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City of Detroit


CITY COUNCIL

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TO: The Honorable City Council

FROM: David Whitaker, Director 
Legislative Policy Division Staff

DATE: September 11, 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 September 12, 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	City Clerk
Laura Goodspeed	Auditor General
Sandra Stahl	Office of Contracting and Procurement
Irvin Corley	Legislative Policy Division
Marcell Todd	Legislative Policy Division
Malik Washington	Mayor's Office

Statistics compiled for the list submitted during Recess for the Week of September 12, 2023.

Department	No. of Contracts or Purchase Orders	Focused Bids	Change, Extension Increases, Renewals	Located in Detroit
B-SEED	1	0	0	0
Citywide	1	0	0	0
Construction & Demolition 1 Prop N Trash Outs 1 Abate/Demo (14 properties)	2	0	0	1
DoIT	1	0	0	1
Elections	1	0	1 Amendment to Add Funds	1
General Services 1 Amended ARPA	2	0	1 Amendment to Add Funds	1
Law	2	0	0	1
Non-Departmental	1	0	1 Amendment to Add Time	0
Police 2 ARPAs	3	0	0	1
Public Works	2	0	1 Amendment to Add Funds	1
Transportation	1	0	1 Amendment to Add Funds	0
Totals	17	No Focused/Limited Bids	5 Amendment(s);	7

41% of all Contractors included in the contract list for the week of September 12, 2023 Recess are located in Detroit.

Statistics compiled for the Contracts submitted for the Week of September 12, 2023:

This list represents costs totaling \$11,457,958.34 ¹

Included in total costs are the following:

ARPA Fund	\$	519,061.77
Bond Fund	\$	52,631.25
General Fund	\$	8,772,874.77
Gordie Howe Bridge Project	\$	804,718.20
Other Special Operation Fund	\$	160,837.11
Solid Waste Management	\$	260,050
Transportation Operation	\$	733,142.24

¹ The contract list includes: 5 Amendments for extension of time and/or increase or decrease in funds. 12 New contracts for terms of 1 year to 3 years.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: September 11, 2023

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE REFERRED AT
THE FORMAL SESSION SEPTEMBER 12, 2023.**

CONSTRUCTION & DEMOLITION

6005618 100% City Funding – To Provide Abatement and Demolition for Fourteen (14) Properties for the Gordie Howe International Bridge Project. – Contractor: DMC Consultants, Inc. – Location: 13500 Foley Street, Detroit, MI 48227 – Contract Period: Upon City Council Approval through December 31, 2024 – Total Contract Amount: \$804,718.20.

Funding:

Account String: **1004-20413-360145-622975**
Fund Account Name: **Gordie Howe International Bridge Project**
Appropriation Name: **Bridging Neighborhoods Fund**
Funds Available: **\$7,523,467 as of September 1, 2023**

Tax Clearances Expiration Date: **11-29-23**

Political Contributions and Expenditures Statement:

Signed: **9-23-22** Contributions: **2 in 2016 to the Mayor & a former
CM. 1 in 2021 to a current CM.**

Consolidated Affidavits:

Date signed: **9-23-22**

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

Bid Information:

Bids opened July 28, 2023 & closed August 8, 2023. 10 invited suppliers; 4 Bids Received.

RFP was available to all pre-qualified vendors for the Planned Residential Program to provide the abatement and demolition of blighted residential structure(s). Addresses can be found on the next page.

ALL Bids without contingency fee:

DMC Consultants	\$731,562	[8% equalized bid \$673,037.04 for D-BB, D-RB, D-HB, & D-BSB]
Leadhead	\$626,250.31	[9% equalized bid \$569,887.78 for D D-BB, D-RB, D-HB, & D-BMBC].
Salenbien	\$468,916.11	[no equalization]
Smalley	\$682,006	[no equalization].

*****According to OCP, although Salenbien & Leadhead had lower bids than DMC, “Salenbien and Leadhead were disqualified for not meeting the minimum qualifications: Vendors did not provide the required Unemployment Insurance Agency Report (U.I.A).”**

Contract Details:

Vendor: **DMC Consultants, Inc.** Amount: **\$804,718.20** End Date: **December 31, 2024**
Bid: **\$731,562 without contingency [8% equalized bid \$673,037.04 for D-BB, D-RB, D-HB, & D-BSB].**

Services:

Vendor will provide Abatement and Demolition of Blighted residential structures and document site for: Pre-Abatement Due Diligence, which includes site visit inspection, identifying impediments to execution of services, review hazardous/regulated materials survey report, poster structures.

- I. Pre-Demolition Due Diligence, which includes distribution of health/safety materials.**
- II. Abatement, Demolition, & Debris Removal, Transport, & Disposal.**
- III. Backfill & Grading**
- IV. Site Finalization**

Contract discussion continues onto the next page.

Construction & Demolition - continued

6005618 100% City Funding – To Provide Abatement and Demolition for Fourteen (14) Properties for the Gordie Howe International Bridge Project. – Contractor: DMC Consultants, Inc. – Location: 13500 Foley Street, Detroit, MI 48227 – Contract Period: Upon City Council Approval through December 31, 2024 – Total Contract Amount: \$804,718.20.

Services - continued:

Notice to proceed date (NTP) is October 9, 2023. All properties Knocked down within 102 Calendar day from NTP and pre-invoice review completed within 277 Calendar days from NTP date.

Property knock down Deadline: January 19, 2024

Final Grade approval Deadline: May 31, 2024.

All properties are publicly owned.

Fees:

Abatement & Demolition of 14 Properties	\$731,562.00
10% contingency	\$73,156.20
TOTAL:	\$804,718.20

Abatement, Demolition, Backfill, Grade, & Site Finalization:

Mobilization	\$660/parcel
Administration	\$145/hr.
Supervisor	\$110/hr.
Laborer	\$85/hr.
Equipment (i.e. Excavator)	\$350/hr.
Trucking: Regulated Material	\$235/hr.
Trucking: Non-Regulated Material	\$215/hr.
Disposal: Asbestos Containing Material	\$30/ton
Disposal: Construction & Demolition	\$25/ton
Post-Abatement Air Monitoring	\$1,600/parcel 6
Personnel Air Monitoring for Ordered & Partial Order Demolitions	\$1,600/parcel
Backfill Material (Below 12 inches)	\$25/ton
Topfill Material (Top 12 inches)	\$30/ton

The cumulative costs for all 14 properties include: Abatement of Hazardous Wastes, Regulated materials for \$127,064 [average cost for 14 properties is \$9,076 each];

Demolition \$492,498 [average cost for 14 properties is \$35,178.43 each];

Backfill and Grading \$63,000 [average cost for 14 properties is \$4,500 each];

Site Finalization \$49,000 [average cost for 14 properties is \$3,500 each].

Certifications/# of Detroit Residents:

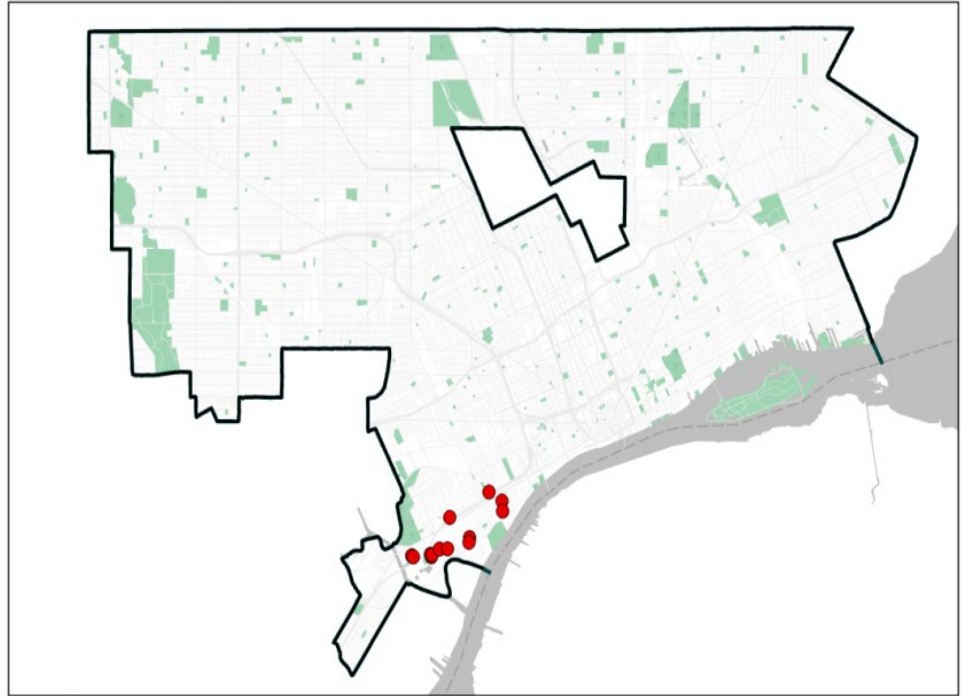
Certified as Detroit Based, Headquartered, Small, Resident, & Minority-Owned Business until 10/18/23.

Vendor indicates a Total Employment of 46; 25 Employees are Detroit residents.

Addresses & Map of locations on the next page.

Addresses & Map for 6005618

Address
130 Gates
110 S Dey
351 S Campbell
830 Glinnan
209 Junction
9189 Lyon
9233 Melville
9227 Melville
9142 Lyon
580 S Green
425 S Harbaugh
1016 Cavalry
730 Cottrell
8420 Vanderbilt



CONSTRUCTION & DEMOLITION

6005540 100% Bond Funding – To Provide Proposal N Trash Out Release G Group G13 (24 Properties). – Contractor: GNIC, Inc. – Location: 49966 McBride Avenue, Belleville, MI 48111 – Contract Period: Upon City Council Approval through August 31, 2024 – Total Contract Amount: \$52,631.25.

Funding

Account String: **4503-21003-160020-6002900-17XXXX**
Fund Account Name: **General Obligation Bond Fund**
Appropriation Name: **Neighborhood Improvement Bond**
Funds Available: **\$91,010,474 as of September 8, 2023**

Tax Clearances Expiration Date: 9-12-23 will EXPIRE tomorrow
Political Contributions and Expenditures Statement:
Signed: **2-16-23** Contributions: **None**

Consolidated Affidavits

Date signed: **2-16-23**
 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 opened June 5, 2023 & closed June 22, 2023. 41 suppliers invited to bid; 12 Bids Received.

The Bid for Proposal N Group G13 was open to any pre-qualified vendor to bid. There are a total of 14 Groups in Release G and each Group consists of approximately 24 properties for an estimated total of 342 properties in release G. The Addresses of the 24 properties for Group G5 can be found on the next page of this report.

5 of the 13 Groups within Release G (G1-G5) were set-asides for CRIO's Business Opportunity Program for Detroit Small or Micro Businesses [D-BSB or D-BMB].

