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TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: November 10, 2020

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

Attached are the contracts that were submitted by the Office of Contracting and Procurement, for the regular session of November 10, 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 Regular Session of November 10, 2020

Statistics compiled for the Contracts submitted for the session of November 10, 2020.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
Demolition Dept. 1 Emergency contract	1	0	0	1
Fire	2	0	0	0
General Services 1 Detroit Employment Solutions Corp. contract	3	0	0	2
Housing & Revitaliz.	1	0	0	1
Law	5	0	4 Amendments	3
Totals	12	No Detroit-Based Bids	4 Amendments	7

Contracts Submitted to City Council
for the Session of November 10, 2020

Page 2

Statistics compiled for the Contracts submitted for November 10, 2020.

This list represents costs totaling \$ 3,477,825.54¹

1 Demolition contract for costs of \$14,750.00

Included in the total costs are the following:

General Fund	\$ 1,222,160.00
Blight Remediation Fund	\$ 14,750.00
COVID Revenue Fund	\$ 2,142,754.81
Grant Funds <i>For COVID-19 Relief</i>	\$ 98,160.73

¹ The contract list includes: 4 Amendments to increase funding &/ or extend contracts; 7 New contracts for one-time and terms of 1 to 5 years; and 1 Emergency demolition contract.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: November 10, 2020

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT
THE FORMAL SESSION OF NOVEMBER 10, 2020.**

FIRE

6003084 100% City Funding – To Provide Advanced Cleaning, Repair and Tracking of Structural Turnout Gear. – Contractor: Fire Service Management, LLC – Location: 32001 Schoolcraft Road, Livonia, MI 48150 – Contract Period: Upon City Council Approval through September 30, 2023 – Total Contract Amount: \$155,000.00.

Costs budgeted to General Fund, Acct. 1000-00715-240110-617900-0-0, Appropriation for Fire Vehicle Management & Supply includes available funds of \$822,066 as of November 6, 2020.

Bids solicited, 1 Bid received. This recommendation is for the sole bid received from Fire Service Management, for a period of 3 years, for costs up to \$155,000.

Services to include the care and maintenance of the firefighters' turnout gear in compliance with the MIOSHA and national standards. Cleaning may include properly handling and cleaning equipment exposed to toxic or biological compounds. Services also include inspection and assessment of each garment to ensure the integrity of the outer shell, thermal liner, and the moisture barrier. Repairs provided as identified in the inspection. Identification tag installed in each garment to use for tracking and record-keeping.

Garments pickup by the vendor and will be returned within 3 days; Emergency 24-hour service is available if needed; a minimum of 40 sets of loaner gear maintained in inventory for use as needed.

Cost for all services is \$44.50 per garment.

Covenant of Equal Opportunity Affidavit signed 9-1-20;

TAXES: Good Through 4-22-21;

Hiring Policy Compliance Affidavit signed 9-1-20,

Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 3-1-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 9-1-20, No contributions identified.

Vendor indicates a total employment of 10; 5 employees are Detroit residents

Previous contract for cleaning and maintenance of Turn Out garments, No 6000987, was also approved with Fire Service Management Nov. 8, 2017, for 3-year period, through April 30, 2020 for \$155,000; Amendment 1, approved June 9, 2020, extended the term through Sept. 30, 2020 with an increase of \$80,000.

Fire Dept. - *continued*

6003148 100% City Funding – To Provide Nozzles, Fittings, and Repair Parts. – Contractor: Apollo Fire Equipment Co. – Location: 12584 Lakeshore Drive, Romeo, MI 48065 – Contract Period: Upon City Council Approval through October 31, 2022 – Total Contract Amount: \$80,000.00.

Costs budgeted to General Fund, Acct. 1000-00718-240195-621900-0-0, Appropriation for Firefighting Operations includes available funding of \$49,082,259 as of November 6, 2020.

Bids solicited from Oct. 9 through October 16, 2020; 3 Bids were received.

