

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, December 3, 2018
7:00 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA
6. APPOINTMENTS
 - A. Mayoral Appointments to Commissions/Board/Committee
 1. Beautification Commission
 - a. Reappointments (4)
 - b. Vacancy (1)
 2. Community Tree Commission
 - a. Reappointments (2)
 - b. Vacancies (2)
 3. Historical Commission
 - a. Reappointments (3)
 - b. Vacancy (1)
 4. Local Officers Compensation Commission
 - a. Vacancy (1)
 5. Planning Commission
 - a. Reappointments (2)
 - b. Vacancies (1)
 6. Senior Citizens Commission
 - a. Reappointments (4)
 - b. Vacancies (2)
 7. Construction Board of Appeals
 - a. Reappointments (2)
 - B. Council Appointments to Commission/Board/Committee
 1. Citizens Recreation Commission
 - a. Reappointments (2)
 - b. Vacancies (2)
 2. Board of Review
 - a. Reappointments (6)
 - b. Vacancy (1)
 3. Building Authority Committee
 - a. Vacancy (1)
7. MINUTES
 - A. Council 11/26/18
 - B. Planning Commission 10/23/18

8. COMMUNICATIONS

A. Resignations:

1. Beautification Commission – Gerald Hilton
2. Tree Commission:
 - a. Ed Gaffney
 - b. Joe Backer

B. Letter of Support – Healthy Grosse Pointes/Harper Woods
Wilson Foundation Grant Application

1. Email 11/27/18 – S. Berschback, Healthy
Communities/Beaumont Health
2. Draft Letter of Support
3. Cycling Without Age Information Sheet

9. RESOLUTIONS

A. Wayne County Annual Permits (3)

1. Memo 11/26/18 – Director of Public Services
2. Letter 11/27/18 – City Attorney
 - a. Permit to Construct, Operate, Use and/or
maintain – Maintenance
 - i. Letter 10/27/18 – Wayne County
Department of Public Services –
Permit Office
 - ii. Permit – A-19054
 - iii. Conditions & Limitations of
Permits
 - iv. Scope of Work and Conditions
 - v. Indemnity and Insurance
 - vi. Resolution Authorizing Execution
of Annual Maintenance Permits
 - b. Permit to Construct, Operate, Use and/or
maintain – Pavement Restoration
 - i. Letter 10/27/18 – Wayne County
Department of Public Services –
Permit Office
 - ii. Permit A-19109
 - iii. Conditions & Limitations of
Permits
 - iv. Indemnity and Insurance
 - v. Resolution Authorizing Execution
of Wayne County Permits
 - c. Permit to Construct, Operate, Use and/or
maintain – Special Events
 - i. Letter 10/27/18 – Wayne County
Department of Public Services –
Permit Office
 - ii. Permit A-19142
 - iii. Conditions & Limitations of
Permits
 - iv. Annual Special Events for

- Municipalities Road
Closure/Detour Guidelines
- v. Banner Attachment for
Municipalities Guidelines
- vi. Resolution Authorizing Execution
of Wayne County Permits

- 10. CLAIMS/ACCOUNTS
 - A. Bond Improvements, Roofs and HVAC
 - 1. Cross Renovation Inc. Payment No. 5 11/20/18 - \$383,251.14
 - B. Assessing Services
 - 1. WCA Assessing Invoice No. 111918 11/19/18 - \$5,786.16
 - C. City Engineers
 - 1. Invoice No. 0119619 10/26/18 - \$1,200.00;
 - 2. Invoice No. 0119832 11/09/18 - \$206.00;
 - 3. Invoice No. 0119833 11/09/18 - \$18,719.00;
 - 4. Invoice No. 0119834 11/09/18 - \$3,065.95;
 - 5. Invoice No. 0119835 11/09/18 - \$26,143.45;
 - 6. Invoice No. 0119836 11/09/18 - \$31,071.75;
 - 7. Invoice No. 0119839 11/09/18 - \$82.40;
 - 8. Invoice No. 0119840 11/09/18 - \$434.00;
 - 9. Invoice No. 0119841 11/09/18 - \$10,758.05;
 - 10. Invoice No. 0119842 11/09/18 - \$21,000.00;
 - 11. Invoice No. 0119843 11/09/18 - \$391.40;
 - 12. Invoice No. 0119849 11/09/18 - \$16,583.00.
 - D. City Attorneys
 - 1. Don. R. Berschback 11/28/18 - \$1,402.50;
 - 2. Charles T. Berschback 11/28/18 - \$4,405.50.
- 11. NEW BUSINESS/PUBLIC COMMENT
- 12. ADJOURNMENT

**Lisa Kay Hathaway, CMMC/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, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.

MEMO



TO: Lisa Hathaway
 FROM: Ashley Radcliffe
 RE: Citizen Appointments to Commission and Boards
 DATE: 11/26/18

Mayoral – shaded Council Appointment – unshaded

Appointed by	Authority	Commission/Board	Name	Address
Mayor	City Code Sec. 2-501; 3-yr staggered term, 15 members	Beautification Advisory Commission	Arslanian, Gloria	2000 Hunt Club GPW MI 48236
			Miller, Janet	596 N. Brys GPW MI 48236
			Spreader, Lisa	1440 Yorktown GPW MI 48236
			Stewart, Marlin	2145 Stanhope GPW MI 48236
			VACANCY Gerald Hilton	Expire: 12/31/18
Council	By-Laws; 9 members, 3-yr staggered terms	Citizens' Recreation Commission	Rennpage, Tony	
			Miller, Mark	
			VACANCIES (2 positions) Bill Babcock Mike Soviak	Expire: 12/31/19 Expire: 12/31/20
Mayor	By-Laws, 11 members, 3-yr staggered terms; Sec. 2-380	Community Tree Commission	Butler, Tim	703 Pear Tree Lane GPW MI 48236
			Rennpage, Randy	521 Roslyn GPW MI 48236
			VACANCIES (2 positions)	Expire: 12/31/18 Expire: 12/31/18

Appointed by	Authority	Commission/Board	Name	Address
			Joe Backer Ed Gaffney	
Council	Section 3-13 City Charter	Election Commission	NONE	
Mayor	Council Resolution 8-20-79, Sec. 2-494; 3-yr. staggered term, 11 members	Historical Commission	Bailey, George	1155 Hampton, GPW MI 48236
			Hartert, Shirley	1930 Lancaster, GPW MI 48236
			Wilborn, Giles	2110 Fleetwood, GPW MI 48236
			VACANCY all of 2018	Expires: 12/31/2021
Mayor	City Code 2-406, 5-yr staggered term, 5 members	Local Officers' Compensation	VACANCY all of 2018	Expires: 9/30/2018
Mayor	Section 2-441a City Charter, 3-yr. staggered term, 9 members	Planning Commission	Hamborsky, Doug	19982 Clairview Ct. E GPW MI 48236
			Fuller, Michael	1230 North Renaud, GPW MI 48236
			VACANCY Tonja Stapleton	Expire: 12/31/18
Mayor	11 members, 9-general community-3-yr terms, 2-senior groups & community interest – 1 yr. terms	Senior Citizens' Commission	Motschall, Denise	823 Crescent Lane GPW MI 48236
			Thornton, Joan	905 Hidden Lane GPW MI 48236
			Beeby, Sharon	1415 South Renaud GPW MI 48236
		SOC Representative	Uhlig-Johnston, Heidi	158 Ridge Road GPF MI 48236
			VACANCIES (2 positions) all of 2018	Expire: 12/31/18 Expire: 12/31/2021

