Conant, Detroit, MI 48234 – Contract Period: Upon City Council Approval through July 23, 2022 – Total Contract Amount: \$1,431,000.00.

Costs budgeted to General Services Grants, Acct. 2103-20656-471111-632100-470018-0, Appropriation for FY2019 Strategic Neighborhood Fund shows available funding of \$4,619,845 as of July 17, 2020.

Proposals solicited; 3 Proposals received and evaluated on: Experience, Schedule/Approach, and Price. The Proposal ranked the highest in all categories, and submitted the lowest price, received from Michigan Recreational Construction.

In addition to the lowest price, Mich. Recreational provided the most detailed proposal and the shortest timeline to completion. Other proposals submitted from Premier Group and WCI Construction.

This proposed contract with Michigan Recreational Construction for a term through June 23, 2022, and a cost of \$1,431,000 for renovations to the Butzel Playground and Park.

OCP provided a list of 13 subcontractors, used by Michigan Recreational, 8 are located in Detroit.

The contract costs and renovations include:

Site preparation for \$108,400; Grading & Drainage for \$150,100; Concrete and Asphalt walkways for \$89,245; Re-surfacing basketball court & new fencing for \$59,400; new Playground for \$381,500; Planting/caring for lawn seed for \$33,300; Pathway/curb painting for \$11,850; Improvements to Pavilion for \$24,750; Butzel Park signage for \$10,000; Giga Frisee for \$46,400; Concrete Loop pathway for \$41,500; Drinking fountain and water line for \$26,400; Wood fencing for \$48,300; Tree plantings for \$68,100; Refurbish Horseshoes for \$10,700; Renovate Baseball field for \$34,400; Logs for Nature play for \$1,600; Site Amenities [tables, benches, grills, bike racks, drinking fountain] for \$64,600; Site restoration for \$27,500; Mobilization, layout, bonds, general conditions cost of \$64,500; Additional Services for \$138,455.

Covenant of Equal Opportunity Affidavit signed 7-12-20;

Certification as a Detroit Based business good through 6-20-20;

TAXES: Good Through 1-29-21;

Hiring Policy Compliance Affidavit signed 7-12-20, Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-12-20,

NO records on investment, income or employment with these systems to disclose;

Political Contributions and Expenditures Statement signed 7-12-20, indicating “None”.

## HUMAN RESOURCES

6002862 100% City Funding – To Provide Employee Assistance Programs (EAP) Designed to Help Employees and Their Dependents Address a Broad Range of Issues Affecting Mental and Emotional Wellbeing through Confidential and Professional Counseling. – Contractor: Health Management Systems of America – Location: 601 Washington Boulevard, Detroit, MI 48226 – Contract Period: Upon City Council Approval through May 31, 2022 – Total Contract Amount: \$301,875.00.

**Costs budgeted to General Fund, Acct. 1000-00105-280110-617900-0-0, Appropriation for HR Administration includes available funding of \$4,154,250 as of July 17, 2020.**

**Proposals requested; 2 Proposals received and evaluated on: Ability to meet functional requirements; Clarity, completeness and reasonableness of proposal; Relevant experience & qualifications; Ability to perform within specified timelines; Costs.**

**The Highest ranked proposal in all categories was submitted by Health Management Systems. Second proposal submitted by Turner & Perry did not meet specifications and was incomplete.**

**Employee Assistance Programs designed to help all employees and their dependents; Services include individual, marital and family counseling; Some common issues include: Alcohol/Substance abuse, Depression/Anxiety, Family/marital issues, Emotional/psychiatric issues, Occupational stress, Physical/sexual abuse, Post Traumatic Stress disorder, Eating disorders, Impulse control, Financial legal concerns, Care-giving issues, Work relationship issues**

**The contractor provides 2 service packages, The City of Detroit can use the vendor for either service package; with 30-day written notice, the City may change the service package from A to B, or B to A.**

**Package A is \$1.34 per employee per month, includes 4 face to face EAP Counseling sessions and unlimited Telephone consultations, Walk-in counseling for law enforcement following incident, training for Human Resource and Labor Relations staff, Identity theft and Concierge services.**

**Package B is \$1.19 per employee per month, includes 4 face to face EAP Counseling sessions and unlimited Telephone consultations, Walk-in counseling for law enforcement following incident, training for Human Resource and Labor Relations staff.**

**Covenant of Equal Opportunity Affidavit signed 3-13-19;**

**TAXES: Good Through 4-15-21;**

**Hiring Policy Compliance Affidavit signed 3-13-19, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 3-13-19, indicating business established 1980, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 3-13-19, No contributions identified.**

**Vendor indicates a total of 43 employees, 7 Employees reside in Detroit.**

***Previous contract for Employee Assistance program, No. 6000582, was also with Health Management Systems of America, approved May 23, 2017 for \$118,155.43 per year [\$0.98 per employee per month], and Amended to extend 1 year, through March 16, 2020, [approved June 25, 2019] for a total cost of \$398,310.86 [3 years].***

## **PUBLIC WORKS**

6002940 100% Street Funding – To Provide Residential Sidewalk Replacement in District 4 and 5.  
– Contractor: Lakeshore Global Corporation – Location: 7310 Woodward Avenue Suite  
500, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December  
31, 2022 – Total Contract Amount: \$1,134,355.50.

