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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: June 12, 2023

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

Attached is the list of contracts submitted by the Office of Contracting and Procurement for the regular session of June 13, 2023.

The contracts submitted are included on the City Council's Agenda for referral to the Committees for review and report back to the City Council.

The comments and review of the Legislative Policy Division staff are printed in bold following each contract.

Attachments

cc:

Janice Winfrey
Laura Goodspeed
Sandra Stahl
Irvin Corley
Marcell Todd
Malik Washington

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

Statistics compiled for the list submitted for Formal Session held on June 13, 2023.

Department	No. of Contracts or Purchase Orders	Focused Bids	Change, Extension Increases, Renewals	Located in Detroit
Assessor	1	0	0	0
City Council	1	0	0	1
City Demolition	1	0	0	0
Elections	1	0	0	0
Fire	5	0	0	0
General Services	6	0	0	5
Health	2	0	0	2
Housing & Revitalization	12	0	1 Amendment to Add Funds/Services	9
Law	2	0	1 Amendment to Add Time/Funds	1
OCFO	1	0	1 Amendment to Add Time/Funds	1
Police	1	0	1 Amendment to Add Time/Funds	1
Transportation	4	0	2 Amendments to Add Time/Funds	3
Totals	36	No Focused/Limited Bids	6 Amendment(s);	23

64% of all Contractors included in the contract list for the June 13, 2023 Formal Session are located in Detroit.

Statistics compiled for the Contracts submitted for the Week of June 13, 2023

This list represents costs totaling \$51,612,017.53 ¹

Included in total costs are the following:

ARPA	\$	5,695,800
Blight Remediation	\$	180,000
General Fund	\$	5,396,380.56
Gordie Howe Bridge Project	\$	152,500
Grant Fund	\$	11,266,817.66
Major Street Fund	\$	412,500
Risk Management Fund	\$	1,500,000
Transportation Operation Fund	\$	27,008,019.31

¹ The contract list includes: 6 Amendment(s) for extension of time and/or increase or decrease in funds. 30 New contracts for terms of 1 year to 5 years.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: June 12, 2023

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE REFERRED AT
THE FORMAL SESSION JUNE 13, 2023.**

ASSESSOR

6005272 100% City Funding – To Provide a Residential Multiple Regression Valuation Analysis including Regression Statistics and Options, the Interpretation of Results, and Separation of Land and Building Values. – Contractor: Keene Mass Appraisal Consulting, LLC – Location: 6934 Cresheim Road, Philadelphia, PA 19119 – Contract Period: Upon City Council Approval through June 14, 2026 – Total Contract Amount: \$540,000.00.

Funding

Account String: **1000-29232-230120-617900**
Fund Account Name: **General Fund**
Appropriation Name: **Property Valuation**
Funds Available: **\$1,151,514 as of June 9, 2023**

Tax Clearances Expiration Date: 5-8-24
Political Contributions and Expenditures Statement:
Signed: **5-1-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-1-23**

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

Bid Information

Request for Proposals (RFP) closed March 24, 2023. 48 Invited Suppliers; 2 Bids Received.

Bids were evaluated based on: Multiple Regression Model Experience in Mass Appraisal Environment [25 points]; Strength of Proposal [15 points]; Work Plan/Timeline [15 points]; Cost/Price [10 points]; Detroit Certifications [D-BB & D-HB] for the Vendor [15 points] and for the sub-contractor [if applicable – 20 points]. Maximum total without certifications is 65 points & max total with certifications is 100 points.

ALL Bids: IAAO, LLC [37.5 Points]
Keene Mass [60 Points]

Contract Details:

Vendor: **Keene Mass Appraisal Consulting, LLC**
Amount: **\$540,000**

Bid: **Highest Ranked [60 points]**
End Date: **June 14, 2026**

The Vendor has served the City of Philadelphia for over 30 years as a Real Property Evaluator; Mass Appraisal Analyst; Real Property Supervisor; GIS Manager; Appeals, Customer Service and Exemptions Administrator; Residential Administrator; Modeling Director and Director of Mass Appraisal and Analysis. The vendor has designed and directed over sixteen major revaluation projects. The vendor also has trained appraisers, modelers and analysts, and has been a frequent presenter at IAAO & URISA conferences.

Services:

The vendor will provide a Residential Multiple Regression Valuation Analysis including Regression Statistics and Options, the Interpretation of Results, and Separation of Land and Building Values.

A multiple regression analysis looks at the relationship between variables to predict something. In appraisals it's useful in predicting: property's sales price, land & building value, rent value, physical depreciation, real estate valuation, etc. It can be focused or broad.

Other services being provided under this contract continue onto the next page.

Assessor – continued

6005272 100% City Funding – To Provide a Residential Multiple Regression Valuation Analysis including Regression Statistics and Options, the Interpretation of Results, and Separation of Land and Building Values. – Contractor: Keene Mass Appraisal Consulting, LLC – Location: 6934 Cresheim Road, Philadelphia, PA 19119 – Contract Period: Upon City Council Approval through June 14, 2026 – Total Contract Amount: \$540,000.00.

The vendor will:

- **provide training and instruction to a team of modelers selected and designated by the City of Detroit’s assessment office. The City may designate as many modelers as desired.**
- **Work with and support the modeling team in development of a catalog of models to estimate values for single family residences, small multi-family residences, vacant land and condominiums.**
- **provide data quality analysis to determine the accuracy and completeness of attributes used in the models to project values for unsold properties.**
- **In advance of training, to perform a comprehensive ratio study that will establish baselines against which progress or improvement of assessment performance will be measured throughout the project.**
- **provide educational session(s) for non-technical stakeholders in the assessment process. The City of Detroit may include and invite any number of attendees of its choosing.**

The vendor will also provide Technical recommendations on how to use the City of Detroit's existing data to test the best transformations & build several models that will be used as the basis of a production catalog to perform highly detailed Ratios Study for:

- **Build a residential multiple regression valuation analysis including regression statistics and options, the interpretation of results, and separation of land and building values.**
- **A review of commercial, industrial, and residential vacant land sales to establish a baseline for a vacant land study**
- **Explain the role of models in mass appraisal and describes basic model structures and steps in model development.**
- **Exploratory data analysis, including descriptive statistics, charts and graphs, and spatial analyses.**

Other services include:

- **Intensively train prospective in-house modelers to establish skills in creating and maintaining models.**
- **Assist with developing procedures for the modeling data to be integrated into the current CAMA system.**
- **Assist with developing quality control procedures and reports for every model that will be put into production.**
- **Assist with implementing of the production models and analyses.**
- **Facilitate educational sessions that explain how models work and what we should expect to gain by using valuation models.**
 - **Technical session – with selected technical and valuation staff.**
 - **Non-technical session - with Office of the Chief Financial Officer and other stakeholders.**
- **Equity Analysis and Report; Initial Ratio Study; Subsequent Ratio Studies; Operational Plan; First model in a specific class; and Additional models in a specific class**

Models will use data files prepared by the GIS Unit and IT units of the City of Detroit’s assessment office. Models and Ratio Studies will be built in SPSS, using repeatable scripts that can be run against updated data files supplied by City of Detroit’s assessment office. The City will own all data files, ratio study scripts, model scripts and model code created in the training process, and will have the capacity to modify or change any or all models created.

Contract discussion continues onto the next page.

Assessor – continued

6005272 100% City Funding – To Provide a Residential Multiple Regression Valuation Analysis including Regression Statistics and Options, the Interpretation of Results, and Separation of Land and Building Values. – Contractor: Keene Mass Appraisal Consulting, LLC – Location: 6934 Cresheim Road, Philadelphia, PA 19119 – Contract Period: Upon City Council Approval through June 14, 2026 – Total Contract Amount: \$540,000.00.

Fees:

\$3,000 per diem or \$12,000 per week.

Schedule of Rates:

Hourly Rate: \$375
Half Day Rate: \$1,500
Daily Rate: \$3,000
Weekly Rate: \$12,000

Set Rates for specific deliverables:

Equity Analysis and Report: \$60,000
Initial Ratio Study: \$6,000
Subsequent Ratio Studies: \$3,000
Operational Plan: \$48,000
First model in a specific class: \$6,000
Additional models in a specific class: \$3,000

Total Not to Exceed \$540,000

CITY COUNCIL

6005284 100% City Funding – To Provide Communications Consulting including Newsletters, Public Statements, Flyers, Etc. for Councilwoman Johnson. – Contractor: Blended Collective, LLC – Location: 440 Burroughs Street, #167, Detroit, MI 48202 – Contract Period: Upon City Council Approval through December 31, 2025 – Total Contract Amount: \$125,000.00.

Funding

Account String: **1000-28526-520330-617900**
Fund Account Name: **General Fund**
Appropriation Name: **City Council - District 4 Council Member**
Funds Available: **\$157,646 as of June 9, 2023**

Tax Clearances Expiration Date: **12-2-23**

Political Contributions and Expenditures Statement:

Signed: **5-2-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-2-23**

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
No App. Uses Independent contractors
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record
Disclosure

Bid Information

Bids closed April 11, 2023. 36 Invited Suppliers; 2 Bids Received.

Bids were evaluated based on Qualifications & Experience [30 points]; Market Strategy [20 points]; Cost/Price [15 points]; Detroit Certifications [D-BB & D-HB] for the Vendor [15 points] and for the sub-contractor [if applicable – 20 points]. Maximum total without certifications is 65 points & max total with certifications is 100 points.

ALL Bids:

- 1. Blended Collective, LLC \$150 per hour – 57.5 points [no certifications]**
- 2. Compass Strategies, LLC \$2,575 - 55 points [includes 15 points for D-BB & D-HB certifications]**

Blended Collective worked with CM Johnson on brand development in 2022.

Contract Details:

Vendor: **Blended Collective, LLC**
Amount: **\$125,000**

Bid: **Highest Ranked Bid**
End Date: **December 31, 2025**

Services:

Provide Councilwoman Johnson’s team assistance with communications efforts including newsletters, public statements, flyers, collateral materials, press conferences, media relations, etc.

Other services include:

- Devise, launch, and execute value-added, cost-effective marketing strategies.**
- Strategize and place media campaigns that positively impact engagement.**
- Raise awareness within the targeted audience to help drive positive Call to Actions**

The vendor may provide the following: Marketing Strategy Planning, Media Relations Strategy Planning, Email Marketing/Newsletters, Social Media content ideation & development, Speech writing & public statements, Marketing collateral development, video production & editing.

Fees:

\$150 per consultant, per hour.

Additional services and fees for other items will be assessed based on the project requirements and throughout the project. Any additional recommended services by Blended Collective or needs expressed by the City of Detroit throughout the project will be agreed upon before proceeding.

Certifications:

Reviewed, but not Detroit certified. Only Women Business Enterprise National Council (WBENC) certified Women Business Enterprise (WBE) by the Great Lakes Women's Business Council.

CITY DEMOLITION

6005274 100% Blight Funding – To Provide High-Quality Instructional/Educational Training Requirements for Various Accreditation/Re-Accreditation Courses Needed for Demolition Related Activities. – Contractor: Environmental Testing & Consulting, Inc. – Location: 38900 W. Huron River Drive, Romulus, MI 48174 – Contract Period: Upon City Council Approval through June 1, 2025 – Total Contract Amount: \$180,000.00.

Funding

Account String: **1003-21200-160050-628200**
Fund Account Name: **Blight Remediation Fund**
Appropriation Name: **Detroit Demolition**
Funds Available: **\$4,480,786 as of June 9, 2023**

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

Political Contributions and Expenditures Statement:

Signed: **10-11-22** Contributions: **3 to a current CM in 2021.**

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

Bids closed April 6, 2023. 298 Invited Suppliers; 3 Bids Received.

Bids were evaluated based on Organization History/Experience [15 points]; Organization Staffing & Qualifications [15 points]; Instruction/Education Opportunities & Schedule [15 points]; Facility/facilities (type, location, accessibility, etc.) [10 points]; Cost/Price [10 points]; Detroit Certifications [D-BB & D-HB] for the Vendor [15 points] and for the sub-contractor [if applicable – 20 points]. Maximum total without certifications is 65 points & max total with certifications is 100 points.

ALL Bids:

1. DiverseNote Enterprise [43.34]
2. Environmental Testing & Consulting, Inc. [65 Points]
3. Lee's Transisitional Home [21.66 Points]

Contract Details:

Vendor: **Environmental Testing & Consulting, Inc.**
Amount: **\$180,000**

Bid: **Highest Ranked [65 Points]**
End Date: **June 1, 2025**

Services:

Provide Training and (re-)accreditation classes/certifications/licenses for the following:

- **Asbestos Contractor/Supervisor – Initial & Refresher**
- **Asbestos Inspector – Initial & Refresher**
- **Asbestos/Lead Awareness**
- **OSHA 30 & 10**

Other services may include, but is not limited to, the following:

- **Asbestos Project Designer – Initial & Refresher**
- **Lead Safety for RRP – Initial & Refresher**
- **Lead Inspector – Initial & Refresher**
- **HAZWOPER 40 & 24**

Fees:

The project fees included in the table on the following page is inclusive of all staff, material, overhead, and other costs. The quoted rate is a per-person cost (10 or more city employees per training). The quoted rates assumes the training will take place at the vendor's facility/facilities.

Fees Table can be found on the next page.

City Demolition - continued

6005274 100% Blight Funding – To Provide High-Quality Instructional/Educational Training Requirements for Various Accreditation/Re-Accreditation Courses Needed for Demolition Related Activities. – Contractor: Environmental Testing & Consulting, Inc. – Location: 38900 W. Huron River Drive, Romulus, MI 48174 – Contract Period: Upon City Council Approval through June 1, 2025 – Total Contract Amount: \$180,000.00.

Fees Table:

		In-person Rate ¹²³⁴	Virtual Rate ¹²⁴	Accreditation Rate ¹²
1.	Asbestos Contractor/Supervisor - Initial	\$ 700.00		\$ 50.00
2.	Asbestos Contractor/Supervisor - Refresher	\$ 130.00	\$ 130.00	\$ 25.00
3.	Asbestos Inspector - Initial	\$ 500.00		\$ 150.00
4.	Asbestos Inspector - Refresher	\$ 120.00	\$ 120.00	\$ 75.00
5.	Asbestos Awareness	\$ 20.00	\$ 20.00	
6.	Asbestos Project Designer - Initial	\$ 500.00		\$ 150.00
7.	Asbestos Project Designer - Refresher	\$ 130.00	\$ 130.00	\$ 75.00
8.	Asbestos Abatement Worker - Initial	\$ 600.00		\$ 50.00
9.	Asbestos Abatement Worker - Refresher	\$ 130.00	\$ 130.00	\$ 25.00
10.	Asbestos Management Planner - Initial	\$ 350.00		\$ 150.00
11.	Asbestos Management Planner - Refresher	\$ 120.00	\$ 120.00	\$ 75.00
12.	Lead Safety for RRP - Initial	\$ 150.00		\$ 50.00
13.	Lead Safety for RRP - Refresher	\$ 120.00	\$ 120.00	\$ 50.00
14.	Lead Awareness	\$ 20.00	\$ 20.00	
15.	Lead Inspector - Initial	\$ 500.00		\$ 150.00
16.	Lead Inspector - Refresher	\$ 130.00	\$ 130.00	\$ 150.00
17.	Lead Risk Assessor - Initial	\$ 350.00		\$ 150.00
18.	Lead Risk Assessor - Refresher	\$ 150.00	\$ 150.00	\$ 150.00
19.	Lead Abatement Supervisor	\$ 600.00		\$ 150.00
20.	Lead Abatement Supervisor - Refresher	\$ 130.00	\$ 130.00	\$ 150.00
21.	Lead Abatement Worker - Initial	\$ 500.00		\$ 150.00
22.	Lead Abatement Worker - Refresher	\$ 150.00		\$ 150.00
23.	OSHA 30	\$ 550.00	\$ 550.00	
24.	OSHA 10	\$ 250.00	\$ 250.00	
25.	NIOSH 582 Equivalent	\$ 965.00		
26.	NIOSH 582 Equivalent - Using own microscope	\$ 900.00		
27.	HAZWOPER 40	\$ 700.00		
28.	HAZWOPER 24	\$ 400.00		
29.	HAZWOPER - Refresher	\$ 130.00	\$ 130.00	
30.	Silica Awareness	\$ 50.00	\$ 50.00	
31.				
32.				

TOTAL Not to Exceed \$180,000.

FIRE

6005028 100% City Funding – To Provide Arson Investigation Case Management System. – Contractor: Virtual Advantage, LLC – Location: 3290 West Big Beaver Road, Suite 310, Troy, MI 48084 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$188,500.00.

***The total contract amount is INCORRECT. It should be \$18,850. LPD requested a correction letter 6/12/23.**

Funding

Account String: **1000-29241-240080-617900**
Fund Account Name: **General Fund**
Appropriation Name: **Fire Services Infrastructure**
Funds Available: **\$947,584 as of June 9, 2023**

Tax Clearances Expiration Date: **8-17-23**
Political Contributions and Expenditures Statement:
Signed: **2-21-23** Contributions: **None**

Consolidated Affidavits

Date signed: **2-21-23**
 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:

RFP opened June 17, 2023 & closed June 24, 2023. 17 Invited Suppliers; 1 Bid Received.

Contract Details:

Vendor: **Virtual Advantage, LLC** Bid: **Sole**
CORRECT Amount: **\$188,850** Date: **June 30, 2028**

Services:

Provide the Detroit Fire Department with a web-based case management system that will assist with fire, bomb, and arson investigations. The system is licensed by the vendor on a subscription basis and is centrally hosted in the cloud. The system includes all updates, maintenance, and 24-hour support.

The system will include the following:

- 1. Case Management Software, which includes Investigation case management software; Onboarding (data import, quality assurance, user establishment, module configuration, training, etc.); Customized dashboard; Webform – development/deployment; and Case report development/deployment.**
- 2. Progressive Web Application Implementation and Deployment (available for iOS and Android users), which includes Personal profile; Arson Incident reporting; Push notification center; Historical data & submission collection; Case management integration; and Arson Incident web submission report.**
- 3. Public facing arson web submission form.**

Vendor will import all data (archived & active) into the system and allow for a complete mirror/match of existing workflow. Vendor will preserve the current reporting capabilities the City holds for data export and reporting. Vendor will work with the City to train an unlimited number of users on future data importation and alignment.

The system will have administrative controls based on department, region, divisions within the City, and other configuration capabilities.

The system will include: development for desktop, laptop, tablet, and/or mobile device types for Digital arson compliance/tip hotline capability; Notify/Alert appropriate team members of assignments based on reports submitted via the system; Autogenerate investigations; In=app digital arson intake form to the Fire Investigations Division; Unlimited Case file storage; view by file type; download files; documentation/resource library; fire investigation – intelligence geographic mapping; Case status, type, aging, & analysis

Contract discussion continues onto the next page.

Fire - *continued*

6005028 100% City Funding – To Provide Arson Investigation Case Management System. – Contractor: Virtual Advantage, LLC – Location: 3290 West Big Beaver Road, Suite 310, Troy, MI 48084 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$188,500.00.

Services - *continued*:

Reports/searching; Customized dashboard; Data/case conversion, Access control/permissions; systematically generated case numbers; App notification/reminders; matches/flags related cases; auto-assign incoming cases.

The system will be hosted in a completely autonomous environment, with authentication and security requirements to ensure the system is completely secure. The system will be hosted and authenticated through Microsoft Azure.

All data will remain the sole and exclusive property of the City and the vendor will treat all data as Confidential Information.

Fees:

Enterprise Scout Investigation Management Licensing fee (Arson Investigation Case Management System for \$188,850 (\$37,770 annually for 5 years).

The Contract also allows for two 1-year term extensions for \$37,770 each year.

GENERAL SERVICES

6005352 100% City Funding – To Provide Street Tree Planting Citywide. – Contractor: Premier Group Associates, LC – Location: 2221 Bellevue Street, Detroit, MI 48207 – Contract Period: Upon City Council Approval through May 10, 2026 – Total Contract Amount: \$412,500.00.

Funding:

Account String: **3301-26470-470200-617900**
Fund Account Name: **Major Street Fund**
Appropriation Name: **Parks and Public Space Management**
Funds Available: **\$2,709,423 as of June 9, 2023**

Consolidated Affidavits

Date signed: **5-22-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies;
 Slavery Era Records Disclosure
 Prison Industry Records Political
 Immigrant Detention System Record
Disclosure

Tax Clearances Expiration Date: **4-4-24**

Contributions and Expenditures Statement:

Signed: **5-22-23** Contributions: **2 to candidates in other
Electoral races in 2018, 1 to the Mayor in 2019
& 2020, 1 to a PAC in 2019, and 1 to a current CM in 2021.**

Bid Information:

Bids Closed on March 30, 2023; 10 Invited Suppliers; 4 bids received.

ALL Bids: **JE Jordan Landscaping Incorporated \$15,475**
Payne Landscaping \$6,473
Premier Group \$8,153
RT Contracting LLC \$14,056

A contract was awarded to Payne Landscaping & Premier Group based on their competitive pricing and exceeding the minimum qualifications. The minimum qualifications were the vendor must have a minimum of 5 years' experience with ROW and/or MDOT trunk line tree planting. Both contracts will be for 3.5 years with no opportunity for renewal.

Contract Details:

Vendor: **Premier Group Associates, LC** Bid: **2nd Lowest cost**
Amount: **\$412,500** End Date: **May 10, 2026**

Services:

Plant residential street trees (trees between the curb and sidewalks) as needed throughout the City for the General Service Land Scape Design Unit. The exact planting location of neighborhood street trees has yet to be determined. According to the department, the trees will be planted in all 7 districts and is available upon request of the resident. The resident will have to fill out a form to request it and the tree will be planted in front of their home between the curb and the sidewalk. The department is currently accepting request forms.

Plant materials are subject to inspection at arrival. All trees that die within the 1st growing season will be replaced by the vendor at no additional cost. If trees or shrubs die a 2nd time at a specific location or dies within 2nd or 3rd growing season, the material will be completely removed, and the site will be restored to original conditions.

Fees:

Price includes mobilization, labor, material, equipment, & close-out costs, as well as watering and maintaining a verdant/healthy tree in designated areas. Proposed equivalent trees must be approved by City Representative. Identified tree types include:

Zelkova "Village Green" 2"	\$796	Acer freemanii 2" (Marmo Maple)	\$740
Ulmus "frontier" 2" (American Elm)	\$725	Quercus bicolor 2" (Swamp White Oak)	\$780
Crabapple "Royal Raindrops" 2"	\$656	Pinus cembra 6ft. (Austrian Pine)	\$1,144
Platanus x acerifolia 2" (London Plane Bloodgood)	\$784	Picea abies 6ft. (Norway Spruce)	\$716
Tilia americana "redmond" 2" (American Linden)	\$736	Juniperus virginiana 6ft.	\$356
Crataegus crusgalli var. inermis 2" (Thornless Hawthorn)	\$720	TOTAL not to exceed	\$412,500

Additional Information: **6005351 with Payne Landscaping for \$412,500 was moved out of NCS 6/8/23 and will be on the 6/13/23 Formal Session for a vote.**

GENERAL SERVICES- *Waiver Requested*

6004774 100% ARPA Funding – To Provide Park Renovations at A.B. Ford Park. – Contractor: DeAngelis Diamond Construction, LLC – Location: 3955 Orchard Hill Place, Suite 235, Novi, MI 48375 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$2,125,000.00.

