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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: December 19, 2022

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

Attached is the Legislative Policy Division's review of contracts submitted by the Office of Contracting and Procurement for the Week of December 20, 2022. The Legislative Policy staff comments are in bold.

This list of contracts is submitted under the recess procedures adopted and amended by the City Council on November 22, 2022. Recess procedures provide that all contracts on this list, that are not held by a Council Member, are considered approved and may be processed on Thursday, December 22, 2022.

If Council Members have questions and wish to hold any contract on this list, please provide your questions and request to hold a contract to LPD's Ashley Wilson, Laurie Anne Sabatini, and the Clerk's office to the attention of Louise Jones & Deonte Agee, by 4 PM on Wednesday, December 21, 2022. Contracts are held until released by the Council Member requesting the hold or referred to a City Council Committee for action after Recess.

Attachments

cc:

Janice Winfrey	City Clerk
Mark Lockridge	Auditor General
Sandra Stahl	Office of Contracting and Procurement
Irvin Corley	Legislative Policy Division
Marcell Todd	Legislative Policy Division
Gail Fulton	Mayor's Office

Statistics compiled for the list submitted during Recess for the Week of December 20, 2022.

Department	No. of Contracts or Purchase Orders	Focused Bids	Change, Extension Increases, Renewals	Located in Detroit
City Demolition 6 Prop N Trash Out Contracts	7	0	1 Amendment to Add Funds/Scope	7
General Services	1	0	0	0
Health	4	0	0	4
Housing & Revitalization	10	0	9 Amendments to Add Time/Funds	5
Human Resources	1	0	1 Amendment to Add time/Funds	0
Law	1	0	1 Amendment to Add Time/Funds	1
Police	1	0	1 Amendment to Add Time/Funds	1
Transportation	2	0	1 Amendment to Add Time	1
Totals	27	No Focused/Limited Bids	14 Amendments;	19

70% of all Contractors included in the contract list for the week of December 20, 2022 Recess are located in Detroit.

Statistics compiled for the Contracts submitted for the Week of December 20, 2022

This list represents costs totaling \$12,446,353.18 ¹

Included in total costs are the following:

ARPA	\$	50,000
Blight Remediation	\$	27,300
Bond Fund	\$	802,326
Covid-19 Revenue Fund	\$	339,891.02
General Fund	\$	137,000
Grant Fund	\$	10,969,836.66
Transportation	\$	12,000

¹ The contract list includes: 14 Amendments for extension of time and/or increase or decrease in funds. 13 New contracts for terms of 2 months to 3 years.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: December 19, 2022

RE: **CONTRACTS AND PURCHASE ORDERS SUBMITTED DURING RECESS FOR THE
WEEK OF DECEMBER 20, 2022.**

CITY DEMOLITION

6003851 100% City Funding – AMEND 1 – To Provide an Increase of Funds and Amend the Scope of Services for Demolition Department General Supportive Services and to Include Soil/Debris Removal and Soil Replacement. – Contractor: Premier Group Associates, LC – Location: 535 Griswold Street, Detroit, MI 48226 – Contract Period: October 1, 2021 through September 30, 2024 – Contract Increase Amount: \$27,300.00 – Total Contract Amount: \$552,300.00.

Funding Source

Account String: 1003-21200-160020-617900
Fund Account Name: **Blight Remediation Fund**
Appropriation Name: **Detroit Demolition**
Funds Available: **\$1,730,265 as of December 16, 2022**

Tax Clearances Expiration Date: **3-16-23**

Political Contributions and Expenditures Statement:

Signed: **10-11-22** Contributions: **2017-2020**
3- Mayor, 1- Former Council, 1- Judge, 3- Other/ PAC'S

Consolidated Affidavits

Date signed: **10-11-22**

- Covenant of Equal Opportunity
- Hiring Policy Compliance; Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: **Premier Group Associates, LC** Bid: **1 of 4 awardees** Amount: **+\$27,300 to \$552,300.00**
End Date: **Remains the same: September 30, 2024**

Background:

The original bid closed on March 3, 2021; 311 suppliers invited; 15 bids received. Other Bids: Blue Horizon Construction, LLC; DEME Corp.; Gayanga; Gladiator Construction and Demolition, LLC; GreenCity Demolition; Inner City Contracting, LLC; Major Cement Co.; Major City Preservation; MWV Environmental Services, Inc.; GTJ Consulting, LLC; The Diamond Firm; Reanimate Detroit. 4 contracts were awarded: 6003850-GTJ Consulting-10-19-21, 6003848-Detroit Wall Street Properties, LLC-10-26-21; 6003849-The Diamond Firm-3-1-22.

Services:

Scope of Services: Minor construction/repair to stabilize potentially hazardous structures; debris removal and relocation, secure structures to limit access; installation and maintenance of a safety barrier; backfill and grading; dirt/soil relocation and removal; seeding and strawing; removal of graffiti, tires, wild/domestic animals and pests; property inspection; affix communication with owner; and other general services. Contractor must provide all necessary equipment and materials.
*****This amendment provides for the services to now include Soil/Debris Removal and Soil Replacement**

Fees:

Labor Costs: Project Manager \$70 per hour; Supervisor \$60 per hour;
Administration \$50 per hour; Laborer \$49 per hour; Site Restoration:

Certifications/# of Detroit Residents: **Certified as Detroit Based, Headquartered, Small, Resident, & Minority-Owned Business until 6/2/23. Vendor indicates a Total Employment of 70; 60% (approximately-42) Employees are Detroit residents.**

CITY DEMOLITION

6004935 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E2/SA. – Contractor: P & P Group, Inc. – Location: 7700 Second Avenue, Suite 300, Detroit, MI 48202 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$109,932.00.

Funding Source

Account String: 4503-21003-160020-62290
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bonds**
Funds Available: \$ 142,705,386 as of December 16, 2022

Tax Clearances Expiration Date: 2-22-23

Political Contributions and Expenditures Statement:

Signed: 10-20-22 Contributions: None

Consolidated Affidavits

Date signed: 10-20-22

- Covenant of Equal Opportunity
- Hiring Policy Compliance; Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record Disclosure

Bid Information

Bids Closed on September 13, 2022; 32 Suppliers Invited; 9 Bids

Other Bids: 1st Choice Hauling- \$46,000 [No Equalization]
Cleaning Up Detroit City- \$147,400 [6% Equalized-D-BB, D-HB- \$138,556]
GTJ Consulting- \$138,825- [No Equalization]
Payne Landscaping- \$118,108-[10% Equalized- D-BB, D-RB, D-HB, D-BSB-\$106,297.92]
Premier Group- \$193,832.76-[10% Equalized- D-BB, D-RB, D-HB, D-BSB-\$174,449.48]
Presidential Construction- \$295,000- [No Equalization]
Resourceful Vending- \$68,156.80- [5% Equalized- D-BB, D-BMBC- \$64,067.39]
RT Contracting- \$116,950- [5% Equalized- D-BB, D-BMBC- \$111,102.50]

Contract Details:

Vendor: P & P Group, Inc. [11% Equalized- D-BB, D-RB, D-HB, D-BMBC-\$93,183] Bid: \$104,700
Amount: \$109,932.00 End Date: January 5, 2024

Services:

Remains the same: Each Group consists of 20 - 24 properties for an estimated total of apprx. This contract is for Group E2/SA. Addresses can be found in Exhibit A at the end of this report.

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. Contractor will provide snow removal, salting, and winterizing; interior work such as dispose of carpets, floor coverings, and vacuum or sweep all floors; and remove any animals, graffiti, or tires. Contractor must pass interior and exterior inspection by Demolition dept. before submitting invoice for payment.

The cumulative costs for all 24 properties include:

Exterior Trash-out for \$49,500 [average cost for 24 properties is \$2,062.50 each];

Interior Trash-out for \$55,200 [average cost for 24 properties is \$2,300 each].

Certifications/# of Detroit Residents:

Detroit Based- Micro, Detroit Residential, Detroit Headquartered, Detroit Minority-Owned Business & Woman-Owned Business Enterprise.

16 employees; 12 are Detroit Residents

Fees:

Trash out of Group E2/SA: \$104,700.00

Contingency 5%: \$5,235.00

Total: \$109,935.00

CITY DEMOLITION

6004936 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E3/SA. – Contractor: P & P Group, Inc. – Location: 7700 Second Avenue, Suite 300, Detroit, MI 48202 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$111,247.50.

Funding

Account String: 4503-21003-160020-622900-17XXXX
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bonds**
Funds Available: **\$142,705,386 as of December 16, 2022**

Tax Clearances Expiration Date: 2-22-23
Political Contributions and Expenditures Statement:
Signed: 10-20-22 Contributions: **None**

Consolidated Affidavits

Date signed: 10-20-22
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids Opened & Closed: **September 3, 2022 & October 13, 2022. 32 Suppliers invited to Bid; 8 Bids Received.**

Note: 1st Choice Hauling & Resourceful Vending had lower bids than the contract awardee, but 1st Choice Hauling did not have a Detroit Small Business or Micro Business Certification; and Resourceful Vending was at capacity [has 1 crew available] due to already receiving a contract for E1/SA, which provided the highest costs savings according to OCP. P & P Group has 4 crews available and was awarded E2/SA, E3/SA, E4/SA, & E7.

7 Other Base Bids without contingency fee (in order from Lowest to Highest Bid):

1st Choice Hauling \$44,000 [No equalization applied];
Resourceful Vending \$63,460.40 [6% equalized bid \$59,652.78 for D-BB & D-MB];
Payne Landscaping Inc. \$113,187.60 [10% equalized bid \$101,868.84 for D-BB, D-HB, D-RB, & D-BSB];
GTJ/MWV \$132,300 [No equalization applied];
Cleaning Up Detroit \$134,040 [3% equalized bid \$130,018.80 for D-RB];
Premier Group Associates \$184,563.18 [10% equalized bid \$166,106.86 for D-BB, D-HB, D-RB, D-BSB];
RT Contracting \$116,000 [5% equalized bid \$110,200 for D-BB & D-MB].

Contract Details:

Vendor: **P & P Group, Inc.** Bid: **3rd Lowest** End Date: **January 5, 2024**
Amount: **\$111,247.50 [base bid \$105,950; 11% equalized base bid \$94,295.50 for D-BB, D-RB, D-HB, D-MB]**

Services:

Release E contains 12 Groups. Each Group consists of approximately 24 properties for an estimated total of 288 properties in release E. Group E4/SA is a set aside for CRIO’s Business Opportunity Program as a Detroit Based or Micro Business [addresses can be found in Exhibit B at the end of this report].

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. Contractor will provide snow removal, salting, and winterizing; interior work such as dispose of carpets, floor coverings, and vacuum or sweep all floors; and remove any animals, graffiti, or tires. Contractor must pass interior and exterior inspection by Demolition dept. before submitting invoice for payment.

Fees:

Trash out of Group E3/SA \$105,950
Contingency 5% \$5,297.50
TOTAL: \$111,247.50

The cumulative costs for all 23 properties include:

Exterior Trash-out for \$46,450 [average cost for 23 properties is \$2,019.57 each];
Interior Trash-out for \$59,500 [average cost for 23 properties is \$2,586.96 each].

Certifications/# of Detroit Residents: **Detroit Based, Headquartered, Resident, & Minority- Owned Business. Total 16 Employees; 12 Detroit residents.**

CITY DEMOLITION

6004937 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E4/SA. – Contractor: P & P Group, Inc. – Location: 7700 Second Avenue, Suite 300, Detroit, MI 48202 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$105,493.50.

Funding

Account String: **4503-21003-160020-622900-17XXXX**
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bonds**
Funds Available: **\$142,705,386 as of December 16, 2022**

Tax Clearances Expiration Date: **2-22-23**

Political Contributions and Expenditures Statement:
Signed: **10-20-22** Contributions: **None**

Consolidated Affidavits

Date signed: **10-20-22**

- Covenant of Equal Opportunity
- Hiring Policy Compliance; Employment Application Complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record Disclosure

Bid Information

Bids Opened & Closed: **September 3, 2022 & October 13, 2022. 32 Suppliers invited to Bid; 8 Bids Received.**

NOTE: 1st Choice Hauling & Resourceful Vending had lower bids than the contract awardee, but 1st Choice Hauling did not have a Detroit Small Business or Micro Business Certification; and Resourceful Vending was at capacity [has 1 crew available] due to already receiving a contract for E1/SA, which provided the highest costs savings according to OCP. P & P Group has 4 crews available and was awarded E2/SA, E3/SA, E4/SA, & E7.

7 Other Base Bids without contingency fee (in order from Lowest to Highest Bid):

1st Choice Hauling \$34,000	[No equalization applied];
Resourceful Vending \$54,923.10	[6% equalized bid \$51,627.71 for D-BB & D-MB];
GTJ/MWV \$112,125	[No equalization applied];
Payne Landscaping Inc. \$113,187.60	[10% equalized bid \$101,868.84 for D-BB, D-HB, D-RB, & D-BSB];
RT Contracting \$115,350	[5% equalized bid \$109,582.50 for D-BB & D-MB];
Cleaning Up Detroit \$134,400	[3% equalized bid \$130,368 for D-RB];
Premier Group Associates \$148,408.56	[10% equalized bid \$133,567.70 for D-BB, D-HB, D-RB, D-BSB].

Contract Details:

Vendor: **P & P Group, Inc.** Bid: **3rd Lowest** End Date: **January 5, 2024**
Amount: **\$105,493.50 [base bid \$100,470 11% equalized base bid \$89,418.30 for D-BB, D-RB, D-HB, D-MB]**

Services:

Release E contains 12 Groups. Each Group consists of approximately 24 properties for an estimated total of 288 properties in release E. Group E4/SA is a set aside for CRIO's Business Opportunity Program as a Detroit Based or Micro Business [addresses can be found in Exhibit C at the end of this report].

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. Contractor will provide snow removal, salting, and winterizing; interior work such as dispose of carpets, floor coverings, and vacuum or sweep all floors; and remove any animals, graffiti, or tires. Contractor must pass interior and exterior inspection by Demolition dept. before submitting invoice for payment.

Fees:

Trash out of Group E4/SA	\$100,470
Contingency 5%	\$5,023.50
TOTAL:	\$105,493.50

The cumulative costs for all 23 properties include:

Exterior Trash-out for \$45,970 [average cost for 23 properties is \$1,998.70 each];
Interior Trash-out for \$54,500 [average cost for 23 properties is \$2,369.57 each].

Certifications/# of Detroit Residents: Detroit Based, Headquartered, Resident, & Minority- Owned Business. Total 16 Employees; 12 Detroit residents.

CITY DEMOLITION

6004940 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E7. – Contractor: P & P Group, Inc. – Location: 7700 Second Avenue, Suite 300, Detroit, MI 48202 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$102,942.00.

Funding

Account String: **4503-21003-160020-622900-17XXXX**
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bonds**
Funds Available: **\$142,705,386 as of December 16, 2022**

Tax Clearances Expiration Date: **2-22-23**

Political Contributions and Expenditures Statement:
Signed: **10-20-22** Contributions: **None**

Consolidated Affidavits

Date signed: **10-20-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids Opened & Closed: **September 3, 2022 & October 13, 2022. 32 Suppliers invited to Bid; 11 Bids Received.**

NOTE: 1st Choice Hauling, AW Preservation, & RT Contracting had lower bids than the contract awardee, but AW Preservation was ineligible at the request of the Demolition Dept. due to performance issues; and RT Contracting was at capacity [has 2 crews available] due to already receiving a contract for E5 & E6, which provided the highest costs savings according to OCP. P & P Group has 4 crews available and was awarded E2/SA, E3/SA, E4/SA, & E7.