**Costs budgeted to PA 48 Fund, Acct. 3305-11317-194000-632100-0-0, Appropriation for PA 48 of 2002 includes available funding of \$3,011,309 as of July 17, 2020.**

**Bids solicited and 4 Bids received for the replacement of sidewalks City-wide. Bids received include: Lakeshore Global for \$3,298,141.50; joint venture of Giorgi and Major for \$3,514,525; Century Cement for \$4,640,980; and Audia Construction for \$7,066,186.  
[Engineer's estimated cost was \$4,285,725]**

**The total project requires replacement of 425,410 square feet of tree-root damaged sidewalk within 120 days in Council Districts 1, 2, 4, 5, 6 & 7.**

**It was determined the Lowest bid from Lakeshore Global did not provide evidence of experience or resources to replace sidewalks on this scale; according to references provided by Lakeshore, the sidewalk replacement was subcontracted to others.**

**The 2<sup>nd</sup> low bid has a history of satisfactory sidewalk replacement work for the City.**

**It was determined to award 2 contracts, 1 for the eastside, Districts 4 and 5 awarded to Lakeshore Global; and Districts 1, 2, 6 & 7 to be awarded to Giorgi / Major jt. venture**

**This contract to Lakeshore Global, for a cost of \$1,134,355.50 is for the replacement of 141,270 sq. feet of 6" and 4" sidewalk, and grinding of approx.. 850 linear feet of sidewalk in Districts 4 and 5. Services also include hanging door notifications, removing tree stumps, adjusting monument boxes and water shutoff valve boxes, replacing damaged ADA ramps, adding topsoil, reseeding, and other miscellaneous work as determined in the field by the Engineer.**

**Covenant of Equal Opportunity Affidavit signed 6-16-20;**

**Certification as Detroit Headquartered Business good through 6-19-20;**

**TAXES: Good Through 10-29-20;**

**Hiring Policy Compliance Affidavit signed 6-16-20; *Employment Application not included;***

**Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 6-16-20, NO records on investment, income or employment with these systems to disclose;**

**Political Contributions and Expenditures Statement signed 6-16-20, indicating "N/A".**

**Total Employment of 140; approximately 29% or 41 are Detroit residents**

## TRANSPORTATION

3044115 100% City Funding – To Provide a One Time Purchase of Three Hundred Thousand (300,000) Non- Surgical 3 Ply Level 3 Face Masks with Ear Loop. – Contractor: Xcel Solutions – Location: 400 Renaissance Center Suite 2600, Detroit, MI 48243 – Contract Period: Upon City Council Approval through August 31, 2020 – Total Contract Amount: \$93,000.00. *Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**Costs budgeted to Transportation Operation Fund, Acct. 5301-00150-200290-621900-0-0, Appropriation for Vehicle Maintenance includes available funds of \$19,325,615 as of July 17, 2020.**

**Bids solicited and 13 Bids received.**

**This recommendation is for approval of the purchase of 300,000 3-ply Face Masks with Xcel Solutions for \$93,000; 31¢ each, and a delivery time within 24 hours following receipt of purchase order; Xcel also has the advantage of immediate products located in Detroit.**

**3 Bids submitted lower costs, but had longer delivery times:**

**Ever Ready First Aid, New York for \$45,000, delivery 24 to 48 hours;  
GFRB, in Chicago for \$75,000, delivery within 48 hours; Global Office Solutions, Novi for \$87,000 and delivery within 48 hours.**

**Other Bids received include: MSC Industrial for \$120,000; VM3 Consulting [*equalized price*] of \$132,480; R8 Ventures for \$135,000; Detroit Voltage for \$150,000; Computers & Concepts for \$153,000; Detroit Training Center for \$156,000; AVE Office Supplies for \$240,000; Lasting Impressions for \$285,000; SC Health SPV for \$387,000.**

**Covenant of Equal Opportunity Affidavit signed 7-13-20;**

**TAXES: Good Through 6-26-21;**

**Hiring Policy Compliance Affidavit signed 7-13-20, updated Employment Application submitted complies;**

**Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-13-20, NO records on investment, income or employment with these systems to disclose;**

**Political Contributions and Expenditures Statement signed 7-13-20, indicating “None”.**

## HOUSING AND REVITALIZATION

6002823 100% Grant Funding – To Provide Environmental Services for the Single Family Rehab Program. – Contractor: Environmental Testing & Consulting, Inc. (ETC) – Location: 38900 W Huron River, Romulus, MI 48174 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$275,000.00.

