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# City of Detroit

## CITY COUNCIL

LEGISLATIVE POLICY DIVISION  
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**Thomas Stephens, Esq.**  
**David Teeter**  
**Theresa Thomas**  
**Kathryn Lynch Underwood**

TO: The Honorable City Council

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: January 22, 2019

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

Attached are the comments and review of the Legislative Policy Division regarding the contracts that were submitted by the Office of Contracting and Procurement for the regular session of January 22, 2019.

The contracts included on this list were referred to the Standing Committees for their review and report back to the City Council; the City Council contract was placed on the Consent Agenda and approved.

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

### Attachments

cc:	Janice Winfrey	City Clerk
	Mark Lockridge	Auditor General
	Boysie Jackson	Office of Contracting and Procurement
	Irvin Corley	Legislative Policy Division
	Marcell Todd	Legislative Policy Division
	Stephanie Washington	Mayor's Office

Contracts Submitted to City Council  
 Regular Session of January 22, 2019

Statistics compiled for the Contracts submitted in the list for January 22, 2019.

<b>Department</b>	<b>No. of Contracts or Purchase Orders</b>	<b>Detroit-Based Business Bids</b>	<b>Change, Extension Increases, Renewals</b>	<b>Located in Detroit</b>
City Council 1 Lease Agreement	1	0	0	1
City Wide 1 Contract for printing & advertising	1	0	0	1
General Services	1	0	1 Amendment	0
Housing & Revitaliz. 4 ESG contracts 1 Contract for demolition	6	0	1 Amendment	5
Law	3	0	3 Amendments	2
Public Works	1	0	1 Amendment	1
Recreation Child and Adult Food Program contract	1	0	0	1
Transportation 1 Contract with Public Schools for transportation	1	0	0	1
<b>Totals</b>	<b>15</b>	<b>0 Detroit-Based</b>	<b>6 Amendments</b>	<b>12</b>

Contracts Submitted for City Council  
Regular Session of January 22, 2019

Statistics

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This list represents costs totaling \$ 3,217,384.91<sup>1</sup>  
Revenue of \$1,855,000 over 2 years

Included in the total costs are the following:

General Fund	\$ 1,817,321.50
Blight Reinvestment Project Fund	\$ 30,000.00
Street Fund	\$ 28,847.41
Grant Funds	\$ 841,316.00
Transportation Operation Fund	
Revenue for Student transportation	- \$1,855,000

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<sup>1</sup> The contract list includes: 6 Amendment to increase funding and/or extend term; New contracts for terms of 1 to 4 years; 1 Revenue contract for 2 years, and 1 Demolition contract.

TO: THE HONORABLE CITY COUNCIL

FROM: David Whitaker, Director  
Legislative Policy Division

DATE: January 22, 2019

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED  
AT THE FORMAL SESSION OF JANUARY 22, 2019**

**CITY COUNCIL**

6001672 100% City Funding – To Provide the Leasing of District 3 Office Inside The Matrix Center. – Contractor: Matrix Human Services – Location: 120 Parsons, Detroit, MI 48201 – Contract Period: Upon City Council Approval through December 31, 2021 – Total Contract Amount: \$32,400.00.

**Costs budgeted to General Fund, Acct. 1000-13671-520325-628500-020004-30123, Appropriation for Council District 3 includes available funding of \$3318,954 as of Jan. 18, 2019.**

**This proposed lease is for space in the Matrix Human Center at 13560 East McNichols, identified as Room 144.**

**The lease is for a term of 48 months, from January 1, 2018 through December 31, 2021, for a cost of \$675 per month, \$8,100 per year.**

**Landlord is responsible for all utilities, including heat, electricity, water and air conditioning.**

*The previous lease, No. 6000616, was approved in June 2017, for a period of 12 months, from January through December 2017, for the same space, Room 144, for the same cost of \$675 per month.*

**Covenant of Equal Opportunity Affidavit good through 9-6-18;**

**TAXES: Good Through 8-1-19 and 1-31-19;**

**Hiring Policy Compliance Affidavit dated 11-20-18, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 4-6-18, indicating NO records to disclose;**

**Political Contributions and Expenditures Statement signed 9-6-18 indicating “None”.**

**CITYWIDE**

6001758 100% City Funding – To Provide Advertising Services for Various Departments. –  
Contractor: Detroit Legal News Company – Location: 2001 W. Lafayette, Detroit, MI  
48216 – Contract Period: Upon City Council Approval through December 31, 2021 – Total  
Contract Amount: \$1,284,821.50.

