

David Whitaker, Esq.  
*Director*  
Irvin Corley, Jr.  
*Executive Policy Manager*  
Marcell R. Todd, Jr.  
*Deputy Director and  
Senior City Planner*  
Janese Chapman  
*Deputy Director*

LaKisha Barclift, Esq.  
M. Rory Bolger, Ph.D., AICP  
Elizabeth Cabot, Esq.  
Tasha Cowen  
Richard Drumb  
George Etheridge

# City of Detroit

## CITY COUNCIL

LEGISLATIVE POLICY DIVISION  
208 Coleman A. Young Municipal Center  
Detroit, Michigan 48226  
Phone: (313) 224-4946 Fax: (313) 224-4336

Deborah Goldstein  
Christopher Gulock, AICP  
Derrick Headd  
Marcel Hurt, Esq.  
Kimani Jeffrey  
Anne Marie Langan  
Jamie Murphy  
Kim Newby  
Analine Powers, Ph.D.  
Jennifer Reinhardt  
Rebecca Savage  
Sabrina Shockley  
Thomas Stephens, Esq.  
David Teeter  
Theresa Thomas  
Kathryn Lynch Underwood  
Ashley Wilson

TO: The Honorable City Council

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: August 18, 2020

RE: **REVIEW OF CONTRACTS, PURCHASE ORDERS AND GRANTS SUBMITTED  
THE WEEK OF AUGUST 17, 2020 UNDER RECESS PROCEDURES**

Attached are the contracts that were submitted by the Office of Contracting and Procurement, under the recess procedures, for the week of August 17, 2020. This list includes the comments and review of the Legislative Policy Division. There were no grant applications or grant awards, submitted by the Office of Grants Management, for this list.

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) or grant(s), with your questions or concerns, to Louise Jones and Deonte Agee, City Clerk's Office, by 4 pm, Wednesday, August 19, 2020. Contracts and grants that are not held, will be considered **approved and processed** on Thursday, August 20, 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 Peeples

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 August 17, 2020

Statistics compiled for the Contracts submitted through City Council recess procedures for the Week of August 17, 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>
Build.Safe. Eng.& Env	1	0	0	0
Chief Finan.Officer	1	0	1 Amendment	0
Demolition 1 Emergency contract	1	0	0	1
Fire 1 Emergency COVID-19 contract	1	0	0	1
Housing & Revitaliz. 2 contracts with Det.Employment Solutions Corp.	2	0	0	2
Innovation & Techn. 2 City-Wide service contracts	2	0	0	2
Law	1	0	1 Amendment	1
Mayor's Office	2	0	0	0
<hr/>				
<b>Totals</b>	<b>11</b>	<b>0 Detroit-Based Bids</b>	<b>2 Amendments</b>	<b>7</b>

Contracts Submitted to City Council  
Through Recess Procedures for the  
Week of August 17, 2020

Statistics compiled for the Contracts submitted through recess procedures for the Week of August 17 2020.

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This list represents costs totaling \$9,156,309.60<sup>1</sup>  
1 Demolition contract for total of \$37,600

Included in the total costs are the following:

General Fund	\$5,541,450.00
Blight Remediation Fund	\$ 37,600.00
COVID-19 Revenue Fund	\$3,053,625.00
Grant Fund	\$ 523,634.60

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<sup>1</sup> The contract list includes: 2 Amendments increase services, add funds & extend the contract term; 8 new contracts for terms of 1 to 3 years; and 1 Emergency Demolition contract.

TO: The HONORABLE CITY COUNCIL

FROM: David Whitaker, Director  
Legislative Policy Division

DATE: August 17, 2020

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE  
CONSIDERED THE WEEK OF AUGUST 17, 2020 DURING THE RECESS PERIOD**

### **BUILDING AND SAFETY**

6003031 100% Grant Funding – To Provide Environmental Cleanup of Riverside Park. –  
Contractor: Applied Science & Technology, Inc. – Location: 10448 Citation Drive, Suite  
100, Brighton, MI 48116 – Contract Period: Upon City Council Approval through  
September 30, 2022 – Total Contract Amount: \$532,634.60.