9 Other Base Bids without contingency fee (in order from Lowest to Highest Bid):

1st Choice Hauling \$13,800	[No equalization applied];
AW Preservation \$84,140	[No equalization applied];
RT Contracting \$84,500	[5% equalized bid \$79,430 for D-BB & D-MB];
EITI \$91,800	[No equalization applied];
Bing Youth \$105,500	[No equalization applied];
Huntman Transport \$105,790	[No equalization applied];
GTJ/MWV \$113,075	[No equalization applied];
Payne Landscaping Inc. \$113,187.60	[10% equalized bid \$101,868.84 for D-BB, D-HB, D-RB, & D-BSB];
Cleaning Up Detroit \$113,600	[3% equalized bid \$106,784 for D-RB].

Contract Details:

Vendor: **P & P Group, Inc.** Bid: **4th Lowest** End Date: **January 5, 2024**
Amount: **\$102,942 [base bid \$98,040 11% equalized base bid \$85,294.80 for D-BB, D-RB, D-HB, D-MB]**

Services:

Release E contains 12 Groups. Each Group consists of approximately 24 properties for an estimated total of 288 properties in release E. This contract is for Group E7 [addresses can be found in Exhibit D at the end of this report].

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. Contractor will provide snow removal, salting, and winterizing; interior work such as dispose of carpets, floor coverings, and vacuum or sweep all floors; and remove any animals, graffiti, or tires. Contractor must pass interior and exterior inspection by Demolition dept. before submitting invoice for payment.

Fees:

Trash out of Group E7	\$98,040
Contingency 5%	\$4,902
TOTAL:	\$102,942

Contract discussion continues onto the next page.

City Demolition - *continued*

6004940 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E7. – Contractor: P & P Group, Inc. – Location: 7700 Second Avenue, Suite 300, Detroit, MI 48202 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$102,942.00.

Fees - *continued*:

The cumulative costs for all 23 properties include:

Exterior Trash-out for \$43,100 [average cost for 23 properties is \$1,873.91 each];

Interior Trash-out for \$51,940 [average cost for 23 properties is \$2,258.26 each].

Certifications/# of Detroit Residents:

Detroit Based, Headquartered, Resident, & Minority- Owned Business.

Total 16 Employees; 12 Detroit residents.

CITY DEMOLITION

6004943 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E10. – Contractor: Detroit Grounds Crew, LLC – Location: 4101 Barham, Detroit, MI 48224 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$141,966.30.

Funding

Account String: **4503-21003-160020-622900-17XXXX**
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bonds**
Funds Available: **\$142,705,386 as of December 16, 2022**

Tax Clearances Expiration Date: **3-14-23**

Political Contributions and Expenditures Statement:
Signed: **10-12-22** Contributions: **None**

Consolidated Affidavits

Date signed: **10-12-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids Opened & Closed: **September 3, 2022 & October 13, 2022. 33 Suppliers invited to Bid; 12 Bids Received.**

Note: RT Contracting and P & P Group Landscaping had lower bids than the contract awardee but was at capacity due to already receiving 2 & 4 awards in Group E respectively, which provided the highest costs savings according to OCP. Payne Landscaping was disqualified because their price sheets were PDFs, not in excel as required. AW Preservation AW Preservation was ineligible at the request of the Demolition Dept. due to performance issues. Detroit Grounds Crew has 4 crews available and was awarded Group E10 & E11.

11 Other Base Bids without contingency fee (in order from Lowest to Highest Bid):

RT Contracting \$90,325	[5% equalized bid \$84,905.50 for D-BB & D-MB];
P & P Group, Inc. \$98,040	[11% equalized bid \$94,340 for D-BB, D-RB, D-HB, D-MB];
AW Preservation \$109,215	[No equalization applied];
Payne Landscaping Inc. \$118,108.80	[10% equalized bid \$106,297.92 for D-BB, D-HB, D-RB, & D-BSB];
Bing Youth \$128,975	[No equalization applied];
EITI \$133,600	[No equalization applied];
1st Choice Hauling \$144,000	[No equalization applied];
GTJ/MWV \$154,850	[No equalization applied];
Premier Group Associates \$159,750	[10% equalized bid \$143,775 for D-BB, D-HB, D-RB, D-BSB];
Cleaning Up Detroit \$168,640	[6% equalized bid \$158,521 for D-RB & D-HB];
E & H Midwest Dumpster \$158,000	[no equalization applied];

Contract Details:

Vendor: **Detroit Grounds Crew, LLC** Bid: **5th Lowest** End Date: **January 5, 2024**
Amount: **\$141,966.30 [base bid \$135,206; 7% equalized base bid \$125,741.58 for D-BB, D-RB, & D-SB]**

Services:

Release E contains 12 Groups. Each Group consists of approximately 24 properties for a total of 276 properties in release E. This contract is for Group E10 [addresses can be found in Exhibit E at the end of this report].

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. Contractor will provide snow removal, salting, and winterizing; interior work such as dispose of carpets, floor coverings, and vacuum or sweep all floors; and remove any animals, graffiti, or tires. Contractor must pass interior and exterior inspection by Demolition dept. before submitting invoice for payment.

Fees:

Trash out of Group E10	\$135,206
Contingency 5%	\$6,760.30
TOTAL:	\$141,966.30

Contract discussion continues onto the next page.

City Demolition – *continued*

6004943 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E10. – Contractor:
Detroit Grounds Crew, LLC – Location: 4101 Barham, Detroit, MI 48224 – Contract Period: Upon
City Council Approval through January 5, 2024 – Total Contract Amount: \$141,966.30.

Fees – *continued*:

The cumulative costs for all 23 properties include:

Exterior Trash-out for \$83,828.50 [average cost for 23 properties is \$3,644.72 each];

Interior Trash-out for \$51,377.50 [average cost for 23 properties is \$2,233.80 each].

Certifications/# of Detroit Residents:

Detroit Based, Resident, Small, and Minority-Owned Business.

Total 22 Employees; 16 Detroit residents.

CITY DEMOLITION

6004944 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E11. – Contractor: Detroit Grounds Crew, LLC – Location: 4101 Barham, Detroit, MI 48224 – Contract Period: Upon City Council Approval through January 5, 2024 – Total Contract Amount: \$120,813.00

Funding

Account String: 4503-21003-160020-622900-17XXXX
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bonds**
Funds Available: **\$142,705,386 as of December 16, 2022**

Tax Clearances Expiration Date: **3-14-23**
Political Contributions and Expenditures Statement:
Signed: **10-12-22** Contributions: **None**

Consolidated Affidavits

Date signed: **10-12-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids Opened & Closed: **September 3, 2022 & October 13, 2022. 33 Suppliers invited to Bid; 12 Bids Received.**

Note: RT Contracting and P & P Group Landscaping had lower bids than the contract awardee but was at capacity due to already receiving 2 & 4 awards in Group E respectively, which provided the highest costs savings according to OCP. Payne Landscaping was disqualified because their price sheets were PDFs, not in excel as required. AW Preservation AW Preservation was ineligible at the request of the Demolition Dept. due to performance issues. Detroit Grounds Crew has 4 crews available and was awarded Group E10 & E11.

11 Other Base Bids without contingency fee (in order from Lowest to Highest Bid):

RT Contracting \$88,050	[5% equalized bid \$82,767 for D-BB & D-MB];
AW Preservation \$92,745	[No equalization applied];
P & P Group, Inc. \$104,200	[11% equalized bid \$92,738 for D-BB, D-RB, D-HB, D-MB];
Payne Landscaping Inc. \$113,187.60	[10% equalized bid \$101,868.84 for D-BB, D-HB, D-RB, & D-BSB];
Bing Youth \$114,450	[No equalization applied];
EITI \$114,700	[No equalization applied];
GTJ/MWV \$115,500	[No equalization applied];
Cleaning Up Detroit \$123,920	[6% equalized bid \$116,484.80 for D-RB & D-HB];
1st Choice Hauling \$138,000	[No equalization applied];
Premier Group Associates \$141,180	[10% equalized bid \$127,062 for D-BB, D-HB, D-RB, D-BSB];
E & H Midwest Dumpster \$196,500	[no equalization applied].

Contract Details:

Vendor: **Detroit Grounds Crew, LLC** Bid: **5th Lowest** End Date: **January 5, 2024**
Amount: **\$120,813 [base bid \$115,060; 7% equalized base bid \$107,563.80 for D-BB, D-RB, & D-SB]**

Services:

Release E contains 12 Groups. Each Group consists of approximately 24 properties for a total of 276 properties in release E. This contract is for Group E11 [addresses can be found in Exhibit F at the end of this report].

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. Contractor will provide snow removal, salting, and winterizing; interior work such as dispose of carpets, floor coverings, and vacuum or sweep all floors; and remove any animals, graffiti, or tires. Contractor must pass interior and exterior inspection by Demolition dept. before submitting invoice for payment.

Fees:

Trash out of Group E11	\$115,060
Contingency 5%	\$5,753
TOTAL:	\$120,813

Contract discussion continues onto the next page.

City Demolition – *continued*

6004943 100% Bond Funding – To Provide Proposal N Trash Out Release E Group E10. – Contractor:
Detroit Grounds Crew, LLC – Location: 4101 Barham, Detroit, MI 48224 – Contract Period: Upon
City Council Approval through January 5, 2024 – Total Contract Amount: \$141,966.30.

Fees – *continued*:

The cumulative costs for all 23 properties include:

Exterior Trash-out for \$64,565 [average cost for 23 properties is \$2,807.17 each];

Interior Trash-out for \$50,495 [average cost for 23 properties is \$2,195.43 each].

Certifications/# of Detroit Residents:

Detroit Based, Resident, Small, and Minority-Owned Business.

Total 22 Employees; 16 Detroit residents.

GENERAL SERVICES

6004763 60% Grant - 40% Bond Funding – To Provide Palmer Park Habitat Restoration. – Contractor: Environmental Consulting & Technology – Location: 2200 Commonwealth Boulevard, Suite 300, Ann Arbor, MI 48105 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$1,560,000.00.

Funding

Account String: 2103-20818-471111-632100
Fund Account Name: **General Services Dept. Grants Fund**
Appropriation Name: **SE. Michi.Resilience Grant-Palmer Park**
Funds Available: **\$269,041 as of December 16, 2022-FY2022**

Account String: 4503-21002-470012-644124-475001-02009
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **2018 UTGO Bonds - Series B**
Available: **\$53,768,654 as of December 16, 2022**

Account String: 2103-21105-471111-632100
Fund Account Name: **General Services Dept. Grants Fund**
Appropriation Name: **Michigan Enhancement-Palmer Park Habitat Restoration Grant**
Systems Funds Available: **\$1,000,000 as of December 16, 2022**

Tax Clearances Expiration Date: 3-29-23

Political Contributions and Expenditures Statement:

Record Signed: 10-25-22-22 Contributions: **None**

Bid Information

Bid closed on July 12, 2022; 2 Bids Received; Bids based on scoring system: Method/ Approach- 35, Experience/ Qualifications-25 points, Price-40 points- Total 100 Points

Other Bid: Major Contracting Group- 50 Points; \$1,150,687.10

Contract Details:

Vendor: **Environmental Consulting & Technology- 100 Points (\$867,915.25)**

Bid: **Highest Ranked & Lowest Price** Amount: **\$1,560,000.00** End Date: **June 30, 2024**

Services:

TASK 1: Project Administration and Coordination:

- **The vendor and City of Detroit shall consult on a weekly 1 hour call or meeting to discuss, coordinate, design, construction, and overall project for 52 consecutive weeks.**
- **The vendor shall provide written minutes for coordination meetings. Minutes can also include percent completed, milestones, record decisions taken and action items, participation observation notes and findings.**
- **The vendor shall participate in visual site assessments at the start of the project and 3 assessments thereafter to for overall coordination of the project. It is anticipated these meetings will be 4 hour sessions. Upon completion of these meetings the vendor shall provide written minutes for the coordination meetings. Minutes can also include percent completed, milestones, record decisions taken and action items, participation observation notes and findings.**
- **The vendor will produce & maintain an updated comprehensive work schedule that outlines key dates for permitting, on-going design, construction, and community engagement, including critical decision-making dates.**
- **The vendor shall attend/ participate in up to three (3) meetings to support internal/ city or external/ presentations and engagements 2- hours**
- **The vendor will coordinate with Environment Great Lakes & Energy (EGLE), City of Detroit to receive required permit documents for Lake Francis dredging activities.**

Contract discussion continued on next page.

GENERAL SERVICES- continued:

6004763 60% Grant - 40% Bond Funding – To Provide Palmer Park Habitat Restoration. – Contractor: Environmental Consulting & Technology – Location: 2200 Commonwealth Boulevard, Suite 300, Ann Arbor, MI 48105 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$1,560,000.00.

Services- continued:

- **GSD will lead coordination with outside agencies, with assistance from the vendor and maybe required to coordinate design plans with and on behalf of the GSD with all applicable public or private agencies, including but not limited to the Department of Public Works, The Detroit Water and Sewerage Department, Great Lakes Water Authority, Michigan Department of Environment Great Lakes and Energy.**
- **The vendor will assist with coordination between the city of Detroit DEN, the recreation division, and outside educational agencies to document the on-going stewardship/partnerships and opportunities for future relationships. The resulting deliverable will be a written report upon project completion in the fall of 2023**

TASK 2-Community Engagement:

- **The vendor will work with the City of Detroit and community partners People for Palmer Park (PFPP) to continue to develop a community engagement and outreach strategy.**
- **The selected vendor will create engagement materials including, but not limited to, large format prints, signage, and any supplies that support successful collaborative engagement sessions. All materials will be provided to the City in PDF and original format.**
- **The vendor shall support City staff in the development of architectural graphic representations, including but not limited to, site plans and diagrams, rendered site plans, park renderings.**
- **The vendor should expect to assist GSD in meetings as an available project Subject Matter Expert (SME) and provide project material support: screenshots, precedent photographs, diagrams, or other easily accessible information to describe the project.**
- **The vendor will produce and maintain an updated comprehensive work schedule (Item 1.4) that also outlines key dates for community engagement, critical decision-making dates and anticipated submissions of deliverables.**
- **The vendor will provide graphic design services for development and deployment of nature-based signage and community engagement materials throughout the park. The City of Detroit will provide a printing and supplies budget.**

TASK 3- Permitting, Construction Documentation & Construction of Phase 1:

- **Coordinate with the City of Detroit Buildings, Safety, Engineering & Environment (BSEED) for the permitted project. The vendor will execute the work on behalf of the City of Detroit.**

TASK 4- Design, engineering & permitting of Phase 2 Improvements:

- **Phase 1 Design and Construction will serve as a starting point for continued design and construction work for Phase 2. Phase 2 Project Areas have been delineated and conceptually defined. Design of these areas and/or amenities within will include adding additional ecological and habitat restoration practices and should strongly consider and reference the ecological design principles.**

Phase 2 Project Areas are defined as: 1. Turf Areas – Approx. 50,000 square feet

2. Boardwalk Features – (2) 12'x115' and 8'x60'

3. Make Up Water and Recirculation Feature

4. Forest Restoration – Approx. 70 Acres.

5. Bio-Retention – Approx. 100,000 sq.ft.

6. Design + Location of Educational and Interpretive Signage

TASK 5: Phase 2 Construction and Administration:

- **Upon completion of the 60% Phase 2 Project Area Design Development and Opinion of Cost the city of Detroit will provide a budget for construction work and continued coordination with the construction/consultant to complete the chosen project developments and construction.**

Contract discussion continued on next page.