**\$183,730.50 in costs are budgeted to 7 accounts which include the following:  
\$149,685 to General Fund, Acct. 1000-00265-700010-6266010-0-0, Appropriation for City Clerk  
Operations includes available funding of \$1,308,977 as of Jan. 18, 2018;**

**\$11,500 to Drug Law Enforcement Fund, Acct. 2601-00648-370760-626010-0-0, Appropriation for  
Police Enhanced Drug enforcement includes available funds of \$2,223,782 as of Jan. 18, 2019;**

**\$9,600 to Construction Code Fund, Acct. 2490-10814-130310-626010-000021-0, Appropriation for  
BSEED Administration includes funding of \$6,126,970 as of January 18, 2019;**

**\$8,500 to General Fund, Acct. 1000-00102-340083-626010-000144-30097, Appropriation for  
Parking Violations Bureau includes available funds of \$2,450,989;**

**\$3,000 to General Fund, Acct. 1000-00060-230120-626010-0-0, Appropriation for Office of  
Assessor includes available funding of \$3,380,209 as of January 18, 2019;**

**\$1,000 to General Fund, Acct. 1000-00527-320010-626010-0-30119, Appropriation for Law  
Administration & Operations includes available funding of \$7,275,571 as of January 18, 2019; and**

**\$445.50 to General Fund, Acct. 1000-10397-350165-626010-0-0, Appropriation for Board of  
Ethics includes available funding of \$244,000 as of January 18, 2019.**

**This contract is to provide advertising and / or publication of notices, as required for several  
different City departments and for the City Council, through the City Clerk's Office.**

**Scope of Services include publication of council proceedings; printing, folding and storage of  
proceedings; compiling and printing the annual index to the proceedings; publish bids, notices,  
dangerous buildings and department notices; publication of court or statutorily required notices;  
publication of classified advertisements; Annual subscription to the Detroit Legal News.**

**Detroit Legal News to provide all proofing of City Council Journal of Proceedings for publication  
and printing in a pamphlet; At end of year, within 5 business days of the final pamphlet printing  
Legal News to produce and deliver 25 searchable CD's of the entire year of Proceedings.**

Contract Discussion continues on following page.

**CityWide** - *continued*

6001758      100% City Funding – To Provide Advertising Services for Various Departments. –  
Contractor: Detroit Legal News Company – Location: 2001 W. Lafayette, Detroit, MI  
48216 – Contract Period: Upon City Council Approval through December 31, 2021 – Total  
Contract Amount: \$1,284,821.50.

***Contract Discussion continued below:***

**Detroit Legal News to print and deliver up to 300 copies of each ordinance to the City Clerk's Office, and work in partnership with City Clerk to post ordinance information on City Clerk's website;**

**Display or classified advertisement to be published the next day's edition, if material is received by 10 AM;**

**Legal News must be able to provide at least 24 inches of space for scheduled hearing dates at least 15 days prior to each hearing. Scheduled hearing dates provided in the scope of services are the Tuesday City Council Meetings for 2019.**

**Costs include: \$9 per inch; \$54.90 to \$108.90 per page; Searchable PDF CD's for \$25 each; Printing to the City's website for \$10,000 annually.**

**Covenant of Equal Opportunity Affidavit good through 11-19-17;**

**TAXES: Good Through 10-17-19 and 8-31-19;**

**Hiring Policy Compliance Affidavit dated 4-19-17, indicates employment application is not used, hire most employees through union;**

**Slavery Era Records Disclosure Affidavit signed 4-19-17, indicating business established 1895, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 6-11-18 indicating "None".**

***Previous contract with Detroit Legal News, NO. 6001046 was approved Nov. 2017, for 1 year, through October 30, 2018, for a cost of \$405,500 for 1 year.***

**DEPARTMENT OF PUBLIC WORKS**

6000898 100% Street Funding – AMEND 1– To Provide Additional Funds for the Reconstruction of Woodbridge Street. – Contractor: Major Cement Co. – Location: 15347 Dale, Detroit, MI 48223 – Contract Period: Upon City Council Approval through December 31, 2019 – Contract Increase: \$28,847.41 Total Contract Amount: \$1,302,921.32.