**Costs budgeted to the following accounts:**

**\$436,742 to Environ. Affairs Grant Fund, Acct. 2114-20687-131111-617900-0, Appropriation for Brownfield Cleanup FY2019 includes available funding of \$87,348, & Encumbered Funds of \$436,742 as of August 14, 2020; and**

**\$87,348 to Bond Fund, Acct. 4503-21001-470012-644124-475000-0, Appropriation for 2018 UTGO Bonds includes available funding of \$27,414,468 as of August 14, 2020.**

**Proposals solicited and evaluated on 7 criteria; 6 proposals received.**

**This recommendation is for the proposals ranked the highest received from ASTI Environmental [ranked first in 6 areas, and 2<sup>nd</sup> in cost] for a total Contract Cost of \$523,634.60; The amount indicated above is to be corrected by Office of Contracting and Procurement.**

**Other proposals received from, in order of rank: Mannik & Smith; SME; Professional Service Industries [submitted lowest cost]; AKT Peerless; Environmental Resources Group.**

**Criteria evaluated includes: Qualifications & Experience, Technical Competence of key personnel; Capacity & Resources of firm to complete work; Experience of Individuals assigned to project; References and Prior completed projects; Content and Completeness of proposal; Cost.**

**Riverside Park consists of 3 parcels; This contract to focus on the largest – Parcel 3 which is 10 acres, bordered by 24<sup>th</sup> St., CSX Railroad, Det.River, & 3801 W.Jefferson. The clean-up of Parcels 1 and 2 has been completed, and the restoration of Parcels 1 & 2 have been completed.**

Contract discussion continues on following page.

**Buildings, Safety Engineering & Environmental - continued**

6003031 100% Grant Funding – To Provide Environmental Cleanup of Riverside Park. – Contractor: Applied Science & Technology, Inc. – Location: 10448 Citation Drive, Suite 100, Brighton, MI 48116 – Contract Period: Upon City Council Approval through September 30, 2022 – Total Contract Amount: \$532,634.60.

***Contract Discussion continued below:***

**This work estimated to require the removal of 3,200 cubic yards of soil and disposal in licensed landfill; 12 “hot spots” of contaminated soil identified; Remove and recycle and estimated 13,300 square feet of asphalt to provide access to remediation area; Backfill estimated to require 7,000 tons of clean sand, and estimated 2,500 tons of clean topsoil, up to the existing grade. Entire affected area to be seeded. Community outreach and education to be part of the cleanup grant project [5 meetings]. Final closure report est. for July 8, 2021; and the Final Grant report due by Sept. 23, 2022.**

**The estimated costs, by Task, include:**

**Cleanup Planning for \$11,008; Outreach Activities for \$ 3,859.50; Cleanup for \$472,527.60; Cleanup Reporting and Close Out for \$9,011; Alternative Services for \$27,228.50**

**The Alternative Services include: Remove & recycle remaining 38,000 square feet of asphalt parking lot and road; Additional soil removal; Installation of a Vapor Mitigation System, Removal of the remaining parking lot and access road asphalt indicated to be 1<sup>st</sup> priority for alternative services.**

**If there are additional areas, as determined from soil samples, that indicate additional soil should be removed beyond the estimates, that will be provided only upon approval from the City;**

**Renovation of the Park includes construction of a Comfort Station, that will require the installation of the Vapor Mitigation system into the concrete pad. This will only be included, if sufficient budget is available and the City authorizes the installation.**

**Covenant of Equal Opportunity Affidavit signed 8-7-20;**

**TAXES: Good Through 6-3-21;**

**Hiring Policy Compliance Affidavit signed 8-7-20, Employment application submitted complies;**

**Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 8-7-20, indicating NO records of investment, income or use of labor from these systems;**

**Political Contributions and Expenditures Statement signed 8-7-20, indicating “None”.**

***Contract 6000256 with ASTI Environmental, was approved the week of Aug. 21, 2016, for period through Sept. 30, 2018, for \$338,800, to provide an Environmental Site assessment to determine the presence and evaluate risks of the presence of any hazardous wastes; and prepare a Remedial Action Plan.***

**DoIT**

6002891 100% City Funding – To Provide Citywide Network/Voice Equipment Maintenance. – Contractor: Groundwork 0 – Location: 2000 Brush Street, Detroit, MI 48226 – Contract Period: Upon City Council Approval through August 11, 2023 – Total Contract Amount: \$3,500,000.00.

