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TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: May 4, 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 May 4, 2021.

The contracts submitted were included on the City Council's 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
Session of May 4, 2021

Statistics compiled for the list submitted for May 4, 2021.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
City-Wide	2	0	2 Amendments	1
General Services 1 Contract to Manage Cemeteries	2	0	0	2
Housing & Revitaliz. 1 Bridging Neighborhood contract	4	0	1 Amendment	3
Law	1	0	1 Amendment	0
Police	1	0	0	0
Public Works 1 Contract appears to be for City-Wide use	2	0	1 Amendment	0
Transportation	3	0	0	1
Totals	15	No Detroit-Based Bids	5 Amendments	7

Contracts and Grants Submitted to City Council
Regular Session of May 4, 2021

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Statistics compiled for the Contracts submitted for May 4, 2021.

This list represents costs totaling \$6,561,654.08¹

Included in the total costs are the following:

General Fund	\$ 1,726,815.00
Bond Funds	\$ 86,974.08
Capital Projects	\$ 1,305,392.00
COVID Relief Grant Funds	\$ 100,000.00
Enhanced Drug Enforcement Fund	\$ 412,289.00
Grant Funds	\$ 1,055,088.00
International Bridge Fund	\$ 99,000.00
Solid Waste Mgmt. Fund	\$ 280,472.00
Street Funds	\$ 662,224.00
Transportation Grant Fund	\$ 683,400.00
Transportation Operation Fund	\$ 150,000.00

¹ The contract list includes: 5 Amendments to increase costs and/ or extend period; and 10 New contracts for one-time purchase or terms of 8 months to 3 years.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: May 4, 2021

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT
THE FORMAL SESSION OF MAY 4, 2021**

CITYWIDE

6001284 100% City Funding – AMEND 2 – To Provide an Extension of Time and an Increase of Funds for Fire Suppression Services. – Contractor: Johnson Controls Fire Protection Limited – Location: 24755 Halsted Road, Farmington Hills, MI 48335 – Contract Period: Upon City Council Approval through June 30, 2022 – Contract Increase Amount: \$276,815.00 – Total Contract Amount: \$1,366,815.00.

Previous Contract Period: May 1, 2018 through March 31, 2021

Costs budgeted to General Fund, Acct. 1000-11830-470010-622200-006004-30105, Appropriation for Facilities and Grounds Maintenance includes available funding of \$266,861 as of April 30, 2021.

This request is for approval of Amendment 2, to increase the costs by \$276,815, and extend the contract 15 months, through June 31, 2022.

Contract 6001284 with Johnson Controls was initially approved May 1, 2018, for \$720,000, for a 2-year term, through March 31, 2020, to monitor fire alarms, to inventory, inspect and assess the fire alarm and fire suppression systems in 147 municipal buildings; provide preventative maintenance; inspection of sprinkler and fire alarm systems; and inspections of fire extinguishers.

Amendment 1 to Contract 6001284, approved Recess week of Dec. 9, 2019, extended the contract 1 year, through March 31, 2021, and increased the costs by \$370,000, to \$1,090,000; this amendment increased services available to Dept. of Transportation.

This amendment is to upgrade the filters used, to trap more and smaller airborne particles, and to change the filters more frequently, depending on the facility, from 4 per year to 6, or 12 changes. Some locations also required the installation of Air movement equipment.

In addition to the regular costs for maintaining and inspecting all fire suppression and alarm systems in City Facilities, this amendment includes providing the increased number of higher grade air filters.

**According to information provided by Johnson Controls, the cost for 7,000 filters is \$73,856.12.
Expenditures on this contract are currently at \$1,001,930.**

Covenant of Equal Opportunity Affidavit signed 1-25-21;

TAXES: Good Through 2-16-22;

Hiring Policy Compliance Affidavit signed 1-25-21; Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 1-25-21, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 1-25-21, indicating “None”.

CityWide - *continued*

6002908 100% City Funding – AMEND 2 – To Provide an Extension of Time and an Increase of Funds for Plexiglass Guards in Compliance with Covid-19 Social Distancing Guidelines. – Contractor: Gandol, Inc. – Location: 18000 Meyers Suite 2, Detroit, MI 48235 – Contract Period: July 1, 2021 through June 30, 2022 – Contract Increase Amount: \$400,000.00 – Total Contract Amount: \$800,000.00. *Previous Contract Period: June 30, 2020 through June 30, 2021* *Will Apply for Reimbursement from Federal COVID-19 Funding Source*

Account Information was not provided in the Oracle documents.

This request is for approval of Amendment 2, to extend the contract period by 1 year, through June 30, 2022; and increase the costs by \$400,000 for a new contract total of \$800,000.