This recommendation is for the bid, offering the Lowest discount on parts, received from Apollo Fire Equipment. The proposed contract is for a period of 2 years, and costs budgeted at \$80,000.

This proposed contract is for various repair parts, nozzles, hose and truck fittings, as needed, for equipment from 6 different manufacturers: Elkhart Brass, Akron Brass, Red Head Brass, Tempest, Super-Vac and Stang Manufacturing.

Specified discounts on parts indicated to include:

- Akron Brass at 30% discount off list price;**
- Elkhart Brass at 25% discount off list price;**
- Red-Head Brass at 25% discount off list price;**
- Tempest at 10% discount off list price; and**
- Super Vac at 20% discount off list price**

Other bids received include: Dinges Partners Group; and R & R Fire Truck Repair.

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

TAXES: Good Through 3-16-21;

Hiring Policy Compliance Affidavit signed 3-3-20,

Slavery Era Records Disclosure Affidavit signed 3-3-20, indicating business established 1969, NO records to disclose;

Political Contributions and Expenditures Statement signed 3-17-20, indicating “None”.

Previous contract for Nozzles, Fittings and repair parts, No. 6001745 with R & R Fire Truck Repair, was approved Nov. 20, 2018 for a 2 year period through November 19, 2020, and costs of \$80,000.

GENERAL SERVICES

6003062 100% Covid-19 Revenue Funding – To Provide a Specialized Patient Scheduling Software Solution with Adjoining Call-Center to Support City Employee and Community Covid-19 Testing. – Contractor: Rock Connection, Inc. – Location: 649 Woodward Avenue, Detroit, MI 48226 – Contract Period: Upon City Council Approval through October 31, 2021 – Total Contract Amount: \$1,700,000.00.

Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to COVID-19 Revenue Fund, Acct. 3922-20842-617900-350999-0, Appropriation for Coronavirus Relief Fund includes available funding of \$10,032,948 as of November 6, 2020.

Proposals solicited / advertised from July 29, 2020 through August 13, 2020; 3 Proposals were received and evaluated. Proposals evaluated and scored on: Experience, Implementation speed, Ability to implement new features, Ongoing support and services, price, and Quality of Call Center proposal. Each vendor invited to make a presentation of their proposal. None of the 3 proposals received additional points as a Detroit based or Headquartered business.

The proposal received from Rock Connection was ranked highest for all categories except price [ranked second]. The evaluation committee recommended the award to Rock Connection.

Rock Holding developed the initial custom software and call center operation to support the COVID-19 testing at the Fairgrounds. Contract 3043976 with Rock Holdings, was approved July 28, 2020, to provide Patient Scheduling system and support staff, on a month to month basis, beginning July 1, 2020, for a cost of \$174,000 per month.

Other proposals received from: Coherent RX; Novatross IQ.

The Call Center has been receiving 1,000 to 3,000 calls per day; it is anticipated there will be more online scheduling in the future, but a call center, available Monday through Friday is still required.

Scheduling technology to enable: Collection of all required patient information; Support for different types of callers [caregivers, employers, employees], Integration with other technology, systems; Prioritizing patients for high risk workers, seniors, etc; Communicating information to State Health Dept.; Tracking testing information; Generating information on patient categories, wait times, and total number of calls; Maintaining compliance with HIPPA.

Costs to be based on time actually required at the following rates;

Call Center Operations - Blended cost per person per hour [including all indirect and overhead costs] for \$41.10; Estimated Person hours per month is 3,200 for a cost of \$131,520 per month.

Technology Support - Blended cost per person hour at \$60.

Technology and Scheduling System development, management and Support at \$80 – blended cost per person hour.

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

TAXES: Good Through 7-9-21;

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

Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 7-8-20, indicating NO records of investment, income or employment with these systems;

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

General Services Dept. - continued

6003079 100% Covid-19 Revenue Funding – To Provide Temporary Staffing Support Services for Covid Testing Sites for City Employees and the Community. – Contractor: Detroit Employment Solutions Corporation – Location: 440 E Congress, Detroit, MI 48226 – Contract Period: Upon City Council Approval through September 30, 2021 – Total Contract Amount: \$442,754.81.

Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to COVID-19 Revenue Fund, Acct. 3922-20842-350046-617900-350999-0, Appropriation for Coronavirus Relief Fund includes available funding of \$10,032,948 as of November 6, 2020.

Proposals were requested; 3 Proposals received and evaluated.

This recommendation is for the Lowest cost and best proposal submitted by the Detroit Employment Solutions Corporation.

This proposed contract, with Detroit Employment Solutions Corp., is recommended for a period of 1 year, through Sept. 31, 2021, for costs of \$442,754.81.

The contract services states this is to, “Provide work opportunities for Detroit residents in temporary positions” to support City of Detroit COVID related activities. Contractor must be able to provide staffing on short notice and provide timesheet documentation with invoices. Temporary staff required to support testing and the PPE inventory operations at the Williams Recreation Center, and any other City-managed testing site.

City to provide all tools, equipment, safety gear or uniforms that may be required; City also agrees to monitoring and evaluation of each Worker’s performance, and providing to the contractor, worker feedback.

Workers [estimated requirement of 21] to provide:

Interaction with the public; Follow script when answering calls; Physically able to climb 2 flights of stairs; Able to walk from building to parking lot several times per day; Required to escort patients from their cars into the facility and back to their cars; Assist with daily sanitation of all items used; may also require Driver’s license, Forklift experience for inventory.

The Hourly rate per employee is \$12; the Billable Hourly rate per employee is \$13.31.

Other proposals received include: Premier Staffing for \$20.70 per employee; and PIE Management for \$20.93 per employee.

Contract Discussion continues on following page.

General Services Dept. - continued

6003079 100% Covid-19 Revenue Funding – To Provide Temporary Staffing Support Services for Covid Testing Sites for City Employees and the Community. – Contractor: Detroit Employment Solutions Corporation – Location: 440 E Congress, Detroit, MI 48226 – Contract Period: Upon City Council Approval through September 30, 2021 – Total Contract Amount: \$442,754.81.

Contract Discussion continues below.

**Covenant of Equal Opportunity Affidavit signed 6-17-20;
TAXES: Good Through 6-24-21;
Hiring Policy Compliance Affidavit signed 6-17-20,
Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 6-17-20, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 6-17-20, indicating 25 donations from 2016 – 2018 including 8 to the Mayor, 10 to Council Members, 3 to Charter Commission candidates, and 4 to City Clerk candidate.**

This proposed contract is indicated to provide support staff, customer service and general labor, specifically for the testing site at Williams Recreation Center.

Previous Staffing Contracts approved are for the medical professionals [RN's, LPN's Medical Assistants], Call Center Phone representatives and cleaning staff for the Animal Shelter. These previously approved contracts include:

No. 6002909, approved July 28, 2020, with Arrow Strategies, for period through June 30, 2021, for cost of \$3,363,360;

No. 6002910, approved July 28, 2020, with Premier Staff Services, for period through June 30, 2021, for cost of \$1,227,096;

No. 6002914, approved Week of Aug. 24, 2020, with Maxim Healthcare, for period through June 30, 2021, for costs of \$966,888.

General Services Dept. - continued

6003081 100% City Funding – To Provide City Wide Elevator Maintenance and Repair Services including General Services, Detroit Department of Transportation and Municipal Parking Departments. – Contractor: Otis Elevator Co. – Location: 25365 Interchange Court, Farmington Hills, MI 48335 – Contract Period: Upon City Council Approval through October 31, 2025 – Total Contract Amount: \$287,160.00.

Costs budgeted to General Fund, Acct. 1000-29470-470010-622300-0-0, Appropriation for Effective Governance-GSD includes available funding of \$20,688,206 as of November 6, 2020.

Bids solicited; 2 vendors submitted bids. This recommendation is with the Lowest Bid submitted by Otis Elevator for costs of \$57,432 per year [10% reduction from initial bid].