**Costs budgeted to General Fund, Acct. 1000-29310-310150-622301-0-0, Appropriation for Effective Governance-DoIT includes available funding of \$13,630,241, Encumbered funds of \$4,236,578 as of August 14, 2020.**

**Proposals were solicited to provide Voice and Network services including: Procurement of Voice and Network equipment; Maintenance on new and existing voice and network hardware; Professional services as needed for the City Departments. The RFP includes that the approved contractor will work with Dept. of Innovation & Technology on the following initiatives:**

**Streamline procurement of voice and network equipment; Peripheral systems that best support City's technology initiatives; Reduce the total cost of ownership by negotiating agreements for purchase of the equipment; Support technical evaluation and planning to advance the City's technology initiatives; Work with multiple manufacturers to expand scope of technology choices; Streamline procurement of maintenance agreements; Reduce total cost of ownership to negotiate best possible maintenance agreements with manufacturers.**

**Two contracts to be recommended from this Request for Proposals - 1 for the Maintenance of Voice and Network Equipment ; and the 2<sup>nd</sup> for the Purchase of voice and network equipment.**

**One response was received from Groundwork 0. According to OCP, other vendors did not respond due to their lack of capacity to handle such as large project.**

**This recommendation is for a contract with Groundwork 0, for a term of 3 years, through August 11, 2023, for a cost of \$3,500,000; to provide Maintenance of Voice and Network Equipment.**

**The contract also includes the option to extend the contract term 3 additional years.**

**Services to include: Same day maintenance services, 24 hours per day, 7 days per week, 365 days a year [including holidays], for Telephone assistance, Remote access, Parts replacement.**

**On-site services provided, if telephone or remote services do not work, 24 hours per day, 7 days per week, 365 days per year; Software upgrades.**

**Onsite Engineering services to include: Installation and testing of network equipment; WAN design and testing; Separation of Police Dept. and City network; Planning & Strategy meetings; Establish best practices and processed for network hardware.**

**Contractor to provide Data Center Engineers to monitor and maintain the equipment, update, revise and maintain all software alerts and monitoring.**

The Honorable City Council  
Contracts Submitted Under Recess Procedures for  
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**Dept. of Innovation & Technology - *continued***

6002891 100% City Funding – To Provide Citywide Network/Voice Equipment Maintenance. – Contractor: Groundwork 0 – Location: 2000 Brush Street, Detroit, MI 48226 – Contract Period: Upon City Council Approval through August 11, 2023 – Total Contract Amount: \$3,500,000.00.

*Contract Discussion continued below:*

**The budgeted costs include the funding for the following positions [for the indicated annual hours]:**

**Network Engineer [1,600 hours per year] at \$135 per hour for total of \$216,000;  
Data Center Engineer [1,200 hours per year] at \$135 / hour for total of \$162,000;  
Onsite Technician [1,500 hours per year] at \$30 per hour for total of \$45,000.**

**In addition the City to pay for services related to each of the specified parts, equipment or software.**

**Costs to the City may be increased up to 10% Years 2 and 3 of the contract, with 60 days before the end of the contract year.**

**Covenant of Equal Opportunity Affidavit signed 2-28-20;**

**Certification as Detroit Headquartered and Small Business good through 8-28-20;**

**TAXES: Good Through 9-11-20 and 8-31-20;**

**Hiring Policy Compliance Affidavit signed 2-28-20, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 2-28-20, indicating NO records to disclose;**

**Political Contributions and Expenditures Statement signed 7-29-20, indicating “N/A”.**

*Current contract No. 6000435 for both the Maintenance of Equipment and for the Purchase of new Equipment was initially approved with Groundwork 0 the Recess Week of Nov. 28, 2016, for a 3 year period, through November 30, 2019, for a cost of \$3,500,000 [\$1,166.666.67 per year];*

*Amd. 1, approved. Oct. 23, 2018, extended the contract period of 6000435 1 year, through Nov. 30, 2020, and increased the costs by \$3,000,000 to a total of \$6,500,000;*

*Amd. 2 approved May 12, 2020, extended the term of the contract 7 months through June 30, 2021, and increased costs by \$500,000 for a total of \$7,000,000.*

*2<sup>nd</sup> Contract with Groundwork 0, No. 6002838 was approved May 19, 2020, for a 2 year term through April 20, 2022, for a cost of \$1,338,942, to provide for upgrades of network hardware and installation of equipment at the Police Precincts and Fire Facilities.*

**Dept. of Innovation & Technology - *continued***

6002892      100% City Funding – To Provide Citywide Network/Voice Equipment. – Contractor:  
Groundwork 0 – Location: 2000 Brush Street, Detroit, MI 48226 – Contract Period: Upon  
City Council Approval through August 11, 2023 – Total Contract Amount: \$1,500,000.00.