Contract 6002908 was approved June 30, 2020, fo a period of 1 year, through June 30, 2021, and cost of \$125,000. The contract was to provide the plexiglass guards that have been set up in multiple departments to provide separation and social distancing for employees that service the public. The Sneeze Guards have been provided to multiple departments.

Amendment 1 to Contract 6002908 was approved November 25, 2020, to increase contract expenditures by \$275,000 to a total of \$400,000.

The contract was indicated to be used for procurement of the Sneeze guards for the Police precincts; The first amendment and this proposed second amendment is indicated to be required to address requests from all other City Departments.

There appears to be no change in the cost of \$135 each for a desk guard, 48 inches by 24 inches high; of \$169 for a desk guard, 48 inches by 36 inches high.

Expenditures on this contract are currently \$398,810.70

Covenant of Equal Opportunity Affidavit signed 6-11-20;

TAXES: Good Through 3-30-22;

Hiring Policy Compliance Affidavit signed 6-11-20; Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 6-11-20, indicating NO records of investment, income or employment with these systems; Political Contributions and Expenditures Statement signed 1-21-20, indicating “None”.

GENERAL SERVICES

6003390 100% City Funding – To Provide Management of Three (3) Cemeteries (Gethsemane Cemetery, Mausoleum and Crematory, Forest Hill Cemetery and Mt. Hazel Cemetery). – Contractor: Premier Group Associates, LC – Location: 535 Griswold #1420, Detroit, MI 48226 – Contract Period: May 31, 2021 through May 30, 2024 – Total Contract Amount: \$1,050,000.00.

Costs budgeted to General Fund, Acct. 1000-29470-470010-617900-0-0, Appropriation for GSD Shared Services includes available funding of of \$6,768,498 as of April 30, 2021.

Proposals requested for services to manage the operations and maintenance of the City’s 3 cemeteries for a period of 3 years: Gethsemane Cemetery, Mausoleum and Crematory; Mt. Hazel Cemetery; and Forest Hill Cemetery.

2 Proposals were received and evaluated on: Experience/ Past performance, Business Operation Plan [staff & equipment], and Management Fee.

The Second Proposal was submitted by Enduring Memories Cemetery Management Co.

This recommendation is for the proposal ranked the highest in all categories, received from Premier Group Associates, for a cost totaling \$1,050,000 [\$350,000 per year].

Premier Group indicates they are partnering with L.F. Sloane Consulting Group. L.F. Sloane is based in Albany, NY, however they have clients and provide services throughout the country. Locally, they provide services to the Archdiocese of Detroit, Elmwood Cemetery, as well as cemeteries in multiple Michigan locations.

The proposal from Premier was ranked higher due to a clear plan to improve and maintain the cemeteries; detailed plans for customer service; extensive equipment list and bonding capacity.

Premier and L.F. Sloan propose to charge a Management fee only of \$350,000 per year; 100% of all profits would come back to the City of Detroit. Premier currently provides grounds maintenance, since 2019, to Elmwood Cemetery.

In addition to landscaping and general maintenance, contractor will be responsible for hiring qualified personnel for each cemetery, provide uniforms for all personnel, Provide the City with proposed staffing plans for each cemetery; Recommend a capital improvement plan for Gethsemane Cemetery; Create and maintain an electronic burial and contract record keeping system; Review and update the maps and section signage at each cemetery.

Contract Discussion continues on following page

General Services *continued*

6003390 100% City Funding – To Provide Management of Three (3) Cemeteries (Gethsemane Cemetery, Mausoleum and Crematory, Forest Hill Cemetery and Mt. Hazel Cemetery). – Contractor: Premier Group Associates, LC – Location: 535 Griswold #1420, Detroit, MI 48226 – Contract Period: May 31, 2021 through May 30, 2024 – Total Contract Amount: \$1,050,000.00.

Contract Discussion continued below:

Contractor to provide to the City monthly records on all activities, reports of revenue, maintenance activity, potential legal claims and complaints against the contractor or City, and record of all burials.

The Contractor to provide to the City 100% of the following Revenue:

Sale of burial plots, vaults and / or mausoleum;

Fees for opening and closing burial plots and /or mausoleum;

Fees for placement of headstones;

Fees for identifying burial plots for placement of headstones;

Fees for installing and setting burial plots; and

Any other Revenue collected for products or services rendered at the Cemeteries.

All Revenue shall be paid monthly as follows:

85% shall be paid by a check to the City; and

15% shall be paid to the City's Cemetery Trust Fund

Covenant of Equal Opportunity Affidavit signed 4-21-21;

Certification as Detroit Headquartered, Small & Resident Business, Woman-owned Business good through 3-15-22;

TAXES: Good Through 2-26-22;

Hiring Policy Compliance Affidavit signed 4-21-21; Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 4-21-21, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 4-21-21, indicating 9 contributions from 2017 to 2021; 4 to the Mayor, 2 to Council Members, and 3 to other elected officials.

