

David Whitaker, Esq.
Director, Legislative Policy Division
Irvin Corley, Jr.
Executive Policy Manager
Marcell R. Todd, Jr.
Director, City Planning Commission
Janese Chapman
Director,
Historic Designation Advisory Board

John Alexander
LaKisha Barclift, Esq.
Megha Bamola
Nur Barre
M. Rory Bolger, Ph.D., FAICP
Elizabeth Cabot, Esq.
Tasha Cowan
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

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 L. Underwood, MUP
Ashley A. Wilson

TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: January 12, 2021

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

Attached is the list of contracts submitted by the Office of Contracting and Procurement for the regular session of January 12, 2021.

The contracts submitted are also included on the City Council's New Business Agenda for referral to the Committee for review and report back to the City Council.

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

Attachments

cc:

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

Contracts Submitted to City Council for
the Session of January 12, 2021

Statistics compiled for the list submitted for January 12, 2021.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
Build.Safe.Eng. & Env.	1	0	0	0
Chief Financial Officer 1 Det. Building Authority contract	1	0	1 Amendment	1
Demolition 1 Emergency contract	1	0	0	1
General Services 1 Emergency contract	1	0		1
Housing & Revit. 1 Emergency contract	2	0	1 Amendment	1
Transportation	1	0	0	0
<hr/>				
Totals	7	No Detroit-Based Bids	2 Amendments	4

Contracts and Grants Submitted to City Council
For Regular Session of January 12, 2021

Page 2

Statistics compiled for the Contracts submitted for January 12, 2021.

This list represents costs totaling \$ 1,571,175.65¹

1 Demolition contract for cost of \$10,335.00

Included in the total costs are the following:

General Fund	\$ 0.00
Blight Remediation Fund	\$ 10,335.00
Bond Fund	\$ 415,343.82
Construction Code	\$ 745,725.62
Grant Funds	\$ 50,000.00
Transportation Grant Fund	\$ 349,771.21

¹ The contract list includes: 2 Amendments to increase funding for contracts; 4 New contracts for 1 time purchase and terms of 9 and 12 months; and 1 Emergency Demolition contracts.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: January 12, 2021

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT
THE FORMAL SESSION OF JANUARY 12, 2021**

BUILDING & SAFETY

3047338 100% City Funding – To Provide Accela Maintenance and Support Services. – Contractor: Accela, Inc. – Location: 2633 Camino Ramon Suite 500, San Ramon, CA 94583 – Contract Period: Upon City Council Approval through January 11, 2022 – Total Contract Amount: \$745,725.62.

Costs budgeted to Construction Code Fund, Acct. 2490-10814-130310-622302-0-0, Appropriation for BSEED Administration includes available funding of \$4,949,619 as of January 8, 2021.

This request is for approval of this purchase for 1 year of software maintenance and support services, for the Accela software. Accela indicated to be the sole source of an interactive voice response system that allows citizens/contractors to schedule inspections, cancel inspections, enable inspectors to turn in inspection reports, manage the permitting process. The software also includes modules for blight enforcement and DPW right-of-way permits.

The software and installation was initially approved in 2008.

Contract 6000772 was approved June 13, 2017 for a 3-year term through June 30, 2020 initially for \$1,028,864; Amendment 1 for an increase of \$1,958,875 was approved May 21, 2019, for a total of \$3,740,420.92 over 3 years. The amendment was required for additional services, and to add the costs for 2 more years of licensing and software support [costs were not included with the initial approval].

According to the buyer, this purchase for 1 year, is to allow the Department and the Office of Contracting and Procurement to negotiate a multiple-year contract.

The costs for this purchase include: Accela maintenance and support / license maintenance and hosting fees for \$623,595.62; and Implementation services of \$122,130.

In comparison, the 2019-2020 Accela costs indicated to be \$930,000, which included \$630,000 for maintenance and hosting; and \$300,000 for services of 2 Business Analysts [\$25,000 per month] for 1 year, to provide documentation, development and training.