**Costs budgeted to General Fund, Acct. 1000-29310-310150-622301-0-0, Appropriation for Effective Governance-DoIT includes available funding of \$13,630,241, Encumbered funds of \$4,236,578 as of August 14, 2020.**

**Proposals were solicited to provide Voice and Network services including: Procurement of Voice and Network equipment; Maintenance on new and existing voice and network hardware; Professional services as needed for the City Departments.**

**Two contracts to be recommended from this Request for Proposals - 1 for the Maintenance of Voice and Network Equipment ; and the 2<sup>nd</sup> for the Purchase of voice and network equipment.**

**One response was received from Groundwork 0. According to OCP, other vendors did not respond due to their lack of capacity to handle such as large project.**

**This recommendation is for the 2<sup>nd</sup> contract with Groundwork 0, for a term of 3 years, through August 11, 2023, for a cost of \$1,500,000; to provide for the procurement of Network and Voice equipment. The contract also includes the option to extend the contract term 3 additional years.**

**Services to include: Providing telephones, core data switches & edge data switches, voice-related software, network equipment, and other devices that make up the telecommunications network.**

**In connection with the equipment, contractor will: Inventory all equipment; Delivery, unpacking, inspecting all equipment; Manage the return and refund process for any equipment that is required to be returned; Installation of the equipment; and phone support for basic installation.**

**Telecommunication Network Hardware shall be procured at 48% or more off the manufacturer's list prices on the equipment sold in Michigan;**

**Acquisition of Voice Device Equipment shall be at least 30% off the manufacturer's list price for the equipment sold in Michigan.**

**Equipment to be installed by Contractor at the hourly rate of \$135.**

**Covenant of Equal Opportunity Affidavit signed 2-28-20;**

**Certification as Detroit Headquartered and Small Business good through 8-28-20;**

**TAXES: Good Through 9-11-20 and 8-31-20;**

**Hiring Policy Compliance Affidavit signed 2-28-20, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 2-28-20, indicating NO records to disclose;**

**Political Contributions and Expenditures Statement signed 7-29-20, indicating "N/A".**



**FIRE**

3044605 100% City Funding – To Provide Covid-19 Emergency Cleaning/Sanitizing for Greek Town Hotel Rooms used by First Responders. – Contractor: Rickman Enterprise Group, LLC – Location: 15533 Woodrow Wilson, Detroit, MI 48238 – Contract Period: One Time Purchase – Total Contract Amount: \$73,465.00.

*Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**Costs budgeted to COVID-19 Revenue Fund, Acct. 3922-20785-350046-628500-350999-0-0, Appropriation for COVID-19 Response includes available funding of \$77,026,061 as of August 14, 2020.**

**This contract was authorized as an Emergency contract.**

**Greektown Casino had supplied 45 rooms, at no costs, to First Responders, with the Fire Dept., Five rooms used for individuals that had positive results for COVID 19; the other 40 rooms provided to First Responders, that did not want to risk carrying the virus to their families.**

**The indicated cost for cleaning and decontamination of the 5 rooms was for a cost of \$2,925 / room for a total of \$14,625.**

**Services included: providing 2 technicians & 1 supervisor, PPE supplies, proper decontamination chemicals; decontaminate entire room and bathroom; collect and dispose of all linens, covers, towels, shower curtain etc.; dispose of all waste generated by the process.**

**The indicated cost for cleaning and decontamination of the 40 rooms was for a cost of \$1,475 / room for a total of \$59,000.**

**Services included: providing 2 technicians & 1 supervisor, PPE supplies, proper decontamination chemicals; decontaminate entire room and bathroom; dispose of all waste generated by the process.**

**It appears the actual cost is \$73,625 - rather than the \$73,465 indicated above.**

**Covenant of Equal Opportunity Affidavit signed 8-5-20;**

**TAXES: Good Through 1-31-21;**

**Hiring Policy Compliance Affidavit signed 8-5-20, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 8-5-20, indicating NO records of investment, income or use of labor from these systems;**

**Political Contributions and Expenditures Statement signed 8-5-20, indicating a total of 5 contributions in 2017 & 2018 – 2 to the Mayor, 2 to a Council Member, & 1 to City Clerk candidate.**

***Rickman Enterprise was also awarded 2 emergency purchase orders – 3043359 and 3043592 – on May 1, 2020, to provide weekly decontamination and cleaning services of Firehouses and equipment, for a cost of \$87,935.30.***

## HOUSING AND REVITALIZATION

6002997 100% Grant Funding – To Provide Equipment and Connectivity Services in Support of Continuing Workforce Development Services during the Covid-19 Pandemic. – Contractor: Detroit Employment Solutions Corporation – Location: 440 E Congress, Detroit, MI 48226 – Contract Period: Upon City Council Approval through March 31, 2021 – Total Contract Amount: \$1,380,000.00.

*Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**Costs budgeted to COVID-19 Revenue Fund, Acct. 3922-20785-350046-617900-0-0, Appropriation for COVID-19 Response includes available funds of \$77,026,061 as of August 14, 2020.**

**Detroit Employment Solutions Corp. [DESC] is the designated fiscal and administrative agent to manage workforce development programs for the City of Detroit, including overseeing the Detroit Michigan Works! One-Stop System, and contracts with qualified entities to provide the workforce development services to employers and job seekers.**

**DESC staff and operate the digitally available services and the Work Career Centers to provide a variety of services and programs to residents.**

**Many Detroit residents do not have digital devices and can only access the DESC programs at the Career Centers. The COVID-19 pandemic has created a barrier to the effective administration of the DESC programs through the Career Centers.**

**This contract is to provide the necessary access, equipment and digital connectivity to qualified participants in DESC programs to access the workforce development services online; and maintain a record of all equipment purchased and distributed.**

**Through this contract, it is anticipated that 4,500 program participants will receive a device/equipment, 1 year of connectivity, and 1 year of tech support to access programs.**

**Contract is for the term through March 21, 2021; However, the contract indicates this will be for expenditures that are incurred between March 1, 2020 and December 30, 2020.**

**Contract costs include:**

**Equipment, connectivity and tech support for 4,500 participants at \$300 each for total of \$1,350,000;**

**Shipping, Storage and Security costs for \$30,000**

**It has been determined that as an Affiliated agency of the City, Employment Solutions Corp. is not required to provide affidavits or clearances.**

**Political Contributions and Expenditures Statement signed 4-30-20 indicating 30 contributions in 2016 and 2017; 13 for the Mayor, 9 for Council Members, and 7 for City Clerk candidates.**

The Honorable City Council  
Contracts Submitted Under Recess Procedures for  
The Week of August 17, 2020

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**Housing & Revitalization - continued**

6002998 100% Grant Funding – To Provide Community Health Corp Activities and Programming to Assist Residents with Door-to-Door Support Needed because of the Covid-19 Pandemic. – Contractor: Detroit Employment Solutions Corporation – Location: 440 E Congress, Detroit, MI 48226 – Contract Period: Upon City Council Approval through March 31, 2021 – Total Contract Amount: \$1,600,000.00.

*Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**Costs budgeted to COVID-19 Revenue Fund, Acct. 3922-20785-350046-617900-0-0, Appropriation for COVID-19 Response includes available funds of \$77,026,061 as of August 14, 2020.**

Due to the COVID-19 crisis, resources normally available to low-income residents have not been available due to lack of access to transportation or internet, these citizens may be at higher risk for shut-offs, more fees, foreclosures, tickets. In addition, due to the significant increase in unemployment due to the economic shutdown, low income individuals/families have even less resources available to them.

This contract is for the establishment, operation and management of a Community Health Corps [CHC], to specifically address public health emergency issues, and provide economic support. The CHC will maintain an active caseload of participants that require intensive, restorative case management. With stabilization that includes resources, education, enrollment in long-term assistance, it is anticipated many of the participants can transition to a “soft-touch” support or less program participation.

The CHC will use door to door outreach and other methods to access or identify the most isolated at-need residents; Directly address service areas of food, utility, housing insecurity, physical and behavioral health; Create and maintain a network of CHC community partners to address needs and expedite resources for CHC participants; Use licensed Social Workers, case managers and peer counselors to prepare needs assessments and complete resource applications for participants; Identify policies that contribute to the root causes of hardship; Connect participants to jobs and opportunities that may exist; By Oct. 1, 2020, provide mid-term report to HRD on eligible expenses that were made

It is believed the CHC will reach up to 200 residents for enrollment and participation; If successful, the City may choose to continue or expand this initiative.

The contract budget includes: Staffing for \$461,429; Transportation costs of \$157,000; Accommodations for \$50,000; Technology costs of \$135,000; Supportive Services for \$440,000; Administrative Costs of \$163,625; Other for \$192,446.

Contract is for the term through March 21, 2021; However, the contract indicates this will be for expenditures that are incurred between March 1, 2020 and December 30, 2020.