Funding

Account String: **3923-22008-470012-617900**
Fund Account Name: **American Rescue Plan Act-ARPA**
Appropriation Name: **ARPA - Parks Recreation & Culture**
Funds Available: **\$12,671,597 as of June 9, 2023**

Tax Clearances Expiration Date: **1-23-24**

Political Contributions and Expenditures Statement:

Signed: **12-7-22** Contributions: **None**

Consolidated Affidavits

Date signed: **12-7-22**

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

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 (EC).

Bid Information:

Bid opened June 22, 2022 & closed July 18, 2022. 5 Bids Received.

Bids were evaluated based on Experience & Qualifications -35 points, Capacity -15 points, Intro & Solution-15 points, Approach-15 points and Cost Proposal- 35 points- 100 Points Total.

**Other Bids: Decima- 47.80 points- \$1,827,884,24- Ranked Lowest Bid -lack of Experience
Major Contracting Group- 46.40 points- \$4,184,333.71
Premier Group Associates- 54.60 points -\$2,320,443.69
WCI Contractors, Inc.- 66.20 points- \$3,**

Contract Details:

Vendor: **DeAngelis Diamond Construction, LLC - 86 points Bid: Highest Ranked Bid (\$2,464,585.19)**
Amount: **\$2,125,000.00** Date: **June 30, 2025**

Services:

The work covered under this Contract shall consist of a complete park renovation including but not limited to demolition of existing pavement and amenities, tree limbing and pruning, installation of concrete walkways, playgrounds, fitness equipment, picnic shelter, site furnishings, drinking fountain, waterfront plaza, landscape beds including design-build irrigation system, tree plantings, natural meadow, and site restoration.

Alternates include but are not limited to beach area, additional plantings, additional picnic shelter, concrete work, and additional site furnishings.

The vendor will be responsible for all aspects of this project as defined in the Scope of Services, Technical Specifications, and Construction Drawings. The vendor must provide and carry out in accordance with Scope of Services, Technical Specifications, and Construction Drawings. The conduct of the construction services set forth herein and preparation of the work as described shall be at the discretion of the GSD and is subject to the approval of the GSD's City Representative.

*******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, Vendor 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 Vendor under any such contract for work prior to Vendor 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., signed on May 17, 2023.**

Contract discussion continued on next page.

GENERAL SERVICES- *Waiver Requested- continued:*

6004774 100% ARPA Funding – To Provide Park Renovations at A.B. Ford Park. – Contractor: DeAngelis Diamond Construction, LLC – Location: 3955 Orchard Hill Place, Suite 235, Novi, MI 48375 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$2,125,000.00.

Fees:

Category 1-Removals & SESC

<u>Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Prune & Thin Trees	1	Lump Sum	\$5,000	\$5,000
Tree Rem 6-18 inches	5	Each	\$345.00	\$1,725
Structures REM	1	Lump Sum	\$25,201	\$25,201
Remove & Store	1	Lump Sum	\$2,205	\$2,205
Erosion control Inlet Protection Fabric Drop	4	Each	\$203	\$812
Tree Protection Fence	650 feet	Per Foot	\$3.80	\$2,470
			Sub Total:	\$37,413

Category 2-Paving & Earthwork

<u>Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Full engineering & grading	Lump Sum		\$25,000	\$25,000
Aggregate Base 4 in	5597	Sq Yard	\$6.07	\$33,945.81
Concrete Curb	344	feet	\$59.31	\$20,402.64
Sidewalk Concrete 4 in	50,376	Sq Feet	\$7.73	\$389,406.48
Concrete Seawall	310	Feet	\$350	\$108,500.00
Geotextile Fabric	764	Sq Yard	\$4.50	\$3,438
Engineered Wood Fiber	255	Cubic Yard	\$45.00	\$11,475.00
Pea Gravel	128	Cubic Yard	\$82.00	\$10,496.00
			Sub Total:	\$602,663.93

Category 3- Utilities

<u>Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Water Service, Type K Copper 1 in	54	Feet	\$133	\$7,182
Existing Sewer Tap	1	Each	\$2,870	\$2,870
			Sub Total	\$10,052

Category 4 Landscaping

<u>Item</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Underdrain Pipe, open Graded 4 in	370	Feet	\$40	\$14,800
Plant Bed 1	1	Lump Sum	\$5,096	\$5,096
Plant Bed 2	1	Lump Sum	\$3,760	\$3,760
Plant Bed 3	1	Lump Sum	\$7,470	\$7,470
Plant Bed 4-Changed to Bird Meadow Spec	1	Lump Sum	\$11,75	\$11,750
Plant Bed 5	1	Lump Sum	\$1,098	\$1,098
Plant Bed 6	1	Lump Sum	\$2,140	\$2,140
Plant Bed 7	1	Lump Sum	\$1.00	\$6.155
Plant Bed 8	1	Lump Sum	\$5,413.11	\$5,413.33
Plant Bed 9	1	Lump Sum	\$5,413.11	\$5,413.33
Plant Bed 10	1	Lump Sum	\$5,413.11	\$5,413.33
Plant Bed 11	1	Lump Sum	\$1,368	\$1,368
Plant Bed 12	1	Lump Sum	\$6,169	\$6,169
Plant Bed 13	1	Lump Sum	\$8,052	\$8,052
Plant Bed 14	1	Lump Sum	\$2,344	\$2,344
Plant Bed 15	1	Lump Sum	\$1,405	\$1,405
Plant Bed 16	1	Lump Sum	\$304	\$304

Contract continues on next page.

GENERAL SERVICES- Waiver Requested- continued:

6004774 100% ARPA Funding – To Provide Park Renovations at A.B. Ford Park. – Contractor: DeAngelis Diamond Construction, LLC – Location: 3955 Orchard Hill Place, Suite 235, Novi, MI 48375 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$2,125,000.00.

Fees- continued:

Provide price per plant					
Forsythia "Show off Sugar Baby" - Forsythia x	1	ea	\$	52.00	
Rhododendron 'Cornell Pink' - Rhododendron mucronulatum 'Cornell Pink'	1	ea	\$	80.00	
Nootka Cypress - Chamaecyparis nootkatensis 'Green Arrow'	1	ea	\$	1,025.00	
Brunnera Jack Frost - Brunnera Macrophylla 'Jack Frost'	1	ea	\$	27.00	
Shenandoah Switchgrass - Panicum Virgatum 'Shenandoah'	1	ea	\$	19.00	
Ornamental Onion - Allium Giganteum	1	ea	\$	22.00	
Fountain Grass - Pennisetum alopecuroides 'Karly Rose'	1	ea	\$	19.00	
Bee Balm - Monarda didyma 'Balmy Pink'	1	ea	\$	20.00	
Bee Balm - Monarda didyma 'Scorpion'	1	ea	\$	20.00	
Bee balm - Monarda didyma 'Marshall's Delight'	1	ea	\$	20.00	
Bee Balm - Monarda didyma 'Fistulosa'	1	ea	\$	20.00	
Hibiscus - Hibiscus mocheutos 'Perfect Storm'	1	ea	\$	39.00	
Hibiscus - Hibiscus mocheutos 'Berry Awesome'	1	ea	\$	39.00	
Hibiscus - Hibiscus mocheutos 'Midnight Marvel'	1	ea	\$	39.00	
Hibiscus - Hibiscus mocheutos 'Blue River'	1	ea	\$	39.00	
Purple Moor Grass - Molinia caerulea spp. Arundinacea 'Skyracer'	1	ea	\$	19.00	
Tickseed - Coreopsis grandiflora	1	ea	\$	17.00	
Tickseed - Coreopsis 'Limerick Passion'	1	ea	\$	17.00	
Coneflower - Echinacea 'Pretty Parasols'	1	ea	\$	20.00	
Coneflower - Echinacea 'Magnus'	1	ea	\$	17.00	
Giant Coneflower - Rudbeckia maxima	1	ea	\$	17.00	
Crococsmia - Crocosmia 'Lucifer'	1	ea	\$	17.00	
Virginia Bluebellis - Mertensia virginica	1	ea	\$	17.00	
Daffodil Mix - Daffodil Mix	1	ea	\$	2.00	
Colchicum Mix - Colchicum Mix	1	ea	\$	14.00	
Butterfly Bush - Buddleia 'Miss Molly'	1	ea	\$	46.00	
Red Columbine - Aquilegia canadensis	1	ea	\$	17.00	
Cardinal Flower - Lobelia cardinalis	1	ea	\$	17.00	
Blue Cardinal Flower - Lobelia siphilitica	1	ea	\$	17.00	
New England Aster - Aster novae-angliae	1	ea	\$	17.00	
Swamp Milkweed - Asclepias incarnata	1	ea	\$	17.00	
Little Joe Joe Pyweed - Eupatorium dubium 'Little Joe'	1	ea	\$	17.00	
Meadow Sedge - Salvia 'azure snow'	1	ea	\$	19.00	
Sea Holly - Eryngium zabelii 'Big Blue'	1	ea	\$	24.00	
Red Jewel Sneezeweed - Helenium 'Red Jewel'	1	ea	\$	20.00	
Queen of Prairie Venusta - Filipendula rubra 'Venusta'	1	ea	\$	29.00	
Small Globe Thistle - Echinops ritro	1	ea	\$	17.00	
Foxtails mix - Eremurus mix	1	ea	\$	2.00	
Red Spider Lily - Lycoris radiata	1	ea	\$	9.00	
Guernsey Lily - Nerine bowdenii	1	ea	\$	14.00	
Blazing Stars - Liatris	1	ea	\$	17.00	
Cardoon - Cynaria cardunculus	1	ea	\$	20.00	
Giant Hyssop - Agastache 'Blue Fortune'	1	ea	\$	20.00	
Japanese Burnet - Sanguisorba obtusa	1	ea	\$	20.00	
Oriental Poppy - Papaver Orientale	1	ea	\$	20.00	
Tiger Eye Sumac - Rhus thyphina 'Tiger Eye'	1	ea	\$	51.00	
Blue False Indigo - Baptisia australis	1	ea	\$	17.00	
Dwarf Iris - Iris reticulata	1	ea	\$	2.00	
Purple Sensation Onion - Allium hollandicum 'Purple Sensation'	1	ea	\$	3.00	
Switch grass - Panicum virgatum 'Heavy Metal'	1	ea	\$	19.00	
38 Pollinator Meadow Seed Mix	8.08	Lbs	\$	1,250.00	\$ 10,100.00
39 Pollinator Meadow Site prep	44002.00	Sft	\$	6.80	\$ 35,201.60

<u>Category 4 Landscaping</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Arbortorium Trees	1	Allowance	\$20,000	\$20,000
Automatic Underground Irrigation System	1	Lump Sum	\$39,000	\$39,000
<u>Design & Construction</u>				
<u>Rehab Current Shelter</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Coal Bin	3	Each	\$1,200	\$3,600
Monofilament Fishing Line Receptacle	3	Each	\$500	\$1,500
Combo Bars	1	Each	\$6,095	\$6,095
Rower Pro Series	1	Each	\$7,245	\$7,245
Stepper Pro Series	1	Each	\$8,245	\$8,245
Upright Bike Pro Series	1	Each	\$3,845	\$3,845
Ab Bench	1	Each	\$3,945	\$3,945
Accessible Lat Pulldown	1	Each	\$7,245	\$7,245
Accessible Vertical Press	1	Each	\$7,245	\$7,245
2 Person Arms & Back Combo	1	Each	\$6,245	\$6,245
Sigle Cross Country Ski	1	Each	\$4,145	\$4,145

GENERAL SERVICES- Waiver Requested- continued:

6004774 100% ARPA Funding – To Provide Park Renovations at A.B. Ford Park. – Contractor: DeAngelis
Diamond Construction, LLC – Location: 3955 Orchard Hill Place, Suite 235, Novi, MI 48375 –
Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount:
\$2,125,000.00.

Fees- continued:

<u>Rehab Current Shelter</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Ab Toner	1	Each	\$7,245	\$7,245
Custome Announcment Sign	1	Each	\$2,195	\$2,195
Twist 15	1	Each	\$108,675	\$108,675
Number 1	1	Each	\$7,400	\$7,400
Number 3	2	Each	\$7,400	\$7,400
Piccadilly Cittle 2.2	1	Each	\$16,615	\$16,615
Hedrea Swing Frame	2	Each	\$4,588	\$9,176
Belt Seat w/ proguard chair	4	Each	\$202	\$808
Friendship Hedrea Swing w/ Proguard chain	1	Each	\$6,291	\$6,291
Rushwinder	1	Each	\$10,001	\$10,011
Stand up seesaw	1	Each	\$3,761	\$3,761
Toddlers Swings DB only	1	Each	\$2,018	\$2,018
Full Bucketseat w/ proguard chain	2	Each	\$470	\$940
Basketball Goal #PR-52	1	Each	\$3,679	\$3,679
Circle Hopscotch Pavement Game	1	Each	\$506	\$506
Copy Cate Pavemnt Game	1	Each	\$506	\$506
Four Suare Pavement Game	1	Each	\$506	\$506
Tightrope Loop pavement game	1	Each	\$506	\$506
Hop Pavement game	1	Each	\$506	\$506
Equip Taxes & Delivery	1	Lump Sum		\$57,328
			<u>Sub Total</u>	<u>\$1,047,748.59</u>

<u>Category 5- Lighting</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Design Build lighting reconfiguration	1	Lump Sum	\$15,000	\$15,000
<u>Miscellaneous</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>
Site Restoration	1	Lump Sum	\$117,393	\$117,393
Mobilization Mac	1	Lump Sum	\$13,644	\$13,644
Layout & Field Survey	1	Lump Sum	\$13,800	\$13,800
Bonds & Insurance	1	Lump Sum	\$55,468	\$55,468
General Conditions	1	Lump Sum	\$72,460	\$72,460
Miscellaneous & Close Out Work	1	Lump Sum	\$82,750	\$82,750
Strip & Stockpile Topsoil	1	Lump Sum	\$3,869	\$3,869
Additional Services	1	Lump Sum	\$50,000	\$50,000
			<u>Sub Total</u>	<u>\$412,122.48</u>

TOTAL BID AMOUNT ALL ITEMS

\$2,125,000.00

Alternatives

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
	CATEGORY 7 - Alternates				
109	Picnic Table	6	ea	\$ 4,060.00	\$ 24,360.00
110	Large Grill	1	ea	\$ 1,316.00	\$ 1,316.00
111	Large 30' x 40' Shelter	1	ea	\$ 182,992.00	\$ 182,992.00
112	Coal Bin	1	ea	\$ 1,500.00	\$ 1,500.00
113	GSD Trash Receptacle and Tip Ring	2	ea	\$ 160.00	\$ 320.00
114	Sidewalk, conc, 4in	1896	sft	\$ 5.50	\$ 10,428.00
115	Aggregate Base, 4in	171	syd	\$ 10.00	\$ 1,710.00
116	Play Sand	261	cyd	\$ 72.00	\$ 18,792.00
117	Geotextile Fabric	785	syd	\$ 4.50	\$ 3,532.50
118	Warble Chines	1	ea	\$ 6,700.00	\$ 6,700.00
119	Kundu Drum	1	ea	\$ 2,070.00	\$ 2,070.00
120	Kettle Drum	1	ea	\$ 2,070.00	\$ 2,070.00
121	Tongue Drum	1	ea	\$ 3,505.00	\$ 3,505.00
123	Cascata Bells	1	ea	\$ 5,050.00	\$ 5,050.00
124	Swinging Bench	6	ea	\$ 2,979.00	\$ 17,874.00
125	Bench B	4	ea	\$ 2,084.00	\$ 8,336.00
126	Delivery and Spread	50	cyd	\$ 68.00	\$ 3,400.00
127	Watering and Cultivation	1	LSUM	\$ 80,750.00	\$ 80,750.00
128	Cold weather concrete pricing	1	LSUM	\$ 40,000.00	\$ 40,000.00
129	Robinia Play logs, including preparation and installation	1	LSUM	\$ 20,000.00	\$ 20,000.00
130	Boulders, including installation	15	ea	\$ 1,080.00	\$ 16,200.00

HOUSING & REVITALIZATION

6005275 100% City Funding – To Provide Services to Create and Conduct a Research Study Resulting in a Comprehensive Plan for Immigrant and Refugee Services. – Contractor: Public Sector Consultants – Location: 230 N. Washington Square, Suite 300, Lansing, MI 48933 – Contract Period: Upon City Council Approval through June 5, 2025 – Total Contract Amount: \$100,000.00.

Funding:

Account String: **1000-26361-365080-617900**
Fund Account Name: **General Fund**
Appropriation Name: **Detroit Housing Network GF**
Funds Available: **\$213,990 as of June 9, 2023**

Tax Clearances Expiration Date: **3-21-24**

Contributions and Expenditures Statement:

Signed: **5-3-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-3-23**

- Covenant of Equal Opportunity
- Hiring Policy Compliance;
Does not use Employment Apps
- Slavery Era Records Disclosure
- Prison Industry Records Political
- Immigrant Detention System Record
Disclosure

Bid Information:

Bids Closed on March 13, 2023; 133 Invited Suppliers; 5 bids received.

Bids were evaluated on Overall Strength of Proposal [15 points]; Experience & Qualifications [15 points]; Needs Assessment Capacity [15 points]; Community Engagement Plan [10 points]; Budget [5 points]; Timeline/Work plan [5 points]. Detroit Certifications [D-BB & D-HB] for the Vendor [15 points] and for the sub-contractor [if applicable – 20 points]. Maximum total without certifications is 65 points & max total with certifications is 100 points.

ALL Bids: **Cities Reimagined [52 points]**

Compass Strategies [28 points – includes 15 points for bidders D-BB & D-HB certifications]

Metropolitan Detroit Inc. [39 points]

Mission Lift, LLC [26 points]

Public Sector Consultants [60 points]

Public Sector Consultants is a woman-owned (not Detroit certified) and has more than 40 years experience in public policy consulting for 100s of government agencies, non-profits, associations, & regulated industries.

Contract Details:

Vendor: **Public Sector Consultants**

Bid: **Highest Ranked [60 points]**

Amount: **\$100,000**

End Date: **June 5, 2025**

Services:

Assist the Office of Immigrant Affairs & Economic Inclusion (OIAEI) within HRD and the Immigration Taskforce, in producing a research study to develop comprehensive plan that explores a full range of issues and challenges that prevent successful integration and inclusion in a community for Immigrants & Refugees ranging from housing, basic needs, healthcare, employment, education, transportation, cultural and social integration.

Once major details of the project goals, objectives, and milestones are established, the project consultant will present the project plan at an Immigration Task Force meeting. The over 30-member Immigration Task Force will serve as an advisory board and may be consulted throughout the planning process.

Deliverables for Community Engagement City-wide: Partner with community-based organization and relevant city departments to develop, design, print, and distribute Immigrant resident needs & barrier surveys, translated in 6 languages (Spanish, Arabic, Bangla, Pashto or Dari, and French), also available online and paper copy; a minimum 6 in-person engagement sessions in 6 languages; at least 1 virtual engagement session; prepare & manage events, meetings, and communications; digitally record community feedback.

Contract discussion continues onto the next page.

Housing & Revitalization - continued

6005275 100% City Funding – To Provide Services to Create and Conduct a Research Study Resulting in a Comprehensive Plan for Immigrant and Refugee Services. – Contractor: Public Sector Consultants – Location: 230 N. Washington Square, Suite 300, Lansing, MI 48933 – Contract Period: Upon City Council Approval through June 5, 2025 – Total Contract Amount: \$100,000.00.

Deliverables for Comprehensive Plan: Create a strategic plan for the OIAEI by synthesizing existing data from the City’s recent Certified Welcoming audit results along with data from the resident survey and community engagement sessions; The resulting plan will outline recommendations and solutions for addressing the identified needs and barriers by residents.

Fees:

Project Management [meetings with OIAEI & Immigration Task Force, develop project plan]	\$6,390
Phase 1: Literature Review/Analysis [research, presentations/memos of findings]	\$5,460
Phase 2: Community-based research/engagement [surveys in 6 languages, analysis, report]	\$36,425
Phase 3: Strategic Planning [Document, report, Implement/Develop strategic plan]	\$24,295

Direct Expenses, which includes translation/interpretation services for focus groups, video recording services, printing, research supplies, space/booth rental, travel mileage, and gift cards/refreshments/giveaways for survey participants, for \$27,305

TOTAL \$99,875 project costs [total contract amount request is \$100,000]

Images and graphics will be charged at \$20 per license and video clips will be charged at \$100 per license.

HOUSING AND REVITALIZATION

6005217 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Jefferson East, Inc. – Location: 300 River Place Drive, Suite 5250, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Funding

Account String: **3923-22011-350030-617900-851101**
Fund Account Name: **American Rescue Plan Act-ARPA**
Appropriation Name: **ARPA - Intergenerational Poverty 2**
Funds Available: **\$1,353,575 as of June 9, 2023**

Tax Clearances Expiration Date: 7-20-23

Political Contributions and Expenditures Statement:

Signed: **7-12-22** Contributions: *****2016-2021**

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

*****Jefferson East, Inc. Political Contributions: 12 Members of the staff have made personal political contributions as follows: Over 60 between 2016-2021, including the mayor, 1 former council members, 2 current council members.**

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: **Jefferson East, Inc.** Bid: **92.7 points**
Amount: **\$350,000.00** End Date: **June 30, 2025**

Services- ARPA Subrecipient Agreement :

Jefferson East, Inc. shall provide public service activities as a member of the Detroit Housing Network to conduct outreach, enrollment, and direct service delivery for housing programs for low-income Detroit residents.

Services shall be public and be provided to Detroit residents.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005217 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Jefferson East, Inc. – Location: 300 River Place Drive, Suite 5250, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 14300 E. Jefferson, Detroit, MI 48215, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A. **Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B. **Tax Foreclosure Prevention**
Outreach for and Enrollment in the City's Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C. **Home Repair/Rehabilitation**
Outreach for and Enrollment in the City's 0% Home Repair Program
Outreach for and Enrollment in the City's Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City's Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D. **Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E. **Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005217 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Jefferson East, Inc. – Location: 300 River Place Drive, Suite 5250, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement.

Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager's housing counseling and intake staff.

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- i. The Vendor's staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.
- ii. The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.
- iii. The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.
- iv. The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)
- Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve
- Develops reports and dashboards to improve operations
- Serves as the default contact person of all clients assigned to the member organization.
- Assigns clients to appropriate staff or reassigns to other organizations
- Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit
- Attend monthly DHN Member marketing and communications meeting

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005217 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Jefferson East, Inc. – Location: 300 River Place Drive, Suite 5250, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**
- **Tracks and reports Workshop Attendance**
- **Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day**
- **Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."**
- **Make sure all required client documents and disclosures are in the Document Management**
- **Understands program requirements and how to submit application to all DHN programs**

Fees:

Exhibit B DHN Network Member Budget Worksheet

Jefferson East Inc

	Year 1	Year 2	TOTAL
Personnel	\$ 137,620	\$ 137,620	\$ 275,240
Fringe Benefits	\$ 37,380	\$ 37,380	\$ 74,760
Travel	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Contractual	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Total Direct	\$ 175,000	\$ 175,000	\$ 350,000
Indirect Charges		\$ -	\$ -
TOTAL:	\$ 175,000	\$ 175,000	\$ 350,000

HOUSING AND REVITALIZATION

6005315 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Wayne Metropolitan Community Action Agency – Location: 7310 Woodward, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$1,000,000.00.