All of the properties are DLBA owned properties. The Department does not perform trash-outs on privately owned properties at this time.

ALL Bids without contingency fee:

- 1. P & P Group Inc. \$124,100 [equalization credits reduced bid by 11% to \$110,449 for D-BB, D-RB, D-HB, D-BMB, & MBE].**
- 2. BDM Transport, LLC \$99,450 [equalization reduced bid by 8% to \$90,499.50 D-BB, D-HB, D-BMB, & MBE].**
- 3. Emerging Industries Training Institute \$105,200 [no equalization].**
- 4. Special Multi-Services \$139,000 [equalization credits reduced bid by 7% to \$129,270 for D-BB, D-HB, & D-SB].**
- 5. RT Contracting \$120,050 [equalization credits reduced bid by 5% to \$114,047.04 D-BB & D-BMBC].**
- 6. Cleaning Up Detroit \$92,700 [no equalization].**
- 7. 1st Choice Hauling \$96,000 [no equalization].**
- 8. Bankable Enterprises \$144,600 [no equalization].**
- 9. Staffing Equipment Evolution \$90,000 [no equalization].**
- 10. GNIC \$50,125 [no equalization].**
- 11. Graham's Landscaping, LLC \$306,320 [no equalization].**
- 12. Premier Group \$191,642.50 [no equalization – certifications expired 6/2/23, before bids closed].**

Contract Details:

Vendor: **GNIC, Inc.** Amount: **\$52,631.25** End Date: **August 31, 2024**
Bid: **Lowest Bid; \$50,125 without contingency [no equalization]**

Services:

Blight and debris removal from in and around residential structures to prepare them for rehabilitation. Document all work with time-stamped photographs and inform owner of possible asbestos discovery, flooding or other impediments to services needed. The Vendor will provide all necessary equipment and materials needed to execute the services covered under this agreement. Work to be completed with 10 weeks of the receipt of the Notice to Proceed.

Contract discussion continues onto the next page.

Construction & Demolition – continued

6005529 100% Bond Funding – To Provide Proposal N Trash Out Release G Group - G4/SA (25 Properties). – Contractor: P & P Group, Inc. – Location: 18976 Stansbury, Detroit, MI 48235 – Contract Period: Upon City Council Approval through August 31, 2024 – Total Contract Amount: \$135,135.00.

Interior work includes dispose of household waste, carpets, floor coverings, vacuum/sweep all floors, remove window coverings; and remove any animals, graffiti, or tires. Exterior work includes removal of vegetation, brush, or other natural debris; lawn mowing, and remove vehicles on the property.

Fees:

Vendor must submit data/documentation that substantiates satisfactory completion of work at each site and an invoice to certify total cost, itemizing costs when applicable in order to obtain payment for services.

Trash out of Group G13 \$50,125
Contingency 5% \$2,506.25
TOTAL: \$52,631

The cumulative costs for all 24 properties include:

Exterior Trash-out for \$29,875 [average cost for 24 properties is \$1,244.79 each];
Interior Trash-out for \$20,250 [average cost for 24 properties is \$843.75 each].

Certifications/# of Detroit Residents:

Certified as a Detroit Based, Headquartered, Resident & Minority-Owned Business Enterprise until 4/18/24 . Vendor has indicated 8 Total Employees; 2 are Detroit Residents.

No Map provided.

Addresses for 6005540

Trash Out Group	Parcel ID	Address	Neighborhood	Zip Code	Year Built	Floor Area	Parcel Square Footage	Units	Exterior Trash-Out Volume Estimate	Interior Trash-Out Volume Estimate (CY)	Overgrowth Volume Estimate (CY)	Total Trash Out Volume Estimate (CY)
G13	08001718.	1931 Lamothe	LaSalle Gardens	48206	1914	707	3006	1	10	40	60	110
G13	08002431.	2007 Gladstone	Virginia Park Community	48206	1929	1368	3528	1	40	10	80	130
G13	10001346.	2689 Northwestern	Wildemere Park	48206	1925	1311	3528	1	20	20	80	120
G13	10001463.	2702 Columbus	Wildemere Park	48206	1926	800	3615	1	60	20	40	120
G13	10000885.	2706 Wreford	NW Goldberg	48208	1927	1287	3701	1	60	40	80	180
G13	12001778.	2911 Virginia Park	Wildemere Park	48206	1960	905	3311	1	20	20	20	60
G13	12002236.	2929 Carter	Jamison	48206	1941	869	4095	1	5	5	5	15
G13	12001766.	2974 Vicksburg	Wildemere Park	48206	1940	649	4182	1	10	60	20	90
G13	12001976.	3017 W Philadelphia	Jamison	48206			3311	1	5	60	10	75
G13	12001375.001	3255 Hogarth	Wildemere Park	48206	1925	1691	7408	2	10	5	40	55
G13	12001375.002	3257 Hogarth	Wildemere Park	48206	1929	1628	3006	2	20	40	40	100
G13	12002353.	3285 Gladstone	Jamison	48206			4792	1	10	40	40	90
G13	12001813.	3291 Virginia Park	Wildemere Park	48206	1962	899	3528	1	20	20	40	80
G13	14002729.	3729 Virginia Park	Petoskey-Otsego	48206	1942	650	3500	1	10	20	40	70
G13	14002440.	3737 Northwestern	Petoskey-Otsego	48206	1926	1317	3223	2	20	40	10	70
G13	14003062.	3773 Blaine	Petoskey-Otsego	48206	1912	1211	3093	1	20	40	20	80
G13	14002647.	3814 Montgomery	Petoskey-Otsego	48206			3180	1	5	60	0	65
G13	12009881-94	3826 Scovel Pl	Midwest	48208	1951	862	4008	1	10	60	5	75
G13	14002555.	4005 Columbus	Petoskey-Otsego	48204	1922	1064	3006	1	10	20	40	70
G13	08008456.	5746 Vermont	Elijah McCoy	48208	1940	836	4487	1	20	40	20	80
G13	08008484.	6050 Vermont	Elijah McCoy	48208	1924	1168	3398	1	20	10	10	40
G13	10004580.	6197 Wabash	Elijah McCoy	48208			3485	1	5	60	40	105
G13	12010409.	8438 Dexter	Jamison	48206			3006	1	5	60	20	85
G13	14006320.	8819 Dexter	Petoskey-Otsego	48206	1920	1217	3006	1	10	20	60	90

DoIT

3068773 100% City Funding – To Provide Payment for Past Invoices for IT Staffing Services. – Contractor: Data Consulting Group, Inc. – Location: 965 E Jefferson Avenue, Detroit, MI 48207 – Contract Period: Upon City Council Approval through September 30, 2024 – Total Contract Amount: \$423,630.19.

Funding:

Account String: **1000-29310-310170-617400**
Fund Account Name: **General Fund**
Appropriation Name: **Efficient and Innovative Operations Support – DoIT**
Funds Available: **\$25,799,020 as of September 8, 2023**

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

Political Contributions and Expenditures Statement:

Signed: **3-25-23** Contributions: **None**

Consolidated Affidavits:

Date signed: **3-25-23**

- 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, this is a non-standard procurement request (NSP) to pay invoices for DoIT supplemental staffing services received from Data Consulting Group between May 2023 and June 2023 due to lapse in contract coverage.

Services for this PO began under 6002345 [see additional information section for details] with Data Consult Group, which expired before DoIT was able to pay May and June invoices. The City of Detroit will continue to use Data Consult Group for supplemental staffing services through a new contract [6005243].

******New contract with Data Consulting Group, 6005243 was approved June 13, 2023 to provide DoIT with Temporary IT staffing on as-needed basis for \$5,250,000; through June 30, 2028. At the time of approval, 45 suppliers were invited to bid, 39 were scored, and the 4 highest ranked was selected by the department to provide temporary IT staffing. 1 of the 4 selected vendors, DevCare Solutions [6005233] failed a vote at the 6/13/23 formal session.**

Contract Details:

Vendor: **Data Consulting Group, Inc**

Amount: **\$423,630.19**

End Date: **September 30, 2024**

Services/Fees:

Pay Invoice # 1 with 15 temp employees that provided staffing services to DoIT during for May 2023, invoice dated 6/22/2022, including:

Employee 1 – 6 hours at \$70.20/hr. = \$421.20	Employee 9 – 176 hours at \$82.50/hr. = \$14,520
Employee 2 – 136 hours at \$108.54/hr. = \$14,761.44	Employee 10 – 176 hours at \$85/hr. = \$14,960
Employee 3 – 144 hours at \$95/hr. = \$13,680	Employee 11 – 176 hours at \$88/hr. = \$15,488
Employee 4 – 160 hours at \$73.20/hr. = \$11,712	Employee 12 – 176 hours at \$99/hr. = \$17,424
Employee 5 – 160 hours at \$82.50/hr. = \$13,200	Employee 13 – 176 hours at \$137.60/hr. = \$24,200
Employee 6 – 176 hours at \$64.35/hr. = \$11,325.60	Employee 14 – 180 hours at \$115.94/hr. = \$20,869.20
Employee 7 – 176 hours at \$70.56/hr. = 12,418.56	Employee 15 – 184 hours at \$10.800/hr. = \$18,547.20
Employee 8 – 176 hours at \$82.50/hr. = \$14,520	TOTAL \$218,047.20

Pay Invoice #2 dated 6/15/23 during May 2023 with 1 temp employee for 24 hours at \$330/hr. = \$7,920.

Pay Invoice #3 dated 7/1/23 with 1 temp employee during Jun 2023 for 17 hours at \$330/hr. = \$5,610.

Pay Invoice 4 dated 7/12/23 during June 2023 with 13 temp employees, including:

Employee 1 - 168 hours at \$85hr. = \$14,280	Employee 9 – 158 hours at \$108.54/hr. = \$17,149.32
Employee 2 – 168 hours at \$88/hr. = \$14,784	Employee 10 – 167.5 hours at \$64.35/hr. = \$10,778.63
Employee 3 – 168 hours at \$99/hr. = \$16,632	Employee 11 – 168 hours at \$70.56/hr. = \$11,864.08

Contract discussion continues onto the next page.

DoIT - continued

3068773 100% City Funding – To Provide Payment for Past Invoices for IT Staffing Services. –
Contractor: Data Consulting Group, Inc. – Location: 965 E Jefferson Avenue, Detroit,
MI 48207 – Contract Period: Upon City Council Approval through September 30, 2024
– Total Contract Amount: \$423,630.19.

Services/Fees - continued:

Employee 4 – 174 hours at \$115.94/hr. = \$20,173.56	Employee 12 – 168 hours at \$82.50/hr. = \$13,860
Employee 5 – 176 hours at \$82.50/hr. = \$14,520	Employee 13 – 168 hours at \$82.50/hr. = \$13,860
Employee 6 – 176 hours at \$100.80/hr. = \$17,740.80	TOTAL \$192,052.99
Employee 7 – 120.5 hours at \$73.20/hr. = 8,820.60	
Employee 8 – 128 hours at \$137.50/hr. = \$17,600	

All 4 invoices together: **TOTAL \$423,630.19**

Additional Information:

6002345 was initially approved September 29, 2019 with Data Consulting Group to provide Temporary IT staffing on an as-needed basis for \$3,750,000; through September 23, 2022.

