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**City of Detroit**  
**CITY COUNCIL**  
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TO: The Honorable City Council

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: September 7, 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 September 7, 2021.

The contracts submitted are 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 Regular Session of  
 September 7, 2021

September 7, 2021

Statistics compiled for the list submitted for referral on September 7, 2021

<b>Department</b>	<b>No. of Contracts or Purchase Orders</b>	<b>Focused Bids</b>	<b>Change, Extension Increases, Renewals</b>	<b>Located in Detroit</b>
Demolition 1 Bridging Neighborhood contract	1	0	0	1
Elections	1	0	1 Amendment	0
Fire - EMS	1	0	0	0
Health 1 Contract previously submitted and approved Not counted in these statistics	1	0	0	1
Human Resources 1 Employee Benefits contract	1	0	0	0
Innov. & Technology 2 City-Wide contract extensions	2	0	2 Amendments	0
Law	1	0	1 Amendment	0
Transportation 1 Payment for parking spaces	1	0	0	1
<hr/>				
<b>Totals</b>	<b>8</b>	<b>No Focused/Limited Bids</b>	<b>4 Amendments</b>	<b>2</b>

Statistics compiled for the Contracts submitted for referral on September 7, 2021

This list represents costs totaling \$785,673.01<sup>1</sup>

1 Demolition Contract, for Bridging Neighborhoods Program for \$69,602.74.

Included in total costs are the following:

General Fund	\$ 216,070.27
Employee Benefit Fund	\$ 380,000.00
International Bridge Fund	\$ 69,602.74
Transportation Operation Fund	\$ 120,000.00

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<sup>1</sup> The contract list includes: 4 Amendments to add costs and/or extend period; 3 New contracts for terms of 1 to 5 years; and 1 Demolition contract for Bridging Neighborhood Program.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: September 7, 2021

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED AT  
THE FORMAL SESSION OF SEPTEMBER 7, 2021**

### CITY DEMOLITION

3051629 100% City Funding - Gordie Howe International Bridge Project – To Provide a Planned Residential Demolition for BNP Group 5.24.21. – Contractor: Gayanga Co. – Location: 1120 W Baltimore Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through September 30, 2022 – Total Contract Amount: \$69,602.74.

**Costs budgeted to International Bridge Project Fund, Acct. 1004-20413-360145-622975-0-0, Appropriation for Bridging Neighborhoods includes available funds of \$1,912,183 as of Sept. 3, 2021.**

**Bids solicited for the demolition of structures at 3 locations – 502 Cottrell, 9634 Herkimer, and 517 S. Crossley; Bids closed on July 7, 2021; 5 Bids received.**

**This recommendation is for the Lowest Bid received from Gayanga for \$69,602.74; Award dated July 28, 2021.**

**Costs of demolition at each address include:**

**502 Cottrell for \$22,268.64 - Hazardous/Regulated materials abatement for \$2,324; Demolition for \$16,108.64; Backfill & Grade for \$2,836; Site Finalization cost of \$1,000.**

**9634 Herkimer for \$20,754.32 - Hazardous/Regulated materials abatement for \$2,805; Demolition for \$14,113.32; Backfill & Grade for \$2,836; Site Finalization cost of \$1,000.**

**517 S. Crossley for \$26,579.78 - Hazardous/Regulated materials abatement for \$9,287; Demolition for \$13,456.78; Backfill & Grade for \$2,836; Site Finalization cost of \$1,000.**

**Other Bids received include: DMC Consultants for \$69,619; Blue Star for \$72,677.66; Salenbien Trucking for \$78,500.12; and Inner City Contractors for \$86,060.**

Contract discussion continues on following page.

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Contracts Submitted for Referral on  
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**Demolition Dept. - *continued***

3051629      100% City Funding - Gordie Howe International Bridge Project – To Provide a Planned Residential Demolition for BNP Group 5.24.21. – Contractor: Gayanga Co. – Location: 1120 W Baltimore Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through September 30, 2022 – Total Contract Amount: \$69,602.74.

