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CITY COUNCIL
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TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: July 15, 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 July 13, 2021.

The contracts submitted were included on the City Council's Agenda for referral to the 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 Peoples

City Clerk
Auditor General
Office of Contracting and Procurement
Legislative Policy Division
Legislative Policy Division
Mayor's Office

Contracts Submitted to City Council for
Session of July 13, 2021

Statistics compiled for the list submitted for July 13, 2021

Department	No. of Contracts or Purchase Orders	Focused Bids	Change, Extension Increases, Renewals	Located in Detroit
Build.Safe.Eng.& Env.	1	0	0	0
Chief Financial Office 1 ARPA funded contract	2	0	1 Amendment	0
Demolition 1 Proposal N Release D – demolition contracts	1	0	0	0
Fire	3	0	1 Amendment	1
General Services 1 Additional contract, previously approved	2	0	1 Amendment	1
Health	1	0	1 Amendment	1
Housing & Revital. 3 ARPA funded contracts	3	0	0	3
Innovation & Tech. 1 ARPA funded contract	1	0	0	0
Municipal Parking	1	0	0	0
Planning & Develpt. 1 Contract with Det.Building Authority	1	0	1 Amendment	1
Police Comm. Bd.	1	0	0	0
Transportation	1	0	0	0
Totals	18	No Focused/Limited Bids	5 Amendments	7

Contracts and Grants Submitted to City Council
Regular Session of July 13, 2021

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Statistics compiled for the Contracts submitted for July 13, 2021 City Council session

This list represents costs totaling \$28,180,764.17¹

Total Demolition costs of \$2,694,449.10
Proposal N Release D

Included in the total costs are the following:

General Fund	\$ 1,840,623.75
Bond Funds	\$ 1,569,211.82
Bond - Neighborhood Imprvmt.	\$ 2,694,449.10
Capital Projects Fund	\$ 899,089.50
Grants Fund	\$ 985,000.00
Grants – ARPA Fund	\$19,392,390.00 [5 contracts]
Transportation Operation Fund	\$ 800,000.00

¹ The contract list includes: 5 Amendments to increase costs and/or extend period; 12 New contracts for terms of 6 months & 1 to 4 years; and 1 Neighborhood Bond Demolition contract for 120 properties.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: July 15, 2021

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT
THE FORMAL SESSION OF JULY 13, 2021**

BUILDING & SAFETY

6003403 100% Grant Funding – To Provide Reimbursement for Environmental Activities to include Installation of Vapor Mitigation System, Transportation and Disposal of Contamination Soil and the Installation of Specialized Foundation Systems. – Contractor: Bagley + 16th, LLC – Location: 30585 Woodgate Drive, Southfield, MI 48076 – Contract Period: Upon City Council Approval through September 8, 2022 – Total Contract Amount: \$985,000.00.

Costs budgeted to Environmental Affairs Grant, Acct. 2114-20841-131111-617900-0-0, Appropriation for MI Brownfield Redevelopment includes available funding of \$1,000,000 as of July 9, 2021.

This contract was authorized as a Sole Source by the Office of Contracting and Procurement on 3-2-21. The Brownfield Redevelopment Grant, received from Mi Dept. of EGLE, to provide due care Planning, Implementation and Environmental Response actions to facilitate the development of a former manufacturing/ commercial property. The grant will be used to procure the services of an Environmental Consultant, through the developer, Bagley + 16th.

The proposed contract is for a period of 1 year, through September 8, 2022. Services to include the design and installation of a vapor mitigation system and engineering controls to prevent migration of contaminants on to the property. Environmental response activities include the removal, transport and disposal of contaminated / hazardous soils, specialized foundations, and additional costs for a storm water management system due to the environmental contamination.

The Developer proposes construction of a multi-story, mixed –use residential and retail/commercial building with associated parking.

**The Project Costs include the following: Due Care for \$400,000;
Environmental Response Activities for \$494,500; EGLE sign posted at the site for \$500;
3rd Party Environmental Oversight Professional for \$15,000;
Contingency costs [can only be used with approval from EGLE] for \$75,000**

Covenant of Equal Opportunity Affidavit signed 4-29-21;

TAXES: Good Through 3-9-22;

Hiring Policy Compliance Affidavit signed 4-29-21, Statement that Bagley+16th will not be hiring employees and does not have an application – employees will be hired by Sachse Construction and the property manager, Woodborn Property Manager;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 4-29-21, indicating NO records of Investment, Income or Employment with these systems;

Political Contributions and Expenditures Statement signed 4-29-21 indicating 2 donations in 2019 and 2020 to City Council by owner, Clifford Brown.

CITY DEMOLITION

6003689 100% Bond Funding – To Provide Proposal N Residential Demolition Release D – Group D2 for One Hundred Twenty Properties (120). – Contractor: Salenbien Trucking and Excavating Inc. – Location: 9217 Ann Arbor Road, Dundee, MI 48131 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$2,694,449.10.

Costs budgeted to Bond Fund, Acct. 4503-21003-160020-622900-17xxxx, Appropriation for Neighborhood Improvement Bond, includes available funding of \$202,511,945 as of July 9, 2021.

Request for Bids issued and closed on May 12, 2021, for bids from Pre-Qualified vendors, for Release D, of properties to be demolished through the Neighborhood Improvement Bond program. Release D includes 3 Groups, with Contract Awards for 120 properties each.

Three (3) contracts were recently submitted to City Council on June 15 and June 22, 2021, under Release B: No. 6003607 awarded to Gayanga for \$2,253,014.40; No. 6003665 awarded to Gayanga for \$3,054,850; and 6003666 awarded to Gayanga for \$2,849,798.85 [for a total of 360 addresses] Release A included 23 contracts for demolition at 1,375 addresses for a total of \$30,100,048.76.

9 Bids were received on the 3 Groups of 120 properties each, under Group D.

This proposed contract is recommended with the Lowest Acceptable Bid received from Salenbien Trucking for \$2,566,142; Contract includes an additional 5% contingency cost of \$128,307.10 for the Contract cost of \$2,694,449.10.