Covenant of Equal Opportunity Affidavit signed 6-26-20;

TAXES: Good Through 6-26-21;

Hiring Policy Compliance Affidavit signed 6-26-20, Employment application

Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 6-2-20, indicating NO records of income, investment or employment with these systems;

Political Contributions and Expenditures Statement signed 6-26-20, indicating “N/A”.

HOUSING AND REVITALIZATION

6003224 100% Federal Funding – To Provide Transportation Services for Shelter Residents. – Contractor: IntelliRide, Inc. – Location: 720 E Butterfield Road Suite 300, Lombard, IL 60148 – Contract Period: January 1, 2021 through December 31, 2021 – Total Contract Amount: \$40,000.00. *Waiver of Reconsideration Requested*

Costs budgeted to Construction Code Fund, Acct. 2002-20814-30089-651147-350999-0-0, Appropriation for ESG-CV CARES Act includes available funds of \$9,343,539 as of Jan. 8, 2021.

Services were contracted with IntelliRide initially in April 2020 for emergency COVID services. No. 3043170 authorized 4-2-20 for the Mayor's Office, for \$100,000 to provide transportation to the COVID-19 testing site;

No. 3043384 authorized 4-17-20, for Housing & Revitalization, for \$120,000, to provide transportation to Shelter residents to COVID-19 testing and other medical services.

This contract is requested for approval to continue the services of Contract 3043384, to provide transportation to Shelter Residents, for 1 year January through December 2021.

Transportation services provided to transport between shelters, healthcare services, quarantine sites and/or a family residence; services provided on-demand as needed. Upon completion of an HRD trip, vehicle taken to a cleaning location and will be fully sanitized, and logged.

The cost per "HRD Trip" is \$85 - \$70 provided to the subcontracted transportation provider and \$15 retained by contractor for their services; If HRD Trip requires an ADA compliant vehicle, the fee is \$105 per trip, with \$90 paid to provider of transportation services and \$15 retained by contractor.

IntelliRide is a subsidiary of Transdev, that provides paratransit & non-emergency medical transportation services. IntelliRide was contracted initially because they were able to put services in place quickly.

According to Office of Contracting and Procurement, IntelliRide subcontracts the transportation services to transportation providers in the area; 1 identified was Checker Cab.

There are 25 Employees, 20 are Detroit Residents.

Covenant of Equal Opportunity Affidavit signed 12-17-20;

TAXES: Good Through 11-20-21;

Hiring Policy Compliance Affidavit signed 12-17-20, Employment application

Slavery Era, Prison Industry and Immigrant Detention System Records Disclosure Affidavit signed 12-17-20, indicating NO records of income, investment or employment with these systems;

Political Contributions and Expenditures Statement signed 12-17-20, indicating "None".

OCFO

6002158 100% City Funding – AMEND 1 – To Provide an Increase of Funds Only for Program Management and Engineering Services Related to the Decommissioning and Demolition of the Joe Louis Arena. – Contractor: Detroit Building Authority – Location: 1301 Third Street Suite 328, Detroit, MI 48226 – Contract Period: May 21, 2019 through May 20, 2022 – Contract Increase Amount: \$415,343.82 – Total Contract Amount: \$10,415,343.82.

Costs budgeted to Bond Fund, Acct. 4533-00277-350310-622975-350007-0, Appropriation for Detroit Building Authority includes available funding of \$1,994,330 as of January 8, 2021.

This request is for approval of Amendment 1 to increase the costs of this contract by \$415,343.82 for a total contract cost of \$10,415,343.82.

Contract 6002147 was approved with the Detroit Building Authority on May 28, 2019, for a 3-year term through March 20, 2022 to provide funding for the demolition of the Joe Louis Arena and for the Building Authority to manage this project. In addition to the actual demolition, contract services included: Land surveying; Program management and engineering; Environmental due diligence; Removal of any hazardous or regulated materials before demolition; Vibration/movement monitoring and reporting; and Site security.

According to Office of Contracting and Procurement, the Contract Number had to be changed, to No. 6002158, due to a system error.

Amendment 1 to the contract was considered and approved by the Authority Board of Commissioners on November 19, 2020.