**Costs budgeted to Street Fund, Acct. 3301-04189-191111-645100-00143-30110, Appropriation for Major Street Capital includes available funding of \$18,494,916 as of January 18, 2019.**

**This amendment is requested for a cost increase of \$28,847.41. Reasons for the increase include: Additional cold weather protection, Inspector had to be paid overtime, additional items, instructed by City, exploratory trenching, added manpower and equipment, excavation delays, additional materials purchased because original items did not fit.**

*Contract 6000898 was approved the Week of July 31, 2017, for a cost of \$1,274,073.91, to provide for the reconstruction of Woodbridge Street, from St. Antoine to Rivard – approximately 1,245 linear feet, 10-foot wide sidewalks on each side, relocation of fire hydrants, provide new ADA ramps and new catch basins.*

**Covenant of Equal Opportunity Affidavit good through 3-15-16;  
TAXES: Good Through 1-7-20 and 1-31-19;  
Hiring Policy Compliance Affidavit dated 3-15-16, Employment application submitted complies;  
Slavery Era Records Disclosure Affidavit signed 3-15-15, indicating business established 1978,  
NO records to disclose;  
Political Contributions and Expenditures Statement signed 1-9-19 indicating “None”.**

**DEPARTMENT OF TRANSPORTATION**

6001859 100% Revenue – Student Transit Agreement To Provide Qualifying DPSCD Students Access to Transportation through City Operated Bus Transit Services. – Contractor: DPSCD – Location: 3011 W. Grand Blvd., Detroit, MI 48202 – Contract Period: 2018 – 2019 Academic Year and Continuing for a Period of 2 years. – Total Revenue Amount: \$1,855,000.00.

**No Account Number provided in contract documents**

**This proposed contract with the Detroit Public Schools Community District [DPSCD], is for a period of 2 years, to provide qualified students, transportation through City-operated bus transit services.**

**According to the contract, the Public School District has historically purchased student bus passes for qualifying high school students; approximately 6,795 student passes were purchased for each semester of the 2017-2018 academic year, for a total cost of \$1,855,000.**

**Since the City intends to eliminate the reduced fare student bus pass, as part of the efforts to simplify and streamline the fare structure, the proposed agreement is to replace the purchase of the bus passes, but continue to provide transportation services to students.**

**Qualifying student is a high school student enrolled in a DPSCD high school for either or both semesters of the academic year, from Sept. through June 30 of the following year.**

**DPSCD will issue student identification cards to each qualified student, which identifies the student, current academic year, and imprinted with the DDOT branding; Temporary cards may be issued for use until the Transit Access ID cards are provided; DPSCD solely responsible for identifying qualifying students and issuing the Transit ID's.**

**With the Transit Access ID card, students have access to all routes within the Bus System, on an unlimited basis, on any day, at any time during the current Academic year specified on the card.**

**As part of this Agreement, the City grants to DPSCD a royalty-free license to use all DDOT Branding, for the limited purpose of using it on the Transit ID cards.**

**For the 2018-2019 Academic Year, DPSCD will pay the City a Student Transit Access Fee for \$1,855,000. The Student Transit Access Fee will be determined by mutual agreement at an Academic Year in Review meeting that will set the fee for the upcoming Academic Year.**

**This Agreement was signed by the Superintendent of DPSCD on Oct. 23, 2018, and the Director of DDOT on Oct. 24, 2018.**

**No Clearances or Affidavits are required for a contract with another governmental entity.**



### GENERAL SERVICES

6001335 100% City Funding– AMEND 2 – To Provide Additional Time to Complete Payroll Audit Renovations. – Contractor: R.E. Leggette Co. – Location: 9335 St. Stephens, Dearborn MI 48126 – Contract Period: Upon City Council Approval through December 17, 2019 – Contract Increase: \$0. – Total Contract Amount: \$510,022.00.

*Time only is being added. No Additional Funds.*

**Costs budgeted to General Fund, Acct. 1000-470010-622200-006004-30105-00002, Appropriation for Facilities and Grounds Maintenance includes available funding of \$9,900,184 as of Jan. 18, 2019.**

**This request is for approval of Amendment 2, for the extension of the contract, for approximately 1 year, with no change in the contract costs of \$510,022.**

**This extension is indicated to be required to complete the work added to the project, under Amendment 1 to this contract.**

**This contract was initially approved May 1, 2018 for a cost of \$373,600, for a term through December 31, 2018, for renovation of the Payroll / Audit offices. The work required demolition of 200 ft. of existing wall, build 100 feet of new wall, new ceiling and LED lighting, new reception counter, carpeting, new cubicles and chairs, new doors.**

**Amendment 1, for an increase of \$131,922, was approved Nov. 7, 2018, to add glass doors in reception area, add 10 addition linear feet of counter space, additional phone drops, electrical drops and WiFi access points.**

**Covenant of Equal Opportunity Affidavit good through 3-16-18;  
TAXES: Good Through 3-15-19 and 8-31-19;  
Hiring Policy Compliance Affidavit dated 3-6-18, Employment application submitted complies;  
Slavery Era Records Disclosure Affidavit signed 3-6-18, indicating business established 1933, NO records to disclose;  
Political Contributions and Expenditures Statement signed 3-22-18 indicating “None”.**

## HOUSING AND REVITALIZATION DEPARTMENT

6001773 100% Federal Funding – To Provide Safe, Emergency Housing for Single Men. –  
Contractor: Detroit Rescue Mission Ministries – Location: 150 Stimson, Detroit, MI 48201  
– Contract Period: Upon City Council Approval through December 31, 2019 – Total  
Contract Amount: \$100,000.00.

