

CITY OF GROSSE POINTE WOODS
Electronic Regular City Council Meeting Agenda
Monday, March 1, 2021
7:00 p.m.

The City Council will be conducting a meeting of the Grosse Pointe Woods City Council by video (Zoom) and telephone conference in accordance with the City of Grosse Pointe Woods City Council resolution adopted November 16, 2020, establishing rules for remote attendance pursuant to the Open Meetings Act as amended. This notice is being provided to ensure that those wishing to participate in the meeting have an opportunity to do so. Additional instructions are listed below.

Join Zoom Meeting

<https://zoom.us/j/98119324302?pwd=ek55ZTNWZ0xlak1YeJ5UjFHRTYxUT09>

Meeting ID: 981 1932 4302

Passcode: 740951

Join by phone:

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 981 1932 4302

Passcode: 740951

Facilitator's Statement

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF AGENDA
4. MINUTES
 - A. Council 02/22/21
5. COMMUNICATIONS
 - A. Use of Tennis Courts – Grosse Pointe South
 1. Application for Community Use of Recreational Facilities
6. BIDS/PROPOSALS/
CONTRACTS
 - A. Contract: Landscape Abatement
 1. Memo 02/11/21 – Building Official
 2. Email 02/09/21 – NU Appearance Maintenance, Inc.
 3. Exhibit A
 4. Certificate of Liability Insurance
 5. Services Agreement
 6. Council Excerpt 03/16/20
 - B. 2021 Water Main Replacement Program
 1. Memo 02/10/21 – Director of Public Services
 2. Letter w/attachment 02/09/21 – City Engineer

7. NEW BUSINESS/PUBLIC COMMENT

8. ADJOURNMENT

**Lisa Kay Hathaway, MiPMC-3/MMC
City Clerk**

**IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS**

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services to individuals with disabilities. Closed captioning and audio will be provided for all electronic meetings. All additional requests must be made in advance of a meeting.

Instructions for meeting participation

1. To join through Zoom: The meeting may be joined by clicking on the link provided on the agenda at the start time posted on the agenda, enter the meeting identification number, and password. Zoom may provide a couple of additional instructions for first time use. As an alternative to using the link, accessibility to the meeting may be obtained by using the browser at join.zoom.us. If having trouble logging in, try a different browser e.g. Chrome.

Join Zoom Meeting

<https://zoom.us/j/98119324302?pwd=ek55ZTNWZ0xlak1YeJlJ5UjFHRTYxUT09>

Meeting ID: 981 1932 4302

Passcode: 740951

2. Join by telephone: Dial the toll-free conferencing number provided and enter the meeting identification number, and password. Dial *9 to be heard under Public Comment.

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 981 1932 4302

Passcode: 740951

In an effort to alleviate feedback and disruption of the meeting, choose one of the media options, either phone or Zoom, not both.

Meeting notices are posted on the City of Grosse Pointe Woods website home page at www.gpwwmi.us and the on-line calendar, both containing a link to the agenda. The agenda contains all pertinent information including business to be conducted at the meeting, a hyperlink to participate using Zoom, and call-in telephone number with necessary meeting identification, and a password. Agendas will also be posted on six (6) City bulletin boards along Mack Avenue.

The following are procedures by which persons may contact members of the public body to provide input or ask questions:

1. To assist with meeting flow and organization, all public comment will be taken at the end of the meeting unless it is moved to a different location on the agenda upon a consensus of the City Council;
2. The phone-in audience, when making public comment please state your name (optional) when called upon;
3. Audience participants will be muted upon entry and will have a chance to speak during the public comment portion of the meeting at the end of the agenda, at which time the microphones will be unmuted.
4. Those joining by Zoom will also be muted and may use the virtual raised “hand” to request to be heard under Public Comment.
5. Those joining by telephone need to dial in using the phone number provided on the agenda. When prompted, enter the meeting number and the password also located on the agenda. Dial *9 to be heard under Public Comment.
6. The published agenda invites participants from the community to provide written questions, comments, and concerns in advance of the meeting to any Elected Official or the City Clerk regarding relevant City business and may be read under Public Comment. Emails may be sent to:

Mayor Robert E. Novitke	mayornovitke@comcast.net	586 899-2082
Art Bryant, Council Member	arthurwbryant@gmail.com	313 885-2174
Ken Gafa, Council Member	kgafa@comcast.net	313 580-0027
Vicki Granger, Council Member	grangergpw@aol.com	313 640-5250
Mike Koester, Council Member	koester.gpw@gmail.com	313 655-4190
Todd McConaghy, Council Member	todd.mcconaghygpw@yahoo.com	248 765-0628
Lisa Hathaway, City Clerk	lhathaway@gpwmi.us	313 343-2447

You may contact Lisa Hathaway, City Clerk, at lhathaway@gpwmi.us should you have any questions prior to the meeting starting.