1 Lower cost bid submitted by RDC Construction for \$2,546,629 [eligible for 8% equalization for comparison bid of \$2,341,978.68] – awarded 1 Group in Release D and with 1 crew has no more capacity.

Other bids include: Leadhead for \$2,572.650; Homrich for \$2,917,869; SC Environmental for \$2,942,050; DMC Consulting for \$3,075,355; Gayanga for \$3,116,352.20; Inner City Contracting for \$3,156,910; and Adamo for \$3,690,404.20.

The cumulative costs for all 120 properties include:

Abatement of Hazardous Wastes, Regulated materials for \$852,420 [excludes 5 properties - average cost for 115 properties is \$7,412.35 each];

Demolition costs of \$976,304 [average cost for 120 properties is \$8,135.87 each];

Backfill and Grading costs of \$590,700 [average cost for 120 properties is \$4,922.30 each];

Site Finalization costs for \$146,718 [average cost for 120 properties is \$1,222.65 each].

Contract Discussion continues on following page.

The Honorable City Council
Contracts Submitted for Regular Session
of July 13, 2021

Page 3

Demolition - *continued*

6003689 100% Bond Funding – To Provide Proposal N Residential Demolition Release D – Group D2 for One Hundred Twenty Properties (120). – Contractor: Salenbien Trucking and Excavating Inc. – Location: 9217 Ann Arbor Road, Dundee, MI 48131 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$2,694,449.10.

Contract Discussion continued below:

Covenant of Equal Opportunity Affidavit signed 5-26-21;

TAXES: Good Through 3-5-22;

Hiring Policy Compliance Affidavit signed 5-26-21; Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 5-26-21, indicating NO records of Investment, Income or Employment with these systems; Political Contributions and Expenditures Statement signed 5-26-21, indicating “None”.

Previous report indicated a Total Employment of 83; 2 Employees are Detroit residents.

Vendor is obligated to comply with Ex. Order 2020 - 5 that at least 51% of their employees working under this contract, are to be Bona-Fide City residents;

Subcontracts are indicated with Detroit businesses: MWV Environmental and Detroit Environmental .

FIRE

6002150 100% City Funding – AMEND 1 – To Provide an Extension of Time Only for Firefighter Personal Protection Equipment. – Contractor: Apollo Fire Equipment Co. – Location: 12584 Lakeshore Drive, Romeo, MI 48065 – Contract Period: Upon City Council Approval through June 30, 2022 – Total Contract Amount: \$0.00.

Total Contract Amount: \$760,000.00 Original Contract Period: June 3, 2019 through June 3, 2021

Costs budgeted to General Fund, Acct. 1000-00718-240195-617900-0-0, Appropriation for Fire Fighting Operations includes available funding of \$2,394,005 as of July 9, 2021.

This request is for approval of Amendment 1, to extend the contract period for 1 year, through June 30, 2022; There is no request for additional costs to the currently authorized \$760,000.

Contract 6002150 with Apollo Fire Equipment was approved June 18, 2018, for a period of 3 years, through June 2021, for costs of \$760,000.

This contract provides for the purchase of Turnout Coats at \$951.50 each; Turnout Pants for \$634 each; Helmets for \$234.70 each; and suspenders for \$32.65 each.

According to information provided in Oracle, a total of \$526,156.25 in funds from this contract have been released [approximately \$263,078.125 per year in expenditures].

\$233,843.75 in costs remain on this contract for the 1 year extension.

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

TAXES: Good Through 3-16-21;

Hiring Policy Compliance Affidavit signed 3-3-20, Employment application

Slavery Era Record Disclosure Affidavit signed 3-3-20

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

FIRE

6003501 100% City Funding – To Provide Seventy Five (75) Zoll X Monitor Mounts for EMS. – Contractor: Bound Tree Medical, LLC – Location: 5200 Rings Road Suite A, Dublin, OH 43017 – Contract Period: Upon City Council Approval through June 30, 2023 – Total Contract Amount: \$43,446.75.

Costs budgeted to General Fund, Acct. 1000-00067-240320-617900-0-0, Appropriation for Fire Emergency Medical Services includes available funding of \$4,423,489 as of July 9, 2021.

Bids solicited from March 3, 2021 through March 19, 2021; 2 Bids received.

This recommendation is for the Lowest Cost bid from Bound Tree for a total of \$43,466.75.

This contract is for the purchase of 75 Monitor Mounts for the Zoll X series of defibrillators; the mounts are indicated to also protect the equipment while EMS vehicles are in transit.

This is for purchase of the 75 Monitor Mounts over a period of 2 years, through June 30, 2023; at a cost of \$579.29 each.

Second Bid received from AVE Supplies for a cost of \$599 each, a total of \$44,925.

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

TAXES: Good Through 5-4-22;

Hiring Policy Compliance Affidavit signed 4-22-21, Employment application not included;

Slavery Era, Prison Industry & Immigrant Detention System Record Disclosure Affidavit signed 4-22-21 indicating only they had No Slavery Era records;

Political Contributions and Expenditures Statement signed 4-22-21 indicating “N/A”.

Previous contract, No. 6002013, approved May 7, 2019, also with Bound Tree Medical, for the purchase of 75 Monitor Mounts per year, at a cost of \$489.99 each, for a cost of \$36,749.25 per year; a total of \$73,500 for the 2 year period from May 2019 through April 2021.

FIRE

6003573 100% City Funding – To Provide Fire Hose Repair Services. – Contractor: HD Edwards & Co. – Location: 8550 Lyndon, Detroit, MI 48238 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$114,585.00.

Costs budgeted to General Fund, Acct. 1000-00718-240195-617900-0-0, Appropriation for Fire Fighting Operations includes available funding of \$2,394,005 as of July 9, 2021.

Bids solicited from March 3, 2021 through March 17, 2021; 1 Bid was received.