**Costs budgeted to Federal Grant Fund, Acct. 2002-13340-361508-651147, Appropriation for  
Emergency Solution Grant includes available funding of \$1,442,631 as of January 18, 2019.**

**Funding is from the 2018-2019 Emergency Solutions Grant, to provide funding for nonprofit  
organizations that provide outreach, emergency shelter, homelessness prevention, rapid re-  
housing, transitional housing and/or essential support services for benefit of homeless persons.**

**Identified Project Coordinator for the Agency is Aurine Moore.**

**This contract is to assist the Agency to provide operations and services at the emergency shelter  
located at 3535 Third Street, for homeless single men. Program offers basic housing and food  
services, hygienic supplies, bathroom facilities, security, emergency clothing, referrals for ID  
documents, health care, substance disorder treatment, mental health and other support services.**

**Contract estimates serving 225 men annually; Facility has 144 beds available.**

**Budgeted costs include: Personnel costs of \$62,500.51; Maintenance for \$11,200; Utilities for  
\$7,267.66; Furnishings for \$12,000; Supplies for \$3,200; Insurance cost of \$427; Telephone costs  
of \$933; Security for \$33; Contractual services for \$146; Client transportation for \$232.05; ID  
documents, Birth certificates for \$100; HMIS costs of \$1,960.79.**

**Agency also provides Cash and non-Cash matching funds of \$100,000.**

**Covenant of Equal Opportunity Affidavit good through 10-2-17;**

**TAXES: Good Through 4-2-19 and 1-31-19;**

**Hiring Policy Compliance Affidavit dated 10-2-17, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 10-2-17, indicating NO records to disclose;**

**Political Contributions and Expenditures Statement signed 12-6-18 indicating “N/A”.**

*Previous contract with Detroit Rescue Mission Ministries to provide emergency shelter at Third  
Street [Contract 6001248] approved May 15, 2018, for a term through March 31, 2019, for a cost of  
\$100,000.*

**Housing and Revitalization Dept. - *continued***

6001794 100% Federal Funding – To Provide Emergency Shelter for Women, and Children who have Survived Domestic Violence. – Contractor: YWCA Interim House – Location: PO Box 21904, Detroit, MI 48221 – Contract Period: Upon City Council Approval through December 31, 2019 – Total Contract Amount: \$50,000.00.

**Costs budgeted to Federal Grant Fund, Acct. 2002-13340-361508-651147, Appropriation for Emergency Solution Grant includes available funding of \$1,442,631 as of January 18, 2019.**

**Funding is from the 2018-2019 Emergency Solutions Grant, to provide funding for nonprofit organizations that provide outreach, emergency shelter, homelessness prevention, rapid re-housing, transitional housing and/or essential support services for benefit of homeless persons.**

**Identified Project Coordinator for the Agency is Emma Peterson.**

**This contract is to assist the Agency to provide operations and services to provide emergency shelter, located at Interim House, for women and their children that are victims of intimate partner violence. Services include temporary emergency shelter, food, clothing, individual and group counseling, personal needs, childcare services, transportation, and referrals for legal, life skills training and other community services and resources.**

**Contract estimates services provided to a minimum of 3,000 persons, and average of 189 persons per month; a total of 25,000 shelter nights provided, facility includes 67 beds**

**Budgeted costs include: Personnel costs of \$38,990; Maintenance for \$3,000; Utilities for \$2,000; Furnishings for \$2,000; Supplies for \$2,010; Insurance cost of \$2,000.**

**Covenant of Equal Opportunity Affidavit good through 1-17-18;**

**TAXES: Good Through 9-11-19 and 1-31-19;**

**Hiring Policy Compliance Affidavit dated 1-17-18, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 1-17-18, indicating Agency established 1893, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 8-6-18 indicating “Not Applicable”.**

*Previous contract with YWCA Interim House to provide emergency shelter to women and their children [Contract 6001159] approved March 6, 2018, for a term through March 31, 2019, for a cost of \$100,000.*

*Contract 3022191, also approved with YWCA Interim House, March 20, 2018, for a cost of \$182,789.56, to provide emergency repairs to replace the roof and make repairs to the interior damaged by leaking water.*

**Housing and Revitalization Dept. - *continued***

6001182 100% Federal Funding – AMEND 2 – To Provide Legal Assistance to Prevent Low Income Detroit Residents from Evictions. – Contractor: United Community Housing Coalition – Location: 220 Bagley, Ste. 224, Detroit, MI 48226 – Contract Period: Upon City Council Approval through December 31, 2019 – Contract Increase: \$357,540.00 – Total Contract Amount: \$457,540.66.

**Costs budgeted to Block Grant, Acct. 2001-11806-366115-617900-0, Appropriation for United Community Housing includes NO available funds as of January 18, 2019; \$556,644 is encumbered.**

**This request is to increase the funding and extend the term of the contract to provide services and support to residents of 2305 Park Ave. The term of the contract is extended 6 months, from June 30, 2019 to December 31, 2019; and to increase the compensation from \$100,000 to a total of \$457,540.66. The total increase of \$357,540.66 is indicated to be CDBG funds from the U.S. Dept. of Housing and Urban Development, for the 2017-2018 fiscal year.**

**According to an article in the Detroit Free Press, dated October 11, 2018, due to the sale of the Park Avenue House at 2305 Park Ave., which provided 180 units of affordable housing, residents were given 30 days to move.**

**This amendment is to enable the United Community Housing Coalition to provide the assistance to the residents forced to move from 2305 Park Ave.**

**The total contract cost of \$457,540.66 is budgeted to include: Personnel and fringes costs of \$99,111.04; Contractual [Legal services] costs of \$32,047.90; Occupancy for \$35,133.72; Supplies for \$5,500; Communications for \$3,660; Equipment maintenance costs of \$3,500; Insurance cost of \$3,600; Audit costs of \$7,000; Payroll expense for \$828; Mileage for \$2,160; and Client Assistance costs of \$265,000.**

**This authorized funding is indicated to be matched by additional funding of \$1,169,630.31 raised by United Community Housing.**

***This contract was originally authorized through the award of \$100,000 in 2017-2018 CDBG funding approved by City Council March 10, 2017.***

**Covenant of Equal Opportunity Affidavit good through 6-28-17;  
TAXES: Good Through 6-27-19 and 1-31-19;  
Hiring Policy Compliance Affidavit dated 6-28-17, Employment application submitted complies;  
Slavery Era Records Disclosure Affidavit signed 6-28-17, indicating Agency established 1976,  
NO records to disclose;**

**Political Contributions and Expenditures Statement signed 11-21-18 indicating 2 donations to the Mayor in 2017; and 7 donations to Council Members and a candidate in 2017.**

**Housing and Revitalization Dept. - *continued***

6001802      100% Federal Funding – To Provide Legal Services of Case Management, Housing Stability, Rent and Utility Assistance for Residents. – Contractor: Neighborhood Legal Services Michigan – Location: 7310 Woodward, Ste. 701, Detroit, MI 48202 – Contract Period: Upon City Council Approval through December 31, 2019 – Total Contract Amount: \$200,000.00.

**Costs budgeted to Federal Grant Fund, Acct. 2002-13340-361508-651147, Appropriation for Emergency Solution Grant includes available funding of \$1,442,631 as of January 18, 2019.**

**Funding is from the 2018-2019 Emergency Solutions Grant, to provide funding for nonprofit organizations that provide outreach, emergency shelter, homelessness prevention, rapid re-housing, transitional housing and/or essential support services for benefit of homeless persons.**

**Identified Project Coordinator for the Agency is Jean Griggs.**

**This contract is to assist the Agency to provide Rapid Re-housing services to Detroit residents. Services include: Case Management to perform assessment, develop an action plan to overcome barrier, attend life skills and budget counseling classes, locating housing affordable for client's income level and family size, inspections of potential housing, referrals for other required resources; and providing financial assistance for moving, rent applications, security deposits, utility payments, legal services, short and medium term rental assistance.**

**Contract estimates financial assistance provided to 28 households for an average of \$4,200 [6 months at \$700 per month].**

**Budgeted costs include: Personnel costs of \$69,519; Inspections costs of \$2,240; Financial Assistance to Client for \$117,600; HMIS data collection and evaluation for \$10,641.**

**Agency also provides matching funds of \$200,000.**

**Covenant of Equal Opportunity Affidavit good through 9-19-17;**

**TAXES: Good Through 8-21-19 and 1-31-19;**

**Hiring Policy Compliance Affidavit dated 9-19-17, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 7-25-17, indicating Agency established 1966, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 7-25-17 indicating "N/A".**

***Previous contract with Neighborhood Legal Services to provide rapid re-housing, case management, and legal services [Contract 6001237] approved May 22, 2018, for a term through March 31, 2019, for a cost of \$200,000.***

**Housing and Revitalization Dept. - *continued***

6001803      100% Federal Funding – To Provide Shelter, Food, Clothing, Job and Living Skills, and Education to Homeless Male and Female Youth. – Contractor: Covenant House of Michigan – Location: 2959 Martin Luther King, Detroit, MI 48208– Contract Period: Upon City Council Approval through December 31, 2019 – Total Contract Amount: \$90,000.00.