<p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p>
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MINUTES OF THE RESCHEDULED CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, FEBRUARY 22, 2021.

The Facilitator's statement was provided.

The meeting was called to order at 7:01 p.m. by Mayor Pro-Tem Bryant.

Roll Call*: Mayor Pro-Tem Bryant
Council Members: Gafa, Granger, Koester, McConaghy (Southfield, MI)
Absent: Novitke
(*Unless specifically identified otherwise, Council Members attended remotely from Grosse Pointe Woods, MI.)

Also Present: City Administrator Smith
City Attorney Anderson
Treasurer/Comptroller Murphy
City Clerk Hathaway
Director of Public Services Schulte
Recreation Supervisor Gerhart
Facilitator/Deputy City Clerk Antolin

Motion by Koester, seconded by Gafa, that Mayor Novitke be excused from tonight's meeting as he is attending to a personal matter.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Granger, seconded by Gafa, that all items on tonight's agenda be received, placed on file, and taken in order of appearance, and that the following item be added to the agenda:

1. Memo 02/22/21 – Treasurer/Comptroller regarding Temporary Employee.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Gafa, seconded by Koester, that the following minutes be approved as submitted:

1. City Council Minutes dated February 1, 2021.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Granger, seconded by McConaghy, that the following minutes be approved as submitted:

1. Committee-of-the-Whole Minutes dated February 8, 2021.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Granger, seconded by Gafa, regarding **Request to Use Baseball Diamonds – Grosse Pointe North**, that the City Council approve the request of Grosse Pointe North High School to use Ghesquiere Park Marsteller Baseball Diamond Monday-Friday, March 15 – June 10, 2021, from 3:00 p.m.-6:30 p.m. contingent upon:

1. Teams following all park rules and MHSAA rules including clearing the field during storms;
2. Teams cleaning up trash around the field after use;
3. Teams submitting current rosters.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Koester, seconded by Granger, regarding **Request to hold Sidewalk Sale – Avenue in the Woods**, that the City Council approve the request of The Avenue in the Woods to hold a sidewalk sale on Saturday, June 12, 2021, from 9:00 a.m. to 5:00 p.m. contingent upon all merchants adhering to all COVID-19 restrictions and all pedestrian and traffic laws are followed.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Gafa, seconded by McConaghy, regarding **Michigan Municipal League Membership Renewal**, that the City Council approve payment in an amount not to exceed \$6,733.00 to the MML for annual membership, and to authorize the City Administrator to sign the invoice.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by McConaghy, seconded by Gafa, regarding **Installation/Budget Amendment – Kayak Launch**, that the City Council approve the purchase and installation of a new 32-space kayak launch, removal of two boat well pilings, materials, and contingency in a total amount not to exceed \$52,731.50 as identified, and to approve a budget amendment in the amount of \$52,731.50 from Marina Fund Balance Account No. 594-000-395.000 into Boat Dock Construction Account No. 594-785-977.200.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Gafa, seconded by Koester, regarding **2021 IIMC/MAMC Conference**, that the City Council approve the City Clerk's attendance at the 2021 IIMC Conference being held in Grand Rapids, MI, from May 9 through May 14, 2021, in an amount not to exceed \$2,000.00, funds to be taken from the Clerk's Training/Seminars Account No. 101-215-958.001.

Motion carried by the following vote:

Yes: Bryant, Gafa, Koester
No: Granger, McConaghy
Absent: Novitke

Regarding the **Resignation – Tree Commission**, the Mayor Pro-Tem, acting for Mayor Novitke, accepted the resignation of George Hathaway from the Tree Commission with regret and directed that appropriate thanks and recognition be sent to Mr. Hathaway.

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – January 2021**, that the City Council refer this report to the Finance Committee.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by McConaghy, seconded by Gafa, regarding **Declaring Vacancy in Office and Adopting a Process for Filling the Vacancy**, that the City Council adopt the Resolution as presented and direct the City Clerk to post and publish the appropriate notices.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by Koester, seconded by McConaghy, regarding **First Reading: An Ordinance to Amend the Code of Ordinances for the City of Grosse Pointe Woods, Chapter 2, Administration, Article VI, Elections to Revise the Nominating Petition Deadline Identified in Section 2-416**, that the City Council concur with the amendment of this ordinance, to set a date of March 15, 2021, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Motion by McConaghy, seconded by Koester, regarding **claims/accounts**, that the City Council approve payment of Items 8A – 8I as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

