

Referral
32619

**PUBLIC HEALTH
AND SAFETY
STANDING
COMMITTEE**

30

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001821 100% City Funding – To Provide Hazardous Material Clean Up Services and Pollution Control Corporation. – Contractor: Marine Pollution Control – Location: 8631 West Jefferson, Detroit, MI 48209 – Contract Period: Upon City Council Approval through February 25, 2021 – Total Contract Amount: \$200,000.00. **FIRE**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 6001821 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031520 100% City Funding – To Provide Emergency Residential Demolition at 14497 Linnhurst. – Contractor: Smalley Construction, Inc. – Location: 1224 Locust St., Jackson, MI 49203 – Contract Date: Upon City Council Approval through March 11, 2020 – Total Contract Amount: \$17,705.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3031520 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031675 100% City Funding – To Provide Residential Demolition at 11.8.2018 Group G (28 Properties in District 7) – Contractor: Leadhead Construction – Location: 41617 Cummings Lane, Novi, MI 48337 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount \$709,021.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3031675 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031770 100% City Funding – To Provide Emergency Residential Demolition at 12291-93 Glenfield. – Contractor: Dore & Associates Contracting. – Location: 900 Harry S. Truman Pkwy., Bay City, MI 48706 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount \$46,250.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3031770 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031808 100% City Funding – To Provide Emergency Residential Demolition at 5274 Spokane. – Contractor: Dore & Associates Contracting. – Location: 900 Harry S. Truman Pkwy., Bay City, MI 48706 – Contract Date: Upon City Council Approval through March 18, 2020 – Total Contract Amount \$29,800.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3031808 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031813 100% City Funding – To Provide Emergency Residential Demolition at 17311 Asbury Park, and 18115 Greydale. – Contractor: Smalley Construction, Inc. – Location: 1224 Locust St., Jackson, MI 49203 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount: \$32,075.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3031813 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032053 100% City Funding – To Provide Emergency Residential Demolition at 7560 Tappan. – Contractor: Dore & Associates Contracting. – Location: 900 Harry S. Truman Pkwy., Bay City, MI 48706 – Contract Date: Upon City Council Approval through March 18, 2020 – Total Contract Amount \$20,300.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032053 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032094 100% City Funding – To Provide Emergency Residential Demolition at 7172-74 Van Buren. – Contractor: Leadhead Construction– Location: 41617 Cummings Lane, Novi, MI 48337 – Contract Date: Upon City Council Approval through March 18, 2020 – Total Contract Amount \$27,810.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032094 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032238 100% City Funding – To Provide Emergency Residential Demolition at 3547 Somerset. – Contractor: Smalley Construction, Inc. – Location: 1224 Locust St., Jackson, MI 49203 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount: \$19,900.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032238 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032239 100% City Funding – To Provide Emergency Residential Demolition at 12601 Wilfred. – Contractor: Smalley Construction, Inc. – Location: 1224 Locust St., Jackson, MI 49203 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount: \$23,000.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032239 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032240 100% City Funding – To Provide Emergency Residential Demolition at 8121, and 8174 Woodlawn. – Contractor: Smalley Construction, Inc. – Location: 1224 Locust St., Jackson, MI 49203 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount: \$30,000.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032240 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032241 100% City Funding – To Provide Emergency Residential Demolition at 13606 Cheyenne, and 10326 Maplelawn. – Contractor: Leadhead Construction– Location: 41617 Cummings Lane, Novi, MI 48337 – Contract Date: Upon City Council Approval through March 25, 2020 – Total Contract Amount \$38,840.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032241 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032348 100% City Funding – To Provide Imminent Danger Commercial Demolition at 11428 Dickerson. – Contractor: Homrich – Location: 65 Cadillac Sq., Ste. 2701, Detroit, MI 48226 – Contract Date: Upon City Council Approval through March 10, 2020 – Total Contract Amount \$48,750.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENSON

RESOLVED, that Contract No. 3032348 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032350 100% City Funding – To Provide Emergency Residential Demolition at 16180 Bramell. – Contractor: Smalley Construction, Inc. – Location: 1224 Locust St., Jackson, MI 49203 – Contract Date: Upon City Council Approval through March 10, 2020 – Total Contract Amount: \$19,690.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032350 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032381 100% City Funding – To Provide Imminent Danger Residential Demolition at 8207 Forestlawn, 8211 Forestlawn, and 8217 Forestlawn. – Contractor: Gayanga Co – Location: 1420 Washington Detroit, MI 48226– Contract Date: Upon City Council Approval through March 11, 2020 – Total Contract Amount: \$66,773.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032381 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032470 100% City Funding – To Provide Imminent Danger Commercial Demolition at 15551 W. Eight Mile. – Contractor: Homrich – Location: 65 Cadillac Sq., Ste. 2701, Detroit, MI 48226 – Contract Date: Upon City Council Approval through March 13, 2020 – Total Contract Amount: \$57,200.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032470 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032510 100% Federal Funding – To Provide Group 111 Commercial Demolition at 14201 Meyers. – Contractor: Dore & Associates Contracting. – Location: 900 Harry S. Truman Pkwy., Bay City, MI 48706 – Contract Date: Upon City Council Approval through March 14, 2020 – Total Contract Amount \$53,570.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032510 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3032511 100% Federal Funding – To Provide Group 112 Commercial Demolition at 1905 E. McNichols, and 17561 Dequindre. – Contractor: Homrich – Location: 65 Cadillac Sq., Ste. 2701, Detroit, MI 48226 – Contract Date: Upon City Council Approval through March 14, 2020 – Total Contract Amount: \$88,572.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 3032511 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001907 100% City Funding – To Provide the Purchase of New Tires and Ancillary Services for Non-Revenue Fleet. – Contractor: Jefferson Chevrolet Co. – Location: 2130 E. Jefferson Ave., Detroit, MI 48207 – Contract Period: Upon City Council Approval through March 14, 2022 – Total Contract Amount: \$150,000.00. **DEPARTMENT OF TRANSPORTATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **BENSON**

RESOLVED, that Contract No. 6001907 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.

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**OFFICE OF CONTRACTING
AND PROCUREMENT**

March 20, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001904 100% City Funding – To Provide Propane Refills to DFD’s Regional Training Center. – Contractor: Corrigan Oil Co. – Location: 775 North 2nd. Street, Brighton, MI 48116 – Contract Period: Upon City Council Approval through January 31, 2021 – Total Contract Amount: \$27,980.00.
FIRE

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENSON

RESOLVED, that Contract No. 6001904 referred to in the foregoing communication dated March 20, 2019, be hereby and is approved.



CITY OF DETROIT
LAW DEPARTMENT

COLEMAN A. YOUNG MUNICIPAL CENTER
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March 20, 2019

Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan 48226

Re: Amendment To Chapter 24, *Health and Sanitation*, by adding Article XIV, *Greenhouse Gas Inventory*, and including Sections 24-14-1 through 24-14-6.

Honorable City Council:

The Law Department has prepared an ordinance proposed by Council Member Scott Benson, which addresses greenhouse gas emissions in the City of Detroit. This local law will be amending Chapter 24 of the 1984 Detroit City Code, *Health and Sanitation*, by adding Article XIV, *Greenhouse Gas Inventory*, and adding Sections 24-14-1, through 24-14-6. The purpose of the ordinance is to measure the City's carbon emissions and set forth attainable benchmarks and make strategic efforts to lower the City's carbon footprint. The vision of the ordinance is to create achievable goals to make Detroit more environmentally friendly. A copy of the ordinance, which has been approved as to form, is attached for your consideration.

I look forward to discussing this important legislation with this Honorable Body.