GENERAL SERVICES- continued:

6004763 60% Grant - 40% Bond Funding – To Provide Palmer Park Habitat Restoration. – Contractor: Environmental Consulting & Technology – Location: 2200 Commonwealth Boulevard, Suite 300, Ann Arbor, MI 48105 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$1,560,000.00.

Fees:

	TASK 1 PROJECT ADMINISTRATION AND COORDINATION	UNIT COST	QTY	TOTAL COST
1.1	Progress Meetings 1hr.	\$ 990.00	52	\$ 51,480.00
1.2	Meeting Minutes	Included in 1.1		
1.3	Visual Site Assessments 4hr.	\$ 1,732.50	3	\$ 5,197.50
1.4	Maintain Work Schedule	Included in 1.1		
1.5	Community Meeting Participation 2hr	\$ 474.00	3	\$ 1,422.00
1.6	EGLE Permit Coordination	Included in 1.1		
1.7	Additional Coordination Meetings Outside Agencies 1hr.	\$ 316.00	1	\$ 316.00
1.8	Coordination with Community Partners 2 hr. Quarterly Meeting	\$ 474.00	4	\$ 1,896.00
1.9	Final Report Community Partners	\$ 4,000.00	1	\$ 4,000.00
	TASK 1 TOTAL			\$ 64,311.50

	TASK 2 COMMUNITY ENGAGEMENT	UNIT COST	QTY	TOTAL COST
2.1	Community Engagement Strategy	Rates Provided in 1.5 and 2.4		
2.2	Engagement Materials	\$ 130.00	1	\$ 130.00
2.3	Architectural Graphics	\$ 125.00	1	\$ 125.00
2.4	Community Meeting Preparation	\$ 158.00	1	\$ 158.00
2.5	Comprehensive Schedule (See Line 1.4)	Included in 1.4		
2.6	Graphic Design	\$ 130.00	1	\$ 130.00
2.7	Community Engagement Materials and Printing Budget	City to Provide Budget		
	Budget Allowance			\$ 5,000.00

	TASK 3 PERMITTING, CONSTRUCTION DOCUMENTATION AND CONSTRUCTION OF PHASE 1	UNIT COST	QTY	UNIT	TOTAL COST
3.1	Mobilization	\$ 17,850.35	1	LS	\$ 17,850.35
3.2	Construction Administration	7.5%	1	%	\$ 47,234.10
3.3	Silt Fence	\$ 4.41	655	LF	\$ 2,888.55
3.4	Blaze Orange Fence	\$ 8.02	3090	LF	\$ 24,781.80
3.5	Stabilized Construction Entrance	\$ 4,867.80	1	EA	\$ 4,867.80
3.6	Clearing & Grubbing (includes concrete curb removal)	\$ 19,688.55	1	LS	\$ 19,688.55
3.7	Dredging (Dewatering)	\$ 75.77	3375	CY	\$ 255,723.75
3.8	Earthwork	\$ 12.00	960	CY	\$ 11,520.00
3.9	Steel Plates	\$ 626.85	1	LS	\$ 626.85
3.11	Grade Control Structure	\$ 88.03	81	TONS	\$ 7,130.43
3.12	Sand Seepage Bed (Sand)	\$ 575.40	3	CY	\$ 1,726.20
3.13	Sand Seepage Bed (Mulch)	\$ 136.19	20	CY	\$ 2,723.80
3.14	Clay Liner Repair	\$ 140.55	40	CY	\$ 5,622.00
3.15	Clay Liner extension	\$ 95.19	110	CY	\$ 10,470.90
3.16	Valve Modification	\$ 1,852.20	1	LS	\$ 1,852.20
3.17	Concrete Sidewalk Demolition	\$ 101.47	14	CY	\$ 1,420.58
3.18	Coir Fiber Matting	\$ 3.09	2460	SY	\$ 7,601.40
3.19	#3 Container Shrubs	\$ 89.25	270	EA	\$ 24,097.50
3.2	Herbaceous Plugs	\$ 4.83	15200	EA	\$ 73,416.00
3.21	Scrub-Shrub Seeding	\$ 5,118.75	0.40	AC	\$ 2,047.50
3.22	Turfgrass Seeding	\$ 10,037.06	3.79	AC	\$ 38,040.46
3.23	Temporary Seed	\$ 1,486.64	0.82	AC	\$ 1,219.04
3.24	Geese Exclusion Fencing	\$ 1,050.00	1.00	LS	\$ 1,050.00
3.25	Habitat Management, Invasive Pscies and cultivation (1 year)	\$ 5,670.00	1.00	LS	\$ 5,670.00
3.26	Herbivory Protection Fence	\$ 7.88	2200	LF	\$ 17,336.00
3.27	Bottom electric aerator	\$ 50,516.71	1	EA	\$ 50,516.71
3.28	Dredging/Earthwork Allowance	\$ 5,250.00	1	LS	\$ 5,250.00
	TASK 3 TOTAL				\$ 642,372.47

Contract discussion continued on next page.

GENERAL SERVICES- continued:

6004763 60% Grant - 40% Bond Funding – To Provide Palmer Park Habitat Restoration. – Contractor: Environmental Consulting & Technology – Location: 2200 Commonwealth Boulevard, Suite 300, Ann Arbor, MI 48105 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$1,560,000.00.

Fees- continued:

	TASK 4 DESIGN, ENGINEERING AND PERMITTING OF PHASE 2 CONSTRUCTION	UNIT COST	QTY	TOTAL COST
4.11	30% Design of Turf Area + Overall Site Grading	\$ 6,320.00	1	\$ 6,320.00
4.12	30% Design Boardwalk Feature	\$ 18,500.00	1	\$ 18,500.00
4.13	30% Design Make Up Water and Recirculation Feature	\$ 2,000.00	1	
4.14	30% Design 10 Year Forest Restoration Plan	\$ 5,250.00	1	\$ 5,250.00
4.15	30% Design Bio-Retention Practices	\$ 6,000.00	1	\$ 6,000.00
4.16	30% Design and Locate Permanent Education Signs (10)	\$ 5,000.00	1	\$ 5,000.00
4.17	30% OPC	\$ 1,264.00	1	\$ 1,264.00
4.21	60% Design of Turf Area + Overall Site Grading	\$ 3,160.00	1	\$ 3,160.00
4.22	60% Design Boardwalk Feature	\$ 7,350.00	1	\$ 7,350.00
4.23	60% Design Make Up Water and Recirculation Feature	\$ 1,800.00	1	
4.24	60% Design 10 Year Forest Restoration Plan	\$ 3,000.00	1	\$ 3,000.00
4.25	60% Design Bio-Retention Practices	\$ 7,935.00	1	
4.26	60% Design and Locate Permanent Education Signs (10)	\$ 3,500.00	1	\$ 3,500.00
4.27	60% OPC	\$ 632.00	1	\$ 632.00
4.31	90% Design of Turf Area + Overall Site Grading	\$ 3,160.00	1	\$ 3,160.00
4.32	90% Design Boardwalk Feature	\$ 3,150.00	1	\$ 3,150.00
4.33	90% Design Make Up Water and Recirculation Feature	\$ 500.00	1	
4.34	90% Design 10 Year Forest Restoration Plan	\$ 1,000.00	1	\$ 1,000.00
4.35	90% Design Bio-Retention Practices	\$ 4,000.00	1	
4.36	90% Design and Locate Permanent Education Signs (10)	\$ 1,500.00	1	\$ 1,500.00
4.37	90% OPC	\$ 632.00	1	\$ 632.00
4.4	100% Construction - Permit Documentation	\$ 6,750.00	1	\$ 6,750.00
	TASK 4 TOTAL			\$ 76,168.00
	TASK 5 PHASE 2 CONSTRUCTION ADMINISTRATION	UNIT COST	QTY	TOTAL COST
5.1	Permitting and Plan Review of Phase 2 Construction	\$ 4,200.00	1	\$ 4,200.00
5.2	DWSD Storm Water Credit Documentation Phase 1 and 2	\$ 4,000.00	1	\$ 4,000.00
5.3	Construction Administration	7.50%	1	
	TASK 5 TOTAL			\$ 8,200.00
	Project Task Total			\$ 796,051.97
	Construction Budget			\$ 763,948.03
	Contract Total			\$ 1,560,000.00

The Phase 2 construction budget referenced above is inclusive of construction administration fee of 7.5%.

HEALTH

3062536 100% Grant Funding – To Provide Call-Center Services to Support Covid-19 Testing, Vaccinations, Flood Emergencies and Other Citywide Emergency Services. – Contractor: Rock Connections, LLC – Location: 649 Woodward Avenue, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$339,891.02.

NOTE: Approval prior to 12.31.22 is critical to ensure FEMA reimbursement

Funding

Account String: 3922-20986-251111-617900-350998-(\$322,891.02)
Fund Account Name: Covid 19 Revenue Fund
Appropriation Name: FY 2022 CDC COVID IMMUNIZATIONS
Funds Available: \$2,731,506 as of December 16, 2022

Account String: 1000-25251-250647-617900- (\$17,000)
Fund Account Name: General Fund
Appropriation Name: Food Service Code Enforcement
Available: \$150,491 as of December 16, 2022

Consolidated Affidavits

Date signed: 12-12-22
 Covenant of Equal Opportunity
 Hiring Policy Compliance; Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention Systems Funds Disclosure

Tax Clearances Expiration Date: 12-22-23

Political Contributions and Expenditures Statement:

Record Signed: 12-12-22 Contributions: 2020-2021

6- Current Council, 1- Mayor

Bid Information

This is a Non-Standard Procurement – Sole Source. This vendor was selected based on historical usage. This is an outstanding invoice for services rendered.

Contract Details:

Vendor: Rock Connections, LLC Amount: \$339,891.02 End Date: December 31, 2023

Services/ Fees:

**Rock Connections Invoices
January, 2022 - August, 2022**

TESTING

	Invoice #	Amount	Paid (Y / N)	Amt. Paid	Amt. Remaining
January	CI-61-000002590	\$9,352.19	Y	\$9,352.19	\$0.00
February	CI-61-000002620	\$8,334.47	Y	\$8,334.47	\$0.00
March	CI-61-000002770	\$9,471.30	Y	\$9,471.30	\$0.00
April	CI-61-000002860	\$7,559.43	Y	\$7,559.43	\$0.00
May	CI-61-000002940	\$5,742.34	Y	\$5,742.34	\$0.00
June	CI-61-000003020	\$4,258.76	Y	\$4,258.76	\$0.00
July	CI-61-000003110	\$2,084.73	Y	\$2,084.73	\$0.00
August	CI-61-000003160	\$1,607.70	Y	\$1,607.70	\$0.00
Total Testing		\$48,410.92		\$48,410.92	\$0.00

VACCINATIONS

	Invoice #	Amount	Paid (Y / N)	Amt. Paid	Amt. Remaining
January	CI-61-00000258	\$121,516.89	Y	\$121,516.89	\$0.00
February		\$104,546.42	N	\$0.00	\$104,546.42
March		\$112,422.25	N	\$0.00	\$112,422.25
April		\$105,987.83	N	\$0.00	\$105,987.83
May	207	\$65,053.60	Y	\$65,053.60	\$0.00
June	CI-61-000003010	\$49,293.20	Y	\$49,293.20	\$0.00
July	CI-61-000003100	\$23,032.46	Y	\$23,032.46	\$0.00
August		\$16,934.52	N	\$0.00	\$16,934.52
Total Vaccinations		\$598,787.17		\$258,896.16	\$339,891.01

**Rock Connections Invoices
Broken down by Hourly Rates and Hours**

INVOICE | HRLY. RATE | TOTAL HRS. | TOTAL INVOICE

FY '22

	HRLY. RATE	TOTAL HRS.	TOTAL INVOICE
Feb	\$41.10	2,543.71	\$104,546.42
Mar	\$41.10	2,735.33	\$112,422.25
Apr	\$41.10	2,578.78	\$105,987.83
TOTALS	\$41.10	7,857.82	\$322,956.49

FY '23

	HRLY. RATE	TOTAL HRS.	TOTAL INVOICE
Aug	\$41.10	412.03	\$16,934.52
TOTALS	\$41.10	412.03	\$16,934.52

TOTALS

\$41.10	8,269.85	\$339,891.01
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Standard Hourly Rate \$41.10 Technology Maintenance Rate \$60.00 Technology Development Rate \$80.00

HEALTH

6004906 100% Grant Funding – To Provide Preparation for Program Activities, Program Operations, Registration and Certifications, and Program Reporting Activities for the Women, Infants and Children (WIC) Program. – Contractor: Moms and Babes Too MSSP/ISSP, Inc. – Location: 5716 Michigan Avenue, Suite B202, Detroit, MI 48210 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$3,655,603.00.

Funding Source

Account String: 2104-20867-251111-612110
Fund Account Name: **Health Grant Funds**
Appropriation Name: **WIC Resident Services 9/2022**
Funds Available: **\$1,785,483 as of December 16, 2022**

Tax Clearances Expiration Date: 7-19-23

Political Contributions and Expenditures Statement:

Signed: 10-20-22 Contributions: None

Consolidated Affidavits

Date signed: 10-20-22

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information: **Bids closed on October 25, 2022; 18 Suppliers invited; 3 Bids received. Contacts awarded based upon scoring system- WIC Experience-35 points, Nutrition Programing Wxperience-25 points, Community Partner Experience- 15 points, Financial Integrity- 15 points, Staffing- 10 points. 100 Points Phase Two Score-Detroit Headquartered- 10 points, Detroit Based- 5 points-15 total Grand Total 115 Points. Other Bids: Arab American & Chaldean Council-93.33 points (Contract 6004908) Community Health & Social Service Center-61.67 points (Contract 6004907) ****All three vendors awarded contracts**

Contract Details:

Vendor: **Moms and Babes Too MSSP/ISSP, Inc. -45 points**
Amount: **\$3,655,603.00**

Bid: **Highest Ranked & Lowest Price**
End Date: **December 31, 2025**

Services/ Fees:

Contract services includes: Distribution of supplemental food benefits through Women Infants and Children program; provide Infant formula; Nutritional education, Promotion of breastfeeding; Health Screening, Testing and education on lead poisoning; Links to other health care and support; Providing information, supplies and assistance to expecting and Mothers of newborns. This Agency provides services from 5 locations throughout the city. The vendor shall submit monthly invoices for services rendered. This is a not to exceed contract of \$3,655,603.00

Additional Information:

The previous contract 6002598 was approved during recess March 30, 2020 for \$4,181,781.34 through 9-30-22, and Amendment 1 was approved during recess the week of August 16, 2022 for an extension of time and increase of funds through December 30, 2022 for \$4,479,914.66.

HEALTH

6004907 100% Grant Funding – To Provide Preparation for Program Activities, Program Operations, Registration and Certifications, and Program Reporting Activities for the Women, Infants and Children (WIC) Program. – Contractor: Community Health & Social Service Center dba CHASS – Location: 5365 West Fort Street, Detroit, MI 48209 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$984,241.00

Funding

Account String: 2104-20867-251111-612110
Fund Account Name: Health Grants Fund
Appropriation Name: WIC Resident Services 9/2022
Funds Available: \$1,785,483 as of December 16, 2022

Tax Clearances Expiration Date: 8-5-23
Political Contributions and Expenditures Statement:
Signed: 10-31-22 Contributions: None

Consolidated Affidavits

Date signed: 10-31-22
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information:

Bids opened on September 30, 2022 and closed on October 24, 2022. 18 invited suppliers; 3 Bids Received. Bids evaluated based on Experience with WIC [35 points], Experience in performance of services [25 points], Knowledge of community partners/organizations [15 points], Financial Integrity/management [15 points], and Staffing Plan [10 points]. Maximum without Business Certifications= 100 points. Business Certifications for Vendor [15 points] & Subcontractor [20 points]. Total with Certifications = 130 points.