Previous contract, No. 2879561 with ST Enterprises was initially approved May 1, 2013 for a term through Dec. 31, 2016, for a cost of \$214,550 for management of just Gethsemane; Amendment 1, approved November 2016, extended the contract term through December 2, 2021, added Forest Hill and Mr. Hazel and increased costs by \$264,000 for a total of \$478,550.

In July 2020, ST Enterprises left their management position and the City initiated an Emergency contract with Enduring Memories Cemetery Management Co. to step in and provide maintenance and administration; Contract 6003472 for period from July 2020 through April 2021 for cost of \$528,040 was submitted to City Council on April 13, 2021.

General Services - continued

6003535 100% City Funding – To Provide As Needed Citywide Printing Services for Covid-19 Vaccine and Testing Sites. – Contractor: Accuform Printing & Graphics, Inc. – Location: 7231 Southfield Road, Detroit, MI 48228 – Contract Period: Upon City Council Approval through May 17, 2022 – Total Contract Amount: \$300,000.00.

Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to the following accounts:

Testing services to COVID-19 Fund, Acct. 3922-20840-251111-617900-350999-0, Appropriation for Epi Lab Testing includes available funding of \$10,928,738 as of April 30, 2021; and Vaccination services to Capital Projects Fund, Acct. 4533-20507-358035-626100-350998-0, Appropriation for Capital Projects includes available funding of \$4,692,052 as of April 30, 2021.

Bids were requested for COVID-19 printing requirements; 2 Bids received .

This recommendation is for the Lowest bid submitted by Accuform for \$11,546 per month.

Second bid received from Inland Press for cost of \$13,920 per month.

Contract provides for all printing requirements for different locations:

TCF Center - weekly delivery of 25,000 generic consent form, and generic booklet with vaccine I information – Moderna or Pfizer; 5,000 Kicker cards with driving directions.

NW Activity Center - weekly delivery of 25,000 generic consent form, and generic booklet with Johnson & Johnson vaccine information; 5,000 Kicker cards with driving directions.

Williams Rec. Center for testing - 150 to 200 patients per day appointment list; Prescription labels.

Rapid Testing at 100 Mack - weekly delivery of 20,000 flyers, 5,000 Rapid testing Community Org. flyers, 10,000 BinaxNow test results page, address labels.

Other services include Posters and Sandwich Boards

Costs range from 2 ¢ and 3 ¢ per test result or prescription label, 3¢ per kicker card, to 14¢ each for booklets on vaccine information, 45¢ each for Health Information Release forms, Posters for \$9 each, and Sandwich Boards for \$65 each.

Covenant of Equal Opportunity Affidavit signed 8-17-20;

TAXES: Good Through 9-8-21;

Hiring Policy Compliance Affidavit signed 8-17-20; Employment application includes a required signature for background check that includes Criminal Convictions, this does not seem to comply;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 8-17-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 8-17-20, indicating “NA”.

HOUSING AND REVITALIZATION

6003042 100% Grant Funding – AMEND 1 – To Provide an Extension of Time Only
for Emergency Homeless Shelter Quarantine Sites due to Covid-19. – Contractor: Detroit
Rescue Mission Ministries – Location: 150 Stimson Street, Detroit, MI 48201 – Contract
Period: July 1, 2021 through September 30, 2021 – Total Contract Amount: \$0.00.

Total Contract Amount: \$493,500.00 Original Contract Amount: September 1, 2020 through June 30, 2021

**Costs budgeted to Federal HUD Grant Fund, Acct. 2002-20814-360089-651147-350999-0,
Appropriation for ESG-CV CARES Act includes available funds of \$4,584,235 as of April 30, 2021.**

**This request is for approval of Amendment 1, to extend the contract period by 3 months, through
September 30, 2021; there is no request for additional expenditures.**

*Contract 6003042 was approved the Week of August 24, 2020, with the Detroit Rescue Mission for
the term from July 1, 2020 through June 30, 2021, for costs of \$493,500.*

**This contract was for the operation of a quarantine facility, to provide shelter to homeless
individuals, whether they carried the COVID virus or not; to keep residents safe.**

**Funding enabled the Agency to maintain their facility and the operating systems, as well as
caring for residents and provide 3 meals and 2 snacks daily; clean linens & towels each week.**

**The Agency is provided with an administrative fee for providing all services and building
maintenance.**

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

TAXES: Good Through 7-16-21;

**Hiring Policy Compliance Affidavit signed 7-6-20; Employment application submitted complies;
Slavery Era, Prison Industry & 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 “NA”.