Respectfully Submitted,

Mary Parisien
Assistant Corporation Counsel
City of Detroit Law Department
Municipal Section

CITY CLERK 2019 MAR 20 4:44:05

SUMMARY

AN ORDINANCE to amend Chapter 24 of the 1984 Detroit City Code, *Health and Sanitation*, by adding Article XIV, *Greenhouse Gas Inventory*, to include Section 24-14-1, *Purpose*; Section 24-14-2, *Definitions*; Section 24-14-3, *Environmental Justice Board*; Section 24-14-4, *Greenhouse Gas Reduction Benchmarks*; Section 24-14-5, *Assessment*; Section 24-14-6, *Report to City Council*, to assess the City's carbon dioxide emissions; and with the compiled data, set forth attainable benchmarks, make strategic efforts to lower the City's carbon footprint, receive feedback from the Environmental Justice Board, provide an annual report to City Council and ultimately achieve an environmentally friendly City.

1 **BY COUNCILMEMBER _____** :

2 **AN ORDINANCE** to amend Chapter 24 of the 1984 Detroit City Code, *Health and*
3 *Sanitation*, by adding Article XIV, *Greenhouse Gas Inventory*, to include Section 24-14-1,
4 *Purpose*; Section 24-14-2, *Definitions*; Section 24-14-3, *Environmental Justice Board*; Section 24-
5 14-4, *Greenhouse Gas Reduction Benchmarks*; Section 24-14-5, *Assessment*; Section 24-14-6,
6 *Report to City Council*, to assess the City’s carbon dioxide emissions; and with the compiled data,
7 set forth attainable benchmarks, make strategic efforts to lower the City’s carbon footprint, receive
8 feedback from the Environmental Justice Board, provide an annual report to City Council and
9 ultimately achieve an environmentally friendly City.

10 **IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT**

11 **THAT:**

12 **Section 1.** Chapter 24 of the 1984 Detroit City Code, *Health and Sanitation*, by adding
13 Article XIV, *Greenhouse Gas Inventory*, by adding Sections 24-14-1 through 24-14-6, to read as
14 follows:

15 **CHAPTER 24. HEALTH AND SANITATION**

16 **ARTICLE XIV. GREENHOUSE GAS INVENTORY**

17 **Sec. 24-14-1. Purpose.**

18 The City of Detroit recognizes the effect carbon dioxide emissions has on our environment.
19 Climate change poses a serious threat to the economic well-being, public health, natural resources
20 and neighborhoods in Detroit. Climate Change will, if unaddressed, continue to have a detrimental
21 effect on our community. In an effort to combat greenhouse gas emissions the City of Detroit seeks
22 to identify and quantify carbon emissions emitted by the City. The City will work toward reducing
23 its carbon footprint and set achievable goals to better the overall health and wellbeing of the
24 community and its environment.

1 **Sec. 24-14-2. Definitions.**

2 Biogenic CO2 emissions means carbon dioxide emissions resulting from the combustion,
3 decomposition, or processing of organic materials other than fossil fuels, peat, and mineral sources
4 of carbon, through combustion, digestion, fermentation, or decomposition processes.

5 Carbon footprint means the amount of carbon dioxide and other carbon compounds emitted
6 due to the consumption of fossil fuels by a particular person, group, or entity.

7 Carbon sinks means forests and other vegetation that remove carbon from the atmosphere.

8 City operations means any and all actions undertaken by the City of Detroit municipal
9 government that are measured and tracked within established greenhouse gas inventory protocols
10 for local government operations.

11 Energy benchmark means a standard or point of reference against which carbon emissions
12 may be compared or assessed.

13 Environmental Justice Board means the body of individuals appointed by City Council and
14 the Mayor to monitor and provide input to the Office of Sustainability.

15 Fugitive emissions means unintended greenhouse gas emissions from the processing,
16 transmission, and transportation of fossil fuels.

17 Greenhouse gas means any gas that absorbs infrared radiation in the atmosphere.
18 Greenhouse gases include carbon dioxide, methane, nitrous oxide, ozone, chlorofluorocarbons,
19 hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride.

20 Greenhouse gas inventory means an accounting of greenhouse gas emissions for a specific
21 period of time.

1 Municipal Transportation means any source of transportation the City of Detroit utilizes
2 which may include but is not limited to: vessels for public transportation, municipal fleets, any
3 vehicle used by the City in the course of City business, as well as construction vehicle fuel usage.

4 Office of Sustainability means a City of Detroit office created by the Mayor that develops
5 and implements policies and practices in collaboration with City departments and agencies that
6 focus on enhancing the City's environment.

7 **Sec. 24-14-3. Environmental Justice Board created; purpose; input.**

8 (a) Creation.

9 (1) The Environmental Justice Board shall consist of nine members, five appointed by
10 City Council, and four appointed by the Mayor.

11 (2) Appointments may be made from a list of nominations submitted by nonprofit
12 entities that are active in Detroit.

13 a. The Environmental Justice Board should be comprised of representatives from
14 communities in Detroit with the most significant exposure to air pollution and
15 representatives of environmentally focused nonprofit entities.

16 (3) Such appointments shall be made after applications are received, reviewed and
17 interviews conducted.

18 (4) Members shall serve for a term of five years.

19 (b) Purpose. The Environmental Justice Board shall work with the purpose of
20 monitoring the activity of the Office of Sustainability, its duties shall include:

21 (1) Review actions taken by the City to reduce greenhouse gas emissions and provide
22 feedback; and,

1 (2) Provide input to the Office of Sustainability to identify whether the objectives of
2 this ordinance and the community are being accomplished.

3 (c) Input. The Environmental Justice Board shall review the assessment of the City's
4 greenhouse gas emissions identified in Section 24-14-5 of this ordinance and contribute feedback
5 and information to the Office of Sustainability.

6 **Sec. 24-14-4. Greenhouse Gas Emission Benchmarks.**

7 (a) The City completed an assessment of its greenhouse gas emissions in 2012. City of
8 Detroit municipal operations were assessed at 1.18 million tons of carbon dioxide equivalent.

9 (b) The City seeks to achieve the following reductions in the greenhouse gas emissions
10 from City operations as follows:

11 (1) 20 percent below 2012 levels by 2023;

12 (2) 40 percent below 2012 levels by 2033; and,

13 (3) 80 percent below 2012 levels by 2053.

14 **Sec. 24-14-5. Assessment.**

15 (a) An assessment to monitor the City's carbon emissions shall be completed once
16 every five years, with the first such assessment completed by December 31, 2019 with a review of
17 2018 carbon emissions.

18 (b) The assessment shall account for the following:

19 (1) Gas and electric used in owned and leased municipal buildings and facilities;

20 (2) Solid waste fugitive sources and incineration, including: landfill gas, incinerator
21 emissions, fugitive emissions from other City waste processes, sludge incineration;
22 process emissions from waste water treatment; petroleum refining; and solid waste
23 landfill disposal;

- 1 (3) Land use impacts, which may include tree planting and creation of carbon sinks;
- 2 (4) Municipal transportation;
- 3 (5) Wastewater treatment; and,
- 4 (6) Other sources as recommended by the company conducting the assessment.

5 **Sec. 24-14-6. Annual report to City Council.**

6 (a) The actions to reduce greenhouse gas emissions taken by the City shall be reviewed
7 annually by the Office of Sustainability. The review of the actions to reduce greenhouse gas
8 emissions shall include:

- 9 (1) An analysis as to whether the City has achieved the benchmarks in Section 24-14-
10 4 of this ordinance;
- 11 (2) Details of the measures taken by the City to reduce carbon emissions;
- 12 (3) Details of future strategies that may be implemented.