2 Other Bids: Arab American and Chaldean Council 93.33 points; no points for certifications
Moms & Babes Too MSSP/ISSP, Inc. 45 points; no points for certifications

NOTE: All 3 bids won an award. All 3 are included in this report as AACC [6004908] & M&BT [6004906].

Contract Details

Vendor: Community Health & Social Service Center dba CHASS Amount: \$984,241
Bid: 61.67 points; no points for certifications End Date: December 31, 2025

Services:

CHASS currently operates the WIC program within the Southwest Center. CHASS offers assistance with the distribution of food benefits, nutrition education/support, breastfeeding promotion, and linking clients to health care and other resources to support the overall health and well-being of the family. Vendor will provide reports and work in conjunction with DHD to integrate Immunization services, lead screening services and other related health services in WIC clinics.

Hour of Operation: Mon. -Fri. 8 am – 4:30 pm. Sat. 8 am – Noon. Services will be provided to an estimated 2,388 eligible participants monthly.

Vendor will provide Special Supplemental Food Program for Women, Infants, and Children (WIC) Nutrition program assists in meeting the nutritional needs of expectant, breast feeding and postpartum women, infants, and children through age five. Program services include: nutritional education and counseling; supplemental nutritious foods; health screenings; breastfeeding support; infant formula for babies up to one-years-old; health screenings; lead poisoning education and lead testing; hemoglobin testing; referrals for additional services and outreach.

Vendor will conduct preparation for program activities, program operations, registration and certifications, program reporting activities, and as indicated, close out activities, and other preparation to implement and assure program operations and delivery of services, as well as attend supervisory trainings and ensure that all staff attends, remain compliant with required trainings.

Contract discussion continues onto the next page.

Health - continued

6004907 100% Grant Funding – To Provide Preparation for Program Activities, Program Operations, Registration and Certifications, and Program Reporting Activities for the Women, Infants and Children (WIC) Program. – Contractor: Community Health & Social Service Center dba CHASS – Location: 5365 West Fort Street, Detroit, MI 48209 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$984,241.00

Fees:

1st Year Budget from 10/1/2022 – 9/30/23:

Salaries/Wages	\$201,240
Fringe Benefits	\$60,372
Travel	\$2,075
Supplies & Materials	\$9,000
Contractual (Subcontracts)	\$1,000
Other Expenses	\$16,904
Indirect Costs (10%)	\$29,059
1 st year TOTAL	\$319,500

The annual budget amount will VARY from program year to program year depending on the grant allocation awarded to the City by the State. The program year runs from October 1st to September 30th each year.

TOTAL not to exceed \$984,241 for the 3 year term, which averages about \$332,370.50 per year for the remaining 2 years of the term.

Vendor will submit monthly invoices for reimbursement of expenditures during the previous month based on the approved contract budget

Additional Information:

Previous Contract with CHASS:

Contract 6002597 was originally approved February 11, 2020 for CHASS to provide WIC Services for \$918,195.50; through September 30, 2022.

HEALTH

6004908 100% Grant Funding – To Provide Preparation for Program Activities, Program Operations, Registration and Certifications, and Program Reporting Activities for the Women, Infants and Children (WIC) Program. – Contractor: Arab American and Chaldean Council – Location: 111 W 7 Mile Road, Detroit, MI 48203 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$3,965,756.00

Funding

Account String: **2104-20867-251111-612110**
Fund Account Name: **Health Grants Fund**
Appropriation Name: **WIC Resident Services 9/2022**
Funds Available: **\$1,785,483 as of December 16, 2022**

Tax Clearances Expiration Date: **8-3-23**
Political Contributions and Expenditures Statement:
Signed: **7-12-22** Contributions: **None**

Consolidated Affidavits

Date signed: **7-12-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information:

Bids opened on September 30, 2022 and closed on October 24, 2022. 18 invited suppliers; 3 Bids Received.
Bids evaluated based on Experience with WIC [35 points], Experience in performance of services [25 points], Knowledge of community partners/organizations [15 points], Financial Integrity/management [15 points], and Staffing Plan [10 points]. Maximum without Business Certifications= 100 points. Business Certifications for Vendor [15 points] & Subcontractor [20 points]. Total with Certifications = 130 points.

2 Other Bids:

Community Health & Social Service Center dba CHASS	61.67 points; no points for certifications
Moms & Babes Too MSSP/ISSP, Inc.	45 points; no points for certifications

NOTE: All 3 bids won an award. All 3 are included in this report as CHASS [6004907] & M&BT [6004906].

Contract Details

Vendor: Arab American and Chaldean Council [AACC]	Bid: 93.33 points; no points for certifications
Amount: \$3,965,756	End Date: December 31, 2025

Services:

AACC has 40 outreach offices located throughout the tri county area of Wayne, Oakland, and Macomb.

Vendor offers assistance with the distribution of food benefits, nutrition education/support, breastfeeding promotion, and linking clients to health care and other resources to support the overall health and well-being of the family. Vendor will provide reports and work in conjunction with DHD to integrate Immunization services, lead screening services and other related health services in WIC clinics.

Hour of Operation: Mon. -Fri. 8 am – 4:30 pm. Sat. 8 am – Noon. Services will be provided to an estimated 8,599 eligible participants monthly at its 3 Detroit locations, including Joy/Greenfield DHS office located at 8655 Greenfield, Detroit, 48228; 201 W. 7 Mile, Detroit 48203; & 9641 Harper, Detroit 48213 inside the NSO building. All 3 locations speak English, Arabic and Chaldean. The 7 mile location also speaks Bengali.

Vendor will provide Special Supplemental Food Program for Women, Infants, and Children (WIC) Nutrition program assists in meeting the nutritional needs of expectant, breast feeding and postpartum women, infants, and children through age five. Program services include: nutritional education and counseling; supplemental nutritious foods; breastfeeding support; infant formula for babies up to one-years-old; health screenings; lead poisoning education and lead testing; hemoglobin testing; referrals for additional services and outreach.

Contract discussion continues onto the next page.

Health - continued

6004908 100% Grant Funding – To Provide Preparation for Program Activities, Program Operations, Registration and Certifications, and Program Reporting Activities for the Women, Infants and Children (WIC) Program. – Contractor: Arab American and Chaldean Council – Location: 111 W 7 Mile Road, Detroit, MI 48203 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$3,965,756.00

Services - continued:

Vendor will conduct preparation for program activities, program operations, registration and certifications, program reporting activities, and as indicated, close out activities, and other preparation to implement and assure program operations and delivery of services, as well as attend supervisory trainings and ensure that all staff attends, remain compliant with required trainings.

Fees:

1st Year Budget:

Operation Staff: 1 WIC Director; 4 Registered Dietitian; 6 Nutrition Specialist; 7 CSR; IT support.

Staffing Total	\$764,058
Fringe Benefits	\$301,989
SUBTOTAL Staff Cost	\$1,066,047

Other Direct Cost:

Occupancy	\$55,640
Communication	\$15,620
Supplies including Medical	\$13,800
Copier Lease	\$1,500
Travel	\$4,500
Insurance & Subscriptions	\$11,750
SUBTOTAL Other Direct Cost	\$102,810
Administration costs 9.38%	\$120,993
1st Year TOTAL Budget	\$ 1,289,850

TOTAL not to exceed \$3,965,756 for the 3 year term, which averages about \$1,337,953 per year for the remaining 2 years.

Vendor will submit monthly invoices for reimbursement of expenditures during the previous month based on the approved contract budget

Additional Information:

Previous Contract with AACC:

Contract 6002598 was originally approved the week of April 6, 2020 Recess for AACC to provide WIC Services for \$2,924,807; through September 30, 2022. Amendment 1 was approved the week of August 16, 2022 Recess, which increased costs by \$648,017 and added a year & 3 months for a total of \$3,572,824; through December 31, 2023. The full authorized \$3,572,824 amount has been expended on this contract.

HOUSING AND REVITALIZATION

6003780 100% Grant Funding – AMEND 2 – To Provide an Increase of Funds Only for Senior Citizen Covid-19 Emergency Response. – Contractor: St Patrick Senior Center, Inc. – Location: 58 Parson Avenue, Detroit, MI 48201 – Contract Period: July 1, 2021 through June 30, 2023 – Contract Increase Amount: \$200,728.50 – Total Contract Amount: \$433,777.66

Funding

Account String: **2001-20813-360047-651147-350999**
Fund Account Name: **Block Grant Fund**
Appropriation Name: **CDBG-CV CARES ACT Funds**
Funds Available: **\$12,082,149 as of December 16, 2022**

Tax Clearances Expiration Date: **6-14-23**
Political Contributions and Expenditures Statement:
Signed: **4-6-22** Contributions: **None**

Consolidated Affidavits

Date signed: **4-6-22**

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

None, because this is an amendment to an existing contract. No bid solicitation was provided at the time of approval in September 2021.

Contract Details:

Vendor: **St Patrick Senior Center, Inc.** Amount: **Add \$200,728.50; Total \$433,777.66**
End Date: **No changes; through June 30, 2023**

Services remains the same:

Continue providing Covid-19 relief for Seniors through the Health and Wellness Program 2020 Expanded Covid-19 Program for Seniors at the St. Patrick Senior Center. Services include:

- **Wellness checks to 1,000 seniors (55 years & older) by Madonna Nursing Students and subrecipient staff, including Health screening, assessment, goal setting, and follow up recommendations will be provided to 400 clients;**
- **Community Navigator Benefit assistance including include providing assistance to enable clients to**
- **access and enroll in entitlement and benefit programs to 150 clients;**
- **Nonemergency medical transportation will be provided to 1,750 participants;**
- **Incontinence Supplies will be provided to a minimum of 200 participants for a maximum of 4 months;**
- **Essential Household supply packages will be provided once to 400 participants (one per household);**
- **Basic Emergency kits will be provided once to 400 participants (one per household);**
- **Package or Kit Delivery to 800 participants (one per household).**

An average of 300 service units per month will be provided, which amounts to a minimum of 4,100 service units to at least 1,000 older adults provided over the life of the contract.

Participants of the Health and Wellness Program are recruited through hospital discharge planners, social workers, home health care agencies, agencies within the aging network, outreach presentations, and word of mouth through program participants and volunteers. The services will be provided by St. Patrick Senior Center staff and volunteers.

Services will be provided Monday – Friday, from 8 am – 4 pm.

Contract discussion continues onto the next page.

Housing & Revitalization - continued

6003780 100% Grant Funding – AMEND 2 – To Provide an Increase of Funds Only for Senior Citizen Covid-19 Emergency Response. – Contractor: St Patrick Senior Center, Inc. – Location: 58 Parson Avenue, Detroit, MI 48201 – Contract Period: July 1, 2021 through June 30, 2023 – Contract Increase Amount: \$200,728.50 – Total Contract Amount: \$433,777.66

Budget:

The full authorized \$233,049.16 authorized has been expended on this contract. Below is a Chart of the complete budget, including the amended budget amounts.

Complete the following budget form for the requested public service activity:	Amount from CDBG/NOF
ADMINISTRATION EXPENSES (Not more than 10% of Allocation & no direct client contact)	
Executive Director (\$40 x 12 x 24)	16,738.60
Deputy Director (\$20 x 23 x 24)	3,827.00
Activities Director (\$18 x 21 x 24)	-
Grant Reporter/Accountant (\$30 x 4 x 24)	10,946.00
Employer Taxes (FICA, etc) & Finge (health insurance, life insurance, etc)	8,368.62
TOTAL ADMINISTRATION EXPENSES	39,880.22
PROGRAM EXPENSES	
Benefit Navigator (1,000 hours @ \$20/hr)	7,179.75
Operations Assistant (\$13 x 30 hrs/week x 24)	13,119.70
Employer Taxes (FICA, FUTA etc) & Finge (health insurance, life insurance, etc)	487.50
Shopping/Prescription Picku/Delivery (servicing 160 clients \$200 groceries or towards prescriptions + \$40 to perform each service)	38,400.00
Grocery/Incontinence Service	-
Wellness Checks (1,000 hours @ \$15/hr)	14,261.25
Emergency Food Care Packages (1,500 @ \$25 ea)	35,525.00
Hygiene/PPE Kits (1,500 @ \$15 ea)	20,010.00
Prepared Meals (1,346 meals @ \$12 ea)	16,157.82
Meal and Supplies Delivery cost (2,800 deliveries @ \$10 ea)	26,160.00
Chronic Disease Screen & Assessment- 400 clients @ \$20/ea	8,000.00
Essential Household Supplies (EHS) 400 clients @ \$150 ea	60,000.00
Basic Emergency Kits (BEK) 400 clients @ \$50 ea	20,000.00
Procurement, Distribution & Delivery - 800 (EHS + BEK) @ \$40 ea	32,000.00
Incontinence Supplies - 50 clients, 4 months of service @ \$50/service	10,000.00
Non Emergency Medical Transportation - (NEMT) 100 clients (875 - 20 mile round trips @ \$2.50/mile or 1750 - 10 mile one-way trips)	43,750.00
TOTAL PROGRAM EXPENSES	345,051.02
OTHER PROGRAM EXPENSES	
Sanitizing Stations/Food Transportation Delivery Equipment, etc)	13,348.65
Vehicle Lease Payment/Insurance	10,000.00
Vehicle Covid Safety Equipment	20,000.00
Miscellaneous Expense	5,497.77
TOTAL OTHER PROGRAM EXPENSES	48,846.42
TOTAL:	433,777.66
Administration Expense %	9%

Additonal Information:

6003780 was approved September 28, 2021 to provide Covid-19 Expanded Services Prog. Seniors in Detroit for \$\$233,049.16; through June 30, 2022. Amendment 1 to extend the contract term by 1 year through June 30, 2023 was approved July 26, 2022 .There were no requests to add funding under Amendment 1.

HOUSING AND REVITALIZATION

6003910 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Atty. Tower Karson, P.L.L.C. – Location: 10988 Middlebelt Road, Livonia, MI 48150 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$150,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Funding Source

Account String: 3923-22001-361111-651147
Fund Account Name: **American Rescue Plan Act ARPA**
Appropriation Name: **ARPA - Emergency Rental Assistance Grant**
Funds Available: **\$6,793,885 as of December 16, 2022**

Tax Clearances Expiration Date: **7-25-23**

Political Contributions and Expenditures Statement:

Signed: **4-25-22** Contributions: **None**

Consolidated Affidavits

Date signed: **4-25-22**

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: **Atty. Tower Karson, P.L.L.C.** Amount: **+\$0.00 to \$150,000.00** End Date: **+ 6 months to June 30, 2023**

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the length of time by adding 6 months to the term; creating the new end date of June 30, 2023.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone’s record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In “100%” cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance “80/20” cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION

6003910 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Atty. Tower Karson, P.L.L.C. – Location: 10988 Middlebelt Road, Livonia, MI 48150 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$150,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Services-continued:

When cases are resolved at court, DLTLC attorneys may submit an Invoice Upon Completion (IUC) and the associated paperwork to obtain payment from the city, usually in less than two weeks.