***Contract discussion continues below:***

**Covenant of Equal Opportunity Affidavit signed 5-12-21;**

**TAXES: Good Through 3-5-22;**

**Hiring Policy Compliance Affidavit signed 5-12-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 5-12-21, indicating NO records of Income, Investment or Employment with these systems;**

**Political Contributions and Expenditures Statement signed 5-12-21, indicating 1 2017 donation to City Clerk candidate, and 2 2020 donations to 2 council members.**

**Certification as Detroit based, Detroit Headquartered, Detroit Resident, Small business and Minority Business Enterprise good through 2-26-22;**

**Vendor indicates a Total Employment of 30; 24 employees are Detroit residents.**

***There have been 5 previous contracts for demolition as part of the International Bridge Project:***

***3050491, submitted June 22, 2021, with DMC Consultants for demolition at 24 addresses for \$499,099;***

***3047227, submitted Feb. 16, 2021, with RDC Construction for demolition at 1 address for \$26,650;***

***3045791, submitted Oct. 20, 2020, with JRS Construction for demolition at 23 addresses for \$279,178;***

***3041457, submitted March 10, 2020, with RDC Construction for demolition at 9 addresses for \$154,072;***

***3040643, submitted Feb. 4, 2020, with Salenbien Trucking for demolition at 2 addresses for \$47,000.***

The Honorable City Council  
Contracts Submitted for Referral on  
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**DoIT**

6001286      100% City Funding – AMEND 1 – To Provide an Extension of Time Only for Citywide Cell Phone Services. – Contractor: T-Mobile US, Inc. – Location: 12920 SE 38<sup>th</sup> Street, Bellevue, WA 98006 – Contract Period: Upon City Council Approval through March 31, 2022 – Total Contract Amount: \$0.00.

*Total Contract Amount: \$4,500,000.00      Original Contract Period: November 21, 2018 through August 31, 2021*

**Costs budgeted to General Fund, Acct. 1000-29350-350800-6256700-0-0, Appropriation for City-Wide Overhead includes available funding of \$23,074,285 as of September 3, 2021.**

**This request is for approval of Amendment 1, to extend the contract 7 months, through March 31, 2022. There is no request for additional funding to this contract.**

*Contract 6001286 was approved with T-Mobile US November 20, 2018, for a term of 3 years, through August 31, 2021, for costs of \$4,500,000.*

**The contract was approved to provide City-Wide cell phone devices and services for City Employees. Contract services included a Government Device Management system that includes online shopping, purchase order management, account maintenance features; Services include a variety of devices and plans.**

**The contract with T-Mobile was through the NASPO Cooperative Purchasing Organization.**

**According to information provided \$100,000 in costs have been encumbered on this contract.**

**According to OCP, Bids have been requested for new contracts.**

**Covenant of Equal Opportunity Affidavit signed 7-19-21;**

**TAXES: Good Through 8-25-22;**

**Hiring Policy Compliance Affidavit signed 7-19-21, Employment application submitted complies;**

**Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 7-19-21, indicating NO records of Income, Investment or Employment with these systems;**

**Political Contributions and Expenditures Statement signed 7-19-21, indicating “N/A”.**

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**DEPT. of INNOVATION and TECHNOLOGY**

6001289 100% City Funding – AMEND 1 – To Provide an Extension of Time Only for Citywide Cell Phone Services. – Contractor: Verizon Wireless – Location: One Verizon Way, Basking Ridge, NJ 07920 – Contract Period: Upon City Council Approval through March 31, 2022 – Total Contract Amount: \$0.00.

*Total Contract Amount: \$7,500,000.00 Original Contract Period: August 28, 2018 through August 31, 2021*

**Costs budgeted to General Fund, Acct. 1000-29350-350800-6256700-0-0, Appropriation for City-Wide Overhead includes available funding of \$23,074,285 as of September 3, 2021.**

**This request is for approval of Amendment 1, to extend the contract 7 months, through March 31, 2022. There is no request for additional funding to this contract.**

*Contract 6001289 was approved with Verizon Wireless the Week of August 20, 2018, for a term of 3 years, through August 31, 2021, for costs of \$7,500,000.*

The contract was approved to provide City-Wide cell phone devices and services for City Employees. Contract services included a Government Device Management system that includes online shopping, purchase order management, account maintenance features; Services include a variety of devices and plans. Services provided for an estimated 1,300 devices

The contract with Verizon Wireless was through State of Michigan cooperative contract.

According to information provided \$6,578,135 in costs have been encumbered on this contract.

According to OCP, Bids have been requested for new contracts.

**Covenant of Equal Opportunity Affidavit NOT included;**

**TAXES: Good Through 8-19-22;**

**Hiring Policy Compliance Affidavit NOT included, however, Employment application submitted complies;**

**Slavery Era Records Disclosure ONLY Affidavit signed 2-27-18, indicating NO records to disclose;**

**Political Contributions and Expenditures Statement signed 2-27-18, NO donations listed.**

*Vendor has been requested to provide current affidavits.*

## ELECTIONS

6001361 100% City Funding – AMEND 1 – To Provide an Increase of Funds Only to Supply Moving Services for Ballot Boxes, Booths, Ramps and Signs. – Contractor: Premier Relocations, LLC – Location: 45200 Grand River Avenue, Novi, MI 48375 – Contract Period: April 16, 2018 through December 2, 2021 – Contract Increase Amount: \$176,485.77 – Total Contract Amount: \$656,485.77.