**Costs budgeted to Federal Grant Fund, Acct. 2002-13340-361508-651147, Appropriation for Emergency Solution Grant includes available funding of \$1,442,631 as of January 18, 2019.**

**Funding is from the 2018-2019 Emergency Solutions Grant, to provide funding for nonprofit organizations that provide outreach, emergency shelter, homelessness prevention, rapid rehousing, transitional housing and/or essential support services for benefit of homeless persons.**

**Identified Project Coordinator for the Agency is Gerald Piro.**

**This contract is to assist the Agency to provide operations and services at Crisis shelter located on Martin Luther King Blvd, for young people, ages 18 to 24. Contract services includes a Street Outreach team to actively seek out homeless youth; Shelter, Food, clothing, hygiene products, opportunities to obtain job skills, life skills, education; Residents remain in shelter for an average of 4 weeks, but may stay up to 3 months.**

**Contract estimates serving at least 250 homeless male & female youth, with 1,228 nights of shelter, 3,600 meals, 300 days of educational support, 800 days of counseling, 950 days of life skills.**

**Budgeted costs include: Personnel costs of \$75,861; Security costs of \$12,374.29; HMIS costs of \$1,764.71.**

**Agency also provides matching funds of \$90,000.**

**Covenant of Equal Opportunity Affidavit good through 12-15-18;**

**TAXES: Good Through 9-27-19 and 8-31-19;**

**Hiring Policy Compliance Affidavit dated 12-17-18, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 12-17-18, indicating NO records to disclose;**

**Political Contributions and Expenditures Statement signed 12-17-18 indicating “None”.**

***Previous contract with Covenant House to provide emergency shelter, food, clothing, education [Contract 6001152] approved January 30, 2018, for a term through March 31, 2019, for a cost of \$75,000.***

**LAW**

2870456 100% City Funding – AMEND 7 – To Provide Legal Advice and Litigation Representation Pertaining to Implementing the City’s Ongoing Restructuring, and other Matters as Requested. – Contractor: Miller, Canfield, Paddock, and Stone, PLC – Location: 150 W. Jefferson, Ste. 2500, Detroit, MI 48226 – Contract Period: October 11, 2018 through June 30, 2020 – Contract Increase: \$500,000.00 –Total Contract Amount: \$12,200,522.56  
*Original Contract Amount- \$300,000.00, Original Contract Period was August 1, 2012, through June 30, 2014.*

**Costs budgeted to Risk Management Fund, Acct. 1001-05185-350890-617900-000147-0, Appropriation for Risk Management includes available funds of \$5,104,187 as of January 18, 2019.**

**This request is for approval of the 7<sup>th</sup> Amendment to this contract, extending the contract 18 months, through June 2020, and increasing the cost by \$500,000; the contract services remains the same, to provide legal advice and litigation representation pertaining to implementing the City’s ongoing restructuring and other matters as requested.**

**The cost for services remains the same, based on a fee schedule of approximately 90 individuals, at rates ranging from \$1707 to \$495, with rates to Detroit discounted by 8% on all but 2 individuals. There is no fee for clerical, paralegal, Law clerks or Legal assistant.**

*The contract was initially approved Dec. 11, 2012, for a term from Aug. 1, 2012 through June 30, 2014 for a cost of \$300,000. Amendments 1 through 5 were authorized by the Emergency Manager.*

*Amendment 6, approved June 20, 2017, extended the contract 2 years, from Jan. 1, 2017 through Jan. 1, 2019, with an increase of \$1,250,000, to a total of \$11,700,522.56.*

**Covenant of Equal Opportunity Affidavit good through 12-13-18;  
TAXES: Good Through 11-5-19 and 1-31-19;  
Hiring Policy Compliance Affidavit dated 12-13-18, Employment application submitted complies;  
Slavery Era Records Disclosure Affidavit signed 12-13-18, indicating NO records to disclose;  
Political Contributions and Expenditures Statement signed 12-13-18 indicating a total of \$78,450 donated to Mayor, Council members/candidates, Commission candidate and City Clerk candidate from 2014 through 2018.**