13 (b) The Director of the Office of Sustainability, or his or her designee, shall submit a
14 report to City Council concerning the review of all actions taken, and the findings of any
15 assessment completed, by January 31st of each year.

16 **Secs. 24-14-7—24-14-20. Reserved.**

Section 2. All ordinances, or parts of ordinances, that conflict with this ordinance are repealed.

Section 3. This ordinance is declared necessary for the preservation of the public peace, health, safety, and welfare of the People of the City of Detroit.

Section 4. Where this ordinance is passed by a two thirds (2/3) majority of City Council Members serving, it shall be given immediate effect and shall become effective upon publication in accordance with Section 4-118(1) of the 2012 Detroit City Charter. Where this ordinance is passed by less than two thirds (2/3) majority of City Council Members serving, it shall become effective thirty (30) days after publication in accordance with Section 4-118(2) of the 2012 Detroit City Charter.

Approved as to form:



Lawrence T. Garcia
Corporation Counsel



CITY OF DETROIT
LAW DEPARTMENT

COLEMAN A. YOUNG MUNICIPAL CENTER
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March 20, 2019

Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan 48226

**Re: Amendment To Chapter 58, *Vehicles for hire*, Article IV, *Busses*, to amend
Subdivision 1, *Generally*, by adding Section 58-4-12.**

Honorable City Council:

The Law Department has prepared an amendment to the ordinance proposed by Council President Pro Tempore, Mary Sheffield. The amendment facilitates communication of public transit information with respect to busses between the City's Department of Transportation and the public, as well as ensures transparency. This amendment to the local law will be amending Chapter 58 of the 1984 Detroit City Code, *Vehicles for hire*; Article IV, *Busses*, by amending Subdivision 1, *Generally*, by adding Section 58-4-12. A copy of the ordinance, which has been approved as to form, is attached for your consideration.

I look forward to discussing this important legislation with this Honorable Body.

Respectfully Submitted,

Mary Parisien
Assistant Corporation Counsel
City of Detroit Law Department
Municipal Section

CITY CLERK 2019 MAR 20 10:15 AM

S U M M A R Y

AN ORDINANCE to amend Chapter 58 of the 1984 Detroit City Code, *Vehicles for hire*, Article IV, *Busses*; to amend Subdivision I, *Generally*, by adding Section 58-4-12, *Public Notifications*, to list required information to be made available for the public.

1 **BY COUNCIL MEMBER _____** :

2 AN ORDINANCE to amend Chapter 58 of the 1984 Detroit City Code, *Vehicles for hire*,
3 Article IV, *Busses*; to amend Subdivision I, *Generally*, by adding Section 58-4-12, *Public*
4 *Notifications*, to list required information to be made available for the public.

5 **IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT THAT:**

6 **Section 1.** Chapter 58 of the 1984 Detroit City Code, *Vehicles for hire*, Article IV, *Busses*,
7 by amending Subdivision I, *Generally*, by adding Section 58-4-12, *Public Notifications*, to read as
8 follows:

9 **CHAPTER 58. VEHICLES FOR HIRE**

10 **ARTICLE IV. BUSES**

11 **SUBDIVISION I. IN GENERAL**

12 **Section 58-4- 12. Public Notifications.**

13 The Detroit Department of Transportation shall maintain information accessible to the
14 public on their webpage, social media accounts and in print form for dissemination through the
15 Detroit Department of Transportation Transit Centers, the Department of Neighborhoods and the
16 City Council offices. Such information shall be updated monthly and shall include:

- 17 (1) On-Time performance data;
18 (2) Percentage of pull out time and pull in time for busses in the City;
19 (3) Ridership statistics;
20 (4) Local Advisory Committee information, including:
21 (i) Committee's objectives;
22 (ii) Meeting dates, times and locations;
23 (iii) Bylaws;

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- (iv) Volunteer information;
 - (v) Minutes from previous meetings; and
 - (vi) Names of the members on the committee.
- (5) Fare information, including:
- (i) Current fare rate for riders, including discounted rates for senior citizens, students, disabled individuals; and,
 - (ii) Change in fare rates.
- (6) Percentage of incident reports that occur per bus.

Secs. ~~58-4-123~~—58-4-18. Reserved.

Section 2. This ordinance is hereby declared necessary to preserve the public peace, health, safety, and welfare of the people of the City of Detroit.

Section 3. All ordinances, or parts of ordinances, that conflict with this ordinance are repealed.

Section 4. In the event this ordinance is passed by two-thirds (2/3) majority of City Council Members serving, it shall be given immediate effect and become effective upon publication in accordance with Section 4-118 of the 2012 Detroit City Charter. Where this ordinance is passed by less than a two-thirds (2/3) majority of City Council Members serving, it shall become effective on the thirtieth (30) day after enactment, or on the first business day thereafter, in accordance with Section 4-118 of the 2012 Detroit City Charter.

Approved as to form:



Lawrence T. Garcia
Corporation Counsel



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 1026
DETROIT, MICHIGAN 48226
PHONE: 313 • 628-2158
FAX: 313 • 224 • 0542
WWW.DETROITMI.GOV

52

February 6, 2019

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Authorization to submit a grant application to the U.S. Environmental Protection Agency for the FY 2019 Brownfields Program (Part C): Cleanup Grant

The Buildings, Safety Engineering and Environmental Department in coordination with the General Services Department is hereby requesting authorization from Detroit City Council to submit a grant application to the U.S. Environmental Protection Agency for the FY 2019 Brownfields Program (Part C): Cleanup Grant. The amount being sought is \$400,000.00. The Federal share is \$400,000.00 of the approved amount, and there is a required cash match of \$100,000.00. The total project cost is \$500,000.00.

The FY 2019 Brownfields Cleanup Grant will enable the department to:

- Environmentally prepare Riverside Park Parcel 3 for recreation use.

If the application is approved, a cash match will be provided from appropriation 20315.

We respectfully request your approval to submit the grant application by adopting the attached resolution.

Sincerely,

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajjiah Parker, Assistant Director, Grants

This Request has been approved by the Office of the Budget.

CITY CLERK 2019 MAR 15 10:51:07

RESOLUTION

Council Member _____

WHEREAS, the Buildings, Safety Engineering and Environmental Department in coordination with the General Services Department has requested authorization from City Council to submit a grant application to the U.S. Environmental Protection Agency, for the FY 2019 Brownfields Program (Part C): Cleanup Grant, in the amount of \$400,000.00, to environmentally prepare Riverside Park Parcel 3 for recreation use; and

WHEREAS, the General Services Department has \$100,000 available in its Fiscal Year 2019 Departmental allocation in appropriation 20315, for the City match requirement; and

WHEREAS, this request has been approved by the Office of the Budget; now

THEREFORE BE IT RESOLVED, the Buildings, Safety Engineering and Environmental Department in coordination with the General Services Department is hereby authorized to submit a grant application to the U.S. Environmental Protection Agency.



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
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Grant Application Request Form (GARF)

In order to secure the Office of Development and Grants (ODG) approval required under Section 18-4-2 of the Detroit City Charter, this form is to be filled out by City Departments as soon as possible upon learning of an opportunity that the Department would like to pursue. This form must be signed and submitted not later than 20 business days prior to the application deadline.

Please submit this form to the following ODG staff: Sajjiah Parker, Assistant Director, at ParkerSa@detroitmi.gov, and Dalla O'Brien, Program Analyst, at ObrienD@detroitmi.gov.