It has been determined that as an Affiliated agency of the City, Employment Solutions Corp. is not required to provide affidavits or clearances.

Political Contributions and Expenditures Statement signed 4-30-20 indicating 30 contributions in 2016 and 2017; 13 for the Mayor, 9 for Council Members, and 7 for City Clerk candidates.

**LAW**

6000554 100% City Funding – AMEND 7 – To Amend the Scope of Services and Provide Legal Assistance with Act 312 for the Detroit Fire Department. – Contractor: Fink Bressack, PLLC – Location: 535 Griswold Suite 1000, Detroit, MI 48226 – Contract Period: January 1, 2021 through June 30, 2021 – Total Contract Amount: \$0.00.  
Total Contract Amount: \$2,570,000.00

**Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-0, Appropriation for Law Administration & Operations includes available funding of \$12,565,450 as of August 14, 2020.**

**This request is for approval of Amendment 7 to this contract with the Law Firm of Fink Bressack, to add a case to the Scope of Services; there is NO extension or increase to the costs of the contract.**

**This amendment includes the additional legal assistance with possible Act 312 proceedings with the Fire Department.**

*Contract 6000554 was initially approved in February 2017 for a period through June 30, 2018, and costs of \$100,000 for legal services in matters related to the State Tax Tribunal. Previous 5 amendments have extended the contract period by 2 ½ years, through Dec. 31, 2020, and increased costs by \$1,970,000. Legal services added to this contract required to represent the City in funding of cable services and the Comcast Settlement; implementation of No-Fault reform; litigation in Towing matters; matter of Kennedy Shannon; negotiation with State Dept. of Environmental Quality concerning the demolition program.*

*Amendment 6 was recently submitted and approved the Week of August 3, 2020, to add the matter of Deborah Harper and River Rouge School Dist. V Detroit Dept. of Transportation, Michael Duggan and Outfront Media Group; extend the contract term to June 30, 2021; and add \$500,000 for a total Contract cost of \$2,570,000*

**The fee schedule for Act 312 action with the Fire Department will be \$325 per hour for services of a partner or associate.**

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

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

**Hiring Policy Compliance Affidavit signed 7-13-20, submitted acknowledgement to be signed by applicant stating, they were not asked about any criminal convictions until the interview;**

**Slavery Era, Prison Industry & Immigrant Detention System Records Affidavit signed 7-13-20, indicating NO records of income, investment or use of labor from these systems;**

**Political Contributions and Expenditures Statement signed 7-13-20, indicating 3 donations, 2016 – 2018, 2 to the Mayor and 1 to a City Council candidate.**

The Honorable City Council  
Contracts Submitted Under Recess Procedures for  
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**MAYORS OFFICE**

3044699      100% City Funding – To Provide Catering Services for Covid-19 State Fair Grounds Testing Site Workers. – Contractor: Continental Cafe, LLC, dba, Forte Belanger – Location: 700 Stephenson Highway, Troy, MI 48083 – Contract Period: One Time Purchase – Total Contract Amount: \$52,250.00.

*Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**NO Documentation was provided for the review of this contract.**

*Emergency Purchase orders 3043131 and 3043288 were issued on March 31, 2020 to Continental Cafe, for cost of \$52,086.70 to provide food services for the COVID-19 Testing site.*

The Honorable City Council  
Contracts Submitted Under Recess Procedures for  
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**Mayor's Office - continued**

6002979      100% City Funding – To Provide and Implement a State Legislative Strategy and Advocacy Plan for the City of Detroit. – Contractor: Khoury Johnson & Leavitt – Location: 124 W Allegan Suite 1700, Lansing, MI 48933 – Contract Period: September 1, 2020 through August 31, 2023 – Total Contract Amount: \$289,200.00.

**Costs budgeted to General Fund, Acct. 1000-20250-320055-613100-0-0, Appropriation for Consolidated Legislative Services includes available funding of \$425,315 as of August 14, 2020.**

**Proposals were requested from Qualified firms to provide Lobbyist Services; 2 Proposals were submitted, and it appears the City recommended contracts with both firms submitting proposals.**

*Contract 6002872 with Governmental Consultant Services, for a term of 3 years, through June 30, 2023, for a cost of \$654,000 was approved July 21, 2020.*

**This proposed contract with Khoury Johnson & Leavitt, is also for 3 years, through August 31, 2023, for a cost of \$289,200.**