**Costs budgeted to Grants Fund, Acct. 2108-20735-361111-617900-0-0, Appropriation for 2020 Lead Hazard Reduction grant includes available funding of \$9,691,129 as of July 17, 2020.**

**Proposals solicited; 3 Proposals received for services provided through the High Impact Neighborhood Grant. The Department recommended contracts with all 3 vendors submitting a proposal. Proposals were evaluated on: Number of Days to complete project; Capacity; Price.**

*Contract 60002822 with GS Group, for term thru June 30, 2025, a cost of \$250,000 to be reported for City Council consideration on July 21, 2020.*

**2 Remaining recommended contracts are included on this list.**

**This contract with Environmental Testing and Consulting for a 5-year period and cost of \$275,000 was rated the highest in all 3 categories.**

**Environmental Services and costs include: Lead-based Paint inspections/Risk Assessment, dust and soil samples for \$540 each; Clearance Inspections \$210 each; Testing dust for lead contamination \$210 each; Soil sampling for lead contamination for \$210;**

**Asbestos Survey \$950 each; Mold Inspection/survey for \$600 per home; Mold clearance for \$500 per home.**

**Covenant of Equal Opportunity Affidavit signed 5-21-20;**

**TAX Clearances Good Through 3-25-21;**

**Hiring Policy Compliance Affidavit signed 5-21-20; Employment application submitted complies; Slavery Era, Prison Industry, & Immigrant Detention Centers Records Affidavit signed 5-21-20, indicating NO records of investment, income or use of labor from any of these systems to disclose; Political Contributions and Expenditures Statement signed 5-21-20, indicating “N/A”.**



**Housing & Revitalization - *continued***

6002824 100% Grant Funding – To Provide Environmental Services for the Single Family Rehab Program. – Contractor: Professional Services Industries (PSI) – Location: 985 E Jefferson Suite 200, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$250,000.00.

**Costs budgeted to Grants Fund, Acct. 2108-20735-361111-617900-0-0, Appropriation for 2020 Lead Hazard Reduction grant includes available funding of \$9,691,129 as of July 17, 2020.**

**Proposals solicited; 3 Proposals received for services provided through the High Impact Neighborhood Grant. The Department recommended contracts with all 3 vendors submitting a proposal. Proposals were evaluated on: Number of Days to complete project; Capacity; Price.**

***Contract 60002822 with GS Group, for term thru June 30, 2025, a cost of \$250,000 to be reported for City Council consideration on July 21, 2020.***

**2 Remaining recommended contracts are included on this list.**

**This contract with Professional Service Industries for a 5-year period and cost of \$250,000 was rated high but pricing was also found to be high; dept. hoped to negotiate with PSI to lower /clarify their prices**

**Environmental Services and costs to include: Lead inspections at \$650 each;  
Risk Assessments at \$650 each; Lead/Risk Assessment combo for \$900 each;  
Clearance Inspections at \$350 each; Testing dust for lead contamination at \$12 per sample;  
Soil sampling for lead contamination at \$20 per sample; Asbestos Survey for \$750 each;  
Asbestos Clearance for \$350 each; Mold inspections for \$750 each; Mold Clearance for \$400 each;  
EBL Environmental Investigation for \$700 each.**

**Covenant of Equal Opportunity Affidavit signed 5-21-20;  
TAX Clearance Good Through 4-29-21;  
Hiring Policy Compliance Affidavit signed 5-21-20; Employment application submitted complies;  
Slavery Era, Prison Industry, & Immigrant Detention Centers Records Affidavit signed 5-21-20,  
indicating NO records of investment, income or use of labor from any of these systems to disclose;  
Political Contributions and Expenditures Statement signed 5-21-20, indicating “None”.**

**LAW**

6002958 100% City Funding – To Provide Assistance with Legal Matters that include Governmental Affairs and Litigation including; The New Energy to Reinvent and Diversify (NERD) Fund Litigation and Related Matters as Determined by Corporation Counsel. – Contractor: Clark Hill, PLC – Location: 500 Woodward Avenue Suite 3500, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$150,000.00.

**Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-0, Appropriation for Law Administration & Operations includes available funding of \$13,396,937 as of July 17, 2020.**

**The Law Department is recommending a contract with Clark Hill to provide assistance in Legal matters that include governmental affairs and litigation, including ongoing lawsuits, in which Clark Hill is already representing the City: Lotus Industries v Mayor Duggan et al;  
Citizens United Against Corrupt Government et al v State of MI et al;  
Davis v City of Detroit;  
City of Detroit v Carmack;  
The New Energy to Reinvent and Diversify [NERD] Fund litigation; and related matters.**

**Costs are based on the following fee schedule: Reginald Turner at \$295 per hour;  
Partners for \$275 per hour; Sr. Attorney services at \$240 per hour; and  
Associate services at \$200 per hour**

**Covenant of Equal Opportunity Affidavit signed 7-9-20;  
TAXES: Good Through 12-16-20;  
Hiring Policy Compliance Affidavit signed 7-9-20, Employment application submitted complies;  
Slavery Era, Prison Industry & Immigrant Detention System Affidavit signed 7-9-20, indicating  
NO records of investment, income, or use of labor from these systems to disclose;  
Political Contributions and Expenditures Statement signed 7-9-20 indicating 10 contributions in  
2017 - 2 to Mayor, 2 to City Council members, 4 to City Clerk candidates.**

## PLANNING AND DEVELOPMENT

6002766 100% Grant Funding – To Provide an Architectural and Historical Survey of the Cass Corridor in Detroit. – Contractor: Commonwealth Heritage Group – Location: 3215 Central Street, Dexter, MI 48130 – Contract Period: Upon City Council Approval through September 30, 2021 – Total Contract Amount: \$71,050.00.

**PLEASE NOTE: This contract is with HISTORIC DESIGNATION ADVISORY BOARD, Not Planning and Development Department as indicated.**

**Costs budgeted to Grant Fund, Acct. 2118-20673-521111-617900-0-0, Appropriation for Certified Local Government Grant includes available funding of \$80,000 as of July 17, 2020.**

**Proposals solicited from Jan. 14 thru January 31, 2020; 2 proposals received and evaluated. The proposed contract is for the highest ranked proposal received from Commonwealth Heritage Group, for a period of 15 months, through Sept. 2021, and a cost of \$71,050.**

**This project is funded, in part, with grant funds from the National Park Service, through the Mich. State Historic Preservation Office.**

**Contractor to complete an intensive, architectural and historical survey of the Cass Corridor, to identify and evaluate every property within the defined project area, with regards to eligibility of individual properties and districts for the National Register of Historic Places. To include primary source research, complete set of inventory forms for all properties and recommendations of eligibility.**

**Particular emphasis shall be placed on identifying under documented historic resources relevant to the ethnic and cultural heritage of the Cass Corridor as well as Modern resources.**

**Contractor to meet with HDAB and SHPO offices, in addition to 4 Community engagement meetings.**

**Contract cost is a lump sum of \$71,050.**

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

**TAXES: Good Through 7-3-21;**

**Hiring Policy Compliance Affidavit signed 7-1-20, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-1-20, NO records of investment, income or use of labor from these systems to disclose; Political Contributions and Expenditures Statement signed 7-1-20, indicating “N/A”.**

**Vendor indicates Total employment of 45; No employees reside in Detroit.**

## **PUBLIC WORKS**

6002948 100% State Funding – To Provide Construction Engineering and Inspection Services. – Contractor: WSP Michigan, Inc. – Location: 500 Griswold Suite 2600, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2022 – Total Contract Amount: \$2,390,942.

**Costs budgeted to the following Street Fund Accounts:**  
**\$1,387,326 to Acct. 3301-04189-193850-617900-193002-30110, Appropriation for Street Capital includes available funding of \$29,943,759 as of July 17, 2020; and**

**\$1,004,616 to Acct. 3301-20453-193337-617900-000048-30110, Appropriation for 2017 Street Improvement Bond includes available funding of \$13,883,989 as of July 17, 2020.**

**Request for Qualifications solicited to provide Construction Engineering and Inspection services; Qualifications received from 5 Businesses, evaluated and scored.**

**The evaluation included: Experience and familiarity with Government programming; Technical competence of key personnel; Capacity and Resources of Firm; Innovations to promote cost savings; References; Peer review Policies. Additional points awarded for subcontracting with Detroit Based Businesses.**

**The Evaluation Committee recommended it is in the best interests of the City to award contracts to the 2 top-ranked firms; work will be distributed to each firm based on their expertise.**

**This proposed contract is with the Highest ranked proposal received from WSP Michigan. 2<sup>nd</sup> Contract recommended with Hubbell, Roth & Clark [No. 6002949 on following page].**

**WSP Michigan include as subcontractors: Somat Engineering [Detroit based], Onyx [Detroit Headquartered] and PEA.**

**Other firms submitted Qualifications included: AECOM, TYME, and PSI.**

**Contract scope of services includes: Construction engineering and Inspection, Quality assurance and material testing services for various federal, state and local funded construction projects, that may include Highways, Bridges, Traffic signals, Streetscapes/ transportation enhancement, curb & ramp construction, reconstruction to comply with ADA requirements, Prepare written reports, and provide certified inspectors on an “as needed” basis for ongoing projects.**

Contract Discussion continues on Following page.