Appointed by	Authority	Commission/Board	Name	Address
Council	MCL 211.29 Sec. 28 (2) (3), 3-yr. staggered terms	Board of Review	Hilton, Gerald	1636 N Renaud GPW MI 48236
			McLellan, Jan Ryndress	1617 S. Renaud GPW MI 48236
			Cerwin, Theresa	1489 Dorthen GPW MI 48236
			Nantroup, Carolyn	664 Birch Lane GPW MI 48236
			Nelson, Sandy	1063 Hawthorne GPW MI 48236
			Patrosso, Gary	1647 Edmundton Dr GPW MI 48236
			VACANCY Shari Lombardo	Expire: 1/1/18
Mayor	M.C.L. 125.1514, 3-7 members, 2-yr. staggered terms	Construction Board of Appeals	Vitale, John	20771 Wedgewood GPW MI 48236
			Morrissett, Donald	749 Roslyn GPW MI 48236
Mayor	City Code Sec. 44-230c	Downspout Board of Appeals	NONE	
Mayor	Section 2-286, City Code "Retirement System"	Pension Board	NONE	
Council	Articles of Incorporation of 1992, 3-yr.	Building Authority Committee	VACANCY	Expire: 12/31/18

Appointed by	Authority	Commission/Board	Name	Address
	staggered terms, 3 members			
Mayor		Community Events Committee	NONE	
Mayor		Compensation & Evaluation Committee	NONE	
Mayor		Construction Committee	NONE	
Mayor		Finance Committee	NONE	
Mayor		Judicial Liaison Committee	NONE	
Mayor		Mayor's Mack Avenue	NONE	
Mayor		Public Relations Committee	NONE	

MINUTES OF THE RESCHEDULED CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, NOVEMBER 26, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:01 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council Members: Bryant, Granger, Koester, McConaghy, McMullen, Shetler
Absent: None

Also Present: City Administrator Smith
City Attorney Don Berschback
Building Official Tutag
Deputy City Clerk Antolin

Council, Administration, and the audience Pledged Allegiance to the Flag.

The following Commission Members were in attendance:

Grant Gilezan, Planning Commission

Motion by Bryant, seconded by Shetler, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler
No: None
Absent: None

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

1. City Council Minutes dated November 19, 2018.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler
No: None
Absent: None

THE MEETING WAS THEREUPON OPENED AT 7:03 P.M. FOR A PUBLIC HEARING IN ACCORDANCE WITH CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IX, FENCES, TO HEAR THE APPLICATION OF **REBECCA AUGUSTYN, 902 WOODS LANE**, GROSSE POINTE WOODS, FOR PERMISSION TO ERECT A 6' FENCE ALONG THE EAST PROPERTY LINE RESULTING IN A FENCE ON FENCE INSTALLATION. THEREFORE, A VARIANCE IS REQUIRED.

Motion by Bryant, seconded by Shetler, that for purposes of the public hearing the following items be received and placed on file:

1. Letter 10/03/18 – R. Augustyn, 902 Woods Lane
2. Site Plan
3. Application for Fence 10/03/18
4. Memo 11/16/18 – Building Official
5. Photo
6. City Council Excerpt 08/20/18, w/agenda supporting documentation
7. Affidavit of Property Owners Notified 11/16/18
8. Aerial Views (2)

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler
No: None
Absent: None

The Building Official provided an overview of his memo dated November 16, 2018, and recommended denial of the variances due to the fence on fence installation which results in unsightly conditions for neighbors and creates extreme difficulty for maintenance and weed control.

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. The following individuals were heard:

Rebecca Augustyn
902 Woods Lane

Soula Burns
916 Woods Lane

Patrick Burns
916 Woods Lane

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. The following individual was heard:

Jonathon Earl
884 Woods Lane

Motion by Granger, seconded by Bryant, that the public hearing be closed at 7:31 p.m.
PASSED UNANIMOUSLY.

Motion by Koester, seconded by McMullen, regarding Public Hearing: fence variance, Rebecca Augustyn, 902 Woods Lane, that the Council deny the requested variance.

Motion carried by the following vote:

Yes: Koester, McConaghy, McMullen, Novitke, Shetler
No: Bryant, Granger
Absent: None

Motion by McConaghy, seconded by Granger, regarding **Monthly Financial Report – October 2018**, that the report be referred to the Finance Committee.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Shetler, regarding **Provencal Services**, that the City Council approve the following invoice dated November 12, 2018:

1. City of Grosse Pointe Farms Invoice No. 3293 11/12/18 - \$39,771.49.

Administration was asked to determine whether the services provided on Provencal can be performed by Grosse Pointe Woods and whether it would be more cost efficient. This issue will be addressed at the Committee-of-the-Whole Meeting on December 10, 2018.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by McMullen, to adjourn tonight's meeting at 7:40 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Robert E. Novitke
Mayor

Approved by Commission 11/27/18

PLANNING COMMISSION
10-23-18 – 15

7B

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON OCTOBER 23, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:32 p.m. by Chair Hamborsky.

Roll Call: Chair Hamborsky
Planning Commissioners: Fuller, Ketels, Profeta, Vaughn,
Absent: Gilezan, Rozycki, Vitale
Also Present: Building Inspector Tutag
Deputy City Clerk Antolin

The Planning Commission, Administration and the audience Pledged Allegiance to the Flag.

Motion by Profeta, seconded by Fuller, to excuse Commission Members Gilezan, Rozycki, and Vitale from tonight's meeting.

Motion carried by the following vote:

YES: Fuller, Hamborsky, Ketels, Profeta, Vaughn
NO: None
ABSENT: Gilezan, Rozycki, Vitale

Motion by Profeta, seconded by Fuller, that all items on tonight's agenda be received, placed on file, taken in order of appearance.

Motion carried by the following vote:

YES: Fuller, Hamborsky, Ketels, Profeta, Vaughn
NO: None
ABSENT: Gilezan, Rozycki, Vitale

The Chair recognized Council Representative Granger who was in attendance.

Motion by Profeta, seconded by Fuller, regarding **Approval of Minutes**, that the Regular Planning Commission Minutes of August 28, 2018, be approved as amended.

Motion carried by the following vote:

YES: Fuller, Hamborsky, Ketels, Profeta, Vaughn

NO: None

ABSENT: Gilezan, Rozycki, Vitale

The next item on the agenda was Electronic Changeable Sign Application: **First English Lutheran Church, 800 Vernier Rd.**

The Building Official provided an overview of his memo dated October 17, 2018, and recommended approval of this request.

The following individual was heard on behalf of the petitioner:

Dave Embree
Embree Sign Company
26520 Harper Avenue
St. Clair Shores, MI 48081

Discussion ensued regarding the site plan review for a Electronic Changeable Sign at 800 Vernier Rd.

Motion by Ketels, seconded by Vaughn, regarding site plan review: Electronic Changeable Sign Application – First English Lutheran Church, 800 Vernier Road, to approve the Electronic Changeable Sign Application as presented.

Motion carried by the following vote:

YES: Fuller, Hamborsky, Ketels, Profeta, Vaughn

NO: None

ABSENT: Gilezan, Rozycki, Vitale

The next item was the **Proposed Color Chart: Conforming the City Ordinance Design Standards to buildings, Section 50-373 (b) (3).**

The Building Official provided an overview of his memo dated October 12, 2018, and recommended approval of this request.

Motion by Ketels, seconded by Fuller, regarding the proposed color chart by Benjamin Moore entitled "Historical Collection", to approve the new color chart as presented.

Motion carried by the following vote:

YES: Fuller, Hamborsky, Ketels, Profeta, Vaughn

NO: None

ABSENT: Gilezan, Rozycki, Vitale

The next item was **Discussion: Futuring/Things to do.** Discussion ensued regarding topics to enhance overall operations. Some suggestions included:

- Improve policies and procedures by reviewing City Ordinances, such as amending the sign and driveway ordinances acceptable to business owners and residents while maintaining reasonable and acceptable stipulations.
- Require businesses to improve the outside of their buildings.
- Update antiquated data for fresh ideas.
- Document, track and discuss future topics/procedures Planning Commission would want to implement.
- Keep a perspective that is friendly to the community.