A.	Lake Front Park Bridge Replacement - E.C. Korneffel Co. 1. Pay Estimate No. 2 01/31/21 - \$28,851.84; Account No. 401-903-977.109. 2. Pay Estimate No. 3 02/04/21 - \$117,072.12; Account No. 401-903-977.109.
B.	2020 Sewer Rehab-CIPP Lining 1. Corby Energy Services Inc. Pay Estimate No. 1 01/31/21 - \$97,864.92; Account No. 592-537-976.002.
C.	Assessing Services – WCA Assessing 1. Invoice No. 01182021 - \$6,258.25; Account No. 101-224-818.000. 2. Invoice No. 02102021 - \$6,258.25; Account No. 101-224-818.000.

D.	<p>City Engineer – Anderson, Eckstein & Westrick</p> <ol style="list-style-type: none"> 1. 2020/21 GIS Maintenance Invoice No. 0129594 - \$693.75; Account No. 592-537-977.000. 2. Vernier Rd Resurfacing-Fairway to ECL Invoice No. 0129757 02/01/21 - \$489.00; Account No. 202-451-974.803. 3. 2019 Sewer Open Cut Repair Program Invoice No. 0129758 02/01/21 - \$713.00; Account No. 592-537-976.001. 4. Beaufait Rd Reconstruction-Mack to WCL Invoice No. 0129759 02/01/21 - \$103.00; Account Nos.: <ol style="list-style-type: none"> a. 202-451-974.201 - \$8.24; b. 203-451-977.803 - \$69.01; c. 203-451-974.201 - \$7.21; d. 592-537-975.401 - \$18.54. 5. 2020/21 General Engineering Invoice No. 0129760 02/01/21 - \$2,612.50; Account Nos.: <ol style="list-style-type: none"> a. 101-441-818.000 - \$870.83; b. 101-444-818.000 - \$870.83; c. 592-537-818.000 - \$870.84. 6. 2020 Concrete Pavement Repair Program Invoice No. 0129764 02/01/21 - \$2,501.50; Account Nos.: <ol style="list-style-type: none"> a. 202-451-974.201 - \$475.28; b. 203-451-974.201 - \$300.19; c. 585-561-978.300 - \$1,250.75; d. 592-537-975.401 - \$475.28. 7. LFP Vehicular Bridge Replacement Invoice No. 0129829 02/03/21 - \$16,843.55; Account No. 401-903-977.109. 8. 2020/21 Water Main Replacement Program Invoice No. 0129830 02/03/21 - \$10,818.60; Account No. 592-537-977.310. 9. Sewer Rehabilitation-Lining Invoice No. 0129831 02/03/21 - \$5,085.50; Account No. 592-537-976.001. 10. Sewer Rehabilitation-Open Cut Invoice No. 0129832 02/03/21 - \$23,287.50; Account No. 592-537-976.001. 11. Bournemouth Wm Replacement Invoice No. 0129833 02/03/21 - \$121.25; Account No. 592-537-977.310. 12. Oxford Rd Recon-Mack to Holiday Invoice No. 0129834 02/03/21 - \$3,436.58; Account Nos.: <ol style="list-style-type: none"> a. 202-451-974.201 - \$274.92; b. 203-451-977.803 - \$2,818.00; c. 592-537-975.401 - \$343.66.
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E.	Building Services – McKenna 1. 11/01/20-12/31/20 Invoice No. 21849-32 02/05/21 - \$4,650.00; Account No. 101-180-818.000. 2. 01/01/21 – 01/31/21 Invoice No. 21849-33 02/05/21 - \$2,655.00; Account No. 101-180-818.000.
F.	Professional Services 1. Hallahan & Assoc PC Invoice No. 18101 Rec'd 02/12/21 \$3,325.90; Account No. 101-210-801.300.
G.	Labor Attorney 1. Keller Thoma Invoice No. 119834 02/01/21 - \$962.50; Account No. 101-210-810.000.
H.	City Attorney 1. York, Dolan & Tomlinson PC 02/05/21 - \$3,921.50; Account Nos: a. 101-210-801.200 - \$976.50; b. 101-210-801.100 - \$2,945.00.
I.	City Attorney • Rosati, Schultz, Joppich & Amtsbuechler PC Invoice No. 1075134 02/10/21 - \$10,180.50; Account Nos.: a. 101-210-801.300 - \$806.00; b. 101-210-801.000 - \$9,374.50.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

Hearing no objections, the following items were heard under New Business:

- The Treasurer/Comptroller, as outlined in her memo dated February 22, 2021, requested to hire a temporary employee until such time as a Deputy Treasurer/Comptroller is hired. She will be working with Plante Moran.