This proposed contract, with Otis Elevator is for a term of 5 years, a total of \$287,160.

Bids provided include: Otis Elevator for \$63,900 per year [initial bid]; Thyssenkrupp for \$72,000 [one time COVID price]; and Thyssenkrupp for \$435,000 [bid per specifications].

This contract is for the services to maintain all elevator and escalator equipment in proper and safe operating condition; This contract includes complete maintenance of the elevator equipment by cleaning, lubricating and adjusting; repair or replace equipment as needed; safety and environmental tests; ensure proper operation of emergency phone; proper operation of sump pump and cleaning the pit. Services provided to following: Public Lighting, Recreation, Police, Elections, General Services, Public Works, Transportation and Municipal Parking

Services to be provided for elevators/escalators in 24 City facilities. The monthly maintenance charge for each unit is \$100 for Stair/Chair lifts at Lasky Recreation Center to \$243 for elevator at Elections Commission Building. The total of the maintenance and repairs fee at each facility is \$4,786 per month and \$57,432 per year.

Additional services will be charged by the hour at \$350, regular time for mechanic or maintenance inspection. 3 Month warranty on all labor and parts provided.

**Covenant of Equal Opportunity Affidavit signed 7-28-20;
TAXES: Good Through 7-10-21;
Hiring Policy Compliance Affidavit signed 7-28-20, Employment application submitted complies;
Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 7-28-20, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 7-28-20, indicating “N/A”.**

Previous contract for Elevator maintenance and repair, No. 6000788 was also with Otis Elevator, approved June 20, 2017, for 3 year period, through July 31, 2020, for \$1,672,755 [\$557,585 per yr.]; the contract was amended to extend the term 3 months, through Oct. 31, 2020, approved the Week of August 10, 2020.

HOUSING AND REVITALIZATION

3045921 100% Grant Funding – To Provide Payment for Emergency Shelter Frontline Staff Employed during the Coronavirus Pandemic. – Contractor: Detroit Rescue Mission Ministries – Location: 150 Stimson Street, Detroit, MI 48201 – Contract Period: Upon City Council Approval through December 31, 2020 – Total Contract Amount: \$98,160.73.

Costs budgeted to the following 2 appropriations in Grants Fund:

\$40,458.98 to Acct. 2107-20798-361111-617900-350999-0, Appropriation for United Way COVID-19 includes available funds of \$27,281 and *Encumbered Funds* of \$257,719 as of Nov. 6. 2020; and

\$57,701.75 to Acct. 2107-20799-361111-617900-350999-0, Appropriation for Quicken COVID-19 includes available funding of \$379,016 as of November 6, 2020.

This contract was authorized as a Non-Standard Purchase, without soliciting bids, for the distribution of grant funds received, to provide payment to Frontline staff, providing services at Emergency Shelters, approved by Contracting and Procurement on October 12, 2020.

Frontline staff defined as the shelter staff working in-person onsite and have direct client contact as a part of their daily work during the COVID-19 pandemic. This may include: case managers, monitors, intake workers, shelter manager, security and food prep workers. The frontline staff are considered to have put their health at risk to provide essential services for the homeless population, ensuring people have a safe place.

The allocations based on a formula that gave slightly more weight based on the number of clients served; and a slightly lower weight on the number of staff.

The Grant award is required to be used by December 31, 2020, and distributed to staff over a 3 month period. A total of \$272,718.53 was distributed to 12 different Agencies providing services to the homeless population.

This allocation to Detroit Rescue Mission Ministries was based on their 5 programs:

Detroit Rescue Mission for \$28,101.15; 626 E. Grand for \$7,291.10; Genesis 2 for \$13,790.08; Genesis 3 for \$19,113.44; and Oasis for \$29,864.96

Covenant of Equal Opportunity Affidavit signed 7-6-20;

TAXES: Approved 7-20-20;

Hiring Policy Compliance Affidavit signed 7-6-20, Employment application submitted complies;

Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 7-6-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 7-6-20, indicating “N/A”.

LAW

6000554 100% City Funding – AMEND 8 – To Provide a Contract Amendment for Legal Services to include a New Case Challenging the Census Bureau’s Handling of Non-Response Follow-Ups. – 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 & Operation includes available funding of \$8,939,506 as of November 6, 2020.

This request is for approval of Amendment 8, to add to the Scope of Services, legal assistance in the matter of a challenge to the Census Bureau’s handling of non-response follow-ups in Detroit.

There is no request to extend the time period, which expires June 30, 2021; or increase the contract costs authorized at \$2,570,000

Contract 6000554 was initially approved in Feb. 2017 for a period through June 30, 2018 and costs of \$100,000 for legal services in matters relating to the State Tax Tribunal. Previous 6 Amendments have extended the contract period 3 additional years to June 30, 2021, and increased costs by \$2,470,000 to a total of \$2,570,000. Amendments have added services for:

*Representation of the City in funding of cable services and settlement with Comcast;
Implementation of No-Fault reform legislation; Litigation in Towing matters;
Negotiation with State Dept. of Environmental Quality concerning the demolition program;
Represent City and city officials in matter of Dr. Derrick Coleman, Deborah Harper & River Rouge School Dist. vs Detroit Dept. of Transportation, Michael Duggan and Outfront Media Group.*

Amendment 7, approved Week of Aug. 17, 2020, was to add to the Scope of Services, Assistance with a possible Act 312 with Fire Dept. No additional funding or time was requested.

Fee Schedule for the Census Bureau Matter is \$325 per hour for Partner; \$225 per hour for Associate; and \$75 per hour for Clerk services.

**Covenant of Equal Opportunity Affidavit signed 7-13-20;
TAXES: Approved 1-2-21;
Hiring Policy Compliance Affidavit signed 7-13-20, Applicant statement provided that affirms the applicant was not asked about criminal convictions before the interview;
Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 7-13-20, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 7-13-20, indicating 2 donations to the Mayor and 1 to a Council Member from 2016 through 2018.**

Law Dept. - *continued*

6001126 100% City Funding – AMEND 5 – To Provide an Extension of Time and an Increase of Funds for Litigation Services to the City of Detroit in Connection with Labor Matters as Assigned by the Corporation Counsel. Litigation Services for Anderson, William and Betty Taylor v City of Detroit, et al., #18-009696-CD – Contractor: The Allen Law Group, P.C. – Location: 3011 West Grand Blvd Suite 2500, Detroit, MI 48202 – Contract Period: January 1, 2021 through December 31, 2021 – Contract Increase Amount: \$200,000.00 – Total Contract Amount: \$975,000.00.

Original Contract Period: September 1, 2017 through December 31, 2020

Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-0, Appropriation for Law Administration & Operation includes available funding of \$8,939,506 as of November 6, 2020.

This request is for approval of Amendment 5 to this contract, to increase the authorized costs of this contract, by \$200,000; and to extend the contract period by 1 year, through December 31, 2021.

Contract 6001126 was initially approved the Week of Nov. 27, 2017, for a term through Dec. 30, 2020, and costs of \$125,000.

Amendment 1 - 4 increased the costs by \$650,000, to a total of \$775,000; No time was added to the contract previously. These amendment provided for continuing litigation services in connection with labor matters and added services of assistance to Labor Relations in contract negotiations, and legal assistance to Health Dept. to ensure HIPPA compliance.

This requested Amendment 5 does not appear to include any additional legal services to the Scope.

The fee for services continues to be the same at a blended hourly rate of \$200.