Amendment 1 was approved June 29, 2021 for an increase of \$5,250,000, making the total contract amount \$9,000,000; through September 23, 2022. At this time, the 4 previously approved temporary IT staffing contracts' amounts were rebalanced to reflect the actual usage rates of each vendor. 2 were increased and 2 were decreased, with \$15,000,000 total between the 4 contracts, which included 6002359 (decrease 2.75 mil), 6002344 (decrease \$2,75 mil), 6002343 (increase \$250,000), & 6002345 (increase 5.25. mil).

GENERAL SERVICES

6004630 A1 100% ARPA Funding – AMEND 1 – To Provide an Increase of Funds to add HVAC System for the Rouge Facility Complex Development. – Contractor: DMC Consultants, Inc. – Location: 13500 Foley Street, Detroit, MI 48227 – Contract Period: July 26, 2022 through December 31, 2024 – Contract Increase Amount: \$335,449.77 – Total Contract Amount: \$\$2,335,449.77.

Funding:

Account String: 3923-22009-472130- 644100-850901
Fund Account Name: American Rescue Plan Act- ARPA
Appropriation Name: ARPA - Employment & Job Creation
Available Funds: \$28,395,435 as of September 8, 2023

Consolidated Affidavits

Date signed: 8-14-23
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application Complies;
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Tax Clearances Expiration Date: 11-29-23

Political Contributions and Expenditures Statement:

Signed: 8-14-23 Contributions: 2021- 1 Current Council

ARPA Allowable Use:

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

Bid Information

No Bid; This is an amendment to increase the funds and add to the scope of services.

Original Other Bids: Gandol, Inc. 70.09/100 points
Keo & Associates 58.34/200 points

Contract Details:

Vendor: DMC Consultants 101.66/100 Amount: +\$335,449.77 to \$2, 335,449.77
End Date: Remains the same: December 31, 2024

Services- Original:

PHASE 1: Site Analysis, Design Development and Construction Documents

Site Analysis:

PHASE 2: Environmental Site Assessment, Documentation of Due Care Compliance, and other environmental services may be required if necessary.

PHASE 3: Construction: During the Construction Phase, the contractor will implement the approved designs, providing all labor, materials, supervision, and other services that are necessary to accomplish the project. The tasks include but not be limited to demolition, carpentry, mechanical, electrical, plumbing, concrete work, security/fire systems work, and parking lot work.

Services-Amended will include the following:

Skills for Life Buildout:

Bulletin No.	Description	Qty
1	HVAC - Rooftop Unit (RuppAir) with Heating & Cooling Capacity. Lead Time 6-8 Weeks.	LS
2	Electrical Service upgrades to accommodate greater Electrical Load from (N) Unit	LS
3	Modular Trailer IT Connections - Network Hardware	LS
4	Modular Trailer IT Connections - Network Drops & Fiber	LS
5	Excess Dirt Removal for Detention Basin & Sediment Forebay	LS
6	Additional Fencing*	LS
7	Exterior Lighting Upgrades (Poles, Service, Emergency Wall Packs)*	LS
8	Additional Work in Grounds Office (Painting, Data/Power for furniture)*	LS
9	Plastic Lockers in lieu of Metal Lockers in Locker Room*	LS
10	DMC OH&P	LS

Contract discussion continued on next page.

GENERAL SERVICES- cont.:

6004630 A1 100% ARPA Funding – AMEND 1 – To Provide an Increase of Funds to add HVAC System for the Rouge Facility Complex Development. – Contractor: DMC Consultants, Inc. – Location: 13500 Foley Street, Detroit, MI 48227 – Contract Period: July 26, 2022 through December 31, 2024 – Contract Increase Amount: \$335,449.77 – Total Contract Amount: \$\$2,335,449.77.

Fees- Original:

Rouge Facility Complex Development Price Proposal		
Phase 1: Assessment, Design and Construction Documents for Building and Site Renovations		
Design Professional Basic Services Fee	Comments	
1.01 Project Administration & Coordination	\$ 15,209.00	
1.02 Assessment	\$ 12,120.00	
1.06 Construction Documents	\$ 82,809.00	
Construction Phase:		
Architect's Construction Administration	\$ 29,192.00	
General Contractor's Preconstruction Services	\$ 36,657.00	Add estimated CM preconstruction hours
General Contractor's Mark up Fee for Phase 1	\$ 16,718.00	
Phase 1 Sub Total:	\$ 192,705.00	
Phase 2: Construction Management Phase		
Items	Comments	
Construction Management Fee	\$ 136,399.60	10%
Construction	\$ 1,363,996.00	
Anticipated General Conditions	\$ 170,499.50	12.50%
Insurance Rates		included in "Anticipated General Conditions Amount"
Bond Rate		
Construction Management Contingency	\$ 136,399.90	10%
Phase 2 Sub Total:	\$ 1,807,295.00	
Project Total Cost:	\$ 2,000,000.00	

Fees- Amended- Additional Funds Include the following:

Bulletin No.	Description	Qty	
1	HVAC - Rooftop Unit (RuppAir) with Heating & Cooling Capacity. Lead Time 6-8 Weeks.	LS	\$ 83,840.30
2	Electrical Service upgrades to accommodate greater Electrical Load from (N) Unit	LS	\$ 63,865.30
3	Modular Trailer IT Connections - Network Hardware	LS	\$ 10,732.00
4	Modular Trailer IT Connections - Network Drops & Fiber	LS	\$ 9,390.00
5	Excess Dirt Removal for Detention Basin & Sediment Forebay	LS	\$ 48,500.00
6	Additional Fencing*	LS	\$ 38,781.00
7	Exterior Lighting Upgrades (Poles, Service, Emergency Wall Packs)*	LS	\$ 14,868.74
8	Additional Work in Grounds Office (Painting, Data/Power for furniture)*	LS	\$ 9,136.00
9	Plastic Lockers in lieu of Metal Lockers in Locker Room*	LS	\$ 25,841.00
10	DMC OH&P	LS	\$ 30,495.43
		Total:	\$ 335,449.77

Additional Information:

Contract 6004630 was approved at Formal Session on July 26, 2022 for \$2,000,000 through 12-31-24.

GENERAL SERVICES

6005365 100% Solid Waste Funding – To Provide the Purchase of One (1) New Front End Loader. – Contractor: MacAllister Machinery Co., Inc. dba Michigan CAT – Location: 24800 Novi Road, Novi, MI 48375 – Contract Period: Upon City Council Approval through August 15, 2024 – Total Contract Amount: \$260,050.00.

Funding:

Account String: **3401-26190-190410-644600-192005**
Fund Account Name: **Solid Waste Management**
Appropriation Name: **Solid Waste Collection**
Funds Available: **\$14,961,736 as of September 8, 2023**

Tax Clearances Expiration Date: **6-9-24**
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;
Online Employment App complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information:

Bids opened March 29, 2023 & closed April 13, 2023: 3 Suppliers invited; 2 Bids Received.

ALL Bids: **Michigan CAT \$253,528 (for a Caterpillar 926M front loader)**
AIS Construction Equipment \$263,568 (for a John Deere 524P – Z Bar front loader)

Contract Details:

Vendor: **MacAllister Machinery Co., Inc. dba Michigan CAT** Bid: **Lowest Cost**
Amount: **\$260,050** End Date: **August 15, 2024**

Service/Fees:

Vendor will furnish 1 New, latest model Front-End Loader fully assembled with rubber wheels and requested attachments, CATERPILLAR Model: 926M Wheel Loader for \$248,799. Add-on bundles includes:

- 1. General purpose multi-function (hydraulically controlled clam) style bucket for \$6,522**
- 2 Customer Value Agreement (CVA) – Preventive Maintenance plan (3 years or 1500 hours) per attachment for \$4,729**

TOTAL \$260,050

Front end loaders are used for picking up debris set out by citizens on bulk trash day and debris illegal dumped on city streets and in the wintertime they are used to load salt on dump trucks fro spreading on roads.

Vendor will also provide a Standard 12-month warranty and Unlimited Hour Standard Full Machine Warranty Service Agreement with 6 Months Mileage.

Vendor will Deliver to Front-loader to GSD – Vehicle Control Center, 8221 West Davison Detroit MI, 48238

LAW

3068682 100% City Funding – To Provide Parking for City Attorneys Working at 36th District Court. – Contractor: GEM Garage, LLC – Location: 333 Madison, Detroit, MI 48226 – Contract Period: June 1, 2023 through June 30, 2024 – Total Contract Amount: \$27,825.00.

Funding

Account String: **1000-29320-320010-626430**

Fund Account Name: **General Fund**

Appropriation Name: **Efficient and Innovative Oper. Support - Law**

Funds Available: **\$14,289,368 as of September 8, 2023**

Tax Clearances Expiration Date: **6-15-23**

Political Contributions and Expenditures Statement:

Signed: **8-2-23** Contributions: **None**

Consolidated Affidavits

Date signed: **8-2-23**

- 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

No Bid- This is a Non- Standard Procurement: Sole Source

Contract Details:

Vendor: **GEM Garage, LLC**

Amount: **\$27,825.00**

End Date: **June 30, 2024**

Services/ Fees:

The vendor shall provide 18 parking spaces at the Gem Theatre Garage from June 2023 through June 2024. Currently, there are attorney’s parking here since June 1.

City of Detroit attorneys need to go to Court at 36 district Court have had to pay for their own parking. This procurement will pay for their parking along with refundable parking passes. This vendor was selected based upon proximity to the Court, within 50 feet of 36th District Court.

Fees:

<u>Months</u>	<u>Price per Space</u>	<u>Base Rent per month</u>	<u>TOTAL</u>
July 2023- October 2023	\$125	\$2,250	\$ 9,000
November 2023- June 2024	\$130	\$2,340	<u>\$18,720</u>
TOTAL			\$27,720
Access Cards	\$105 (Refundable end of contract)		<u>\$ 105</u>
GRAND TOTAL			\$27,825

POLICE

6005568 100% ARPA Funding – To Provide 93 Mobile Patrol Stands for RadarSign™ TC-600 Digital Speed Signs. – Contractor: RadarSign, LLC – Location: 250 Monroe NW, Suite 400, Grand Rapids, MI 49503 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$103,881.00.

Funding

Account String: **3923-22014-310220-644100-861401-00000**
Fund Account Name: **American Rescue Plan Act- ARPA**
Appropriation Name: **ARPA- Public Safety**
Funds Available: **\$25,703,679 as of September 8, 2023**

Tax Clearances Expiration Date: **8-22-24**

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

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 revenue Replacement (EC6).