**Contractor services are to represent the interests of the City of Detroit in matters relating to the State of Michigan. Contractor to provide City with monthly written reports on status of work and matters that affect the City of Detroit; Contractor shall report to the Mayor, or designee of the Mayor; Contractor shall consult with the City Council President; Contractor shall make presentations to and receive input from the City Council Committee of the Whole.**

**According to the Mayor's Office, the determination of which firm will be responsible for taking the lead on behalf of the City will be based upon the areas of expertise, insight and relationships on a case by case basis, including the originator of the bill, if partisan or bi-partisan, if bill originates from the House, Senate or the Governor's office, the relationship strengths with the originator or Committee.**

**This firm has been effective in advocating for expungement/criminal justice reform, supplemental appropriation and the FY19-20 budget at the Senate and Governor's administrative levels; This firm has also assisted working with State agencies and the Governor's office to maximize CARES funding for the City's PPE and PPP needs.**

**Monthly invoice, Year 1 is \$7,600; Year 2, cost will be \$8,000 per month; Year 3 the Monthly Invoice will increase to \$8,500 per month.**

Contract Discussion continues on following page.

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Contracts Submitted Under Recess Procedures for  
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**Mayor's Office** - *continued*

6002979      100% City Funding – To Provide and Implement a State Legislative Strategy and Advocacy Plan for the City of Detroit. – Contractor: Khoury Johnson & Leavitt – Location: 124 W Allegan Suite 1700, Lansing, MI 48933 – Contract Period: September 1, 2020 through August 31, 2023 – Total Contract Amount: \$289,200.00.

*Contract Discussion continues below:*

**Covenant of Equal Opportunity Affidavit signed 7-23-20;**

**TAXES: Good Through 9-9-20;**

**Hiring Policy Compliance Affidavit signed 7-23-20, Employment application submitted complies;**

**Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-23-20, indicating NO records of investment, income or use of labor from these systems;**

**Political Contributions and Expenditures Statement signed 7-23-20, No contributions identified.**

*Previous contract No. 6001562 was approved Oct. 9, 2018, with Kandler, Reed, Khoury & Munchmore, for a 2 year term, through August 31, 2020, for a cost of \$192,000 [\$8,000 per month].*

*The new name of the firm, reflects the retirement of several partners. The individuals who primarily represent the City will continue to be: Andrew Leavitt and Ron Khoury.*

**OCFO**

6000476 100% City Funding – AMEND 2 – To Provide an Increase of Funds Only for Facility Management Services for the Detroit Public Safety Headquarters. – Contractor: Jones Lang LaSalle Americas, Inc. – Location: 226 East Hudson Avenue, Suite 200, Royal Oak, Michigan 48067 – Contract Period: July 1, 2020 through September 30, 2020 – Contract Increase Amount: \$200,000.00 – Total Contract Amount: \$2,999,109.00.  
Previous Amended Contract Period: February 1, 2017 through June 30, 2020

**Costs budgeted to the following General Fund accounts:**

**\$2,942 to Acct. 1000-00277-350310-626400-000146-0-0, Appropriation for Building Authority indicated to have available funding of \$5,375,804 as of August 14, 2020;**

**\$14,960 to Acct. 1000-00024-310020-626400-000134-0, Appropriation for DoIT Administration & Operations includes available funding of \$5,522,134 as of August 14, 2020;**

**\$128,584 to Acct. 1000-00119-370675-626400-000134-0, Appropriation for Police Support Services Bureau includes available funding of \$26,043,541 as of August 14, 2020;**

**\$38,950 to Acct. 1000-00064-240010-626400-0-0, Appropriation for Fire Ex. Management & Support includes available funding of \$4,816,158 as of August 14, 2020;**

**\$996 to Acct. 1000-20539-350002-646400-0-0, Appropriation for Bd. of Police Commissioners includes available funding of \$3,508,315 as of August 14, 2020; and**

**\$13,568 to Acct. 1003-21200-160010-617900-0-0, Appropriation for Detroit Demolition includes available funds of \$9,217,902 as of August 14, 2020.**

**This request is for approval of Amendment 2 to extend the term of this contract by 3 months, through Sept. 30, 2020; increasing the contract costs by \$200,000 for the 3 months of services.**

**The RFP process was initiated in March 2020, just before the pandemic required shutting down most governmental offices. It was necessary to extend the RFP time line; Office of Contracting and Procurement developed a virtual tour of the facility for potential vendors submitting a proposal.**

**Also during the previous contract period, the current vendor changed its name from Jones Lang LaSalle Michigan to Jones Lang LaSalle Americas, to reflect its International position.**

**Contract services to remain the same to cover all facility management services at the Detroit Public Safety Headquarters: Tactical Planning, Systems management, Health and Safety Related operations and maintenance, Mechanical systems operation and maintenance, Power and Lighting systems operation and maintenance, Communications and data Systems operations and maintenance, Space management, Interior systems operations and maintenance, Exterior maintenance, Parking facility operation and maintenance**

Contract Discussion continues on following page.