Motion by McConaghy, seconded by Gafa, to approve the Treasurer/Comptroller's request for a temporary employee in an amount not to exceed \$25,000.00.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy
No: None
Absent: Novitke

- The Easter Egg Stroll was discussed. The Recreation Supervisor outlined COVID safety modifications being implemented into the program.

- Council Member McConaghy questioned the proposed Charter Amendment process to place the Treasurer and Clerk under the supervision of the City Administrator rather than City Council; ordinance versus Charter Amendment. The City Attorney recommended a Charter Amendment.

Nobody wished to be heard under Public Comment.

Motion by Granger, seconded by Koester, to adjourn tonight's meeting at 7:36 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

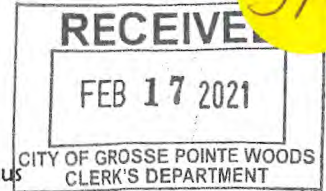
Arthur W. Bryant
Mayor Pro-Tem



City of Grosse Pointe Woods Parks and Recreation Department

20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236

Telephone: 313-343-2408 • Fax: 313-642-5105 • Email: comctr@gpwmichigan.gov



Application for Community Use of Recreational Facilities

Applications should be submitted 60 days prior to requested use date and must have approval by City Council to use Recreational Facilities.

ORGANIZATION INFORMATION

Date of Application: 2/5/2021 Name of Organization: GPS Varsity Tennis
Organization Contact Person: Mark Sobieralski/Kristen Stovall City, State, Zip: Grosse Pointe Farms, MI 48236
Phone Number: 313-432-3542 Email: stovall@gpschools.org

ORGANIZATION TYPE

- ☐ Public School in GPW ☒ Public School in Grosse Pointe District ☐ Private School In GPW
☐ Non-Profit (provide 5013C number): ☐ Other:

GPW RESIDENT INFORMATION

Name of GPW Resident: Mark Sobieralski Home Phone: _____
Address of GPW Resident: _____ Cell Phone: _____
Email: _____

EVENT DETAILS

☐ Ghesquiere Baseball Diamond # _____ ☐ Ghesquiere Hockey Rink
☐ Bramcaster Soccer Field ☐ Jackson Soccer Field
☒ Lake Front Park Tennis Court # 4-6 ☐ Other: _____
Requested Use Date: 4-10-2021 Start Time: 8am End Time: 3pm
Estimated Total # Attendance: 30 Estimated # of GPW Residents in Attendance: 1-5
Purpose for which premises to be used: Tennis Tournament

HOLD HARMLESS AGREEMENT

The undersigned agrees to make financial restitution to the City for any damage to or loss of City property or equipment caused by the above named group or any individual present at this event. Further, the undersigned does hereby release and hold harmless the City of Grosse Pointe Woods, its elected or appointed officials, employees and volunteers from any and all claims or loss resulting in bodily injury or property damages caused by the undersigned or any third party present at this event. Further, the undersigned agrees to financial reimbursement to the City if additional cleanup is necessary by city employees. The City reserves the right to cancel arrangements in case of emergencies with or without notice.

Liability insurance coverage must be submitted with the application. Such insurance shall state "The City of Grosse Pointe Woods is listed as an additional insured," under "Description of Operations" be in a form acceptable to the City and certificates of such insurance coverage shall be furnished upon request and prior to the use of the facilities. If deemed necessary, the user will provide security coverage as directed, and will also be responsible for associated costs.

Applicant Signature Kristen Stovall Date 2/9/21

OFFICE USE ONLY

Class Type: III Insurance submitted with application: ☒ Yes ☐ No Insurance rating: N/A
Recommended for approval as submitted: ☒ Yes ☐ No Signature & Date: [Signature] 2-12-21
Department Head Date
Recommended for approval as submitted: ☒ Yes ☐ No Signature & Date: [Signature] 2/12/2021
City Administrator Date

Council Approval Date: _____

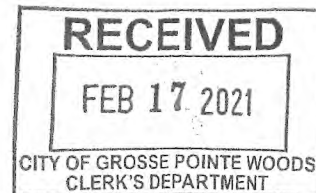
* Must be in compliance with
State Health Dept. Guidelines
& regulations.

5A

Success
2/24

6A

**CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT
MEMORANDUM**



TO: Mayor & City Council
FROM: Gene Tutag, Building Official *GT*
DATE: February 11, 2021
SUBJECT: Nu Appearance Landscaping – Request to Renew Contract

The Building Department continues to be extremely satisfied with Nu Appearance Landscaping service since April 2014. They have continually performed landscaping and court ordered cleanups of properties without any problems or complaints from the Building Department or our Residents.