Funding

Account String: 3923-22011-350030-617900-851101
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Intergenerational Poverty 2
Funds Available: \$1,353,575 as of June 9, 2023

Tax Clearances Expiration Date: 8-26-23

Political Contributions and Expenditures Statement:

Signed: 8-30-22 Contributions: None

Consolidated Affidavits

Date signed: 8-30-22

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

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: Wayne Metropolitan Community Action Agency
Amount: \$1,000,000.00

Bid: 90.3 points
End Date: June 30, 2025

Services:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 7310 Woodward, Detroit, MI, 48202, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005315 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Wayne Metropolitan Community Action Agency – Location: 7310 Woodward, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$1,000,000.00.

Services- continued:

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A- Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B- Tax Foreclosure Prevention**
Outreach for and Enrollment in the City’s Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C- Home Repair/Rehabilitation**
Outreach for and Enrollment in the City’s 0% Home Repair Program
Outreach for and Enrollment in the City’s Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City’s Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D- Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E- Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement. Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager’s housing counseling and intake staff.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005315 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Wayne Metropolitan Community Action Agency – Location: 7310 Woodward, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$1,000,000.00.

Services- continued:

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- v. **The Vendor’s staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.**
- vi. **The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.**
- vii. **The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.**
- viii. **The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.**

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- **Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)**
- **Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve**
- **Develops reports and dashboards to improve operations**
- **Serves as the default contact person of all clients assigned to the member organization.**
- **Assigns clients to appropriate staff or reassigns to other organizations**
- **Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit**
- **Attend monthly DHN Member marketing and communications meeting**
- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005315 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Wayne Metropolitan Community Action Agency – Location: 7310 Woodward, Detroit, MI 48202 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$1,000,000.00.

Services- continued:

- **Tracks and reports Workshop Attendance**
- **Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day**
- **Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."**
- **Make sure all required client documents and disclosures are in the Document Management**
- **Understands program requirements and how to submit application to all DHN programs**

Fees:

DHN Network Member Budget Worksheet

Exhibit B Wayne Metro Community Action Agency

	Year 1	Year 2	TOTAL
Personnel	\$ 350,834	\$ 350,834	\$ 701,667
Fringe Benefits	\$ 105,250	\$ 105,250	\$ 210,500
Travel	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Supplies	\$ 6,957	\$ 6,957	\$ 13,914
Contractual	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Other	\$ 36,960	\$ 36,960	\$ 73,919
Total Direct	\$ 500,000	\$ 500,000	\$ 1,000,000
Indirect Charges			\$ -
TOTAL:	\$ 500,000	\$ 500,000	\$ 1,000,000

HOUSING AND REVITALIZATION

6005215 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Central Detroit Christian CDC – Location: 1550 Taylor Street, Detroit, MI 48206 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Funding

Account String: 3923-22011-350030-617900-851101
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Intergenerational Poverty 2
Funds Available: \$1,353,575 as of June 9, 2023

Tax Clearances Expiration Date: 11-30-23

Political Contributions and Expenditures Statement:

Signed: 7-11-22 Contributions: None

Consolidated Affidavits

Date signed: 7-11-22

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

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: Central Detroit Christian CDC
Amount: \$350,000.00

Bid: 94.03 points
End Date: June 30, 2025

Services:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 1550 Taylor Detroit, MI 48206, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005215 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Central Detroit Christian CDC – Location: 1550 Taylor Street, Detroit, MI 48206 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A- Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B- Tax Foreclosure Prevention**
Outreach for and Enrollment in the City’s Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C- Home Repair/Rehabilitation**
Outreach for and Enrollment in the City’s 0% Home Repair Program
Outreach for and Enrollment in the City’s Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City’s Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D- Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E- Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement. Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager’s housing counseling and intake staff.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005215 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Central Detroit Christian CDC – Location: 1550 Taylor Street, Detroit, MI 48206 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- ix. **The Vendor’s staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.**
- x. **The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.**
- xi. **The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.**
- xii. **The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.**

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- **Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)**
- **Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve**
- **Develops reports and dashboards to improve operations**
- **Serves as the default contact person of all clients assigned to the member organization.**
- **Assigns clients to appropriate staff or reassigns to other organizations**
- **Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit**
- **Attend monthly DHN Member marketing and communications meeting**
- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005215 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Central Detroit Christian CDC – Location: 1550 Taylor Street, Detroit, MI 48206 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

- Tracks and reports Workshop Attendance
- Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day
- Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."
- Make sure all required client documents and disclosures are in the Document Management
- Understands program requirements and how to submit application to all DHN programs

Fees:

Exhibit B DHN Network Member Budget Worksheet

Central Detroit Christian CDC

	Year 1	Year 2	TOTAL
Personnel	\$ 136,050	\$ 136,050	\$ 272,100
Fringe Benefits	\$ 31,292	\$ 31,292	\$ 62,583
Travel	\$ 2,400	\$ 2,400	\$ 4,800
Equipment	\$ -	\$ -	\$ -
Supplies	\$ 5,259	\$ 5,259	\$ 10,517
Contractual	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Total Direct	\$ 175,000	\$ 175,000	\$ 350,000
Indirect Charges	\$ -	\$ -	\$ -
TOTAL:	\$ 175,000	\$ 175,000	\$ 350,000

HOUSING AND REVITALIZATION

6005218 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: U Snap Bac, Inc. – Location: 14901 E Warren, Detroit, MI 48224 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Funding

Account String: 3923-22011-350030-617900-851101
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Intergenerational Poverty 2
Funds Available: \$1,353,575 as of June 9, 2023

Tax Clearances Expiration Date: 2-27-24

Political Contributions and Expenditures Statement:

Signed: 3-31-23 Contributions: None

Consolidated Affidavits

Date signed: 3-31-23

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

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: U Snap Bac, Inc.
Amount: \$350,000.00

Bid: 80.0 points
End Date: June 30, 2025

Services:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 14901 E Warren Ave Detroit, MI 48224, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005218 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: U Snap Bac, Inc. – Location: 14901 E Warren, Detroit, MI 48224 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A- Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B- Tax Foreclosure Prevention**
Outreach for and Enrollment in the City’s Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C- Home Repair/Rehabilitation**
Outreach for and Enrollment in the City’s 0% Home Repair Program
Outreach for and Enrollment in the City’s Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City’s Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D- Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E- Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement. Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager’s housing counseling and intake staff.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005218 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: U Snap Bac, Inc. – Location: 14901 E Warren, Detroit, MI 48224 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- xiii. **The Vendor’s staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.**
- xiv. **The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.**
- xv. **The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.**
- xvi. **The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.**

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- **Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)**
- **Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve**
- **Develops reports and dashboards to improve operations**
- **Serves as the default contact person of all clients assigned to the member organization.**
- **Assigns clients to appropriate staff or reassigns to other organizations**
- **Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit**
- **Attend monthly DHN Member marketing and communications meeting**
- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005218 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: U Snap Bac, Inc. – Location: 14901 E Warren, Detroit, MI 48224 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

- Tracks and reports Workshop Attendance
- Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day
- Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."
- Make sure all required client documents and disclosures are in the Document Management
- Understands program requirements and how to submit application to all DHN programs

Fees:

Exhibit B DHN Network Member Budget Worksheet

U-Snap-Bac Inc

	Year 1	Year 2	TOTAL
Personnel	\$ 140,300	\$ 140,300	\$ 280,600
Fringe Benefits	\$ 20,700	\$ 20,700	\$ 41,400
Travel	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Supplies	\$ 5,000	\$ 5,000	\$ 10,000
Contractual	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Other	\$ 9,000	\$ 9,000	\$ 18,000
Total Direct	\$ 175,000	\$ 175,000	\$ 350,000
Indirect Charges	\$ -	\$ -	\$ -
TOTAL:	\$ 175,000	\$ 175,000	\$ 350,000

HOUSING AND REVITALIZATION

6005314 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Southwest Economic Solutions Corporation – Location: 5716 Michigan Avenue, Suite 3000, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Funding

Account String: 3923-22011-350030-617900-851101
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Intergenerational Poverty 2
Funds Available: \$1,353,575 as of June 9, 2023

Tax Clearances Expiration Date: 7-6-23

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

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: Southwest Economic Solutions Corporation
Amount: \$350,000.00

Bid: 92.7 points
End Date: June 30, 2025

Services:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 2835 Bagley St #800, Detroit, MI 48216, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005314 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Southwest Economic Solutions Corporation – Location: 5716 Michigan Avenue, Suite 3000, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A- Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B- Tax Foreclosure Prevention**
Outreach for and Enrollment in the City’s Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C- Home Repair/Rehabilitation**
Outreach for and Enrollment in the City’s 0% Home Repair Program
Outreach for and Enrollment in the City’s Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City’s Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D- Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E- Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement. Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager’s housing counseling and intake staff.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005314 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Southwest Economic Solutions Corporation – Location: 5716 Michigan Avenue, Suite 3000, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- xvii. **The Vendor’s staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.**
- xviii. **The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.**
- xix. **The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.**
- xx. **The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.**

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- **Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)**
- **Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve**
- **Develops reports and dashboards to improve operations**
- **Serves as the default contact person of all clients assigned to the member organization.**
- **Assigns clients to appropriate staff or reassigns to other organizations**
- **Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit**
- **Attend monthly DHN Member marketing and communications meeting**
- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005314 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Southwest Economic Solutions Corporation – Location: 5716 Michigan Avenue, Suite 3000, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

- Tracks and reports Workshop Attendance
- Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day
- Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."
- Make sure all required client documents and disclosures are in the Document Management
- Understands program requirements and how to submit application to all DHN programs

Fees:

DHN Network Member Budget Worksheet

Exhibit B Southwest Economic Solutions

	Year 1	Year 2	TOTAL
Personnel	\$ 104,000	\$ 104,000	\$ 208,000
Fringe Benefits	\$ 31,000	\$ 31,000	\$ 62,000
Travel	\$ 2,500	\$ 2,500	\$ 5,000
Equipment	\$ -	\$ -	\$ -
Supplies	\$ 11,000	\$ 2,000	\$ 13,000
Contractual	\$ 1,000	\$ 1,000	\$ 2,000
Construction	\$ -	\$ -	\$ -
Other	\$ 27,000	\$ 2,000	\$ 29,000
Total Direct	\$ 176,500	\$ 142,500	\$ 319,000
Indirect Charges	\$ 17,000	\$ 14,000	\$ 31,000
TOTAL:	\$ 193,500	\$ 156,500	\$ 350,000

HOUSING AND REVITALIZATION

6005313 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Matrix Human Services – Location: 1400 Woodbridge Street, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$820,800.00.

Funding

Account String: 3923-22011-350030-617900-851101
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Intergenerational Poverty 2
Funds Available: \$1,353,575 as of June 9, 2023

Tax Clearances Expiration Date: 2-2-24

Political Contributions and Expenditures Statement:

Signed: 12-20-22 Contributions: None

Consolidated Affidavits

Date signed: 12-20-22

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

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: Matrix Human Services
Amount: \$820,800.00

Bid: 88.7 points
End Date: June 30, 2025

Services:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 13560 E McNichols Rd, Detroit, MI 48205, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005313 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Matrix Human Services – Location: 1400 Woodbridge Street, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$820,800.00.

Services- continued:

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A- Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B- Tax Foreclosure Prevention**
Outreach for and Enrollment in the City’s Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C- Home Repair/Rehabilitation**
Outreach for and Enrollment in the City’s 0% Home Repair Program
Outreach for and Enrollment in the City’s Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City’s Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D- Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E- Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement. Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager’s housing counseling and intake staff.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005313 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Matrix Human Services – Location: 1400 Woodbridge Street, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$820,800.00.

Services- continued:

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- xxi. **The Vendor’s staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.**
- xxii. **The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.**
- xxiii. **The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.**
- xxiv. **The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.**

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- **Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)**
- **Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve**
- **Develops reports and dashboards to improve operations**
- **Serves as the default contact person of all clients assigned to the member organization.**
- **Assigns clients to appropriate staff or reassigns to other organizations**
- **Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit**
- **Attend monthly DHN Member marketing and communications meeting**
- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005313 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Matrix Human Services – Location: 1400 Woodbridge Street, Detroit, MI 48207 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$820,800.00.

Services- continued:

- **Tracks and reports Workshop Attendance**
- **Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day**
- **Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."**
- **Make sure all required client documents and disclosures are in the Document Management**
- **Understands program requirements and how to submit application to all DHN programs**

Fees:

DHN Network Member Budget Worksheet

Matrix Human Services

	Year 1	Year 2	TOTAL
Personnel	\$ 308,000.00	\$ 308,000.00	\$ 616,000.00
Fringe Benefits	\$ 61,600.00	\$ 61,600.00	\$ 123,200.00
Travel	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00
Equipment	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00
Supplies	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Contractual	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Other	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00
Total Direct	\$ 379,600.00	\$ 379,600.00	\$ 759,200.00
Indirect Charges	\$ 30,800.00	\$ 30,800.00	\$ 61,600.00
TOTAL:	\$ 410,400.00	\$ 410,400.00	\$ 820,800.00

HOUSING AND REVITALIZATION

6005216 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Bridging Communities, Inc. – Location: 6900 McGraw, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Funding

Account String: 3923-22011-350030-617900-851101
Fund Account Name: American Rescue Plan Act-ARPA
Appropriation Name: ARPA - Intergenerational Poverty 2
Funds Available: \$1,353,575 as of June 9, 2023

Tax Clearances Expiration Date: 10-4-23

Political Contributions and Expenditures Statement:

Signed: 3-29-23 Contributions: None

Consolidated Affidavits

Date signed: 3-29-23

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

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 Services to disproportionately Impacted Communities (EC3).

Background:

The Detroit Housing Network (DHN) is a network of high-capacity housing service providers designed to centralize and streamline various housing stability and homeownership services for Detroit residents. DHN's mission is to create healthy neighborhoods and advance racial equity in our communities by increasing housing stability and affordable homeownership for Detroit residents.

Bid Information

No Bid- This is a request for applications for a NOFA #182477, which opened on June 10, 2022 and closed July 11, 2022. There are several winning applications Contracts are as follows: 6005217, 6005313, 6005212, 6005218, 6005314, 6005313 & 6005216. The winning applications were based upon a scoring system consisting of the following: Questionnaire-40 points, Intro & Overview- 40 points, Pricing- 20 points= 100 points in Total.

Other Bids:

- Bridging Communities- 95.3 points**
- Central Detroit Christian- 94.0 points**
- Decima, LLC- 18.3 – limited to no experience with housing services**
- Matrix East, Inc- 88.7 points**
- Southwest Housing Solutions- 92.7 points**
- USnapBac- 80.0points**
- Wayne Metro- 90.3 points**

Contract Details:

Vendor: **Bridging Communities, Inc.**
Amount: **\$350,000.00**

Bid: 95.3 points
End Date: **June 30, 2025**

Services:

Though services may be targeted to a particular subpopulation or problem area, Vendor must abide by the Laws and Security Regulations and Fair Employment Practices and Nondiscrimination Requirements. The Vendor 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.

Services shall be offered through a combination of in-person services at 6900 McGraw Ave, Detroit, MI 48210, at community events, or at, at community events, or at service recipients' residence or virtual service delivery over the phone or video conferencing.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005216 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Bridging Communities, Inc. – Location: 6900 Mcgraw, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

Delivery of High Priority Housing Services: The Vendor will deliver, at a minimum, the core services:

- A- Mortgage Foreclosure Prevention - Service Delivery of HUD certified foreclosure counseling and loan modification**
Outreach for and Enrollment in public mortgage assistance programs (as available)
- B- Tax Foreclosure Prevention**
Outreach for and Enrollment in the City’s Homeowner Property Tax Exemption (HOPE) Program to eliminate/reduce property taxes for low income households.
Outreach for and Enrollment in Wayne County delinquent property tax programs including the Interest Reduced Stipulated Payment Agreement (IRSPA), the Pay As You Stay (PAYS) program, and others as available.
Enrollment in City property tax programs including Principal Residence Exemption and Neighborhood Enterprise Zone Homestead.
- C- Home Repair/Rehabilitation**
Outreach for and Enrollment in the City’s 0% Home Repair Program
Outreach for and Enrollment in the City’s Lead Hazard Reduction Grant Programs
Outreach for and Enrollment in the City’s Senior Emergency Home Repair Program
Outreach for and Enrollment in additional City-sponsored home repair programs (to be developed)
- D- Utility Assistance**
Outreach for and Referral to the Water Residential Assistance Program
Outreach for and Referral to the Michigan Energy Assistance Program or equivalent program
- E- Homebuyer Preparation**
Outreach and Service Delivery of pre-purchase counseling and education (HUD certified);
Outreach and Enrollment in Down Payment Assistance programs, including lender programs, Michigan State Housing Development Authority programs, and future City funded down payment assistance programs

Data System Use & Reporting:

The vendor will use a shared technology platform, to be identified and provided by the City and the ***Network Manager (see below), to manage client service workflows and reporting requirements for all housing programs/services. The base technology platform will include client intake, partner assignment, client record storage, HUD 9902 reporting capabilities, client referral capabilities between organizations, performance measurement, and client scheduling.

*****Network Manager.** The City of Detroit has entered into a Subrecipient Agreement with CHN Housing Partners to provide Network Management services in support of the Detroit Housing Network. Through this role, CHN Housing Partners will coordinate the use of shared intake processes, client management and reporting software, training and professional development, and other central functions on behalf of the City of Detroit.

Vendor Participation & Training:

The vendor will meet the criteria for Detroit Housing Network membership and will be required to remain a member in good standing of the Detroit Housing Network throughout the term of this Agreement. Vendor will participate in a minimum of six performance management meetings annually to review performance outputs, identify areas for improvement, and collaboratively develop strategies to increase service volume and effectiveness.

The vendor will participate in a minimum of six regular trainings and best practice sharing meetings annually to build strong awareness and command of housing service delivery among the Network Manager’s housing counseling and intake staff.

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005216 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Bridging Communities, Inc. – Location: 6900 Mcgraw, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

The Vendor will collaborate with the City and the Network Manager to develop an organizational development plan to guide investment into organizational growth and improvement, including staff capacity, staff development, technology, facility improvement, and service delivery model and expansion.

Resident Outreach, Marketing & Brand:

- xxv. **The Vendor’s staff will develop a knowledge of housing programs offered in the City of Detroit and ensure consistency of program awareness and messaging across agency staff.**
- xxvi. **The vendor will identify outreach channels within its service boundaries and implement marketing campaigns to promote high priority housing services.**
- xxvii. **The vendor will coordinate with the City of Detroit and its designated public relations partners on announcements related to new housing initiatives related the Detroit Housing Network activities.**
- xxviii. **The vendor will use established network branding guidelines and materials including branding of physical sites, web tools, print and digital media, etc. to promote awareness and recognition of the Detroit Housing Network.**

Personnel - Personnel performing the Program Administration services for the Initiative will have required skills. Job descriptions and credentials for all personnel providing the services shall be submitted to the Network Manager and available for review by the City.

Housing Director- oversees all of the staff and programs that are part of DHN.

Housing Sustainability Manager/ Counselor 2-Financial Opportunity Counselor/ HOPE Specialist, 3. Resource Navigator & Counselor-

- **Provides 1-1 Housing Counseling services (including developing action plans with clients and scheduling follow-up counseling sessions)**
- **Attends all DHN network meetings and all member meetings, to make sure the member organization is aware of all updates and new features in the DHN system and help provide feedback on ways the DHN system, processes and network can continuously improve**
- **Develops reports and dashboards to improve operations**
- **Serves as the default contact person of all clients assigned to the member organization.**
- **Assigns clients to appropriate staff or reassigns to other organizations**
- **Submit 9902 reports to HUD, submit other reporting and billing to intermediaries and the City of Detroit**
- **Attend monthly DHN Member marketing and communications meeting**
- **Coordinates and promotes the use of the DHN brand style guide and DHN brand assets across the organization**
- **Promotes the use of the DHN website and DHN's Housing Service Intake Form across the organization o Make sure new clients are connected with the Education Workshop/Counseling/Program that they need.**
- **Support workshops (help with zoom set up/registration, coordinating food for in person meetings, etc)**

Contract discussion continued on next page.

HOUSING AND REVITALIZATION- continued:

6005216 100% ARPA Funding – To Provide Housing Counseling Services for Pre-Purchase, Mortgage/Tax Foreclosure, Home Repair, and Utility Assistance. – Contractor: Bridging Communities, Inc. – Location: 6900 Mcgraw, Detroit, MI 48210 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$350,000.00.

Services- continued:

- Tracks and reports Workshop Attendance
- Follow up after workshops to see if clients are interested in 1-1 housing counseling or other DHN services Reviews all new clients assigned to organization each day
- Makes sure Intake Service File status moves to "Intake Under Review" and then "Intake Complete."
- Make sure all required client documents and disclosures are in the Document Management
- Understands program requirements and how to submit application to all DHN programs

Fees:

Exhibit B DHN Network Member Budget Worksheet

BCI				
	Year 1		Year 2	TOTAL
Personnel	\$ 108,000	\$	108,000	\$ 216,000
Fringe Benefits	\$ 30,240	\$	30,240	\$ 60,480
Travel	\$ 2,450	\$	2,450	\$ 4,900
Equipment	\$ -	\$	-	\$ -
Supplies	\$ 7,760	\$	7,760	\$ 15,520
Contractual	\$ 6,141	\$	6,141	\$ 12,282
Construction	\$ -	\$	-	\$ -
Other	\$ 4,500	\$	4,500	\$ 9,000
Total Direct	\$ 159,091	\$	159,091	\$ 318,182
Indirect Charges	\$ 15,909	\$	15,909	\$ 31,818
TOTAL:	\$ 175,000	\$	175,000	\$ 350,000

LAW- Waiver requested

6005179 100% City Funding – To Provide a Cloud Based Legal Case Management Software System. – Contractor: Thomson Reuters – Location: 610 Opperman Drive, Eagan, MN 55123 – Contract Period: Upon City Council Approval through June 29, 2028 – Total Contract Amount: \$2,144,351.96.

Funding:

Account String: 1000-29350-350800-622302

Fund Account Name: **General Fund**

Appropriation Name: **Citywide Overhead**

Funds Available: **\$927,821 as of June 9, 2023**

Encumbered Funds:\$3,453,991 June 9, 2023 & Funding FY 23-24

Tax Clearances Expiration Date: **6-27-23**

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;
***Accepts Resumes;

Slavery Era Records Disclosure

Prison Industry Records Disclosure

Immigrant Detention System Record
Disclosure

+++LPD requested a correction letter and OCP confirmed on Thursday, June 8, 2023, the full name of the contractor will be provided: West Publishing Corporation dba West, a Thomson Reuters Business.

Bid Information

Bids Opened on November 1, 2022 and Closed on February 1, 2023; 10 Suppliers invited; 4 Bids received. Bids were scored on the following- System +Function- 20 points, Project Approach- 10 points, Performance History- 10 points, Technical Info & Data Security Compliance- 10 points, Support & Availability- 10 points, Cost- 5 points, Phase 2- Prime Contractor Economic Development- 15 points, Phase 3- Development & performance of Prime Subcontractor(s) – 20 points- Total Overall 100 points.