The Honorable City Council  
Contracts Submitted Under Recess Procedures for  
The Week of August 17, 2020

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**Office of Chief Financial Officer - *continued***

6000476      100% City Funding – AMEND 2 – To Provide an Increase of Funds Only for Facility Management Services for the Detroit Public Safety Headquarters. – Contractor: Jones Lang LaSalle Americas, Inc. – Location: 226 East Hudson Avenue, Suite 200, Royal Oak, Michigan 48067 – Contract Period: July 1, 2020 through September 30, 2020 – Contract Increase Amount: \$200,000.00 – Total Contract Amount: \$2,999,109.00.

*Contract Discussion continues below:*

**The increase of \$200,000 over a 3-month period [\$66,666.67 per month] reflects a slight increase to the \$65,832 per month in costs approved for the initial contract period.**

**Covenant of Equal Opportunity Affidavit signed 5-27-20;**

**TAXES: Good Through 1-31-21;**

**Hiring Policy Compliance Affidavit signed 5-27-20, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 12-16-19, indicating NO records of investment, income or use of labor from these systems;**

**Political Contributions and Expenditures Statement signed 1-13-20, indicating “None”.**

*Contract 6000476 was approved February 7, 2017, with Jones Lang LaSalle to provide Facility Management Services for the Public Safety Headquarters, for a 3-year period, through January 20, 2020, for a cost of \$2,469,949 [monthly fee of \$65,832] plus a contingency of \$100,000.*

*Amendment 1 to Contract 6000476, was approved February 11, 2020, to extend the contract term 5 months, through June 30, 2020, with an increase of \$329,160 [continuing the same fee of \$65,832 per month].*

**CONTRACTS FOR CITY COUNCIL REVIEW  
CITY DEMOLITION EMERGENCIES**

3044430 100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties, 6067 Linwood, 1519 Clairmont and 611 E. Margaret. – Contractor: Inner City Contracting, LLC – Location: 18701 Grand River, Detroit, MI 48223 – Contract Period: Upon City Council Approval through August 10, 2021 – Total Contract Amount: \$37,600.00

**Costs budgeted to Blight Reinvestment Project Fund, Acct. 1003-21200-160020-622975-0-0, Appropriation for Detroit Demolition includes available funds of \$9,217,902 as of August 14, 2020.**

**A Notice of Emergency Ordered Demolition signed by director of Buildings Safety Engineering and Environmental Dept., issued for residential structures at 6067 Linwood, 1519 Clairmont & 611 E. Margaret on March 12, 2020.**

**Bids solicited and closed on July 15, 2020 for demolition at 6067 Linwood, 1519 Clairmont and 611 E. Margaret; 4 bids received.**

**This recommendation is for the Lowest Bid received from Inner City Contracting for \$37,600. Contract award to Inner City dated July 16, 2020; Purchase Order dated July 28, 2020.**

**Costs include the following at each address:**

**6067 Linwood for \$12,500 - Demolition costs for \$10,000; Backfill and Grading costs of \$1,500; and Site Finalization costs of \$1,000.**

**1519 Clairmont for \$13,500 - Demolition costs for \$10,000; Backfill and Grading costs of \$1,500; and Site Finalization costs of \$2,000.**

**611 E. Margaret for \$11,600 - Demolition costs for \$8,000; Backfill costs of \$1,500; Grading costs for \$600 and Seeding costs of \$1,500.**

**Other Bids received include: Detroit Next for \$27,840; and SC Environmental for \$26,985.**

**Covenant of Equal Opportunity Affidavit signed 3-11-20;**

**Certification as a Detroit Headquartered and Small Business good through 4-2-21;**

**TAXES: Good Through 2-13-21;**

**Hiring Policy Compliance Affidavit signed 3-1-20, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 4-22-19, indicating business established 2009, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 3-12-20, indicating “None.”**

**Vendor indicates a total of 12 employees, 7 employees are Detroit residents.**