**Costs budgeted to General Fund, Acct. 1000-28710-710042-617900-0-0, Appropriation for City Elections includes available funding of \$7,428,038 as of September 3, 2021.**

**This request is for approval of Amendment 1, to increase the costs only, by \$176,485.77 for a new contract total of \$656,485.77; there is no request to change the term of the contract, which expires December 2, 2021.**

*Contract 6001361 was approved April 24, 2018, with Premier Relocations, for a term through December 2, 2021, and a cost of \$480,000.*

**Contract services have included: Transport approximately 503 Ballot boxes, from Elections Dept. storage to designated precincts, and return to Elections storage following the election;**

**Transport approximately 200 election signs, up to 20 portable ramps, 5,000 voting booths, 200 computerized voting machines with tables, and 503 transfer cases; and return the items to Elections following the election.**

**Costs include: transport and return Ballot boxes for \$50.25 each; transport computerized voting machines and tables for \$50.25 each; Transfer cases for \$50.25 each.**

**The bid cost was estimated at \$60,601.50 per election; The total provided for almost 8 elections over the term of the contract.**

**According to the documents provided, a total of \$440,270.52 has been encumbered or spent; This additional amount is required for the moving services through the remaining term of this contract, and for the municipal elections this year.**

**Covenant of Equal Opportunity Affidavit signed 7-22-21;**

**TAXES: Good Through 8-16-22;**

**Hiring Policy Compliance Affidavit signed 7-22-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 7-22-21, indicating NO records of Income, Investment or Employment with these systems; Political Contributions and Expenditures Statement signed 7-22-21, indicating “None”.**



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**FIRE**

6003734 100% City Funding – To Provide Medical Grade Oxygen. – Contractor: Praxair Distribution, Inc. – Location: 10 Riverview Drive, Danbury, CT 06810 – Contract Period: Upon City Council Approval through August 31, 2023 – Total Contract Amount: \$39,584.50.

**Costs budgeted to General Fund, Acct. 1000-00067-240320-617900-0-0, Appropriation for Emergency Medical Services includes available funding of \$3,890,048 as of September 3, 2021.**

**Bids were solicited and due by March 26, 2021; 2 Bids received.**

**This recommendation is for approval of a contract with the Lowest Bid submitted by Praxair Distribution, for a cost of \$39,584.50.**

**Second Bid from AVE Solutions for \$1,271,090.**

**This proposed contract is for a period of 2 years, through August 31, 2023.**

**Services to include: Delivery of medical oxygen gas on demand to the City of Detroit Emergency Medical Services; Medical oxygen / gas needed for patient care in “H” size tanks. All tanks should be hydrostatic tested periodically to meet OSHA safety compliance; Oxygen/ gas and supplies to be delivered on a weekly basis, or in cases of emergency upon 24-hour notice following the request.**

**The estimated quantities of “H” Tanks used per year is 1,400; tanks are leased to the City for the duration of the contract.**

**Costs included are: Oxygen / gas in size “H” tanks – 2,800 at \$9.65 each for \$27,020;  
Hazmat Fee, once per month for 24 months at \$10.25 per month for \$246;  
Delivery fee, once per week for 104 at \$27.50 each for \$2,860;  
Safety & Environmental fee, once per month for 24 months at \$10.25 per month for \$246;  
Rental of gas cylinders, based on number of cylinders in City’s possession at 10¢ each, for \$8,640;  
Ultrasonic exam fee of \$17.50; Lost Cap fee – estimated of 40 at \$6.25 each – for \$250;  
and a Loss of Use Fee for \$305.**

**Covenant of Equal Opportunity Affidavit signed 8-19-21;**

**TAXES: Good Through 3-30-22;**

**Hiring Policy Compliance Affidavit signed 8-19-21, Employment application submitted complies;  
Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 8-19-21, indicating NO records of Income, Investment or Employment with these systems;  
Political Contributions and Expenditures Statement signed 8-19-21, indicating “None”.**

***Previous contract approved with Linde Gas North America, Week of July 29, 2019, for period through April 30, 2021, for \$47,981.20***