Bid Information

Bids Opened on May 30, 2023; Closed on June 15, 2023; Specific steps taken to determine that full-and-open competition was used for the scope of equipment requested All procurement transactions for the stands were conducted in a manner providing full and open competition consistent with the standards of [2 CFR Part 200.320] resulting in one (1) responsive and responsible offeror which provided a quote for the scope of Mobile Patrol Stands.

OCP issued the Request for Quote (RFQ) #183618 – ARPA – DPD Mobile Patrol Stands for Digital Speed Signs on May 30, 2023, and closed on June 15, 2023, in line with OCP’s written Standard Operating Procedures (SOP’s) for procurement transactions and consistent with the timing for other related ARPA procurements. These procedures ensured that the solicitations incorporated a clear and accurate specifications of the stands to be procured, the necessary specifications, compatible part number and quantity. The solicitation also identified minimum qualifications which the bidder must meet for bid acceptance. Solicitation was publicly advertised in Oracle Supplier Portal and The Detroit Legal News.

OCP decided not to re-issue the RFQ after it determined that the bidder was appropriately qualified to provide the scope of goods/services.

Statement Supporting Recommendation of Competitively Procured Single Source Contract – Radarsign, LLC. The Detroit Police Department (DPD) evaluated the response and determined that the bid met the departments required specifications. OCP intends to complete a one-time purchase for the requested goods.

Regulatory Justification for Noncompetitive Procurement activities conducted for the above-mentioned RFQ are permissible and can be awarded in accordance with 2 Code of Federal Regulations (C.F.R.) § 200.320(c)(5) Noncompetitive procurement, “After solicitation of a number of sources, competition is determined inadequate.” Therefore, because of receiving only one (1) bid, OCP has determined that the necessity of the award combined with the qualifications of the only responsive and responsible bidder, Radarsign, LLC, is allowable and prudent. (*)List of all invited suppliers in additional information).**

Contract Details:

Vendor: **RadarSign, LLC**
Amount: **\$103,881.00**

Bid: Sole Bid- Responsive & Responsible
End Date: **June 30, 2025**

Contract discussion continued on next page.

POLICE- cont.

6005568 100% ARPA Funding – To Provide 93 Mobile Patrol Stands for RadarSign™ TC-600 Digital Speed Signs. – Contractor: RadarSign, LLC – Location: 250 Monroe NW, Suite 400, Grand Rapids, MI 49503 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$103,881.00.

Services

Radarsign LLC will provide a total of 93 mobile patrol stands that properly display: one RADARSIGN™ TC-600 digital speed sign, one posted speed sign, and one solar power supply unit, per pole.

All 93 mobile patrol stands will meet the following criteria:

The mobile support system is compatible with RADARSIGN™ TC-600 digital speed signs. Any additional brackets, extenders, clamps, or necessary mounting hardware is included.

The entire set of 93 mobile patrol stands contains 8ft. round, aluminum poles that weigh at minimum 25lbs. each. The mobile patrol stands are sturdy, powder coated steel base, at least 36"W x 33"D, with 4 anchor holes, and weigh at minimum 50 lbs.

The mobile support system has at least two (2), 10in. wheels that weigh at minimum a total of 20 lbs. each. Once assembled, one person will have the ability to tilt, manually move, and position the mobile support system on most smooth and level surfaces such as concrete, asphalt, or other outdoor terrain that is firm enough to support the weight.

The mobile support system can fit into the bed of a standard pickup truck or passenger van.

Fees:

DPD Mobile Patrol Digital Sign Stands			
Product/Service	Quantity	Cost Per Item	Total
Mobile Patrol Stand	93	\$ 925.00	\$ 86,025.00
Delivery	1	\$ 12,090.00	\$ 12,090.00
Mounting Hardware/Components	279	\$ 12.00	\$ 3,348.00
Sign Extender Brackets	93	\$ 26.00	\$ 2,418.00
Grand Total			\$ 103,881.00

Additional Information:

**City of Detroit
Office of Contracting and Procurement
ARPA RFQ – 183618
DPD - Mobile Patrol Stands for Digital Speed Signs
Competitively Procured Single Source Justification**

RFQ SUPPLIER BID LIST:
AnA Sourcing, LLC
CMP Distributors Inc.
Carrier & Gable
DEME Corporation
Display Group, LTD
Fleet Hoster
J Ranck Electric Inc.
KaB Enterprises Inc.
Lightle Enterprises of Ohio LLC
Traffic and Parking Control CO Inc
Traffic and Parking Control
Trantex Corporation Products of Texas Inc.

POLICE

3068662 Notification of Emergency - 100% Special Revenue Funding – To Provide One (1) Flatbed Tow Truck. – Contractor: Interstate Trucksource, Inc. – Location: 29085 Smith Road, Romulus, MI 48174 – Contract Period: Upon City Council Approval through September 30, 2024 – Total Contract Amount: \$160,837.11.

Funding

Account String: **3921-25374-370680-644600**
Fund Account Name: **Other Special Revenue Fund**
Appropriation Name: **Police Towing Operations**
Funds Available: **\$3,095,092 911 as of September 8, 2023**

Tax Clearances Expiration Date: **12-19-23**
Political Contributions and Expenditures Statement:
Signed: **8-29-23** Contributions: **None**

Consolidated Affidavits

Date signed: **8-29-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information:

Bids Opened July 11, 2023 & Closed August 4, 2023; 12 Suppliers Invited; 4 Bid Received.

Bids were based on providing 6 Flatbed Tow Vehicles. However, this purchase order is for only 1 flatbed towing vehicle, which resulted in this request for 1 flatbed tow truck being a Non-Standard procurement request to cover the 1 flat bed that is available immediately, instead of the intended 6 [see below NOTE for more details].

ALL Bids:

Interstate Trucksource [Romulus, MI] MD6 Diesel/Steel \$981,466 [no equalization]
Bob Maxey Ford [Detroit, MI] F-650 Deisel/Steel \$742,856 [5% equalized bid \$705,713 for D-BB & D-HB]
Feldman Ford [Detroit, MI] F-650 Deisel/Steel \$912,900 [no equalization]

*****NOTE: Although, Interstate Trucksource was the highest bid for 6 flat beds, the Department recommended this Vendor or award due to the immediate availability of One Deisel Aluminum Flatbed Truck for DPD Towing operations with all requested equipment for \$160,837.11. The remaining 5 (four gas & one diesel) 22ft steel flatbed trucks will be purchase via an existing contract with Bob Maxey [6005386] for \$604,208**

Contract Details:

Vendor: **Interstate Trucksource, Inc.** Bid: **The Highest Cost – Immediate Availability**
Amount: **\$160,837.11** End Date: **September 30, 2024**

Services:

Furnish 1 flat bed Tow to the Police Department for vehicle recovery.

Fees:

Flatbed – Aluminum Bed (diesel) \$159,050.11 [including \$1,800 Extended service plan]
Optional Wireless Tow Lights \$1,489
Optional Wheel Lift \$298
TOTAL \$160,837.11

POLICE

6005262 100% ARPA Funding – To Provide Network Equipment (Power Cords, Cable Cords for New Training Academy) to the Detroit Police Department. – Contractor: Groundwork 0 – Location: 2000 Brush Street, Suite 262, Detroit, MI 48226 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$79,731.00.

Funding

Account String: **3923-22014-310220-644124-851407**
Fund Account Name: **American Rescue Plan Act- ARPA**
Appropriation Name: **ARPA - Public Safety**
Funds Available: **\$25,703,679 as of September 8, 2023**

Tax Clearances Expiration Date: **1-18-24**
Political Contributions and Expenditures Statement:
Signed: **2-9-23** Contributions: **None**

Consolidated Affidavits

Date signed: **2-9-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Employment Application complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosures
 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 Public Health (EC1).

Bid Information

Bids Opened on January 27, 2023; Closed on February 22, 2023; 14 Suppliers invited; 3 Bids received
Other Bids: Decima LLC \$215,066
Staples Technology Solutions \$119,498

Contract Details:

Vendor: **Groundwork 0** Bid: **Lowest**
Amount: **\$79,731** End Date: **June 30, 2025**

Services:

The Contractor will provide the Network Equipment System that will include the following:

- **Extreme Switching 2 stacking, unpopulated cable including fan module, unpopulated modular slots (Hardware, network switch with 48 ports).**
- **1-year XIQ Pilot Cloud Subscription (Cloud subscription is included with purchase of the switch)**
- **AC Power Supply (Hardware, power supply for switch)**
- **Perpetual Premier License for 5000 Series Switches Voucher (License needed for the switch to work on the City's internet)**
- **Power Cords (Hardware for the switch)**
- **Tri Radio Sensor Indoor Internal Antenna Access Point Domain (Hardware, access point to be used to broadcast the City's internet)**
- **220 & 550 Meters LC Connector Industrial Temp (Hardware, SFP (Small Form Factor Pluggable) that plugs into the switch to run fiber or cooper to computers or access points)**
- **PWP Software & TAC (Warranty/maintenance for access point. It also gives the APs necessary software updates)**
- **ExtremeCloud IQ Navigator SaaS Subscription and PartnerWorks Plus SaaS Support 1-year (License that must be purchased/renewed for the Aps to work on the City network)**
- **Tripp Lite UPS Line Interactive Sine Wave Rack Tower (Hardware – UPS is a battery that the hardware plugs into that prevents outages if the power goes out)**
- **Tripp Lite UPS Web Management Accessory Card Remote Monitoring (Hardware, allows the user to manage and view the UPS from the web. Sends alerts if hardware is down)**

Contract discussion continued on next page.

POLICE- cont.:

6005262 100% ARPA Funding – To Provide Network Equipment (Power Cords, Cable Cords for New Training Academy) to the Detroit Police Department. – Contractor: Groundwork 0 – Location: 2000 Brush Street, Suite 262, Detroit, MI 48226 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$79,731.00.

