



July 8, 2020

To: Jacob Jones, Operations Manager, 8 Mile Boulevard Association
From: David Walker (on behalf of Detroit Board Member Hon. Mayor Mike Duggan)
Jordan Twardy (on behalf of Ferndale Board Member Hon. Mayor Melanie Piana)

Re: **Work Order/Memorandum of Understanding for Joint Detroit-Ferndale Project at 8 Mile & Woodward**

Mr. Jones:

The Cities of Detroit and Ferndale (hereafter referred to as the “Partners”) desire to work jointly, through the 8 Mile Boulevard Association (8MBA), on a public space improvement project at the intersection of 8 Mile Road and Woodward Avenue (hereafter referred to as the “Intersection”).

This document represents a commitment by the administrations of the mayors of Detroit and Ferndale, subject where required to the approval of the city councils of both cities, to provide funding and support for work to be executed by 8MBA staff in support of the corridor and our two cities. The extent of the Partners’ commitment, and the expectations of 8MBA staff under this Work Order are outlined in the scope of work contained herein.

PROJECT OVERVIEW

Residents near this intersection and within the jurisdictions of the Partners have grown increasingly concerned and frustrated about the conditions of the Intersection and demand that the Partners act in calendar year 2020 to definitively resolve the physical conditions of blight and safety of the Intersection. The Partners have attempted not only to address these conditions but also the challenges faced by persons who persistently live at or near the Intersection and have come to rely on the Intersection as shelter and/or a source of income via panhandling. These efforts have been unable to definitively halt the aggregation of trash, debris, and human waste at the Intersection, nor fully address the drivers of persistent homelessness and panhandling at the Intersection.

The proposed activities provide a wonderful opportunity to build on past work and formally establish a branded, artistic and lighted “front door” welcome to the cities of Detroit and Ferndale. This will allow the environment under the bridge to be welcoming and safe as pedestrians and vehicles pass east and west along 8 Mile Road.

PROJECT GOALS

The Partners have decided to formalize and elevate their collaboration through this work order and commit to the following goals to be completed prior to the end of calendar year 2020.

- 1. Install Physical Improvements at the Intersection This Year.**
Design and build a public space intervention at the Intersection which prevents concentrations of trash, debris, and human waste while preserving safe, inviting access for all.
- 2. Establish a structured, sustainable plan to maintain the improvements by the time they’re installed.**
Develop and execute a joint agreement between Detroit, Ferndale, and MDOT to ensure continued maintenance of the Intersection and public space intervention, designating key staff contacts and funding.
- 3. Establish a plan to improve outcomes for homeless and/or panhandling persons at the Intersection.**
Develop and execute a joint agreement between Detroit and Ferndale to collectively commit staff resources to the pursuit of long-term positive outcomes, in partnership with appropriate agencies and organizations, relative to the chronic homelessness and panhandling at the Intersection.



SCOPE OF WORK

The Partners propose to provide supervisory oversight and technical assistance to 8MBA staff, who would be tasked with the execution of project deliverables and administration of project funding.

Project Team and Funding

8MBA Operations Manager Jacob Jones will serve as the project manager with technical support and budgetary oversight from the Partners; **David Walker, representing Detroit and Jordan Twardy, representing Ferndale.** The Cities of Detroit and Ferndale will jointly determine the project budget and the amount of funds to be allocated from each city. These funds will be distributed to 8MBA for deposit and disbursement for the payment of invoices related to project expenses as received by 8MBA and approved for payment by the project team.

Project Activities

8MBA staff will execute the following activities, with the project team providing approval oversight:

GOAL 1: Physical Improvements to the Intersection

1. Solicit, collect, and organize bids for the design and build of Intersection improvements per a Request for Proposals developed collaboratively between the representatives of the Partners.
2. Plan and execute all logistics and follow up for community input meetings with residents of neighborhoods impacted by the Intersection as directed by the project team.
3. Prepare a report on bid results and community input and provide a recommendation to the project team.
4. Work with bid award recipient to monitor project progress, coordinate the receipt and payment of project invoices, and provide daily reports to the project team.

GOAL 2: Establish a long-term agreement and commitment on maintenance of improvements

1. Obtain cost estimates for maintenance, insurance, and any other necessities for the annual maintenance of the Intersection and installed improvements to the satisfaction of the project team.
2. Facilitate the development and approval of a Memorandum of Understanding between Detroit, Ferndale, and MDOT for the ongoing maintenance of the Intersection improvements. The MOU should contain:
 - a. Name, Title, Department and Contact Information for primary staff person responsible for sustaining the commitments in the MOU. This staff should be a direct report to the mayor.
 - b. Recommended funding amount to be presented to the budget authority for each party annually.

GOAL 3: Establish a plan for improving human services outcomes

1. Identify partner(s) to identify, fund, and deploy appropriate human services interventions with a clear scope of work, time frame, and measures of success.
2. Facilitate the development and approval of an MOU committing the Partners to the scope of work outlined in step 3-1. The MOU must contain at minimum the name, title, department and contact information for responsible staff. This staff should be a direct report to the mayor.

Authorized Signature, Detroit
Date:

Authorized Signature, Ferndale
Date:

Authorized Signature, 8MBA
Date: