

# City of Detroit

## CITY COUNCIL

LEGISLATIVE POLICY DIVISION  
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TO: The Honorable City Council

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: December 4, 2023

RE: **REVIEW OF CONTRACTS, PURCHASING FILES, & GRANTS**

Attached is the Legislative Policy Division's review of contracts submitted by the Office of Contracting and Procurement for the Week of December 5, 2023. The Legislative Policy staff comments are in bold.

This list of contracts has been submitted under the recess procedures adopted by City Council on October 31, 2023. Recess procedures provide that all contracts on this list, that are not held by a Council Member, are considered approved and will be processed on Thursday, December 7, 2023.

If Council Members have questions and wish to hold any contract on this list, please provide your questions and request to hold a contract written in a memo to Louise Jones & Deonte Agee of the Clerk's Office, LPD's Ashley Wilson, as well as Malik Washington & Raquel Newell of the Mayor's Office by 4 PM on Wednesday, December 6, 2023. Contracts are held until released by the Council Member requesting the hold or referred to a City Council Committee for action after Recess.

### Attachments

#### cc:

Janice Winfrey	City Clerk
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 December 1, 2023.

<b>Department</b>	<b>No. of Contracts or Purchase Orders</b>	<b>Focused Bids</b>	<b>Change, Extension Increases, Renewals</b>	<b>Located in Detroit</b>
City Clerk	1	0	1 Amendment to Add Time/Funds	0
Construction & Demolition 1 ARPA	2	0	0	2
General Services 1 ARPA	1	0	0	1
Housing & Revitalization	2	0	0	0
<b>Totals</b>	<b>6</b>	<b>No Focused/Limited Bids</b>	<b>1 Amendment(s);</b>	<b>3</b>

**50% of all Contractors included in the contract list for the week of December 5, 2023 Recess are located in Detroit.**

**Also included in this report:**

- **2 Requests to Accept Grants**

Statistics compiled for the Contracts submitted for the Week of December 5, 2023:

This list represents costs totaling \$7,167,765.81 <sup>1</sup>

Included in total costs are the following:

ARPA Fund	\$	3,150,000.00
Bond Fund	\$	2,450,000
Capital Projects Fund	\$	1,000,000
General Fund	\$	353,265.81
Gordie Howe Bridge Project Fund	\$	214,500

Statistics compiled for the Grants submitted the Week of December 5, 2023 Recess:

2 Grant Awards received and valued at \$135,632.26.

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<sup>1</sup> The contract list includes: 1 Amendment for extension of time and/or increase or decrease in funds. 5 New contracts for terms of 1 year to 5 years.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: December 4, 2023

RE: **CONTRACTS, PURCHASE ORDERS, & GRANTS SUBMITTED DURING RECESS  
FOR THE WEEK OF DECEMBER 5, 2023.**

**CITY CLERK**

6001624-A1 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for the City Clerk/City Council Legislative Management System Software. – Contractor: eSCRIBE Software LTD – Location: 5300 Commerce Court West, 199 Bay Street, Toronto, ON Canada M5L 1B9 – Previous Contract Period: November 7, 2018 through November 7, 2023 – Amended Contract Period: Upon City Council Approval through November 7, 2028 – Contract Increase Amount: \$325,455.00 – Total Contract Amount: \$665,455.00.

Funding

Account String: **1000-28700-700010-617900**  
Fund Account Name: **General Fund**  
Appropriation Name: **City Clerk Administration**  
Funds Available: **\$1,978,535 as of December 1, 2023**

Tax Clearances Expiration Date: **11-13-24**  
Political Contributions and Expenditures Statement:  
Signed: **11-14-23** Contributions: **None**

Consolidated Affidavits

Date signed: **11-14-23**  
 Covenant of Equal Opportunity  
 Hiring Policy Compliance;  
Uses Resumes;  
 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 5 years to the term of an existing contract. At the time of approval, this vendor was the highest ranked of 3 bids received. The original contract was for 5 years, with an option to extend the contract term by 5 more years. The City has opted to use the additional 5-year option. [Please note: Derrick Headd and David Teeter of the Legislative Policy Division were part of the Evaluation Committee for this contract].**

Contract Details:

Vendor: **eSCRIBE Software LTD** Amount: **Add \$325,455; Total \$665,455**  
End Date: **Add 5 years; November 7, 2028**

Services:

**Provide a state-of-the art, high availability, Legislative Management System that assists with:**

- **Streamlining legislative decision-making process.**
- **Improving efficiencies and eliminating redundancies.**
- **Reducing manual steps and automating workflow.**
- **Reducing paper processes; Reducing internal processing time.**
- **Providing staff with easy information search and retrieval; Improving access to information for citizens.**

**The system enables:**

- **Citizens access to Council agenda items.**
- **Share videotape media to City's website and cable channels.**

***Contract discussion continues onto the next page.***

**City Clerk – continued**

6001624-A1 100% City Funding – AMEND 1 – To Provide an Extension of Time and an Increase of Funds for the City Clerk/City Council Legislative Management System Software. – Contractor: eSCRIBE Software LTD – Location: 5300 Commerce Court West, 199 Bay Street, Toronto, ON Canada M5L 1B9 – Previous Contract Period: November 7, 2018 through November 7, 2023 – Amended Contract Period: Upon City Council Approval through November 7, 2028 – Contract Increase Amount: \$325,455.00 – Total Contract Amount: \$665,455.00.

Services – continued:

- **Contract documents to be shared with City’s website.**
- **Consolidated Journal of City Council Proceedings.**
- **Storing, Managing, and searching of documents for votes and motions, petitions, items submitted to Committees, Formal Session, and Boards/Commissions.**
- **Support for multiple languages.**
- **Track petitions, resolutions, ordinances.**
- **Items may also be marked confidential, and access limited to specified groups/ individuals.**

**The Legislative Management System includes:**

- **Agenda Preparation**
- **Packet Creation and Posting**
- **Electronic Voting capability**
- **Sign-up online and/or on-site for Public Speakers.**
- **Provide closed captioning in video streams.**
- **Access through Mobile Applications, iPads, iPhones, Window Tablets.**

Amended Fees:

**Escribe Bundle cost per year:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Software	\$56,650	\$58,350	\$60,100	\$61,903	\$63,760
Data Storage (200GB @ \$8.50/GB)	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700
Back-up Encoder (one-time fee as contingency in case of a failure of the 1 <sup>st</sup> encoder)	\$3,050	\$3,142	\$3,236	\$3,333	\$3,433
<b>SUBTOTAL</b>	<b>\$61,400</b>	<b>\$63,192</b>	<b>\$65,036</b>	<b>\$66,936</b>	<b>\$68,893</b>
<b>5-year TOTAL</b>	<b>\$325,455</b>				

Fees at the time of approval:

**Year 1 costs includes:**

Subscription Fee	<b>\$60,000</b>
Implementation Fee	<b>\$39,000</b>
Year 1 SUBTOTAL	<b>\$99,000</b>
Year 2- 5 Subscription, Licenses & Manitenance Fees	<b>\$60,000 per year [for 4 years]</b>
<b>TOTAL</b>	<b>\$339,000</b>

**The City can elect to exercise the option to extend the contract for 5 additional years.**

**The full authorized \$339,000 has been invoiced on this contract.**

Additional Infomration:

**6001264 was initially approved November 7, 2018 for a 5 -year term with Escribe to provide a legislative mnagement system for \$339,000; through November 7, 2023.**

### CONSTRUCTION & DEMOLITION

3070965 100% City Funding – To Provide Payment for Truck Rentals for the Securing of Vacant Properties.  
– Contractor: Enterprise Leasing Company of Detroit, LLC – Location: 3245 Wight Street, Detroit  
MI 48207 – Contract Period: Upon City Council Approval through June 30, 2024 – Total Contract  
Amount: \$27,810.81.

Funding:

Account String: **1000-21200-160010-626425**  
Fund Account Name: **General Fund**  
Appropriation Name: **Detroit Demolition**  
Available Funds: **\$11,560,678 as of December 1, 2023**

Tax Clearances Expiration Date: **2-17-24**

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;  
Employment Application complies;
- Slavery Era Records Disclosure
- Prison Industry Records Disclosure
- Immigrant Detention System Record  
Disclosure

Bid Information:

**None, because this is a Non-Standard Procurement (NSP) request due to lapse of contract coverage [3060423 - See Additional Information section for more details] The Construction and Demolition Department (CDD) is awaiting a new purchase order from GSD. The department has exhausted the full authorized amount of \$133,920 of the previous purchase order. According to the NSP, the Department “felt keeping the vehicles after the PO was exhausted was needed because it was the only method of transportation available for CDD’s securing teams that uses the trucks to secure vacant properties in order to protect the safety and wellbeing of residents.”**

Contract Details:

Vendor: **Enterprise Leasing Company of Detroit, LLC** Amount: **\$27,810.81** End Date: **June 30, 2024**

Services/ Fees:

**Provide payment for outstanding invoices to Enterprise for the rental of 6 heavy-duty pick-up trucks for the Construction and Demolition Department's Securing Team. Invoices includes:**

- 1) Dated September 9, 2023: Six 2022 Ford 250 Pick Up Truck rentals for 1 month [Pick-up date: 8/3/23; drop off date; 9/2/23] at \$1,982.70 per rental; Total \$11,896.20**
- 2) Dated October 7, 2023: Six 2022 Ford 250 Pick Up Truck rentals for 1 month [Pick-up date: 9/2/23; drop off date; 10/2/23] at \$1,982.70 per rental; Total \$11,896.20**
- 3) Dated August 5, 2023: One 2023 Chevy Silverado 2500HD heavy duty truck rental for 1 month [Pick-up date: 7/4/23; drop off date; 8/3/23] for \$1,982.70**
- 4) Dated August 5, 2023: One 2023 Chevy Silverado 2500HD heavy duty truck rental for 1 month [Pick-up date: 7/4/23; drop off date; 8/3/23] for \$2,035.71**

**TOTAL \$27,810.71**

Additional Information:

**Related Purchase order:**

**3060423 was approved November 22, 2022 with : Enterprise Leasing Company of Detroit, LLC to provide rental of 6 Heavy Duty Trucks (F250 and/or F350) for \$133,920; through December 31, 2023.**

**Other recently approved Enterprise contract: 6005094 was initially approved October 17, 2023 with Enterprise Leasing Company of Detroit, LLC to provide compact, standard, full-size, SUVs, full size trucks, cargo vans, and passenger vans rental vehicles for GSD for \$600,000; through October 23, 2026.**

### CONSTRUCTION AND DEMOLITION

6005809 100% ARPA Funding – To Provide Construction at Oakman Building A & C. – Contractor: LLP Construction Services – Location: 1800 Michigan Avenue, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$5,000,000.00.

#### 2 Funding Sources:

Account String: **4503-21002-470010-631100-474005**

Fund Account Name: **General Obligation Bond Fund [51% - \$2,450,000]**

Appropriation Name: **Neighborhood Improvement Bonds**

Funds Available: **\$91,049,153 as of December 1, 2023**

Account String: **ARPA Account string NOT Provided**

Fund Account Name: **ARPA Fund [49% - \$2,550,000]**

Tax Clearances Expiration Date: **11-14-24**

Political Contributions and Expenditures Statement:

Signed: **9-7-23** Contributions: **None**

#### Consolidated Affidavits

Date signed: **9-7-23**

Covenant of Equal Opportunity

Hiring Policy Compliance;  
Employment App Complies

Slavery Era Records Disclosure

Prison Industry Records Disclosure

Immigrant Detention System  
Disclosure

#### Background:

**In response to a recent acquisition agreement, the Detroit Police Department purchased a complex located at 1180 Oakman Blvd. In order to, bring the newly acquired facility to the necessary standard and meet DPD operational needs, both building A and building C needs to be refurbished, as well as adjust the enclosure and fencing of the site to suit the new acquisition agreement. Description of the 2 buildings are as follows:**

**Building A: The existing building is partially occupied by DPD operations. The building is a masonry, Concrete, and steel structure and consists of 2 levels: First floor - full footprint of 56,000 SF (area to be verified on site) Second floor – 28,750 SF (area to be verified on site).**

**Building C: The existing building is occupied by DPD operations. The building is made of masonry, concrete, and steel structure and consists of one level: First floor - full footprint of 14,200 SF (area to be verified on site).**

#### Bid Information:

**RFP opened July 31, 2023 & closed September 7, 2023. 304 Invited Suppliers; 6 Bids received.**

**Bids were evaluated based on Work Plan/Schedule [30 points]; Capacity [20 points]; Experience [15 points]; Cost Proposal [35 points]. 100 points is the maximum total.**

ALL Bids: DeAngelis Diamond	[48.33 points]
Decima	[23.33 points]
DMC	[76.67 points]
KEO & Associates	[76.67 points]
L.S. Brinker	[60 points]
LLP Construction Services	[76.67 points]

**\*\*\*DMC and LLP Construction both scored 76.67, tying them both as the top-ranking Vendor. The final consensus determination was based on the lowest cost, therefore awarding the contract to LLP Construction.**

#### Contract Details:

Vendor: **LLP Construction Services**

Bid: **Highest Ranked [76.67 points]**

Amount: **\$5,000,000**

End Date: **June 30, 2025**

#### Services:

**Provide construction services for a renovation build out of the DPD Oakman Buildings A & C located at 1180 Oakman Blvd. (approx. 175,000 SF). This refurbishment also includes fencing and reconfigured secured gates. Improvements includes:**

***Contract discussion continues onto the next page.***

**Construction & Demolition -continued**

6005809 100% ARPA Funding – To Provide Construction at Oakman Building A & C. – Contractor: LLP Construction Services – Location: 1800 Michigan Avenue, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$5,000,000.00.

Services – continued:

- Supply and install pre-approved outdoor fencing per approved site design.
- Supply & install pre-approved motorized secured gates per selected material and pre-approved site design.
- Relocate existing catch basin and adjust adjacent floor slopes to address the drainage problem at side entrance vestibule in Building C.

Specific Building Improvements:

**Both Buildings:**

- Provide abatement and follow mandated protocols.
- Repair & patch damaged walls.
- Paint walls & existing exposed steel structures.
- Replace damaged ceiling tiles.
- Replace existing lighting with LED lighting.
- Furnish and install Niagara HVAC controls system.
- Cleaning all existing ductwork and diffusers.
- Furnish and install exhaust for toilet rooms.
- Furnish and install power outlets, telephone, and data ports/cabling for workstations and all other rooms.
- Provide access card controls on indicated doors.
- Remove and discard existing furniture not intended for reuse.
- Furnish and install HDPE lockers and locker room benches as per approved design.
- Furniture, office furnishings, filing cabinets and break room furniture to be furnished and installed by Owner's separate contractor. Garbage/recycling bins, phones, printers, fax machines and computers will be furnished and installed by others

**Building A:**

- Provide selective demolition of existing walls, partitions, and construction as per approved design (estimated length 30 LF to be verified on site) at Building A.
- Build partition walls as per approved design to create offices /break room.
- Supply & install 8' high chain link enclosure, 6' W X 8' H gate within the chain link fence, metal shelving that will supply approximately 553 shelves, and 36" w hollow metal doors, frames, and hardware.
- Power-scrub existing flooring in the open area of Building A and bathrooms.
- Repair and/or replace VAV boxes/Thermostats/Actuators/ as needed.
- Furnish & Install exhaust for shower room(s).

**Building C:**

- Provide selective demolition of existing walls, partitions flooring as per approved design (estimated length 110 LF to be verified on site). Build 10' high partition walls as per approved design to create indicated offices / break room at building C.
- Construct new armory enclosure. Repair, patch, & paint walls.
- Replace damaged ceiling tiles.
- Supply and install 36' hollow metal door.
- Supply & install new flooring for new offices/workstations area.
- Furnish and install two (2) HVAC RTUs for office areas.

*Contract discussion continues onto the next page.*



**Construction & Demolition -continued**

6005809 100% ARPA Funding – To Provide Construction at Oakman Building A & C. – Contractor: LLP Construction Services – Location: 1800 Michigan Avenue, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$5,000,000.00.

Services – continued:

- Supply & install exhaust & fixtures for toilet rooms.
- Adjust HVAC system to suit new approved design including all necessary VAV boxes/Thermostats/Actuators/ as needed.
- Supply & install new fire suppression system.
- Adjust plumbing to provide the necessary water supply / sewer for the proposed toilet rooms.
- Supply & Install exhaust fan & new fixtures for the new proposed toilet rooms.

**Close- out work: assemble documents, Provide As built drawings, Provide O&M for all materials and/or equipment to facilitate maintenance and facility management all through operation life cycle and/or warranty period. Provide warranties for all executed works and/or equipment supplied all through project life cycle for the intent for use by the City of Detroit and/or any subsidiaries.**

**The work for this project will be divided into two phases:**

- **Phase 1: Pre-Design, site analysis, Design development and Construction Documents. This phase includes walk-thru inspection, technical report with pictures, risk assessment, asbestos & lead survey, field investigation, review of fire alarms/suppression, plumbing, and electrical infrastructure. It also includes Architectural, Electrical & Mechanical drawings, site plan drawings and pre-approved project specifications.**
- **Phase 2: Construction and Close-out. This phase includes implementation of the approved designs providing all labor, materials, supervision, and other services that are necessary to accomplish the project. The tasks include, but are not limited to, selective demolition, carpentry, mechanical, electrical, plumbing, concrete work, security/fire systems work, fencing and secured gates. It also includes construction project progress meetings, weekly progress photos, final project walk-throughs with the CDD project manager, facilities maintenance staff, and building occupant representative.**

**The Vendor will be responsible for all aspects of the project including managing the existing site and buildings assessment, refurbishment, design, and engineering. The vendor will work closely with CDD staff. Preparation of the work is at the discretion of the CDD and is subject to the approval of the CDD's City Representative. The Vendor will coordinate the design and construction documents with the facilities division of CDD to ensure that the selection of furnishings, finishes and materials are durable and meets the CDD and DPD maintenance requirements.**

Detroit Certifications [Detroit Certifications are not used in the evaluation process for ARPA contracts]  
**LLP Construction services was certified as a Detroit Based, Headquartered, & Woman- Owned Business until 8/1/23. Identified sub-contractor: SDG Associates for Architecture services is certified as a Detroit Based, Headquartered, & Minority-owned Business.**

Additional Information:

Recently approved Contracts related to 1180 Oakman Building:

**6005806 was approved on November 21, 2023 with L.S. Brinker to provide Construction services for a renovation build out of the new Joe Louis Greenway's Security Headquarters located at 1180 Oakman Blvd for \$1,562,915.31; through June 30, 2025.**

**6004699 ARPA was approved June 13, 2023 with Keo and Associates, Inc to provide buildout of DoIT Records Management within 1180 Oakman for \$311,000; through December 31, 2024.**

**6004913 ARPA was approved March 21, 2023 with RDT Bruynzeel Storage Systems to provide and install Shelving for records at 1180 Oakman for \$389,652; through December 31, 2023.**

***Contract discussion & Fee Schedule continues onto the next page.***

**Construction & Demolition -continued**

6005809 100% ARPA Funding – To Provide Construction at Oakman Building A & C. – Contractor: LLP Construction Services – Location: 1800 Michigan Avenue, Detroit, MI 48216 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$5,000,000.00.

Additional Information – continued: \

**6004751 was approved October 11, 2022 with MacDermott Roofing & Sheet Metal to provide Roof Replacement at DPD Buildings A & C at 1180 Oakman Blvd for \$629,000; through September 30, 2023.**

**6004472 was approved June 21, 2022 with Magic Electric, Inc. to provide New Electrical Services at 1180 Oakman for \$415,000; through May 30, 2023.**

Other LLP Construction Services ARPA contracts:

**6005232 ARPA was approved June 13, 2023 with LLP Construction Services to provide Design, Construct New Bandshell-Palmer Park with Trusses -State Fair Grounds for \$2,982,434; through June 30, 2025.**

**6004430 ARPA was approved July 26, 2022 with LLP Construction Services to provide General Contracting Services to Hire and Work with A/E Firm to Achieve Ladder 30 Design/Build for \$3,025,000; through May 31, 2024.**

Fees:

DPD 1180 Oakman Price Proposal - Attachment C			
DO NOT EDIT ANY OF THE B COLUMNS - THESE ARE CALCULATED FIELDS			
Phase 1:			
Design Services Fee		Anticipated Duration/Hours	Comments
1.1 Site Analysis	\$ 5,100.00		As needed Permit drawings for Fire Alarm, Mechanical, and Elevator Upgrade
1.2 Design development	\$ 36,800.00		
1.3 Construction Documents	\$ 18,800.00		
Awardee Mark up Fee for Phase 1 if applicable and/or not included in A	\$ 7,284.00		
<b>Phase 1 Sub Total:</b>	<b>\$ 67,984.00</b>		
Phase 2: Construction			
Items	Value - Costs	Comments	
1. Mark Up Fee	\$ 240,000.00	if construction cost is approx. \$4M	
2. General Conditions - specify duration Includes Bond & Insurance costs	\$ 340,000.00	6 months of construction. Daily rate of: \$1,827.96	

Construction Manager's Project Personnel	Hourly Rate*	Provide Fully Burdened Labor Rates*
Project Director	\$ 85.00	
Project Manager	\$ 70.00	
Project Superintendent	\$ 65.00	
Project Engineer	\$ 65.00	
Project Estimator	\$ 65.00	
Accounting	\$ 55.00	
Clerical	\$ -	
Journeyman for General Contractor	\$ -	
Others:	\$ -	

Total construction cost is \$4,352,016  
Total contract amount is \$5,000,000

### GENERAL SERVICES

6005585 100% ARPA Funding – To Provide Construction for Ossian Sweet Complex Educational Plaza. – Contractor: WCI Contractors, Inc. – Location: 20210 Conner, Detroit, MI 48234 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$600,000.00.