Fees:

Qty:	Part #	Description:	Price	Extended	Discount	Total Due
8	5420M-48W-4YE	ExtremeSwitching 5420M 48 10/100/1000BASET FDX/HDX 802.3bt 90W PoE 2 stacking/SFP-DD 4 10/25G unpopulated SFP28 MACsec capable includes fan module 2 unpopulated modular PSU slots. Includes 1 year XIQ Pilot cloud subscription.	\$5,043.00	\$40,344.00	Included	\$40,344.00
8	XN-ACPWR-920W	920W AC Power Supply	\$778.00	\$6,224.00	Included	\$6,224.00
1	5420F-24P-4XE	ExtremeSwitching 5420F 24 10/100/1000BASET FDX/HDX PoE+ 2 stacking/SFP -DD 4 10G unpopulated SFP+ MACsec capable internal fixed PSU fans 1 unpopulated modular PSU slot. Includes 1 year XIQ Pilot cloud subscription.	\$3,357.00	\$3,357.00	Included	\$3,357.00
1	5000-PRMR-LIC-P	Perpetual Premier License for 5000 Series Switches - VOUCHER	\$1,217.00	\$1,217.00	Included	\$1,217.00
9	10099	Power Cord 15A USA NEMA 5-15 C15	\$15.00	\$135.00	Included	\$135.00
24	AP410i-FCC	Tri Radio 802.11ax - 4x4:4 + 2x2:2 Full time 2x2:2 Sensor Indoor Internal Antenna Access Point Domain: US and Puerto Rico	\$748.00	\$17,952.00	Included	\$17,952.00
16	10051H	1000BASE-SX SFP MMF 220 & 550 Meters LC Connector Industrial Temp	\$332.00	\$5,312.00	Included	\$5,312.00
24	95600-AP410i-FCC	PWP Software & TAC - AP410i-FCC	\$27.00	\$648.00	Included	\$648.00
24	XIQ-NAV-S-C-PWP	ExtremeCloud IQ Navigator SaaS Subscription and PartnerWorks Plus SaaS Support for One (1) Device (1 Year)	\$53.00	\$1,272.00	Included	\$1,272.00
3	SMART1000RM2U	Tripp Lite UPS 1000VA 800W Line Interactive Sine Wave 120V Rack/Tower 2U	\$695.00	\$2,085.00	Included	\$2,085.00
3	WEBCARDLX	Tripp Lite UPS Web Management Accessory Card SNMP Remote Monitoring HTML5	\$395.00	\$1,185.00	Included	\$1,185.00
Grand Total:						\$79,731.00

LAW

6005591 100% City Funding – To Provide Legal Advice Regarding the Development of Renewable Energy.
– Contractor: Riven Oak Law Group, P.C. – Location: P.O. Box 1595, Birmingham, MI 48012 –
Contract Period: Upon City Council Approval June 30, 2024 – Total Contract Amount: \$25,000.00.

Funding

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

Fund Account Name: **General Fund**

Appropriation Name: **Efficient and Innovative Oper. Support - Law**

Funds Available: **\$14,289,368 as of September 8, 2023**

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

Political Contributions and Expenditures Statement:

Signed: **5-15-23** Contributions: **None**

Consolidated Affidavits

Date signed: **5-15-23**

Covenant of Equal Opportunity

Hiring Policy Compliance;

*****No Application Used;**

Slavery Era Records Disclosure

Prison Industry Records Disclosure

Immigrant Detention System Record Disclosure

*****Per Vendor- they do not use an employment application to hire new employees; no new positions have been open in a long time. Vendor does not have a policy prohibiting the hiring of individual with a criminal record.**

Bid Information

No Bid- This is a Non- Standard Procurement: Sole Source

Contract Details:

Vendor: **Riven Oak Law Group, P.C.**

Amount: **\$25,000.00**

End Date: **June 30, 2024**

Services:

The vendor shall advise the Law Department and the City of Detroit regarding the development of renewable energy.

Fees:

<u>Lawyers & Personnel</u>	<u>Description</u>	<u>Hourly Rate</u>
Attorney	Member of Firm	\$500.00
Attorney	Member of Firm	\$425.00
Attorney	Senior Attorney to Firm	\$375.00
Attorney	Assoc. Attorney in Firm	\$325.00
Paralegal	Paralegal at Firm	\$225.00

Contract shall not exceed \$25,000.00

ELECTIONS- Waiver Requested

6002570-A2 100% City Funding – AMEND 2 – To Provide an Increase of Funds for the Presidential Election Cycle which has (3) elections. – Contractor: Accuform Printing & Graphics, Inc. – Location: 7231 Southfield Road, Detroit, MI 48228 – Contract Period: December 20, 2019 through December 19, 2024 – Contract Increase Amount: \$703,646.00 – Total Contract Amount: \$1,903,646.00.

Funding

Account String: **1000-28710-710041-626100**
Fund Account Name: **General Fund**
Appropriation Name: **Elections Conduct of Elections**
Funds Available: **\$12,673,988 as of September 8, 2023**

Tax Clearances Expiration Date: **4-28-24**

Political Contributions and Expenditures Statement:

Signed: **8-25-23** Contributions: **None**

Consolidated Affidavits

Date signed: **8-25-23**

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

Background:

The Department of Elections seeks to add additional buying authority to Accuform Printing & Graphics, Inc., contract #6002570 to ensure the seamless administration of the 2024 Presidential Election Cycle. The Department would like to amend the contract for \$ 703,646.00 to ensure that the funds last through the Presidential Election Cycle which has (3) elections our current contract ends in February 2025.

Bid Information

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

Contract Details:

Vendor: **Accuform Printing & Graphics, Inc.** Amount: **+\$703,646.00 to \$1,903,646.00**

End Date: **Remains the same: December 20, 2019 through December 19, 2024**

Services- Original and Amendment #1:

Remain the same:

Contract services are for the printing of Election Newsletters and Sample ballots; preparing all graphics [created by Elections], charts, cutting and folding.

Costs range from: \$0.0386 each for a 4-page newsletter, to \$0.1119 each for a 12-page newsletter.

Production estimated to require approximately 360,000 copies of the newsletter for each election cycle, 2 to 3 times per year.

This increase of \$740,000 is indicated by Elections to cover the costs for a total of 4 elections over the next 2 years: Municipal Primary on Aug. 3, 2021 and Municipal General on Nov. 2, 2021;

Gubernatorial / State primary on Aug. 2, 2022 and Gubernatorial / State General election on Nov. 8, 2022.

It appears there will have to be an additional increase for the election cycles of 2023 and 2024.

Due to the additional costs, resulting from the pandemic, most of the authorized funding for this contract, \$443,759.69 has been used for purchase of drop boxes, additional absentee ballots, and increased need for envelopes as a prevention measure to limit COVID-19.

Services- Amendment #2-

The need for the contract increase for Amendment #2- “The Department of Elections seeks to add additional buying authority to Wolverine Solutions Group, Contract 6002667 and Accuform Printing & Graphics, Inc. Contract 6002570 to ensure the seamless administration of the 2024 Presidential Election Cycle.

First funds were more rapidly depleted than anticipated on these contracts for a litany of reasons. Chief amongst them was the swift expansion of the use of absentee voting nationwide. As Detroiters usage of absentee ballots became more ambiguous primarily due to the pandemic, it has caused a substantial increase in our printing costs under the Accuform contract due to procure all the forms, envelopes, and other ancillary materials needed to process absentee ballots.

Contract discussion continued on next page.

ELECTIONS-*Waiver Requested-* cont.

6002570-A2 100% City Funding – AMEND 2 – To Provide an Increase of Funds for the Presidential Election Cycle which has (3) elections. – Contractor: Accuform Printing & Graphics, Inc. – Location: 7231 Southfield Road, Detroit, MI 48228 – Contract Period: December 20, 2019 through December 19, 2024 – Contract Increase Amount: \$703,646.00 – Total Contract Amount: \$1,903,646.00.

Services- Amendment #2- cont.:

Subsequently, it has added cost pressures to the folding and mailing contract under Wolverine. For example, to moderate the spread of Covid-19 the Department typically mailed between 90-100K worth of absentee applications to permanent absentee voters pre-pandemic.

During the peak of the pandemic that number quadrupled, resulting in the department mailing north of 500,000 absentee applications. Even as the pandemic subsided, voters had become more accustomed to voting from the comfort of their homes, generating more printing and mailing cost.

Secondly, the pandemic adversely affected Accuform’s contract funding because although absentee voting had become more prevalent, many voters still opted to vote in person. This created more need for more Covid-19 related signage and stickers to create a safer work environment, resulting in additional financial pressures. The Election Department routinely uses upwards of 13 absentee voting satellites and 170 polling location and sought to ensure extra precautions were being taken to mitigate the chances that the elections staff, the poll workers, and the voters would not contract the virus.

Third, additional cost pressures were incurred to both contracts due to the 2021 redistricting process, which in part as delayed due to 2020 Census not being released timely. When the legislative redistricting process and the precinct consolidation was finalized, the Department of Elections went from 503 to 400 precincts. Michigan law requires that nay voter that is placed in a new precinct moved to a new polling location must be sent a new voter ID card, which is a natural consequence of the redistricting process. As a result, supplemental expenditures associated with educating the public via mailers about the effects of redistricting, in addition to printing and mailing extra voter identification cards for nearly 102,000 voters further depleted the authority on both contacts.

Finally, the recent page of Proposal 2 in the November 2022 Gubernatorial Election and a slew of election bills by the Michigan Legislature in 2023 is expected to strain the funding on both contracts even further. The Department considers it paramount to educate the public on the changes to items concerning absentee voting as well as early voting, which has never been undertaken in Michigan prior to 2023. To that end, one of the many tools the Department will use to disseminate information about the changes involve direct printed mailers.

In conclusion, while both Wolverine and Accuform have their own contracts with the Elections, the printing and mailing services have an interdependent relationship with one another. Given the importance of the 2024 election cycle and because the first election in that cycle is likely to be in February, the Department is simply trying to ensure continuity and the smooth administration of the three elections next year. The two vendors have a proven track record for working well with our department and the preparation for a successful election begins well before Election Day. Therefore, it’s critical the Department has laid the financial infrastructure to obtain the goods and services expeditiously.”

Contract discussion continued on next page.

ELECTIONS- Waiver Requested- cont.

6002570-A2 100% City Funding – AMEND 2 – To Provide an Increase of Funds for the Presidential Election Cycle which has (3) elections. – Contractor: Accuform Printing & Graphics, Inc. – Location: 7231 Southfield Road, Detroit, MI 48228 – Contract Period: December 20, 2019 through December 19, 2024 – Contract Increase Amount: \$703,646.00 – Total Contract Amount: \$1,903,646.00.

Fees:- Previous Costs- (Expended):

DEPARTMENT OF ELECTIONS PAST ORDERS					
Ordered	Job	Description	Qty	u/m	Price
08/28/20	160751	Application to Vote Poll List (Pads of 100)	4,000	Pads	\$8,970.00
03/02/21	162056	Ballotrax Inserts	200,000	ea	\$8,996.00
02/25/21	162053	AV Applications w/2 Integrated Labels	600,000	ea	\$74,998.00
02/09/21	161944	#9 Return Envelope	200,000	ea	\$7,980.00
02/10/22	164750	#10 Regular Envelope w/ Blue Ink	20,000	ea	\$1,698.00
04/19/22	165205	Newsletter - 8 pages	300,000	ea	\$32,898.00
02/25/21	162057	A/V Outgoing Window Envelope on Brown Kraft	300,000	ea	\$42,970.00
09/12/19	1578411	Envelope Outgoing AV w/Window No Cellophane	200,000	ea	\$14,998.00
08/19/20	160640	Absent Voter Ballot Secretary Envelope	90,000	ea	\$14,939.00
02/21/22	164796	Electronic Poll Book	1,000	Sets	\$4,779.00

TOTAL \$ 213,226

Per Elections Department there is approximately a 10% mark up for new legislation changes

Additional Information:

Contract 6002570 was approved with Accuform Printing & Graphics the Week of Dec. 16, 2019, for costs of \$460,000, for the 5-year period through Dec. 10, 2024. Amendment 1 was approved at Formal Session on May 18, 2021 for \$1,200,000 through December 19, 2024.