The sole bid received from HD Edwards was for a cost of \$67,453 per year. After an indicated 2 rounds of negotiations, the cost was reduced to \$38,195 per year.

This contract is to provide the Fire Department with Fire Hose Repair services, for a period of 3 years, including repair and testing of damaged fire hoses and couplings, and supplying required hose accessories and water flow equipment.

Vendor is notified to pick up damaged hose at the Fire Dept. shop on Erskine; all damaged hose is gathered and tagged by the Fire Dept. Apparatus and Logistics personnel, notating the defect(s). Vendor to sign for all hose received; inspect and test the hose to determine the cause of defects; If the hose cannot be repaired, vendor will send a report to the Fire Dept. Apparatus supervisor. Vendor will dispose of any non-repairable hose.

All repaired hose to be returned to the Fire Dept. within 30 days of receipt.

Costs for services include: \$20 and \$125 for Inspect and test 1 length of hose – of different sizes; \$125 and \$145 to supply different wrenches; \$70 to \$500 to supply other required items.

Covenant of Equal Opportunity Affidavit signed 3-5-21;

TAXES: Good Through 4-26-22;

Hiring Policy Compliance Affidavit signed 3-5-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Record Disclosure Affidavit signed 3-5-21, indicating NO records of investment, income or employment with these systems; Political Contributions and Expenditures Statement signed 3-5-21 indicating “None”.

Previous contract, No. 6001457, was approved June 19, 2018, also with HD Edwards for Fire Hose Repair and Supplies, for a 3 year term through May 29, 2021, for a cost of \$135,000 [\$45,000 per year];

There is also a separate contract for the Annual Fire Hose inspection, Contract 6001355 with Fire-Catt was approved May 1, 2018, for a term through March 31, 2021, for a total of \$97,695 [\$32,565 per year], to provide inspection, testing of 167,000 feet of in-service fire hose, and replacement of gaskets as needed.

GENERAL SERVICES

6003324 100% 2018 UTGO Bond Funding – AMEND 1 – To Provide an Increase of Funds Only to Add Structural Engineering Services for Butzel Family Center. – Contractor: inFORM Studio – Location: 235 E Main Street, Northville, MI 48167 – Contract Period: January 8, 2021 through January 8, 2022 – Contract Increase Amount: \$13,211.82 – Total Contract Amount: \$312,463.16.

Costs budgeted to Bond Fund, Acct. 4503-21001-470012-644124-475001-02009, Appropriation for UTGO Bond Series A includes available funding of \$31,901,789 as of July 9, 2021.

This request is for approval of Amendment 1, to increase funding by \$13,211.82, for additional services for Contract cost of \$312,463.16; there is no requested change to the contract period, which continues through Jan. 8, 2022.

Contract 6003324 was approved February 23, 2021, with inFORM to provide architectural and engineering services for Recreation Center Entrances, for a total cost of \$299,251.34.

Contract services to include: developing creative and practical designs to improve the entry ways and general interior environment at: Butzel Family Recreation Center, Clements Recreation Center, Coleman Young Recreation Center, Crowell Recreation Center and Heilmann Recreation Center.

Services to design and prepare specifications for landscaping and irrigation at: Butzel, Clemente, Coleman Young, Heilmann, Crowell and Patton Recreation Centers.

The additional work includes: Design and engineering services for a new entrance ramp and stair condition at Butzel Family Recreation Center [estimated 30 hours] for \$3,750;

Provide directional signs [post and panel, to coordinate with existing signs; for Crowell, Coleman Young, and Clemente for \$9,461.82.

Previously indicated this contract was approved with inFORM Studio and Dokes Design, based in Detroit; Subcontractors include Giffels Webster [based in Detroit] and Atlantes [of Ann Arbor].

Covenant of Equal Opportunity Affidavit signed 12-28-20;

TAXES: Good Through 1-5-22;

Hiring Policy Compliance Affidavit signed 12-28-20, Employment application request resume, work samples, transcripts or certifications, appears to comply;

Slavery Era, Prison Industry & Immigrant Detention System Record Disclosure Affidavit signed 12-28-20, indicating NO investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 12-28-20 indicating “N/A”.

GENERAL SERVICES

6003628 100% 2018 UTGO Bond Funding – To Provide Recreation Center Entry Construction for Coleman Young and Patton Recreation Centers. – Contractor: Gandol, Inc. – Location: 18000 Meyers Suite 2, Detroit, MI 48235 – Contract Period: Upon City Council Approval through May 26, 2022 – Total Contract Amount: \$1,556,000.00.

Costs budgeted to Bond Fund, Acct. 4503-21001-470010-631100-475016-02009, Appropriation for UTGO Bond Series A includes available funding of \$31,901,789 as of July 9, 2021.

Proposals for Construction at 6 Recreation Centers were solicited, beginning with a Pre-bid meeting on May 7, 2021, and Proposals due by May 18, 2021. 5 Proposals were received and evaluated on the basis of: Capability & Qualifications, Vendor Experience, Schedule, Price. Up to 35 additional points for Detroit Based vendors and/or using Detroit based subcontractors.

The recommendation was to award 3 contracts with DeAngelis [*No. 6003629 for \$2,446,000 approved 6-29*], LLP [*No. 6003630 for \$1,581,000 approved 6-29*] and Gandol for construction at 2 Locations each. Other proposals from: DMC Construction and Nora Contracting.

This proposed contract with Gandol, scored 1st, 2nd and 3rd in the categories, is for construction at Coleman Young Center and Patton Recreation Center.

General scope of services to include: at Coleman Young Recreation Center:

Construction of 445 sq. foot vestibule; new concrete walkways, ramps, stairs, new exterior lighting; Coordinate with director to select and identify location for mural; provide and install furniture. Renovation work to be done in Multipurpose room, Art room, Kitchen, and Restrooms.

Patton Recreation: Services to include only Landscaping: Design & install new irrigation system; Install new garden beds and ornamental plant material; Install composted manure, shredded hardwood and bark mulch.