#### Funding:

Account String: **3923-22008-470012-645100-850812**  
Fund Account Name: **American Rescue Plan Act-ARPA**  
Appropriation Name: **ARPA - Parks Recreation & Culture**  
Funds Available: **\$19,931,785 as of December 1, 2023**

Tax Clearances Expiration Date: **1-13-24**

Political Contributions and Expenditures Statement:

Signed: **5-12-23** Contributions: **5 total donations to the Mayor; 1 in 2019, 2 in 2020, & 2 in 2021. 1 donation to a PAC in 2022.**

#### Consolidated Affidavits:

Date signed: **5-12-23**

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

#### Background:

The City of Detroit is using ARPA dollars to fund two initiatives pursuant to the development of a public space that commemorates and memorializes the history and legacy of Dr. Ossian Sweet and the influence of the events that unfolded in 1925: an overall Historic Interpretive Center Master Plan and an outdoor Educational Plaza.

The Dr. Ossian Sweet House, located at 2905 Garland Street, is listed on the National Register of Historic Places and is a registered Michigan State Historical Site (#S0461). The property was the home of an African American physician whose move into a previously all-white neighborhood in 1925, became the site of a racial incident that resulted in a nationally publicized murder trial that significantly impacted the greater Civil Rights movement.

The Dr. Ossian Sweet House is privately owned. The duplexes located at 2912, 2918, and 2924 Garland that are part of this Historic Interpretive Center are currently owned by the Detroit Land Bank Authority (DLBA).

The Historic Interpretive Center will be located on the East side of Detroit in District 5 in a neighborhood called, East Village. The cross-streets are Garland Street and Charlevoix Street. The area is currently zoned R2 Single Family Residential. A re-zoning of the Historic Interpretive Center will likely be needed to proceed with the entire scope of the project. While most residents in the area have access to a vehicle, the sidewalk conditions at the Site are fair. Hutchinson and Howe Elementary-Middle School (not shown) are across the street and adjacent to Historic Interpretive Center.

The Educational Plaza adjacent to Dr. Sweet's home that will encompass the two (2) adjacent parcels: 2915 Garland (0.118 acres) and 2921 Garland (0.082 acres). The total acreage of the new Educational Plaza will be .2 acres. The new Educational Plaza will serve a population density of 2,398 residents within a ½ mile with moderate levels of Youth and Senior populations. The property will be owned and maintained by GSD in accordance with other public parks and plazas within the City.

#### Bid Information:

RFP opened March 27, 2023 & closed May 15, 2023. 12 Invited Suppliers; 3 Bids Received.

Bids were evaluated based on Qualifications [25 points]; Proposal Introduction & Solution/Approach [20 points]; Experience/Organization [20 points]; Pricing [35 points]. The maximum total is 100 points.

All Bids: Blue Gate MI, LLC	[33.3 points]
Decima	[81.67 points]
WCI Contractors, Inc	[85 points]

#### Contract Details:

Vendor: WCI Contractors, Inc	Bid: Highest Ranked [85 points]
Amount: \$600,000	End Date: June 30, 2025

**Contract discussion continues onto the next page.**

**General Services – continued**

6005585 100% ARPA Funding – To Provide Construction for Ossian Sweet Complex Educational Plaza. – Contractor: WCI Contractors, Inc. – Location: 20210 Conner, Detroit, MI 48234 – Contract Period: Upon City Council Approval through June 30, 2025 – Total Contract Amount: \$600,000.00.

Services:

The project consists of construction of an Educational Plaza for the Ossian Sweet house utilizing lots 2915 Garland St. and 2921 Garland St. The plaza will include but is not limited to walkways, plantings, educational signage, a shade structure, and parking area. Work includes:

- 1) **Paving & Earth work:** Install concrete-walkways (ADA Compliant), colored concrete walkways, crushed aggregate walkway, clay paver walkway, and concrete paver walkway according to GSD details.
- 2) **Utilities:** Install site lighting, coordinate with DTE to supply & install 6 bollard lighting fixtures including conduit to each pole and install approximately 100 LF of electrical conduit underground with 6 stub connections.
- 3) **Amenities & Furnishings:** Signage installation (designed and fabricated by others). Furnish and install benches, tables, trash receptacles, etc.
- 4) **Landscaping:** Excavation for plant beds, install metal planting bed edge, and plantings of 16 various types of plants/trees ranging from \$35 flower/foilage to \$1,050 for Maple Tree. Design-build irrigation for approximately 2,000 SF plant beds. Vendor is responsible for water tap, water service, and any appropriate permits needed. Supply & install 12 boulders (approximately 4' x 4' x 4', weighing 1200 lbs.) at site perimeter spaced 5.5' apart.
- 5) **Site Restoration:** include, but is not limited to, the restoration of all areas disturbed by the construction work operations, backfilling, all grading, final clean-up of the Park, etc.
- 6) **Mobilization:** includes all labor, material, and equipment necessary for all preparatory work and operations until project work is completed.
- 7) **Layout & Field Survey; Bonds & Insurance; General Conditions; Miscellaneous & Close-Out Work; and Additional Services** for resolutions to hidden conditions, necessary repairs, and desired work associated with this project.