City Department	BSEED
Date	1/7/2019
Department Contact Name	Anita Harrington
Department Contact Phone	313-828-2459
Department Contact Email	Harringtona@detroitmi.gov
Grant Opportunity Title	FY 2018 Brownfield Clean-Up Grant (EPA-OLEM-OMBR-18-07)
Grant Opportunity Funding Agency	US EPA
Web Link to Opportunity Information	https://www.epa.gov/grants/fy18-guidelines-brownfields-cleanup-grants
Award Amount (that Department will apply for)	\$400,000
Application Due Date	1/31/19
Anticipated Proposed Budget Amount	\$500,000
Match Requirement Amount	\$100,000
Source of Match (include Appropriation Number, Cost Center, and Object Code)	4524-20315-470012-644124-470007-00000-0000-000000
List of programs/services/activities to be funded and the Budget for each Sample: - ABC Afterschool program: \$150,000 - XYZ Youth leadership program: \$100,000 - Salary/Benefits: \$95,000 - Supplies: \$5,000	Funds will be used to hire a environmental services contractor to clean up environmental contaminants at Riverside Park
Brief Statement of Priorities/Purpose for the Application Sample: To support expansion of promising youth development programs in MNO neighborhood.	To prepare Riverside Park Parcel 3 to return to use as a site for recreation
Key Performance Indicators to be Used to Measure the Programs/Services/Activities Sample: # of kids newly enrolled in ABC and XYZ % of kids from ABC who demonstrate improved educational performance	Contaminants identified in assessment (VOCs, SVOCs and other soil contaminants) removed Property is ready for installation of recreational amenities

David Bell
Director's Name (Please Print)

[Signature]
Director's Signature

1-7-19
Date



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER
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DETROIT, MICHIGAN 48226
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March 1, 2019

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to Accept and Appropriate the FY 2019 State Planning and Research Grant

The Michigan Department of Transportation has awarded the City of Detroit Department of Public Works with the FY 2019 State Planning Research Grant for a total of \$500,000.00. The Detroit Transportation Corporation (DTC) will also contribute \$325,000.00 to the project through grant funds awarded by the Southeast Michigan Council of Governments (SEMCOG). There is no match requirement. The total project cost is \$825,000.00.

The objective of the grant is to support the City of Detroit's Citywide Transportation Plan. The funding allotted to the department will be utilized to address key initiatives, including improving safety, supporting walking, biking, and transit, designing complete streets, policy development, data collection, and education and citizen engagement. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20634.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajjiah Parker, Assistant Director, Grants

This Detroit Council Request has been approved by the Office of the Budget.

RESOLUTION

Council Member _____

WHEREAS, the Department of Public Works is requesting authorization to accept a grant of reimbursement from the Michigan Department of Transportation, in the amount of \$500,000.00, to support the City of Detroit's Citywide Transportation Plan; and

WEHEREAS, the Detroit Transportation Corporation (DTC) will also contribute \$325,000.00 to the project through grant funds awarded by the Southeast Michigan Council of Governments (SEMCOG); and

WHEREAS, the total project cost is \$825,000.00, and there is no match requirement; and

WHEREAS, this request to the Detroit City Council has been approved by the Office of the Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 20634, in the amount of \$825,000.00, for the FY 2019 State Planning Research Grant.



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

MARK A. VAN FORT FLEET
DIRECTOR

December 14, 2018

City of Detroit
Department of Public Works
Caitlin Malloy-Marcon
2 Woodward Avenue, Suite 808
Detroit, MI 48226

Dear Ms. Malloy-Marcon:

MDOT CONTRACT 2019-0153

Enclosed is the original contract issued between your organization and the Michigan Department of Transportation. Please take the time to read and understand this contract. If this contract meets with your approval, please complete the following checklist, and return this checklist and the contract as soon as possible. Only one copy of this contract is being sent to you for signature. Upon its award you will receive an electronic scan for your files. The original signed contract will be maintained in Contract Services Division's files.

_____ Please do not date the document. MDOT will date the document when it is executed. This contract is not executed until it has been signed by all parties. Upon all final approvals the contract will be sent to the MDOT Director for execution.

_____ Secure the necessary signatures on the contract.

_____ Include a certified resolution/authorization. The resolution/authorization should specifically name the officials who are authorized to sign the contract. The resolution/authorization must be submitted, even though you may have submitted one in the past.

_____ Return the contract and the certified resolution/authorization to my attention in the Bureau of Finance, Contract Services Division at the address below for MDOT execution. A scanned electronic copy of the executed contract will be forwarded to your attention via e-mail. Our street address for the use of an overnight carrier, should you need it, is 425 W. Ottawa St., Lansing MI 48933.

_____ Public Act 533 of 2004 requires that payments under this Contract be processed by electronic funds transfer (EFT). The CONSULTANT is required to register to receive payments of EFT at SIGMA Vendor Self Service (VSS) website (www.michigan.gov/SIGMAVSS).

If you have any questions, please do not hesitate to contact me directly at (517) 373-2895 or email me at rottiersw@michigan.gov.

Sincerely,

Bill Rotiers
Contract Administrator
Contract Services Division

Enclosure

MICHIGAN DEPARTMENT OF TRANSPORTATION
CITY OF DETROIT
CONTRACT

This Contract is made and entered into this date of _____ by and between the Michigan Department of Transportation (MDOT) and the City of Detroit (CITY), of 2 Woodward Avenue, Suite 808, Detroit, Michigan 48226, for the purpose of the CITY developing a Citywide Transportation Plan.

Recitals:

MDOT may amend the Contract to reflect the addition of funds for fiscal year 2020 as funding becomes available and is obligated, at MDOT's discretion;

The parties agree that:

THE CITY WILL:

1. Perform the work set forth in Exhibit A, dated December 3, 2018, pages 1 through 7, attached hereto and made a part hereof (PROJECT).

This Contract contains Federal Highway Administration (FHWA)/State Planning and Research (SPR) funds. For all contracts with FHWA/SPR funds that span multiple MDOT fiscal years, the CITY may not proceed to work at the beginning of any MDOT fiscal year (October 1 through September 30) beginning the October 1 following the effective date of the contract until after receiving written notification from the MDOT Project Manager that the CITY may proceed to work. Any work performed and/or costs incurred by the CITY prior to its receipt of such MDOT notification will not be eligible for reimbursement.

2. Perform all PROJECT work in conformity with the MDOT's applicable standards.
3. During the performance of the PROJECT work, be responsible for any loss of or damage to original documents belonging to MDOT while they are in the CITY's possession. Restoration of lost or damaged original documents will be at the CITY's expense.

4. Make such trips to confer with representatives of MDOT and the United States Department of Transportation, Federal Highway Administration (FHWA), as may be necessary in the carrying out of the PROJECT set forth in this Contract.
5. Submit written monthly progress reports to MDOT that outline the work accomplished during the reporting period; identify any problems, real or anticipated, associated with the conduct of the PROJECT; and identify any deviations from the agreed upon work plan.
6. Prepare the graphics and text for all reports in a form suitable and acceptable to MDOT, such suitability and acceptability to be determined by MDOT. This section is limited to the format of the graphics and text. Nothing herein is to be construed as allowing MDOT to declare as unsuitable or unacceptable any of the graphics or text because of the conclusions arrived at by the CITY through analysis of data collected for this PROJECT.

As used throughout this Contract, the words "satisfactory" and "acceptance" are defined to mean that the product is in the format required and is completely in accordance with the contract requirements; however, it does not mean that the conclusions arrived at for this PROJECT must be approved or agreed to by MDOT or the FHWA.