**Public Works - *continued***

6002948 100% State Funding – To Provide Construction Engineering and Inspection Services. – Contractor: WSP Michigan, Inc. – Location: 500 Griswold Suite 2600, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2022 – Total Contract Amount: \$2,390,942.

***Contract discussion continued below:***

**Specific Construction Services that identify WSP as Engineer, Project Manger and Field Services include: Rosa Parks Streetscape and resurfacing;  
Construction of Grant Parklet Streetscape at Grand River & Puritan;  
2020 Major Roads resurfacing, 11.7 miles, includes curbs, sidewalks, ramps.**

**Total of these construction projects is \$19,879,521.30**

**Covenant of Equal Opportunity Affidavit signed 7-2-20;  
TAXES: Good Through 1-21-21;  
Hiring Policy Compliance Affidavit signed 7-2-20, Employment application submitted complies;  
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-2-20, NO records of investment, income or use of labor from these systems to disclose;  
Political Contributions and Expenditures Statement signed 7-2-20, indicating 5 contributions in 2017 - 3 to Mayor, and 2 to Council members.**

***Other contracts approved with WSP Michigan include:***

***6002160, approved July 2, 2019, for \$1,290,980 for a period through June 30, 2021, to provide consulting services to DPW, for a Transportation Master Plan, to improve safety, support walking, biking, design streets, education and policy development, stimulate community engagement activities city-wide;***

***6001851 approved Feb. 26, 2019, for costs of \$6,000,000, for the period through Feb. 19, 2024, to provide Transportation planning, engineering and Program Management services to DDOT;***

***6001138, approved Feb. 20, 2018, for costs of \$6,000,000 for the period through Feb. 28, 2023, to provide Program Management of Capital projects associated with Potential Road Bond – funded infrastructure improvements***

**Public Works Dept. - *continued***

6002949 100% State Funding – To Provide Construction Engineering and Inspection Services. – Contractor: Hubbell, Roth & Clark, Inc. – Location: 535 Griswold Suite 1650, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2022 – Total Contract Amount: \$977,358.47.

**Costs budgeted to the following Street Fund Accounts:**

**\$351,849 to Acct. 3301-04189-193850-617900-193002-30110, Appropriation for Street Capital includes available funding of \$29,943,759 as of July 17, 2020; and**

**\$625,509.47 to Acct. 3301-20453-193337-617900-000048-30110, Appropriation for 2017 Street Improvement Bond includes available funding of \$13,883,989 as of July 17, 2020.**

**Request for Qualifications solicited to provide Construction Engineering and Inspection services; Qualifications received from 5 Businesses, evaluated and scored.**

**The evaluation included: Experience and familiarity with Government programming;**

**Technical competence of key personnel; Capacity and Resources of Firm;**

**Innovations to promote cost savings; References; Peer review Policies.**

**Additional points awarded for subcontracting with Detroit Based Businesses.**

**The Evaluation Committee recommended it is in the best interests of the City to award contracts to the 2 top-ranked firms; work will be distributed to each firm based on their expertise.**

**This proposed contract is with the 2<sup>nd</sup> Highest ranked proposal received from Hubbell, Roth & Clark. 2<sup>nd</sup> Contract recommended with WSP Michigan [No. 6002948 on preceding page].**

**Hubbell, Roth & Clark include as subcontractors: HNTB [Detroit based], Somat Engineering [Detroit based], and ROWE Professional Services.**

**Other firms submitted Qualifications included: AECOM, TYME, and PSI.**

**Specific Construction Services that identify Hubbell, Roth & Clark as Engineer, Project Manger and Field Services include:**

**Deployment of RTSMS ITS Smart Technology up to 260 locations [traffic signals];**

**Traffic signal modernization 14<sup>th</sup> Corridor, Oakman to Bagley, & Trumbull, Ford to Lafayette**

**Interconnecting signals with Traffic Management Center;**

**Pavement markings for Railroad, intersections, lanes;**

**Conant Streetscape.**

**The total value of these contracts if \$9,077,590.04**

Contract discussion continues on following page.