The Building Department is requesting to extend the service agreement with Nu Appearance Landscaping thru March 31, 2022 as they have offered to accept another one year extension with terms and pricing to remain unchanged from their original contract dated March 10, 2014.

Attachments

Nu-Appearance agreement extension e-mail – 02/09/2021
Request for Bid/Exhibit A dated 03/10/14
Certificate of Liability Insurance (Expires 7/19/21)
Proposed Service Agreement for 2021/2022
Council Clipping – 03/16/2020

Recommend approval of the above stated, do not believe any benefit will accrue to the City to seek further competitive bids, and appropriate funds are available for this expenditure:



Bruce Smith, City Administrator

Feb. 17, 2021

Date



Shawn Murphy, City Treasurer/Comptroller

Feb. 17, 2021

Date

Council Approval Required

Date

Josephine Modrack

From: nuappearance@comcast.net
Sent: Tuesday, February 9, 2021 12:52 PM
To: Josephine Modrack
Subject: Re: Contract Renewal Sent on Behalf of Gene Tutag

Good Afternoon Gene,

This e-mail confirms NU Appearance's intention to renew the existing agreement through 4-1-2022. At your earliest convenience, please forward an updated Purchase Order for the extended year 2021-2022.

Thank you!
Scott Kettler
NU Appearance Maintenance, Inc.

Exhibit A

Request for Bid
GROSSE POINTE WOODS
Landscaping Proposal for April 2014 thru April 2016



Scott A. Kettler
(313) 884-0515
(313) 886-7276 Fax
nuappearance@comcast.net
Licensed and Insured (NCT)

Fertilizing/Aeration
Weed Control
Snow PLOWING
Sodding/Seeding
Retaining Walls
Brick Paving
Ground Maintenance

	AMOUNT
Lawn Maintenance: Cut & Trim	
Various Lot Sizes:	
40' x 120'	40.00
60' x 150'	50.00
90' x 200'	80.00
100' x 300'	100.00
Shrub Trimming:	
Evergreen and deciduous shrubs (per man hr)	37.00
Removal/Disposal of debris of property (per yd)	25.00
Spraying:	
Spray cracks & crevices for weeds on concrete areas: (per job)	15.00 PER GAL.
Miscellaneous Service Call (per job)	40.00
Debris Removal (per yd)	25.00
Heavy equipment (per hr)	95.00
MDA License (must provide copy)	# 820087

CONTACT NAME/APPLICANT: ANDY + SCOTT KETTLER

COMPANY NAME: NU APPEARANCE MAINTENANCE INC.

ADDRESS: 19942 HARPER AVENUE, HARPER WOODS
48225

PHONE: 313.884.0515

SIGNATURE: Scott Kettler DATE: 3/10/14



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/23/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Morris Insurance Group, Inc. Little-Killbrow-Steiger 22440 Hall Road Clinton Township MI 48036		CONTACT NAME: Shelle Kipp PHONE (A/C No. Ext): (586) 569-0440 FAX (A/C No.): (586) 569-0384 E-MAIL ADDRESS: shelle.kipp@MorrisInsuranceGroup.com	
INSURED Nu Appearance Maintenance Inc 19942 Harper Ave Harper Woods MI 48225-1759		INSURER(S) AFFORDING COVERAGE INSURER A: Pioneer State Mutual Insurance NAID # 18305 INSURER B: Accident Fund National 12905 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 2020 2021

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	PK00001149	07/19/2020	07/19/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 250,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/CP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		GA00303217	07/19/2020	07/19/2021	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		CU00000889	07/19/2020	07/19/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	WCV6170201	07/19/2020	07/19/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Grosse Pointe Woods is Additional Insured with respect to General Liability when written contract applies.

CERTIFICATE HOLDER**CANCELLATION**City of Grosse Pointe Woods
20025 Mack Plaza Dr

Grosse Pointe Woods

MI 48236

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**SERVICE AGREEMENT FOR
NU APPEARANCE LANDSCAPING**

This Agreement entered into this ____ day of _____, 2021 between the City of Grosse Pointe Woods ("CITY") and NuAppearance Maintenance, Inc. (a/k/a Nu Appearance Landscaping) ("NU") located at 19942 Harper Avenue, Harper Woods, MI 48225.

WHEREAS, the Grosse Pointe Woods City Council on _____ 2021, awarded NU a contract to provide landscaping and lawn mowing services within the City of Grosse Pointe Woods, and;

WHEREAS, the parties wish to clarify their respective duties and responsibilities under the contract as set forth in this Agreement.