The Chair set a Workshop for November 27, 2018 at 6:30 p.m.

The next item was the **Building Official's Monthly Report for August and September of 2018**, and the following items were presented:

1. Art studio type business will be moving into the previous location of Elisabeth Meda Interior Design.
2. Permits issued for Jersey Mike's Subs at the former Caribou location.
3. Site Plans are submitted for the former Biggby's which will become a contemporary and healthier alternative providing juices and sandwiches.
4. Legacy Oaks has an upcoming inspection. They will be looking for occupancies in June of 2019.

Commissioners reported on the September and October 2018, Council meetings.

The Chair stated Commissioner Gilezan is the Planning Representative to attend Council Meetings for the month of November.

Under New Business, the following items were discussed:

- **2020 Plan-** In order to get any action the subcommittees need to generate scope with pricing to carry initiative forward.
- **Branding** – Chair Hamborsky and Commissioner Profeta met with Donna O'Keefe and Mary Rogers representing The Avenue in the Woods Business Association. An update was provided regarding progress on establishing the Association.
- **Crosswalk/Pocket Park** – Commissioner Fuller provided an update regarding the locations and traffic safety issues of crosswalks. He plans on meeting with the City Engineer and Public Safety Director for their input. Collaborating with Wayne County will also need to be addressed.
- **Streetscape** – Discussion ensued regarding how businesses can improve their curb appeal. In order to improve the appearance of the business district, business owners need to focus on their store fronts and consider purchasing items like a new park bench, planter or banner.

Under Public Comment the following was heard:

- Big Boy will not be reopening. It is believed that the restaurant will reopen without the "Big Boy" name.

Motion by Hamborsky, seconded by Profeta, that the Planning Commission Meeting adjourn at 8:46 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Tree Commission Excerpt
10/3/18

New Business:

- Ed Gafney has stated that he will not seek to continue his appointment on the Tree Commission beyond this December 31. (This means we will be seeking two new members.)

Tree Commission Excerpt
9/5/18

Gaskin volunteered to call everyone prior to the next meeting to ask about their interest in continuing to serve on the commission as an officer.

Joe Backer stated he will not be continuing service on the commission when his term expires.

Lisa Hathaway

From: mayornovitke <mayornovitke@comcast.net>
Sent: Tuesday, November 27, 2018 4:27 PM
To: Lisa Hathaway
Subject: Fwd: RE: GP Special Needs Bikes/Action requested
Attachments: template of support letter from Mayors.docx

Lisa,

Please place the attached on the December 3, 2018 agenda.

Bob

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: "Berschback, Suzanne M" <Suzanne.Berschback@beaumont.org>
Date: 11/27/18 2:07 PM (GMT-05:00)
To: mayornovitke@comcast.net, Chris Boettcher <cboettcher@airteccorp.net>, Denner Robert <dennerb@grossepointepark.org>, Louis Theros <ltheros@comcast.net>, Ted Kedzierski <lmichaux@gpshoresmi.gov>
Subject: RE: GP Special Needs Bikes/Action requested



Dear Grosse Pointe Mayors:

Thank you for your willingness to be a part of Healthy Grosse Pointe and Harper Woods, HGPHW. We have had 3 community meetings now and are off to a great start. We meet every 3rd Wednesday at the Grosse Pointe Neighborhood Club from 8:30 to 10 a.m. You and your staff are always welcome. Our next meeting date is December 19th.

A few of our current goals include: A Healthy Grosse Pointe and Harper Woods Facebook, Instagram, and website. The Healthy Foods action team wants to gather the food programming in GP/HW to host information on one site/calendar. The Health Equity and Disparities action team wants to raise awareness of these health issues through a series of community articles. The Healthy Schools action team wants to create a survey to learn current health programs in the schools and gaps. The Healthy Environments and Physical Activity action

team wants to create a campaign for Safe Streets and Share the Road community education. The Worksite Wellness action team wants to create a website tool box of resources to share. The Healthy Communications action team wants to create a form to assist in gathering the information needed to promote our efforts. MaryJo Harris of CARE of Southeastern Michigan is overseeing the Mental Health and Substance abuse action teams and their goals.

I am writing to you today to seek a written letter of support from each of you/your cities for our Healthy Grosse Pointe and Harper Woods grant application to the Wilson Foundation. We are requesting \$50,000, for five special needs adult bicycles for an intergenerational community activity. This fund is specifically for a Grosse Pointe initiative to increase walk and bike ability. A bike could be located at the Helm, Grosse Pointe Park, Woods and Central branch libraries and the Grosse Pointe Neighborhood Club.

HGPHW would work with our community partners to create a special needs bike share program for seniors and the special needs community with specially made bikes as seen above and here <https://cyclingwithoutage.com> . They are specially made to support two adult passengers on the front end. The trishaw consists of regular bike parts, so a local bike mechanic should be able to service the bike. We would create a check out system for 5 special needs bikes throughout the Grosse Pointes by working with our community partners from Grosse Pointe Peddlers Club, The Helm (formerly Services for Older Citizens), the Grosse Pointe Library, Grosse Pointe Chamber of Commerce, the Arc, the Judson Center and Full Circle Foundation.

Would you be willing to email me, or have me pick up a brief letter of support signed on letterhead as soon as possible to support this idea? Thank you for this consideration. Attached is a sample letter of support. Please let me know if you would like me to pick up the signed letter. Thank you!

In Health and Happiness,
Suzy Berschback
Healthy Communities Manager, Grosse Pointe & Harper Woods
Beaumont Health
Phone 313-647-2827
suzanne.berschback@beaumont.org

Connect with us! Healthy Grosse Pointe and Harper Woods on Facebook

Confidentiality Notice:

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Nothing in this message is intended to constitute an electronic signature unless a specific statement to the contrary is included in this message.

Organization letterhead

Date (by December 5th, 2018)

Re: Wilson Grant application - Letter of Collaboration /Partnership

To Whom It May Concern:

NAME OF ORGANIZATION is committed to supporting the strategies proposed in the Beaumont Special Needs Bike Program for the Grosse Pointe Communities.

INSERT INFORMATION ABOUT SUPPORTING ORGANIZATION HERE

Beaumont Health has demonstrated its ability to collaborate successfully with organizations, including **SUPPORTING ORGANIZATION**, to provide high quality prevention programs to adults and children across Wayne County. **SUPPORTING ORGANIZATION** will partner with the Beaumont Community Health and Outreach department through the Special Needs Bike Program by maximizing outreach efforts to children and families who would benefit from health promotion programs offered at neighborhood locations. We believe that our partnership with Beaumont Health provides an important opportunity to leverage resources and help build healthy communities.

Beaumont Health is a regional community-based healthcare network with one of the most comprehensive health care delivery systems in southeastern Michigan. Beaumont Community Health and Outreach has been actively engaged in healthy eating and active living strategies to combat heart disease, diabetes, obesity and other chronic conditions by providing education and services in communities of greatest need.

It is for these reasons, along with meeting critical health needs of our communities, that Beaumont Health is ideally positioned to take the lead in this program. We are committed to the principles expressed in this grant opportunity and look forward to continuing to work closely with Beaumont Health on this important initiative.

Sincerely,

NAME

TITLE



A Warm Welcome to Cycling Without Age

Welcome to Cycling Without Age USA. Find more resources on our international website: cyclingwithoutage.org.

Are you in Wisconsin?

If you're with a nursing home in Wisconsin and are interested in participating in the CMP and Accelerated Programs administered by Cycling Without Age, please click here.

[APPLY TO JOIN THE CMP & ACCELERATED PROGRAM](#)

Find out how it all started in Copenhagen

Cycling without age | Ole Kassow | TEDxCopenhagenSalon



TED
IDEAS WORTH SPREADING



Doesn't everyone have the right to wind in their hair?