Assistance under this project will consist of initial problem-solving conversations follow-up and/or light-touch case management services to those households who have been diverted to help ensure housing stability and to assess the need for financial assistance. Light-touch case management services will include help with creating a reasonable housing placement/stabilization plan, housing information and search assistance, and limited financial assistance. Progressive Engagement will be used, and services will be dependent on each households' needs.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 16, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

- 6003910 from September 21, 2021 through June 30, 2023.
- 1. 6004000 from September 24, 2021 through September 23, 2023.
- 2. 6004051 from November 3, 2021 through June 30, 2023.
- 3. 6004155 from December 7, 2021 through June 30, 2023.
- 4. 6004158 from December 8, 2021 through June 30, 2023.
- 5. 6004160 from December 8, 2021 through June 30, 2023.
- 6. 6004180 from December 9, 2021 through June 30, 2023.

Contract 6003910 Amendment 1 was approved at formal session on July 26, 2022 for \$150,000 through December 31, 2022.

*****Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit and/ or all services rendered fees will be waived. See Exhibit G for explanation.

HOUSING AND REVITALIZATION

6004000 100% ARPA Funding – AMEND 1 – To Provide an Increase of Funds and Amend the Scope of Services for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Hassan M. Merhi ESQ – Location: 250 E Harbortown Drive, Apartment 1306, Detroit, MI 48207 – Contract Period: September 24, 2021 through September 23, 2023 – Contract Increase Amount: \$50,000.00 – Total Contract Amount: \$74,000.00.

Funding Source

Account String: 3923-22001-361111-651147

Fund Account Name: American Rescue Plan Act-ARPA

Appropriation Name: ARPA - Emergency Rental Assistance Grant

Funds Available: \$6,793,885 as of December 16, 2022

Tax Clearances Expiration Date: 8-17-23

Political Contributions and Expenditures Statement:

Signed: 7-15-22 Contributions: None

Consolidated Affidavits

Date signed: 7-15-22

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: Hassan M. Merhi ESQ Amount: +\$50,000 to \$74,000

End Date: Remains the same; September 23, 2023, 2023

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the funding by \$50,000 to \$74,000.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone's record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In "100%" cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance "80/20" cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING & REVITALIZATION- *continued*

6004000 100% ARPA Funding – AMEND 1 – To Provide an Increase of Funds and Amend the Scope of Services for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Hassan M. Merhi ESQ – Location: 250 E Harbortown Drive, Apartment 1306, Detroit, MI 48207 – Contract Period: September 24, 2021 through September 23, 2023 – Contract Increase Amount: \$50,000.00 – Total Contract Amount: \$74,000.00.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 23, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

- 6004000 from September 24, 2021 through September 23, 2023.
- 1. 6003910 from September 21, 2021 through June 30, 2023.
- 2. 6004051 from November 3, 2021 through June 30, 2023.
- 3. 6004155 from December 7, 2021 through June 30, 2023.
- 4. 6004158 from December 8, 2021 through June 30, 2023.
- 5. 6004160 from December 8, 2021 through June 30, 2023.
- 6. 6004180 from December 9, 2021 through June 30, 2023.

Contract 6004000 was approved on December 23, 2021 for \$24,000 through September 23, 2023.

*****Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit and/ or all services rendered fees will be waived. See Exhibit G for explanation.

HOUSING AND REVITALIZATION

6004051 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Babi Law Firm, PLLC – Location: 8424 E 12 Mile Road, Suite 200, Warren, MI 48093 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$150,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Funding Source

Account String: **3923-22001-361111-651147**
Fund Account Name: **American Rescue Plan Act- ARPA**
Appropriation Name: **ARPA - Emergency Rental Assistance Grant**
Funds Available: **\$6,793,885 as of December 16, 2022**

Tax Clearances Expiration Date: **7-18-23**
Political Contributions and Expenditures Statement:
Signed: **4-21-22** Contributions: **None**

Consolidated Affidavits

Date signed: **4-21-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records
 Immigrant Detention System Rec
Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: **Babi Law Firm, PLLC** Amount: **+\$0.00 to \$150,000.00** End Date: **+ 6 months to June 30, 2023**

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the length of time by adding 6 months to the term; creating the new end date of June 30, 2023.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone’s record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In “100%” cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance “80/20” cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION

6004051 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Babi Law Firm, PLLC – Location: 8424 E 12 Mile Road, Suite 200, Warren, MI 48093 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$150,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Services-continued:

When cases are resolved at court, DLTLC attorneys may submit an Invoice Upon Completion (IUC) and the associated paperwork to obtain payment from the city, usually in less than two weeks.

Assistance under this project will consist of initial problem-solving conversations follow-up and/or light-touch case management services to those households who have been diverted to help ensure housing stability and to assess the need for financial assistance. Light-touch case management services will include help with creating a reasonable housing placement/stabilization plan, housing information and search assistance, and limited financial assistance. Progressive Engagement will be used, and services will be dependent on each households' needs.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 23, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

6004051 from November 3, 2021 through June 30, 2023.

1. 6003910 from September 21, 2021 through June 30, 2023.
2. 6004000 from September 24, 2021 through September 23, 2023.
3. 6004155 from December 7, 2021 through June 30, 2023.
4. 6004158 from December 8, 2021 through June 30, 2023.
5. 6004160 from December 8, 2021 through June 30, 2023.
6. 6004180 from December 9, 2021 through June 30, 2023.

Contract 6004051 Amendment 1 was approved at formal session on July 26, 2022 for \$150,000 through December 31, 2022.

*****Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit. and/ or all services rendered fees will be waived. See Exhibit G for explanation.

HOUSING AND REVITALIZATION

6004155 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Marlayna Schoen – Location: 255 E Drayton Street, Apartment 108, Ferndale, MI 48220 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Funding Source

Account String: **3923-22001-361111-651147**
Fund Account Name: **American Rescue Plan Act- ARPA**
Appropriation Name: **ARPA - Emergency Rental Assistance Grant**
Funds Available: **\$6,793,885 as of December 16, 2022**

Tax Clearances Expiration Date: **5-3-23**

Political Contributions and Expenditures Statement:

Signed: **4-15-22** Contributions: **None**

Consolidated Affidavits

Date signed: **4-15-22**

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Sole Employee- No application
- Slavery Era Records Disclosure
- Prison Industry Records
- Immigrant Detention System Rec
Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: **Marlayna Schoen** Amount: **+\$0.00 to \$75,000.00** End Date: **+ 6 months to June 30, 2023**

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the length of time by adding 6 months to the term; creating the new end date of June 30, 2023.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone’s record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In “100%” cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance “80/20” cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION

6004155 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Marlayna Schoen – Location: 255 E Drayton Street, Apartment 108, Ferndale, MI 48220 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Services-continued:

When cases are resolved at court, DLTLC attorneys may submit an Invoice Upon Completion (IUC) and the associated paperwork to obtain payment from the city, usually in less than two weeks.

Assistance under this project will consist of initial problem-solving conversations follow-up and/or light-touch case management services to those households who have been diverted to help ensure housing stability and to assess the need for financial assistance. Light-touch case management services will include help with creating a reasonable housing placement/stabilization plan, housing information and search assistance, and limited financial assistance. Progressive Engagement will be used, and services will be dependent on each households' needs.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 23, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

6004155 from December 7, 2021 through June 30, 2023.

1. 6003910 from September 21, 2021 through June 30, 2023.
2. 6004000 from September 24, 2021 through September 23, 2023.
3. 6004051 from November 3, 2021 through June 30, 2023.
4. 6004158 from December 8, 2021 through June 30, 2023.
5. 6004160 from December 8, 2021 through June 30, 2023.
6. 6004180 from December 9, 2021 through June 30, 2023.

Contract 6004155 Amendment 1 was approved at formal session on July 26, 2022 for \$75,000 through December 31, 2022.

*****Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit and/ or all services rendered fees will be waived. See Exhibit G for explanation.

HOUSING AND REVITALIZATION

6004158 100% ARPA – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: My Michigan Legal, PLLC – Location: 500 Griswold Street, Detroit, MI 48226 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Funding

Account String: 3923-22001-361111-651147
Fund Account Name: American Rescue Plan Act- ARPA
Appropriation Name: ARPA - Emergency Rental Assistance Grant
Funds Available: \$6,793,885 as of December 16, 2022

Tax Clearances Expiration Date: 11-17-23

Political Contributions and Expenditures Statement:

Signed: 11-1-22 Contributions: 1- Mayor-2021
4- 2018 to 2021- Previous Council

Consolidated Affidavits

Date signed: 11-1-22

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Sole Employee- No application
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

This is an amendment to the original contract.

Contract Details:

Vendor: My Michigan Legal, PLLC Amount: +\$0.00 to \$75,000.00 End Date: + 6months to June 30, 2023

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the length of time by adding 6 months to the term; creating the new end date of June 30, 2023.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone's record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In "100%" cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance "80/20" cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION

6004158 100% ARPA – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: My Michigan Legal, PLLC – Location: 500 Griswold Street, Detroit, MI 48226 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Services-continued:

When cases are resolved at court, DLTLC attorneys may submit an Invoice Upon Completion (IUC) and the associated paperwork to obtain payment from the city, usually in less than two weeks.

Assistance under this project will consist of initial problem-solving conversations follow-up and/or light-touch case management services to those households who have been diverted to help ensure housing stability and to assess the need for financial assistance. Light-touch case management services will include help with creating a reasonable housing placement/stabilization plan, housing information and search assistance, and limited financial assistance. Progressive Engagement will be used, and services will be dependent on each households' needs.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 23, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

6004158 from December 8, 2021 through June 30, 2023.

1. 6003910 from September 21, 2021 through June 30, 2023.
2. 6004000 from September 24, 2021 through September 23, 2023.
3. 6004051 from November 3, 2021 through June 30, 2023.
4. 6004155 from December 7, 2021 through June 30, 2023.
5. 6004160 from December 8, 2021 through June 30, 2023.
6. 6004180 from December 9, 2021 through June 30, 2023.

Contract 6004158 Amendment 1 was approved at formal session on July 26, 2022 for \$75,000 through December 31, 2022.

Vendor is registered with Sam.gov- Expiration Date October 21, 2023.

HOUSING AND REVITALIZATION

6004160 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Attisha Law, PLC – Location: 1570 Cass Lake Road, Keego Harbor, MI 48320 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Funding

Account String: **3923-22001-361111-651147**
Fund Account Name: **American Recue Plan Act- ARPA**
Appropriation Name: **ARPA - Emergency Rental Assistance Grant**
Funds Available: **\$6,793,885 as of December 16, 2022**

Tax Clearances Expiration Date: **5-3-23**
Political Contributions and Expenditures Statement:
Signed: **7-18-22** Contributions: **None**

Consolidated Affidavits

Date signed: **7-18-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: **Attisha Law, PLC** Amount: **+\$0.00 to \$75,000.00** End Date: **+ 6 months to June 30, 2023**

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the length of time by adding 6 months to the term; creating the new end date of June 30, 2023.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone’s record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In “100%” cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance “80/20” cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION

6004160 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Attisha Law, PLC – Location: 1570 Cass Lake Road, Keego Harbor, MI 48320 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Services-continued:

When cases are resolved at court, DLTLC attorneys may submit an Invoice Upon Completion (IUC) and the associated paperwork to obtain payment from the city, usually in less than two weeks.

Assistance under this project will consist of initial problem-solving conversations follow-up and/or light-touch case management services to those households who have been diverted to help ensure housing stability and to assess the need for financial assistance. Light-touch case management services will include help with creating a reasonable housing placement/stabilization plan, housing information and search assistance, and limited financial assistance. Progressive Engagement will be used, and services will be dependent on each households' needs.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 16, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

6004160 from December 8, 2021 through June 30, 2023.

1. 6003910 from September 21, 2021 through June 30, 2023.
2. 6004000 from September 24, 2021 through September 23, 2023.
3. 6004051 from November 3, 2021 through June 30, 2023.
4. 6004158 from December 8, 2021 through June 30, 2023.
5. 6004155 from December 7, 2021 through June 30, 2023.
6. 6004180 from December 9, 2021 through June 30, 2023.

Contract 6004160 Amendment 1 was approved at formal session on July 26, 2022 for \$75,000 through December 31, 2022.

*****Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit and/ or all services rendered fees will be waived. See Exhibit G for explanation.

HOUSING AND REVITALIZATION

6004180 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Atty. Michael I Okechukwu – Location: 440 Burroughs, Suite 645, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Funding

Account String: 3923-22001-361111-651147
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Emergency Rental Assistance Grant
Funds Available: \$6,793,885 as of December 16, 2022

Tax Clearances Expiration Date: 7-11-23

Political Contributions and Expenditures Statement:

Signed: 7-14-22 Contributions: 1- Mayor-2021
4- 2018 to 2021- Previous Council

Consolidated Affidavits

Date signed: 11-1-22

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Sole Employee- No Application
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

No bid; this is an amendment

Contract Details:

Vendor: Michael I Okechukwu Amount: +\$0.00 to \$75,000.00 End Date: + 6 months to June 30, 2023

Background:

On August 27, 2021, a Request for Information (RFI) was released by the City of Detroit, requesting applications from qualified attorneys willing to serve as Detroit Landlord Tenant Legal Counsel as an emergency non- standard procurement.

Services:

This amended contract shall increase the length of time by adding 6 months to the term; creating the new end date of June 30, 2023.

This program is meant to serve Detroit renters impacted by the COVID-19 pandemic, affecting their housing stability, potential leading to homelessness.

The City of Detroit will administer the Detroit Landlord-Tenant Legal Counsel (DLTLC) Program where legal counsel will be assigned to unrepresented tenants at some stage of eviction. This counsel will work with the tenant and their landlord or their attorney to resolve their case in a maximally beneficial way, which may include coordinating rental arrear payments with the CERA program, reducing excessive fines and delinquent rent charges, crafting conditional dismissals, enforcing housing quality standards for necessary repairs, minimizing evictions entered on someone’s record, retaining subsidized housing benefits, extending relocation periods, and so on.

Almost all of these cases fall in one of two categories. In “100%” cases, the landlord will have a Certificate of Compliance (or an accepted exception) to demonstrate satisfaction of code requirements, and the landlord will be able to receive all, or 100%, of the rent owed through CERA funding. In CERA Rental Compliance “80/20” cases, the landlord may be unwilling or unable to demonstrate compliance, and so, 80% of the amount due will be paid with CERA funding while 20% is held in escrow until the landlord satisfies the code.

DLTLC attorneys will be listed on a directory as willing and able to take clients who would otherwise go unrepresented after their pre-trial conference or court appearances. The city will administer the program with a Smartsheet (or similar technology-based tool) to make assignments; to keep track of the referrals made; and to monitor the status of each case. The 36th District Court will provide data on case statuses, and this will allow City officials to have an independent source of information to verify reports from DLTLC attorneys. DLTLC attorneys will be required to file an appearance in all their assigned cases.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION

6004180 100% ARPA Funding – AMEND 2 – To Provide an Extension of Time Only for Attorneys to Serve as Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings. – Contractor: Atty. Michael I Okechukwu – Location: 440 Burroughs, Suite 645, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 30, 2023 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$75,000.00
Previous Contract Period: June 10, 2022 through December 31, 2022

Services-continued:

When cases are resolved at court, DLTLC attorneys may submit an Invoice Upon Completion (IUC) and the associated paperwork to obtain payment from the city, usually in less than two weeks.

Assistance under this project will consist of initial problem-solving conversations follow-up and/or light-touch case management services to those households who have been diverted to help ensure housing stability and to assess the need for financial assistance. Light-touch case management services will include help with creating a reasonable housing placement/stabilization plan, housing information and search assistance, and limited financial assistance. Progressive Engagement will be used, and services will be dependent on each households' needs.