IT IS AGREED:

1. Award of Contract. NU is hereby awarded the contract to perform services for the CITY as specified in the attached specifications, Exhibit A, incorporated by reference and made a part of this Agreement.
2. Term of Contract. This contract will be for a period of April 01, 2021 to March 31, 2022.
3. Availability of Service. NU will provide the services described in the contract to the CITY on an as needed basis within 48 hours of a request, weather permitting.
4. Rates. The rates to be charged by NU are determined in attached Exhibit A.
5. Record of Receipts. On a monthly basis, NU will provide the CITY a record of all services rendered during the period for which payment is made. The records supplied to the CITY shall contain the following information:
 - a. The date the service was rendered;
 - b. The nature of the service rendered and;
 - c. The address where the service was rendered;
 - d. Invoices for the work on a monthly basis.
6. Inspection of books and records by CITY. The CITY shall have the right to inspect NU's books and records (as they pertain to service charges under this Agreement) on NU's premises during normal business hours.
7. Compliance with City Ordinances. NU shall be required to comply with all City Ordinances and pertinent state laws during the terms of this Agreement including but not limited to hours of operation.

8. Termination of Contract. In the event the CITY determines that NU is in breach of this Agreement, it shall so notify NU in writing mailed or delivered to NU's place of business. NU shall then be granted ten (10) days to correct its breach. Failure to do so will authorize the CITY to terminate the Agreement.

Notwithstanding anything to the contrary, the contract may be cancelled by either the CITY or NU for any reason or no reason by giving thirty (30) days written notice.

9. Insurance. NU will supply the CITY with evidence, as requested from time to time by the City, that it is adequately insured in accordance with Exhibit A for the following:
- a. Commercial General Liability;
 - b. Auto Insurance;
 - c. Workers compensation.

The City of Grosse Pointe Woods shall be named as an additional insured under the commercial general liability policy.

10. City Indemnification. NU agrees to indemnify and hold harmless the CITY from any actions, suits, debts, judgments, damages and/or claims arising out of NU's performance of this Agreement.
11. Purchase Order. A standard Grosse Pointe Woods Purchase Order will be issued with additional terms and conditions.

IN WITNESS WHEREOF the parties have signed this Agreement on the date first written above.

WITNESS:

City of Grosse Pointe Woods

By: Bruce Smith
City Administrator

Approved for Signature:

By: Lisa Anderson
City Attorney

[Signatures Continue on Next Page]

NuAppearance Landscaping

By: _____

Scott A. Ketter

Its: Owner

COUNCIL EXCERPT
03-16-20

Motion by Granger, seconded by McConaghy, regarding **contract: Landscape Abatement**, that the City Council approve a contract with Nu Appearance Landscaping to provide grass and weed abatement services (landscaping) from April 1, 2020, through March 31, 2021.

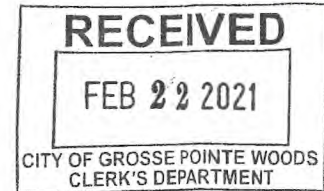
Motion carried by the following vote:

Yes:	Bryant, Granger, Koester, McConaghy, Novitke
No:	None
Absent:	Gafa

MEMO 21-07

6B

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *F.S.*
DATE: February 10, 2021
SUBJECT: Recommendation – 2021 Water Main Replacement Program
AEW Project No. 0160-0426



During the Construction Committee meeting on February 10, 2020, a discussion was held regarding the proposed 2020/2021 construction projects. Included in discussion was the 2021 Water Main Replacement Program, which includes the replacement of the water main on Hollywood (from Goethe to Marter), Severn (from Mack to Craig), and Christine Court.

Fontana Construction has offered to extend their contract unit prices from the Bournemouth Water Main Project. Fontana Construction was the lowest qualified bid received on February 4, 2020, and was 16% lower than the next lowest bid.

Anderson, Eckstein and Westrick, Inc. (AEW) has worked with Fontana Construction, Inc. in Grosse Pointe Woods for several years as well as many neighboring communities. They are qualified to perform this type of work and their work is satisfactory.

On August 10, 2020, Council approved \$108,000.00 for design engineering fees for this project. Based upon the recommendation of AEW, I concur that the contract for the 2021 Water Main Replacement Program be awarded to Fontana Construction, Inc., 6340 Sims Drive, Sterling Heights, Michigan 48313 in the amount of \$1,625,631.70. I recommend construction engineering fees that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$217,000.00. I further recommend a construction contingency in an amount not to exceed \$100,000.00 to cover any unforeseen problems should they arise. The total project will not exceed \$2,050,631.70.

This is a budgeted item in the water/sewer fund. Amounts and account numbers are listed in the table below.