Construction is anticipated to be largely completed at Coleman Young by Sept 6; and at Patton Recreation Center by August 19

Costs include: Hourly rates from \$65 to \$85; 8% of contract costs for General Conditions; 3% of contract costs for fees; 1% of contract costs for Bonds.

**Costs, inclusive of all mark-ups, for Coleman Young Recreation Center is \$1,503,000;
Cost for Patton Recreation Center – for landscape only - is \$53,000**

Covenant of Equal Opportunity Affidavit signed 5-20-21;

TAXES: Good Through 6-15-22;

Hiring Policy Compliance Affidavit signed 5-20-21, Employment application request resume, work samples, transcripts or certifications, appears to comply;

Slavery Era, Prison Industry & Immigrant Detention System Record Disclosure Affidavit signed 5-20-21, indicating NO investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 5-20-21 indicating “None”.

MUNICIPAL PARKING

3050599 100% City Funding – To Provide Interim Services for Continuation of Mobile Application Parking Services, which Allows for Revenue Collection and Operational Mobile Ticketing of Vehicles within City of Detroit Municipal Parking Facilities. – Contractor: Passport Labs, Inc. – Location: 128 S Tryon Street Suite 2200, Charlotte, NC 28202 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$278,592.00.

Costs budgeted to General Fund, Acct. 1000-04108-340040-617900-0-0, Appropriation for Parking Operations & Maintenance includes available funds of \$4,032,130 as of July 9, 2021.

This contract is to continue the mobile applications for Parking Payments through the Passport software for the City’s parking program. Passport is indicated to be the Sole Source for this application.

The last contract LPD has in our records, No. 6002258, was approved July 23, 2019 with Passport Labs, for a 1 year period through June 30, 2020, for a cost of \$560,000.

Contracts with Passport Labs for the mobile parking app have been authorized beginning in July 2015.

There is no record of a Passport Labs contract with Municipal Parking since June 2020.

According to Municipal Parking in the Request for this contract; it is indicated the previous contract lapsed; This is to provide the mobile application for the period from March 1, 2021 through December 31, 2021; and for the collection of parking fees through the mobile app. during that time period.

The indicated cost for this 10-month contract is \$27,859.09 per month for the 10-month period.

Covenant of Equal Opportunity Affidavit signed 5-20-21;

TAXES: Good Through 6-15-22;

Hiring Policy Compliance Affidavit signed 5-20-21, Employment application request resume, work samples, transcripts or certifications, appears to comply;

Slavery Era, Prison Industry & Immigrant Detention System Record Disclosure Affidavit signed 5-20-21, indicating NO investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 5-20-21 indicating “None”.

OCFO

2899374 Zero Fund Lease Agreement – AMEND 4 – To Provide an Extension of Time Only for Automated Teller Machines (ATMs), Cash Dispensing Only at No Cost to Select DPD Precincts and Detroit Detention Centers. – Contractor: Comerica Bank, a Texas Banking Association – Location: 3710 Hamlin Road, Auburn Hills, MI 48326 – Contract Period: September 1, 2021 through August 31, 2026 – Total Contract Amount: \$0.00.

Total Lease Agreement Amount: \$0.00 Previous Contract Period: September 1, 2014 through August 31, 2021

Revenue received is budgeted to General Fund, Acct. 1000-00063,230070-628520-0-0, Appropriation for Treasury Office includes available funding of \$2,000,072 as of July 9, 2021.

There are no anticipated expenses or revenue from this lease agreement.

This request is for approval of Amendment 4 to extend the term of this contract by 5 years, through August 31, 2026.

Contract 2899374 was initially approved Feb. 3, 2015 for a 5 year period, from Sept. 1, 2014 through August 31, 2019 for the installation of 7 ATM's at 6 Police Precincts and the Detroit Detention Center.

Amendment 1, approved March 20, 2018, added 4 more ATM's for a total of 11;

Amendment 2, approved Nov. 26, 2019, extended Lease term 1 year through August 31, 2020;

Amendment 3, approved Week of Dec. 7, 2020, extended the contract period 1 year, through August 31, 2021.

There are no fees charged to users with Comerica accounts;

Payment to the City indicated to be 50¢ for each withdrawal transaction from a non-Comerica account, that exceeds the combined threshold of all 11 machines at 3,030 withdrawals per month.

The location of the ATM's in the Police Precincts have been for the convenience of citizens who feel more secure doing banking business in the precinct; No revenue has been generated for the City.

TAXES: Clearance denied due to outstanding balances that are owed to the City; Comerica indicated to be working to resolve those issues; City Treasurer has requested the contract be authorized without the tax clearance, since the availability of the ATM's is a service to the Citizens.

Covenant of Equal Opportunity Affidavit signed 6-2-21;

Hiring Policy Compliance Affidavit signed 5-2-21, statement submitted that as a banking institution, their pre-screening does include question of criminal convictions;

Slavery Era, Prison Industry & Immigrant Detention System Record Disclosure Affidavit signed 6-2-21, indicating NO investment, income or employment with these systems;

Political Contributions and Expenditures Statement signed 6-2-21 indicating "None".

PLANNING & DEVELOPMENT

6001511 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for Property Management and Real Estate Services. – Contractor: Detroit Building Authority – Location: 1301 Third Street Suite 328 Detroit, MI 48226 – Contract Period: Upon City Council Approval through June 30, 2022 – Contract Increase Amount: \$1,350,000.00 – Total Contract Amount: \$5,850,000.

Original Contract Period: June 26, 2018 through June 30, 2021

Previously, Costs budgeted to General Fund, Acct. 1000-00014-360130-617900-0-0, Appropriation for Community Development includes available funding of \$159,733 as of July 9, 2021; It appears that a new appropriation will be used for Fiscal year 2021/2022.