CITYWIDE

6005554 100% City Funding – To Provide Citywide Office Supplies. – Contractor: Staples Contract & Commercial, LLC – Location: 500 Staples Drive, Framingham MA 017202 – Contract Period: Upon City Council Approval through September 12, 2028 – Total Contract Amount: \$7,052,507.58.

Funding

Account String: **1000-29231-230208-620100**
Fund Account Name: **General Fund**
Appropriation Name: **Resource Planning**
Funds Available: **\$13,185,127 as of September 8, 2023**

Tax Clearances Expiration Date: 11-29-23
Political Contributions and Expenditures Statement:
Signed: **4-14-23** Contributions: **None**

Consolidated Affidavits

Date signed: **4-14-23**
 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 Opened on March 8, 2023; Closed on April 18, 2023; 30 Suppliers Invited; 130 Supplies accessed the bid; 4 bids received.

**Other Bids: Arrow Office Supplies- \$125,655.11 [3% Equalized- \$156,917.71 for D-BB]
Diversified Chemical Technologies- \$150,342.58 [No Equalization]
AVE Solutions- \$161,770.83 [3% Equalized- \$121,885.46 for D-BB]**

Contract Details:

Vendor: **Staples Contract & Commercial, LLC. [No Equalization}** Bid: **\$112,045.12- Lowest Responsible**
Amount: **\$7,052,507.58** End Date: **September 12, 2028**

Staples also has an agreement with the State of Michigan MiDEAL Contract 19000000268. The City of Detroit asked vendor to meet the pricing on the MiDEAL agreement, Vendor agreed to the same pricing.

Services:

The City of Detroit is establishing a city-wide contract for Office Supplies and Office Related Products which includes web-based ordering, delivery, and distribution of office supplies and products throughout the City's Departments. The Vendor will be required to coordinate with the City's Departments for purchases. The Vendor will provide a complete catalogue and comprehensive line of Office Supplies and Office Related Products for indefinite quantity of purchases for a five (5)-year period.

The Vendor shall provide an online catalog integrated with Oracle Punchout in the City of Detroit's Oracle cloud system and will host a searchable, online, web-based custom catalog that will include a purchasing platform. This catalog will include all items offered by the Contractor, listed with a full description, photo of the product and the contract pricing, additionally it will include the following features:

- **The City of Detroit's "Hot List" products will always populate first when users search for similar items. from least expensive to most expensive.**
- **The City of Detroit's "Core" products, of which the Hot List items are part, will be noted by icon or another marking system that is easily identified in any search results.**
- **If an item is selected, yet a similar item is available at a lower price, a prompt or "pop-up" will alert the user that there is a lower price alternative available and provide them with a reroute to the alternative item.**
- **Items that meet or exceed the City of Detroit's recycled products parameters will be denoted with an icon or other marking system that is easily identified in any search results.**

The following requirements shall apply to the online catalog:

"Core" products with fixed prices set forth in Exhibit B Fee Schedule shall be guaranteed for the initial term of the contract and these "Core" products shall be clearly identified, distinguishable, and filterable by City of Detroit requestors in the online catalog.

Contract discussion continued on next page.

CITYWIDE- cont.:

6005554 100% City Funding – To Provide Citywide Office Supplies. – Contractor: Staples Contract & Commercial, LLC – Location: 500 Staples Drive, Framingham MA 017202 – Contract Period: Upon City Council Approval through September 12, 2028 – Total Contract Amount: \$7,052,507.58.

Services- cont:

- Environmentally preferred goods shall be clearly identifiable and filterable in the catalog.
- Items offered by diverse suppliers shall be clearly identifiable and filterable in the catalog.
- If multiple similar items are available, the items shall be sortable by price and rating as applicable.
- Product category discounts as set forth in Exhibit B-1 shall be applied to the entire catalog for the duration of the contract including any option years unless a better price is negotiated for the option year.
- The City of Detroit may, at its sole discretion, restrict items from the supplier hosted catalog.
- Any revisions to product pricing must be pre-approved by the City of Detroit. Price changes may not occur more frequently than once per year unless otherwise authorized by the City of Detroit.

o The catalog must include detailed product line-item descriptions.

o The catalog must include pictures of the item when possible.

Fees:

There were a plethora of items within the list, here are a sampling of the costs by item:

<u>Item</u>	<u>Cost/ Volume</u>
Clipboard	\$0.98 each
Bic Roundstick Med. Black Pens	\$3.24 60 in box
Miracle Blend Notebook Refill	\$4.88 – 5 pack
Weekly Planner	\$6.73 each
PostIt Pop-up Notes- multi	\$10.08 for 18 pack
Pack of Copy Paper	\$37.99 per pack (5,000 Sheets)
23 in. Monitor silver/ black	\$199.98 each
DOCK 130W AC	\$298.99 each

Department	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount
Mayor's Office	20,000.00	20,000.00	20,000.00	20,000.00	21,000.00
Zoning	14,000.00	14,000.00	14,000.00	14,000.00	14,700.00
Board of Police Commissioners	4,500.00	4,600.00	4,700.00	4,800.00	5,040.00
Law	12,636.00	12,636.00	12,636.00	12,636.00	13,267.80
OMBUDS	5,000.00	5,000.00	5,000.00	5,000.00	5,250.00
Human Resources	27,000.00	27,000.00	27,000.00	27,000.00	28,350.00
DAH	12,000.00	13,000.00	14,000.00	15,000.00	15,750.00
PEG	15,000.00	15,000.00	15,000.00	15,000.00	15,750.00
MEDIA SERVICES	12,500.00	12,500.00	12,500.00	12,500.00	13,125.00
CCSD	2,920.00	12,500.00	12,500.00	12,500.00	13,125.00
OIG	2,920.00	2,920.00	2,920.00	2,920.00	3,066.00
Total	1,353,466.32	1,373,091.32	1,398,957.19	1,427,801.35	1,499,191.41

Total 4 year costs: \$7,052,507.58

BSEED

3068408 100% City Funding – To Provide Payment for Online Permitting Services. – Contractor: Open Counter Enterprises, Inc. – Location: 131 Dartmouth Street, Third Floor, Boston, MA 02119 – Contract Period: Upon City Council Approval through September 30, 2024 – Total Contract Amount: \$154,643.00.

Funding

Account String: 2490-29130-130310-622302
Fund Account Name: **Construction Code Fund**
Appropriation Name: **BSEED – Administration**
Funds Available: **\$1,997,509 as of September 8, 2023**

Tax Clearances Expiration Date: 5-24-24

Political Contributions and Expenditures Statement:

Signed: 8-4-23 Contributions: None

Consolidated Affidavits

Date signed: 8-4-23

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

Background:

During contract negotiations, COVID hit both BSEED and Open Counter (OC). The Buyer resigned, and OC lost its contract facilitator. The contract expired. However, because as part of the Mayors business licensing and streamlining services, we took a pledge as part of the Obama Administrations Small Business Association initiative, BSEED insisted on continuing to provide property owners, potential developers, business owners, rehabbers, etc. the ability to remotely manage their projects, understand there zoning, scope permit fees, during the pandemic, OC allowed our customers to continue to access the software, making it possible for BSEED to continue with its customer operation as the world was shutdown. This paired with other on-line solutions, we did not miss a beat.

Legacy contract with Opencounter Contract 2022 \$218,500, 2023 117,125, 2024 \$117,125, 2025 \$122,855, 2026 \$122,855 Zoning and Business Portals/ Api Spanish Translation * 2019 pricing honored.

Bid Information

No Bid- This is a Non- Standard Procurement: Lapsed Contract Coverage.

Contract Details:

Vendor: **Open Counter Enterprises, Inc** Amount: **\$154,643.00** End Date: **September 30, 2024**

Previous Services/ Fees:

Open Counter software support. Services provided after termination of contract no. 6001641. BSEED seeks to pay for a gap between contracts permitting software from Open Counter for the purpose of paying for services obtained between contracts. This procurement is a sole source because of a lapse of contract coverage between Contracts 6001641 and 6004311.

Contract 6004311 was the result of a competitive bid process. The original Contract 6001641 was the result of a Federal government initiative. The latter Contract 6004311 came about as a result of a competitive bid. What are the potential consequences to the City of Detroit if the non-standard purchase request is denied and the service or good is competitively bid? Vendor is currently providing services.

There is \$154,643.00 in unpaid services incurred between contracts and without payment there is a risk BSEED could lose current services. Period 1: 3/1/2021 - 2/28/2022: \$101,375 and Period 2: 3/1/2022 - 8/14/2022: \$53,268.

Pricing is consistent with previous contracts.

The Office of Contracting and Procurement has submitted corrections to this contract showing the term to be Upon City Council Approval through March 11, 2021; and for a cost of \$290,500 .

This System will move the: Business licensing, Zoning and Permitting processes online. The System will enable developers, citizens and contractors to do business with the City online, allow public to prepare reports of approval requirements from any computer or mobile devise, and enable the BSEED staff to review applications more quickly, and increase government transparency.

Contract discussion continued on next page.

BSEED- cont.

3068408 100% City Funding – To Provide Payment for Online Permitting Services. – Contractor: Open Counter Enterprises, Inc. – Location: 131 Dartmouth Street, Third Floor, Boston, MA 02119 – Contract Period: Upon City Council Approval through September 30, 2024 – Total Contract Amount: \$154,643.00.

Previous Services/ Fees – cont.:

The System will integrate with Accela and allow public to view all rules and regulations concerning the business licensing, zoning and permitting processes of BSEED. The System will provide for intelligent land-use search, intuitive zoning maps, permit scoping summaries, estimates of fees, next-step aids, administrative tools, reports, and multi-lingual translatable text.

The System will allow the public/users to access, fill-out relevant application forms that can be sent to Accela Citizen Access for BSEED staff review.

Most of the costs [\$169,000] are in Year 1 and include: Initial startup cost of \$57,500; Zoning Portal acceptance by City for \$33,800; Business Portal acceptance by City for \$33,800; Accela Citizen Access API Integration acceptance for \$3,500; Spanish Localization acceptance for \$4,250; Arabic Localization Acceptance for \$4,250; Successful User Acceptance Testing for \$31,900.

Year 2 costs of \$121,500 include: Annual license for \$115,000; Annual Maintenance of API / Localization for \$6,500.