The Honorable City Council  
Contracts Submitted for Referral at the  
Regular Session of July 21, 2020

Page 12

**Public Works Dept. - *continued***

6002949      100% State Funding – To Provide Construction Engineering and Inspection Services. –  
Contractor: Hubbell, Roth & Clark, Inc. – Location: 535 Griswold Suite 1650, Detroit, MI  
48226 – Contract Period: Upon City Council Approval through December 31, 2022 – Total  
Contract Amount: \$977,358.47.

***Contract Discussion continued below:***

**Covenant of Equal Opportunity Affidavit signed 7-2-20;  
Certification as Detroit Based business good through 6-25-21;  
TAXES: Good Through 7-8-21;  
Hiring Policy Compliance Affidavit signed 7-2-20, Employment application submitted complies;  
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed  
7-2-20, NO records of investment, income or use of labor from these systems to disclose;  
Political Contributions and Expenditures Statement signed 7-2-20, indicating “N/A”.**

**Vendor indicates Total employment of 288; 3 employees reside in Detroit.**

***Other current / previous contracts with Hubbell, Roth & Clark include:***

***6001975, approved June 11, 2019, for cost of \$4,125,141.43 and a period through Dec. 31, 2021, to  
provide construction engineering and inspection services for variety of Public Works street projects;***

***6001323, approved Oct. 16, 2018, for costs of \$5,165,985.36, for a period through June 30, 2020, to  
provide construction engineering and inspection services for road, traffic signal, & bridge  
improvements.***

**COMPLETED EMERGENCY DEMOLITION CONTRACTS  
HOUSING AND REVITALIZATION**

3043987 100% City Funding – To Provide an Emergency Demolition for the Residential Property, 14591 Cruse. – Contractor: Moss Company, LLC – Location: 6400 Mt Elliot, Detroit, MI 48211 – Contract Period: Upon City Council Approval through July 28, 2021 – Total Contract Amount: \$12,144.00.

**Costs budgeted to Blight Reinvestment Project Fund, Acct. 1003-20253-367303-622975-0-0, Appropriation for Blight Remediation includes available funds of \$45,479,212 as of July 17, 2020.**

**Notices of Emergency Ordered Demolition signed by director of Buildings Safety Engineering and Environmental Dept., issued for residential structure at 14591 Cruse on May 20, 2020.**

**Bids solicited, and closed on June 5, 2020, for demolition at 14591 Cruse;  
3 bids received.**

**This recommendation is for the Lowest Bid received from Moss Company for \$12,144 [*eligible for 7% equalization for comparison bid of \$11,293.92*].**

**Contract award to Moss Company dated June 23, 2020.**

**Costs include: Demolition & debris removal & disposal for \$9,344;  
Backfill costs of \$2,000; Grading & site finishing costs of \$600; and Seeding costs of \$200.**

**Other Bids received include: Inner City for \$12,475 [*eligible for 8% equalization for comparison bid of \$11,477*]; and DMC Consultants for \$14,250.**

**Covenant of Equal Opportunity Affidavit signed 8-7-19;**

**Certification as a Detroit Headquartered Business good through 10-9-20;**

**TAXES: Good Through 1-6-21;**

**Hiring Policy Compliance Affidavit signed 8-7-19, Employment application submitted complies;**

**Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 3-19-20, indicating NO records of profit, employment or investment to disclose;**

**Political Contributions and Expenditures Statement signed 8-7-19, indicating “None.”**

**Vendor indicates a total of 14 employees, 8 employees are Detroit residents.**



## HOUSING AND REVITALIZATION

6002451 100% Federal Funding – AMEND 1 – To Provide an Increase of Funds for Free Income Tax Preparation and Counseling Services to Low Income Residents of the City of Detroit and Enable Clients to Receive Tax Refunds and Credits to which They are Entitled. – Contractor: Accounting Aid Society – Location: 7700 Second Avenue Suite 314, Detroit, Michigan 48202 – Contract Period: April 1, 2020 through December 31, 2020 – Contract Increase Amount: \$250,000.00 – Total Contract Amount: \$327,507.00.

*Waiver of Reconsideration Requested*

**Costs budgeted to Block Grant Fund, Acct. 2001-07523-360901-651147-350999-0, Appropriation for Accounting Aid Society indicates available funds of \$80,000, Encumbered funds of \$250,000 as of July 17, 2020.**

**This proposed amendment was requested to assist residents impacted by the COVID-19 crisis, and to protect residents. This amendment is to provide resources to low/moderate income residents that require assistance in filing their annual tax returns, obtaining stimulus funds and refunds; obtaining timely receipt of refunds and additional assistance will prevent further financial hardships.**

**The amendment is for an increase in funds only; there is no request to extend contract term.**

**The increase of \$250,000 is indicated to be reprogrammed CDBG funding for 2019-20.**

**Budgeted costs of this contract include: Personnel and taxes for \$279,907; Information technology for \$11,600; Occupancy costs of \$33,600; Telephone & Communications for \$2,400.**