Fees:

II. Project Fees

The following chart outlines the costs for this project:

Type of Proceeding Condition for Payment Fee	Condition for Payment	Fee
100 CERA Case	Conditional Dismissal*	\$350
CERA Rental Compliance (80/20) case	Conditional Dismissal*	\$300
	Post Escrow Disbursement*	\$100

Exceptionally complicated case (as recognized by City after special request)
Final Dismissal* \$450

* As demonstrated by 36th District Court Register of Action

Additional Information:

*** The original contract did not require City Council approval because it was \$24,000, which is less than the \$25,000 threshold requirement for Council’s approval in accordance with Ord 17-5-91 on December 16, 2021.

Below is a list of all 7 amended contracts referred at the December 20, 2022 formal session for HRD’s Detroit Landlord Tenant Legal Counsel (DLTLC) Representing Detroit Residence in Eviction Proceedings that were increased by \$75,000 to \$150,000 and/ or increase of the term of the contract by 6 months, making all of them end June 30, 2023:

6004180 from December 9, 2021 through June 30, 2023.

1. 6003910 from September 21, 2021 through June 30, 2023.
2. 6004000 from September 24, 2021 through September 23, 2023.
3. 6004051 from November 3, 2021 through June 30, 2023.
4. 6004158 from December 8, 2021 through June 30, 2023.
5. 6004155 from December 7, 2021 through June 30, 2023.
6. 6004160 from December 8, 2021 through June 30, 2023.

Contract 6004180 Amendment 1 was approved at formal session on July 26, 2022 for \$75,000 through December 31, 2022.

*****Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit and/ or all services rendered fees will be waived. See Exhibit G for explanation.

HOUSING AND REVITALIZATION

6004046 100% Grant Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for Housing and Financial Counseling. – Contractor: CHN Housing Partners – Location: 2999 Payne Avenue, Suite 134, Cleveland, OH 44114 – Contract Period: Upon City Council Approval through May 31, 2023 – Contract Increase Amount: \$200,000.00 – Total Contract Amount: \$370,459.00.
Original Contract Period: November 1, 2021 through October 31, 2022

Funding

Account String: **2001-20813-360047-651147-350999**
Fund Account Name: **Block Grant**
Appropriation Name: **CDBG-CV CARES ACT Funds**
Funds Available: **\$12,082,149 as of December 16, 2022**

Tax Clearances Expiration Date: **10-20-23**
Political Contributions and Expenditures Statement:
Signed: **9-28-21** Contributions: **None**

Consolidated Affidavits

Date signed: **9-28-21**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies
 Slavery Era Records Disclosure
 Prison Industry Records
 Immigrant Detention System Rec
Disclosure

Bid Information:

None, because this is an amendment to an existing contract. This vendor was a Non-Standard Procurement request as a Sole Source provider at the time of approval in November 2021.

Contract Details:

Vendor: **CHN Housing Partners** Amount: **Add \$200,000; Total \$370,459**
End Date: **Add 7 months; through May 31, 2023**

Services:

Continue to develop, implement, and manage a Web Based Home Repair, Housing Stability Information, and Intake Tool to address the need of helping low-moderate income Detroit residents impacted by Covid-19 achieve housing stability. This includes the development and maintenance of a single point of entry for housing counseling services, a central Client Management System that integrates with housing counseling agencies existing data management systems, and ongoing technical assistance/support. Services include:

- **Support the design, implementation, and integration of a client management system, including integrations with HUD housing counseling, client intake, and housing programs to improve data tracking and reporting.**
- **Perform CRM discovery for Housing Stability Service Intake. Document goals, strategies, tactics and metrics as they relate to referral network build, intake for Homeowners Property Exemption (HOPE), Pay As You Stay (PAYS), Interest Reduced Stipulated Payment Agreement (IRSPA), and Detroit Tax Relief Fund (DTRF) (HOPE/PAYS/IRSPA/DTRF), and Housing Counseling programs.**
- **Configure, test, and launch new customizations of Salesforce and HomeKeeper.**
- **Training: develop and deliver training curriculum.**
- **Post-launch support, including system changes and adoption advising.**

Administrative offices are located at 2625 Gratiot, Detroit, MI 48207. Hours of operation: 9 am – 5 pm; Monday – Friday.

Fees (includes amended budget):

Executive Director	\$5,913= 113.71/hr x 1 hrs/wk x 52 weeks
Detroit Market Lead	\$93,466= 63.93/hr x 17 hrs/wk x 86 weeks
DHN Program Manager	\$13,500 = 39.71/hr x 10 hrs/wk x 34 weeks
Salesforce Administrator	\$9,749 = \$37.78/hr x 3 hrs/wk x 86 weeks
Marketing and Communications Manager	\$3,797 = \$37.78/hr x 3 hrs/wk x 34 weeks
CHN Consultant	\$25,000 = \$30/hr x 25 hr/wk x 34 weeks

Contract discussion continues onto the next page.

Housing & Revitalization – *continued*

6004046 100% Grant Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for Housing and Financial Counseling. – Contractor: CHN Housing Partners – Location: 2999 Payne Avenue, Suite 134, Cleveland, OH 44114 – Contract Period: Upon City Council Approval through May 31, 2023 – Contract Increase Amount: \$200,000.00 – Total Contract Amount: \$370,459.00.
Original Contract Period: November 1, 2021 through October 31, 2022

Fees - *continued*:

Fringe Benefits	\$17,678
Technology/Software Expenses Professional Fees	\$10,000
Consulting Services	\$191,356 = \$205/hr estimated fee x 933 consulting hrs.
TOTAL	\$370,459

The full authorized \$170,459 has been expended on this contract.

Additional Information:

Contract 6004046 was approved the week of November 23, 2021 Recess, for CHN Housing Partners to develop, implement, and manage a Web Based Home Repair, Housing Stability Information, and Intake Tool for \$170,459; through October 31, 2022.

HOUSING AND REVITALIZATION

6004588 100% ARPA Funding Small Business Support - Covid 19 Resource – AMEND 1 – To Provide an Amendment to the Scope of Services for Support Services and Small Business Grants to Small Businesses Affected by Covid-19. – Contractor: Detroit Economic Growth Association – Location: 115 Erskine Street, 2nd Floor, Detroit, MI 48201 – Contract Period: July 26, 2022 through March 31, 2026 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$9,000,000.00

Funding

Account String: **3923-22016-330115-617900-851602**
Fund Account Name: **American Rescue Plan Act-ARPA**
Appropriation Name: **ARPA - Small Business Support**
Funds Available: **\$ 39,511,006 as of December 16, 2022**

Tax Clearances Expiration Date: **11-17-23**

Political Contributions and Expenditures Statement:

Signed: **7-7-22** Contributions: **2- Current Council-2020 2021**

Consolidated Affidavits

Date signed: **7-7-22**

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Employment Application complies
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

This is an amendment to the original contract.

ARPA Allowable Use:

The proposed project is deemed an allowable use within the State and Local Fiscal Recovery Funds (SLFRF) compliance and reporting guidance expenditure category for Negative Economic Impacts (EC2).

Bid Information

No Bid, OCP described to LPD that this contract was fulfilled using the “Notice of Funds Available” Process- aka-NOFA.

Contract Details:

Vendor: **Detroit Economic Growth Association** Amount: **\$9,000,000.00** End Date: **March 31, 2026**

Services:

Vendor – Detroit Economic Growth Association -DEGA-Services shall provide to Detroit small and microenterprise businesses (SMBs) to provide direct and indirect access to technical assistance. Program service shall also be coordinated and aligned with city-sponsored programming such as Motor City Match and Detroit Business Liaisons.

Though services hereunder may be targeted to a particular subpopulation or problem area, DEGA must abide by the provisions of Article 9 (Compliance with Laws and Security Regulations) and Article 10 (Fair Employment Practices and Nondiscrimination Requirements) of this Agreement. Therefore, DEGA, in the provision of services hereunder, shall not discriminate against any otherwise qualified person applying for the Services, nor give preference to persons, nor limit provision of Services to persons, based solely on factors of race, ethnicity, gender, age, handicap, disability, sexual orientation or religion. In addition, services and resources provided by this Program must be accessible to program participants who speak Arabic, Spanish, or Bangla as a primary language. If there is a demonstrated need for program materials and assistance in additional foreign languages, DEGA shall provide necessary resources as needed.

The Small Business COVID Response Program will support Detroit-based small business organizations by providing financial grant assistance and access to business support resources such as mentoring, training, and workshop opportunities focusing on specialized services such as facilitation between lending institutions for grants and buyerto-supplier partnerships. The Small Business COVID Response Program will serve as a resource hub for SMBs addressing existing deficiencies in structural support and disparities in access to financial and educational resources. The aim is also to fully acknowledge the impacts of the COVID pandemic, mitigate them, and to deconstruct the barriers that the effects of the pandemic pose to a full and equitable recovery for Detroit small business owners. By utilizing an expansive network of business support service providers, business opportunities and resources will be shared and will specifically target SMBs with limited organizational capacity or who have disproportionately been impacted by COVID-19.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION (*Continued*):

6004588 100% ARPA Funding Small Business Support - Covid 19 Resource – AMEND 1 – To Provide an Amendment to the Scope of Services for Support Services and Small Business Grants to Small Businesses Affected by Covid-19. – Contractor: Detroit Economic Growth Association – Location: 115 Erskine Street, 2nd Floor, Detroit, MI 48201 – Contract Period: July 26, 2022 through March 31, 2026 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$9,000,000.00

Services (cont.):

Business Technical Support Services

Accelerations and Incubators: DEGA will provide Detroit businesses access to mentorship, investors, and other support that will help SMBs become more stable, self-sufficient, and scalable.

Learning Opportunities DEGA will provide learning opportunities such as workshops, seminars, and training which will teach entrepreneurial skills including but not exhaustive to grant writing, program design, and record keeping. Additionally, the Small Business Covid Response Program may take advantage of opportunities to partner with other organizations or initiatives to make additional training available.

Capacity Building DEGA will provide opportunities to build operational capacity with support in areas such as marketing, web development, accounting, and point of scales.

Vending Opportunities DEGA will provide resources to assist SMBs that participate in local vending opportunities. DEGA may host such events or inform SMBs of such events in Detroit or across the metropolitan Detroit area. Opportunities will be available at events such as pop-ups, festivals, fairs, and concerts.

Loan & Grant Awards, Small Business Debt Paydown Assistance & Cross Program Alignment

Program Monitoring and Reporting DEGA will record all program-related data and activity and provide all required reporting. Required reporting will entail collecting and analyzing program data, pursuant to agreements with the City of Detroit and the reporting requirements of the ARPA Final Rule.

DEGA expects the following outputs as a result of program implementation, subject to adjustment as may be agreed by the City and DEGA

Output Name Output Target Number of SMBs receiving grants from this program 300 businesses

Number of new jobs created and/or retained 200 jobs

Number of SMBs receiving support with significant revenue increases 100 businesses

Number of new businesses supported and/or launched in traditional growth sectors 100 businesses

Number of new businesses supported and/or launched in underrepresented growth sectors 100 businesses

Number of hours of mentoring accessed by business owners 1500 hours

Number of SMBs accessing technical assistance 1000 businesses

***Number of SMBs who reported gaining key skills for running a successful business 1500 businesses p
previously 2500

Number of SMBs owned by people of color supported financially 250 businesses

Reported increase in revenues for businesses owned by people of color 300 businesses

****Number of SMBs owned by people of color accessing technical assistance 800 businesses;
previously 2000

Number of SMBs owned by people of color who report gained key skills for running a successful business 1200 businesses

Contract discussion continues onto the next page.

HOUSING AND REVITALIZATION (Continued):

6004588 100% ARPA Funding Small Business Support - Covid 19 Resource – AMEND 1 – To Provide an Amendment to the Scope of Services for Support Services and Small Business Grants to Small Businesses Affected by Covid-19. – Contractor: Detroit Economic Growth Association – Location: 115 Erskine Street, 2nd Floor, Detroit, MI 48201 – Contract Period: July 26, 2022 through March 31, 2026 – Amended Contract Amount: \$0.00.
Total Contract Amount: \$9,000,000.00

Fees:

Small Business Covid Response Program

Purpose	Type of Reimbursable Cost	Quarterly Reimbursement **	Total Reimbursement	Quarters of Reimbursement	Period of Service
Administration	Salaries/Fringes/Equipment	\$67,200	\$1,008,000	15	7/1/22 to 3/31/26
Administration	Professional/Compliance/Legal	\$62,300	\$934,500	15	7/1/22 to 3/31/26
Total Administration		\$129,500	\$1,942,500		
Technical Assistance	Direct Small Business Support	\$137,167	\$2,057,500	15	7/1/22 to 3/31/26
Financial Assistance	Grants or other financial assistance*	\$333,334	\$5,000,000	15	7/1/22 to 3/31/26
Total Awards		\$470,500	\$7,057,500		
Total Program			\$9,000,000		

*No additional grants may be awarded after June 30, 2024. No additional grants disbursements may be made after December 31, 2025. If applicable, any loans must be fully paid by June 30, 2024.

** Presumed Quarterly Reimbursement amounts are specified to ensure that sufficient funding remains to account for regularly occurring expenses throughout the life of the contract. It is understood that the Presumed Quarterly Reimbursement may increase or decrease subject to the maximum specified for each category of expense. If any quarterly payments are greater or lesser than the presumed quarterly amount per quarter, the subsequent quarters must be adjusted to assure that the total reimbursements for the type of expense does not exceed the specified total reimbursement for the category of expense.

There is an astrick within the graph, this is the previous language that the current vontract replaces:

* Previously- Finacial support Low/ No-Cost Loans & Grants \$2,000- 15 Rembursements quarterly total \$133,334 and;

Financial assistance High Interesst Rate Debt Relief for SMB’s \$3,000 15 per quarter total \$200,000.

Project and Expenditure Reports to U.S. Treasury are submitted quarterly.

FOR REPORTING PERIOD ENDING	SUBRECIPIENT DEADLINE FOR QUARTERLY REPORT:
Sept 30	Oct 15
Dec 31	Jan 15
March 31	April 15
June 30	July 15

Additional Information:

Contract 6004588 was approved at Formal Session on July 26, 2022 for \$9,000,000 through March 31, 2026.

HUMAN RESOURCES

6004216 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for the Continuation of Employee Engagement. – Contractor: Guidehouse, Inc. – Location: 2941 Fairview Park Drive, Suite 501, Falls Church, VA, 22042 – Contract Period: Upon City Council Approval through June 30, 2024 – Contract Increase Amount: \$67,000.00 – Total Contract Amount: \$134,000.00. *Original Contract Period: January 1, 2022 through December 31, 2022*

Funding

Account String: **1000-29280-280110-617900**
Fund Account Name: **General Fund**
Appropriation Name: **Human Resources Department Administration**
Funds Available: **\$1,184,507 as of December 16, 2022**

Tax Clearances Expiration Date: **11-16-23**
Political Contributions and Expenditures Statement:
Signed: **7-25-22** Contributions: **None**

Consolidated Affidavits

Date signed: **7-25-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Online Application Complies r
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information:

None, because this is an amendment to an existing contract. It was a Non -Standard Sole Source procurement request, at the time of approval.