Housing & Revitalization - continued

6003416 100% Grant Funding – To Provide the Transfer of a Subrecipient Agreement from Community Social Services of Wayne County to Methodist Children's Home Society for Teen Infant Parent Services (TIPS). – Contractor: Methodist Children's Home Society – Location: 26645 W Six Mile, Redford, MI 48240 – Contract Period: January 1, 2020 through June 30, 2021 – Total Contract Amount: \$105,000.00.

Costs budgeted to Federal HUD Grant Fund, Acct. 2002-13340-361508-651147-0-0, Appropriation for Emergency Solutions Grantt includes available funding of \$547,160 as of April 30, 2021.

This request is for approval of an assigned contract from Community Social Services of Wayne County to Methodist Children's Home Society. Contract 6002515, for \$105,000 was authorized with Community Social Services for awarded funds from CDBG and ESG grant for the 2019 – 2020 fiscal year; Community Social Services of Wayne County was dissolved and assigned the contract to Methodist Children's Home Society

Contract 6003416 is for funding from the 2019-2020 ESG and CDBG grant, to nonprofit organizations that provide outreach, emergency shelter, homelessness prevention, rapid rehousing, transitional housing and /or support services for homeless individuals.

Project Coordinator for this Agency is Stephanie Trotter.

Contract services to include providing a shelter for women and their children at the Teen Infant Parenting Services Program [TIPS], located at 1600 Blaine Street in Detroit. The program anticipates serving 70 clients during the term of this grant, including an estimated 32 single adults and 38 children; anticipate 3 adults to be pregnant.

This grant is for the term from January 1, 2020 through June 30, 2021. In addition to shelter and case management, the agency provides academic, personal and social skill development.

Grant funded costs budgeted to include: Personnel costs of \$89,354; Maintenance costs of \$1,817; Security costs of \$325; Utilities for \$4,915; Equipment/furnishings for \$500; Food for \$640; Supplies for \$190; Insurance for \$1,443; Staff travel costs of \$123; Telephone / Internet costs of \$631; Accounting services for \$4,130; Client transportation for \$632; Obtaining client ID's for \$300.

This contract requires matching funding of \$26,250.

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

TAXES: Good Through 2-2-22;

Hiring Policy Compliance Affidavit signed 7-1-20; Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-1-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 7-1-20, No contributions identified.

Housing & Revitalization - continued

6003471 100% Grant Funding – To Provide Covid-19 Meal Assistance/Delivery Services & Supplemental Services. – Contractor: Detroit Area Agency On Aging – Location: 1333 Brewery Park Boulevard Suite 200, Detroit, MI 48207 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$950,088.00.
Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to Block Grant Fund, Acct. 2001-20813-360047-651147-350999-0-0, Appropriation for CDBG-CV CARES Act includes available funding of \$12,578,842 as of April 30, 2021.

This contract is to address the greater threat to Senior Citizens from COVID-19, due to greater vulnerabilities to disease, deteriorated immune system; COVID has not only affected Senior citizens' physical health, but also financial health. Detroit Area Agency on Aging is well known for services provided to Senior Citizens in Detroit. This contract was authorized to meet special needs and provides essential services to senior citizens impacted or exposed to COVID-19.

**The contract is funded from the 2020-2021 CDBG grant.
Project Coordinator for this Agency is Wanda Bowman.**

**Contract services to include; Communication / wellness calls, Prescription pickups; Delivery of groceries and supplies; Delivery of frozen meals; Delivery of Hot meals; Delivery of Gleaners meals; Delivery of Personal Protection equipment. Program sites include: St. Patrick Center on Parsons Street, La Sed Senior Center on Vernor, and Northwest Activities Center on Meyers.
Services estimated to be provided for up to 900 individuals.**

Budgeted costs include: Administrative Expense for \$109,481; Operating Expenses of \$119,977; Monthly telephone services for \$1,30; Telephone reassurance/ wellness checks for \$132,000; Incontinence supplies and delivery for \$37,500; Grocery delivery for \$150,000; Frozen Home meals delivery for \$231,000; Hot Home delivered meals for \$132,000; Gleaners Meals for \$14,000; and Personal Protection Equipment provided for \$22,500.

**Covenant of Equal Opportunity Affidavit signed 7-24-20;
TAXES: Good Through 8-21-21;
Hiring Policy Compliance Affidavit signed 7-24-20; Employment application ;
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-24-20, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 7-24-20, indicating "None".**

Housing & Revitalization - continued

6003491 100% City Funding – To Provide Services for the Gordie Howe International Bridge Project to Rehab the Residential Property at 5201 Nottingham, Detroit MI. – Contractor: Detroit Grounds Crew, LLC – Location: 4101 Barham, Detroit, MI 48224 – Contract Period: Upon City Council Approval through May 3, 2022 – Total Contract Amount: \$99,000.00.