Contracted for this project included: Barton Marlow Sidock Group for Demolition design and Engineering; Adamo for Demolition; Homrich for removal of hazardous materials; Testing Engineers & Consultants for Environmental due diligence and fugitive dust monitoring.

A loan of \$10,000,000 from the Michigan Economic Development Corp. was approved by the Michigan Strategic Fund for this project.

The cost increase is based on the actual vs. estimated costs. The Estimated costs that appear to have been approved by the Board of Commissioners was \$11,015,691.50.

So the actual total costs appear to have come in less than the estimated costs, but exceeded the \$10,000,000 authorized for this contract by \$415,343.82 - this amount includes an Allowance of \$125,000.

Clearance and Affidavits are not required for a contract with a Government entity.

TRANSPORTATION

3044491 100% Federal Funding – To Provide Tow Truck Services for Light Duty Vehicles. – Contractor: Interstate Trucksource, Inc. – Location: 29085 Smith Road, Romulus, MI 48174 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$131,003.21.

**Costs budgeted to 2 appropriations in Transportation Grant Fund as follows:
\$88,002.57 to Acct. 5303-20287-201111-644600-0-0, Appropriation for FY2015 Sec. 5307 includes available funding of \$7,216,561 as of January 8, 2021; and**

\$43,000.64 to Acct. 5303-20569-201111-644600, Appropriation for FY2018 FTA Sec. 5307 includes available funding of \$584,770 as of January 8, 2021.

Bids solicited; Bidding closed May 14, 2020; 2 Vendors submitted 3 bids.

**Jorgensen Ford submitted a primary bid of \$105,363; and an alternate bid of \$103,517.
Interstate Trucksource submitted the 3rd bid of \$131,003.17.**

According to the Department evaluation, Jorgensen did not submit the required Federal Transit Authority documentation

This recommendation is with Interstate Trucksource, that did submit all of the required documentation.

This is for the purchase of 1 Tow Truck.

Covenant of Equal Opportunity Affidavit signed 10-29-20;

TAXES: Good Through 4-15-21;

Hiring Policy Compliance Affidavit signed 10-28-20, Employment application submitted complies; Slavery Era, Prison Industry, Immigrant Detention Records Disclosure Affidavit signed 12-21-20, indicating NO records of income, investment or employment in these systems to disclose; Political Contributions and Expenditures Statement signed 5-14-20, indicating “N/A”.

Vendor indicates a total of 80 Employees; 1 employee is Detroit resident.

EMERGENCY CONTRACTS:

CITY DEMOLITION

3047318 100% City Funding – To Provide an Emergency Demolition for the Residential Property, 12101 Mettetal. – Contractor: Inner City Contracting, LLC – Location: 18701 Grand River, Detroit, MI 48223 – Contract Period: Upon City Council Approval through December 15, 2021 – Total Contract Amount: \$10,335.00.

Costs budgeted to Blight Reinvestment Project Fund, Acct. 1003-21200-160020-622975-0-0, Appropriation for Detroit Demolition includes available funds of \$5,573,561 as of January 8, 2021.

A Notice of Emergency Ordered Demolition, dated December 1, 2020, signed by director of Buildings Safety Engineering and Environmental Dept., issued for residential structure at 12101 Mettetal.

**Bids solicited and Closed on December 10, 2020, for demolition at 12101 Mettetal;
4 bids received.**

**This recommendation is for the Lowest Bid received from Inner City Contracting for \$10,335.
Notice of Award dated December 10, 2020; and Purchase Order dated December 24, 2020.**

**Demolition costs includes: Demolition & Debris removal & disposal for \$8,285;
Backfill & Grading costs for \$850; and Site Finalization costs of \$1,200.**

**Other Bids received include: SC Environmental for \$11,440; Salenbien Trucking for \$13,343;
and Moss Company for \$13,776;.**

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 these systems;

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

Vendor indicates a Total of 12 Employees; 7 employees are Detroit residents.

EMERGENCY CONTRACTS:

GENERAL SERVICES

6003213 100% City Funding – To Provide Covid-19 Emergency Bus Terminal Cleaning and Sanitizing Services. – Contractor: Xtream Total Care, LLC – Location: 9000 Woodward, Detroit, MI 48202 – Contract Period: October 1, 2020 through June 30, 2021 – Total Contract Amount: \$218,768.00.

Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to Transportation Grant Fund, Acct. 5303-13886-207070-622100-000058-30150, Appropriation for FY11 Sec. 5307 includes available funding of \$3,669,609 as of January 8, 2021.

Approval of this contract is requested for payment of services provided from October 1, 2020 through June 30, 2021.

Two (2) Requests, authorized by Office of Contracting and Procurement, for emergency services contracted to clean additional “touch surfaces” and floor sanitizing at Shoemaker, Gilbert and Warren Admin. Building.

The first invoice, dated Nov. 17, 2020 and approved Dec. 8, 2020, for costs of \$33,768 for invoices received as of November 14, 2020.

The 2nd invoice, dated Nov. 17, 2020 and approved Dec 8, 2020, is for costs of \$185,000 for emergency COVID cleanings from Nov. 14, 2020 through January 31, 2021.

The proposed contract Scope of Services indicate this contract is for: Mitigate and clean Williams Rec. Center, used as Test Site, 5 days per week. At DDOT sites: Warren Adm. Building, Shoemaker and Gilbert Terminals, mitigate and clean 7 days per week.

Costs are based on the billable rate of \$12 per hour.

The requested authorization for costs of \$218,768 appears to cover the indicated costs for cleaning DDOT sites Oct. through January 31, 2021; *City Council may wish to inquire about anticipated additional costs for cleaning the testing site at Walker Williams Recreation Center through June 2021.*

Xtream was previously awarded 2 Emergency COVID Purchase agreements, in March 20, 2020 - Contracts 3042831 and 3043557 - for a total of \$429,422.75, to provide additional cleaning.

Covenant of Equal Opportunity Affidavit signed 12-9-20;

TAXES: Good Through 4-15-21;

Hiring Policy Compliance Affidavit signed 12-9-20, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 12-9-20, indicating NO records of income, investment or employment with these systems;

Political Contributions and Expenditures Statement signed 12-9-20, indicating “None”.

EMERGENCY CONTRACTS:

HOUSING AND REVITALIZATION

6002523 100% Federal Funding – AMEND 1 – To Provide an Increase of Funds Only for
Emergency Shelter Services to Citizens Experiencing Homelessness Due to Covid-19. –
Contractor: The Salvation Army – Location: 16130 Northland Drive, Southfield, MI 48075
– Contract Period: January 1, 2020 through December 31, 2020 – Contract Increase
Amount: \$10,000.00 – Total Contract Amount: \$190,000.00.

Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to Block Grant Fund, Acct. 2001-13644-364101-651147-0-0, Appropriation for The Salvation Army includes available funding of \$44,262 as of January 8, 2021.

This request is for approval of Amendment 1 to increase the costs of this contract by \$10,000 for a total of \$190,000; there is no change in the contract term, from January 1 through December 31, 2020.

Contract 6002523 is based on the funding authorized by the City Council on July 16, 2019, from Community Development Block Grant and Emergency Solutions Grant, to provide shelter services for people experiencing homelessness. ‘

\$67,500 was awarded from CDBG; and \$112,500 was awarded from Emergency Solutions Grant.

The additional \$10,000, from Block Grant, required for supplies to prevent spread of COVID-19, including: face masks; disposable gloves; disinfectant cleaning supplies; disposable feeding supplies such as food boxes, disposable utensils, cups, napkins; small kitchen appliances and other additional required supplies.

Covenant of Equal Opportunity Affidavit signed 12-1-20;

TAXES: Good Through 7-3-21;

Hiring Policy Compliance Affidavit signed 12-1-20, Employment application submitted complies; Slavery Era, Prison System and Immigrant Detention System Records Disclosure Affidavit signed 12-1-20, indicating NO records of income, investment or employment with these systems;

Political Contributions and Expenditures Statement signed 12-1-20, indicating “None”.

Contract 6002818 was also authorized with The Salvation Army for an amount of \$600,000, to operate, manage and staff a COVID-19 Quarantine site, approved the Recess week of April 20, 2020 through September 30, 2020.