7. Prepare and submit to MDOT a written preliminary copy of the Final Project Report in accordance with the work plan set forth in Exhibit A for its review and acceptance prior to submission of the Final Project Report. MDOT will notify the CITY of its acceptance or rejection of the Final Project Report within sixty (60) days of receipt of same from the CITY.
8. Submit any proposed publication by the CITY or its subcontractors of the results of PROJECT work for prior review and acceptance by MDOT. Such review and acceptance is for MDOT's own purposes and does not relieve the CITY from claims arising out of such publication. Said proposed publication will include proper credit for all parties to this Contract.
9. Permit representatives of MDOT, the FHWA, and other authorized public agencies interested in the PROJECT to have full access to the PROJECT during the CITY's performance.
10. With regard to audits and record-keeping:
 - a. The CITY will establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this Contract (RECORDS). Separate accounts will be established and maintained for all costs incurred under this Contract.
 - b. Audit and Inspection. The CITY will comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507), and the requirements of 2 CFR Part 200, including Subpart

F – Audit Requirements, as amended, and the provisions of 1951 PA 51, MCL 247-660h, as applicable, that are in effect at the time of Contract award with regard to audits.

- i. Agencies expending a total of Seven Hundred Fifty Thousand Dollars (\$750,000.00) or more in federal funds from one or more funding sources in their fiscal year must have a single audit conducted for that year. The Seven Hundred Fifty Thousand Dollars (\$750,000.00) threshold represents all federal funding sources. This is in accordance with the Single Audit Act of 1984, as amended, and 2 CFR Part 200 Subpart F, as amended.
- ii. Agencies expending less than Seven Hundred Fifty Thousand Dollars (\$750,000.00) in federal funds must submit a letter to MDOT advising that a single audit was not required. The letter will indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the MDOT federal programs, and the Catalog of Federal Domestic Assistance (CFDA) grant number(s). This information must be submitted to the address in paragraph (iv) below.
- iii. Agencies must complete their single audits electronically through the Federal Audit Clearinghouse website (<http://harvester.census.gov/fac/>). Users are instructed to create an online report ID and then to complete Form SF-SAC prior to submitting their reporting packages. The audit will be completed and submitted electronically within thirty (30) days after receipt of the agency's report(s) or within nine (9) months after the end of the agency's fiscal year, whichever is earlier.
- iv. Agencies must also submit one (1) paper copy of the completed Form SF-SAC and reporting package within the same time frame set forth in paragraph (iii) above to the address(es) below:

Michigan Department of Transportation
Financial Operations Division
Budget, Outreach and Program Support Section
P. O. Box 30050
Lansing, MI 48909

With a copy to:

Michigan Department of Transportation
Bureau of Transportation Planning
Statewide Transportation Planning Division
P.O. Box 30050
Lansing, MI 48909

- v. Agencies will also comply with applicable state laws and regulations relative to audit requirements.
 - vi. Agencies will not charge audit costs to MDOT's federal programs that are not in accordance with the aforementioned 2 CFR Part 200 requirements.
 - vii. All agencies are subject to the federally-required monitoring activities, which may include limited scope reviews and other on-site monitoring.
 - viii. The CFDA code for this CONTRACT is 20.205.
- c. The CITY will maintain the RECORDS for at least three (3) years from the date of final payment made by MDOT under this Contract. In the event of a dispute with regard to the allowable expenses or any other issue under this Contract, the CITY will thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.
 - d. MDOT or its representative may inspect, copy, scan, or audit the RECORDS at any reasonable time after giving reasonable notice.
 - e. If any part of the work is subcontracted, the CITY will assure compliance with subsections (a), (b), (c), and (d) above for all subcontracted work.
11. If MDOT discloses its confidential information to the CITY, the CITY will maintain such information as confidential. Information provided by MDOT will be deemed confidential if it is marked confidential or stated in writing to be confidential. The above obligations of confidentiality will not apply to:
- a. Information for which MDOT gives prior written permission for publication or use.
 - b. Information that is required to be disclosed based on court order.

A violation of this provision will be considered a breach of this Contract, and MDOT may terminate this Contract under the provisions of Section 21(b).

News releases pertaining to this Contract or the PROJECT to which it relates will not be made without prior written approval from MDOT, and then only in accordance with explicit instructions from MDOT. News releases made without MDOT's approval will be considered a breach of the Contract, and MDOT may terminate this Contract under the provisions of Section 21(b).

12. The CITY will carry and maintain for the life of the PROJECT equipment, as a minimum, insurance or self insurance. Insurance payment for loss or damage will be made to MDOT. The CITY will also provide and maintain public liability and property damage insurance, insuring as they may appear the interests of all parties to this Contract against any and all claims that may arise out of the CITY's operation hereunder, as set forth in Exhibit A.

Agencies receiving operating funds will provide Workers' Compensation Insurance as required by law.

13. Submit billings to MDOT for the PROJECT performed in accordance with the following:
 - a. The CITY agrees that the costs reported to MDOT for this Contract will represent only those items that are properly chargeable in accordance with this Contract. The CITY also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.
 - b. The billings for the PROJECT will not be submitted more often than once per month without prior written approval from MDOT. Each billing will be submitted promptly, no more than sixty (60) days after the completion of the PROJECT for that billing. All billings for PROJECT provided prior to September 30 of any year must be received by MDOT in accordance with MDOT's annual fiscal year end instructions or a significant delay in payment may occur.
 - c. The final billing for the PROJECT must be received within sixty (60) days of completion of the PROJECT. MDOT may close the Contract after the sixty (60) days have passed. Costs provided to MDOT after this sixty (60) day period may be denied by MDOT.

MDOT WILL:

14. Furnish for the use of the CITY such MDOT standards and other information as may be needed, unless specifically required to be provided by the CITY in a particular instance.
15. Pay the CITY for the PROJECT work after receipt of billings, subject to verification of progress. Compensation for the PROJECT work will be on the basis of actual costs and will not exceed Five Hundred Thousand Dollars (\$500,000.00), as set forth in Exhibit A. The CITY will be responsible for all costs in excess of the funds shown above.

MDOT funds in this Contract made available through legislative appropriations are based on projected revenue estimates. MDOT may reduce the amount of this Contract if the revenue actually received is insufficient to support the appropriation under which this Contract is made.

16. Determine that payment for the costs of the PROJECT work required and performed is in accordance with the following:
 - a. Direct Salary Costs: Actual labor costs of personnel performing the PROJECT work. This cost will be based on the employees' actual hourly rates of pay and the actual hours of performance on the PROJECT as supported by employee time and earning records.
 - b. Other Direct Costs: Actual costs of materials that may be required hereunder but that are not normally provided as part of the overhead of the CITY. All actual costs will be supported by proper receipts and proofs of payment.
 - c. Overhead and Indirect Costs: A pro-rated portion of the actual overhead and indirect costs incurred by the CITY during work. The amount of overhead payment, including payroll overhead, will be calculated as applied rates to direct labor costs, as set forth in Exhibit A. Overhead and indirect costs will include those costs that, because of their incurrence for common or joint objectives, are not readily subject to treatment as direct costs.
 - d. Subconsultant Costs: Actual costs of subconsultants performing PROJECT work under this Contract.
 - e. Travel and Subsistence: Actual costs in accordance with and not to exceed the amounts set forth in the current State of Michigan Standardized Travel Regulations, incorporated herein by reference.
 - f. Reimbursement for costs incurred is subject to the cost criteria set forth in 48 CFR, Federal Acquisition Regulations, Part 31.
 - g. The CITY will not be paid for costs arising from the correction of errors and omissions attributable to the CITY.