This talk was given at a local TEDx event, produced independently of the TED Conferences. After having heard several stories about the older generation missing the freedom, the joy and the mobility of cycling, Ole asked himself: "How can we get these people back on the bicycles?" Ole decided to show up at his local nursing home with a rented rickshaw. This changed his life – and the lives of the passengers and the volunteers who came across Ole and his project, "Cycling Without Age".



Starting a chapter in your local community

If you would like to start a chapter of Cycling Without Age in your city, we would be delighted to help you Watch the BBC video that went viral get started.

Getting started with a Cycling Without Age chapter is an amazing experience. Nothing beats witnessing the joy of the elderly, pilots and personnel interact on and around the trishaw and seeing the smiles of passengers coming back from their first ride with wind in their hair, rosy cheeks and full of stories. We love to experience the movement of Cycling Without Age spreading all over the world and always welcome more to join.

We have launched a simple Affiliate model for communities, nursing homes, cities and individuals worldwide to become part of the movement. Proceed to the [Affiliate](#) page or if you have any questions, write us an email at kelly@cyclingwithoutage.org. We already have a wealth of experience in working with nursing home staff and management, city councils, other volunteer organizations, cyclists federations as well as great ideas of how to get the initiative off the ground and locals excited about it.

Meet Fraser from Scotland

Map data © 2018 RECI Imagery © 2018 NASA, TerraMetrics



Just published: Get your copy of the new book now



The 2017 book "Stories from Cycling Without Age – Spreading Joy Around the World" is now published and we're ready to take your order. The book features 21 personal stories and more than 150 touching photos from Cycling Without Age chapters around the world.



GET YOUR COPY NOW

Chapters

The Pilot

Bike Sales

Cycling Without Age, Inc. U.S.A.



Kelly Talcott
US Captain
(516) 297 0425
kelly@cyclingwithoutage.org



Pernille Bussone
Global Ambassador
(608) 373 1087
bussone@cyclingwithoutage.org



Bonnie Behnke
Ambassador
(902) 232 5249
BBehnke@miravidaliving.com

@ Instagram

#CyclingWithoutAge



f Facebook

Twitter

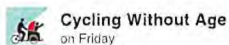


Cycling Without Age
10,071 likes

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Donate

Be the first of your friends to like this



"It's very obvious on every ride of the immediate benefit. Sometimes people's relatives are in tears at how happy they are. It's lovely to see people improve."

Mick Heath formed the Inverness chapter of Cycling Without Age in 2018, and has in less than a year trained 31 volunteers, with three trikes and a fourth on the way. Big congratulations to Mick Heath on the title of Cycling Champion of the Year for Scotland 2018.

<https://www.cyclinguk.org/.../cycling-champion-micks-determin...>



@cyclewithoutage

Ole Kassow @OleKassow

À VÉLO SANS ÂGE starting in Montpellier very soon 🇫🇷 #jesuisundesdeux
[@CycleWithoutAge](https://twitter.com/CycleWithoutAge) pic.twitter.com/ULLZ8qUf0d



3 days ago


Cycling Without Age - from Copenhagen with generosity since 2012



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MEMO 18 - 78

9A

RECEIVED
NOV 26 2018
CITY OF GROSSE PTE. WOODS

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: November 26, 2018
SUBJECT: Wayne County Annual Permit Community Resolutions

Each year Wayne County issues the City of Grosse Pointe Woods an Annual Maintenance Permit to Construct, Operate, Use and/or Maintain – To Occupy the Right-of-Way of County Roads. The County also requires an Annual Pavement Restoration Permit and an Annual Permit for Special Events. As in prior years, the Model Community Resolutions and copies of the city's certificate of insurance must accompany the approved permits. The cover letter indicates updates in insurance requirements; however, we confirmed with the Wayne County Division Permit Engineer there are no changes from 2018 to 2019. City Attorney Charles Berschback has reviewed the Annual Permits and has approved them for Council's review.

I recommend the City Council adopt the Model Community Resolutions authorizing execution of the annual maintenance permit, the annual pavement restoration permit, and the annual permit for special events, authorize the Director of Public Services to sign the permits, and authorize the City Clerk to forward said documents to Wayne County.

If you have any questions concerning this matter please contact me.

Attachments

Recommended for Approval as Submitted:


Bruce Smith, City Administrator

11/26/2018
Date

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

November 27, 21018

RECEIVED
NOV 27 2018
GROSSE POINTE WOODS

DON R. BERSCHBACK
OF COUNSEL

The Honorable Mayor and City Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE. Wayne County Annual Maintenance Permits

Dear Mayor and Council:

Every year, Wayne County sends us a "Annual Maintenance Permit" package which would authorize our continued use of Wayne County Road right-of-ways. There are no changes from last year to any of these documents and I approve the documents for signature.

It would be the prerogative of Council to adopt the Resolution Authorizing Execution of The Wayne County Permits, and take the additional steps outlined in Schulte's Memo.

If you have any questions, please call.

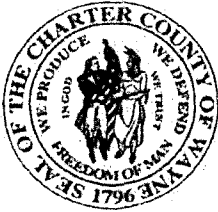
Very truly yours,



CHARLES T. BERSCHBACK

CTB:gmr

cc: Bruce Smith
Lisa Hathaway
Frank Schulte



Warren C. Evans
County Executive

October 27, 2018

City Of Grosse Pointe Woods
20025 Mack Plaza Dr
Grosse Pointe Woods, MI 48236-2343

RE: Annual Maintenance Permit - A-19054

Attention: Frank Schulte

Enclosed is your Wayne County Annual Maintenance Permit package. The Annual Permit authorizes a municipality to occupy Wayne County road rights-of-way for the purpose of inspection, repair and routine maintenance of the following facilities which are under its jurisdiction:

1. Sanitary sewer inspection, repair and routine maintenance.
2. Water main inspection, repair, routine maintenance and installation of residential and commercial water service connections (two-inch maximum diameter).
3. Application of dust palliatives.
4. Repair and replacement of existing sidewalks.

Note: A separate permit will be required for final pavement repairs when pavement is broken while making either emergency or non-emergency repairs.

In addition to the Annual Permit, the package also includes the following attachments, which are incorporated by reference into the permit:

1. *Scope of Work and Conditions for Municipal Maintenance Permits*
2. *General Conditions and Limitations of Permits*
3. *Indemnity and Insurance Attachment*
4. *Model Community Resolution*

Please review the insurance attachment carefully, since the insurance requirements have been recently updated.

The WCDPS Permit Office has published its manual, *Rules, Specifications and Procedures for Permit Construction*. This manual replaces the Permit Specifications Document which was attached to annual permits in previous years. The manual is also incorporated by reference into this annual permit and is available online at:

http://www.waynecounty.com/dps/construction_permits.htm

As a condition of the annual permit, the County requires that your governing body pass a blanket resolution of approval which

- a) agrees to fulfill all permit obligations and conditions
- b) to the extent allowed by law, hold harmless and defends Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity
- c) designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf.

Please return the original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution and a copy of your certificate of insurance, consistent with the requirements transmitted in this package. Type the name of the designated signer below the signature line and submit these documents to:

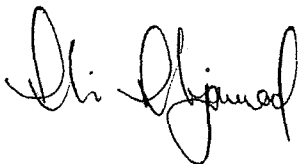
**Wayne County Department of Public Services
Permit Office
Attn: Mr. Ali Aljawad
33809 Michigan Avenue
Wayne MI 48184**

Once received, the Permit Coordinator will validate your permit and return an executed copy to you for your files.

The *Scope of Work and Conditions for Municipal Maintenance Permits* requires that the Permit Holder submit monthly reports of all work performed under this permit. These reports should be faxed to 734.595.6356.

If you have any questions regarding this Annual Permit, please contact me at 734.595.6504, extension 2079.