This request is for approval of Amendment 1, extending the term of this contract 2 years, through June 30, 2023, according to the contract amendment. *The information submitted by OCP indicates a 1 year extension through June 30, 2022;*

The Amendment 1, according to the contract amendment, increase the authorized expenditures to a total of \$6,750,000; for an increase of \$2,700,000. *The information submitted by OCP indicates an increase of \$1,350,000 – for 1 year - to a Total amount of \$5,850,000.*

Contract 6001511 was approved June 26, 2018, with the Detroit Building Authority, for a period of 3 years, through June 30, 2021, for a cost of \$1,350,000 per year, for a total of \$4,050,000.

Services include: Property Management - assist in maintaining City real property database, including site visits to verify data accuracy and photographs of the property, coordinate maintenance and repairs to City property; Manage the lease of City Property, including all cell towers and billboards; Assist City Departments with real estate space needs as requested.

Provide all Real Estate transaction services, Market properties that are for sale and/ or lease, Negotiate sales prices, Manage the closing of sales. Services also may include Title work, Title commitments, appraisals, and broker opinion of value.

Fees are not changed and include: Management fee of \$900,000 per year is paid to the DBA;

There is also an As-Needed Services Allowance fee of \$450,000 per year.

Property sales / Service fees - Sales price exceed \$42,000, DBA is paid 6% of sales price;

If sales price is between \$5,300 and 42,000 – the Sales/ Service fee is \$2,500; Sales price less than \$5,300 DBA is paid 6% of sales price;

For the Lease of Properties, DBA is paid 11% of the rent received by the City.

Tax Clearances and Affidavits are not required for contracts with other governmental entities.

Contract with the Detroit Building Authority for management / sale of City property was initially put into place by the Emergency Manager, Contract No. 290145, for a 3 year period from January 2015 through Dec. 2017 for a cost of \$2,583,000; This contract was amended twice to increase contract costs to a total of \$3,988,000.

OCFO

6003716 100% ARPA Funding –To Provide Procurement Supportive Services – Contractor:
Procurement Consulting Group, LLC– Location: 110 W. Michigan Ave., Suite 200,
Lansing, MI 48226 – Contract Period: Upon City Council Approval through July 15, 2022
– Total Contract Amount: \$1,270,000.00

Costs budgeted to ARPA Grant Fund, Acct. 3923-22002-350030-617900-850001, Appropriation for ARPA City Services & Infrastructure includes available funds of \$250,175,290 as of July 9, 2021.

Request for Proposals issued May 7, 2021 with deadline for submission on May 24, 2021;

5 Proposals received.

2 Proposals, received from Kapstone and Invantage were disqualified, did not submit the documentation to verify they met the minimum requirements.

3 Proposals were evaluated and scored by a Review Committee on Demonstrated Experience, Technical Approach, Strength of Team, and Cost proposal.

This recommendation is for the Proposal scored the highest, received from Procurement Consulting Group that scored highest in 3 of 4 areas, including the Cost Proposal.

The City was seeking proposals from consultants to provide expertise to augment the City's capabilities to provide procurement supportive services, including bid solicitations, contract development, contract negotiations and preparation of critical documents for the American Rescue Plan Act, associated with impacts from the COVID-19 pandemic.

Contract services to include: Develop and prepare bid solicitations based on the OCP Standard Policy and Procedures; Review & conduct complex analyses to provide recommendations concerning the City procurement requirements; Administer contracts by assuring compliance with terms and conditions of contracts; Evaluate cost proposals and provide a cost benefit analysis; Track and report daily progress on the status of procurements; Review, understand and apply local equalization preferences, according to the Ordinance; Assist with seeking New Suppliers, in areas of limited bid response; Assist with review of OCP operational processes to improve responsiveness and productivity; Develop a program that utilize colleges and universities to develop talent in procurement; Guarantee to deliver a minimum of 80 quality procurement projects annually.

Contract fees include: Project Manager at \$135 per hour; Buyers at \$95 to \$110 per hour; and Contract Administrator for \$85 per hour.

Contract Discussion continues on following page.

Chief Financial Officer - *continued*

6003716 100% ARPA Funding –To Provide Procurement Supportive Services – Contractor:
Procurement Consulting Group, LLC– Location: 110 W. Michigan Ave., Suite 200,
Lansing, MI 48226 – Contract Period: Upon City Council Approval through July 15, 2022
– Total Contract Amount: \$1,270,000.00

Contract Discussion continues below:

The proposed contract with Procurement Consulting Group is for a period of 1 year, through July 15, 2022, for a cost not to exceed \$1,270,000.

**Other Evaluated Proposals received from: Crowe LLP, Chicago; and
Joint venture of Pierce Monroe & Floyd Allen, Detroit.**

Covenant of Equal Opportunity Affidavit signed 6-7-21;

TAXES: Good Through 6-17-22;

**Hiring Policy Compliance Affidavit signed 6-7-21, Employment application submitted complies;
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed
6-7-21, indicating NO records of Investment, Income or Employment with these systems;
Political Contributions and Expenditures Statement signed 6-7-21, indicating “None”.**

HRD

6003724 100% ARPA Funding: Emergency Rental Assistance Program 2 to deliver directly to renters Contractor: The Heat And Warmth Fund (THAW)– Location: 1212 Griswold, Detroit, MI 48226 – Contract Period: Upon City Council Approval through July 15, 2025 – Total Contract Amount: \$1,187,000.00

Costs budgeted to ARPA Grant Fund, Acct. 3923-22001-361111-651147, Appropriation for Emergency Rental Assistance includes available funding of \$28,081,330 as of July 9, 2021.

This proposed contract is 1 of 3 agencies the City has selected to administer the Emergency Rental Assistance Program 2. According to the information submitted, according to the U.S. Dept. of Treasury, the intention of this program is to “deliver more funding directly to renters to both prevent evictions and ensure those requiring new housing have the financial support needed.”

The City of Detroit was awarded an ERAP2 grant of \$28,081,330.10 by the U.S. Dept. of Treasury. The program provides direct financial assistance for up to 18 month of rental arrears, utility assistance, relocation assistance, eviction prevention, and housing stability services.