17. Make payment to the CITY in accordance with the following:
 - a. Progress payments may be made for reimbursement of amounts earned to date upon receipt of a billing and the written progress report. Progress payments will include direct salary costs, other direct costs, and calculated amounts for overhead using applied overhead rates, as herein set forth. Progress payments will not be made more than once a month.
 - b. Upon receipt by MDOT of the required documents and any other accompanying information in a form satisfactory to MDOT, MDOT will process the payment request if the CITY is complying with its obligations pursuant to the Contract. Reimbursement of any costs pursuant to this section will not constitute a final determination by MDOT of the allowability of such costs and will not constitute a



COLEMAN A. YOUNG MUNICIPAL CENTER
 2 WOODWARD AVENUE, SUITE 611
 DETROIT, MICHIGAN 48226
 (313) 224-3901 • TTY 711
 (313) 224-1464
 WWW.DETROITMI.GOV

The City of Detroit seeks to develop a Citywide Transportation Plan (the Plan) that provides the roadmap for not only how Detroiters get around, but how city streets can continue to support the City's advancement. This effort will be led by the Department of Public Works, with support from the Planning and Development Department, the Department of Transportation, the Municipal Parking Department, and the Mayor's Office. The process will be done in collaboration with state, county and regional partners. The end deliverable of this process must serve as a living guide toward future infrastructure investment and transportation development that: 1) has overarching principles of equity, dignity, and transparency, 2) addresses critical safety issues, 3) improves people's health and neighborhood air quality, 4) increases the number of realistic mobility options, and 5) strengthens the neighborhoods and advances economic opportunity through capital investments.

The Transportation Plan will implement key strategies identified in the recently published Strategic Transportation Plan and work from the framework created in the Downtown Transportation Study; collect and analyze new and existing data to inform and develop transportation policy and programs; and engage the public in the planning of Detroit's Transportation initiatives. Consultants are being asked to present the City with a scope of work that achieves the following:

Key initiatives include:

- **Improve Safety** Detroit's annual vehicle crashes totaled 22,833 in 2015, an average of one crash for every 30 residents. The Plan will guide investment and development priorities to achieve safer infrastructure.
 - Build safety analysis and toolkit for integration into routine transportation capital projects. i.e. Resurfacing Program
 - Identify and develop a metrics driven approach to prioritize safety improvements for each type of travel mode, including walk, bike, vehicular, and transit.
 - Develop protocols to prioritize traffic calming initiatives and an implementation process for various types of roadway classifications within the City of Detroit, including non-City owned roadways in coordination with regional multi-modal plans and networks.
- **Support Walking, Biking and Transit** Everyone deserves the right to feel dignified and to expect excellence in the planning and implementation of our mobility system. A resident or visitor should



feel equally respected on Detroit streets no matter what form of transportation they are using (walking, riding, driving, transit etc...).

The challenge of mobility in Detroit goes beyond traffic congestion. Many negative societal outcomes are due the lack of ability to get to a destination. The plan will identify ways to make it easier and more affordable for Detroiters to get around, from improvements to traditional fixed route transit to integrating new solutions, such as mobility hubs and microtransit.

- Develop a series of policies, programs and potential funding streams for creating safer streets for pedestrians, encouraging walking, and creating places for people on Detroit's streets and transit infrastructure.
- Identify gaps and barriers in the pedestrian network and recommend solutions (lack of sidewalk, crossing opportunities etc).
- Establish a set of guidelines for identifying intersections and segments that need a crosswalk, hawk, signage and/or pedestrian signal improvement and an implementation methodology (scenarios in which treatments should be used).
- Develop methodology for prioritizing sidewalk repair based on pedestrian demand, density, ADA compliance and areas of growth and special uses such as schools, libraries, etc.
- Update and incorporate the bicycle master plan into the Plan, fully flesh out the city's bicycle lane standards, provide a recommendation for an overall set of standards, and develop an implementation strategy.
- Update and incorporate the greenways plan into the Plan to ensure connections to retail nodes and major destinations, such as parks, and develop standards for various types of greenways.
- Recommend planning for transit network gaps through coordination with DDOT, including crosstown connections and first/ last mile gaps and identify solutions.
- Develop standards for transit supportive infrastructure, such as floating bus islands, transit signal priority locations, and enhance bus stops. Work with DDOT to plan infrastructure improvements for their identified 10 high frequency corridors.



- Include transit as a viable option for all projects and events in the city. Using the Strategic Transportation Plan, Downtown Transportation Study and other previous planning efforts.
 - Develop a framework and strategy for commuter solutions to job centers via travel demand management, park and rides, shuttles etc.
 - Review and provide recommendations for local mobility connections around the Gordie Howe International Bridge.
 - Set expectations for bus stops and transit infrastructure, to be recognized by all city agencies.
- **Design Streets for Everyone** Heart disease is the leading cause of death for Detroit residents. Detroit's right of ways represent more than 65 percent of the publicly held open space in the city. The Plan will introduce more opportunities to walk and bike citywide, increasing healthy choices for active commutes (complete streets) and access to recreational activity. It will also improve neighborhood air quality (specifically in freight movement, with Detroit being one of the busiest trade crossings) and reduce our carbon footprint.

Approximately 40 percent of Detroit's residents live below the poverty line and 26 percent of Detroiters lack access to a personally-owned vehicle. The Plan will set targets to establish a policy of greater access to economic opportunity by increasing travel options and coordinating modes, empowering all residents with a viable mobility system to increase better access to jobs, core services and amenities.

- Develop and implement a complete streets policy for adoption within the City of Detroit.
- Develop guidelines for when a roadway should consider various complete streets elements and implementation methods.
- Establish streetscape design guidelines, including landscape and roadway/non-roadway design guidelines by roadway/functional/speed classification for all roadways within the City of Detroit.
- Establish policies and design standards for incorporating stormwater best management practices into streets.



- Investigate stewardship models, potential funding mechanisms and upfront and long-term costs.
 - Develop placemaking and design guidelines for the public right of way, including plazas and other public spaces.
 - Develop construction maintenance of traffic requirements to ensure access for vehicles, pedestrians and cyclists and support local businesses
 - Building from the Downtown Transportation Study, propose a modal hierarchy for strategic corridors
 - Compile strategies to improve railway crossings and viaducts for all travelers.
- **Education Infrastructure and policy changes will only take a plan so far. Detroit seeks to educate enforcement agent and officers, residents and visitors to fully understand that designing streets and systems to include all modes is a public asset and not an attack on one specific mode (i.e. vehicular).**
 - Develop an education and marketing strategy for the City based on best practices in other cities and Detroit's unique needs and establish a detailed roll out plan, cost estimates and potential funding sources and partners.
 - Develop policies, programs, and outreach strategies for a Safety Ambassador Program.
 - Create an aggressive program to educate motorists on safe driving around pedestrians, cyclists and transit stops. And educate cyclists and pedestrians on how to properly use infrastructure.
 - Address the general cultural bias toward "cars only" while educating the public about other viable options.
 - **Policy Development** Detroiters expect openness and inclusiveness in planning and implementation process, and the community engagement process. The Plan will explain the recommendations that will be proposed and give benchmarks for tracking progress and implementation.
 - Develop curbside policies for emerging micromobility providers, delivery trucks, valet, residential parking permit, on-street parking, new signage, etc.
 - Investigate SEMCOG's formula for ranking projects to qualify for CMAQ funds and make recommendations based on best

practice analysis of other MPO formula's to allow CMAQ funds to support non-motorized projects.

- Develop clear standards for Development Review including traffic impact studies, curb cut permitting, sidewalk impacts and maintenance.
- Develop proposed changes to the zoning laws to incorporate bicycle/ scooter parking and facilities in new and rehabbed development as well as transit supportive infrastructure.
- Establish mode-shift goals for the City and benchmarks to better track the data.
- Collaborate with MDOT and Wayne County Roads on "Urban Trunkline" standards, so that highways can function as effective neighborhood streets.