Fees:

<b>Ossian Sweet Educational Plaza Construction Allowances</b>	
<b>Category</b>	<b>Allowance</b>
Paving and Earthwork Materials	\$150,000.00
Utilities	\$80,000.00
Amenities and Furnishings	\$80,000.00
Landscaping	\$100,000.00
Misc 15%(mobilization, layout and field survey, bonds and insurance, general conditions, closeout, etc.)	\$90,000.00
Additional Services	\$100,000.00
<b>Total</b>	<b>\$600,000.00</b>

Detroit Certifications [Detroit Certifications are not used in the evaluation process for ARPA contracts]:  
WCI is certified as a Detroit Based & Small Business.

Additional Information:

**Other recently approved WCI ARPA contracts:**

6004863 ARPA was approved February 14, 2023 for WCI to provide Construction Services at Balduck Park for \$1,584,700; through December 31, 2024.

6004464 ARPA was initially approved June 28., 2022 with WCI to provide Roosevelt Park Improvements for \$600,000; through December 31, 2023. Amendment 1 was approved February 28, 2023 for an additional \$220,000, making the total contract amount \$6,220,000. No additional time was requested.

**Submitted as:**

**HOUSING & REVITALIZATION**

**6005483** 100% City Funding – To Provide Renovations at 19301 Verona and 136311 Glenwood Street. – Contractor: CTI Contractor Services, LLC – Location: 8756 Trenton Drive, White Lake, Michigan 48386 – Contract Period: Upon City Council Approval through December 4, 2024 – Total Contract Amount: \$214,500.00.

**Should read as:**

**HOUSING & REVITALIZATION**

**6005843** 100% City Funding – To Provide Renovations at 19301 Verona and 136311 Glenwood Street. – Contractor: CTI Contractor Services, LLC – Location: 8756 Trenton Drive, White Lake, Michigan 48386 – Contract Period: Upon City Council Approval through December 4, 2024 – Total Contract Amount: \$214,500.00.

**Correction Letter received 12/4/23.**

Funding:

Account String: **1004-20413-360145-651159**  
Fund Account Name: **Gordie Howe International Bridge Project**  
Appropriation Name: **Bridging Neighborhoods Fund**  
Funds Available: **\$7,277,177 as of December 1, 2023**

Tax Clearances Expiration Date: **9-21-24**

Contributions and Expenditures Statement:

Signed: **7-24-23** Contributions: **None**

Consolidated Affidavits:

Date signed: **7-24-23**

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

Bid Information:

**18 pre-qualified vendors invited to bid. Bid walk took place on October 12, 2023. Bid must be within the established target base bid pricing \$177,000 - \$197,000. 6 pre-qualified vendors attended.**

**RFP Opened October 3, 2023 & Closed October 26, 2023; 1 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: CTI Contractor Services, LLC \$195,000 without contingency fee [points awarded was not provided].**

**\*\*\*According to OCP there was only 1 bid received due to “Competition is becoming an issue because Contractors have taken on projects with other programs. Also, existing BNP projects must be completed before pre-qualified vendors can be awarded new contracts.”**

Contract Details:

Vendor: **CTI Contractor Services, LLC**  
Amount: **\$214,500**

Bid: **Sole Bid**  
End Date: **December 4, 2024**

Services:

**Residential Rehab at 19301 Verona and 136311 Glenwood 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.**

***Contract discussion continues onto the next page.***

**Housing & Revitalization – *continued***

**6005843** 100% City Funding – To Provide Renovations at 19301 Verona and 136311 Glenwood Street. – Contractor: CTI Contractor Services, LLC – Location: 8756 Trenton Drive, White Lake, Michigan 48386 – Contract Period: Upon City Council Approval through December 4, 2024 – Total Contract Amount: \$214,500.00.

Services – *continued*:

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

**Interior work at 19301 Verona 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 & bathroom; paint basement ceiling black, dry lock all basement walls, paint basement floor gray.**

**Interior work at 136311 Glenwood Street includes provide gas and electric connections for stove and dryer; install 15-17 kitchen cabinets; rewire home; finish wiring, plumbing, & HVAC; install new doors & dehumidifier; Replace all damaged, water exposed, and rotten wood; Remove all walls in basement, paint ceiling black, dry lock the walls, and paint floor gray; and Finish bedroom upstairs area and build closet on 2nd floor.**

**Exterior work at 19301 Verona includes install new gutters & downspouts; rebuild supports on front porch & handrail; install new siding & windows; replace roof & entire sewer line; install backflow preventers; Power wash brick around home; Remove flower bed; Eliminate chimney; keep garage; and Perform site cleanup to include removal of trees touching home.**

**Exterior work at 136311 Glenwood Street includes install new gutters & downspouts; Parge or cover previous repairs on front porch, stairs, and handrail; Install new siding; Repair new window to include glass block windows; Keep garage; Remove awning and antenna; and Perform site clean up to include removal of trees touching home.**

Fees:

<b>Base Bid</b>	<b>\$195,000</b>
<b>BNP Allowance for Additional Services (10%)</b>	<b>\$19,500</b>
<b>TOTAL</b>	<b>\$214,500</b>

### HOUSING & REVITALIZATION

6005674 100% Capital Funding – To Provide a Full Renovation of Both 2912 and 2918 Garland Street. – Contractor: CTI Contractor Services, LLC – Location: 8756 Trenton Dr. White Lake, Michigan 48386 – Contract Period: Upon City Council Approval through April 30, 2025 – Total Contract Amount: \$1,000,000.00.