The Honorable City Council  
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*The following contract appears to have been placed on this list by mistake.  
Contract 6003581, with Emerald Media Services for the term through June 30, 2022 and costs of \$121,894, was submitted and referred on June 22, 2021; and APPROVED by City Council on June 29, 2021.*

### HEALTH

6003581      100% City Funding – To Provide Mailing of Post Cards with Vaccine Information to Detroit Residents. – Contractor: Emerald Media Services, LLC – Location: 440 Burroughs Street Suite 134, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 20, 2022 – Contract Amount: \$121,894.00.  
*Resubmission of Contract      Will Apply for Reimbursement from Federal COVID-19 Funding Source*

**Costs budgeted to COVID-19 Fund, Acct. 3922-20787-350046-617900-3509980-0, Appropriation for COVID-19 Vaccine Grant includes available funding of \$1,809,285 as of Sept. 3, 2021.**

**Bids solicited; 2 Bids received.**

**This recommendation is for the Lowest Cost bid, submitted by Emerald Media Services, for \$60,947 per mailing.**

**Second bid received from Wolverine Solutions for \$64,717.**

**This contract is for 2 postcard mailings that provide vaccine information with 250,000 in each mailing.**

**Costs include: Preparing the 250,000 postcards for mailing \$17,197;  
Payment of Postage at 17.5¢ each for a total of \$43,750  
Cost for 1 mailing is \$60,197; for 2 mailings the cost is \$121,894,**

**Covenant of Equal Opportunity Affidavit signed 7-19-21;  
TAXES: Good Through 8-25-22;  
Hiring Policy Compliance Affidavit signed 7-19-21, Employment application submitted complies;  
Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 7-19-21, indicating NO records of Income, Investment or Employment with these systems;  
Political Contributions and Expenditures Statement signed 7-19-21, indicating “N/A”.**

**Certification as Detroit Based, Headquartered, Small and Woman Owned Business good through May 21, 2022.**

## HUMAN RESOURCES

6003176 100% City Funding – To Provide a Flexible Spending Account for CoD Employees. – Contractor: Navia Benefit Solutions, Inc. – Location: 600 Naches Avenue SW, Renton, WA 98057 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$380,000.00.

**Costs budgeted to Employees Benefit Plan, Acct. 7500-04315-350960-617900-0-0, Appropriation for Employee Benefit Plan, no funds are budgeted, expenditures and deficit as of September 3, 2021 is \$5,500,362; accumulated expenditures are resolved at the end of the fiscal year.**

**Proposals requested to provide Health Flexible Spending Account and Commuter Benefit administration services, effective January 1, 2021. Firms submitting proposals required to demonstrate 5 years of experience.**

**City currently offers a Health Care and Dependent Care Flexible Spending Account [FSA], and Commuter Benefit to approximately 8,000 employees, through use of a Debit care, with Navia Benefits Solution. According to the Request for Proposals Enrollment in each plan, as of June 2020, includes: Health Care FSA - 2,207 employees; Dependent Care FSA - 82 employees; Commuter-Parking - 50 employees; Commuter-Transit - 35 employees**

**10 Proposals received and evaluated, with the assistance of Segal [*Contract 6002985 approved with The Segal Co. for term through June 30, 2022 and \$325,000 to provide consulting services for employee benefits*] evaluated the proposals based on Organizational experience, Account Management, Customer Services, Implementation / Reporting Capabilities & Data Security, Anticipated costs.**

**Proposals received from: Businessolver, ConnectYourCare, Discovery Benefits, Health Equity, HAS Bank, Kapnick, MetLife, Navia, Optum Health, and Proflex.**

**All vendors were requested to clarify their pricing and to provide their Best and Final Offer;**

**Based on the evaluation, the recommendation is to retain Navia Benefit Solutions, based on their highest overall score, 5-year rate guarantee, no implementation required since they currently provide these services.**

**Other proposals in order of evaluation were: Discovery Benefits, Businessolver, HSA Bank, Optum Health, Connect Your Care, MetLife, HealthEquity, ProFlex, and Kapnick.**

**The services will be to implement and administer Medical, Dependent care and Commuter flexible spending account services for Employees of the City of Detroit; to enable employees to use tax free dollars through the implementation of a Flexible Spending Account.**

Contract Discussion continues on following page.

**Human Resources - continued**

6003176      100% City Funding – To Provide a Flexible Spending Account for CoD Employees. – Contractor: Navia Benefit Solutions, Inc. – Location: 600 Naches Avenue SW, Renton, WA 98057 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$380,000.00.