THAW is designated as a Sole Source, authorized by the Office of Contracting and Procurement on July 4, 2021, due to its existing program training, processes and utility assistance systems that are already in place. THAW can provide emergency funds to residents immediately.

According to the Law Department and Housing & Revitalization, the contract with The Heat and Warmth Fund is not yet completed and therefore not available for review or approval.

According to the information provided, the proposed contract with THAW is for a 4 year period, through July 15, 2025, for grant funds of \$1,187,100.

The total awarded to the 3 proposed contracts in this list is \$14,322,100.

**Covenant of Equal Opportunity Affidavit signed 7-6-21;
TAXES: Good Through 5-21-22;
Hiring Policy Compliance Affidavit signed 7-6-21, Employment application submitted complies;
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 7-6-21, indicating NO records of Investment, Income or Employment with these systems;
Political Contributions and Expenditures Statement signed 7-6-21, No donations identified.**

HOUSING & REVITALIZATION

6003723 100% ARPA Funding: Emergency Rental Assistance Program 2 to deliver directly to renters Contractor: Wayne Metropolitan Community Action Agency– Location: 7310 Woodward, STE 800, Detroit, MI 48202 – Contract Period: Upon City Council Approval through July 15, 2025 – Total Contract Amount: \$8,215,000.00

Costs budgeted to ARPA Grant Fund, Acct. 3923-22001-361111-651147, Appropriation for Emergency Rental Assistance includes available funding of \$28,081,330 as of July 9, 2021.

This proposed contract is 1 of 3 agencies the City has selected to administer the Emergency Rental Assistance Program 2. According to the information submitted, according to the U.S. Dept. of Treasury, the intention of this program is to “deliver more funding directly to renters to both prevent evictions and ensure those requiring new housing have the financial support needed.”

The City of Detroit was awarded an ERAP2 grant of \$28,081,330.10 by the U.S. Dept. of Treasury. The program provides direct financial assistance for up to 18 month of rental arrears, utility assistance, relocation assistance, eviction prevention, and housing stability services.

Wayne Metropolitan Community Action Agency is designated as a Sole Source, authorized by the Office of Contracting and Procurement on July 4, 2021, due to its existing program training, capacity and staffing ability that are already in place. Wayne Metro has provided the staffing for the call center that receives the initial request for assistance from residents.

Wayne Metro is able to provide emergency funds to residents immediately.

According to the Law Department and Housing & Revitalization, the contract with Wayne Metropolitan Community Action Agency is not yet completed and therefore not available for review or approval.

According to the information provided, the proposed contract with Wayne Metropolitan Community Action Agency is for a 4 year period, through July 15, 2025, for grant funds of \$8,215,100.

The total awarded to the 3 proposed contracts in this list is \$14,322,100.

**Covenant of Equal Opportunity Affidavit signed 2-9-21;
TAXES: Good Through 12-1-21;
Hiring Policy Compliance Affidavit signed 2-9-21, Employment application submitted complies;
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 2-9-21, indicating NO records of Investment, Income or Employment with these systems;
Political Contributions and Expenditures Statement signed 2-9-21, indicating “Not Applicable”.**

HOUSING & REVITALIZATION

6003722 100% ARPA Funding: Emergency Rental Assistance Program 2 to deliver directly to renters Contractor: United Community Housing Coalition– Location: 2727 Second Ave. STE 313, Detroit, MI 48201 – Contract Period: Upon City Council Approval through July 15, 2025 – Total Contract Amount: \$4,920,100.00

Costs budgeted to ARPA Grant Fund, Acct. 3923-22001-361111-651147, Appropriation for Emergency Rental Assistance includes available funding of \$28,081,330 as of July 9, 2021.

This proposed contract is 1 of 3 agencies the City has selected to administer the Emergency Rental Assistance Program 2. According to the information submitted, according to the U.S. Dept. of Treasury, the intention of this program is to “deliver more funding directly to renters to both prevent evictions and ensure those requiring new housing have the financial support needed.”

The City of Detroit was awarded an ERAP2 grant of \$28,081,330.10 by the U.S. Dept. of Treasury. The program provides direct financial assistance for up to 18 month of rental arrears, utility assistance, relocation assistance, eviction prevention, and housing stability services.

United Community Housing Coalition is designated as a Sole Source, authorized by the Office of Contracting and Procurement on July 4, 2021, due to its existing program training, processes and eviction prevention systems that are already in place. United Community Housing can provide emergency funds to residents immediately.

According to the Law Department and Housing & Revitalization, the contract with United Community Housing Coalition is not yet completed and therefore not available for review or approval.

According to the information provided, the proposed contract with UCHC is for a 4 year period, through July 15, 2025, for grant funds of \$4,920,100.

The total awarded to the 3 proposed contracts in this list is \$14,322,100.

**Covenant of Equal Opportunity Affidavit signed 6-23-21;
TAXES: Good Through 5-14-22;
Hiring Policy Compliance Affidavit signed 6-23-21, Employment application submitted complies;
Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 6-34-21, indicating NO records of Investment, Income or Employment with these systems;
Political Contributions and Expenditures Statement signed 6-34-21, No donations identified.**

DOIT

6003713 100% ARPA Funding: **To Provide IT Supportive Services, - Berry, Dunn, McNeil & Parker**– Location: 2211 Congress Street, Portland, ME 04102 – Contract Period: Upon City Council Approval through July 21, 2025 – Total Contract Amount: \$3,800,290.00.

Costs budgeted to ARPA Grant Fund, Acct. 3923-22002-350030-617900-850001, Appropriation for ARPA City Services & Infrastructure includes available funds of \$250,175,290 as of July 9, 2021.