#### Funding:

Account String: 4533-20507-470012-631100  
Fund Account Name: City of Detroit Capital Projects  
Appropriation Name: CoD Capital Projects  
Funds Available: \$ 121,995,965 as of December 1, 2023

Tax Clearances Expiration Date: 9-21-24

Contributions and Expenditures Statement:

Signed: 7-24-23 Contributions: None

#### Consolidated Affidavits

Date signed: 7-24-23

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

#### Background:

The City of Detroit’s overall goal is to develop a historical, interpretive plaza and restore and stabilize homes near the Dr. Ossian Sweet House to contribute to the historic character of the area and to commemorate and memorialize the history and legacy of Dr. Ossian Sweet and the influence of the events that unfolded in 1925.

The Dr. Ossian Sweet House, located at 2905 Garland Street, is listed on the National Register of Historic Places and is a registered Michigan State Historical Site (#S0461). The property was the home of an African American physician whose move into a previously all-white neighborhood in 1925, became the site of a racial incident that resulted in a nationally publicized murder trial that significantly impacted the greater Civil Rights movement.

The preservation and development of the Ossian Sweet house and surrounding area will add to Detroit’s rich history of important civil rights sites and monuments. The surrounding area covered under this contract includes the properties to be renovated located at 2912 and 2918 Garland Street.

#### Bid Information:

RFP opened March 13, 2023 & closed August 2, 2023. 432 Invited Suppliers; 4 Bids Received.

Proposals were evaluated on Work Plan/Schedule [20 points], Capacity [10 points], Experience [15 points], Cost proposal [20 points] Detroit Certifications for vendor [15 points] and for subcontractor [20 points]. Maximum points available without certifications is 65 points & 100 points max with certifications.

All Bids without contingency fee:

Blue Gate MI, LLC	\$1,347,585
CTI Contractor Services	\$1,004,450
Decima	\$364,600 [certified as a D-BB & DHB]
Jozef Contractor, Inc	\$769,900 [disqualified due to not submitting a proposal].
Wick Construction	no cost provided [disqualified due to not submitting all the required documents].

\*\*\*OCP submitted INCOMPLETE bid information, it did NOT include points awarded to each bid. The bid information provided did state CTI was the highest ranked bid.

#### Contract Details:

Vendor: CTI Contractor Services, LLC	Bid: Highest Ranked
Amount: \$1,000,000	End Date: April 30, 2025

#### Services:

Provide design-build services to restore and stabilize the duplex located at 2912 & 2918 Garland, Detroit. The overall goal is to stop deterioration and preserve the integrity of the historic properties and characteristics of the exterior façades. The interior of both 2912 & 2918 Garland will be fully renovated, and the duplex will be turned into two 5 bedroom/2-bathroom single family homes.

*Contract discussion continues onto the next page.*

**Housing & Revitalization – *continued***

6005674 100% Capital Funding – To Provide a Full Renovation of Both 2912 and 2918 Garland Street. – Contractor: CTI Contractor Services, LLC – Location: 8756 Trenton Dr. White Lake, Michigan 48386 – Contract Period: Upon City Council Approval through April 30, 2025 – Total Contract Amount: \$1,000,000.00.

Services - *continued*:

Vendor will be responsible for any necessary construction documents that are required to obtain permits and to develop a package for construction. All design and construction work will be closely coordinated with the City of Detroit’s Bridging Neighborhood (BN) Construction Management team. Estimated completion for both properties: Spring 2024.

Renovation of 2912 and 2918 Garland 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 Grey Renovation Package using a pre-determined list of products at both homes.

Interior work at 2912 & 2918 Garland Street includes:

Providing gas and electric connections for stove and dryer; connection and space for dishwasher & microwave; rewire home;; replace sewer drains; install 15 kitchen cabinets; All rotted wood on or in home shall be removed and replaced; replace windows that match 1925 style; electrical & HVAC will be replaced to meet code; lead plumbing will be demolished; repair handrails; basement walls & floors will be finished; install adequate lighting; All partition walls in basement should be demolished unless otherwise noted; Any exposed exterior wall or ceiling should be insulated; paint; Provide new toilet, sink, vanity, bathtub, and fixtures in bathroom; Provide smoke & carbon monoxide detectors; and all steps repaired .

Exterior work at 2912 & 2918 Garland Street includes:

Remove debris; Wood siding, windows, porch/railings, gutters, and trim must all maintain the historical features of 1925; new roof made with asphalt shingles; new gutters; Replace the main sewer line; paint; replace handrails; install mesh cap on any chimney; and install a white picket fence.