**Other Bids: GC Global-Legaledge- 43.33/100 points; Bid: \$760,503.05
Court Alert- 28.32/100 points; Bid: \$49,065,088.00**

Contract Details:

Vendor: **+++Thomson Reuters**

Bid: Highest Ranked -61.67/ 100 - \$2,263,133.77

Amount: **\$2,144,351.96**

End Date: June 29, 2028

Services:

The Contractor must provide the City’s Law Department (the “Law Department) with the System, which is a customizable and flexible software as a service (“SaaS”) case management system. The System must include at least coverage for the Law Department’s Administration, FOIA, Labor & Employment, Worker’s Compensation, Litigation, Civil and Criminal Appeals, Tax Appeals, Prosecution (criminal, blight, civil and traffic), Transactional and Economic Development and Municipal subject matter and Law Department section modules (“Modules”).

The System must have an integration engine to support its integration with other city internal information systems.

The System must provide at least the following functions:

- a. Track and manage legal case notes: Create, access, and track notes regarding case activities and updates on matters, advice files, investigations, appeals, complaints, grievances, FOIA requests, and constituent requests.**
- b. Client management: Document and manage interactions with clients.**
- c. Document management: Collect, upload, and store all client-specific, case-related, and function-specific documents in an organized and easily searchable centralized repository.**
- d. Billing and invoicing: Record and manage financial transactions among and between parties.**
- e. Calendar management and case alerts: Organize and manage dates and appointments related to transactions and cases, including but not limited to, client meetings.**
- f. Expense tracking: Maintain a detailed log of costs and services related to a client, transaction or case. Track internal and external resources and monitor costs for City departments.**

Contract discussion continued on next page.

LAW- Waiver requested- continued:

6005179 100% City Funding – To Provide a Cloud Based Legal Case Management Software System. – Contractor: Thomson Reuters – Location: 610 Opperman Drive, Eagan, MN 55123 – Contract Period: Upon City Council Approval through June 29, 2028 – Total Contract Amount: \$2,144,351.96.

Services- continued:

- g. Task management: Track daily action items and follow-ups and check their status for completion. Track and manage workload distribution.**
- h. Time tracking: Measure, track, and record time spent on various tasks and activities for calculating billable hours.**
- i. Operational efficiency: Improve efficiencies; eliminate redundancies in data entry; automate workflows and manual case handing; reduce manual steps; retrieve information easily.**
- j. Reporting: Enable robust statistical analysis and research and improve reporting.**
- k. Integration: Be fully integrated with the City’s Current Applications (as defined below) and any other of the vendor’s products used by the Law Department.**

The vendor will provide the System that includes its “HighQ” Software as a Service product which, at a minimum, will include and provide the following functions and abilities to the City:

- a. Improvements to Law Department Collaboration and Engagement: Bring colleagues or clients together to collaborate on files, matters, and projects.**
- b. Automate legal processes: automation of time-consuming, manual tasks and connection of the content across the platform.**
- c. Manage Core Workflows in a Single Space: Case management, matter management, contract management, document management, and legal intake must all come together as an integrated legal operations hub.**
- d. Accessibility Anytime, Anywhere: Built from the ground up to support the mobile nature of legal practice, the System must enable the Law Department to work together efficiently, regardless of wherever its members may be located.**
- e. Safeguard Sensitive Information: A secure cloud that will protect the City’s valuable data and securely exchange sensitive information.**
- f. Ninety-nine percent (99.9%) uptime, bank grade encryption, and monitored by Contractor 24hours 7 days a week.**
- g. Manage complex projects and transactions: Task and event management, document collaboration, data visualization, document analysis, and document automation.**
- h. Collaborate easily with people inside and outside of the Law Department.**
- i. Share and synchronize documents securely from anywhere using any device.**
- j. Design and automate workflows to eliminate manual steps and speed processing.**
- k. Improve communication in ways that are more modern, social, and relevant.**
- l. Visualize key metrics, driving new insight and more informed business decisions.**
- m. Collaborate on documents using integrations with Microsoft Word, Outlook, Google Workspace, Smartsheet and Adobe. Manage the files that surround the Law Department’s work with capabilities that include version control, document assembly, audit history, autoreduction, and mark-up comparison.**
- n. Contract management: Manage and report on all phases of a contract’s lifecycle, including contract drafting, storage, routing, and e-signature integration. Conduct due diligence, contract analysis, and risk assessments.**
- o. Public Records Requests Management (FOIA): Handle all the major steps inherent in a public records act request including intake, tracking, secure document collaboration, redaction, production, and performance reporting.**
- p. Document Automation: Accelerate document assembly for contracts, pleadings, letters, and other legal documents to quickly generate standard, error-free documents. Enable Law Department collaborators to create documents from templates approved by the Law Department, like professional service agreements.**

Contract discussion continued on next page.

LAW- Waiver requested- continued:

6005179 100% City Funding – To Provide a Cloud Based Legal Case Management Software System. – Contractor: Thomson Reuters – Location: 610 Opperman Drive, Eagan, MN 55123 – Contract Period: Upon City Council Approval through June 29, 2028 – Total Contract Amount: \$2,144,351.96.

Services- continued:

- q. **Incident and Complaint Management:** Incidents and complaints, such as Title IX allegations, can be tracked securely with developments documented and reported throughout an investigation.
- r. **Secure File Sharing:** Share large files securely either internally or with external parties. Create links to share existing files or quickly upload new ones. Control access rights with digital rights management, link expiry, watermarking and email verification for recipients. Sync and share files directly from desktop or mobile devices.
- s. **Signature integrations with DocuSign and Adobe Sign** will allow users to complete approvals, agreements, and transactions faster by making it simple to select one or more files and send them to multiple recipients for signing.
- t. **Customizable** at no additional cost to provide for reporting and tracking that are aligned with specific legal, regulatory, and organization specific requirements.
- u. **Data Migration:** Must preserve and migrate all Data from the Law Department’s current case management system.

Service Availability Requirement

The Vendor will make the System available for access and use by Authorized Users at least 99.9% of the time (“Available”), as measured over the course of each calendar month during the service term (each such calendar month, a “Service Period”), excluding the time the System is not Available as a result of one or more Exceptions defined below:

- a. **Authorized Support Contact.** The City must establish and maintain at least one Authorized Support Contact who will provide “First-Line Support” for the System directly to other Authorized Users
- b. **Second-Line Support.** If, after commercially reasonable efforts, the Authorized Support Contact is unable to diagnose or resolve problems concerning the functionality or operation of the System, the Authorized Support Contact shall submit a Support Request

Support Classification Request Description

1 Critical -A critical part of the System infrastructure is unavailable or inaccessible other than during Scheduled Downtime, resulting in total disruption of work or critical business impact. An error that results in the loss of critical documented feature/function for which there is no suitable Workaround. Data is corrupted or lost and must be restored from backup. 30 Minute response time.

2 Major -The System is operational but highly degraded performance to the point of major impact on usage. Important features of the System are unavailable with no acceptable Workaround; however, operations can continue in a restricted fashion. 60 minute response time.

3 Minor -The System is operational but partially degraded for some or all users, and an acceptable Workaround or solution exists. Problem with non-critical feature or functionality. 8 hour response time.

Fees:

III. Subscription and Monthly Subscription Fees

<u>Subscription Period</u>	<u>Monthly Subscription Fee</u>
<u>8/01/2023-7/31/2024</u>	\$29,901.00
<u>8/01/2024-7/31/2025</u>	\$31,396.00
<u>8/01/2025-7/31/2026</u>	\$32,965.00
<u>8/01/2026-7/31/2027</u>	\$34,613.00
<u>8/01/2027-7/31/2028</u>	\$36,344.00

Contract discussion continued on next page.

LAW- Waiver requested- continued:

6005179 100% City Funding – To Provide a Cloud Based Legal Case Management Software System. – Contractor: Thomson Reuters – Location: 610 Opperman Drive, Eagan, MN 55123 – Contract Period: Upon City Council Approval through June 29, 2028 – Total Contract Amount: \$2,144,351.96.

Fees- continued:

IV. Prices

Upon approval of this Contract by City Council and prior to July 1, 2023, the City shall pay \$400,000.00 which will include \$161,656.00 to cover the payment of the \$114,400.00 and \$47,256.00 for Implementation and Training, Integration and Data Migration and \$238,344.00 for eight months of the first year's subscription fee.

	Unit	Price	Qty	Extended
Software/Licensing/Subscription and Cloud Infrastructure Services (Storage, CPU, and Network).	<u>ANNUAL</u> (145 users)	\$358,818.00	1	\$358,818.00
<u>Including:</u>				
<ul style="list-style-type: none"> HighQ Collaborate Premium HighQ Collaborate License HighQ Collaborate with Document Automation HighQ Workshare 1 million OCR scanned pages per year Custom URL of the Law Department's choosing 				
Additional Users (5 External-Users for every Internal-User license. External-User outside the City with a different email extension).				
10 TB of storage				
Integration and Data Migration	<u>ONE-TIME</u> (Year 1)	\$114,400.00	1	\$114,400.00
System installation and configuration, migration of all Data from current case management system, and user testing and acceptance.				
<u>Including:</u>				
Echo Connector/Echo Automate/Velocity Connector are included in monthly pricing. Remaining integration(s) and data migration charges include professional service hours for installation, configuration, and monitoring. Document Migration				

Implementation and Training*	<u>ONE-TIME</u> (Year 1)	\$47,256.00	1	\$47,256.00
<ul style="list-style-type: none"> 155 hours of System Implementation and Training Document Automation Training 6 hours total for integration overview and configuration assistance, which includes: Overview, including Practical Law templates Training on creating templates, sub-templates and questionnaires, including repeats. Training on management of templates Template author assistance for one (1) agreed upon document as an example to allow the creation by the City of an unlimited amount of templates. *Additional HighQ training, configuration, and/or consultation services are available for \$259.00/hour. Additional Document Automation training, template authoring, and/or \$265.00/hour. 				
Year 1				\$520,474.00
Implementation & Training - \$47,256.00 Annual Subscription fee - \$358,818.00 (based on \$29,901.50 per month) Integration & Data Migration Fee - \$114,400.00				
Year 2 based on \$31,396.58 per month				\$376,758.90
Year 3 based on \$32,966.40 per month				\$395,596.85
Year 4 based on \$34,614.72 per month				\$415,376.69
Year 5 based on \$36,345.46 per month				\$436,145.52
TOTAL CONTRACT VALUE				\$2,144,351.96

Additional Information:

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

Amendment 1 - 3 extended the contract term 8 years, through June 30, 2022 and added \$102,810 for a total contract amount of \$405,210. Amendment 3 was approved on November 23, 2021. Amendment 4- approved at Formal Session April 26, 2022 or through June 30, 2023 for \$440,165.40

Amendment 5- Extension of Time and an Increase of Funds through June 30, 2024– Total Contract Amount: \$475,865.00 sent to Formal (June 13, 2023 for a vote) from IOS committee on June 7, 2023 with recommendation to approve.

OFFICE OF THE CHIEF FINANCIAL OFFICER – *Waiver Requested*

6001575-A2 100% City Funding – AMEND 2 – To Provide an Extension of Time and an Increase of Funds for a Bill Payment Kiosk Network Utilized by Citizens of Detroit to Pay Tax Bills, Etc. – Contractor: Diversified Data Processing and Consulting, Inc. dba DIVDAT – Location: 2111 Woodward, Suite 702, Detroit, MI 48201 – Previous Contract Period: August 1, 2018 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through September 30, 2023 – Contract Increase Amount: \$411,000.00 – Total Contract Amount: \$6,211,000.00.

Funding:

Account String: 1000-29234-230077-617900
Fund Account Name: **General Fund**
Appropriation Name: **Revenue Management**
Funds Available: **\$2,310,678 as of June 9, 2023**

Tax Clearances Expiration Date: **1-10-24**

Political Contributions and Expenditures Statement:

Signed: **11-17-22** Contributions: **None**

Consolidated Affidavits

Date signed: **11-17-22**

- 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 add funds and time to an existing contract. At the time of approval, this was a 5-year sole source non-standard procurement. The services covered under this contract can only be provided by this Vendor.

Contract Details:

Vendor: **Diversified Data Processing and Consulting, Inc. dba DIVDAT**

Amount: **Add \$411,000; Total \$6,211,000**

End Date: **Add 3 months; through September 30, 2023**

Services remains the same:

Provide Kiosks for citizens to make bill payments. Consumers may use Kiosks to pay one or multiple bills offered at the Kiosk, including but not limited to utilities, pay taxes, fines, collect funds for bus passes.

Vendor will work with the City to provide development and integration required to operate a Payment Solution featuring both a web-based Over the Counter module, and a web-based Residential module with IVR [Interactive Voice Response] and Mobile offerings.

DivDat, owns the Kiosks that are placed in multiple locations, retail centers, community centers; Consumers may elect to make bill payments in English, Spanish or Arabic, additional languages may be added as necessary; Kiosks may accept cash, credit cards, debit cards, or personal checks.

Other Services includes all planning, execution, implementation and training for a configurable Web-based solution. DivDat will provide: Manned telephone support during business hours; Monitored email support; Remote technical support; Remote monitoring and management of payment systems and data center; Scheduled or emergency technical support.

Amendment 1 added the revenue generation stream, cash handling, credit card processing of departments, where the Treasury is the single payor collecting the funds on behalf of the departments.

Fees:

The City will use the below possible services on an as needed basis:

Infrastructure and Data Security Maintenance	\$12,000/month
Integrated Departments	\$3,000 each
Custom Management Portal / Dashboard	\$3,000/month

Contract discussion continues onto the next page.

OCFO– Waiver Requested

6001575-A2 100% City Funding – AMEND 2 – To Provide an Extension of Time and an Increase of Funds for a Bill Payment Kiosk Network Utilized by Citizens of Detroit to Pay Tax Bills, Etc. – Contractor: Diversified Data Processing and Consulting, Inc. dba DIVDAT – Location: 2111 Woodward, Suite 702, Detroit, MI 48201 – Previous Contract Period: August 1, 2018 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through September 30, 2023 – Contract Increase Amount: \$411,000.00 – Total Contract Amount: \$6,211,000.00.

Fees – continued:

Per Indoor Kiosk Requested by the City	\$2,000 each
Per Outdoor Kiosk Requested by the City	\$2,400 each
Per Indoor Recycler Kiosk Requested by the City	\$2,000 each
Bus Pass Dispenser	\$3,700 each
Kiosk Transactions	\$1.67 - \$1.95 each
Mobile Transactions	\$0.25 each
Web Transactions	\$0.25 each
Payment Center Transactions	\$0.25 each
Ingenico Card Reader	\$630 each
Bill Breaker 1	\$600 each
Bill Breaker 2	\$675 each
Ambassador Support per Day	\$150 each
Miscellaneous Programming Rate	\$250/hr.

Amendment 2 TOTAL Not to Exceed \$411,000

The full authorized \$5,800,000 has been invoiced on this contract.

Additional Information:

Contract 6001575 was initially approved July 31, 2018 with Diversified Data Processing and Consulting, Inc. dba DivDat to provide Payment Acceptance Services and Revenue Reporting Tools (Dash Boards, Kiosks) for Citywide Receipts. (Billed, Point of Sale) for \$4,700,000; through June 30, 2023.

Amendment 1 was approved February 14, 2023 to add more services to the Bill Payment Kiosk Network for an additional \$1,100,000 to \$5,800,000; contract end date remained through June 30, 2023.

TRANSPORTATION

6003473-A1 100% City Funding – AMEND 1 – To Provide an Extension of Time for Vehicle Maintenance. – Contractor: Ray Laethem, Inc. dba Ray Laethem Chrysler Dodge Jeep Ram – Location: 18001 Mack Avenue, Detroit, MI 48224 – Previous Contract Period: May 17, 2021 through May 17, 2023 – Amended Contract Period: Upon City Council Approval through May 17, 2024 – Contract Increase Amount: \$0.00 – Total Contract Amount: \$150,000.00.

Funding:

Account String: 5301-00150-200290-622100
Fund Account Name: **Transportation Operation Fund**
Appropriation Name: **DDOT Vehicle Maintenance**
Encumbered Funds: **\$839,131 as of June 9, 2023**
*****No Additional Funds Requested for this Amendment**

Tax Clearances Expiration Date: **5-11-24**
Contributions and Expenditures Statement:
Signed: **5-5-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-5-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Online Employment App Complies;
 Slavery Era Records Disclosure
 Prison Industry Records Political
 Immigrant Detention System Record
Disclosure

Bid Information:

None, because this is an amendment to add 1 year to the term of an existing contract. At the time of approval, there were 7 invited suppliers invited to bid and the City only received one bid from this Vendor.

Contract Details:

Vendor: **Ray Laethem, Inc. dba Ray Laethem Chrysler Dodge Jeep Ram**
Amount: **remains the same \$105,000** End Date: **Add 1 year; through May 17, 2024**

Services/Fees remains the same:

Vendor will provide vehicle maintenance for cars and light trucks [not coaches], including tune ups, repair/replace parts, as well as engine inspection/analysis. Vehicles covered are Dodge Charger, Durango, Grand Cherokee, and Dodge Ram.

General Repair services \$96.37 per hour
Body Repair services \$43.50 per hour

FCA parts provided at 10% discount from FCA dealer parts list price.

Repair services Monday through Friday, 7 am to 6 pm.

Warranty of 12 months or 12,000 miles, whichever occurs first.

Amendment details: The original contract still has approximately \$100,000 out of the authorized \$150,000 remaining. DDOT currently has vehicles in need of repair. So, instead of rebidding at this time, the department requested to extend the contract in order to utilize the remaining contract authority, to expedite vehicle repair timeframe, and to receive the current labor rate (previous vehicle rebids have resulted in labor rate increases).

According to OCP, the amendment was signed prior to the contract's expiration date of May 17, 2023 [see *Additional Information section for expiration date details*]. It was at law when the contract expired, so the Law Department agreed to allow the expired contract to go through the amendment process, since it was signed before it expired.

Additional Information:

6003473 was approved May 18, 2021 with Ray Laethem, Inc. dba Ray Laethem to provide Vehicle Maintenance for Non-Revenue Coupe Vehicles for \$150,000; through May 17, 2023.

ELECTIONS

3064968 100% City Funding – To Provide Voting Equipment, Maintenance, Support, and Reporting Utilizing via MiDeal Contract No. 071B7700117. – Contractor: Dominion Voting Systems, Inc. – Location: 1201 18th Street, Suite 210, Denver, CO 80202 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$643,680.00.

*****The Total contract Amount is INCORRECT. The above total was based on estimates from 2022 provided by the department. The CORRECT total is \$678,815, which is based on actual invoices. LPD requested a correction letter on 6/12/23.**

Funding:

Account String: **1000-28710-710042-617900**
Fund Account Name: **General Fund**
Appropriation Name: **Effective Governance - City Elections**
Funds Available: **\$312,781 as of June 9, 2023**
Encumbered Funds: **\$984,915 as of June 9, 2023**

Tax Clearances Expiration Date: **1-20-24**
Political Contributions and Expenditures Statement:
Signed: **3-3-23** Contributions: **None**

Consolidated Affidavits

Date signed: **3-3-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Online Employment App Complies;
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record Disclosure

******Funding for this Purchase Order has already been encumbered.**

Bid Information:

None, because this Purchase Order was a sole source non-standard procurement that uses the discount pricing available through Cooperative Agreements via the State of Michigan Procurement Services known as MiDeal [Agreement No. 071B7700117]. The agreement allows Michigan cities, towns, villages, counties, school districts, universities, colleges, and nonprofit hospitals to buy goods and services from state contracts at a discounted price.

This was a sole source procurement because the department must use this vendor due to the vendor being the authorized supplier of voting equipment and services for Wayne County and the State of Michigan for 10 years (March 2017 through February 28, 2027). The Elections Department intends to use the State's pricing through the MiDeal contract.

Contract Details:

Vendor: **Dominion Voting Systems, Inc.** CORRECT Amount: **\$678,815** End Date: **June 30, 2024**

Services:

Payment for voting equipment, annual extended warranties, maintenance for the equipment, tabulation/coding charges, IT technicians for hardware software support, election night reporting, and various accessories.

Dominion Voting Systems, Inc. is the intellectual property owner sole source provider, manufacturer/supplier, related warranty services, maintenance services, firmware and software licensing, supplies, and parts of all Democracy Suite® and ImageCast hardware and software including but not limited to the Election Management Software (EMS), the ImageCast Precinct (ICP), the ImageCast Central (ICC), and the ImageCast ICX (ICX) product lines.

Fees:

The current request is for \$643,680 in FY23. The department provided 5 invoices totaling \$678,815.

- **Invoice 1 dated 3/24/23: Annual Fees for ICX Classic [\$51,840], ICP [\$256,875], ICC Kit [\$16,545], Local Jurisdiction EMS [\$750] for a Total of \$326,010.**
- **Invoice 2 dated 8/3/22: Project Management & Implementation [\$34,200], 20 On-site services at 6 election or non-election day events at \$2,000 per on-site service [\$52,000], and 4 on-site at 2 on election day events for Lead It Technician at \$3,800 per on-site service [\$15,200] for a Total of \$101,400.**

Contract discussion continues onto the next page.

Elections - *continued*

3064968 100% City Funding – To Provide Voting Equipment, Maintenance, Support, and Reporting Utilizing via MiDeal Contract No. 071B7700117. – Contractor: Dominion Voting Systems, Inc. – Location: 1201 18th Street, Suite 210, Denver, CO 80202 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$643,680.00.

Fees – *continued*:

- **Invoice 3 dated 8/4/22: Election Setup for ICP, AVCB, ADA Coding, and Split software per precinct totals \$114,230.**
- **Invoice 4 dated 11/17/22: Election Setup for ICP, AVCB, ADA Coding, and Split software per precinct totals \$76,975.**
- **Invoice 5 dated 11/17/22: Project Management & Implementation [\$19,000], 13 On-site services at 5 election or non-election day events at \$2,000 per on-site service [\$26,000], and 4 on-site services at 2 election day events for Lead It Technician at \$3,800 per on-site service [\$15,200] for a Total of \$60,200.**

Correct TOTAL \$678,815

The department plans on requesting a total of \$3,635,094 over the next 4 years; through February 2027 to match the term of the County and State contracts with Dominion. According to the Department, OCP advised the department to request funds on annual basis. Each year's fees would equal approximately the same as the current request amount.

A pricing list for various equipment and services was provided, which detailed: Hardware/Software ranging from \$3,500 - \$5,295, System equipment ranging from \$15 - \$19,100 for headphones & ICC Software for Cannon, Extended Service/maintenance ranging from \$115 for Workstation for ICC to \$2,900 for ICC software. Additional Pricing includes:

- **ICP Cellular modem service at \$15 per modem,**
- **Coding base charge of \$125 for each precinct, an additional \$35 for each ballot split, \$10 for each ADA device, and \$150 for audio recording in Bengali,**
- **Onsite support is \$2,000 per person/per day**
- **Base EMS Price & EMS Extended Service/Maintenance Price depends on the total registered voters, which includes technical support for \$300/hr.**
- **Additional Software for Adjudication, Listener Software, and Mobile Ballot Printing is also based on the number of registered voters and ranges from \$340 to \$10,800 for annual payment of extended service/maintenance of the software.**

Additional Information:

Other Dominion Voting Systems Contracts:

6002364 was approved February 4, 2020 with Dominion to provide Voting Equipment, Parts, Software, Accessories, and Any IT/Technical Support Needed for Elections for \$795,000; through November 28, 2023.