Sincerely,



Ali Aljawad, P.E.
Division Permit Engineer

C: file

Attachments: Annual Permit
Scope of Work and Conditions for Municipal Maintenance Permits
General Conditions and Limitations of Permits
Indemnity and Insurance Attachment
Model Community Resolution

Department of Public Services – Permit Office
33809 Michigan Avenue, Wayne, MI 48184 ■ Phone (734) 595-6504 ■ Fax (734) 595-6356

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 595-6504
FAX (734) 595-6356

72 HOURS BEFORE ANY
CONSTRUCTION. CALL
Various Staff
(734) 595-6504, Ext: 2009
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PERMIT No.

A-19054

ISSUE DATE

1/1/2019

EXPIRES

12/31/2019

REVIEW No.

WORK ORDER

79636

PROJECT NAME
GROSSE POINTE WOODS - MAINTENANCE

LOCATION

VARIOUS ROADS ()

CITY/TWP

GROSSE POINTE WOODS

PERMIT HOLDER

CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236-2343

CONTRACTOR

CONTACT

FRANK SCHULTE (313) 343-2460

CONTACT

<BLANK>

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

TO OCCUPY THE RIGHT-OF-WAY OF COUNTY ROADS FOR THE BELOW ACTIVITIES:

1. SANITARY SEWER INSPECTION, REPAIR AND ROUTINE MAINTENANCE.
2. WATERMAIN INSPECTION, REPAIR AND ROUTINE MAINTENANCE.
3. DUST PALLATIVE, CALCIUM & SALT APPLICATIONS.
4. SIDEWALK REPAIR AND REPLACEMENT.
5. TO PERFORM STREET SWEEPING OPERATIONS DURING DAYLIGHT HOURS ONLY.

ALL ACTUAL INSPECTION COSTS, INCLUDING OVERTIME, SUPERVISION, TESTING OF MATERIALS AND EMERGENCY WORK, IF REQUIRED, SHALL BE BILLED TO THE PERMIT HOLDER.

REFER TO ATTACHMENTS REFERENCED BELOW FOR ANNUAL PERMIT REQUIREMENTS AND CONDITIONS.
ALL ATTACHMENTS ARE INCORPORATED BY REFERENCE AS PART OF THIS PERMIT.

PAVEMENT REPAIRS REQUIRE A SEPARATE PERMIT AND ARE NOT TO BE COMPLETED UNDER THE TERMS OF THIS ANNUAL PERMIT.

PERMIT HOLDER AGREES TO SUBMIT MONTHLY REPORTS OF WORK PERFORMED UNDER THIS PERMIT.

FINANCIAL SUMMARY		DEPOSITOR	APPROVED PLANS PREPARED BY
PERMIT FEE	\$0.00		
PLAN REVIEW FEE.....	\$0.00		
PARK FEE.....	\$0.00		
OTHER FEE.....	\$0.00		
BOND.....	\$0.00		
INSPECTION DEPOSIT.....	\$0.00		
OTHER BOND	\$0.00		
TOTAL COSTS	\$0.00		
TOTAL CHECK AMOUNT		LETTER OF CREDIT DEPOSITOR	PLANS APPROVED BY DATE PLANS APPROVED
			1/1/2019
			REQUIRED ATTACHMENTS
			GENERAL CONDITIONS
			SCOPE OF WORK AND CONDITIONS FOR
			MUNICIPAL MAINTENANCE PERMITS
			INDEMNITY AND INSURANCE ATTACHMENT
			SAMPLE COMMUNITY RESOLUTION
			RULES, SPECIFICATIONS AND PROCEDURES
			FOR PERMIT CONSTRUCTION - AVAILABLE
			ONLINE AT
			www.waynecounty.com/dps_engineering_cpoffice.htm
CASHIER	OATE		
	1/1/2019		

(PERMIT VALID ONLY IF ACCOMPANIED
BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES

FRANK SCHULTE
PERMIT HOLDER / AUTHORIZED AGENT

OATE

PREPARED BY

<BLANK>
CONTRACTOR / AUTHORIZED AGENT

OATE

VALIDATED BY

DATE



Wayne County Department of Public Services Engineering Division – Permit Office

Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current *Wayne County Rules, Specifications and Procedures for Permit Construction*, included as an attachment to this permit, the *Wayne County Standard Plans for Permit Construction*, and the *MDOT Standard Specifications For Construction*, as modified by WCDPS Special Provisions, and other WCDPS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or cancelled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a START OF WORK NOTIFICATION form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the Miss Dig Statute, MCL §460.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 955-2154, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current *Manual on Uniform Traffic Control Devices (MUTCD)*. The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MIOSHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Acts of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or suitability of subsurface conditions of any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDEQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filling, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protracted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widenings or similar facilities which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

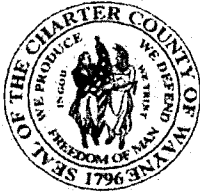
Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to assure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current *MDOT Standard Specifications For Construction* as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed within the WCDPS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.



*Wayne County Department of Public Services
Engineering Division – Permit Office*

***Scope of Work and Conditions Attachment
For Annual Municipal Maintenance Permits***

The Annual Permit authorizes the municipality to occupy Wayne County road rights-of-way for the purpose of inspection, repair and routine maintenance of the facilities listed below that are under its jurisdiction.

Scope of Work - The following work is authorized under the Annual Maintenance Permit:

Sanitary Sewers

1. Inspection, repair and routine maintenance of the facilities under its jurisdiction

Water Main and installation of 2" pipe

1. Inspection, repair and routine maintenance of the facilities under its jurisdiction
2. Water service connection with 2" diameter pipe or less, serving single customer

A separate permit will be required for any operations performed under the following conditions for Water and/or Sanitary related work:

- a. For all water service connections larger than a two inch (2") diameter.
- b. For any water service connection that serves more than one customer.
- c. Whenever work is to be performed in a new subdivision.
- d. For any sanitary sewer service connection.

Dust Palliative Applications

1. Dust palliative treatment shall be with calcium magnesium chloride in accordance with Wayne County specifications.
2. The municipality shall designate each road to be treated with dust palliative and pay the Contractor for all materials and service.
3. Prior to the application of Dust Palliative Materials, the Permit Holder shall provide at least seven (7) days notice to the Wayne County Roads Division (313-955-9920) to allow for preparation and inspection of the roads to be treated.

Sidewalk

1. Existing sidewalks may be repaired or replaced at existing alignment on existing grade.

A separate permit will be required for the construction of a new sidewalk, for the replacement of an existing sidewalk on a new alignment or grade or for the construction of new sidewalk ramps to the County road.

Street Sweeping

1. Street sweeping shall be performed during daylight hours only.
2. All traffic control devices shall conform to the provisions of the current MMUTCD.

Permit Conditions

1. **A separate permit will be required for final pavement repairs when pavement is broken while making either emergency or non-emergency repairs.**
2. Reports indicating all work performed or that no work was performed under the permit shall be provided to the Permit Office at the end of each month.
3. Any work not covered under the annual scope of work and conditions above shall require a separate permit. Refer to the *Wayne County Rules, Specifications and Procedures Construction Permits*.
4. All inspection costs, including overtime, supervision, testing of materials and emergency work, if required, shall be billed to the Permit Holder.



**Wayne County Department of Public Services
Engineering Division – Permit Office
Indemnity and Insurance Attachment**

To the extent allowed by law, the Permit Holder shall defend and hold harmless Wayne County, the Department of Public Services, its officials and employees against any and all claims, suits and judgments to which Wayne County, the Departments, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including County property. The Permit Holder shall provide this indemnity for any incident arising out of any and all activities performed under the permit or in connection with work not authorized by the permit, or resulting from the failure to comply with the terms of the permit, or arising out of the continued existence of the work product that is subject to the permit.