**Law Dept. - continued**

6001022 100% City Funding – AMEND 5 – To Provide Legal Representation and Litigation Services on Future Cases As Needed, including, but not limited to Building Zone Appeals, and other City Matters. – Contractor: Allen Brothers, PLLC – Location: 400 Monroe, Ste. 620, Detroit, MI 48226 – Contract Period: January 8, 2019 through December 31, 2020 – Contract Increase: \$250,000.00 –Total Contract Amount: \$1,175,000.00.  
*Original Contract Amount; \$150,000.00, Original Contract Period was November 24, 2015, through June 30, 2017.*

**Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-30119, Appropriation for Law Admin. & Operations includes available funds of \$7,275,571 as of January 18, 2019.**

**This request is for approval of Amendment 5, to increase the costs by \$250,000; the contract term, through December 2020, remains the same. The contract services continue to be representation of the city, in medical marijuana dispensary BZA appeals. The amended scope of services identifies 10 cases, 8 are lawsuits brought against the BZA.**

**The contract number has been changed to 6001022, due to requirements of the procurement processing system**

**The blended hourly rate for services remains the same at \$200.**

*This contract was initially approved as 2917434 July 5, 2016, for a term through June 2017, and a cost of \$150,000.*

*Amendment 1, extended the contract through June 30, 2020, and increased the costs by \$125,000, approved Sept. 12, 2017; this amendment also added litigation support for marijuana dispensary BZA Appeal cases;*

*Amendment 2, extended the contract term through Dec. 31, 2020 and increased the costs by \$200,000 to a total of \$475,000, due to the significant number of BZA Appeals, approved Oct. 2017;*

*Amendment 3, approved May 29, 2018, increased the costs by \$100,000 to \$575,000;*

*Amendment 4, approved June 26, 2018, increased the costs by \$350,000 to \$925,000, for continued representation and litigation support.*

**Covenant of Equal Opportunity Affidavit good through 12-21-18;  
TAXES: Good Through 12-21-19 and 8-31-19;  
Hiring Policy Compliance Affidavit dated 12-21-18, Employment application submitted complies;  
Slavery Era Records Disclosure Affidavit signed 1-8-19, indicating NO records to disclose;  
Political Contributions and Expenditures Statement signed 1-8-19 indicating contributions to the Mayor in 2014, 2016, 2017; and contributions to 3 Council Members in 2016 and 2017.**



**Law Dept. - continued**

6001078 100% City Funding – AMEND 1 – To Provide Property Tax Appraisal Services for the Marathon Petroleum Michigan Tax Tribunal Proceedings and for use by the City in Determining Marathon’s Property Tax Assessments for Tax Years 2018, and Forward. – Contractor: MR Valuation – Location: 5 Professional Cir., Ste. 208, Colts Neck, NJ 07722 – Contract Period: Upon City Council Approval through December 31, 2019– Contract Increase: \$250,000.00 –Total Contract Amount: \$450,000.00.

*Original Contract Amount; \$200,000.00, Original Contract Period was July 1, 2017, through December 31, 2019.*

**Costs budgeted to General Fund, Acct. 1000-00527-320010-613100-0-30119, Appropriation for Law Admin. & Operations includes available funds of \$7,275,571 as of January 18, 2019.**

**This request is for approval of Amendment 1 to this contract, to provide property tax appraisal services for the Marathon Petroleum current Tax Tribunal Proceedings and to determine property tax assessment of Marathon for 2018 and going forward, for an additional cost of \$250,000.**

**The fee schedule identifies 7 individuals at rates ranging from \$200 per hour to \$375 per hour.**

**According to the proposal submitted by MRV Valuation, The Marathon Petroleum Corp. is located on approximately 250 acres, comprising 29 tax parcels. The purpose of the engagement is to provide the City a “true cash value” of the taxable real and personal property the comprise the Facility. MRV Consulting will consider 3 generally accepted approaches to value: Cost approach, Income approach and the Sales Comparison [market] approach to determine true cash value.**

*This contract was approved initially, October 17, 2017, for a term through Dec. 31, 2019, or \$200,000; Initial services were to produce an appraisal report for Dec. 31, 2016 and Dec. 31, 2017; and to provide litigation support at a discounted fee of \$375 per hour plus travel expense.*

**Covenant of Equal Opportunity Affidavit good through 12-18-18;  
TAXES: Good Through 12-26-19 and 8-31-19;  
Hiring Policy Compliance Affidavit dated 12-18-18, Letter provided indicating use cover letter and resume as basis for employment interview;  
Slavery Era Records Disclosure Affidavit signed 12-18-18, indicating NO records to disclose;  
Political Contributions and Expenditures Statement signed 12-18-18 indicating “NA”.**

*MRV Valuation also has a contract [No. 6001523, approved June 26, 2018, for \$125,000] to provide property tax appraisal services for a property tax appeal filed by MGM Casino with Mich. Tax Tribunal.*