Amendment 1 was approved September 22, 2020 to increase funding by \$1,041,593 (total \$1,836,593) to purchase voter ballot equipment, absentee voter tabulators, and support services due to the pandemic; through February 11, 2024.

PO 3014134 was approved June 27, 2017, with Dominion Voting Systems, for a cost of \$904,655, for the purchase of Voting Tabulators, required software, through State MiDeal contract.

LAW

6003505-A-3 100% Risk Management Funding – AMEND 3 – To Provide an Extension of Time and an Increase of Funds to Continue Litigation Services for Reverse Conviction Lawsuits. – Contractor: Nathan & Kamionski, LLP – Location: 719 Griswold St. Suite 280, Detroit, MI 48226 – Previous Contract Period: March 12, 2021 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through December 31, 2023 – Contract Increase Amount: \$1,500,000.00 – Total Contract Amount: \$4,400,000.00.

Funding:

Account String: 1001-05185-350890-617900
Fund Account Name: **Risk Management Fund**
Appropriation Name: **Non Dept Risk Management**
Funds Available: **\$50,760,500 as of June 9, 2023**

Tax Clearances Expiration Date: **3-29-24**
Political Contributions and Expenditures Statement:
Signed: **4-15-23** Contributions: **None**

Previous Bid Information

Bid Information

None because this is an amendment to an existing contract. This was a sole source contract at the time of approval.

Contract Details:

Vendor: **Nathan & Kamionski, LLP** Amount: **+\$1,500,000.00 to \$4,400,000.00**
End Date: **+ 6 months to December 31, 2023**

Services:

Amended Services:

To provide legal services as experienced litigation attorneys, in the Marvin and Legion, Anthony v. Donald Hughes litigation, case No. 5:22-cv-10037-JEL-DRG) (106-108); legal defense representation, prison call summary and transcription, and expert witness and miscellaneous expenses in several high exposure reverse conviction lawsuits.

Scope of Services Amendment #2: To provide legal services as experienced police litigation attorneys, in the Danny Burton v City of Detroit litigation, case No. 2:20-cv-11948; Lackey v City of Detroit et al., Case No. 21-cv-11968; Chambers, Danny and Donten Smith v Ronald Sanders and City of Detroit, Case No. 21-10746; Khalil, Edward v Ernest Wilson, et al., Case No. 2:21-12577; Marvin Cotton v City of Detroit et al., Case No. 22-cv-10037; Anthony Legion v City of Detroit et al., Case no. 22-cv-10037; conduct jail telephone call reviews, and other matters as assigned by Corporation Counsel.

Scope of Services Amendment #1: To provide legal services as experienced police litigation attorneys, in the Danny Burton v City of Detroit litigation, case No. 2:20-cv-11948; Lackey v City of Detroit et al., Case No. 21-cv-11968; conduct jail telephone call reviews, and other matters as assigned by Corporation Counsel.

Fees remain the same:

A- Fee Schedule for Marvin and Legion, Anthony v. Donald Hughes litigation

<u>Classification</u>	<u>Billable Hourly Rates</u>
Partners	\$250
Senior Associates	\$230
Junior Associates	\$210
Paralegals	\$100

B- Fee Schedule for Jail Telephone Call Review Matter

Call Reviewers	\$70
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Contract discussion continued on next page.

LAW- continued:

6003505-A-3 100% Risk Management Funding – AMEND 3 – To Provide an Extension of Time and an Increase of Funds to Continue Litigation Services for Reverse Conviction Lawsuits. – Contractor: Nathan & Kamionski, LLP – Location: 719 Griswold St. Suite 280, Detroit, MI 48226 – Previous Contract Period: March 12, 2021 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through December 31, 2023 – Contract Increase Amount: \$1,500,000.00 – Total Contract Amount: \$4,400,000.00.

Fees- continued:

* 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.

C-Fee Arrangements for Conflict of Counsel Engagement

This provision applies to engagements whereby the Attorney is engaged as “conflicts counsel” to represent a public safety officer (or other City employee) who the City Law Department cannot represent due to a potential or actual conflict of interest. Such conflict may arise when, for example, the City Law Department or Detroit Police Department intends to recommend to the Detroit City Council that it deny representation and indemnification for the employee. In that case, the City is generally obligated to nevertheless provide representation until the defendant public safety officer has exhausted her or his arbitration rights under the applicable collective bargaining agreement (CBA). In the event representation and indemnification are denied after exhaustion of the CBA rights, the Law Department will notify the Attorney. The Attorney will promptly move to withdraw as counsel for the officer or, at the election of the Attorney, the Attorney may separately agree with the officer to continue the representation without payment from the City. The Attorney can elect to represent the employee so long as the representation does not create a conflict with the City of Detroit and the City consents. The City will continue to pay the Attorney’s reasonable fees for a period not to exceed two months after notice that representation and indemnification is denied. Payment will then terminate regardless of whether the Attorney has obtained an Order allowing withdrawal or whether the Attorney has made other arrangements with the officer.

Additional Information:

Contract 6003505 was approved at Formal Session on May 11, 2021 for \$400,000 through June 30, 2023. Amendment 1 was approved at Formal Session on February 1, 2022 for \$900,000 through June 30, 2023. Amendment 2 was approved at Formal on June 28, 2022 for \$2,900,000 through June 30, 2023.

FIRE- Waiver Requested

6005369 100% City Funding – To Provide Ladders, Ladder Repair, Parts and Labor. – Contractor: R & R Fire Truck Repair, Inc. – Location: 751 Doheny, Northville, MI 48167 – Contract Period: Upon City Council Approval through June 30, 2026 – Total Contract Amount: \$180,000.00.

Funding:

Account String: 1000-25242-240195-617900-
Fund Account Name: **General Fund**
Appropriation Name: **Fire Fighting and Response**
Funds Available: **\$8,424,542 as of June 9, 2023**

Tax Clearances Expiration Date: 4-19-24

Political Contributions and Expenditures Statement:

Signed: 6-1-22 Contributions: **None**

Consolidated Affidavits

Date signed: **6-1-22**

- 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- RFP Opened on March 8, 2023 and Closed on April 11, 2023; 14 Suppliers Invited; 1 Bid received. The RFP’s were scored on the following criteria; Availability of Consumable Equipment- 30 points, Location of Maintenance Facility- 20 points, Manufacturer’s Authorization that the Bidder is an authorized dealer directly- 15 points= 65 POINTS, Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

Award Summary: 14 companies were invited to submit proposals for the RFP. One proposal was received from R & R Fire Truck Repair, Inc. (R & R). A committee consisting of DFD staff and a Contracting & Procurement Specialist evaluated the submittal against criteria pre-established in the RFP.

Although R & R Fire Truck Repair, Inc. did not receive points for Phase Two Criteria or Phase Three Criteria, R & R received the maximum points for Phase One Criteria. R & R was evaluated to have the experience, resources, certifications, and nearby location necessary to provide Ladders, Ladder Repair, Parts, and Labor. Also, R & R has successfully performed other services for the City of Detroit. Therefore, the contract award is recommended for R & R Fire Truck Repair, Inc.

Contract Details:

Vendor: **R & R Fire Truck Repair, Inc. (65 points)** Bid: **\$14,278**
Amount: **\$180,000.00** End Date: **June 30, 2026**

Services:

The vendor shall provide Ladders, Ladder Repair, Parts and/or Labor to the City of Detroit Fire Department (DFD) for a three (3) year period.

The vendor shall deliver parts within 1 week after receipt of orders (ARO). The vendor shall perform repairs from 8 a.m. to 4:30 p.m. Monday thru Friday and complete all repairs within three (3) to five (5) business days after vendor receives the O.K. to perform repairs.

Fees:

<u>Item:</u>	<u>Discount:</u>
Duo-Safety Parts	20%
Alco-Lite Parts	20%
Labor Rate per Hour	\$150.00

Labor rate and discount from price lists are firm. Prices are subject to adjustment in accordance with manufacturer’s superseding published price lists and supplements.

Additional Information: same vendor other recent contracts

Contract 6003073 was approved at Formal Session on May 16, 2023 for \$65,000 through June 30, 2023 - FIRE- High pressure Breath. Air Compressor ¼ Test & Prev. Main. & Air Purity]

Contract 6005335 at PHS on June 12, 2023 for \$86,258. 34 through June 30, 2024- FIRE- [Provide Foam Concentrate].

Also, within this list of contracts; Contract 60053689 for \$120,000 through June 30, 2026- FIRE (Provide Nozzles, Hose, and Truck Fittings, Repair Parts and Labor).

FIRE- Waiver Requested

6005368 100% City Funding – To Provide Nozzles, Hose, and Truck Fittings, Repair Parts and Labor. – Contractor: R & R Fire Truck Repair, Inc. – Location: 751 Doheny, Northville, MI 48167 – Contract Period: Upon City Council Approval through June 30, 2026 – Total Contract Amount: \$120,000.00.

Funding:

Account String: 1000-29241-240130-617900
Fund Account Name: **General Fund**
Appropriation Name: **Fire Services Infrastructure**
Funds Available: **\$947,584 as of June 9, 2023**

Tax Clearances Expiration Date: 4-19-24

Political Contributions and Expenditures Statement:

Signed: 6-1-22 Contributions: **None**

Consolidated Affidavits

Date signed: 6-1-22

- 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- RFP Closed on January 20, 2023; 3 Bids; The RFP’s were scored on the following criteria; Availability of Consumable Equipment- 30 points, Location of Maintenance Facility- 20 points, Manufacturer’s Authorization that the Bidder is an authorized dealer directly- 15 points= 65 POINTS, Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

There were 5 companies invited to submit proposals for the RFP. Proposals were received from 3 companies: MacQueen Equipment, LLC dba Bell Equipment Company (MacQueen), Municipal Emergency Services (MES), and R & R Fire Truck Repair, Inc. (R & R). A committee consisting of DFD staff and a Contracting & Procurement Specialist evaluated each submittal against criteria pre-established in the RFP. Therefore, the contract award is recommended for R & R Fire Truck Repair, Inc.

**Other Bids: MacQueen Equipment, LLC dba- Bell Equipment- 48.33/ 100 points
Municipal Emergency Services- 56.67/ 100 points**

Contract Details:

Vendor: **R & R Fire Truck Repair, Inc. (65/ 100 points)**
Amount: **\$311,000.00**

Bid: Highest most responsive
End Date: December 31, 2024

Services:

The vendor shall provide Nozzles, Hose and Truck Fittings, Repair Parts and/or Labor to the City of Detroit Fire Department (DFD) for a three (3) year period. The vendor shall supply various parts from five (5) fire service manufacturers (Elkhart Brass, Akron Brass, Red Head Brass, Super Vac and Task Force) as necessary during the duration of this contract.

The vendor shall provide detailed training, to DFD personnel, in the proper operation, daily and weekly inspection and repair of the department’s waterflow fittings. The vendor shall supply warranty maintenance on devices when necessary. This includes removal and remounting of monitor devices from Fire Department apparatus.

The vendor’s personnel who work on DFD apparatus shall be EVT certified. The vendor shall deliver parts within 1 week after receipt of orders (ARO) and shall perform repairs from 8 a.m. to 4:30 p.m. Monday thru Friday. The Contractor shall complete all repairs within three (3) to five (5) business days after vendor receives the O.K. to perform repairs.

Fees:

<u>Item:</u>	<u>Cost/Discount:</u>	<u>Item:</u>	<u>Cost/Discount:</u>
Elkhart Parts	40%	Red Head Parts	30%
Akron Parts	30%	Task Force Parts	30%
Super Vac Parts	30%	Labor Rate per Hour	\$125.00

Labor rate and discount from price lists are firm. Prices are subject to adjustment in accordance with manufacturer’s superseding published price lists and supplements.

Contract discussion continued on next page.

Fire- Waiver Requested- continued:

6005368 100% City Funding – To Provide Nozzles, Hose, and Truck Fittings, Repair Parts and Labor. – Contractor: R & R Fire Truck Repair, Inc. – Location: 751 Doheny, Northville, MI 48167 – Contract Period: Upon City Council Approval through June 30, 2026 – Total Contract Amount: \$120,000.00.

Additional Information: same vendor other recent contracts

Contract 6003073 was approved at Formal Session on May 16, 2023 for \$65,000 through June 30, 2023 - FIRE- High pressure Breath. Air Compressor ¼ Test & Prev. Main. & Air Purity]

Contract 6005335 at PHS on June 12, 2023 for \$86,258. 34 through June 30, 2024- FIRE- [Provide Foam Concentrate].

Also, within this list of contracts; Contract 6005369 for \$180,000 through June 30, 2026- FIRE (Provide Ladders, Ladder Repair, Parts and Labor).

FIRE – Waiver Requested

6005337 100% City Funding – To Provide Cardiac Supplies for EMS Vehicles. – Contractor: Stryker Sales, LLC – Location: 3800 E Centre Avenue, Portage, MI 49002 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$417,468.00.

Funding:

Account String: 1000-25242-240340-621100
Fund Account Name: **General Fund**
Appropriation Name: **Fire Fighting and Response**
Encumbered Funds: **\$8,424,542 as of June 9, 2023**

Tax Clearances Expiration Date: **11-16-23**
Political Contributions and Expenditures Statement:
Signed: **5-18-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-18-23**
 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 April 13, 2023. 60 Invited Suppliers; 3 Bids Received.

ALL Bids: **Bound Tree \$413,714.44**
Penn Care, Inc. \$4,777,934.06
Stryker Sales, LLC \$417,468

*****According to the Bid Recommendation Form provided by OCP, Stryker was the lowest bid that was able to provide pricing on all of the requested items. Bound Tree did not bid on 4G Gateway Modem for transporting data from Lifepack 15 to the Lifenet System or CodeStat data review software (Metronic).**

Contract Details:

Vendor: **Stryker Sales, LLC** Bid: **2nd Lowest Cost; Most responsible bid [\$417,468]**
Amount: **\$417,468** End Date: **June 30, 2025**

Products/Fees:

Provide Cardiac Supplies for EMS Vehicles, including the following:

Battery Charger-Station Battery Charger - For the LP15 (Medtronic)	\$1,728.30 each
Cuff Reusable, Child, Adult, Large, & XL (Medtronic)	\$23.10 - \$45.50 each
15 Basic carry case w/right & left pouches; shoulder strap (Medtronic)	\$302.40 each
15 Carry case top pouch, back Pouch, & shoulder strap (Medtronic)	\$36.40 - \$77.70 each
5ft. – Trunk cable with AHA limb leads (Medtronic)	\$345.80 each
6-Wire Precordial Attachment (AHA) (Medtronic)	\$139.30 each
15 Lithium-ion Battery & AED Battery (Medtronic)	\$424.20 & \$214.90 each
Recorder Paper-Strip chart 2rolls/pkg (Medtronic)	\$19.60 each
Electrode Edge-Quickcombo-Adult & pediatric RTS (Medtronic)	\$28.20 & \$33.60 each
Therapy cable for use w/Lifepak 15 (Medtronic)	\$350 each
Patient Simulator (Medtronic)	\$882.70 each
Test Load- Use to perform therapy cable performance checks (Medtronic)	\$67.20 each
4G Gateway Modem- For Transmitting data (Medtronic)	\$1,082.20 each
Quik-Step pacing/ECG/defibrillation electrodes with cover (Medtronic)	\$123.90 each
Lifepak 15 replacement lid kit (Medtronic)	\$63.70 each
Rainbow Cable-Masimo RC Patient Cable EMS,4FT (Masimo)	\$235.20 each
Handle kit (Medtronic)	\$21.70 each
Lifepak 15 Carry Case Kit (Medtronic)	\$77.70 each
Trainer- provides realistic training in the use of the defibrillator (Medtronic)	\$571.20 each
Lucas 3 Battery- Rechargeable (Stryker)	\$647.50 each
Power Cord- External Power Supply & Desktop Charger (Stryker)	\$344.40 & \$1,088.50 each
Disposable Suction Cup (12 pack) (Stryker)	\$463.40 each

Contract discussion continues onto the next page.

Fire – Waiver Requested - continued

6005337 100% City Funding – To Provide Cardiac Supplies for EMS Vehicles. – Contractor: Stryker Sales, LLC – Location: 3800 E Centre Avenue, Portage, MI 49002 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$417,468

Products/Fees -continued:

Patient Wrist Straps (3-pack) (Stryker)	\$251.30 each
Stabilization Strap (4 pack) (Stryker)	\$274.40 each
Carrying Case, Hard Shell, STRYKER (Stryker)	\$417.20 each
Adult Reusable Sensor (Masimo)	\$282.80 each
3 Back Plate (Stryker)	\$366.80 each
Pediatric & Adult Reusable Sensor box (Masimo)	\$282.80 - \$661.50 each
Coiled Hose, 2-9 Feet (Stryker)	\$64.40 each
Cuff Reusable, Infant (Medtronic)	\$20.30 each
TOTAL Not to Exceed \$417,468	

FIRE – Waiver Requested

3065185 100% City Funding – To Provide Parts and Service for EMS Power Cots. – Contractor: Stryker Sales, LLC – Location: 3800 E Centre Avenue, Portage, MI 49002 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$51,676.60.

Funding:

Account String: 1000-25242-240340-621100
Fund Account Name: **General Fund**
Appropriation Name: **Fire Fighting and Response**
Encumbered Funds: **\$8,424,542 as of June 9, 2023**

Tax Clearances Expiration Date: **11-16-23**
Political Contributions and Expenditures Statement:
Signed: **5-18-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-18-23**
 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 a Sole Source Non-Standard Procurement request due to Stryker being the only vendor to certify repairs and preventative maintenance on their products.

Contract Details:

Vendor: **Stryker Sales, LLC** Amount: **\$51,676.60** End Date: **June 30, 2024**

Products/Fees:

Provide Parts and Service for Stryker EMS Power Cots, including one-year warranty for 40 power stretchers and 7 power loads for \$51,676.60.

Vendor uses OEM parts for repairs and has exclusive use of certain proprietary tools for diagnostics and repairs. Stryker’s Emergency Care products/parts include, but are not limited to:

- **Power-Pro 2 powered ambulance cot**
- **MTS Power-Load powered cot fastener**
- **Lithium battery**
- **Battery charger assembly**
- **Power cord assembly**

GENERAL SERVICES- Waiver Requested

6005292 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor: Word In Action Christian Center – Location: 19760 Meyers, Detroit, MI 48235 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$50,000.00.

Funding:

Account String: 1000-27470-472260-617900
Fund Account Name: **General Fund**
Appropriation Name: **Recreation – GSD**
Funds Available: **\$1,019,189 as of June 9, 2023**

Tax Clearances Expiration Date: **5-5-24**

Political Contributions and Expenditures Statement:

Signed: **6-22-22** Contributions: **None**

Consolidated Affidavits

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

- 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- RFP Opened on February 3, 2023 and Closed on March 1, 2023; 261 Suppliers invited; 8 Responses received; The RFP's were scored on the following criteria; Experience- 20 points, Curriculum & Schedule- 25 points, Pricing- 20 points- Total 100 points. Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

There were 8 proposals received, 2 proposals were disqualified due to limited information submitted and unable to evaluate. Recommendation is a multiple award to the following highest ranked respondents: Embrace Sportz, Word in Christ Christian Center, Rosedale Park Baptist Church and Fit4Life Health and

**Other Bids: Fit4Life- 47.49/ 100 points
Rosedale Park Baptist Church- 55.00/100 points
Omaree Investments- 24.17/ 100 points
JKW Sports- 18.33/ 100 points
Embrace Sports- 29.17 /100 points
Word In Action Christian Center (53.34/100 points)**

Contract Details:

Vendor: **Word In Action Christian Center (53.34/100 points)** Amount: **\$311,000.00**

End Date: **December 31, 2024**

Services:

The vendor will provide programming for up to fifty (50) campers ages 6-12, from 8:00 am to 6:00 pm Monday through Friday from June 26, 2023 to August 18, 2023. Programming should include a variety of activities and lessons within the following subject areas: recreation, cultural experiences, literacy, STEM, nature-based programs, athletics, and art. The City will facilitate coordination between selected Youth Development Organizations and approved non-City Summer Host Site partners.

- a) Monday - Friday from 8:00 AM until 6:00 PM, monitor youth activity at all times during program hours. Also, be prepared to have staff present at facility as early as 7:30 AM. for early drop-off.**
- b) Oversee breakfast and lunch in accordance with Summer Food Service Program (SFSP) guidelines. City of Detroit will provide the meals, as well as support in understanding SFSP guidelines and monitoring.**
- c) Establish a supportive environment, focused on engagement and inclusion, for students**
- d) and staff that promotes fun, learning and respect for others.**
- e) Monitor and track daily attendance, including at each individual enrichment session.**
- f) Ensure that any and all staff who will be on site and may interact with children obtain and maintain First Aid and CPR certifications, teaching certificates (where applicable), police/FBI clearances, and any other trainings or background checks as required by the Recreation Division policy and procedures manual and the State of Michigan, including:**

Contract discussion continued on next page.

General Services- Waiver Requested- continued:

6005292 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor: Word In Action Christian Center – Location: 19760 Meyers, Detroit, MI 48235 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$50,000.00.

Services- continued:

- a. T.B. Test Clearance
- b. State and IdentaGo Background Checks
- c. Clear Health Certificate
- d. Valid First Aid and CPR Certification.
- e. MiRegistry f. All COVID related protocols

Host Site Location:

Word in Action Christian Center 19760 Meyers Rd. Detroit, MI 48235

Obtain and maintain a valid State of Michigan Camp License with support from the City of Detroit. Camp licenses must be obtained prior to June 26, 2023, or the camp will not be permitted to begin.

Fees:

<u>Item/ Person</u>	<u>Cost per Hour</u>	<u>Total Hours/ 1-Class</u>	<u>Days of Week</u>	<u>Total Weeks</u>	<u>TOTAL</u>
Camp Director	\$16.00	9	5	8	\$ 5,760
Camp Counselors (4)	\$14.00	32	5	8	\$17,920
Camp Assistants (3)	\$12.00	24	5	8	\$11,520
Materials (total cost All items needed Art Kits-\$750 & Books-\$250)					***\$10,400
				GRAND TOTAL:	\$45,600

***Educational and technology resources, extra-curricular activity Savvy Smarts \$ 2,000
Sports equipment - tennis, dodge ball, volleyball, cones, 4 square in air, flag football, air hockey, ping pong, large tricycles, golf sets, etc,
Extra-curricular activity Energy Ignite \$ 2,500
Snacks \$ 1,000
Specials - Creative, Photography \$ 1,500 Transportation Field Trips \$ 2,400 Total Cost \$ 10,400.

GENERAL SERVICES- *Waiver Requested*

6005295 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor: Fit 4Life Health and Fitness, LLC – Location: 19522 West McNichols, Detroit, MI 48219 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$100,000.00.