A correction has been prepared by the Office of Contracting and Procurement to indicate: this contract is with Berry, Dunn, McNeil & Parker, LLC; Location: 2211 Congress Street, Portland, ME 04102; for the Contract Period: Upon City Council Approval through July 21, 2025; for the indicated Contract Amount of \$3,800,290.00

It appears that a further correction is required; This proposed contract is for Consultation and Advising Services to the Dept. of Innovation and Technology; The contract services do not include the Emergency Rental Assistance Program.

**A Request for Proposals was issued May 18, 2021 with proposals due on June 1, 2021;
3 Proposals received.**

1 Proposal, received from iVantage Group, of Brighton, MI was disqualified, did not submit the documentation to verify they met the minimum requirements.

2 Proposals were evaluated and scored by a Review Committee on Quality of the Proposal, Administrative/Operational Efficiency, Capabilities of the Firm, Project Staff, and Cost proposal.

This recommendation is for the Proposal scored the highest, received from Berry, Dunn, McNeil & Parker Group that scored highest in 4 of 5 areas, including the Cost Proposal.

Evaluation indicated Berry Dunn has extensive experience in IT software implementation projects, IT strategy planning, IT assessments and software procurement. Berry Dunn provides experience in Cybersecurity, Disaster Recovery, Information security & Infrastructure Readiness assessment and Community.

In the RFP, the City indicated the desire to procure software that meets priority needs across City Departments to improve the lives of residents, and/or improve efficiencies of City operations. The City has identified a need for consulting services to assist in conducting needs analysis for operational and technical requirements for potential technology solutions, and assist with drafting Request for Proposals to seek those services. A list of Possible projects include: Data Warehousing Software; Enterprise Asset Management and Work Order Management Software; Citywide CRM Software; Enterprise Content Management Software; Security Systems Software; and Enterprise Construction Project Management Software.

Contract Discussion continues on the following page.

Dept. of Innovation & Technology - *continued*

6003713 100% ARPA Funding: **To provide consultation and advisory services to DoIT**
Contractor: **Berry, Dunn, McNeil & Parker, LLC** – Location: 2211 Congress Street,
Portland, ME 04102 – Contract Period: Upon City Council Approval through July 21,
2025 – Total Contract Amount: \$3,800,290.00.

Contract Discussion continued below:

The Proposed contract with Berry Dunn, McNeil & Parker is for a term of 3 years, through July 21, 2025. The Contract Objectives include working with prioritized, pre-identified City departments and support the American Rescue Plan Steering Committee and Chief Information Officer to: Gather needs and requirements and draft use cases of potential software solutions that improve the lives of Detroit residents and /or improve the efficiencies of the City, based on current barriers to perform work and inefficiencies; Identify existing or new software that could support procurement of a single software solution to serve multiple department needs; Provide recommendations to disable inefficient or costly legacy software, and migrate data to new and/or existing software solutions in the City’s catalog.

Provide estimates of 5 and 10 year costs of ownership, detailed by year, and return on investment projections of potential software investments.

Advise on negotiation strategies and / or recommended licensing structure for selected software solutions.

The contract includes an option to use Berry Dunn to manage the implementation of projects that may result from the RFP’s created with the assistance of Berry Dunn.

Projects include:

**Data Warehousing Software - Analysis cost of \$176,480; Implementation Services \$396,000.
Asset Management Software – Analysis cost of \$176,480; Implementation Services \$633,600.
Citywide CRM Software -- Analysis cost of \$176,480; Implementation Services \$633,600.
Security Systems Software - Analysis cost of \$176,480; Implementation Services \$633,600.
Construction Management software - Analysis cost of \$176,480; Implementation for \$363,000.**

**Total for Project Analysis is \$882,400; Total for Optional Implementation services \$2,422,200;
Optional Professional services, as needed for \$495,690.**

Second proposal received from the mentor venture of Guidehouse and Pierce Monroe.

Covenant of Equal Opportunity Affidavit signed 6-7-21;

TAXES: Good Through 6-17-22;

Hiring Policy Compliance Affidavit signed 6-7-21, Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 6-7-21, indicating NO records of Investment, Income or Employment with these systems;

Political Contributions and Expenditures Statement signed 6-7-21, indicating “None”.

HEALTH

6003339 100% City Funding: Amendment to Increase funds to the Lease Agreement to Provide COVID-19 Vaccine Services: Detroit Regional Convention Facility Authority (DRCFA)– Location: One Washington Blvd., Suite 401, Detroit, MI 48226 – Contract Period: Upon City Council Approval through August 31,2021 –Contract Increase Amount: \$899,089.50. Total Contract Amount: \$1,544,269.59 Will apply for Federal Reimbursement.

Costs budgeted to Capital Projects Fund, Acct. 4533-20507-358035-644124-350998, Appropriation for Capital Projects includes available funding of \$9,769,293 as of July 9, 2021.

This request is for approval of Amendment 1 to increase the expenditures for the lease of space in the TCF Center, from the Regional Convention Facility Authority, by \$899,089.50, for a new Contract Total of \$1,544,269.59. There is no change in the contract period, which continues through August 2021.

Contract 6003339 with the Regional Convention Authority was approved May 25, 2021, for the period from January 4, 2021 through August 31, 2021, for \$645,180.09.

TCF Center was selected as the optimal site to provide vaccinations, based on capacity, use of the indoor heated garage space, and central location, easily accessible to residents.

There were a number of costs indicated with the initial contract: the monthly cost for use of the Garage and meeting rooms for equipment and supplies for a cost of \$45,000 per month;

Natural gas piping for 8 heaters for \$44,513.76; and Rental of the natural gas heaters for \$15,990 the first 56 days and \$7,300 for each 28 day period following;

WiFi Apps and Data drops for \$37,480; Electrical drops and connections for \$34,611.76;

4 Mobile Office units at \$27,440 for 112 days; Regional Convention Authority handling fee of 10% for a cost of \$13,834.55.

No specific information provided to explain this requirement for the increase of \$899,089.50.