**This agency also indicates additional sources of funding, totaling \$330,000.**

**Covenant of Equal Opportunity Affidavit signed 9-23-19;**

**TAXES: Good Through 3-13-21;**

**Hiring Policy Compliance Affidavit signed 9-23-19, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 12-4-18, indicating Agency established 1972, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 9-23-19, indicating 3 contributions in 2017 to the Mayor.**

**Housing & Revitalization Dept. - continued**

6002529 100% Federal Funding – AMEND 1 – To Provide an Increase of Funds and an Extension of Time to Expand Homelessness Prevention Services to Serve People Displaced by Covid-19. – Contractor: United Community Housing Coalition – Location: 2727 2<sup>nd</sup> Avenue Suite 313, Detroit, MI 48201 – Contract Period: January 1, 2021 through December 31, 2021 – Contract Increase Amount: \$5,126,794.11 – Total Contract Amount: \$5,675,334.96. *Waiver of Reconsideration Requested*

*Will Apply for Reimbursement from Federal COVID-19 Funding Source;*  
Previous Contract Period: Jan. 1, 2020 thru Dec. 31, 2020

**Increased Costs budgeted to the following Grant Fund accounts:  
\$126,794.11 to Acct. 2002-13340-361508-651147-350999-0, Appropriation for Emergency Solutions Grant includes available funding of \$2,772,152 as of July 17, 2020; and**

**\$1,000,000 to Acct. 2002-20814-360089-651147-350999-0, Appropriation for ESG CARES Act Fund includes available funding of \$10,458,172 as of July 17, 2020; and**

**\$4,000,000 to Acct. 2001-20813-360045-651147-350999-0, Appropriation for CDBG CARES Act Fund includes available funding of \$20,758,619 as of July 17, 2020.**

**This proposed amendment to extend the contract term by 1 year and increase the funding by \$5,126,794 is to specifically assist Detroit residents impacted by COVID-19 crisis.**

**This amendment is to provide greater levels of legal aid, financial assistance and relocation services, to prevent homelessness.**

**Agency estimates serving 6,000 households over the term of the contract, increasing services from 67 per month to 278 per month; Financial assistance to be provided to approximately 1,000 households**

**Budgeted costs include: Housing relocation assistance of \$616,000; Rental Assistance of \$769,000; Personnel costs, taxes & benefits for \$2,235,834.33; Office rent for 93,313.56; Equipment for \$48,750; Furniture for \$18,000; Supplies \$16,465.61; Postage \$3,000; Insurance \$4,665.60; Staff travel for \$9,600; Professional services \$7,000; Dues/ licenses for \$4,800; telephone/ Internet for \$23,000; Audit costs for \$7,000; contracted legal services for \$1,705,026.**

**Covenant of Equal Opportunity Affidavit signed 9-23-19;**

**TAXES: Good Through 3-13-21;**

**Hiring Policy Compliance Affidavit signed 9-23-19, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 12-4-18, indicating Agency established 1972, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 9-23-19, indicating 3 contributions in 2017 to the Mayor.**

**Housing & Revitalization Dept. - *continued***

6002982      100% CDBG Federal Funding – To Provide Emergency Rental Assistance Services to Detroit Residents to Avoid Potential Evictions. – Contractor: Wayne Metropolitan Community Action Agency – Location: 7310 Woodward Avenue Suite 800, Detroit, MI 48202 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$1,000,000.00.      *Waiver of Reconsideration Requested*  
*Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**Costs budgeted to Block Grant Fund, Acct. 2001-20812-361111-350999-0, Appropriation for Wayne Metro Public Services includes Budget of \$1,000,000 and Encumbered funds of \$1,000,000; NO funding available as of July 17, 2020.**

**This proposed contract is to assist Detroit residents impacted by the COVID-19 crisis, and protect health, welfare and safety of Detroit citizens. This contract is for emergency rental assistance payments to landlords, to help prevent displacement of citizens.**

**The agency estimates that emergency rental assistance and supplemental services to be provided to 555 households between April 1, 2020 and Dec. 31, 2020. This is to assist Low/ moderate income households that have not been able to remain current on rent due to income disruptions related to the COVID-19 crisis; and to reduce the potential volume of eviction filings in the months following the end of the eviction moratorium. Maximum total assistance to be \$1,800 per household, to include no more than 3 months of rent.**

**The contract cost of \$1,000,000 is entirely budgeted to Rental Assistance to clients.**

**Covenant of Equal Opportunity Affidavit signed 5-26-20;**

**TAXES: Good Through 5-22-21;**

**Hiring Policy Compliance Affidavit signed 5-26-20, Employment application submitted DOES include question of criminal convictions and authorization for background check that may include criminal records;**