Funding:

Account String: 1000-27470-472260-617900
Fund Account Name: **General Fund**
Appropriation Name: **Recreation – GSD**
Funds Available: **\$1,019,189 as of June 9, 2023**

Tax Clearances Expiration Date: 4-17-24

Political Contributions and Expenditures Statement:

Signed: 4-20-23 Contributions: None

Consolidated Affidavits

Date signed: 4-20-23

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

Bids- RFP Opened on February 3, 2023 and Closed on March 1, 2023; 261 suppliers invited; 8 Responses received; The RFP's were scored on the following criteria; Experience- 20 points, Curriculum & Schedule- 25 points, Pricing- 20 points- Total 100 points. Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

There were 8 proposals received, 2 proposals were disqualified due to limited information submitted and unable to evaluate. Recommendation is a multiple award to the following highest ranked respondents: Embrace Sportz, Word in Christ Christian Center, Rosedale Park Baptist Church and Fit4Life Health and

**Other Bids: Fit 4Life Health & Fitness- 47.49/ 100 points
Rosedale Park Baptist Church- 55.00/100 points
Omaree Investments- 24.17/ 100 points
JKW Sports- 18.33/ 100 points
Embrace Sports- 29.17 /100 points
Word In Action Christian Center (53.34/100 points)**

Contract Details:

Vendor: Fit4Life- 47.49/ 100 points

Amount: \$100,000.00

End Date: December 31, 2024

Services:

The vendor will provide programming for up to fifty (50) campers ages 6-12, from 8:00 am to 6:00 pm Monday through Friday from June 26, 2023 to August 18, 2023. Programming should include a variety of activities and lessons within the following subject areas: recreation, cultural experiences, literacy, STEM, nature-based programs, athletics, and art. The City will facilitate coordination between selected Youth Development Organizations and approved non-City Summer Host Site partners.

- a) Monday - Friday from 8:00 AM until 6:00 PM, monitor youth activity at all times during program hours. Also, be prepared to have staff present at facility as early as 7:30 AM. for early drop-off.**
- b) Oversee breakfast and lunch in accordance with Summer Food Service Program (SFSP) guidelines. City of Detroit will provide the meals, as well as support in understanding SFSP guidelines and monitoring.**
- c) Establish a supportive environment, focused on engagement and inclusion, for students**
- d) and staff that promotes fun, learning and respect for others.**
- e) Monitor and track daily attendance, including at each individual enrichment session.**
- f) Ensure that any and all staff who will be on site and may interact with children obtain and maintain First Aid and CPR certifications, teaching certificates (where applicable), police/FBI clearances, and any other trainings or background checks as required by the Recreation Division policy and procedures manual and the State of Michigan, including:**

Contract discussion continued on next page.

General Services- *Waiver Requested- continued:*

6005295 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor: Fit 4Life Health and Fitness, LLC – Location: 19522 West McNichols, Detroit, MI 48219 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$100,000.00.

Services- *continued:*

- a. T.B. Test Clearance
- b. State and IdentaGo Background Checks
- c. Clear Health Certificate
- d. Valid First Aid and CPR Certification.
- e. MiRegistry f. All COVID related protocols

Host Site Locations:

St. Stephens A.M.E. 6000 John E. Hunter Drive Detroit, MI 48204
Greater Christ Baptist Church 3544 Iroquois Detroit, MI 48214

Obtain and maintain a valid State of Michigan Camp License with support from the City of Detroit. Camp licenses must be obtained prior to June 26, 2023, or the camp will not be permitted to begin.

Fees:

<u>Item/ Person</u>	<u>Cost per Hour</u>	<u>Total Hours/ 1-Class</u>	<u>Days of Week</u>	<u>Total Weeks</u>	<u>TOTAL</u>
Administrative Costs	\$20.00	10	5	8	\$ 8,000
Admin. Planning	\$20.00	15	5	8	\$12,000
Admin. Aver. Salary	\$30.00	15	5	8	\$18,000
Materials (total cost					***\$ 8,200
***Items needed:					
Art & Crafts minimum 50 items-\$4,000 &					
Equipment minimum 20 Items-\$3,000 &					
snacks- minimum 20 items- \$1,200)					
				GRAND TOTAL:	\$46,200
				Hosting 2 Camps	

GENERAL SERVICES

6005294 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor: Rosedale Park Baptist Church – Location: 14179 Evergreen Street, Detroit, MI 48219 – Contract Amount: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$100,000.00.

Funding:

Account String: 1000-27470-472260-617900
Fund Account Name: **General Fund**
Appropriation Name: **Recreation – GSD**
Funds Available: **\$1,019,189 as of June 9, 2023**

Tax Clearances Expiration Date: **5-15-24**

Political Contributions and Expenditures Statement:

Signed: **6-3-23** Contributions: **None**

Consolidated Affidavits

Date signed: **6-3-23**

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

Bids- RFP Opened on February 3, 2023 and Closed on March 1, 2023; 261 Suppliers invited; 8 Responses received; The RFP's were scored on the following criteria; Experience- 20 points, Curriculum & Schedule- 25 points, Pricing- 20 points- Total 100 points. Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

There were 8 proposals received, 2 proposals were disqualified due to limited information submitted and unable to evaluate. Recommendation is a multiple award to the following highest ranked respondents: Embrace Sportz, Word in Christ Christian Center, Rosedale Park Baptist Church and Fit4Life Health and

**Other Bids: Fit 4Life Health & Fitness- 47.49/ 100 points
Rosedale Park Baptist Church- 55.00/100 points
Omaree Investments- 24.17/ 100 points
JKW Sports- 18.33/ 100 points
Embrace Sports- 29.17 /100 points
Word In Action Christian Center (53.34/100 points)**

Contract Details:

Vendor: Rosedale Park Baptist Church- 55.00/100 points Amount: \$100,000.00 End Date: December 31, 2024

Services:

The vendor will provide programming for up to fifty (50) campers ages 6-12, from 8:00 am to 6:00 pm Monday through Friday from June 26, 2023 to August 18, 2023. Programming should include a variety of activities and lessons within the following subject areas: recreation, cultural experiences, literacy, STEM, nature-based programs, athletics, and art. The City will facilitate coordination between selected Youth Development Organizations and approved non-City Summer Host Site partners.

- a) Monday - Friday from 8:00 AM until 6:00 PM, monitor youth activity at all times during program hours. Also, be prepared to have staff present at facility as early as 7:30 AM. for early drop-off.**
- b) Oversee breakfast and lunch in accordance with Summer Food Service Program (SFSP) guidelines. City of Detroit will provide the meals, as well as support in understanding SFSP guidelines and monitoring.**
- c) Establish a supportive environment, focused on engagement and inclusion, for students**
- d) and staff that promotes fun, learning and respect for others.**
- e) Monitor and track daily attendance, including at each individual enrichment session.**
- f) Ensure that any and all staff who will be on site and may interact with children obtain and maintain First Aid and CPR certifications, teaching certificates (where applicable), police/FBI clearances, and any other trainings or background checks as required by the Recreation Division policy and procedures manual and the State of Michigan, including:**

Contract discussion continued on next page.

General Services- *Waiver Requested- continued:*

6005294 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor:
Rosedale Park Baptist Church – Location: 14179 Evergreen Street, Detroit, MI 48219 – Contract
Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount:
\$100,000.00.

Services- *continued:*

- a. T.B. Test Clearance
- b. State and IdentaGo Background Checks
- c. Clear Health Certificate
- d. Valid First Aid and CPR Certification.
- e. MiRegistry f. All COVID related protocols

Host Site Locations:

Rosedale Park Baptist Church 14179 Evergreen Street Detroit, MI 48219
St. Suzanne 19321 W. Chicago Detroit, MI 48226

Obtain and maintain a valid State of Michigan Camp License with support from the City of Detroit. Camp licenses must be obtained prior to June 26, 2023, or the camp will not be permitted to begin.

Fees:

<u>Item/ Person</u>	<u>Cost per Hour</u>	<u>Total Hours/ 1-Class</u>	<u>Days of Week</u>	<u>Total Weeks</u>	<u>TOTAL</u>
Administrative Costs	\$65.00	7	5	9	\$20,475.00
Instructors	\$45.00	7	5	9	\$14,175.00
Counselors & Support	\$40.00	7	5	9	\$12,600.00
Materials (total cost				**\$12,849.50	
***Items needed:					
+++Snacks- \$1,687.50, Sports Equipment-\$300				Negotiated Price reduction	<u>-\$10,099.00</u>
Recreational Activities-\$200				GRAND TOTAL- \$50,000 x 2 Camps=	\$100,000.00
AD Incentive Prizes-\$200					
Water Slide Rentals- \$2,450					
Field Trips- \$3,712, Bus Transport-\$3,600					
End of Camp Festival- \$500 & Misc- \$200-					
Total-\$12,849)					

+++Snacks 1,687.50 .75 for snacks per day x 50 = 87.50 x 5 days = \$187.50 x 9 weeks = \$1,687.50

GENERAL SERVICES

6005293 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor: Embrace Sportz – Location: 2054 Hyde Park Drive, Detroit, MI 48207 – Contract Period: Upon City Council Approval through December 31, 2023 – Total Contract Amount: \$50,000.00.

Funding:

Account String: 1000-27470-472260-617900
Fund Account Name: **General Fund**
Appropriation Name: **Recreation – GSD**
Funds Available: **\$1,019,189 as of June 9, 2023**

Tax Clearances Expiration Date: 5-3-24

Political Contributions and Expenditures Statement:

Signed: 6-1-23 Contributions: None

Consolidated Affidavits

Date signed: 6-1-23

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

Bids- RFP Opened on February 3, 2023 and Closed on March 1, 2023; 261 Suppliers invited; 8 Responses received; The RFP's were scored on the following criteria; Experience- 20 points, Curriculum & Schedule- 25 points, Pricing- 20 points- Total 100 points. Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

There were 8 proposals received, 2 proposals were disqualified due to limited information submitted and unable to evaluate. Recommendation is a multiple award to the following highest ranked respondents: Embrace Sportz, Word in Christ Christian Center, Rosedale Park Baptist Church and Fit4Life Health and

**Other Bids: Fit 4Life Health & Fitness- 47.49/ 100 points
Rosedale Park Baptist Church- 55.00/100 points
Omaree Investments- 24.17/ 100 points
JKW Sports- 18.33/ 100 points
Embrace Sports- 29.17 /100 points
Word In Action Christian Center (53.34/100 points)**

Contract Details:

Vendor: **Embrace Sports- 29.17 /100 points** Amount: **\$50,000.00** End Date: **December 31, 2024**

Services:

The vendor will provide programming for up to fifty (50) campers ages 6-12, from 8:00 am to 6:00 pm Monday through Friday from June 26, 2023 to August 18, 2023. Programming should include a variety of activities and lessons within the following subject areas: recreation, cultural experiences, literacy, STEM, nature-based programs, athletics, and art. The City will facilitate coordination between selected Youth Development Organizations and approved non-City Summer Host Site partners.

- a) Monday - Friday from 8:00 AM until 6:00 PM, monitor youth activity at all times during program hours. Also, be prepared to have staff present at facility as early as 7:30 AM. for early drop-off.**
- b) Oversee breakfast and lunch in accordance with Summer Food Service Program (SFSP) guidelines. City of Detroit will provide the meals, as well as support in understanding SFSP guidelines and monitoring.**
- c) Establish a supportive environment, focused on engagement and inclusion, for students**
- d) and staff that promotes fun, learning and respect for others.**
- e) Monitor and track daily attendance, including at each individual enrichment session.**
- f) Ensure that any and all staff who will be on site and may interact with children obtain and maintain First Aid and CPR certifications, teaching certificates (where applicable), police/FBI clearances, and any other trainings or background checks as required by the Recreation Division policy and procedures manual and the State of Michigan, including:**

Contract discussion continued on next page.

General Services- *Waiver Requested- continued:*

6005293 100% City Funding – To Provide Summer Day Camp Programming Services. – Contractor:
Embrace Sportz – Location: 2054 Hyde Park Drive, Detroit, MI 48207 – Contract Period: Upon
City Council Approval through December 31, 2023 – Total Contract Amount: \$50,000.00.

Services- *continued:*

- a. T.B. Test Clearance
- b. State and IdentaGo Background Checks
- c. Clear Health Certificate
- d. Valid First Aid and CPR Certification.
- e. MiRegistry f. All COVID related protocols

Host Site Location:

Impact Church 12844 Elmdale Detroit, MI 48213

Obtain and maintain a valid State of Michigan Camp License with support from the City of Detroit. Camp licenses must be obtained prior to June 26, 2023, or the camp will not be permitted to begin.

Fees:

<u>Item/ Person</u>	<u>Cost per Hour</u>	<u>Total Hours/ 1-Class</u>	<u>Days of Week</u>	<u>Total Weeks</u>	<u>TOTAL</u>
Camp Director	\$20.50	6	5	9	\$ 5,535
Camp Coordinator	\$30.10	10	5	9	\$13,545
Camp Lead	\$60.00	10	5	9	\$27,000
Camp Counselor	\$15.00	4	3	9	\$ 1,620
Materials (total cost					***\$ 2,300
***Items needed:				GRAND TOTAL:	\$50,000

Art & Crafts \$400, Sports Equipment-\$300
Educational materials- \$400, Outdoor Gear \$400,
First Aid Supplies- \$200, Technology & Electronics- \$600
Total-\$2,300)

HEALTH- Waiver Requested

6004909 100% Grant Funding – To Provide Fiduciary and Management Services (Ryan White Program). – Contractor: Southeastern Michigan Health Assoc – Location: 3011 West Grand Boulevard, Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through February 28, 2025 – Total Contract Amount: \$1,000,000.00.

Funding:

Account String: 2104-21033-251111-612110
Fund Account Name: **Health Grants Fund**
Appropriation Name: **CSHCS Outreach & Advocacy 9/2023**
Funds Available: **\$142,927 as of June 9, 2023**
Funding: FY 2023/2024
Tax Clearances Expiration Date: 2-14-24
Political Contributions and Expenditures Statement:
Signed: **2-10-23** Contributions: **2021-1 Mayor**

Consolidated Affidavits

Date signed: **2-10-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment App. complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids closed October 6, 2022; 13 Invited Suppliers; 2 Bids Received.
Proposals were evaluated on Experience A-35 points, Experience B- 20 points, Experience C- 35 points, Timeline/ Price-10 points = 100 points. Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

Other Bid Strategic Alliance Group- 50/ 100 points

Contract Details:

Vendor: **Southeastern Michigan Health Association** Bid: **\$1,589,246; Highest Ranked-100/100**
Amount: **\$1,000,000.00** End Date: **February 28, 2025**

Services:

The vendor shall provide the following services as directed by Detroit Health Department (DHD) to improve the public health of Detroiters and SE Michigan residents, funded by an external organization.

Fiscal Management Services

- a. **Establish and manage a segregated cost center for each Grant Award under that is designated solely for that Grant Award and any subsequent amendments. Vendor will disburse funds from each cost center only in furtherance of the Program and in accordance with the terms of the Grant and approved budget;**
- b. **Process and pay for all purchases as directed by the DHD. Vendor may request a 30-day operating advance not to exceed 1/12 of the estimated grant award to begin the initiation of payments for program related expenses. Payment will be provided to the vendor within 10 days of receipt of the request. Failure to request the operating advance will place the financial burden solely on the sub-recipient until monthly payment requests are approved. Payment for program related expenses will be tenured regardless to guarantee continuity of program services.**
- c. **Issuance of sub-vendor payments for personal service agreements, relevant forms, statements, and withholdings, based on an agreed upon budget and timeline, and preparation of payroll and other vouchers required for reimbursement of these expenses by the Program.**

This includes, but is not limited to:

1-Payment of all accurate DHD approved invoices/requests for disbursement within seven days or less of receipt.

2- Issuance of emergency checks within two working days of receipt by sub-recipient of payment request;

3. Notification to contractors if an invoice is unable to be paid, and reason why (eg, incomplete documentation);

- d. **Provide the City with monthly, quarterly, and/or annual reports, as requested, for any Program elements procured or overseen by the vendor.**

Contract continues on next page.

Health- Waiver Requested- continued:

6004909 100% Grant Funding – To Provide Fiduciary and Management Services (Ryan White Program). – Contractor: Southeastern Michigan Health Assoc – Location: 3011 West Grand Boulevard, Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through February 28, 2025 – Total Contract Amount: \$1,000,000.00.

Services- continued:

- e. Prepare monthly Financial Status Reports (FSRs) that provide detail and a summary of expenditures and revenues for the month, for the Program. The FSRs must be prepared by the vendor and submitted to the Program Manager by the 10th day of the following month. If errors need to be fixed or adjustments need to be made, the Program Manager will submit those to the vendor by the 15th day of the month for fix and resubmission by the vendor to the Program Manager by the 20th day of the month;
- f. Prepare on a timely basis, all documents requested by the Program Manager or required by the Program;
- g. Comply with all applicable requirements contained within the Program grant and approved budget;
- h. Vendor will respond to check requests from the Program Manager within seven (7) business days, either sending check or guidance if expenses are not permissible under Grant Agreement. The Program Manager defines what is permissible under the grant;
- i. Maintain historical records of budgets, disbursements, budget changes and adjustments in accordance with Program guidelines.
- j. Maintain up to date financial records of program expenditures and budgets in mutually agreed upon format;
- k. Make all books and records available to City or authorized auditors for financial audits and/or reviews as requested.

Program Services

Under the direction of the Program Manager and on behalf of the City of Detroit Health Department, the vendor will provide services as outlined above to the Programs outlined below to protect and improve the health of Detroiters and residents of SE Michigan and their communities. The Programs may include, but are not limited to:

Ryan White Program: The Ryan White Program offers medical and support services to help people living with HIV.

The Detroit Health Department partners with a network of hospitals, clinics and nonprofit organizations with expertise in treating and caring for persons living with HIV. Program services include but are not limited to: HIV/AIDS and, education, outreach, linkage to care, treatment, and referral to services, medical support, case management, medications, and navigation services.

Project Schedule

The Ryan White program year begins on March 1st and continues through the last day of February of the following year. Continuity of program services from one program year to the next is essential. The term of this contract includes three program years.

Fees:

The Vendor shall be paid for those Services performed pursuant to this Contract a maximum amount of One Million and 00/100 Dollars (\$1,000,000.00), for the term of this Contract.

HEALTH- Waiver Requested

6004932 100% Grant Funding – To Provide Fiduciary and Management Services (Housing Opportunities for People with AIDS). – Contractor: Southeastern Michigan Health Assoc – Location: 3011 West Grand Boulevard, Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through March 31, 2026 – Total Contract Amount: \$10,000,000.00.

Funding:

Account String: 2104-21033-251111-612110
Fund Account Name: **Health Grants Fund**
Appropriation Name: **CSHCS Outreach & Advocacy 9/2023**
Funds Available: **\$142,927 as of June 9, 2023**
Funding: FY 2023/2024
Tax Clearances Expiration Date: 2-14-24
Political Contributions and Expenditures Statement:
Signed: **2-10-23** Contributions: **2021-1 Mayor**

Consolidated Affidavits

Date signed: **2-10-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment App. complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information

Bids closed November 9, 2022; 13 Invited Suppliers; 2 Responded.
Proposals were evaluated on Experience A-35 points, Experience B- 15 points, Experience C- 30 points, Experience d- 10 points, Timeline/ Price-10 points = 100 points. Phase II- Detroit Headquartered 15 points, and Detroit Based- 5 points, Phase III- Subcontractor Detroit Headquartered-20 points, Detroit Based- 10 points. Overall- Total 100 points.

Other Bid Strategic Alliance Group- 55/ 100 points

Contract Details:

Vendor: **Southeastern Michigan Health Association Bid: \$1,589,246; Highest Ranked-95/100**
Amount: **\$10,000,000.00** End Date: **February 28, 2025**

Services:

The vendor shall provide the following services as directed by Detroit Health Department (DHD) to improve the public health of Detroiters and SE Michigan residents, funded by an external organization.

- a. **“Program”:** a service provided and directed by Detroit Health Department (DHD) to improve the public health of Detroiters and SE Michigan residents, funded by an external organization.
- b. **“Program Staff”:** an individual, or group of individuals, hired and employed to provide services within each program as defined and directed by the Program Manager and funded through funds received.
- c. **“Program Manager”:** an individual who manages, plans, organizes, directs, and controls the work activities of one or more Program(s). A Program Manager, under the direction of the DHD Director and Health Officer or DHD-employed designee, determines how program funding will be allocated; selects sub-recipient contractors to receive funds; provides description of the job position, function, duties and required skills and experiences for any Program Staff positions; participates in the review of and makes recommendations regarding Program Staff applicants; and provides program-related assignments and feedback to Program Staff for the purpose of administering the Program and accomplishing Program work.

Fiscal Management Services

- a. **Establish and manage a segregated cost center for each Grant Award under that is designated solely for that Grant Award and any subsequent amendments. Vendor will disburse funds from each cost center only in furtherance of the Program and in accordance with the terms of the Grant and approved budget;**
- b. **Process and pay for all purchases as directed by the DHD.**
- c. **Vendor must have an active SAM registration and not be on the debarment list;**

Contract continues on next page.

Health- Waiver Requested- continued:

6004932 100% Grant Funding – To Provide Fiduciary and Management Services (Housing Opportunities for People with AIDS). – Contractor: Southeastern Michigan Health Assoc – Location: 3011 West Grand Boulevard, Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through March 31, 2026 – Total Contract Amount: \$10,000,000.00.

Services- continued:

- d. Prepare monthly Financial Status Reports (FSRs) that provide detail and a summary of expenditures and revenues for the month, for the Program. The FSRs must be prepared by the vendor and submitted to the Program Manager by the 10th day of the following month. If errors need to be fixed or adjustments need to be made, the Program Manager will submit those to the vendor by the 15th day of the month for fix and resubmission by the vendor to the Program Manager by the 20th day of the month;
- e. Prepare on a timely basis, all documents requested by the Program Manager or required by the Program;
- f. Comply with all applicable requirements contained within the Program grant and approved budget;
- g. Vendor will respond to check requests from the Program Manager within seven (7) business days, either sending check or guidance if expenses are not permissible under Grant Agreement. The Program Manager defines what is permissible under the grant;
- h. Maintain historical records of budgets, disbursements, budget changes and adjustments in accordance with Program guidelines.
- i. Maintain up to date financial records of program expenditures and budgets in mutually agreed upon format;
- j. Make all books and records available to City or authorized auditors for financial audits and/or reviews as requested.

Program Services

Under the direction of the Program Manager and on behalf of the City of Detroit Health Department, the vendor will provide services as outlined above to the Programs outlined below to protect and improve the health of Detroiters and residents of SE Michigan and their communities. The Programs may include, but are not limited to:

HOPWA Program: The Housing Opportunities for People with AIDS (HOPWA) program provides housing assistance and related support services for low-income persons with HIV/AIDS and their families. This program helps to address discrimination, stigma, and other barriers to achieving stable living situations. The Detroit Health Department partners with a network of hospitals, clinics and nonprofit organizations with expertise in treating and caring for persons living with HIV. Program services include but are not limited to: HIV/AIDS and, education, outreach, linkage to care, treatment, and referral to services, medical support, case management, medications, and navigation services.