Fees:

	2918 Garland [Big blue house]:	2912 Garland [Yellow house with stone]:
Bond	\$9,500	\$8,500
Selective Demo	\$22,000	\$18,000
Exterior Doors	\$2,400	\$2,400
Rough Plumbing	\$12,000	\$12,000
Rough Electrical	\$14,000	\$14,000
Rough HVAC	\$18,000	\$18,000
Exterior Trim	\$8,000	\$8,000
Siding (incl Exterior Painting)	\$35,000	\$35,000
Windows Complete	\$17,000	\$17,000
Drywall Finish	\$52,000	\$52,000
Painting	\$22,000	\$22,000
Interior Door and Hardware	\$20,000	\$20,000
Cabinets and Counters	\$18,000	\$18,000
Flooring	\$24,000	\$24,000
Porch	\$12,000	\$12,000
Finish Carpentry	\$12,000	\$12,000

***Contract discussion continues onto the next page.***



**Housing & Revitalization – *continued***

6005674 100% Capital Funding – To Provide a Full Renovation of Both 2912 and 2918 Garland Street. – Contractor: CTI Contractor Services, LLC – Location: 8756 Trenton Dr. White Lake, Michigan 48386 – Contract Period: Upon City Council Approval through April 30, 2025 – Total Contract Amount: \$1,000,000.00.

Fees – *continued*:

	<b>2918 Garland [Big blue house]:</b>	<b>2912 Garland [Yellow house with stone]:</b>
<b>Gutter and Downspouts</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>New Sewer Line</b>	<b>\$12,000</b>	<b>\$12,000</b>
<b>French Drain and Sump Pump</b>	<b>\$0.00</b>	<b>N/A – on crawl</b>
<b>Back Flow Valve Preventer</b>	<b>Included above in sewer</b>	<b>Included above in sewer</b>
<b>Final Plumbing</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>Final HVAC</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Final Electrical (incl Lighting)</b>	<b>\$6,000</b>	<b>\$6,000</b>
<b>Landscaping</b>	<b>\$4,500</b>	<b>\$4,500</b>
<b>Chain link Fencing</b>	<b>\$4,500</b>	<b>\$4,500</b>
<b>White Picket Fencing</b>	<b>\$4,500</b>	<b>\$4,500</b>
<b>Exterior Renderings for 1925</b>		
<b>Historical Aesthetic</b>	<b>\$6,500</b>	<b>\$6,500</b>

**Other costs at 2912 Garland [Yellow house with stone]:**

- **Rough Framing repairs of bond on 1st floor, pull in 2nd floor upper walls, add framing for roof deck, Build in skirt wall and stucco board for skirt wall, trim & paint, reframe walls in interior as design, re-frame walls and windows for \$46,500.**
- **Insulation - wall and ceiling insulation 2x4 walls spray foam to meet code, blow-in R49 in attic for \$30,000.**
- **Insulation - install rigid 3" foam (R-17) on crawl space skirt wall on perimeter \$4,550**
- **Job includes repairing of existing piers & adding Piers if necessary - piers foundation on home unknown**

**SUBTOTAL \$424,000**

**Other Costs at 2918 Garland [Big blue house]:**

- **Demolish and Replace 4 basement walls for \$100,000**
- **New roof (include all new trusses and sheathing) \$35,000**
- **Add interior perimeter drain tile and sump basin with pump for basement \$12,600**
- **Add exterior basement wall insulation of 3inch rigid foam, - R-17. Buried on exterior wall to meet code \$4,500**
- **Rough Framing repairs of bond on 1st floor, rebuild entire 2nd floor and walls for new trusses, reframe walls in interior as design, re-frame walls and windows \$46,500**
- **Insulation - wall and ceiling insulation 2x4 walls spray foam to meet code, blow-in R49 in attic \$30,000**
- **If a new footing is needed, CTI will incur cost to add new footing.**

**SUBTOTAL \$576,000**

**TOTAL \$1,000,000**

**GRANT(S) SCHEDULED TO BE CONSIDERED THE WEEK OF DECEMBER 5, 2023 RECESS**

**Request to Accept:**

**Request to accept an increase in appropriation for the Bank On Capacity Grant.** The Cities for Financial Empowerment Fund, Inc. has awarded an increase in appropriation to the City of Detroit Housing and Revitalization Department for the Bank On Capacity Grant, in the amount of \$10,000.00. This funding will increase appropriation 20980, previously approved in the amount of \$120,000.00, to a total of \$130,000.00.

**Housing and Revitalization Department is requesting authorization to accept an increase in appropriation for the Bank On Capacity Grant, from Cities for Financial Empowerment Fund, Inc., in the amount of \$10,000.00; making the total grant awarded \$130,000.**

**The objective of the grant is to expand efforts to connect residents to appropriate low-cost, low-fee transactional bank accounts. The funding allotted to the department will be utilized to pay for program staff salary/fringe, supplies and equipment.**

**Grant Term ends: February 28, 2024**

**Request to Accept an Increase in Appropriation for the FY 2020 Operation Stonegarden Grant.** The Wayne County Department of Homeland Security and Emergency Management has awarded an increase in appropriation to the City of Detroit Police Department (DPD) for the FY 2020 Operation Stonegarden Grant, in the amount of \$5,632.26. This funding will increase appropriation 20916, previously approved in the amount of \$35,200.00, to a total of \$40,832.26.

**The Police Department is requesting authorization to accept an increase in appropriation for the FY 2020 Operation Stonegarden Grant, from the Wayne County Department of Homeland Security and Emergency Management, in the amount of \$5,632.26; making the total grant awarded \$40,832.26.**

**The objective of the grant is to support enhanced cooperation and coordination among local law enforcement agencies in a joint mission to secure the United States borders. This grant will enable the department to pay for overtime expenses associated with border security response activities.**