## RECREATION

6001854 100% Federal Funding – To Provide Meals for Child and Adult Food Program. –  
Contractor: Edibles Rex – Location: 5555 Conner, Ste. 1058, Detroit, MI 48213 – Contract  
Period: Upon City Council Approval through June 14, 2019 –Total Contract Amount:  
\$43,776.00. *Waiver of Reconsideration Requested.*

**Costs budgeted to Recreation Grant Fund, Acct. 2112-20502-471111-617900-0, Appropriation for 2019 Child & Adult Care Food Program includes available funds of \$256,234 as of Jan. 18, 2019.**

**Bids solicited, from Dec. 17, 2018 through January 4, 2019, for proposals to provide the child and Adult Food Services Program; 2 Bids received.**

**This recommendation, from the Parks and Recreation Dept. is for the Lowest bid received from Edibles Rex, for \$43,776; 15,200 meals at \$2.88 each.**

**Second bid received from Variety FoodServices for \$45,600; 15,200 meals at \$3 each.**

**There was no additional information provided about the Child and Adult Care Food Program. This appears to be separate program from the Summer Food Services.**

*Edibles Rex has been contracted the last 2 years to provide the Summer Food Services Program - the 2018 Program [Contract 6001524 6-25-18 through 6-24-19] for 251,265 breakfasts, lunches, and suppers, for a total of \$672,484;*

*The 2017 Program [Contract 6000822,, for term from 6-26-17 thru 6-30-18] initially approved for 92,750 servings at \$3.04 and \$3.05 each, a total of \$282,887.50; Amendment 1 added \$202,403.22 for a total cost of \$485,290.72, to provide breakfast and cold lunches as part of summer program.*

**Covenant of Equal Opportunity Affidavit signed 1-11-19;**

**TAXES: Good Through 12-27-19 and 8-31-19;**

**Hiring Policy Compliance Affidavit signed 6-14-18, Employment application submitted complies;**

**Slavery Era Records Disclosure Affidavit signed 5-23-18, indicating business established 1991, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 5-23-18 indicating “NONE”.**

The Following Emergency Procurements for Demolitions were authorized by Department of Housing and Revitalization, Building and Safety and Detroit Building Authority.

### **HOUSING AND REVITALIZATION**

3029347      100% City Funding – To Provide Residential Demolition at 7688 Stout, and 8240 St. Marys. – Contractor: Leadhead Construction – Location: 41617 Cummings Lane, Novi, MI 48337 – Contract Period: Upon City Council Approval through November 26, 2019 – Total Contract Amount: \$30,000.00

**Costs budgeted to Blight Reinvestment Fund, Acct. 1003-20253-367301-628500-0-0, Appropriation for Reinvestment Project-Blight includes available funds of \$20,246,373 as of January 18, 2019.**

**Notice of Emergency Ordered Demolition from director of BSEED issued Sept. 10, 2018 for buildings at 7688 Stout and 8240 St. Marys.**

*Pictures of the buildings ordered demolished are included following the contract discussion.*

**Bids solicited, on Sept. 24, 2018, from 10:23 AM to 3 PM, for emergency demolition of buildings at 7688 Stout and 8240 St. Marys; 4 Bids received.**

**This recommendation is for the Lowest Bid received from Leadhead Construction for \$30,000.**

**The demolition costs at each address are as follows:**

**7688 Stout for a total of \$13,600 - Demolition & debris removal & disposal for \$12,000; Backfill costs of \$1,000; Grading & site finishing costs of \$500; and Seeding costs of \$100.**

**8240 St. Marys for a total of \$16,400 - Demolition & debris removal & disposal for \$14,800; Backfill costs of \$1,000; Grading & site finishing costs of \$500; and Seeding costs of \$100**

**Other Bids include: Gayanga for \$34,061 [with 8% equalization, comparison bid of \$31,336.12]; Smalley Construction for \$35,200; and Dore & Associates for \$52,100.**

**Covenant of Equal Opportunity Affidavit signed 12-17-17;**

**TAXES: Good Through 1-10-20 and 1-31-19;**

**Hiring Policy Compliance Affidavit signed 12-17-17, Employment Application submitted complies; Slavery Era Records Disclosure Affidavit signed 12-17-17, indicating business established 2004, NO records to disclose;**

**Political Contributions and Expenditures Statement signed 12-14-18, indicating “N/A”.**

**Housing and Revitalization-Demolition - *continued***

3029347

Leadhead Construction Total Contract for \$30,000

**7688 Stout - \$13,600**



**Housing and Revitalization-Demolition - continued**

3029347      Leadhead Construction      Total Contract for \$30,000      **8240 St. Marys - \$16,400**



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