Water Main Construction & Engineering Expenses		
Construction	592-537-977.300	\$1,625,631.70
Design Engineering (previously approved)	592-537-977.310	\$108,000.00
Construction Engineering	592-537-977.310	\$217,000.00
Contingency	592-537-977.300	\$100,000.00
Total Project Cost		\$2,050,631.70

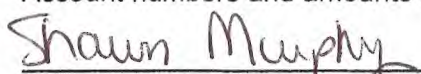
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council Consideration:


Bruce Smith, City Administrator

2/22/2021
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Shawn Murphy, Treasurer/Comptroller

2-22-2021
Date



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

2001 E. Lincoln Road, Suite 100, Troy, Michigan 48067
313/261-7400

February 9, 2021

Bruce Smith, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, Michigan 48236-2397

Reference: **2021 Water Main Replacement Program**
Hollywood, Severn & Christine Court
AEW Project No. 0160-0426

Dear Mr. Smith:

Fontana Construction has offered to extend their contract unit prices from the Bournemouth Water Main Project for the proposed 2021 Water Main Replacement Program. A summary of the bid items is included in the attached Bid Form.

The bid submitted by Fontana Construction, Inc. for the Bournemouth Water Main Replacement contract was 16% lower than the next lowest bid. We believe the City would not see a benefit in seeking bids for the 2021 Water Main Replacement Program.

Therefore, we recommend the contract for the **2021 Water Main Replacement Program** be awarded to **Fontana Construction, Inc.** for the **Total of All Bid Prices (See Page 6 of the attached Bid Form)** in the amount of **\$1,625,631.70**.

In addition, we are recommending additional budget for construction engineering in the amount of \$217,000 and a construction contingency of \$100,000.00. Design engineering was previously approved by Council in the amount of \$108,000. Therefore, the total project cost estimate is \$2,050,631.70.

If you have any questions, please advise.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Lockwood'.

Scott Lockwood, PE

Enclosure: Bid Form
cc: Frank Schulte, DPW Director
Shawn Murphy, Controller
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CITY OF GROSSE POINTE WOODS
2021 WATER MAIN REPLACEMENT PROGRAM
AEW PROJECT NO. 0160-0426

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
1.	_ Audio Visual Record of the Construction Influence Area	1	LS	\$ 5,000.00	\$ 5,000.00
2.	Mobilization, Max 3%	1	LS	25,000.00	25,000.00
3.	Tree, Rem, 19 inch to 36 inch	20	Ea	1,200.00	24,000.00
4.	Tree, Rem, 37 inch or Larger	4	Ea	2,000.00	8,000.00
5.	Tree, Rem, 6 inch to 18 inch	44	Ea	500.00	22,000.00
6.	Dr Structure, Rem	2	Ea	500.00	1,000.00
7.	Sewer, Rem, Less than 24 inch	20	Ft	40.00	800.00
8.	Curb and Gutter, Rem	80	Ft	20.00	1,600.00
9.	Pavt, Rem	930	Syd	10.00	9,300.00
10.	Sidewalk, Rem	211	Syd	9.00	1,899.00
11.	Exploratory Investigation, Vertical	300	Ft	125.00	37,500.00
12.	_ Driveway, Rem	1,085	Syd	9.00	9,765.00
13.	_ Station Grading	3	Sta	3,000.00	9,000.00
14.	_ Subgrade Undercutting, Modified	400	Cyd	40.00	16,000.00
15.	_ Subgrade Undercutting, Special	250	Cyd	30.00	7,500.00
16.	Erosion Control, Inlet Protection, Fabric Drop	13	Ea	90.00	1,170.00
17.	Aggregate Base, 6 inch	1,200	Syd	9.00	10,800.00
18.	Aggregate Base, 8 inch	1,040	Syd	25.00	26,000.00
19.	Maintenance Gravel	900	Ton	20.00	18,000.00
20.	_ Geogrid	1,040	Syd	5.00	5,200.00
21.	Sewer, CI IV, 12 inch, Tr Det B	20	Ft	50.00	1,000.00
22.	_ External Structure Wrap, 18 inch	4	Ea	600.00	2,400.00
23.	_ Sanitary Lead Repair	24	Ea	1,000.00	24,000.00
24.	Dr Structure Cover, Adj, Case 1	2	Ea	400.00	800.00
25.	Dr Structure, 24 inch dia	1	Ea	2,000.00	2,000.00
26.	Dr Structure, 48 inch dia	1	Ea	4,000.00	4,000.00
27.	Dr Structure, Tap, 12 inch	1	Ea	500.00	500.00
28.	_ Catch Basin Cover, Restricted, GPW	2	Ea	501.00	1,002.00
29.	_ Combined Manhole Cover, GPW	2	Ea	488.00	976.00