**Slavery Era Records Disclosure Affidavit signed 5-20-20, indicating Agency established 1971, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 5-26-20, indicating “None”.**

**Housing & Revitalization Dept. - *continued***

6002990      100% General Funding – To Provide Assistance to Companies to Locate/Relocate Within the City of Detroit, Marketing of City Land and Other Economic Developmental Activities. – Contractor: Economic Development Corporation – Location: 500 Griswold Suite 2200, Detroit, MI 48226 – Contract Period: July 1, 2020 through June 30, 2021 – Total Contract Amount: \$275,000.00.                      *Waiver of Reconsideration Requested*

**Costs budgeted to General Fund, Acct. 1000-00595-360134-651200-0-0, Appropriation for Economic Development Corporation is Budgeted for \$275,000; \$275,000 is Encumbered, NO funds available as of July 17, 2020.**

**This proposed contract is for the \$275,000 in funding authorized as part of the 2020-2021 Fiscal Year Budget, for services of the Economic Development Corp. [EDC].**

**The contract is an Annual contract to support the services of the EDC to the City. Services include: Provide assistance to private companies/organizations to enable them to locate or relocated within the City of Detroit;**

**Assist in the marketing of City-owned land available for economic development;  
Work with the City and other agencies to formulate plans for economic development;  
Facilitate the administration of the Next Michigan Development Corp.**

**Programs of the EDC include the following:**

**Issuance of Industrial Revenue Bonds to provide financial assistance to businesses;  
Loan Administration; Detroit Industrial Revolving Loan fund;  
Property transfers from the City for economic development projects;  
Casino Development Fund program, to provide assistance to small businesses, with funding from Casinos as part of their agreements;  
Motor City Match program, to new and expanding businesses;  
Neighborhood Development Corporation.**

**Budgeted costs include:**

**Contract with Economic Growth Corporation for personnel services for \$255,000;  
Administration of Detroit Next Michigan Development Corp. for \$20,000.**

**Payment of the \$22,916.66 per month, plus out-of-pocket expenses incurred on behalf of the City will be processed following the receipt and approval of a requisition for payment from the agency.**

**No clearances or affidavits required for another unit of government.**

***Previous contract with EDC [No. 6002551] approved Nov. 2019, for \$275,000, for the period from July1, 2019 through June 30, 2020.***

**Housing & Revitalization Dept. - *continued***

6002991      100% General Funding – To Provide Assistance in Economic Development Activities by Attracting New and Assisting the Retention and Expansion of Existing Commerce and Industry in the City of Detroit. – Contractor: Detroit Economic Growth Corporation – Location: 500 Griswold Suite 2200, Detroit, MI 48226 – Contract Period: July 1, 2020 through June 30, 2021 – Total Contract Amount: \$1,636,304.00.

*Waiver of Reconsideration Requested*

**Costs budgeted to General Fund, Acct. 1000-00597-360135-651200-0-0, Appropriation for Economic Growth Corporation indicates Budgeted and Encumbered funding of \$1,636,304; NO funds available as of July 17, 2020.**

**This proposed contract is for the funding authorized as part of the 2020-2021 fiscal year budget.**

**Funding is provided to Detroit Economic Growth Corp. [DEGC] to provide services to assist and encourage businesses and organizations to relocated to the City of Detroit, or expand their current operations in the City.**

**Services include: Assist the City in marketing City-owned land available for economic development; Assist with establishing and formulating plans for economic development; Enter into contracts with the Downtown Development Authority, and Economic Development Corp. to provide personnel and support for their operations and services. DEGC to submit quarterly performance reports to the Housing & Revitalization Dept.**

**Contract services also include the continuation of the District Business Liaison Program, that employs a director for business outreach and retention in each of the 7 Districts. Liaisons to submit monthly reports to Housing & Revitalization, and each District Council Member and the 2 At-Large Council Members on identified challenges, actions taken, performance and progress.**

**Budgeted costs include: Salary and fringes for \$1,358,204; Rent/utilities for \$125,000; Legal/Audit/Consultants for \$35,000; Equipment maintenance/leases for \$35,000; Telephone costs of \$15,000; Meetings/Marketing/Travel for \$56,100; Insurance costs of \$12,000.**

**Payment of the \$136,358.67 per month, plus out-of-pocket expenses incurred on behalf of the City will be processed following the receipt and approval of a requisition for payment from the agency.**

**No Clearances or Affidavits requested; Organization is defined as an Agency of the City.**

***Previous contract, No. 6002346, approved Sept. 2019, for \$1,936,304 for the 2019-2020 fiscal year.***