- **Data**

- Crash analysis of highest crash and fatality intersections and corridors by jurisdiction (MDOT, City and County)
- Work with DDOT to collect, analyze and recommend service improvement opportunities
- Establish outcome based metrics for neighborhood corridor projects, a Corridor Health Index, and how those metrics will be collected, and protocols for on-going collection and analysis
- Collect identified transportation needs, including commuter statistics, identified through the neighborhood plans to create a city-wide understanding of citizens concerns and needs and develop a survey to help round out this data and establish repeatable qualitative metrics. Implement the survey and analyze the data to help inform the development of the plan
- Evaluate and make recommendations about what data sources the city might purchase to achieve the various initiatives identified in the plan and purchase access to sources and establish protocols for their use

- **Engagement** This must be a plan that is developed for Detroiters and by Detroiters. A considerable engagement effort is expected in which the consultant team creatively engages neighborhoods in a way that educates all parties.



- Create a Community Engagement Road Map to explain the engagement strategy early-on in the process, as well as throughout the project ,
 - Determine public engagement zones to ensure that there are touch points all across the city.
 - Allow for remote engagement via digital input, including mobile input outposts throughout the community.
 - Use creative ways to engage Detroiters and build consensus around the the Plan, including digital engagement campaigns, mobile design centers, hands-on work- and walk-shops, surveys, bike rides, etc.
 - Develop an interactive website that is also accessible via mobile and handheld devices
 - Leverage Partnerships with non-profits and CBO's
 - Mailings, fliers and postcards
- **Deliverables**
 - Project management plan
 - Existing conditions analysis (qualitative and quantitative) that summarizes existing transportation challenges and opportunities in Detroit
 - Public Engagement Plan
 - Development of goals, objectives, and principles
 - Set of recommendations that address all aspects of transportation
 - Prioritization process/tool for implementation
 - Detailed implementation plan with respect to cost, specific funding source, department owner, and timeline
 - All graphics and maps
 - Website
 - Draft plan (one public facing section and one internal facing "guide" for departmental action)
 - All Chapters
 - Funding, Maintenance, Benchmarking and Implementation Plan
 - Education, Encouragement, Enforcement and Evaluation Plan
 - Executive Summary
 - Final Report
 - Format
 - 8 ½ x 11 landscape
 - Printing

**MEMORANDUM OF UNDERSTANDING
BETWEEN
The City of Detroit AND
Detroit Transportation Corporation**

This Memorandum of Understanding ("MOU") is entered into by and between The Detroit Transportation Corporation ("DTC") located at 535 Griswold Street, Detroit, MI 48226, and THE CITY OF DETROIT, a Michigan municipal corporation acting through its Department of Public Works, located at 2 Woodward Avenue, Detroit 48226 ("Sponsored Organization") in order to cooperate and coordinate their respective activities in order to provide for fiscal sponsorship of the Project, as described herein. DTC and the Sponsored Organization may each be referred to herein as a "Party" or collectively as the "Parties" to this MOU, as applicable.

RECITALS

Whereas, DTC has been awarded a grant ("Grant") in the amount of \$325,000 ("Grant Funds") from SEMCOG ("Funder") for the purpose of developing the transit portion of the City's Transportation Master Plan ("Project"), which Project is intended to be undertaken, in part, by the Sponsored Organization; and

Whereas, a copy of the application for and award of the Grant are attached hereto as Exhibit A; and

Whereas, the Sponsored Organization desires DTC to serve as the fiscal sponsor of the Grant Funds for the Project; and

Whereas, DTC desires to serve as the fiscal sponsor of the Grant Funds for the Project and DTC's Executive Committee or Board has approved DTC's role as fiscal sponsor in accordance with its Procedures; and

Whereas, the Funder has approved of DTC's role as fiscal sponsor of the Grant Funds for the Project;

NOW THEREFORE, DTC and the Sponsored Organization acknowledge the following understanding:

Section 1: Purpose. The purpose of this MOU is to assist the Parties in coordinating their activities by providing a written memorandum of their intentions stated in good faith and with as much accuracy as possible. It is not the intent of the parties that this document should constitute a contract or provide the basis for a legal claim by any party. This MOU neither requires nor authorizes the disposition or acceptance of any property or the expenditure or receipt of any funds by either Party.

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CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 1026
DETROIT, MICHIGAN 48226
PHONE: 313 • 628-2158
FAX: 313 • 224 • 0542
WWW.DETROITMI.GOV

February 27, 2019

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center

Detroit MI 48226

**RE: Revision to the Request to Accept and Appropriate the FY 2017 First Responders:
Comprehensive Addiction and Recovery Act Grant**

The Substance Abuse and Mental Health Services Administration (SAMHSA), has awarded the City of Detroit Health Department with the FY 2017 First Responders: Comprehensive Addiction and Recovery Act Grant for a total of \$998,441.00. Previously submitted to City Council and approved on October 30, 2018 with no match. This cover letter and resolution serve as a revision and includes a match in the amount of \$61,800.00. The grant period is 09/30/2018 through 09/29/2020.

The objective of the grant is to train first responders and key community sectors to provide and administer naloxone for emergency treatment. The funding allotted to the department will also be utilized to establish processes, protocols, and mechanisms for referral to appropriate treatment and recovery community services. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20558, with a cash match of \$61,800.00: \$33,000.00, coming from appropriation number 00068, and \$28,800.00 coming from appropriation 20627.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Friedrichs".

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajjiah Parker, Assistant Director, Grants

This request has been approved by the Office of the Budget.

CITY CLERK 2019 MAR 16 10:03 AM

WHEREAS, the Health Department is requesting authorization to accept a grant of reimbursement from the Substance Abuse and Mental Health Services Administration (SAMHSA), in the amount of \$998,441.00 to train first responders and key community sectors to provide and administer naloxone for emergency treatment, and to establish processes, protocols, and mechanisms for referral to treatment and recovery community services; and

WHEREAS, this request has been approved by the office of the Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish appropriation number 20558 in the amount of \$1,060,241.00, which includes a cash match of \$61,800.00: \$33,000.00, coming from appropriation number 00068, and \$28,800.00 coming from appropriation 20627, for the FY 2017 First Responders: Comprehensive Addiction and Recovery Act Grant.

Project Coordinator	DHD – To be hired	Data collection and management from 1st responders; training coordination	100%
Academic Detailer	DHD – To be hired	Opioid-related outreach and education to pharmacists, health professionals and community	80%
Lead Evaluator	Justin Heinze, PhD	Program evaluation, data analyses and reporting	10%
Co-Investigators	Patrick Carter, PhD Gina Dalhem, PhD	Develops research protocols, data collection plan and interpretation and manuscript preparation Develops and implements opioid overdose prevention education curriculum and training	10%
Research Specialist	Laney Rupp, MPH	Developing reporting system, and management of the day to day administrative operations	40%
Evaluation Research Assistant	University of Michigan – To be hired	Assists with data collection, management and analyses; drafts reports	130 hours/year

Project Manager	Adaora Ezike, MHS	\$77,000	80%	\$61,600
Project Coordinator	DHD – To be hired	\$65,000	100%	\$65,000
Academic Detailer	DHD – To be hired	\$36,000	80%	\$28,800
Health Information Officer	DHD – To be hired	\$90,000	20%	\$18,000
Total (including match)				\$188,400
Total Program Budget				\$126,600

JUSTIFICATION

1. The Project Director will provide daily oversight of the grant responsible for managerial decision-making.
2. The Project Manager is the primary day to day manager, responsible for achievement of project objectives, stakeholder engagement and leading the development of educational content.
3. The Project Coordinator supports the Project Manager, serving as liaison to community partners and responsible for training, logistics, participant recruitment and coordination, data gathering and reporting, and tracking naloxone inventory.
4. The Academic Detailer manages outreach to pharmacists and other clinicians to increase the availability of naloxone in community pharmacies, health centers and access points under Michigan’s Standing Order.
5. The Health Information Officer supports the program through development of the client data tracking infrastructure and information-sharing.