Project Schedule

The HOPWA program year begins on July 1st and continues through the last day of June 30th of the following year. Continuity of program services from one program year to the next is essential. The term of this contract is for three program years

Fees:

The Vendor shall be paid for those Services performed pursuant to this Contract a maximum amount of One Million and 00/100 Dollars (\$10,000,000.00), for the term of this Contract.

HOUSING & REVITALIZATION – *Waiver Requested*

6005253 100% Grant Funding – To Provide Payment for Contraction and Administrative Costs on the Joseph Campau Project Phase 2. – Contractor: Economic Development Corporation of The City of Detroit – Location: 500 Griswold, Suite 2200, Detroit, MI 48226 – Contract Period: Upon City Council Approval through August 31, 2023 – Total Contract Amount: \$101,817.66.

Funding:

Account String: 2001-13635-365004-617900-926423
Fund Account Name: **Block Grant Fund**
Appropriation Name: **HRD CDBG Department Allocations**
Funds Available: **\$2,858,352 as of June 9, 2023**

Consolidated Affidavits & Political Donations:

NOT required for contracts with inter-Governmental agencies or affiliated entities.

Tax Clearances Expiration Date: **5-18-24**

Bid Information:

None, because this is a request to authorize final payment to subrecipient for Construction and Administrative costs associated with Phase 2 of the Joseph Campau Project, which began under contract 6003096 [see *Additional Information section for details*].

Contract Details:

Vendor: **Economic Development Corporation of CoD** Amount: **\$101,817.66** End Date: **August 31, 2023**

Services:

The sole purpose of this contract is to pay the final invoice for construction and administrative costs completed on the Joseph Campau Greenway project in Phase 2, which equals \$101,817.66.

The initial contract was for the Completion of construction of the Joseph Campau Greenway project, which entails the renovation of an off street walkway known as the Joseph Campau Greenway. It runs north and south from East Vernor Highway to the north Jefferson Avenue to the south.

Phase 1 and 2 were completed under prior agreements. Under the most recent agreement [6003096], phase 2 construction was completed, which picked up where Phase 1 left off at Robert Brady Drive, to renovate the pathway north to its terminus at East Vernor Highway.

Fees:

The following is a summary of the itemized expenses in final Invoice:

Current Program Activity Delivery

- **Direct Construction, Inspection and Construction Admin costs of \$11,487.30**
- **10% indirect costs of \$1,148.73**

Prior Activity Delivery

- **Deferred indirect costs of \$89,181.83 from Invoices 34-36**

TOTAL \$101,817.86

Additional Information:

The services for this contract began under 6003096 was initially approved October 20, 2020 to provide construction management services to complete Phase 2 of the JC Greenway for \$1,674,424.58; through December 31, 2021.

Amendment 1 -3 added \$210,762 and \$450,000, making the total contract amount \$2,335,186.59, as well as, added 15 months to the contract term; through March 31, 2023. Amendment 1 was approved September 28, 2021. Amendment 2 was approved March 29, 2022. Amendment 3 was approved on October 18, 2022.

Phase 1 of the Greenway was completed in 2019 under a previous agreement with EDC.

HOUSING & REVITALIZATION – Waiver Requested

6005367 100% City Funding – To Provide Full Renovations to a Bridging Neighborhoods Program Property Located at 7432 Ashton Street. – Contractor: VR Homes – Location: 2510 S. Telegraph Road, Suite L#188, Bloomfield Hills, MI 48302 – Contract Period: Upon City Council Approval through May 31, 2024 – Total Contract Amount: \$126,500.00.

Funding:

Account String: **1004-20413-360145-651159**
Fund Account Name: **Gordie Howe International Bridge Project**
Appropriation Name: **Bridging Neighborhoods Fund**
Funds Available: **\$4,001,565 as of June 9, 2023**

Tax Clearances Expiration Date: **2-28-24**

Contributions and Expenditures Statement:

Signed: **5-5-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-5-23**

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

Bid Information:

22 pre-qualified vendors invited to bid. Bid walk took place on April 25, 2023. Bid must be within the established target base bid pricing \$105,500 - \$118,500. 4 pre-qualified vendors attended.

Bids closed April 28, 2023; 4 Bids Received.

Proposals were evaluated on Capacity [25 points], Cost [25 points], and Partnership with Detroit Certified Businesses [10 points], Detroit Certifications for vendor [20 points] and for subcontractor [15 points]. Maximum points available without certifications is 65 points and 100 points total with certifications.

ALL Bids: VR Homes \$115,000 without contingency fee [50 points]
Jozef Contractor, Inc. \$116,500 without contingency fee [45 points]
Nail-Rite Construction, Inc. \$118,497 without contingency fee [35 points]
CTI Contractor Services, LLC \$118,497 without contingency fee [25 points]

Contract Details:

Vendor: **VR Homes** Bid: **Highest Ranked [50 points]; Lowest Cost \$115,000 without contingency fee.**
Amount: **\$126,500** End Date: **May 31, 2024**

Residential Rehab at 7432 Ashton Street for the Bridging Neighborhoods Program. The full scope of work is made up of 4 parts to be completed within 4 months of the date on the Notice to Proceed:

- **Part I – Standard Modifications**
- **Part II – BN Construction Quality Standards, which includes compliance with building codes and warranties included from the date of key hand-off.**
- **Part III – Product Specifications from a predetermined list of products.**
- **Part IV – Hazardous Materials Survey, which includes asbestos, lead in water, lead dust, and mold.**

Install Slate Renovation Package using a pre-determined list of products at both homes.

Interior work includes provide gas and electric connections for stove and dryer; install 15-17 kitchen cabinets; rewire home; new plumbing & doors; install furnace & water heater; clean duct work; replace damaged/rotten wood; install dehumidifier; remove walls in basement; and build closet on 2nd floor.

Exterior work includes replace entire sewer & roof; install new gutters; rebuild front porch, stairs, & handrails; install new siding & soffit; install backflow preventers; replace seal plate; keep shed; paint base of home; and Perform site cleanup to include removal of trees touching home.

Fees:

Base Bid	\$115,000
BNP Allowance for Additional Services (10%)	\$11,500
TOTAL	\$126,500

HOUSING & REVITALIZATION – Waiver Requested

3066545 100% City Funding – To Provide Metal Screens and Doors to Secure Homes Renovated by the Bridging Neighborhoods Program. – Contractor: Door and Window Guard Systems, Inc. – Location: 8770 W Bryn Mawr Avenue, Suite 1300, Chicago, IL 60631 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract Amount: \$26,000.00.

Funding:

Account String: 1004-20413-360145-651159
Fund Account Name: **Gordie Howe International Bridge Project**
Appropriation Name: **Bridging Neighborhoods Fund**
Funds Available: **\$4,001,565 as of June 9, 2023**

Tax Clearances Expiration Date: 1-9-24 `

Contributions and Expenditures Statement:

Signed: 12-15-22 Contributions: None

Consolidated Affidavits

Date signed: 12-15-22

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

Bid Information:

None, because this is a Sole Source, Non-Standard procurement request. According to the Non-Standard procurement form the funding for this Purchase order will be used to pay for continued rental of screens on homes before the rehabbed homes are sold. The 2 companies [Door and Window Guard Systems, Inc. & Vacant Property Security, LLC] known for this service have now combined, leaving BN with no other options.

Contract Details:

Vendor: **Door and Window Guard Systems, Inc.** Amount: **\$26,000** End Date: **June 30, 2024**

Services:

Provide installation and rental of metal screens for rehabbed homes. This added security measure helps to prevent the theft of cabinets, fixtures, furnaces, and hot water tanks that are inside of our fully renovated homes

Fees:

- **Door Guard Price - \$75/month rental per door; one time installation cost \$50/door.**
- **Window Guard Price - \$20/month rental per window; one time installation cost \$20/window.**

TOTAL Not to Exceed \$26,000

Additional Information:

Other Purchase Order with Door and Window Guard Systems, Inc.:

3061412 was initially approved March 1, 2022 as an assignment agreement after Door and Window Guard Systems, Inc acquired Vacant Property Security, LLC, which was the previously used provider of Metal Screens and Doors to Secure Homes Renovated by BNP under 3059787 for \$15,540; through March 31, 2023.

HOUSING & REVITALIZATION- *Waiver Requested*

6004047-A3 100% CDBG Funding – AMEND 3 – To Provide an Increase of Funds and Amendment of Scope for Public Facility Rehabilitation. – Contractor: Latin Americas for Social and Economic Development – Location: 4138 Vernor Highway Detroit, MI, 48209 – Contract Period: November 23, 2021 through September 30, 2023 – Contract Increase Amount: \$165,000.00 – Total Contract Amount: \$525,000.00.

Funding

Account String: **2001-05662-360574-651161**
Fund Account Name: **Block Grant**
Appropriation Name: **HRD LA SED**
Funds Available: **\$15,548 as of June 9, 2023**
Encumbered Funds Available: \$ 272,042 8 as of June 9, 2023

Tax Clearances Expiration Date: 5-24-24

Political Contributions and Expenditures Statement:

Signed: **2-1-23**

Consolidated Affidavits

Date signed: **2-1-23**

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

Contributions: **Members of the LA SED Board of Directors and/ or their immediate family members made the following contributions: 2 to former Council Members between 2018. 1 to a Director of a city department in 2018, 2- MI Governor-2018, and 1- Federal House of Representatives 2018.**

Background:

This city of Detroit Public Facilities Rehabilitation project for the local nonprofit, Latin Americans for Social Economic Development (LASED), under contract 6004047 was first initiated during the 2016-17 fiscal year. At that time \$240,000.00 of City of Detroit Community Development Block Grant funding was awarded originally for the replacement of the nonprofits Community Centers' roof.

Unfortunately, during the Environmental Review process there was evidence of a possible underground gas tank on the site. LASED worked with their Environmental Consultant, and the State of Michigan's Department of Environmental Quality (DEQ) to correct the underground tank issue. It took approximately two years for DEQ to clear the underground tank issue. During that time period the city of Detroit's administration and the city's Housing and Revitalization office decided that one of its main initiatives would be to assist local service providers that occupy older buildings in the city for their services. By assisting with rehabilitating their restroom facilities to be in compliance with the federal Americans with Disability Act.

Around March 19, 2020, the Covid-19 Pandemic was officially declared in the United States. Which was one more issue that delayed this project, in addition to staff turnover. Several Program Managers were assigned to this project over an approximately 3-year period but with little progress. Once the project was set to obtain bids, while the subrecipient was doing its' Due Diligence to openly solicit for a General Contractor(GC). It was discovered that the bids collected were coming in significantly more than what had been originally budgeted with the first amendment of an increase of \$120,000.00, that was originally thought would complete all three roofs on the community center. As well as complete the rehabilitation of the four restrooms to ADA Compliance.

LASED selected O'Brien Construction for their General Contractor because of their experience working on rehabilitation projects within the city of Detroit and their willingness to work with small minority subcontractors. As well as their experience meeting the city's Section-3 initiatives. It was decided by both the city of Detroit Housing and Revitalization Office PFR division management and LASED the funding amount of \$360,000.00 would be used to complete the three roofs on the community center. Since it was leaking in multiple areas and was in need of immediate attention.

During the period of 2018 to 2022 according to several studies, construction cost and construction materials cost increased up to 40 percent. According to the U. S. Bureau of Labor and Statistics CPI Inflation Calculator \$260,000.00 of construction cost in 2016-17 would be approximately \$304,756.12 in 2023. Which is approximately how much it cost to complete the roof of the LASED Community Center. (Actual cost \$307,095.40 a difference of - \$2,939.28)

Contract discussion continued on next page.

HOUSING & REVITALIZATION- *Waiver Requested- continued:*

6004047-A3 100% CDBG Funding – AMEND 3 – To Provide an Increase of Funds and Amendment of Scope for Public Facility Rehabilitation. – Contractor: Latin Americas for Social and Economic Development – Location: 4138 Vernor Highway Detroit, MI, 48209 – Contract Period: November 23, 2021 through September 30, 2023 – Contract Increase Amount: \$165,000.00 – Total Contract Amount: \$525,000.00.

Bid Information:

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

Contract Details:

Vendor: **Latin Americans for Social and Economic Development (LA SED)**

Amount: **Add \$165,000 to \$525,000**

End Date: **Remains the same; through September 30, 2023**

Services at the time of Approval:

- **Roof/Garage roof replacement; Repair and replace foundation due to flooding; Replace/Repair Flooring; Paint and seal walls due to leaks; Replace failing/missing ceiling; Add energy efficient lighting and windows; Install new security system.**
- **Renovations to Senior Center: kitchen, bathrooms, 2 offices, and attic.**
- **Renovations to Youth Center: bathrooms, locker rooms, classrooms, and entryway.**

Services & Fees- Current Amended Services:

Latin Americans for Social and Economic Development Scope 7150 Vernor Rehabilitation Project To strip entire roof down to rafters, remove all old roof material. Then reboard with the proper OSB sheeting 7/16 inch or what is in compliance with city, state, and National code, replace with proper shingles that have been agreed upon by owner and that meets city, state, and National Building Code a total of 17,170 square foot of roofing to be replaced To totally rehabilitation of four (4) restroom the activities include the demolition of all four restrooms, the removal, and the replacement of countertops. The removal of all outdated plumbing and the replumbing of all four restrooms to meet current city, state, and federal code. The total upgrading of the electrical of all four restrooms to be in compliance with city, state, and National plumbing codes.

There currently is \$52,304.60 remaining from CDBG grant funding awarded for the roof.

The City of Detroit PFR division is asking that the \$52,304.60 be added to the requested amendment amount of \$165,000 for a total of \$217,304.60 to be used to complete the rehabilitation of the restrooms into compliance with the American Disability Act(ADA).

The bid submitted by the O'Brien Construction Company, LASED's GC, to complete the rehabilitation of the four restrooms is \$209,280.01. Once the restrooms are completed it will close out this long-term project.

NOTE: The amended services/fees replaced the initial scope of work and fees. The total fees for this contract only includes the amended services/fees to \$525,000.

Contract discussion continued on next page.

HOUSING & REVITALIZATION- *Waiver Requested- continued:*

6004047-A3 100% CDBG Funding – AMEND 3 – To Provide an Increase of Funds and Amendment of Scope for Public Facility Rehabilitation. – Contractor: Latin Americas for Social and Economic Development – Location: 4138 Vernor Highway Detroit, MI, 48209 – Contract Period: November 23, 2021 through September 30, 2023 – Contract Increase Amount: \$165,000.00 – Total Contract Amount: \$525,000.00.

Services & Fees- *continued:*

AMENDED EXHIBIT B - PROJECT BUDGET

Phase 1 Roof Project Budget(Completed)	
Roof Work-Material and Labor	\$244,400.00
Replacing Deck	\$36,400.00
General Conditions	\$17,703.00
Overhead and Profit	\$18,765.00
Permits	\$5,110.00
Contingency	\$17,703.00
Bond Allowance	\$5,500.00
Total estimated cost for Roof project	\$345,581.00
Total amount expended on Roof project	\$307,695.40
Total amount budgeted by HRD	\$360,000.00
PFR division CDBG Grant	
Difference left from Phase 1 Roof project	\$52,304.60
Phase -II Restrooms Rehabilitation to ADA Compliance	
Budget	
Demo	\$15,000.00
Plumbing Plan Review	\$200.00
Saw Cutting	\$8,000.00
Masonry Patching	\$5,000.00
Rough Carpentry	\$6,850.00
Drywall Patching	\$1,000.00
Column Covers	\$5,000.00
Youth Build	\$2,060.00
Access Controls	\$10,450.00
Tile	\$35,905.00
Paint	\$8,875.00
Grainite Tops	\$9,325.00
ADA Bath Accessories	\$6,096.00
Plumbing	\$25,000.00

Plumbing cap and cut	\$3,600.00
Electrical	\$7,700.00
Electrical access controls	\$1,600.00
Floor protection	\$2,000.00
Contingency	\$9,853.45
Bond	\$2,800.00
GC's Overhead, Profit and fees	\$42,965.56
Estimate cost from Bids for Restrooms from GC O'Brien	\$209,280.01
Amount of funding left from	\$52,360.04
Phase 1 to be used to complete Phase II Restrooms	
Amount of amendment funding to be used for restrooms	\$165,000.00
Total amount to be allocated through CDBG Grant for the rehabilitation of	\$217,360.04
four restrooms to ADA compliance.	

Contract information continued on next page.

Additional Information:

Contract 6004047 was approved on November 23, 2021 with Latin Americans for Social and Economic Development to provide social and economic development, and repairs/renovations at 7150 W Vernor Street, Detroit, MI 48209 for \$240,000; through February 28, 2023.

Contract 6004047-A1 was Approved at Formal Session on May 17, 2022 for \$360,000 through February 28, 2023.

Contract 6004047-A2 was Approved at Formal Session on March 7, 2023 for \$360,000 through February 28, 2023 for \$360,000 through September 30, 2023.

POLICE- Waiver Requested

6002386-A1 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for CLEAR Licenses. – Contractor: West Publishing Corporation dba West, a Thomson Reuters Business – Location: 610 Opperman Drive, Eagan, MN 55123 – Previous Contract Period: July 1, 2020 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through June 30, 2024 – Contract Increase Amount: \$174,704.00 – Total Contract Amount: \$565,879.64.

Funding:

Account String: 1000-11041-372300-627110
Fund Account Name: **General Funds**
Appropriation Name: **Police Technology Bureau**
***Encumbered Funds **\$220,483 as of June 9, 2023**
FY 2023/2024 will support this contract funding
Tax Clearances Expiration Date: **6-27-23**
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

***Per OCP- \$174,704.00 has been encumbered FY22/23. The remaining will be out of FY 23/24 budget.

Background Information:

The original contract was approved as a Non-Standard Procurement, because of the unique services provided by this company. There was no Request for Proposals or Bids.

This contract was processed as a Sole Source, with West Publishing Corp. to provide a license for use of the vendor’s database, for a term of 3 years, through June 22, 2023, for a cost of \$391,175.64; the contract provides the City options to extend 3 additional years.

Bid Information

There is no bid, this is an amendment .

Contract Details:

Vendor: **West Publishing Corporation dba West, a Thomson Reuters Business Bid: Highest most responsive**
Amount: **+\$174,704.00to \$565,879.64** End Date: **+ 1 year to June 30, 2024**

Services:

The license provides up to 400 members of the Police Dept. to use the Services for unlimited searches of 1 name or phone number at a time; To perform up to 100,000 Batch Load Phone Searches in the first full year, and 300,000 Batch Load Phone Searches in Year 2 and Year 3 of this contract; Licenses for up to 5 members of the Police Dept. to use the Services to search individuals for their inmate status.

This license as granted, provides the City permission to use the services for the internal business of the Police Department and for no other purposes.

The services include providing a Public Records Technology Database that the Police Dept. can search for suspect, victim, witness identification and information, including phone numbers, vehicle information, addresses, social security numbers, social media profiles, property records, court dispositions, and news. Services will also allow identification of business, assets, affiliations and other critical investigative information.

Technical support provided 24 hours per day, 7 days per week.

Fees:

Year 1 cost is \$129,744; Year 2 cost is \$130,392; Year 3 cost is \$131,028 current fees are as listed:
Year 4- July 1, 2023- June 30, 2024 400 passwords of CLEAR for Law Enforcement Plus & 300,000 Telephone BATCH (Includes 5 Promotional passwords of Real-time Arrest & Incarceration gateway.)

<u>CLEAR Subscription Period of Performance</u>	<u>Monthly Costs</u>	<u>Annual Costs</u>
2 Years 7% YOY	\$11,683.33/ month	\$140,199.96 / year
Contingency		\$ 34,504.04
Amendment #1 Contract Total		\$174,704.00
+ Previous Contract Total (Not owed dollars)		+ \$391,175.64
New Contract Grand Total:		\$565,879.64

Contract discussion continued on next page.

POLICE- Waiver Requested- continued:

6002386-A1 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for CLEAR Licenses. – Contractor: West Publishing Corporation dba West, a Thomson Reuters Business – Location: 610 Opperman Drive, Eagan, MN 55123 – Previous Contract Period: July 1, 2020 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through June 30, 2024 – Contract Increase Amount: \$174,704.00 – Total Contract Amount: \$565,879.64.

Fees- continued:

CLEAR Usage Limitation. This provision does not apply to any of the City's Cap subscriptions. If the transactional value of the City's Use of the Services exceeds the following Monthly Subscription Period limits, the Contractor may limit access to the live gateways and request that the parties enter into good faith renegotiation or terminate upon 10 days written notice. Transactional value of the City's Use of the Service is calculated upon the Service Schedule Subscription Period Monthly Usage Limit 7/01/2023 - 6/30/2024 --\$236,666.60.

List of costs by action:

I. Transactional Charges

Search Charges

Person Search	\$5.00	per search
Business Search	4.50	per search
SEC Filings	2.00	per search
DE Gateway Search	10.00	per search
DE Gateway Detail	15.00	per search
Asset Search	5.00	per search
Intellectual Property	2.00	per search
Phone Search-Public Record Phones	3.50	per search
Phone Search-Real Time Reverse Phone Number Gateway	1.50	per search
Public Records		
Photo Line-up Search	2.00	per search
Current Incarceration Search	3.50	per search
Recent Bookings Search	3.50	per search
License Search	5.00	per search
Count Record Search	4.50	per search
Web Analytics Search	1.75	per search
NPI Search	1.00	per search
Sanctions Search	5.00	per search
Real-Time Incarceration & Arrest Records (RTIA)	4.00	per search
World-Check Risk Intelligence	5.00	per search
Associate Analytics	1.00	per search
Company Family Tree	5.00	per search
Graphical View	5.00	per search
Graphical View Expansion	1.00	per search
Map Enhancements	0.25	per search
News Search	1.75	per search
Quick Analysis	1.00	per search
Contact View	1.50	per search
Alert Result – Full Text	9.00	per result
Alert Result – RTIA	4.00	per result
CLEAR ID Confirm		
Basic	5.00	per search
Advanced	5.50	per search
Premium	6.00	per search
CLEAR Risk Inform		
Basic	5.25	per search
Advanced	5.75	per search
Premium	6.25	per search
Real-Time Incarceration & Arrest Records (RI-RTIA)	2.00	per search
License Plate Recognition Search	1.00	per search

ii. Report Charges

AutoCheck Vehicle History Report	\$14.50	per report
Individual Report	15.00	per report
Add Associates to Report	2.00	per report
Basic Report	10.00	per report
Company Report	15.00	per report
Contact Report	10.00	per report
Business Credit Report	15.00	per report
Real Property Individual Reports	5.00	per report
Real Property Comprehensive Report	10.00	per report
Real Property Deed Image Parcel Map Report	20.00	per report
License Plate Recognition Report	2.00	per report
CLEAR Risk Inform Person/Business Report	1.00	per report

2. Batch Services

i. CLEAR Batch Search Charges

Person Search	\$ 0.68	per row
Public Records Phone Search	.45	per row
Reverse Phone Search	.40	per row

ii. Batch Search Charges

Person Search	\$0.04 - \$5.00	per result and/or input
Document Search	\$0.04 - \$5.00	per result and/or input
CLEAR Risk Inform	\$0.40 - \$5.00	per result and/or input
CLEAR ID Confirm	\$0.40 - \$5.00	per result and/or input

iii. Batch Alert Charges

Person Alert	\$0.20 - \$5.00	per result and/or input
Company Alert	\$0.40 - \$5.00	per result and/or input
RTIA Alert	\$0.40 - \$5.00	per result and/or input

Additional Information:

Contract 6002368 was approved at Formal Session on June 30, 2020 for \$391,175.64 through June 22, 2023. Like Contracts Same Vendor: Also included in this list of contracts is No. 3043868, with West Publishing Corp. for a 1-time payment of \$30,368 for services provided November 2019, through February 2020. Contract 6003234 was approved at Formal Session September 7, 2021 for \$102,264.00 through August 30, 2024- FIRE (Investigations).