**Covenant of Equal Opportunity Affidavit signed 10-6-20;
TAXES: Approved 10-9-21;
Hiring Policy Compliance Affidavit signed 10-6-20, Employment application submitted complies;
Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 10-6-20, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 10-6-20, indicating 2 donations to the Mayor and 4 to Council Members from 2016 through 2020.**

Law Dept. - continued

6001522 100% City Funding – AMEND 4 – To Provide an Increase of Funds to Provide Legal Services in Connection with the Case of Davonte Sanford V. City of Detroit, Michael Russell & James Tolbert, U.S. District Court, E.D. Mich, No 17-cv-13062; Lamarr Monson V. City of Detroit et al, U.S. District Court, E.D. Mich, No 18-cv-10638; and D'Marco Craft et al. V. City of Detroit et al, U.S. District Court, E.D. Mich, No 17-cv-12752 and Such Additional Litigation Matters as Determined by Corporation Counsel. – Contractor: Seward, Peck & Henderson, PLLC – Location: 210 E 3rd Street Suite 212, Royal Oak, MI, 48067 – Contract Period: January 17, 2018 through June 30, 2022 – Contract Increase Amount: \$150,000.00 – Total Contract Amount: \$1,450,000.00.

Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-0, Appropriation for Law Administration & Operation includes available funding of \$8,939,506 as of November 6, 2020.

This request is for approval of Amendment 4 to this contract for legal Services with Seward, Peck & Henderson, to increase authorized expenditures on this contract by \$150,000 to a total of \$1,450,000; there is no request for additional time on this contract, indicated to expire June 30, 2022.

Contract 6001522 was initially approved June 26, 2018, for the period through December 31, 2020 and a cost of \$200,000, to represent the City in the matter of Davonte Sanford vs. City of Detroit, Michael Russell and James Tolbert.

Amendments 1 through 3, increased the costs by \$1,100,000 for a total of \$1,300,000, with no change to the Contract period through Dec 31, 2020. Amendments 1, 2 and 3 added Matters of Lamarr Monson vs. City of Detroit et al.; and D'Marco Craft vs. City of Detroit.

Amendment 3 also reduced the billable hourly rate from \$185 to \$175 per hour for attorney services, in recognition of financial challenges due to the COVID-19 pandemic.

This amendment appears to add a 4th matter of Michael Jackson and D'Marco Craft vs. Richard Billingslea, Hakeem Patterson, Antoine Hill, Michael Bailey and Glenn Bines, in Wayne Co. Circuit Court.

The fee continues to be a blended rate of \$175 per hour for attorneys.

Covenant of Equal Opportunity Affidavit signed 6-8-20;

TAXES: Approved 7-31-21;

Hiring Policy Compliance Affidavit signed 6-8-20, Request resume and cover letter for application; Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 6-8-20, indicating NO records of investment, income or employment with these systems; Political Contributions and Expenditures Statement signed 6-8-20, indicating "None".

Law Dept. - continued

6002708 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for Litigation Services Related to Medical Marijuana Zoning Appeals and Narcotics Cases. – Contractor: Allen Brothers, PLLC – Location: 400 Monroe Street Suite 620, Detroit, MI 48226 – Contract Period: January 1, 2021 through June 30, 2021 – Contract Increase Amount: \$200,000.00 – Total Contract Amount: \$675,000.00. **SHEKIA**
Original Contract Period: October 7, 2019 through December 31, 2020

Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-0, Appropriation for Law Administration & Operation includes available funding of \$8,939,506 as of November 6, 2020.

This request is for approval of Amendment 1 to this contract with Allen Brothers for continued legal services; This amendment increases the authorized expenditures under this contract by \$200,000 for a total of \$675,000; and an extension of the time period by 6 months through June 30, 2021.

Contract 6002708 with Allen Brothers, was approved February 25, 2020, for legal services from October 7, 2019 through Dec. 31, 2020, for costs of \$475,000. The contract services to include litigation support services in 7 Medical Marijuana Zoning Appeals; and 6 Narcotics Cases.

This amendment appears to be for the same scope of services, for additional funding and more time.

The billable hourly rate for Attorney services remains the same at \$200.