B. Fringe Benefits

FEDERAL REQUEST

B. Fringe Benefits

Component	Year 1	Year 2	Year 3	Year 4
Hospitalization	\$20,965	\$20,965	\$20,965	\$20,965
Social Security	\$9,685	\$9,685	\$9,685	\$9,685
Unemployment	\$2,190	\$2,190	\$2,190	\$2,190
Workers' Compensation	\$2,886	\$2,886	\$2,886	\$2,886
Miscellaneous Benefits	\$139	\$139	\$139	\$139
Retirement Sick Leave	\$1,076	\$1,076	\$1,076	\$1,076
Group Life Insurance	\$747	\$747	\$747	\$747
Eye Care	\$228	\$228	\$228	\$228
Income Protection	\$950	\$950	\$950	\$950

Purpose of Travel	Location	Item	Rate	Cost
(1) Local travel Year 1		Mileage	7,336 mi @ \$0.58/mi	\$4,255
(2) Local travel Year 2	Washington, DC	Mileage	7,186 mi @ \$0.58/mi	\$4,168
		Airfare	\$400/flight x 2 persons	\$800
		Hotel	\$250/night x 3 nights x 2 persons	\$1,500
		Per diem	\$50/day x 3 days x 2 persons	\$300
(3) Local travel Year 3		Car service	\$50/day x 6 days x 2 persons	\$300
		Mileage	7,340 mi @ \$0.58/mi	\$4,257
(4) Local travel Year 4		Mileage	4,310 mi @ \$0.58/mi	\$2,500
Grantee Conference Year 4	Washington, DC	Airfare	\$400/flight x 2 persons	\$800
		Hotel	\$250/night x 3 nights x 2 persons	\$1,500
		Per diem	\$50/day x 3 days x 2 persons	\$300
		Car service	\$50/day x 6 days x 2 persons	\$300

JUSTIFICATION

1. Local travel during Year 1 is needed to attend local meetings, project activities, and training events. Local travel rate is based on organization's policies/procedures for privately owned vehicle reimbursement rate of \$0.58/mi.
2. Local travel during Year 2 is needed to attend local meetings, project activities, and training events. Local travel rate is based on organization's policies/procedures for privately owned vehicle reimbursement rate of \$0.58/mi. Two staff will attend the mandatory grantee meeting in Washington, DC, in program Year 2.
3. Local travel during Year 3 is needed to attend local meetings, project activities, and training events. Local travel rate is based on organization's policies/procedures for privately owned vehicle reimbursement rate of \$0.58/mi.
4. Local travel during Year 4 is needed to attend local meetings, project activities, and training events. Local travel rate is based on organization's policies/procedures for privately owned vehicle reimbursement rate of \$0.58/mi. Two staff will attend the mandatory grantee meeting in Washington, DC, in program Year 4.

D. Equipment

FEDERAL REQUEST (N/A)

E. Supplies

FEDERAL REQUEST

Detroit Health Department
3245 E. Jefferson, Suite 1000
Detroit, MI 48207

Detroit Health Department
3245 E. Jefferson
Detroit, MI 48207

Budget Period: 09/30/2018 – 09/29/2020
Project Period: 09/30/2018 – 09/29/2022

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$998,441 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to DETROIT HEALTH DEPARTMENT in support of the above referenced project. This award is pursuant to the authority of Section 546 of the Public Health and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Eileen Bermudez
Grants Management Officer
Division of Grants Management

See additional information below

AMOUNT OF THIS ACTION (FEDERAL SHARE)

\$998,441

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT

1	\$998,441
2	\$495,876
3	\$497,104

*Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number: 93.243
EIN: 1386004606B4
Document Number: 17SP80337A
Fiscal Year: 2018

IC CAN Amount
SP C96V125 \$998,441

IC	CAN	2018	2020	2021
SP	C96V125	\$998,441	\$495,876	\$497,104

SP Administrative Data:

PCC: FR-CARA / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79SP080337-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852. Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

**Treatment of Program Income:
Additional Costs**

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – SP Special Terms and Conditions – 1H79SP080337-01

REMARKS

New Multi-Year Award

1. Multi-Year Award
 - o This Notice of Award (NoA) is issued to inform your organization that the application submitted through the funding opportunity SP 17-005 has been selected for funding.
 - o This award reflects multi-year funding for two 12-month incremental periods within the budget period, from 9/30/2018 – 9/29/2020, in the amount of \$998,441. Following this multi-year funded period, the recipient may apply for annual continuation funding for the next two budget periods. Annual funding is based on the availability of funds.
 - o Further, this award has a special condition to submit a revised budget for the amount authorized for the first incremental period: \$828,549 of the award amount has been placed within the "Other" budget cost category as restricted and may not be used for any purpose until which time a revised budget is received and approved by SAMHSA.
2. Multi-Year Grant Award Funding Amounts
 - o Funding for each of the 12-month incremental period(s) is restricted and the recipient organization may not expend more than the following:
 - 9/30/2018 – 9/29/2019: \$498,880
 - * 9/30/2019 – 9/29/2020: \$499,561
 - o *Remaining 12-month incremental periods
3. Key Staff
 - o Key staff (or key staff positions, if staff has not been selected) are listed below:

- and a no-cost extension. Reference the full prior approval term on the SAMHSA website under Standard Terms and Conditions at: <https://www.samhsa.gov/grants/grants-management/notice-award-notice-award-standard-terms-conditions>.
- o Direct technical questions regarding the submission of a post-award amendment in eRA Commons to the eRA Service Desk: <http://grants.nih.gov/support/>
5. Recipients are expected to plan their work and ensure that available funds are expended within the current 12-month incremental period.

SPECIAL TERMS

Disparity Impact Statement (DIS)

By November 30, 2018, submit via eRA Commons.

The DIS should be consistent with information in your application regarding access, *service use and outcomes for the program and include three components as described below.

Questions about the DIS should be directed to your GPO. Examples of DIS can be found on the SAMHSA website at <http://www.samhsa.gov/grants/grants-management/disparity-impactstatement>.

*Service use is inclusive of treatment services, prevention services as well as outreach, engagement, training, and/or technical assistance activities.

The disparity impact statement consists of three components:

1. Proposed number of individuals to be served and/or reached by subpopulations in the grant implementation area should be provided in a table that covers the entire grant period. The disparate population(s) should be identified in a narrative that includes a description of the population and rationale for how the determination was made.
2. A quality improvement plan for how you will use your program (GPR) data on access, use and outcomes to monitor and manage program outcomes by race, ethnicity and LGBT status, when possible. The quality improvement plan should include strategies for how processes and/or programmatic adjustments will support efforts to reduce disparities for the identified sub-populations.
3. The quality improvement plan should include methods for the development and implementation of policies and procedures to ensure adherence to the Enhanced Culturally and Linguistically Appropriate Services (CLAS) Standards and the provision of effective care and services that are responsive to:
 - o Diverse cultural health beliefs and practices;
 - o Preferred languages; and
 - o Health literacy and other communication needs of all sub-populations within the proposed geographic region.