TRANSPORTATION- Waiver Requested

6003372-A1 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for the Next 3 Years of Operation and Maintenance of the Detroit People Mover and the Transit Police. – Contractor: Detroit Transportation Corp – Location: 535 Griswold Street, Suite 400, Detroit, MI 48226 – Previous Contract Period: July 1, 2020 through June 30, 2023 – Amended Contract Period: Upon City Council Approval through June 30, 2024 – Contract Increase Amount: \$10,970,561.00 – Total Contract Amount: \$30,101,683.00.

*****LPD has requested a correction letter from OCP on June 10, 2023 for the contract description to reflect the original total of funds \$19,131,122 and the amended increase of \$33,149,408.00 to the total contract value of \$52,280,530 and the increase of time to reflect June 30, 2026.**

Funding:

Account String: 5301-00149-200230-617900
Fund Account Name: **Transportation Operation**
Appropriation Name: **DDOT Plant Maintenance**
Funds Available: **(-\$62,924)as of June 9, 2023**
FY 2023/2024 will support this contract
Tax Clearances Expiration Date: 1-27-24

Political Contributions and Expenditures Statement:

Signed: **4-28-21** Contributions: **None**

Consolidated Affidavits

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

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

Background:

The Detroit Transportation Corporation (DTC) is the owner and operator of the Detroit People Mover (DPM) in downtown Detroit, Michigan. The City of Detroit, in accordance with the attached interlocal agreement, provides a subsidy to the DTC for the operation of the DPM through the Detroit Department of Transportation’s (DDOT) budget. In addition, the City provides a subsidy to DTC, through DDOT’s budget, for transit police services in accordance with the agreement dated May 6, 2014. Currently, the subsidy for the DPM operation for the previous contract included the costs for the Transit Police Services- \$3,690,000 in Fiscal Year 2020 -2021; & \$4,470,561 Fiscal Year 2021-2022; amount of \$4,470,561 to be budgeted in Fiscal Year 2022-2023.

Bid Information

No Bid- this is an amendment to an existing contract.

Contract Details:

Vendor: **Detroit Transportation Corp** Amount: **+\$10,970,561.00 to \$30,101,683.00**
End Date: **+ 1 year to June 30, 2024**

Services:

The contract is for the continued services of the Detroit Transportation Corp. to operate and manage the Detroit People Mover, and to provide transit police services to the Department of Transportation.

Additional Information Contract 6003372 was approved at Formal Session on June 8, 2021 for \$12,631,122 (+ \$6.5 million allocated by City Council FY22) total of \$19,000,000 through June 30, 2023.

The total sum for all invoices for DPM Operations Services and Transit Security Services for any one of the City’s fiscal years, being July 1 of the preceding year to June 30 of the subject year, is limited to the amount actually appropriated by the Detroit City Council for such purposes and such fiscal year, but under no circumstances may Total Security Funds exceed the amounts for Total Operating Funds and Security Funds, respectively, as set forth below in this Section. DDOT will have no obligation to make payment for any DPM Operations Services or Transit Security Services for any given fiscal year, the cost of which would cause the total payment by DDOT to exceed the applicable amount.

FISCAL YEAR (Dates)	Total Operating Funds	Total Security Funds
FY21 (7/1/20 – 6/30/21)	\$0.00	\$3,690,000.00
FY22 (7/1/21 – 6/30/22)	\$0.00	\$4,470,561.00
FY23 (7/1/22 – 6/30/23)	\$6,500,000.00	\$4,470,561.00
FY24 (7/1/23 – 6/30/24)	\$6,500,000.00	\$4,470,561.00
FY25 (7/1/24 – 6/30/25)	\$6,500,000.00	\$4,565,272.00
FY26 (7/1/25 – 6/30/26)	\$6,500,000.00	\$4,613,575.00

TRANSPORTATION- *Waiver Requested*

6005358 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Moe Transportation, LLC – Location: 17515 W Nine Mile Road, Suite 510, Northland Center, MI 48075 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$12,822,786.06.

Funding:

Account String: 5301-27200-200310-617900
Fund Account Name: **Transportation Operation**
Appropriation Name: **Rider Services**
Funds Available: **\$8,983,487 as of June 9, 2023**

Tax Clearances Expiration Date: **2-3-24**

Political Contributions and Expenditures Statement:

Signed: **1-18-23** Contributions: **None**

Consolidated Affidavits

Date signed: **1-18-23**

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

Background Bid Information:

The committee voted to award contracts to Big Star Transit; Moe Transportation; People’s Express; SW Transport Co. dba Checker Transportation; and Delray United Action Council. All five (5) firms currently provide the services. Rather than issuing a new contract to People’s Express, DDOT agreed, and PEX accepted, that the City would amend its contract to be consistent with the new contracts in terms of the scope of services; the price mechanism (revenue hour cost versus per trip cost) and contract term (expiry June 30, 2028).

PRICING

For Year 1, all of the firms accepted the current rate that is being paid for the services in the emergency contracts, with an annual 3.7% increase for Years 2 through 5.

Bid Information

Bids- RFP Opened on February, 2023 and Closed on March 17, 2023; 44 Suppliers at pre-bid meeting; 14 Responses received; The RFP’s were scored on the following criteria; Project Management- 20 points, Project Team- 20 points, Project Fleet- 15 points, Demonstrated Past Performance- 5 points, Cost- 5 points. - Total 65 points. Phase 2- Prime Contractor Economic Development- 15 points, Phase 3- Development & performance of Prime Subcontractor(s) – 20 points- Total Overall 100 points.

Other Bids:

- Aladdin Transportation- 5.12 points**
- Big Star Transit- 59.62 points**
- Conversion Contracting- 25.08 points**
- Delray United Action Council- 38.13 points**
- Eagle Medical Transportation- 18.16 points**
- Moe Transportation- 50.42 points**
- MV Transportation- 50.44 points- unable to start for 90 days, disqualified**
- Oakland Service Ventures- 0.00 points**
- People’s Express-48.09 points**
- Regency Transportation-24.28 points**
- SCR Medical- 50.07 points- unable to start for 90 days, disqualified**
- SW Transport dba- Checker Cab-45.81**
- The Blackbottom Group- 28.55 points**
- Wrightway Transit- 15.09 points**

Contract Details:

Vendor: **Moe Transportation- 50.42 points**
Amount: **\$3,214,672.25**

Bid: 3rd Highest overall ranked
End Date: June 30, 2028

Contract discussion continued on next page.

TRANSPORTATION- *Waiver Requested- continued:*

6005358 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Moe Transportation, LLC – Location: 17515 W Nine Mile Road, Suite 510, Northland Center, MI 48075 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$12,822,786.06.

Services:

The Contractor shall operate the Detroit Department of Transportation’s (DDOT) Complementary Paratransit Service, a service for individuals with disabilities in DDOT’s ADA service area, as required by the Federal Transit Administration and in accordance with the Americans with Disabilities Act (ADA) of 1990. The provision of complementary paratransit is governed by US Dept. of Transportation and US Dept. of Justice regulations found in 49 CFR Parts 27, 37 and 38, available at <http://www.fta.dot.gov/documents/2011-23576.pdf>, and other Federal regulations. The Contractor shall be responsible for the customer’s end-to-end trip experience by providing origin to destination ADA paratransit services.

The vendor shall be responsible for the effective completion of the following tasks as more particularly described herein:

1. **Task I - Start of Service - Vendor shall be responsible for the effective completion of placing and dedicating key personnel for operating DDOT Paratransit during the start-up period no later than July 1, 2023. If this task is not completed on time, the start-up period may be extended, at DDOT’s sole discretion, in order to ensure adequate completion.**
2. **Task II - Acquire/Provide Personnel- vendor shall employ and train all personnel and subcontractors, supplies, vehicles and services needed to successfully comply with the contract requirements. The staff shall consist of an Operations Manager, vehicle service and cleaning personnel, supervisors, vehicle operators, and other staff deemed necessary to support this contract.**
3. **Task III - Provide Training and Safety Support- The vendor shall ensure ongoing training which will prepare all employees assigned to the DDOT Paratransit project the ability to function in a manner that conforms to all federal, state and local laws and ensure that contractual and operational objectives are met. Except as DDOT may otherwise direct, the vendor shall establish and document a training program.**
4. **Task IV - Acquire/Provide Vehicles- It is the vendor’s sole responsibility to provide revenue vehicles to meet the ridership demand while adhering to all performance standards. To maximize efficiency, vendors are permitted to subcontract some portion of the service operated (e.g., peak, late night, core, etc.) to on-demand type Subcontractors or non-emergency medical transportation (NEMT) companies.**
5. **Task V - Provide Vehicle Operations- Except as DDOT may otherwise direct, the vendor shall provide all DDOT Paratransit vehicle operations for trips dispatched by Dispatch for service within the designated ADA service area.**
6. **Task VI - Acquire/Provide Facility- The vendor should establish an operations facility in a location that minimizes deadhead to/from the first pickup/last drop off of revenue service. This facility must have adequate secure parking for personnel and vehicles.**
7. **Task VII - Information Systems and Data Requirements- The vendor will provide its own high speed internet access to connect to other web-based applications and/or databases.**
8. **Task VIII - Provide Vehicle Maintenance - The vendor shall maintain all vehicles used in DDOT Paratransit revenue service. Accessibility features of the vehicle must be in good working order. Equipment provided by DDOT Paratransit (e.g., Tablets, Push-to-Talk devices, event recorders) must be used as designed and not be subjected to mishandling by the driver or maintenance personnel.**
Note: Reimbursement for additional cleaning required by FTA or other governmental or public health authorities due to a public health or safety emergency will be addressed on an as-needed/as required basis.
9. **Task IX - Maintain Performance Standards- DDOT has high expectations for its complementary paratransit service. Vendors will be required to maintain the following performance standards:**

Contract description continued on next page.

TRANSPORTATION- *Waiver Requested- continued:*

6005358 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Moe Transportation, LLC – Location: 17515 W Nine Mile Road, Suite 510, Northland Center, MI 48075 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$12,822,786.06.

Services- *continued:*

1. The vendor shall meet a daily 95% on-time performance (OTP) standard.

On-time is defined as arriving at the origin with the +/- 15 minute “window” or before/at the designated time for the drop off at the destination. These “windows” (PU or DO) will be established during the trip booking process. External factors, like weather, may be considered when evaluating the OTP performance standard. DDOT will not tolerate failure to provide service due to a lack of vehicle operators or vehicles that are inoperable due to the vendor’s failure to maintain them, or to register and insure them.

Note: Failure to meet this performance metric will be considered “a material breach of contract” applied at the sole discretion of the City.

2. “Ride time” is the period a passenger spends onboard the vehicle: the elapsed time from origin to destination. The ADA requires that most trips be scheduled to last no longer than the actual time the same trip would take on the fixed route bus (including walking to the bus stop and waiting for the bus.) It is expected that 95% of all segments of ADA passenger trips during any month will be completed within the ADA guidelines.

3. Vehicle operators will be required to wait at the pick-up location for five minutes, after the PU window has opened, If the passenger does not board the vehicle within the first minute of arriving at the proper location, the driver must make contact DDOT Paratransit Dispatch and request a “courtesy call” The dispatcher will attempt to contact the passenger after verifying the location of the driver and confirming that the PU window has “opened”. All “No Shows” must be authorized by the Dispatcher-on-Duty (after the requisite five-minute wait period) before the driver can depart the location.

4. Vendor shall complete 95% of all trips as scheduled and accepted. Trip completion is defined as a vehicle arriving to pick up a passenger within the +/- 15-minute “On Time” or “Be Ready Window” and getting the passenger to their appointment at or before the “Appointment Time”. In cases where the passenger was ready and available to travel, and the vehicle was not present within the time specified, the trip is considered "missed."

5. DDOT Paratransit will collect the following weekly metrics to DDOT:

- Total trips
- Total late trips
- Total no show trips
- Total missed trips
- On-time performance
- Trips per Hour (TPH)

Fees:

Project Fees

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Revenue Hours Rate (Per Hour)	\$67.26	\$69.75	\$72.33	\$75.01	\$77.78
Annual Revenue Hours	32,500	32,500	32,500	32,500	32,500
Revenue Hours Rate x Annual Revenue Hours	\$2,185,950.00	\$2,266,875.00	\$2,350,725.00	\$2,437,825.00	\$2,527,850.00
Estimated Annual Fuel Costs	\$190,668.00	\$200,201.40	\$210,211.47	\$220,722.04	\$231,758.15
Total Annual Costs	\$2,376,618.00	\$2,467,076.40	\$2,560,936.47	\$2,658,547.04	\$2,759,608.15

Contract discussion continued on next page.

TRANSPORTATION- *Waiver Requested- continued:*

6005358 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Moe Transportation, LLC – Location: 17515 W Nine Mile Road, Suite 510, Northland Center, MI 48075 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$12,822,786.06.

Fees- continued:

Fuel cost reimbursement:

DDOT will reimburse the vendor for actual fuel costs for the contracted service. Receipts must be provided documenting fuel costs by vehicle by day. Invoices will be verified against service miles and hours documented in Ecolane, as well as verified against the average price per gallon for regular conventional gasoline (regardless of the fuel type, gasoline or diesel, actually used for the Services) for the Midwest Region from the U.S. Energy Information Administration (EIA) data tables <https://www.eia.gov/petroleum/gasdiesel/> (updated weekly on Mondays) for the Mondays in the previous calendar month, rounded to nearest tenth of one cent.

EXAMPLE: Weekly Midwest Regular Conventional Retail Gasoline Prices (Dollars per Gallon) in March 2022 were as follows:

March 7, 2022 \$3.861	March 14, 2022 \$4.041
March 21, 2022 \$3.981	March 28, 2022 \$4.001

Average Price per Gallon of the four weekly averages: \$3.971

Additional information:

Listed below is the Performance standards for all Paratransit services:

Performance Standards		
Operations – ADA paratransit services		
Late Pickups	Pickups are to be made within the 30-minute window of the scheduled time. The window is 15 minutes before and 15 minutes after the negotiated pickup time	Incentive = \$1,500 per month if 95% or more of pickups are on time. Damages = \$50 for each late pickup exceeding 10% each month.
Missed Trips	All scheduled passenger trips will be serviced unless cancelled or no showed by the customer. A trip is considered missed if the vehicle does not arrive, does not wait at least 5 minutes for the passenger during the pick-up window, or if the vehicle arrived outside the pickup window and the rider did not take it.	Damages = \$50 per missed trip
On Time Performance	On time performance above 95% is expected. On time performance below 95% is below standards. On time performance above 95% is above standard.	Monthly average on time performance will result in the following: Below 95% (see late pickup fee LD above).
Operations – General		
Cell Phones	Operators are never to use a cell phone while operating a vehicle, unless it is hands free, is required for provision of these services (no personal use allowed), provided by DDOT Paratransit, in compliance with all requirements under the law.	Damages = \$100 per documented occurrence
Dress Code	Compliance with dress code while operating a vehicle in revenue service.	Damages = \$25 per infraction.
Maintenance		
Accident Repairs	All vehicles and equipment used in this Contract with accident damage shall be repaired within one month of the date of the accident.	Damages = \$100 for any infraction left uncorrected after 30 days.

Vehicle maintenance and Inspection	Periodic maintenance and inspections shall be completed on or before the scheduled intervals (mileages, hours, and days) identified in the Scope of Services.	Damages = \$100 per day for each vehicle operated after scheduled PML. \$200 per day for vehicles operated more than 3 days or 500 miles past scheduled PML.
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- DDOT reserves the right to supplement paratransit services directly or with other Service Providers on an as-needed or where-indicated basis in its sole discretion.

TRANSPORTATION- *Waiver Requested*

6005361 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Delray United Action Council – Location: 275 W Grand Boulevard, Suite D, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$3,214,672.25.

***** June 12, 2023-LPD requested a correction letter from OCP- the contract amount is incorrect, it should read \$3,205,672.35**

Funding:

Account String: 5301-27200-200310-617900
Fund Account Name: **Transportation Operation**
Appropriation Name: **Rider Services**
Funds Available: **\$8,983,487 as of June 9, 2023**

Tax Clearances Expiration Date: **8-19-23**

Political Contributions and Expenditures Statement:

Signed: **12-5-22** Contributions: **None**

Consolidated Affidavits

Date signed: **12-5-22**

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

Background Bid Information:\

The committee voted to award contracts to Big Star Transit; Moe Transportation; People's Express; SW Transport Co. dba Checker Transportation; and Delray United Action Council. All five (5) firms currently provide the services. Rather than issuing a new contract to People's Express, DDOT agreed, and PEX accepted, that the City would amend its contract to be consistent with the new contracts in terms of the scope of services; the price mechanism (revenue hour cost versus per trip cost) and contract term (expiry June 30, 2028).

PRICING

For Year 1, all of the firms accepted the current rate that is being paid for the services in the emergency contracts, with an annual 3.7% increase for Years 2 through 5.

Bid Information

Bids- RFP Opened on February, 2023 and Closed on March 17, 2023; 44 Suppliers at pre-bid meeting; 14 Responses received; The RFP's were scored on the following criteria; Project Management- 20 points, Project Team- 20 points, Project Fleet- 15 points, Demonstrated Past Performance- 5 points, Cost- 5 points. - Total 65 points. Phase 2- Prime Contractor Economic Development- 15 points, Phase 3- Development & performance of Prime Subcontractor(s) – 20 points- Total Overall 100 points.

Other Bids: Aladdin Transportation- 5.12 points
Big Star Transit- 59.62 points
Conversion Contracting- 25.08 points
Delray United Action Council- 38.13 points
Eagle Medical Transportation- 18.16 points
Moe Transportation- 50.42 points
MV Transportation- 50.44 points- unable to start for 90 days, disqualified
Oakland Service Ventures- 0.00 points
People's Express-48.09 points
Regency Transportation-24.28 points
SCR Medical- 50.07 points- unable to start for 90 days, disqualified
SW Transport dba- Checker Cab-45.81
The Blackbottom Group- 28.55 points
Wrightway Transit- 15.09 points

Contract Details:

Vendor: **Delray United Action Council (38.13 points)**
Amount: **\$3,214,672.25**

Bid: 5th Highest overall ranked
End Date: June 30, 2028

Contract discussion continued on next page.

TRANSPORTATION- *Waiver Requested- continued:*

6005361 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Delray United Action Council – Location: 275 W Grand Boulevard, Suite D, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$3,214,672.25.

Services:

The Contractor shall operate the Detroit Department of Transportation’s (DDOT) Complementary Paratransit Service, a service for individuals with disabilities in DDOT’s ADA service area, as required by the Federal Transit Administration and in accordance with the Americans with Disabilities Act (ADA) of 1990. The provision of complementary paratransit is governed by US Dept. of Transportation and US Dept. of Justice regulations found in 49 CFR Parts 27, 37 and 38, available at <http://www.fta.dot.gov/documents/2011-23576.pdf>, and other Federal regulations. The Contractor shall be responsible for the customer’s end-to-end trip experience by providing origin to destination ADA paratransit services.

The vendor shall be responsible for the effective completion of the following tasks as more particularly described herein:

1. **Task I - Start of Service -** Vendor shall be responsible for the effective completion of placing and dedicating key personnel for operating DDOT Paratransit during the start-up period no later than July 1, 2023. If this task is not completed on time, the start-up period may be extended, at DDOT’s sole discretion, in order to ensure adequate completion.
2. **Task II - Acquire/Provide Personnel-** vendor shall employ and train all personnel and subcontractors, supplies, vehicles and services needed to successfully comply with the contract requirements. The staff shall consist of an Operations Manager, vehicle service and cleaning personnel, supervisors, vehicle operators, and other staff deemed necessary to support this contract.
3. **Task III - Provide Training and Safety Support-** The vendor shall ensure ongoing training which will prepare all employees assigned to the DDOT Paratransit project the ability to function in a manner that conforms to all federal, state and local laws and ensure that contractual and operational objectives are met. Except as DDOT may otherwise direct, the vendor shall establish and document a training program.
4. **Task IV - Acquire/Provide Vehicles-** It is the vendor’s sole responsibility to provide revenue vehicles to meet the ridership demand while adhering to all performance standards. To maximize efficiency, vendors are permitted to subcontract some portion of the service operated (e.g., peak, late night, core, etc.) to on-demand type Subcontractors or non-emergency medical transportation (NEMT) companies.
5. **Task V - Provide Vehicle Operations-** Except as DDOT may otherwise direct, the vendor shall provide all DDOT Paratransit vehicle operations for trips dispatched by Dispatch for service within the designated ADA service area.
6. **Task VI - Acquire/Provide Facility-** The vendor should establish an operations facility in a location that minimizes deadhead to/from the first pickup/last drop off of revenue service. This facility must have adequate secure parking for personnel and vehicles.
7. **Task VII - Information Systems and Data Requirements-** The vendor will provide its own high speed internet access to connect to other web-based applications and/or databases.
8. **Task VIII - Provide Vehicle Maintenance -** The vendor shall maintain all vehicles used in DDOT Paratransit revenue service. Accessibility features of the vehicle must be in good working order. Equipment provided by DDOT Paratransit (e.g., Tablets, Push-to-Talk devices, event recorders) must be used as designed and not be subjected to mishandling by the driver or maintenance personnel.
Note: Reimbursement for additional cleaning required by FTA or other governmental or public health authorities due to a public health or safety emergency will be addressed on an as-needed/as required basis.
9. **Task IX - Maintain Performance Standards-** DDOT has high expectations for its complementary paratransit service. Vendors will be required to maintain the following performance standards:
Contract description continued on next page.

TRANSPORTATION- *Waiver Requested- continued:*

6005361 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Delray United Action Council – Location: 275 W Grand Boulevard, Suite D, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$3,214,672.25.

Services- *continued:*

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Revenue Hours Rate (Per Hour)	\$67.26	\$69.75	\$72.33	\$75.01	\$77.78
Annual Revenue Hours	8,125	8,125	8,125	8,125	8,125
Revenue Hours Rate x Annual Revenue Hours	\$546,487.50	\$566,718.75	\$587,681.25	\$609,456.25	\$631,962.50
Estimated Annual Fuel Costs	\$47,668.00	\$50,051.00	\$52,554.00	\$55,176.00	\$57,917.00
Total Annual Costs	\$594,155.60	\$616,769.75	\$640,235.25	\$664,632.25	\$689,879.50

The Contractor shall be paid per revenue hour (first pickup to last drop off, minus designated meal breaks). Annual revenue hours are estimated, but not guaranteed, to be 8,125.

Contract discussion continued on next page.

TRANSPORTATION- Waiver Requested- continued:

6005361 100% City Funding – To Provide ADA Complementary Paratransit Services. – Contractor: Delray United Action Council – Location: 275 W Grand Boulevard, Suite D, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2028 – Total Contract Amount: \$3,214,672.25.

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