Certificates of insurance shall be required for all construction permits, excluding residential driveway permits. Each certificate of insurance and any associated correspondence shall reference the plan review number of the project. General liability and automotive liability insurance coverage shall be in amounts detailed below:

The general liability insurance coverage shall be in amounts not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate. Proof of automobile liability shall be in amounts not less than \$1,000,000 combined single limit for each accident, bodily injury per accident, and property damage per accident, and in an amount not less than \$1,000,000 for bodily injury each person, each occurrence and property damage liability \$1,000,000 each occurrence.

The certificate of insurance must be provided by a person, the corporation, or by authorized representatives who signed personally either the application or permit. Insurance shall remain in force until the permit is released by Wayne County.

The Wayne County Department of Public Services shall be a Certificate Holder on the policy of insurance. Wayne County, drainage district, and its officers, agents and employees shall be named as additional insured parties. It is also required that the annual permit numbers are included on each certificate of insurance.

The insurance shall cover a period not less than the term of the permit and shall provide that it cannot be cancelled or reduced without thirty (30) days advance written notice to Wayne County, by certified mail, first-class, return receipt requested. The thirty (30) days shall begin on the date when the County received the notice, as evidenced by the return receipt.

Such insurance shall provide by endorsement therein for the thirty (30) day notice by the insurer to the Permit Office prior to termination, cancellation or material alteration of the policy.

Licensee agrees to make application for renewal thereof at least sixty (60) days before the expiration date of the policy then in force and to file a certified copy of such renewed policy with the Permit Office.

The policy shall also provide by endorsement for the removal of the contractual exclusion.

Should insurance coverage be cancelled or reduced below acceptable limits, or allowed to expire, the authorization to continue work under the permit shall be suspended or revoked and shall not resume until new insurance is in force and accepted by Wayne County. Wayne County may, in such cases, take appropriate action to restore or protect the road and appurtenances. All costs incurred by this action shall be deducted from any remaining inspection deposit, bond and/or Letter of Credit and, if necessary, the Permit Holder may be billed to defray actual expenses.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community") periodically applies to the County of Wayne Department of Public Services, Engineering Division Permit Office (hereinafter the "County") for permits to conduct emergency repairs, annual maintenance work, and for other purposes on local and County roads located entirely within the boundaries of the Community, as needed from time to time to maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as a contractor for the Community and not as a contractor or agent of the County. Any claims by any contractor or subcontractor will be the sole responsibility of the Community. The County shall not be subject to any obligations or liabilities by vendors and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the Permit which results in claims being asserted against or judgment being imposed against the County, and all officers, agents and employees thereof pursuant to a maintenance contract. In the event that same occurs, for the purposes of the Permit, it will be considered a breach of the Permit thereby giving the County a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires insurance on its own or its contractor's behalf, it shall also require that such policy include as named insured the County of Wayne and all officers, agents and employees thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent the County from requiring additional performance security or insurance before issuance of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name	Title
_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____.



Warren C. Evans
County Executive

October 27, 2018

City Of Grosse Pointe Woods
20025 Mack Plaza Dr
Grosse Pointe Woods, MI 48236-2343

RE: Annual Pavement Restoration Permit - A-19109

Attention: Frank Schulte

Enclosed is your Wayne County Annual Pavement Restoration Permit package. The Annual Permit authorizes your company to occupy Wayne County road rights-of-way for the purpose of pavement repair and restoration.

In addition to the Annual Permit, the package also includes the following attachments, which are incorporated by reference into the permit:

1. *General Conditions and Limitations of Permits*
2. *Indemnity and Insurance Attachment*
3. *Model Community Resolution*

Please review the insurance attachment carefully, since the insurance requirements have been recently updated.

The WCDPS Permit Office has published its manual, *Rules, Specifications and Procedures for Permit Construction*. This manual replaces the Permit Specifications document which was attached to annual permits in previous years. The manual is also incorporated by reference into this annual permit and is available online at:

http://www.waynecounty.com/dps/construction_permits.htm

In particular, refer to Section 6, "Restoration" and Section 7, "Maintaining Traffic and Traffic Control Devices" for specific rules and specifications regarding pavement restoration work. Additionally, refer to Wayne County Standards of Permit Construction, numbered: PR-1, PR-2, PR-3, PR-4 and PR-5 for detailed specifications on pavement repair and patching. These standards are also available online at the above web address.

As an additional condition of this annual permit, the Permit Holder agrees to provide at least 72 hours prior notice before starting any construction. Each notice shall be sent to the Permit Office at the address shown below and shall include the location and date of the proposed work along with a detailed set of construction plans.

For each restoration project, plan review and inspection costs, including overtime, supervision, materials testing and emergency work (if required) will be billed to the Permit Holder on a monthly basis.

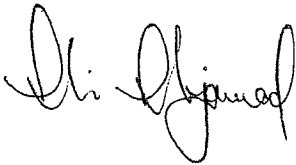
Please return the original permit, signed and dated by an authorized signatory, confirming that the signer's name is typed below the signature line and submit these documents to:

**Wayne County Department of Public Services
Permit Office
Attn: Mr. Ali Aljawad
33809 Michigan Avenue
Wayne MI 48184**

Once received, I will validate your permit and return an executed copy to you for your files.

If you have any questions regarding this Annual Permit, please contact me at 734.595.6504, extension 2079.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ali Aljawad', written in a cursive style.

Ali Aljawad, P.E.
Division Permit Engineer

C: file

Attachments: Annual Permit
General Conditions and Limitations of Permits
Indemnity and Insurance Attachment
Model Community Resolution

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184,
PHONE (734) 595-6504
FAX (734) 595-6356

72 HOURS BEFORE ANY
CONSTRUCTION. CALL
Various Staff
(734) 595-6504, Ext: 2009
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PERMIT No.

A-19109

ISSUE DATE

1/1/2019

EXPIRES

12/31/2019

REVIEW No.

WORK ORDER

79349

PROJECT NAME
GROSSE POINTE WOODS - PAVEMENT RESTORATION

LOCATION
VARIOUS

CITY/TWP
GROSSE POINTE WOODS

PERMIT HOLDER
CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236-2343

CONTRACTOR

CONTACT
FRANK SCHULTE (313) 343-2460

CONTACT
<BLANK>

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

TO REPLACE AND REPAIR PAVEMENT CUTS DUE TO UTILITY REPAIRS WITHIN THE RIGHT-OF-WAY OF VARIOUS ROADS IN WAYNE COUNTY IN ACCORDANCE WITH THE WAYNE COUNTY RULES, SPECIFICATIONS AND PROCEDURES MANUAL & WAYNE COUNTY STANDARD PLANS FOR PERMIT CONSTRUCTION.

AT LEAST 72 HOURS PRIOR TO CONSTRUCTION, THE PERMIT HOLDER SHALL SUBMIT WRITTEN NOTICE OF CONSTRUCTION, INCLUDING THE LOCATION AND DATE OF THE WORK ALONG WITH CONSTRUCTION PLANS TO THE PERMIT OFFICE FOR APPROVAL.

THE FINAL AREA OF ANY PAVEMENT TO BE REPLACED AND/OR OVERLAID SHALL BE DETERMINED AND MARKED OUT BY THE COUNTY.

FOR EACH PROJECT, ALL ACTUAL PLAN REVIEW AND INSPECTION COSTS, INCLUDING OVERTIME, SUPERVISION, TESTING OF MATERIALS AND EMERGENCY WORK, IF REQUIRED, SHALL BE BILLED TO THE PERMIT HOLDER ON A MONTHLY BASIS.

ANY ROAD CLOSURE SHALL BE IN COMPLIANCE WITH THE MICHIGAN MANUAL OF TRAFFIC CONTROL DEVICES.
[HTTP://MUTCD.FHWA.DOT.GOV](http://MUTCD.FHWA.DOT.GOV)

THE ATTACHMENTS LISTED BELOW ARE INCORPORATED BY REFERENCE AS PART OF THE CONDITIONS OF THIS PERMIT.