CITY OF GROSSE POINTE WOODS
2021 WATER MAIN REPLACEMENT PROGRAM
AEW PROJECT NO. 0160-0426

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
30.	_ Dr Structure Trap, 12 inch	2	Ea	50.00	100.00
31.	Underdrain, Subgrade, 4 inch	660	Ft	15.00	9,900.00
32.	_ Pop-Up Emitter, Storm Drain, Residential	1	Ea	50.00	50.00
33.	Conc Pavt with Integral Curb, Nonreinf, 7 inch	930	Syd	69.00	64,170.00
34.	Joint, Expansion, E2	66	Ft	23.00	1,518.00
35.	Joint, Plane-of-Weakness, W	650	Ft	6.00	3,900.00
36.	Joint, Expansion, Erg	22	Ft	18.00	396.00
37.	Lane Tie, Epoxy Anchored	530	Ea	5.00	2,650.00
38.	Pavt Repr, Nonreinf Conc, 7 inch	1,200	Syd	55.00	66,000.00
39.	Pavt Repr, Rem	1,200	Syd	10.00	12,000.00
40.	Driveway, Nonreinf Conc, 6 inch	1,085	Syd	50.00	54,250.00
41.	Detectable Warning Surface	49	Ft	40.00	1,960.00
42.	Curb Ramp Opening, Conc	48	Ft	25.00	1,200.00
43.	Sidewalk Ramp, Conc, 4 inch	200	Sft	5.00	1,000.00
44.	Sidewalk Ramp, Conc, 6 inch	225	Sft	6.00	1,350.00
45.	Sidewalk, Conc, 4 inch	1,900	Sft	4.50	8,550.00
46.	Sidewalk, Conc, 6 inch	700	Sft	4.75	3,325.00
47.	_ Traffic Control, Christine Ct	1	Ea	5,000.00	5,000.00
48.	_ Traffic Control, Hollywood	1	Ea	3,000.00	3,000.00
49.	_ Traffic Control, Miscellaneous	1	Ea	3,000.00	3,000.00
50.	_ Traffic Control, Severn & Craig	1	Ea	3,000.00	3,000.00
51.	_ Proposed Trees	64	Ea	500.00	32,000.00
52.	Sodding	5,590	Syd	5.00	27,950.00
53.	Topsoil Surface, Furn, 3 inch	5,590	Syd	4.00	22,360.00
54.	Water, Sodding/Seeding	223	Unit	75.00	16,725.00
55.	Gate Valve, 8 inch	11	Ea	2,000.00	22,000.00
56.	Gate Well, Rem	9	Ea	475.00	4,275.00
57.	Hydrant, Rem	10	Ea	475.00	4,750.00
58.	Water Main, 8 inch, Cut and Plug	3	Ea	327.00	981.00

CITY OF GROSSE POINTE WOODS
2021 WATER MAIN REPLACEMENT PROGRAM
AEW PROJECT NO. 0160-0426

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
59.	Water Serv	22	Ea	800.00	17,600.00
60.	Water Serv, Long	28	Ea	1,500.00	42,000.00
61.	Gate Well, 60 inch dia	11	Ea	2,900.00	31,900.00
62.	_ Irrigation Pipe, Furn and Install	2,740	Ft	0.01	27.40
63.	_ Water Main, HDPE, DR11, 8 inch, Pipe Burst	5,202	Ft	95.00	494,190.00
64.	_ Water Main, PVC, SDR 14, 8 inch, Tr Det G	270	Ft	125.00	33,750.00
65.	_ Water Main, Remove	20	Ft	10.00	200.00
66.	_ Fire Hydrant Assembly	10	Ea	5,100.00	51,000.00
67.	_ Gate Well Cover, GPW	11	Ea	488.00	5,368.00
68.	_ Sprinkler Head	215	Ea	0.01	2.15
69.	_ Sprinkler Head, Adj	215	Ea	0.01	2.15
70.	_ Water Main Connection, 6 inch	1	Ea	2,100.00	2,100.00
71.	_ Water Main Connection, 8 inch	6	Ea	2,100.00	12,600.00
72.	_ Water Serv, Extend, Modified	5	Ea	500.00	2,500.00
73.	_ Water Serv, Modified	173	Ea	580.00	100,340.00
74.	_ Water Serv, Special	51	Ea	2,980.00	151,980.00
75.	_ Temporary Water Service	1	LS	25,000.00	25,000.00
76.	_ Water Main, Abandon	1	LS	1,000.00	1,000.00
77.	_ Rubbish Pickup	1	LS	500.00	500.00

Total of All Bid Prices \$ 1,625,631.70