Contract 6004311: The vendor shall continue to provide intelligent land-use search, intuitive zoning maps, permit scoping summaries, fees estimations, summary and next-step aids, administrative tools and reports and multi-lingual translatable text on-line for BSEED.

The System helps to guide developers, citizens, contractors, and business owners from start to finish in the process of obtaining the various permits and licenses required to set-up and continue doing business in the city. The system will allow the public to prepare reports of certain approval requirements from any computer or mobile device with internet access, enable internal BSEED staff to review more applications with improved accuracy and speed and increased government transparency.

The System will integrate with Accela and will allow the public access to all of the rules and regulations applicable to the business licensing, zoning, and permitting processes of BSEED. The System will also allow the preparation and submission of formal Applications via an Accela API and with the ability to view them in Accela Citizen Access. In addition, the System will include an open API for integration with any future software the city may use.

The System will provide intelligent land-use search, intuitive zoning maps, permit scoping summaries, fee estimations, summary and next-step aids, admin tools and reports and multi-lingual translatable text. The System will also provide customer support, technical support (24 hour and emergency), bug fixes, software updates.

The System will not require users to login to find BSEED business licensing or zoning requirements. However, the System will allow its users to login, fill out and access relevant Application forms which will be sent to Accela Citizen Access for BSEED staff review. System Reporting Requirements. The System will provide: Ability for BSEED staff to manage administrative configuration, users, and reporting tools.

The vendor shall generally enhance, upgrade, and improve the System during the terms of this contract, with ninety (90) days advanced written notice of proposed product upgrades or enhancements as well as product road maps relating to the System provided to the city under this contract.

The vendor shall provide a general help desk for technical support, on English only and only to specific designated city staff- Support Hours: The Contractor's support hours are Monday through Friday, 6:00 AM to 6:00 PM Pacific Time, excluding federal holidays.

Contract discussion continued on next page.

BSEED- cont.

3068408 100% City Funding – To Provide Payment for Online Permitting Services. – Contractor: Open Counter Enterprises, Inc. – Location: 131 Dartmouth Street, Third Floor, Boston, MA 02119 – Contract Period: Upon City Council Approval through September 30, 2024 – Total Contract Amount: \$154,643.00.

Previous (Contracts) Services/ Fees- cont.:

Fees:

System Fees:

Year 1	Annual Cost	\$117,125
Year 2	Annual Cost	\$122,125
Year 3	Annual Cost	\$122,125
Year 4	Annual Cost	\$122,855
Year 5	Annual Cost	<u>\$122,855</u>
	GRAND TOTAL:	\$607,085

This contract 3068408- is to pay for services rendered between the two contracts (6001641 & 6004311) for the same services.

OCP stated: “Due to various circumstances the new contract (6004311) was not executed and approved prior to the expiration of the older contract (6001641), hence the need for 3064808 as the interim contract. The reason for submitting 3064808 after the new contract was approved was to ensure we covered the entire cost prior to the new contract being approved.”

Additional Information:

Previous contract 6001641 approved at Formal Session on March 5, 2019 for \$169,000.00, through 3-11-21. Contract 6004311 was approved at Formal Session On January 31, 2022 for \$607,085 through 8-14-27.

TRANSPORTATION

6004093-A1 100% City Funding – AMEND 1 – To Provide an Increase of Funds for Car & Light Truck Parts & Service for Ford Vehicles. – Contractor: Ferndale-F, LLC dba Suburban Ford of Ferndale – Location: 21600 Woodward Avenue, Ferndale, MI 48220 – Contract Period: December 16, 2021 through December 15, 2023 – Contract Increase Amount: \$50,000.00 – Total Contract Amount: \$200,000.00.

Funding

Account String: **5301-29200-200290-622100-000056**
Fund Account Name: **Transportation Operation Fund**
Appropriation Name: **DDOT Administration**
Funds Available: **\$ 19,075,942 as of September 8, 2023**

Tax Clearances Expiration Date: **3-17-24**
Political Contributions and Expenditures Statement:
Signed: **8-1-23** Contributions: **None**

Consolidated Affidavits

Date signed: **8-1-23**

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

Bid Information:

None, because this is an amendment to an existing contract. This vendor was the lowest cost bid of the 4 bids at the time of approval.

Contract Details:

Vendor: **Ferndale-F, LLC dba Suburban Ford of Ferndale**
End Date: **remain the same; through December 15, 2023**

Amount: **Add \$50,000; Total \$200,000**

Services/Fees remains the same:

Provide Car & Light Truck Parts & Service for Ford Vehicles.

Labor Hours: 7am - 5pm, Mon. – Fri.

General Repair \$90 per hour
Body Repair \$40 per hour
Discounted Parts range from \$1.85 - \$368.18

Warrantable 25% Discount from Ford dealer for parts and accessories on list price.
Repair work warranty for 12 months or 12,000 miles; whichever occurs first.
Parts and labor will be used on an as-needed basis.

Additional Information:

6004093 was originally approved February 1, 2022 with Suburban Ford of Ferndale to provide Car & Light Truck Parts & Service for Ford Vehicles for \$150,000; through December 15, 2023.

PUBLIC WORKS

6003707-A2 100% Major Street Funding – AMEND 2 – To Provide an Increase of Funds to Close Out Project and Pay for Unforeseen Site Conditions that were Encountered During Construction and for Additional Requirements to be ADA Compliant. – Contractor: Major Contracting Group, Inc. and Gayanga Company – Location: 15347 Dale Street, Detroit, MI 48223 – Contract Period: July 20, 2021 through December 31, 2023 – Contract Increase Amount: \$256,855.74 – Total Contract Amount: \$4,178,416.58.

Funding

Account String: **3301-04189-193850-632100-193002**
Fund Account Name: **Transportation Operation Fund**
Appropriation Name: **Major Street Fund Capital**
Funds Available: **\$17,272,942 as of September 8, 2023**

Tax Clearances Expiration Date: **MG: 1-20-24; GC: 2-20-24**

Political Contributions and Expenditures Statement:

Signed: **MG: 5-24-23; GC: 5-24-23**

Contributions: **MG: 1 to former CM in 2021 & 1 to current CM in 2023**

GC: 1 to current CM in 2020, 1 to a current CM in 2021, & 1 to a current CM 2022.

Consolidated Affidavits

Date signed: **MG: 5-24-23; GC: 5-24-23**

- 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 an amendment to an existing contract. This vendor was the lowest equalized bid of the 3 bids at the time of approval.

Contract Details:

Vendor: **Major Contracting Group, Inc. and Gayanga Company**

Amount: **Add \$256,855.74; Total \$4,178,416.58** End Date: **remains the same; through December 15, 2023**

Amendment 2 Services/Fees:

This amendment request is for the additional \$256,855.74 to close out the West Grand Boulevard Project and pay for unforeseen site conditions. The increase in contract price represents pay item additions, deletion, quantity changes, other miscellaneous site conditions encountered during construction, and post bid design.

During construction, the following changes were made:

- **Additional sidewalk, curb, and driveway scope was added between Fort St. and W. Jefferson for ADA compliance.**
- **Additional drainage system scope was added to provide positive drainage off the surface and through the sewer system.**
- **Additional pavement removal was required per specification to address locations with multiple layers of existing pavement in excess of 12 inches thick.**
- **A comparison of pre-construction survey vs. post excavation survey, coupled with topsoil excavation, exceeded estimates. This meant additional excavation and embankment was necessary to eliminate unsustainable soils and establish grade elevations. Included in this cost is haul off, procure suitable embankment, and haul in.**

Work included .31 miles of full depth concrete replacement, HMA paving, railroad rehabilitation, sidewalk replacement, storm sewer, landscaping, pavement markings, site amenities, new a street lighting, and bike lanes.

A price list of the changes listed above was provided ranging from adding \$2,000 for additional Bollards to \$69,552 for earth ex and embankment trucking.

The full authorized \$3,921,560.84 has been expended on this contract.

Contract discussion continues onto the next page.

Public Works – continued

6003707-A2 100% Major Street Funding – AMEND 2 – To Provide an Increase of Funds to Close Out Project and Pay for Unforeseen Site Conditions that were Encountered During Construction and for Additional Requirements to be ADA Compliant. – Contractor: Major Contracting Group, Inc. and Gayanga Company – Location: 15347 Dale Street, Detroit, MI 48223 – Contract Period: July 20, 2021 through December 31, 2023 – Contract Increase Amount: \$256,855.74 – Total Contract Amount: \$4,178,416.58.

Services/Fees at the time of approval:

Work includes the construction of a park promenade and elevated shared use plaza within the W. Grand Boulevard right-of-way south of the CSX railroad tracks, to the Detroit River, providing access to the Riverside Park for \$3,921,560.84.

Work also includes improvements and reconfiguration of W. Grand Blvd at the W. Jefferson intersection and CSX Railroad tracks; Construction of new sidewalks and bicycle facilities on W. Grand Blvd. between Fort Street and the proposed Plaza; Storm sewer drainage improvement on W. Grand Blvd., and W. Jefferson Ave.; Street Lighting improvements on W. Grand from W. Jefferson to the Plaza, and on W. Jefferson between W. Grand Blvd. and Swain Street; Re-surfacing of West Grand Blvd. from Fort Street to W. Jefferson.

Detroit Certifications:

Major: Detroit Based Business; Detroit Headquartered Business.

Gayanga: Detroit Based Business; Detroit Headquartered Business; Detroit Resident Based Business; Detroit Small Business; Minority Owned Business Enterprise.

Additional Information:

6003707 was originally approved July 27, 2021 with Major Cement Co. / Gayanga Co. - Joint Venture to provide Construction Services to the West Grand Boulevard Project for \$3,921,560.84; through December 31, 2022.

Amendment 1 was approved during recess, the week of August 23, 2022 to add 1 year to the contract term; through December 31, 2023. No additional was requested at that time.

PUBLIC WORKS

6005628 100% Major Street Funding – To Provide Pre-Stenciled Traffic Control Signs. – Contractor: MD Solutions, Inc. – Location: 8225 Estates Parkway, Plain City, OH 43064 – Contract Period: Upon City Council Approval through October 20, 2026 – Total Contract Amount: \$426,286.50.

Funding

Account String: **3301-25190-193826-621907**
Fund Account Name: **Transportation Operation Fund**
Appropriation Name: **Streets & Rights of Way Management**
Funds Available: **\$73,403,494 as of September 8, 2023**

Tax Clearances Expiration Date: **9-1-24**
Political Contributions and Expenditures Statement:
Signed: **8-25-23** Contributions: **None**

Consolidated Affidavits

Date signed: **8-25-23**
 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 opened July 25, 2023 & closed August 4, 2023; 110 Invited Suppliers; 2 Bids Received.

All Bids: **MD Solutions \$426,286.50**
Lightle Enterprises \$872,927.55

*****None of the bidders are in Detroit.**

Contract Details:

Vendor: **MD Solutions, Inc** Bid: **Lowest Cost**
Amount: **\$426,286.50** End Date: **October 20, 2026**

Services/Fees:

Furnish pre-stenciled traffic control sign faces and pre-stenciled mounted parking control signs.