Contract Details:

Vendor: **Guidehouse, Inc.** Amount: **Add \$67,000; Total \$134,000**
End Date: **Add 1 ½ years; through June 30, 2024**

Services remain the same:

Vendor in coordination with City will create a process involving employee engagement whereas the City would identify and describe, both qualitatively and quantitatively, the nature of the relationship between an organization and its employees.

- **Finalize and Plan Engagement Survey**
- **Administer Employee Engagement Survey (Survey Employees)**
- **Deliver Survey Results Reports and Provide Recommendations**
- **Take Action - Analysis and reporting should reveal potential areas for the City to focus on to improve employee engagement.**
- **Provide Follow-up and Ongoing Support - vendor will support continuous improvement strategy in a series of ways to sustain momentum and focus on improvement after the vendor has delivered the Executive Presentation to the designated leadership team including attendees such as the Mayor, the Cabinet, and relevant stakeholders identified by the Detroit Project Manager.**
- **The vendor will provide a sample action planning and accountability matrix for each department leader to assist with implementation. Additionally, as described in the fee schedule, five 1 hour sessions will be provided with department leaders or teams selected by the City to project manager to support their detailed action planning process.**

Fees remain the same:

Engagement Partner	\$310	Senior Consultant	\$170
Director I	\$280	Analyst	\$30
Manager I	\$225	Recovery Specialist II	\$65
Consultant I	\$145	Recovery Specialist I	\$45

The full previously approved, authorized \$67,000 has been expended on this contract.

Additional Information:

6004216 was approved March 29, 2022 for \$67,000; through December 31, 2022.

Other Guidehouse, Inc contract that was recently approved on Nov. 22, 2022: 6003729 Amendment 1 to add 1 year and increase costs by \$1,600,000 for FEMA Consulting Services Assist City of Detroit in Covid-19 Disaster through the OCFO; through August 23, 2023 and a total contract amount of \$6,288,790.

LAW

6003874 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for Legal Counsel on Immigration Employee Sponsorships for the City of Detroit. – Contractor: Clark Hill, PLC – Location: 500 Woodward Avenue, Suite 3500, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2023 – Contract Increase Amount: \$50,000.00 – Total Contract Amount: \$80,000.00.
Original Contract Period: August 16, 2021 through December 31, 2022

2 Funding Sources

Account String: **1000-29320-320010-613100**

Fund Account Name: **General Fund**

Appropriation Name: **Efficient and Innovative Operations Support – Law**

Funds Available: **\$10,939,475 as of December 16, 2022**

Tax Clearances Expiration Date: **5-10-23**

Political Contributions and Expenditures Statement:

Signed: **12-7-22**

Contributions: **None in the last 4 years.**

Only required to disclose contributions in the last 4 years. However, 10 were made in 2017: 2 to the Mayor, 3 to former Council Members, and 3 to candidates in other electoral races.

Consolidated Affidavits

Date signed: **10-18-22**

Covenant of Equal Opportunity

Hiring Policy Compliance;

Employment Application Complies

Slavery Era Records Disclosure

Prison Industry Records Disclosure

Immigrant Detention System Record Disclosure

Bid Information:

None, because this is an amendment to an existing contract.

Contract Details:

Vendor: **Clark Hill, PLC**

Amount: **Add \$50,000; Total to \$80,000**

End Date: **Add 1 year; through December 31, 2023**

Services remains the same:

The attorney will provide legal counsel on immigration matters, obtain immigration employee sponsorships for the City of Detroit. The immigration employee sponsorship includes but is not limited to the government filings and fees for immigration work authorization at the City of Detroit.

Fees:

Immigration Employee Sponsorship costs a flat-fee rate of 5,000.

Any additional filings/ fees that exceed the standard immigration employee sponsorship flat-fee rate will be provided to the city in an estimate at the onset of the matter being assigned to the Attorney.

\$29,850.14 of the authorized \$30,000 has been invoiced on this contract.

Additional Information:

Contract 6003874 was initially approved June 7, 2022 for \$30,000 to provide Legal Counsel on matters related to Immigration; through December 31, 2022.

POLICE

6003238 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for Vehicle Body Repair Service, Labor and/or Parts. – Contractor: Jefferson Chevrolet Co. – Location: 2130 E. Jefferson Avenue, Detroit, MI 48207 – Contract Period: Upon City Council Approval through December 31, 2023 – Contract Increase Amount: \$20,000.00 – Total Contract Amount: \$70,000.00.
Original Contract Period: January 1, 2021 through December 31, 2022

Funding

Account String: **1000-29371-370676-622100**
Fund Account Name: **General Fund**
Appropriation Name: **Policing Services Infrastructure**
Funds Available: **\$13,238,060 as of December 16, 2022**

Tax Clearances Expiration Date: **3-30-23**
Political Contributions and Expenditures Statement:
Signed: **11-10-22** Contributions: **None**

Consolidated Affidavits

Date signed: **11-10-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

None, because this is an amendment to the original contract. This vendor was 1 of 2 Bids were received at the time of approval. Both bids received contract awards. The other award was Pat Milliken [6003237] for \$50,000, as well.

Contract Details:

Vendor: **Jefferson Chevrolet Co.** Amount: **Add \$20,000; Total \$70,000**
End Date: **Add 1 year; through December 31, 2023**

Services/Fees remains the same:

Provide Vehicle Body Repair Service, Labor and/or Parts as needed for DPD's undercover police vehicles at the DPD Fleet Management Unit, which may consist of compact cars, station wagons, vans, small trucks, sport utility vehicles, and/or general service passenger cars.

Parts, GM, New, Genuine @ 15% discount from manufacturer's list prices. Parts, except GM, New, Genuine @ 10% discount from manufacturer's list prices.

Labor rate is \$40.00 per hour. Monday thru Friday, 8:00 a.m. to 5:00 p.m. Labor rate and discount from price list are firm.

Optional Towing: \$150 per vehicle.

Repairs completed within 3 – 5 business days. All parts and labor used on each specific repair job performed will have a material and workmanship warranty for a minimum of 30 days.

The full authorized \$50,000 has been expended on this contract.

Additional Information:

Contract 6003238 was initially approved the week of December 21, 2020 Recess for \$50,000; through December 31, 2022.

TRANSPORTATION

6001655 100% City Funding – AMEND 5 – To Provide an Extension of Time Only for the Mobile Ticketing Application for Smart Phones. – Contractor: Passport Labs, Inc. – Location: 128 S. Tryon Street, Suite 1000, Charlotte, NC 28202 – Contract Period: Upon City Council Approval through February 28, 2023 – Amended Contract Amount: \$0.00. *Total Contract Amount: \$260,120.78*
Original Contract Period: September 19, 2018 through December 31, 2022

Funding

Account String: **5301-29200-200290-617900**
Fund Account Name: **Transportation Operation**
Appropriation Name: **DDOT Administration**
Funds Available: **\$20,381,683 as of December 16, 2022**

Tax Clearances Expiration Date: **12-1-23**
Political Contributions and Expenditures Statement:
Signed: **11-16-22** Contributions: **None**

Consolidated Affidavits

Date signed: **11-16-22**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

None, because this is an amendment to the original contract.

Contract Details:

Vendor: **Passport Labs, Inc.** Amount: **No changes; Total \$260,120.78**
End Date: **Add 2 months; through February 28, 2023**

Services/Fees remains the same:

Continue to provide the DART Mobile Application cloud-based Application serviced by Passport Labs, which provides:

- **Multiple fare structures for groups of people such as students, veterans, etc.**
- **Provide digital coupon system to issue codes for discounts by school, merchant, or city department, etc.**
- **Offer communication in different languages by recognizing the language of the default language of the mobile device.**
- **Allows customers to purchase and manage multiple passes/tickets at one time, Store credit card information, multiple log-in options, and can be used on Android or IOS systems.**
- **Provides summary and real-time data reports of all transactions with relevant details.**
- **ADA compliant**
- **City is responsible for notifying Passport Labs of inaccuracies/outdated information on the site.**

*****NOTE: Passport Labs intended to discontinue the aforementioned Application December 31, 2022. They've agreed to extend the services to February 28, 2023 to give DDOT an opportunity to transfer to a new mobile fare application. According to OCP, the new company providing this service has been selected and the City is still in negotiation. Negotiations are expected to conclude in January 2023. The migration to the new Application and the contract should be in place by time this current contract expires at the end of February 2023. Extending the contract ensures riders will continue to have a mobile fare app, while the new contract is being negotiated.**

Fees Remains the same: 10% of each ticket transaction Revenue will be paid to the Contractor (Passport Labs, Inc), plus .15¢ for each ticket sold. All payments will be processed through Chase Paymentech. Sales revenue will be deposited into DDOT revenue account. Contractor will submit a monthly invoice to be paid the amount owed to them .

\$190,000 of the authorized \$260,120.78 has been expended on this contract.

Contract discussion continues onto the next page.

Transportation - *continued*

6001655 100% City Funding – AMEND 5 – To Provide an Extension of Time Only for the Mobile Ticketing Application for Smart Phones. – Contractor: Passport Labs, Inc. – Location: 128 S. Tryon Street, Suite 1000, Charlotte, NC 28202 – Contract Period: Upon City Council Approval through February 28, 2023 – Amended Contract Amount: \$0.00.

Total Contract Amount: \$260,120.78

Original Contract Period: September 19, 2018 through December 31, 2022

Additional Information:

Contract 6001655 was initially approved March 12, 2019 with Passport Labs, to enable the use of a mobile app. for the purchase of transportation passes on DDOT, SMART, Q-Line and the People Mover, through May 11, 2020. The vendor was paid 10% of each Tick transaction plus \$0.15 for each ticket sold.

Amendment 1, approved June 9, 2020, extended the term 1 year, through May 11, 2021, and added a cost of \$260,120.78 to Passport Lab for operating services for the mobile application.

Amendment 2 implemented some changes or updates to the Mobile application, but did not change the contract period, cost, or revenue, so it was not submitted to City Council.

Amendment 3 was approved July 6, 2021, to extend contract for an additional year; through May 10, 2022 because no fares were collected from March 2020 to March 2021 due to Covid-19.

Amendment 4 was approved March 22, 2022 to extend time by 7 months to continue to provide smart phone Mobile Ticketing Application for DDOT until DDOT finds a replacement vendor to provide this same service; through December 31, 2022. No additional funding was requested; total contract amount \$260,120.78.

TRANSPORTATION

6004930 100% City Funding – To Provide Bus Schedule Printing Services. – Contractor: Accuform Printing & Graphics, Inc. – Location: 7231 Southfield Road, Detroit, MI 48228 – Contract Period: Upon City Council Approval through December 19, 2023 – Total Contract Amount: \$120,000.00

Funding

Account String: **5301-29201-200030-626010**
Fund Account Name: **Transportation Operation**
Appropriation Name: **DDOT Planning**
Funds Available: **\$3,423,810 as of December 16, 2022**

Tax Clearances Expiration Date: **6-22-23**
Political Contributions and Expenditures Statement:
Signed: **8-18-20** Contributions: **None**

Consolidated Affidavits

Date signed: **8-18-20**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids opened & closed on: **October 28 & November 4, 2022. 10 Invited Suppliers; 2 Bids Received.**
Other Bid: **Omaree Investment Properties, LLC \$201,000 [based on a sample of various sizes of panels]**

Contract Details:

Vendor: **Accuform Printing & Graphics, Inc.**
Amount: **\$120,000**

Bid: **Lowest [\$84,300]**
End Date: **December 19, 2023**

Services:

As needed, Bus Route Schedules printing requests may occur up to 60 different schedules that are produced up to 4 times per year: January, April, June and August/September. The dates are subject to change based on the needs of the transit system. The total number of schedules to be printed may vary based on certain routes being modified, added, or eliminated.

Printing requests may include all bus schedules or a portion of the schedules depending on service changes, may involve new or revised artwork and/or reprints of previously approved artwork.

Orders may vary in quantities for each schedule in the amount of 10,000, 12,000 or 15,000. Further orders or reprints will be ordered in quantities of 1,000 per route or a minimum of 1,000 for other print media according to the specifications.

Schedules come in various page sizes and fold. Schedules are produced in up to 6 sizes and panel configurations:

A panel is 3.5"x7.5"

- 3 panels wide x 1 panel high= 10.5" x 7.5" unfolded
- 4 panels wide x 1 panel high= 15" x 7.5" unfolded
- 3 panels wide x 2 panels high= 10.5" x 15" unfolded
- 4 panels wide x 2 panels high= 14" x 15" unfolded
- 5 panels wide x 2 panels high= 17.5" x 15" unfolded
- 6 panels wide x 2 panels high= 21" x 15" unfolded

Delivery within 5)calendar days from receipt of digital files. Exceptions require the written permission of DDOT. Schedules shall be delivered to:

Detroit Department of Transportation - Marketing Division.

Contract discussion continues onto the next page.

Transportation - *continued*

6004930 100% City Funding – To Provide Bus Schedule Printing Services. – Contractor: Accuform Printing & Graphics, Inc. – Location: 7231 Southfield Road, Detroit, MI 48228 – Contract Period: Upon City Council Approval through December 19, 2023 – Total Contract Amount: \$120,000.00

Fees:

Description	UOM	Response Price
1-3 Panels wide x 1 panel high, 10.5" x 7.5"	EA	\$0.0635
2-4 panels wide x 1 panel high, 15" x 7.5"	EA	\$0.095
3-3 Panels wide x 2 panels high, 10" x 15"	EA	\$0.095
4-4 Panels wide x 2 panels high, 14" x 15"	EA	\$0.13
5-15 Panels wide x 2 Panels high, 21" x 15"	EA	\$0.15
6-6 Panels wide x 2 panels high, 21" x 15"	EA	\$0.19

Total not to exceed \$120,000.

Additional Information:

Recently approved Accuform contract: 6004796 was approved November 15, 2022 to provide various types of Bus Stop Decals for DDOT; through November 1, 2027 for \$125,200.