Covenant of Equal Opportunity Affidavit signed 5-5-21;

TAXES: Good Through 3-30-22;

Hiring Policy Compliance Affidavit signed 5-5-21, Employment application submitted complies;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 5-5-21, indicating NO records of Investment, Income or Employment with these systems;

Political Contributions and Expenditures Statement signed 5-5-21, indicating “None”.

BOARD OF POLICE COMMISSION/POLICE

6003636 100% City Funding: Executive Search to fill the position of Chief of Police Contractor: TJA Staffing Services Inc.– Location: 2000 Town Center, Suite 1140, Southfield, MI 48075 – Contract Period: Upon City Council Approval through May 26, 2022 – Total Contract Amount: \$54,000.00

Costs budgeted to General Fund, Acct. 1000-00115-3370140-617900-0-0, Appropriation for Police Human Resources Bureau includes available funding of \$979,512 as of July 9, 2021.

According to Office of Contracting and Procurement, this is an Emergency Contract. No information was provided on other proposals that may have been considered.

This request is for approval of the proposed contract with TJA Staffing for a period of about 10 months, to perform a Search Process for the Chief of Police, for the indicated cost of \$54,000.

According to the Search Agreement provided, The search process to begin immediately following the signing of the contract and receiving an initial payment of \$22,500. The entire search process estimated to require 90 days or less to complete. All resumes received by the City will be forwarded to TJA for processing.

Job Specifications for the Chief of Police was included in the documents.

The Search fee is indicated to be 30% of the first year salary. The indicated contract amount of \$54,000 would be 30% of an Annual Salary of \$180,000.

The first payment on the fee is due at the signing of the agreement; the 2nd payment is due 30 days following the signing of the agreement; the 3rd payment is due when the candidate is hired.

All out-of-pocket expenses [advertisement and search-related expenses for travel, hotel, food etc] will be pre-approved and reimbursed to TJA Staffing.

The proposed Agreement provides a guarantee for a period of 6 months; if the City is not satisfied with the candidate hired, or the candidate leaves City employment voluntarily or for cause, within 6 months, TJA will locate and place another qualified applicant at no additional cost.

TJA Staffing President and CEO is Thomas J. Adams, 30 years experience in Executive recruitment, and a resident of Detroit.

Executive Recruiter, Jessica Taylor is indicated to be past chair of the Detroit Police Commission.

Covenant of Equal Opportunity Affidavit signed 6-25-21;

TAXES: *Did not find Tax Clearance;*

Hiring Policy Compliance Affidavit signed 6-25-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 6-25-21, indicating NO records of Investment, Income or Employment with these systems; Political Contributions and Expenditures Statement signed 6-25-21, indicating “N/A”.

DDOT

6003389 100% Federal Funding –To Provide Preventative Maintenance, Repair and Replacement of HVAC. – Contractor: Johnson Controls, Inc.– Location: 2875 Highway Meadow Circle, Auburn Hills, MI 48326 – Contract Period: Upon City Council Approval through June 30, 2023 – Total Contract Amount: \$800,000.00

Costs budgeted to Transportation Operation Fund, Acct. 5301-00149-200170-622200-0-0, Appropriation for Plant Maintenance includes available funding of \$6,069,321 as of July 9, 2021.

Proposals were requested; 3 Proposals received and evaluated on the basis of: Company Experience, Operating Plan/Capacity, and the Fee.

This contract is recommended for the Proposal ranked the highest, received from Johnson Controls. Johnson Control was ranked the highest in 2 categories, and 2nd high for Fee.

The other 2 proposals received from SysTemp [submitted Lowest fees]; and AT & C. Neither of these 2 proposals met the Federal requirement for Disadvantaged Business Enterprise [DBE] participation.

Included in the proposal from Johnson Controls, is an Agreement with Sawyer Services, located at 56851 Gratiot Ave. New Baltimore, MI for Electrical Services, to meet the 10% DBE goal.

The contract services to include – Preventative maintenance, repair and replacement of heating, ventilation, air conditioning, HVAC systems for Transportation Dept. facilities; Contractor to provide all required materials and labor, in addition to permitting, testing & inspection to ensure HVAC systems are functioning properly and in compliance;

Additional services for Potential Water Treatment; Seasonal Start-up; Preventative Maintenance on all HVAC equipment and control systems; Annual CSD-1 & evaluation on steam and hot water boilers;

Electrical work as needed in events of failure or malfunction, code violations, wiring, and upgrades to electrical panels;

Recommendations for repairs, replacement or evaluation for use by DDOT staff.

There is a warranty of 90 days on all services provided.

Fees include: HVAC system labor, regular hours at \$95 per hour, and overtime at \$142.50/hr.;

BAS/ Control Service at \$140.50 per hour; Chillers at \$110 per hour;

Hot water tanks and Air Conditioning units at \$95 per hour.

Covenant of Equal Opportunity Affidavit signed 12-8-20;

TAXES: Good Through 10-9-21;

Hiring Policy Compliance Affidavit signed 12-8-20, Employment application requests resume, appears to comply;

Slavery Era, Prison Industry & Immigrant Detention System Records Disclosure Affidavit signed 12-8-20, indicating NO records of Investment, Income or Employment with these systems;

Political Contributions and Expenditures Statement signed 12-8-20, indicating “None”.

GENERAL SERVICES

6003652 100% City Funding – Summer Host Site and Youth Development Organization (YDO) To Provide Summer Programming Services. – Contractor: SAINT STEPHEN'S AFRICAN METHODIST EPISCOPAL CHURCH– Location: 6000 John E. Hunter Drive, Detroit, MI 48204 – Contract Period: Upon City Council Approval through June 8, 2022 – Total Contract Amount: \$70,000.00.

Contract 6003652 with St. Stephen AME Church, as the Host Site, for the period through June 8, 2022, for a Contract Amount of \$70,000, was submitted and referred to the Neighborhood and Community Services Committee on June 22, 2021; The contract was approved by City Council on June 29, 2021 with a Waiver of Reconsideration.

As indicated above the youth programming will be provided by Youth Development Organization.

This contract may be removed from consideration, since it has been approved.