**Covenant of Equal Opportunity Affidavit signed 7-10-20;
TAXES: Approved 1-19-21;
Hiring Policy Compliance Affidavit signed 7-10-20, Employment application submitted complies;
Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 7-10-20, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 7-10-20, indicating “None”.**

Law Dept. - continued

6003147 100% City Funding – To Provide Legal Services for Fire and Police Departments J-Time Tax Related Issues. – Contractor: Plante & Moran, LLP – Location: 27400 Northwestern Highway, Southfield, MI 48034 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$150,000.00.

Costs budgeted to General Fund, Acct. 1000-00115-370140-617900-0-0, Appropriation for Human Resources Bureau includes available funding of \$4,256,305 as of November 6, 2020.

This request is for the approval of the proposed contract with Plante & Moran for approximately 1 year, through December 31, 2021, for a cost of \$150,000, to provide services on tax related issues for the Fire and Police Departments.

Department determined this vendor available to provide this required service; Bids / proposals were not solicited.

According to a letter, from Plante & Moran, their understanding of the services to be provided include an analysis of the ramifications of an employment benefit known as “J-Time” provided by the Fire and Police Departments. J-Time allows an employee injured on the job, to receive 100% of their pay without reduction for withholding by the City.

The contractor to assist Deputy Corp. Counsel in determining the proper city, state and federal tax treatment for the J-Time benefit and recommendations to address any non-compliance.

The contractor will also assist the Deputy Corp. Counsel with an evaluation of the appropriate treatment of retirement, health and welfare benefit contributions relating to J-Time.

In the event any taxing authority chooses to examine these matters in more detail, the contractor is available to represent the City for an additional charge and the approval of a separate engagement agreement.

Costs of this contract is based solely on the time required to complete the analysis and provide the recommendations. Fee Schedule for the 3 individuals to be providing services indicated to include: Rebecca Smart at \$195 per hour; Michael Kruker at \$385 per hour; and Brett Bissonette at \$350 per hour.

Covenant of Equal Opportunity Affidavit signed 10-23-20;

TAXES: Approved 3-6-21;

Hiring Policy Compliance Affidavit signed 10-23-20, application DOES INCLUDE question of criminal convictions due to requirements of the State in licensing of accountants;

Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 10-23-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 10-23-20, indicating .

COMPLETED EMERGENCY CONTRACT

CITY DEMOLITION

3046202 100% City Funding – To Provide an Emergency Demolition for the Residential Property, 5075 Ivanhoe. – Contractor: Inner City Contracting, LLC – Location: 18701 Grand River, Detroit, MI 48223 – Contract Period: Upon City Council Approval through October 20, 2021 – Total Contract Amount: \$14,750.00.

Costs budgeted to Blight Reinvestment Project Fund, Acct. 1003-21200-160020-622975-0-0, Appropriation for Detroit Demolition includes available funding of \$6,317,371 as of Nov. 6, 2020.

A Notice of Emergency Ordered Demolition signed by director of Buildings Safety Engineering and Environmental Dept., issued for the residential structure at 5075 Ivanhoe on October 8, 2020.

Picture of demolished structure follows this discussion, on next page.

Bids solicited and closed on October 16, 2020 for demolition at 5075 Ivanhoe; 2 bids received.

This recommendation is for the Lowest Bid received from Inner City Contracting for \$14,750. Award to Inner City dated October 19, 2020; Purchase Order dated November 3, 2020.

Costs includes the following: Demolition for \$11,500; Backfill and Grading costs of \$1,250; and Site Finalization costs of \$2,000.

Other Bid received from: SC Environmental for \$18,650.

Covenant of Equal Opportunity Affidavit signed 8-18-20;

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

TAXES: Good Through 2-13-21;

Hiring Policy Compliance Affidavit signed 8-18-20, Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 8-18-20, indicating NO records of investment, income or employment with the systems to disclose;

Political Contributions and Expenditures Statement signed 8-18-20, indicating “None.”

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

The Honorable City Council
Contracts Submitted for Session of
November 10, 2020

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Demolition Dept.-Emergency Demolition - *continued*

3046202

Inner City Contracting

5075 Ivanhoe - \$14,750