Costs budgeted to International Bridge Fund, Acct. 1004-20413-360145-6511590-0-0, Appropriation for Bridging Neighborhoods includes available funds of \$798,065 as of April 30, 2021.

Bid solicited for rehabilitation of the residential structure at 5201 Nottingham; 23 pre-qualified vendors were invited to submit bids; 8 of the pre-qualified vendors attended the scheduled “bidwalk” of the property on March 30, 2021.

3 Bids received and evaluated on the basis of: Capacity to complete job, Cost, partnership with a certified Detroit business; additional points given to Detroit Headquartered and Detroit Based businesses. The Target Pricing for the contract work was \$80,500 to \$90,500.

The bid from Gayanga disqualified, vendor is limited to 1 house, until their first home rehabilitation has been completed. [Gayanga recently awarded Contract 6003440 on April 6, 2021, for \$112,750 for renovation of 8387 Lane.]

This recommendation is for the bid scored the highest, submitted by Detroit Grounds Crew for \$90,000; Third bid from Jozef for \$90,000.

Renovation of 5201 Nottingham, through the Bridging Neighborhoods Program, to include all interior and exterior work, to ensure the structure meets all building codes, including replacement of all electrical, HVAC, insulation of exterior walls and ceilings, and adequate lighting throughout the home; gas and electrical connections for stove & dryer; and connections for dishwasher; Installation of 13 cabinets in kitchen; retain and re-glaze bathroom tile; Replace burned joists and floor.

Exterior work to include: Replace sewer line from inside house to the main sewer line; Replace the roof; Clean graffiti off exterior; Repair porch as needed; Remove the garage; Repair fence as needed.

The base cost for the renovation is the bid amount of \$90,000; plus 10% Allowance for additional services for \$9,000; for the total contract cost of \$99,000.

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

Certification as Detroit Headquartered, Resident, Small and Minority-owned Business good through 3-9-22;

TAXES: Good Through 3-26-22;

Hiring Policy Compliance Affidavit signed 6-8-20, Employment application submitted complies;

Slaver 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

2889352 100% City Funding – AMEND 2 – To Provide an Extension of Time Only for Case Management Software Services and Annual Maintenance for Case Management Software.
– Contractor: Cycom Data Systems, Inc. – Location: 188 Hullett E Long Beach, CA 90805
– Contract Period: May 1, 2021 through June 30, 2022 – Total Contract Amount: \$0.00.
Total Contract Amount: \$370,940.00; Previous Contract Amount: March 1, 2014 through April 30, 2021

Costs budgeted to General Fund, Acct. 1000-00527-320010-622302-0-0, Appropriation for Law Administration & Operations includes available funding of \$2,599,175 as of April 30, 2021.

This request is for approval of Amendment 2, to extend the contract period for 14 months, through June 30, 2022; there is no request for additional funding to the current contract total of \$370,940.

Contract 2889352 with Cycom Data Systems was approved March 18, 2014 for a new Case Management Software system, to replace an out-dated system then in use, for a period of 5 years, through March 2019, for a cost of \$302,400.

Amendment 1, approved April 30, 2019, extended the contract term 2 years, through April 30, 2021 for an additional cost of \$68,540 to continue the software licensing and maintenance fee.

The software provides: Case management, capture and tracking of data to assist with risk management. Expenditures on this contract indicated to be \$169,340.00.

Covenant of Equal Opportunity Affidavit signed 2-7-20;

TAXES: Good Through 4-22-22;

Hiring Policy Compliance Affidavit signed 2-7-20; Employment application ;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 2-7-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 2-7-20, indicating “None”.

TRANSPORTATION

6003473 100% City Funding – To Provide Vehicle Maintenance for Non-Revenue Coupe Vehicles.
– Contractor: Ray Laethem, Inc. dba Ray Laethem – Location: 18001 Mack Avenue,
Detroit, MI 48224 – Contract Period: Upon City Council Approval through May 17, 2023
– Total Contract Amount: \$150,000.00.

Costs budgeted to Transportation Operation Fund, Acct. 5301-00150-200290-622200-006004-30105, Appropriation for Vehicle Maintenance includes available funding of \$5,777,746 as of April 30, 2021.

Bids were solicited, and Closed on March 10, 2021; there was one response from Ray Laethem.

The Department noted that the vendor agreed to provide goods and services according to the specifications prepared by the Department; and their offer appeared reasonable and competitive. Transportation Dept. recommended approval of a contract with Ray Laethem for vehicle maintenance for cars and light trucks [not coaches].