FINANCIAL SUMMARY		DEPOSITOR	APPROVED PLANS PREPARED BY
PERMIT FEE	\$0.00		PLANS APPROVED BY
PLAN REVIEW FEE	\$0.00		DATE PLANS APPROVED
PARK FEE	\$0.00		1/1/2019
OTHER FEE	\$0.00		REQUIRED ATTACHMENTS
BOND	\$0.00		GENERAL CONDITIONS
INSPECTION DEPOSIT	\$0.00	LETTER OF CREDIT DEPOSITOR	INDEMNITY AND INSURANCE ATTACHMENT
OTHER BOND	\$0.00		RULES, SPECIFICATIONS AND PROCEDURES
TOTAL COSTS	\$0.00		FOR PERMIT CONSTRUCTION - AVAILABLE
TOTAL CHECK AMOUNT			ONLINE AT
CASHIER	DATE		www.waynecounty.com/dps_engineering_cpoffice.htm
	1/1/2019		(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES

FRANK SCHULTE
PERMIT HOLDER / AUTHORIZED AGENT

DATE

PREPARED BY

<BLANK>
CONTRACTOR / AUTHORIZED AGENT

DATE

VALIDATED BY

DATE



**Wayne County Department of Public Services
Engineering Division – Permit Office
Conditions & Limitations of Permits**

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current *Wayne County Rules, Specifications and Procedures for Permit Construction*, included as an attachment to this permit, the *Wayne County Standard Plans for Permit Construction*, and the *MDOT Standard Specifications For Construction*, as modified by WCDPS Special Provisions, and other WCDPS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or cancelled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a START OF WORK NOTIFICATION form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the Miss Dig Statute, MCL §460.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 955-2154, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current *Manual on Uniform Traffic Control Devices* (MUTCD). The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MIOSHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Acts of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or suitability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDEQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filling, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protracted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widenings or similar facilities which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to assure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current *MDOT Standard Specifications For Construction* as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed within the WCDPS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.



**Wayne County Department of Public Services
Engineering Division – Permit Office
Indemnity and Insurance Attachment**

To the extent allowed by law, the Permit Holder shall defend and hold harmless Wayne County, the Department of Public Services, its officials and employees against any and all claims, suits and judgments to which Wayne County, the Departments, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including County property. The Permit Holder shall provide this indemnity for any incident arising out of any and all activities performed under the permit or in connection with work not authorized by the permit, or resulting from the failure to comply with the terms of the permit, or arising out of the continued existence of the work product that is subject to the permit.

Certificates of insurance shall be required for all construction permits, excluding residential driveway permits. Each certificate of insurance and any associated correspondence shall reference the plan review number of the project. General liability and automotive liability insurance coverage shall be in amounts detailed below:

The general liability insurance coverage shall be in amounts not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate. Proof of automobile liability shall be in amounts not less than \$1,000,000 combined single limit for each accident, bodily injury per accident, and property damage per accident, and in an amount not less than \$1,000,000 for bodily injury each person, each occurrence and property damage liability \$1,000,000 each occurrence.

The certificate of insurance must be provided by a person, the corporation, or by authorized representatives who signed personally either the application or permit. Insurance shall remain in force until the permit is released by Wayne County.

The Wayne County Department of Public Services shall be a Certificate Holder on the policy of insurance. Wayne County, drainage district, and its officers, agents and employees shall be named as additional insured parties. It is also required that the annual permit numbers are included on each certificate of insurance.

The insurance shall cover a period not less than the term of the permit and shall provide that it cannot be cancelled or reduced without thirty (30) days advance written notice to Wayne County, by certified mail, first-class, return receipt requested. The thirty (30) days shall begin on the date when the County received the notice, as evidenced by the return receipt.

Such insurance shall provide by endorsement therein for the thirty (30) day notice by the insurer to the Permit Office prior to termination, cancellation or material alteration of the policy.

Licensee agrees to make application for renewal thereof at least sixty (60) days before the expiration date of the policy then in force and to file a certified copy of such renewed policy with the Permit Office.

The policy shall also provide by endorsement for the removal of the contractual exclusion.

Should insurance coverage be cancelled or reduced below acceptable limits, or allowed to expire, the authorization to continue work under the permit shall be suspended or revoked and shall not resume until new insurance is in force and accepted by Wayne County. Wayne County may, in such cases, take appropriate action to restore or protect the road and appurtenances. All costs incurred by this action shall be deducted from any remaining inspection deposit, bond and/or Letter of Credit and, if necessary, the Permit Holder may be billed to defray actual expenses.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community") periodically applies to the County of Wayne Department of Public Services, Engineering Division Permit Office (hereinafter the "County") for permits to conduct emergency repairs, annual maintenance work, and for other purposes on local and County roads located entirely within the boundaries of the Community, as needed from time to time to maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as a contractor for the Community and not as a contractor or agent of the County. Any claims by any contractor or subcontractor will be the sole responsibility of the Community. The County shall not be subject to any obligations or liabilities by vendors and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the Permit which results in claims being asserted against or judgment being imposed against the County, and all officers, agents and employees thereof pursuant to a maintenance contract. In the event that same occurs, for the purposes of the Permit, it will be considered a breach of the Permit thereby giving the County a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires insurance on its own or its contractor's behalf, it shall also require that such policy include as named insured the County of Wayne and all officers, agents and employees thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent the County from requiring additional performance security or insurance before issuance of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name	Title
_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____.



Warren C. Evans
County Executive

October 27, 2018

City Of Grosse Pointe Woods
20025 Mack Plaza Dr
Grosse Pointe Woods, MI 48236-2343

RE: Annual Permit for Special Events - A-19142

Attention: Frank Schulte

Enclosed is your Wayne County Annual Permit for Special Events package. This annual permit grants preliminary authorization to a municipality to

- a) temporarily close a county road for a reasonable length of time for a parade, marathon, festival or similar activity;
- b) to use a county road as a detour for traffic around such activity taking place on a non-county road.
- c) place a temporary banner within the County right-of-way;

In addition to the annual permit, the package also includes the following attachments, which are incorporated by reference into the permit:

1. *Annual Special Events Attachment for Municipalities*
2. *Banner Attachment for Municipalities*
3. *General Conditions and Limitations of Permits*
4. *Model Community Resolution*

As a condition of the annual permit, the County requires that a governing body pass a blanket resolution, effective for all permitted road closures for special events and installation of banners planned throughout the year which

- a) agrees to fulfill all permit obligations and conditions for the current year
- b) to the extent allowed by law, hold harmless and defends Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity.
- c) designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf

Additionally, the Permit Office requires that each municipality provide a written request on municipal letterhead at least (10) ten business days prior to the commencement of a road closure and/or banner placement. The written request should include all required information as specified in the appropriate attachments, "Annual Special Events for Municipalities" or "Annual Attachment for Banners". Upon approval, the permit office shall issue a permit authorizing the special event activities.

For additional information on the Annual Permit for Special Events (Road Closure/Detour and Banner Placement), please refer to Rule 11.4 published in the Wayne County, Rules, Specifications & Procedures for Construction Permits.

This publication may be downloaded at

http://www.waynecounty.com/dps/construction_permits.htm

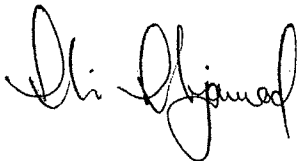
Please return the original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution consistent with the requirements transmitted in this package. Type the name of the designated signer below the signature line and submit these documents to:

**Wayne County Department of Public Services
Permit Office
Attn: Mr. Ali Aljawad
33809 Michigan Avenue
Wayne MI 48184**

Once received, an executed copy will be returned to you for your files.

If you have any questions regarding this Annual Permit, please contact me at 734.595.6504, extension 2079.