Exhibit A – 6004935 Property Information

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
E2/SA	16003006	5276 Ivanhoe	Midwest	48204	1925	1829	4825	1	10	60	60	130
E2/SA	14003274	4060 Taylor	Petoskey-Otsego	48204	1922	2565	4110	2	20	5	40	65
E2/SA	16018326	11417 Nardin	Nardin Park	48204	1920	936	4817	1	20	20	40	80
E2/SA	14012563	9274 Yellowstone	Nardin Park	48204	1916	1576	3077	1	5	120	60	185
E2/SA	14012772	9299 Yellowstone	Nardin Park	48204	1923		3057	2	20	60	120	200
E2/SA	16003221	5366 Maplewood	Midwest	48204	1917	1448	4029	1	60	80	40	180
E2/SA	10001796	2724 W Philadelphia	Jamison	48206	1919	1020	3146	1	10	20	40	70
E2/SA	16022204	8078 Burnette	Midwest	48204	1924	864	3117	1	60	60	60	180
E2/SA	16020920	9360 Monica	Midwest	48204	1922	864	3459	1	40	80	40	160
E2/SA	16018378	10023 Dalrymple	Nardin Park	48204	1924	2016	4795	2	40	40	120	200
E2/SA	12002503	2961 Taylor	Jamison	48206	1922	1960	4016	1	40	160	60	260
E2/SA	12001853	2982 Virginia Park	Wildemere Park	48206	1916	1357	4345	1	20	20	80	120
E2/SA	16002999	5332 Ivanhoe	Midwest	48204	1917	1255	3579	1	40	40	80	160
E2/SA	10001422	2740 Whitney	Wildemere Park	48206	1919	1824	3847	1	40	20	80	140
E2/SA	16024404	8569 American	Midwest	48204	1923	1156	3821	1	60	80	60	200
E2/SA	14006507	9744 Holmur	Nardin Park	48204	1922	761	3088	1	10	20	20	50
E2/SA	14007605	9730 N Martindale	Nardin Park	48204	1923	2700	6442	2	60	160	160	380
E2/SA	14007598-9	9688 N Martindale	Nardin Park	48204	1924	3000	12809	2	60	40	120	220
E2/SA	14006857	8771 Quincy	Petoskey-Otsego	48204	1919	1438	3578	1	60	40	80	180
E2/SA	16022267	9306 Burnette	Midwest	48204	1924		3434	2	80	120	40	240
E2/SA	16004092	5107 Underwood	Midwest	48204	1920	1406	4206	1	40	160	60	260
E2/SA	14013043	9958 Nardin	Nardin Park	48204	1919	1008	4794	1	40	40	60	140
E2/SA	12002465	3242 Hazelwood	Jamison	48206	1922	1418	3177	1	10	20	20	50
E2/SA	12002254	3039 Carter	Jamison	48206	1926	1257	3169	1	40	60	60	160

Exhibit B – 6004936 Property Information

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
E3/SA	10003939	2400 Leslie	Dexter-Linwood	48238	1938	1502	5342	1	10	40	80	130
E3/SA	10003854	2435 Leslie	Dexter-Linwood	48238	1928	2280	4177	1	5	40	80	125
E3/SA	08003918	2365 Highland	Dexter-Linwood	48206	1922	1326	3207	1	10	20	80	110
E3/SA	08003560	2310 Elmhurst	Dexter-Linwood	48206	1922	917	3346	1	10	40	40	90
E3/SA	04002806	661 Calvert	Gateway Community	48202	1912	1689	4959	1	60	40	60	160
E3/SA	06003758	1659 Tyler	Dexter-Linwood	48238	1915	1008	3592	1	60	20	40	120
E3/SA	12003909	3209 Sturtevant	Dexter-Linwood	48206	1926	2750	4198	2	80	300	120	500
E3/SA	12003609	3287 Elmhurst	Dexter-Linwood	48206	1926	2850	4224	2	40	60	40	140
E3/SA	14004036	4276 Tuxedo	Nardin Park	48204	1950	799	3663	1	40	60	80	180
E3/SA	14004046	4200 Tuxedo	Nardin Park	48204	1950	1034	4611	1	10	160	20	190
E3/SA	14006409	9953 Mcquade	Nardin Park	48206	1924	3498	3809	4	10	40	40	90
E3/SA	08003189	1704 Glynn Ct	Dexter-Linwood	48206	1917		4201	2	10	40	40	90
E3/SA	10003639	2511 Highland	Dexter-Linwood	48206	1923	1152	3484	1	20	40	60	120
E3/SA	12003784	3044 Richton	Dexter-Linwood	48206	1931	3550	5489	2	20	80	20	120
E3/SA	12003453	3316 Webb	Dexter-Linwood	48206	1925	2900	4917	2	10	10	40	60
E3/SA	14004197	4210 Elmhurst	Nardin Park	48204	1922	966	3531	1	40	80	80	200
E3/SA	06003456	1655 Highland	Dexter-Linwood	48206	1915	1260	3753	1	20	20	60	100
E3/SA	10003468	2463 Richton	Dexter-Linwood	48206	1922	960	2958	1	10	40	60	110
E3/SA	10003660	2522 Highland	Dexter-Linwood	48206	1923	1446	3492	1	20	20	60	100
E3/SA	14006551	10023 Holmur	Nardin Park	48204	1922	792	3088	1	20	60	80	160
E3/SA	14004011	4039 Tuxedo	Nardin Park	48204	1926		3114	2	40	120	60	220
E3/SA	12003661	2918 Elmhurst	Dexter-Linwood	48206	1924	2950	4212	2	10	40	80	130
E3/SA	08004234	1927 Glendale	Dexter-Linwood	48238	1916	2092	3152	2	20	160	5	185

Exhibit C – 6004937 Property Information

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
E4/SA	08010420.	15923 La Salle Blvd	Pilgrim Village	48238	1921	1154	3725	1	60	20	80	160
E4/SA	14012435.	11672 Cascade	Nardin Park	48204	1917	1248	4160	1	5	10	40	55
E4/SA	14012673.	11695 Yellowstone	Nardin Park	48204	1921	932	5660	1	40	60	40	140
E4/SA	08009268.	15574 14th St	Pilgrim Village	48238	1922	1008	3106	1	20	80	40	140
E4/SA	22009783.	13177 Compass	Happy Homes	48227	1925	705	4427	1	60	40	40	140
E4/SA	16030132.	12186 Roselawn	Littlefield Community	48204	1923	2150	3726	2	10	20	60	90
E4/SA	16033411.	14633 Cherrylawn	Chalfonte	48238	1937	826	3805	1	40	60	60	160
E4/SA	18015153.	9615 Ohio	Barton-McFarland	48204	1927	1920	4780	2	60	40	40	140
E4/SA	22024739.	13924 Ward	Happy Homes	48227	1926	1742	3922	2	40	120	80	240
E4/SA	14005341.	3726 Tyler	Russell Woods	48238	1927	2600	4047	2	40	60	60	160
E4/SA	16006269.	6465 Desoto	Chalfonte	48238	1924	874	2995	1	5	20	60	85
E4/SA	14012437.	11686 Cascade	Nardin Park	48204	1923	2112	4160	2	20	40	40	100
E4/SA	16028171.	12795 Turner	Oakman Blvd Community	48238	1925	1323	3872	2	10	40	20	70
E4/SA	14004380.	4238 Monterey	Nardin Park	48204	1925	2500	3529	2	20	20	60	100
E4/SA	16034541.	12332 Wisconsin	Littlefield Community	48204	1923	912	3501	1	10	10	40	60
E4/SA	12012499.	15817 Holmur	Pilgrim Village	48238	1923	1280	2992	1	20	80	120	220
E4/SA	16018900-1	14590 Stoepel	Chalfonte	48238	1928	1936	7282	3	40	40	80	160
E4/SA	16032731.	14260 Cherrylawn	Devison-Schoolcraft	48238	1927	1152	3313	1	20	120	60	200
E4/SA	14004034.	4290 Tuxedo	Nardin Park	48204	1950	998	4623	1	40	60	40	140
E4/SA	14007716.	12009 N Martindale	Nardin Park	48204	1926	2112	3462	2	20	120	80	220
E4/SA	16039130.	14812 Washburn	Bethune Community	48238	1928	1335	3510	2	40	120	60	220
E4/SA	16031087.	12350 Cloverlawn	Littlefield Community	48204	1923	1404	3780	2	60	20	40	120
E4/SA	18018206.	10008 Manor	Barton-McFarland	48204	1924	1200	4378	1	60	80	120	260

Exhibit D – 6004940 Property Information

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
E7	01006047.	127 E Greendale	Greenfield Park	48203	1920	1376	2990	2	40	60	120	220
E7	09023956.	20481 Keating	Nolan	48203	1926	1308	3506	2	20	60	80	160
E7	09023416.	20197 Irvington	Nolan	48203	1938	1394	3484	1	20	60	120	200
E7	09006954.	990 E Savannah	Hawthorne Park	48203	1926	744	3055	1	5	40	20	65
E7	16027937.	16773 Turner	Fitzgerald/Marygrove	48221	1931	1440	3805	2	0	20	5	25
E7	09023086.	20200 Yecama	Nolan	48203	1927	1323	3502	2	10	10	40	60
E7	16036984.	16161 Kentucky	Fitzgerald/Marygrove	48221	1928	1906	3975	2	20	5	20	45
E7	16035116.	17369 Wisconsin	Bagley	48221	1928	2129	4545	2	20	20	20	60
E7	09015456-7	17845 Lumpkin	Cadillac Heights	48212	1923	759	3975	1	80	5	60	145
E7	09013979.	17514 Goddard	Cadillac Heights	48212	1927	1305	4996	1	10	60	40	110
E7	09023822.	19208 Keating	Nolan	48203	1926	1396	3012	1	20	60	20	100
E7	16023309.	15911 Prairie	Fitzgerald/Marygrove	48238	1925	1254	3555	1	40	40	160	240
E7	09006955.	984 E Savannah	Hawthorne Park	48203	1926	944	2991	1	10	60	40	110
E7	09008417.	513 Alameda St	Nolan	48203	1926	756	5286	1	5	60	60	125
E7	09012101.	18853 Anglin	Northeast Central District	48234	1958	832	3154	1	20	40	120	180
E7	09018507.	18094 Riopelle	Hawthorne Park	48203	1926	1314	4204	2	10	40	60	110
E7	01006698.	690 W Hollywood	Grixdale Farms	48203	1953	1441	4094	2	20	20	60	100
E7	09020413.	19941 Hanna	Nolan	48203	1940	689	3503	1	20	40	80	140
E7	09023525.	19133 Irvington	Nolan	48203	1926		3004	1	60	120	80	260
E7	09023919.	20210 Keating	Nolan	48203	1928	2050	3504	2	60	60	60	180
E7	01008594.	17253 Wanda	Greenfield Park	48203	1922	2000	2990	2				
E7	09024141.	19632 Coventry	Nolan	48203	1925	1296	2984	1	10	20	60	90
E7	09022886.	20165 Omira	Nolan	48203	1924	777	3502	1	20	20	40	80

Exhibit E – 6004943 Property Information

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
E10	21008908	11738 Promenade	Wade	48213	1925	2650	5231	2	20	40	120	180
E10	21030892	18079 Joann	Von Steuben	48205	1926	1982	4160	2	40	40	120	200
E10	21057350	13027 Kelly Rd	Mapleridge	48224	1943	720	3552	1	20	5	40	65
E10	21016701	13626 Troester	Mapleridge	48205	1923	2028	6146	2	60	60	120	240
E10	21091465	17261 Fairport	Von Steuben	48205	1924	935	3661	1	60	40	120	220
E10	21008816	12800 Promenade	Wade	48213	1944	764	5189	1	20	40	80	140
E10	21011914	12016 St Patrick	Gratiot-Findlay	48205	1927	2362	4208	2	20	20	80	120
E10	21018899	15249 Faircrest	Mapleridge	48205	1939	768	3893	1	20	10	80	110
E10	21011738	13014 Jane	Eden Gardens	48205	1926	1440	5338	2	60	80	120	260
E10	21010803	14912 Wilfred	Outer Drive-Hayes	48213	1948	860	4380	1	10	20	120	150
E10	21011961	11134 St Patrick	Gratiot-Findlay	48205	1927	1440	3447	2	10	60	20	90
E10	21011379	12242 Flanders	Eden Gardens	48205	1927	2268	4202	2	40	40	80	160
E10	21015555	13926 Young	Mapleridge	48205	1926	1320	3384	2	60	40	40	140
E10	21015591	12890 Alcoy	Gratiot-Findlay	48205	1927	864	3284	1	20	20	40	80
E10	21031994	12443 Westphalia	Gratiot-Findlay	48205	1924	915	4851	1	80	40	120	240
E10	21033662	12540 Hamburg	LaSalle College Park	48205	1925	691	4034	1	120	60	80	260
E10	21015609	18096 Alcoy	Franklin	48205	1938	892	4537	1	80	40	80	200
E10	21012795	13100 August	Eden Gardens	48205	1951	720	6352	1	5	20	80	105
E10	21032082	18050 Goulburn	Von Steuben	48205	1939	906	4229	1	40	20	80	140
E10	21010648	12521 Glenfield	Eden Gardens	48213	1930	745	4247	1	60	60	120	240
E10	21014873	14840 Mayfield	Mapleridge	48205	1928	1368	3918	1	5	20	20	45
E10	21022187	16045 Coram	Regent Park	48205	1942	745	5391	1	10	60	60	130
E10	21008452	12050 Wilshire	Wade	48213	1923	1048	5992	1	10	120	40	170
E10	21012190	11829 Sanford	Gratiot-Findlay	48205	1951	831	3820	1	60	20	80	160

Exhibit F – 6004944 Property Information

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
E11	21066623.002	10928 Nottingham	Yorkshire Woods	48224	1942	566	3579	1	20	5	80	105
E11	21061254	5266 Manistique	Chandler Park-Chalmers	48224	1926	897	3424	1	10	20	120	150
E11	21069694	4652 Buckingham	Morningside	48224	1925	1433	4544	1	40	10	40	90
E11	21067548	4405 Somerset	Morningside	48224	1928	1590	4805	2	10	80	40	130
E11	21005503	13078 Hampshire	Outer Drive-Hayes	48213	1928	1872	3481	2	80	60	120	260
E11	21074779	9265 Boleyn	Yorkshire Woods	48224	1929	1300	3881	1	60	20	20	100
E11	21056172	1261 Chalmers	Riverbend	48215	1916	2170	3840	1	10	40	20	70
E11	21061571	3811 Manistique	Fox Creek	48215	1924	1307	3005	1	40	60	80	180
E11	21050141	1295 Lenox	Riverbend	48215	1919	2296	3810	2	20	40	40	100
E11	21006388	14218 Maiden	Outer Drive-Hayes	48213	1929	2018	3856	2	20	80	80	180
E11	21047042	4303 Algonquin	Fox Creek	48215	1958	1040	5622	1	40	20	40	100
E11	21070523	9239 Devonshire	Outer Drive-Hayes	48224	1929	1482	4115	2	40	120	60	220
E11	21037122	3812 Bewick	West End	48214	1918	2626	3919	2	40	40	80	160
E11	21007129	14250 Eimdale	Outer Drive-Hayes	48213	1927	1440	5982	1	60	80	120	260
E11	21039356	3782 Harding	East Canfield	48214	1906	948	3088	2	80	20	40	140
E11	21007236	12070 Eimdale	Wade	48213	1951	825	5986	1	10	20	60	90
E11	21075753	6003 Guilford	Cornerstone Village	48224	1923	746	5725	1	20	20	80	120
E11	21006016	14306 Wade	Outer Drive-Hayes	48213	1947	822	3500	1	10	60	20	90
E11	21070530	9189 Devonshire	Outer Drive-Hayes	48224	1936	1176	4129	1	40	5	80	125
E11	21037821	3844 Garland	West End	48214	1914	2029	4012	2	20	40	120	180
E11	21067174	9710 Somerset	Outer Drive-Hayes	48224	1938	893	4261	1	20	10	40	70
E11	21051592	4685 Coplin	Fox Creek	48215	1923	866	3144	1	80	40	120	240
E11	21048703	3521 Gray	Riverbend	48215	1924	2380	4269	2	10	20	80	110

Exhibit G

Attestation Explanation for SAM.gov

Relative Contracts:

**6003910
6004000
6004051
6004155
6004160
6004180**

“ ***Attestation for the purpose of vendor’s request to proceed with ARPA contracting with the City of Detroit pending SAM.gov registration and approval. Further, Contractor is aware that the contract it seeks to obtain from the City is funded solely with ARPA funds, and that the City may not, and will not unconditionally pay Contractor under any such contract for work prior to Contractor being successfully registered on SAM.gov and providing proof thereof to the City. If vendor is not approved, and any funds dispersed under contract a full refund must be made to the City of Detroit and/ or all services rendered fees will be waived. ”**

The City of Detroit drafted this letter of Attestation to attach to tentative federally funded contracts to accommodate vendors who are waiting for their SAM registration to be processed. SAM.GOV is currently experiencing a backlog of 8-12 weeks for processing and this has been the case since August 2022. (You can google it.) This letter functions as a way that the vendors can attest that they have applied for SAM registration and is currently waiting for application approval.