**Costs submitted by Ray Laethem include: General Repair services at \$96.37 per hour;
Body Repair services at \$43.50 per hour;
FCA parts provided at 10% discount from FCA dealer parts list price;
Repair services Monday through Friday, 7 am to 6 pm.
Warranty of 12 months or 12,000 miles, whichever occurs first.**

**Covenant of Equal Opportunity Affidavit signed 4-12-21;
TAXES: Good Through 3-31-22;
Hiring Policy Compliance Affidavit signed 4-12-21; Employment application submitted complies;
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 4-12-21, indicating NO records of investment, income or employment with these systems;
Political Contributions and Expenditures Statement signed 4-12-21, indicating “NA”.**

Transportation - continued

6003479 100% Grant Funding – To Provide Emergency Covid-19 Cleaning/Sanitizing Services for DDOT Administration, Shoemaker and Gilbert Buildings. – Contractor: Kristel Group, Inc. – Location: 136 S Rochester Road, Clawson, MI 48017 – Contract Period: Upon City Council Approval through June 30, 2022 – Total Contract Amount: \$178,320.00.

Will Apply for Reimbursement from Federal COVID-19 Funding Source

Costs budgeted to Transportation Grant Fund, Acct. 5303-20816-201111-622100-350999-0, Appropriation for FY20 CARES Act 5307 includes available funding of \$26,949,512 as of April 30.

Bids solicited for COVID-19 Mitigation - DDOT Bus and Facilities Cleaning and Sanitizing, from January 19 through January 29, 2021; 7 Bids received.

Bids were requested for 3 areas: DDOT Buildings, Buses at the Terminal, and Bus Quick Clean (End of the Line cleaning)

This proposed contract is for Cleaning and Sanitizing of the DDOT Buildings, recommended to the Lowest Bid submitted by Kristel Group for a cost of \$14,860 per month, for a term of 1 year, through June 30, 2022, for a total cost of \$178,320.

Other bids received include: RNA Facilities Management for \$20,100 per month; Giant Janitorial Services for \$30,888/month; Rickman Enterprise for \$53,939.64 per month; Truly Devoted Cleaning Services for \$88,208.33 /month; Detroit Grounds Crew for \$95,241/month.

A contract for the Bus Quick Clean [end of the line] may be submitted at a later date.

Scope of Work to include Cleaning, Sanitizing & Sterilizing Service for heavily frequented and touched areas of the buildings at Gilbert, Central facilities on Warren and Shoemaker, which includes door knobs, doors, stairwell rails, light switches, etc.; Deep clean and sanitize all restrooms; Disinfect & Sanitize all Video machines and Vending machines; Disinfect and sanitize all Break Rooms and furnishings; and Provide personal protection equipment to each worker.

The billable rate is \$18 per hour for services, for a total Monthly cost of \$14,860.

Covenant of Equal Opportunity Affidavit signed 11-5-20;

TAXES: Good Through 7-22-21;

Hiring Policy Compliance Affidavit signed 11-5-20; Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 11-5-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 11-5-20, indicating “None”.

Emergency contract approved in Jan. 2021, with Xtream Total Care, No. 6003213, for \$218,768 for cleaning of Bus Terminals, from Oct. 2020 through June 30, 2021;

Transportation also part of the City-wide contract 6000740 with Kristel Group, approved in July 2017, for a term through June 30, 2022 for Janitorial Services

Transportation - continued

6003481 100% Grant Funding – To Provide Emergency Covid-19 Cleaning/Sanitizing Services for Buses Located at Shoemaker and Gilbert Terminals. – Contractor: RNA Facilities Management – Location: 2793 Plymouth Road Suite J, Ann Arbor, MI 48105 – Contract Period: Upon City Council Approval through June 30, 2022 – Total Contract Amount: \$505,080.00. *Will Apply for Reimbursement from Federal COVID-19 Funding Source*

Costs budgeted to Transportation Grant Fund, Acct. 5303-20816-201111-622100-350999-0, Appropriation for FY20 CARES Act 5307 includes available funding of \$26,949,512 as of April 30.

Bids solicited for COVID-19 Mitigation - DDOT Bus and Facilities Cleaning and Sanitizing, from January 19 through January 29, 2021; 7 Bids received.

Bids were requested for 3 areas: DDOT Buildings, Buses at the Terminal, and Bus Quick Clean (End of the Line cleaning)

This proposed contract is for Cleaning of Buses at the Terminal, recommended to the Lowest Bid submitted by RNA Facilities Management for a cost of \$14,090 per month, for a term of 1 year, through June 30, 2022, for a total cost of \$505,080.

Other bids received include: Kristel Group for \$44,352 per month; Detroit Grounds Crew for \$74,435 per month; DL Cleaning Concepts for \$75,000 per month; Truly Devoted Cleaning Services for \$89,683.33 per month; Rickman Enterprise for \$123,394.72 per month; and Giant Janitorial Services for \$131,040/month.

A contract for the Bus Quick Clean [end of the line] may be submitted at a later date.