***Contract Discussion continued below:***

**The City shall enact a wire transfer process to allow the transfer of money into the account for employer funds equaling the amount of the weekly participant reimbursement.**

**Contractor to notify the City on a monthly basis of the actual claims pay out, with a clear accounting of claims paid in enough detail for the City to determine the accuracy, with the request for payment. The City will transfer the total payment requested monthly within 5 business days.**

**Any funds not used will be reimbursed back to the City within 90 days after the end of the contract term.**

**The Contractor to be paid, for their services to administer the Flexible Spending Accounts and Commuter Benefits a maximum of \$380,000.**

**Project fees are:**

- Health Care FSA \$2.33 per participant per month;**
- Dependent Care FSA \$2.33 per participant per month;**
- Commuter Benefits \$2.75 per participant per month.**

**Covenant of Equal Opportunity Affidavit signed 7-14-21;**

**TAXES: Good Through 6-21-22;**

**Hiring Policy Compliance Affidavit signed 7-14-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 7-14-21, indicating NO records of Income, Investment or Employment with these systems; Political Contributions and Expenditures Statement signed 7-14-21, indicating “None”.**

***Previous contract, No. 2880622 was with Flex Plan Services [indicated to be Navia Benefit Solutions] was initially authorized by the Emergency Manager for a 3 year term from May 2014 through June 2017, for costs of \$707,500 to implement and administer flex spending accounts and stipend check;***

***Amendment 2, to extend the contract term 2 years, with no change in the cost, through June 30, 2019, was approved by City Council on Oct. 3, 2017;***

***Costs based on a flat fee of \$2.75 per participant per month.***

**LAW**

6002716 100% City Funding – AMEND 1 – To Provide an Extension of Time Only for Expert Witness Testimony in Connection with the Pending Property Tax Appeal by MGM Grand v City of Detroit, MTT No. 15-002842. – Contractor: Eggan Law, PLLC – Location: 4 Woods Lane, Newtown, CT 06470 – Contract Period: January 1, 2022 through December 31, 2023 – Total Contract Amount: \$0.00.

*Total Contract Amount: \$50,000.00 Original Contract Period: Jan, 9, 2020 through Dec. 31, 2021*

**Costs budgeted to General Fund, Acct. 1000-29320-320010-613000-0-0, Appropriation for Law Operations includes available funding of \$13,174,906 as of September 3, 2021.**

**This request is for approval of Amendment 1, to extend the term of the contract by 2 years, through December 31, 2023; there is no request the change the authorized costs of the contract.**

*Contract 6002716 with Eggan Law, was approved March 17, 2020, for services that began January 9, 2020 through December 31, 2021, for costs of \$50,000.*

**Contract services to include: Providing expert witness testimony in connection with the property tax appeal by MGM Grand to the Michigan Tax Tribunal, No. 15-002842.**

**The fee schedule for services was approved for \$350 per hour.**

**There are no indicated changes to the services or the fee schedule with this proposed amendment.**

**Covenant of Equal Opportunity Affidavit signed 8-12-21;**

**TAXES: Good Through 8-24-22;**

**Hiring Policy Compliance Affidavit signed 8-12-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 8-12-21, indicating NO records of Income, Investment or Employment with these systems;**

**Political Contributions and Expenditures Statement signed 8-12-21, No donations listed.**

## TRANSPORTATION

3050646      100% City Funding – To Provide City of Detroit Employee Parking Spots at 81 Erskine, Detroit. – Contractor: Premier Parking of Michigan – Location: 1001 Woodward Avenue Suite 1150, Detroit, MI 48226 – Contract Period: July 5, 2021 through July 5, 2022 – Total Contract Amount: \$120,000.00.

**Costs budgeted to Transportation Operation Fund, Acct. 5301-29200-200170-626400-0-0, Appropriation for DDOT Administration includes available funding of \$33,808,732 as of September 3, 2021.**

**This request is for approval of the purchase of parking spots for Department of Transportation employees working at the 100 Mack facility.**

**This is for 80 parking passes for a cost of \$125 per month, for a period of 1 year.**

**Covenant of Equal Opportunity Affidavit signed 7-20-21;**

**TAXES: Good Through 8-27-22;**

**Hiring Policy Compliance Affidavit signed 7-20-21, Employment application submitted complies; Slavery Era, Prison Industry & Immigrant Detention Center Records Disclosure Affidavit signed 7-20-21, indicating NO records of Income, Investment or Employment with these systems; Political Contributions and Expenditures Statement signed 7-20-21, indicating “None”.**