The City intends to provide maintenance and replacement services for its various traffic control and parking control signs. The City intends to be in compliance with the stated FHWA minimum levels of reflectivity requirements to improve legibility of all signs. Signs have a 10 year warranty.

Signs will be shipped to the City of Detroit Sign Shop located at 2425 Fenkell St.

An itemized fee schedule was provided in the documents of over 100 sign options/materials, products, and sizes, supplied at varying quantities such as from \$14,250 for 1,500 “No Parking” signs and \$17,212.50 for 2,550 “one way arrow” over the 3 year term of this contract, totaling \$426,286.50.

NON-DEPARTMENTAL

6003353-A2 100% City Funding – AMEND 2 – To Provide an Extension of Time for Media Production Services and Media Equipment for Mayoral Community Meetings, City Council Meetings, and Additional Meeting Support. – Contractor: Creative Day Technologies – Location: 379 Executive Drive, Troy, MI 48083 – Previous Contract Period: April 16, 2021 through August 31, 2023 – Amended Contract Period: Upon City Council Approval through December 31, 2023 – Contract Increase Amount: \$0.00 – Total Contract Amount: \$703,559.00.

Funding

Account String: **3921-28353-350324-644100**
Fund Account Name: **Other Special Revenue Fund**
Appropriation Name: **Cable TV**
Funds Available: **\$4,348,221 as of September 8, 2023**

Tax Clearances Expiration Date: **4-6-24**
Political Contributions and Expenditures Statement:
Signed: **3-22-23** Contributions: **None**

Consolidated Affidavits

Date signed: **3-22-23**
 Covenant of Equal Opportunity
 Hiring Policy Compliance;
Online Employment App complies
 Slavery Era Records Disclosure
 Prison Industry Records Disclosure
 Immigrant Detention System Record
Disclosure

Bid Information:

None, because this is an amendment to extend the contract term of an existing contract by 4 months. This vendor was the lowest responsive bid of the 3 bids at the time of approval.

Contract Details:

Vendor: **Creative Day Technologies** Amount: **remains the same; Total \$703,559**
End Date: **Add 4 months; through December 15, 2023**

Services/Fees remains the same:

This contract is for Media Production services for events such as State of the City, Community meetings, City Council proceedings, Press conferences, and Motor City Makeover. Events may occur 2-7 times per month for 40 to 70 events each year. Audience may range from 50 to 3,000 and held in churches, community rooms, recreation centers, outdoors, CAYMC auditorium, houses, movie theaters, or the Fox Theater. Events may last 15 minutes to 3 hours.

Required services include: Available to provide Audio/Video equipment within a 2-hour notice; Provide laptop or desktop for presentations; Available for questions or changes in specifications with 1 hour notification; Handle audio setup for 1 to 18 microphones; Able to provide projectors and screens; Provide adequate speakers for room sizes ranging from 50 to 5,000 people; Provide LED lighting when necessary; Must be on site for entire event; Provide generator if needed; Provide wireless network for events along with monitoring for up to 100 people.

The fee schedule is indicated to include the following: [equipment costs include 10% discount]

- **City Council meetings, including all required equipment for 1 day total cost of \$3,299.50;**
- **Mayoral meetings, including all required equipment for 1 day total cost of \$4,757.50;**
- **Meeting support costs, for all required equipment for 1 day total cost of \$3,614.50.**

\$588,287.12 of the authorized \$703,559 has been invoiced on this contract.

Additional Information:

6003353 was originally approved April 6, 2021 with Creative Day Technologies to provide media for Public meetings for \$653,559; through April 15, 2023.

Amendment 1 was approved April 25, 2023 to extend the contract term by 4 months and add \$50,000 making the total contract amount \$703,559.

ELECTIONS- Waiver Requested

6002667-A2 100% City Funding – AMEND 2 – To Provide an Increase of Funds for the Presidential Election Cycle which has (3) elections. – Contractor: Wolverine Solutions Group – Location: 1601 Clay, Detroit, MI 48211 – Contract Period: February 12, 2020 through February 11, 2025 – Contract Increase Amount: \$540,266.00 – Total Contract Amount: \$2,404,325.87.

Funding

Account String: **1000-28710-710041-626100**
Fund Account Name: **General Fund**
Appropriation Name: **Elections Conduct of Elections**
Funds Available: **\$12,673,988 as of September 8, 2023**

Tax Clearances Expiration Date: **1-6-24**

Political Contributions and Expenditures Statement:

Signed: **8-29-23** Contributions: **None**

Consolidated Affidavits

Date signed: **8-29-23**

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

Background:

The Department of Elections seeks to add additional buying authority to Accuform Printing & Graphics, Inc., contract #6002570 to ensure the seamless administration of the 2024 Presidential Election Cycle. The Department would like to amend the contract for \$ 703,646.00 to ensure that the funds last through the Presidential Election Cycle which has (3) elections our current contract ends in February 2025.

Bid Information

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

Contract Details:

Vendor: **Wolverine Solutions, Group** Amount: **+\$540,266 to \$2,404,325.87**

End Date: **Remains the same: June 15, 2021 to February 11, 2025**

Services- Original and Amendment #1:

Remain the same:

Original:

Contract services are for the mailing of election newsletters and other documents; The contract was approved to provide folding of documents and mailing services for Elections, that included: Newsletters, Absentee Voter Applications, Changes in Polling Locations, and Special Mailings.

Amendment #1

The request for additional expenditures of \$327,059.87 for the: Printing and preparing Patient COVID-19 Testing Labels and Documents; and Printing Patient COVID-19 Vaccination forms.

Services- Amendment #2-

The need for the contract increase for Amendment #2- “The Department of Elections seeks to add additional buying authority to Wolverine Solutions Group, Contract 6002667 and Accuform Printing & Graphics, Inc. Contract 6002570 to ensure the seamless administration of the 2024 Presidential Election Cycle.

First funds were more rapidly depleted than anticipated on these contracts for a litany of reasons. Chief amongst them was the swift expansion of the use of absentee voting nationwide. As Detroiters usage of absentee ballots became more ambiguous primarily due to the pandemic, it has caused a substantial increase in our printing costs under the Accuform contract due to procure all the forms, envelopes, and other ancillary materials needed to process absentee ballots.

Subsequently, it has added cost pressures to the folding and mailing contract under Wolverine. For example, to moderate the spread of Covid-19 the Department typically mailed between 90-100K worth of absentee applications to permanent absentee voters pre-pandemic.

During the peak of the pandemic that number quadrupled, resulting in the department mailing north of 500,000 absentee applications. Even as the pandemic subsided, voters had become more accustomed to voting from the comfort of their homes, generating more printing and mailing cost.

Contract discussion continued on next page.

ELECTIONS-*Waiver Requested-* cont.

6002667-A2 100% City Funding – AMEND 2 – To Provide an Increase of Funds for the Presidential Election Cycle which has (3) elections. – Contractor: Wolverine Solutions Group – Location: 1601 Clay, Detroit, MI 48211 – Contract Period: February 12, 2020 through February 11, 2025 – Contract Increase Amount: \$540,266.00 – Total Contract Amount: \$2,404,325.87.

Services- Amendment #2- cont.:

Secondly, the pandemic adversely affected Accuform’s contract funding because although absentee voting had become more prevalent, many voters still opted to vote in person. This created more need for more Covid-19 related signage and stickers to create a safer work environment, resulting in additional financial pressures. The Election Department routinely uses upwards of 13 absentee voting satellites and 170 polling location and sought to ensure extra precautions were being taken to mitigate the chances that the elections staff, the poll workers, and the voters would not contract the virus.

Third, additional cost pressures were incurred to both contracts due to the 2021 redistricting process, which in part as delayed due to 2020 Census not being released timely. When the legislative redistricting process and the precinct consolidation was finalized, the Department of Elections went from 503 to 400 precincts. Michigan law requires that nay voter that is placed in a new precinct moved to a new polling location must be sent a new voter ID card, which is a natural consequence of the redistricting process. As a result, supplemental expenditures associated with educating the public via mailers about the effects of redistricting, in addition to printing and mailing extra voter identification cards for nearly 102,000 voters further depleted the authority on both contacts.

Finally, the recent page of Proposal 2 in the November 2022 Gubernatorial Election and a slew of election bills by the Michigan Legislature in 2023 is expected to strain the funding on both contracts even further. The Department considers it paramount to educate the public on the changes to items concerning absentee voting as well as early voting, which has never been undertaken in Michigan prior to 2023. To that end, one of the many tools the Department will use to disseminate information about the changes involve direct printed mailers.

In conclusion, while both Wolverine and Accuform have their own contracts with the Elections, the printing and mailing services have an interdependent relationship with one another. Given the importance of the 2024 election cycle and because the first election in that cycle is likely to be in February, the Department is simply trying to ensure continuity and the smooth administration of the three elections next year. The two vendors have a proven track record for working well with our department and the preparation for a successful election begins well before Election Day. Therefore, it’s critical the Department has laid the financial infrastructure to obtain the goods and services expeditiously.”

Fees-: Previous Costs- (Expended):

The contract was approved to provide folding of documents and mailing services for Elections, that included: Newsletters, Absentee Voter Applications, Changes in Polling Locations, and Special Mailings.

Contract discussion continued on next page.

ELECTIONS- *Waiver Requested- cont.*

6002667-A2 100% City Funding – AMEND 2 – To Provide an Increase of Funds for the Presidential Election Cycle which has (3) elections. – Contractor: Wolverine Solutions Group – Location: 1601 Clay, Detroit, MI 48211 – Contract Period: February 12, 2020 through February 11, 2025 – Contract Increase Amount: \$540,266.00 – Total Contract Amount: \$2,404,325.87.

Current Amendment 2 Fees:

Newsletter Mailings #1: 250,000	
Data Processing & Mailing Services-----	\$ 50,000
Newsletter Mailing #2: 250,000	
Data Processing & Mailing Services-----	\$ 50,000
Newsletter Mailing #3: 250,000	
Data Processing & Mailing Services-----	\$ 50,000
Voter Card Mailing #4: 100,000	
Data Processing & Mailing Services-----	\$ 22,500
Monthly Voter Cards & New Registration Mailing #4: 120,000	
Data Processing & Mailing Services-----	\$114,000
AV Voter Application Mailing: 520,000	
Data Processing & Mailing services-----	<u>\$209,560</u>
TOTAL	\$496,060

Per the Elections Department there is approximately a 10% mark up for new legislation changes.

Additional Information:

Contract 6002667 was approved at Formal Session on February 4, 2020 for \$650,000 through February 27, 2025. Contract 6002667 Amendment 1 was approved at Formal Session June 29, 2021 for \$1,864,059.87 through February 11, 2025.