A team will enter each bus to sanitize and wipe down all highly touched areas – door handles, farebox, stanchions, handrails, seat tops, ADA buttons and pull cords; it is estimated the cleaning process will average a couple minutes for each bus. Cleaning and sanitizing of the 288 buses in the fleet will occur 5 days per week, Monday through Friday with 5 workers & 1 Supervisor 10am to 2pm; and from 6 pm to 2 am require 10 workers and 1 Supervisor.

The billable rate is \$18.58 per hour for services, for a total Monthly cost of \$42,090.

Contract discussion continues on the following page.

Transportation - continued

6003481 100% Grant Funding – To Provide Emergency Covid-19 Cleaning/Sanitizing Services for Buses Located at Shoemaker and Gilbert Terminals. – Contractor: RNA Facilities Management – Location: 2793 Plymouth Road Suite J, Ann Arbor, MI 48105 – Contract Period: Upon City Council Approval through June 30, 2022 – Total Contract Amount: \$505,080.00. *Will Apply for Reimbursement from Federal COVID-19 Funding Source*

Contract discussion continued below:

Waiting to receive Affidavits for review

Covenant of Equal Opportunity Affidavit signed ;

TAXES: Good Through 3-23-22;

Hiring Policy Compliance Affidavit signed ; Employment application submitted complies;

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

Political Contributions and Expenditures Statement signed , indicating “None”.

There were at least 3 contracts submitted for Emergency Interior Bus Cleaning as follows:

No 6003216 was approved with Detroit Grounds Crew on January 26, 2021, for term from October 1, 2020 through June 30, 2021, for costs of \$1,218,776.24 for End of Line Interior Bus Cleaning;

No. 6003215 was approved with RNA Facilities Management on March 9, 2021, for term from October 1, 2020 through June 30, 2021, for costs of \$567,408 for cleaning/ sanitizing interior of buses, located at the terminals;

No. 6003214 with Giant Janitorial Services, for term from October 1, 2020 through June 30, 2021 for costs of \$204,517, to clean and disinfect the bus interiors, was referred on April 13, 2021 and remains under review in Public Health and Safety Committee.

POLICE

3048960 100% 2018 UTGO Bond Funding – To Provide Two (2) Small Horse Trailers and One (1) Large Horse Trailer for the Detroit Police Department. – Contractor: American Trailer Mart – Location: 3225 W Huron, Waterford, MI 48328 – Contract Period: Upon City Council Approval through May 3, 2022 – Total Contract Amount: \$86,974.08.

Costs budgeted to Bond Fund, Acct. 4503-21002-470100-644124-474002-02009, Appropriation for UTGO Bonds, Series B includes available funding of \$47,806,090 as of April 30, 2021.

**Proposals solicited; 4 Proposals received, evaluated and scored on:
Architecture – technical requirements, Functionality, Cost, Vendor experience, and
Delivery / lead time. Additional points to Detroit Based business.**

This recommendation is for the highest scored proposal received from American Trailer Mart that was scored the highest for each criteria, including cost [indicating the lowest cost].

Other proposals received from: Jamco Trailers, Jorgensen Ford Sales, and AVE Solutions.

**This recommended purchase includes: 2 Small Horse Trailers for \$23,169.64 each;
and 1 Large Horse Trailer for \$40,634.80**

Covenant of Equal Opportunity Affidavit signed 10-15-20;

TAXES: Good Through 10-27-21;

Hiring Policy Compliance Affidavit signed 10-15-20; Employment application includes signature to authorize background check, that includes Criminal convictions, Does not appear to comply;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 10-15-20, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 10-15-20, indicating “N/A”.

PUBLIC WORKS

6001127 53% Capital Projects 19% Drug Law Enforcement 13% Solid Waste 12% Major Street Funding – AMEND 1 – To Provide an Increase of Funds Only for Vehicle Leases. – Contractor: Enterprise FM Trust – Location: 29301 Grand River Avenue, Farmington Hills, MI 48336 – Contract Period: September 16, 2017 through September 15, 2021 – Contract Increase Amount: \$2,062,127.00 – Total Contract Amount: \$7,829,607.00.

Costs budgeted to 5 accounts as follows:

\$786,560 to Capital Projects Fund, Acct. 4533-20507-470100-644600-470009-0, Appropriation for Capital Project includes available funding of \$4,692,052 as of April 30, 2021; and

\$280,472 to Solid Waste Management Fund, Acct. 3401-12396-190410-644600-192005-0-0, Appropriation for Solid Waste Mgmt. includes available funds of \$1,344,439 as of April 30, 2021;

\$263,974 to Street Fund, Acct. 3301-04189-193850-644600-000048-30110-0, Appropriation for Major Street Capital includes available funding of \$7,770,400 as of April 30, 2021; and

\$412,289 to Drug Law Enforcement Fund, Acct. 2601-00648-370760-626425-0-0, Appropriation for Police Drug Law Enforcement includes available funds of \$397,795 and Encumbered Funds of \$547,427 as of April 30, 2021; and

\$318,832 to Capital Project Fund, Acct. 4533-12153-470100-644600-006004-0-0, Appropriation for GSD Fleet Management includes available funding of \$1,040,464 as of April 30, 2021.

This contract appears to have been approved as Contract No. 6000892, with Enterprise Fleet Management, on October 17, 2017, for a 4-year term, through September 15, 2021, for a cost of \$5,767,480. According to OCP, this number was canceled because it was created with an incorrect Supplier Name; The New contract Number 6001127 was created with Enterprise FM Trust.

Enterprise was the only bidder, in 2017 to offer assistance designing Pool of shared vehicles and with disposition of vehicles; Leasing of 3 vehicle types were awarded and approved with Enterprise Fleet Management. The total procurement with Enterprise was indicated in 2017 to be 288 vehicles over the 4-year term, which included 216 General City vehicles and 72 Undercover vehicles, for the total cost of \$5,767,480.

The first year cost for 110 vehicles was indicated to be \$3,008,289.

2nd Year procurement was planned to include 74 vehicles for \$1,513,599;

3rd Year procurement was planned to include 42 vehicles for \$ 599,170;

4th Year procurement was planned to include 62 vehicles for \$ 436,455

Contract Discussion continues on following page.

Public Works - continued

6001127 53% Capital Projects 19% Drug Law Enforcement 13% Solid Waste 12% Major Street Funding – AMEND 1 – To Provide an Increase of Funds Only for Vehicle Leases. – Contractor: Enterprise FM Trust – Location: 29301 Grand River Avenue, Farmington Hills, MI 48336 – Contract Period: September 16, 2017 through September 15, 2021 – Contract Increase Amount: \$2,062,127.00 – Total Contract Amount: \$7,829,607.00.

Contract Discussion continues below:

The contract also included a Contingency for procurement of 98 vehicles for an estimated cost of \$2,516,765 - this cost was NOT INCLUDED in the authorized contract cost of \$5,767,480.

This proposed amendment to increase the authorized expenditures by \$2,062,127 may be for the acquisition of additional vehicles included under the Contingency buys.

This contract is not a Public Works contract, DPW is only 1 of the Departments that use it, as indicated above by the accounts of the using Departments.

Covenant of Equal Opportunity Affidavit signed 2-19-21;

TAXES: Good Through 1-22-22;

Hiring Policy Compliance Affidavit signed 2-19-21; Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 2-19-21, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 2-19-21, indicating “N/A”.

In Addition to the City-Wide contract with Enterprise FM, other recent contracts through the Police Dept. have included: No. 2908626, approved in May 2015; Amendment 1 was approved the Week of Aug. 27, 2018, for an increase of \$333,225.95 to a total of \$1,438,070.99 for term thru Sept. 2018;

No. 3036156 approved in Sept. 2019 for a cost of \$43,241.32 for payment of invoices for Vehicle leases.

Public Works - continued

6003530 100% Major Street Funding – To Provide the Delivery of Bituminous Cold Patch Material.
– Contractor: Lakeland Asphalt Corp – Location: 548 Avenue A, Battle Creek, MI 49037 –
Contract Period: Upon City Council Approval through May 10, 2022 – Total Contract
Amount: \$398,250.00.

Costs budgeted to Street Fund, Acct. 3301-06424-193822-621900-0-0, Appropriation for Major Street Operations includes available funding of \$22,072,629 as of April 30, 2021.

Bids were solicited for the delivery of Cold Patch Asphalt Material; 4 Bids were received.

This recommendation is with the Lowest Bid submitted by Lakeland Asphalt for \$398,250.

This provides for the delivery of 4,500 tons at \$88.50 per ton.

Cold patch asphalt is used for filling potholes and street patching.

Other bids include: Cadillac Asphalt for \$459,000 [*eligible for 3% equalization as Detroit Based for comparison bid of \$445,230*]; Ajax Paving for \$459,000; and JB Contractors for \$720,000.

Covenant of Equal Opportunity Affidavit signed 4-22-21;

TAXES: Good Through 3-16-22;

Hiring Policy Compliance Affidavit signed 4-22-21; Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 4-22-21, indicating NO records of investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 4-22-21, indicating “None”.

Previous contracts for delivery of Asphalt Cold Patch Material include the following:

No 6002709, approved March 3, 2020, with Cadillac Asphalt for term through Feb. 25, 2021, for a cost of \$463,500 for delivery of 4,500 tons at \$103 per ton;

No. 6001822, approved Feb. 12, 2019, with Cadillac Asphalt for a term through Feb. 6, 2020, for a cost of \$408,000 for delivery of 4,000 tons at \$102 per ton.