Sincerely,



Ali Aljawad, P.E.
Division Permit Engineer

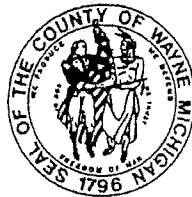
C: file

Attachments:

*Annual Permit
Annual Special Events Attachment for Municipalities
Banner Attachment for Municipalities
General Conditions and Limitations of Permits
Model Community Resolution*

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 595-6504
FAX (734) 595-6356

72 HOURS BEFORE ANY
CONSTRUCTION, CALL
Various Staff
(734) 595-6504, Ext: 2009
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PERMIT No. A-19142	
ISSUE DATE 1/1/2019	EXPIRES 12/31/2019
REVIEW No.	WORK ORDER

PROJECT NAME
GROSSE POINTE WOODS - SPECIAL EVENTS

LOCATION VARIOUS	CITY/TWP GROSSE POINTE WOODS
PERMIT HOLDER CITY OF GROSSE POINTE WOODS 20025 MACK PLAZA DR GROSSE POINTE WOODS, MI 48236-2343	CONTRACTOR
CONTACT FRANK SCHULTE (313) 343-2460	CONTACT <BLANK>

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

TO ALLOW TEMPORARY CLOSURE OF CERTAIN LOCAL AND COUNTY ROADS FOR A SPECIFIED PERIOD OF TIME IN ACCORDANCE WITH ALL GENERAL AND SPECIAL CONDITIONS OF THIS PERMIT.

REFER TO ATTACHMENT: ANNUAL SPECIAL EVENTS PERMIT FOR MUNICIPALITIES TO CONDUCT PARADES, BLOCK PARTIES, MARATHONS, CELEBRATIONS AND FESTIVALS.

PERMIT TO INSTALL BANNERS WITHIN THE COUNTY ROAD RIGHT-OF-WAY. EACH REQUEST FOR A BANNER SHOULD BE SUBMITTED ONE MONTH PRIOR TO INSTALLMENT FOR APPROVAL.
PLEASE REFER TO ATTACHMENT: ANNUAL PERMIT FOR MUNICIPAL BANNERS

PERMIT HOLDER SHOULD CONTACT/INFORM THE LOCAL POLICE, HOSPITAL, FIRE MARSHAL, SCHOOL AND ANY OTHER LOCAL AGENCIES ARE/MAY BE AFFECTED BY THIS ROAD CLOSURE THREE (3) BUSINESS DAYS PRIOR TO SCHEDULED CLOSURE.

THE PERMIT HOLDER SHOULD CONTACT THE WAYNE COUNTY TRAFFIC OFFICE AT (734) 955-2154 THREE (3) WORKING DAYS PRIOR TO ANY CLOSURE.

THE CONTRACTOR/PERMIT HOLDER WILL SET UP AND MAINTAIN ALL BARRICADING AND SIGNS IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES ([HTTP://MUTCD.FHWA.DOT.GOV](http://mutcd.fhwa.dot.gov)) AND WILL BE THE RESPONSIBILITY OF THE PERMIT HOLDER.

ALL ATTACHMENTS ARE INCORPORATED BY REFERENCE AS PART OF THIS PERMIT.

FINANCIAL SUMMARY	DEPOSITOR	APPROVED PLANS PREPARED BY
PERMIT FEE \$0.00		
PLAN REVIEW FEE..... \$0.00		PLANS APPROVED BY DATE PLANS APPROVED
PARK FEE..... \$0.00		1/1/2019
OTHER FEE..... \$0.00		
BOND..... \$0.00		REQUIRED ATTACHMENTS
INSPECTION DEPOSIT..... \$0.00		GENERAL CONDITIONS
OTHER BOND..... \$0.00	LETTER OF CREDIT DEPOSITOR	ANNUAL ROAD SPECIAL EVENTS FOR MUNICIPALITIES
TOTAL COSTS \$0.00		ANNUAL BANNER PERMIT ATTACHMENT FOR MUNICIPALITIES
		SAMPLE COMMUNITY RESOLUTION
TOTAL CHECK AMOUNT		RULES, SPECIFICATIONS AND PROCEDURES FOR PERMIT CONSTRUCTION - AVAILABLE ONLINE AT
\$0.00		www.waynecounty.com/dps_engineering_cpoffice.htm
CASHIER DATE		(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)
1/1/2019		

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES

FRANK SCHULTE PERMIT HOLDER / AUTHORIZED AGENT	DATE	PREPARED BY
<BLANK> CONTRACTOR / AUTHORIZED AGENT	DATE	VALIDATED BY
		DATE



Wayne County Department of Public Services Engineering Division – Permit Office

Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current Wayne County Rules, Specifications and Procedures for Permit Construction, included as an attachment to this permit, the Wayne County Standard Plans for Permit Construction, and the MDOT Standard Specifications For Construction, as modified by WCDPS Special Provisions, and other WCDPS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or cancelled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a START OF WORK NOTIFICATION form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the Miss Dig Statute, MCL §460.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 955-2154, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD). The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MIOSHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Acts of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or suitability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDEQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filling, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protracted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widenings or similar facilities which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to assure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current MDOT Standard Specifications For Construction as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed within the WCDPS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.



**Wayne County Department of Public Services
Engineering Division – Permit Office**

***Annual Special Events for Municipalities
Road Closure/Detour Guidelines***

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Permit Office to a governing body of a city, incorporated village or township.

A permit, granting authorization to close County roads and to set detours over County roads may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the commencement of a road closure. Each request shall be submitted on municipal letterhead and include the following information:

- a) The nature of the activity for which the permit is requested;
- b) The dates and times it is proposed to close and reopen the County road to traffic;
- c) The roads and/or portions of roads to be closed;
- d) The proposed detour route or routes, including a map if necessary to clearly describe the proposed detour.

The written request shall be sent to the following offices:

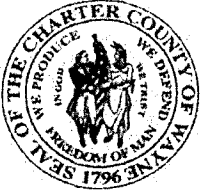
Wayne County Permit Office
33809 Michigan Ave
Wayne MI 48184

Wayne County Division of Roads
Traffic Operations Office
29900 Goddard Road
Romulus MI 48242

Upon approval of the request, a permit will be issued authorizing the special event activities.

Permit Conditions:

1. All roads temporarily closed under the permit shall be County local roads, as certified under Act 51, P.A. 1951, with residential frontage exclusive of section line (mile roads), quarter section line (collector roads) and border line roads.
2. Road closures authorized under the permit shall not be for the purpose of allowing private commercial activities such as advertising or the sale of goods, wares or produce.
3. The Permit Holder, at no expense to the County, shall provide any necessary police supervision.
4. Road closures authorized under the permit shall not have the effect of depriving property which is not adjacent to the section of road being closed from continuous uninterrupted access to the main public road system.
5. The closure or partial closure of the road and any detour route selected shall allow alternative routes for the reasonably safe and convenient movement of traffic.
6. Road closures authorized by the permit shall not exceed the approved duration, generally between 24 and 72 hours.
7. The Permit Holder shall, at no expense to the County, install, maintain and remove all traffic control devices required for the temporary road closure and detour routes.
8. All traffic control devices installed in conjunction with the road closure or partial closure and any detour route shall conform to the provisions of the current MMUTCD.
9. The Permit Holder shall, at its sole expense, immediately following conclusion of the permitted activity clean up and remove any litter, debris, refuse, etc., placed or left in the right-of-way as a result of the permitted activity. In the event that the Permit Holder fails to clean up as required, causing Wayne County to do the cleanup work, the Permit Holder shall reimburse Wayne County any costs incurred to restore the right-of-way.
10. The Permit Holder acknowledges that the County may, at its sole discretion, deny any road closure proposed under the permit.



**Wayne County Department of Public Services
Engineering Division – Permit Office
Banner Attachment for Municipalities
Guidelines**

Pursuant to MCL §247.323, a permit for installation of any banner to be placed within or over County road right-of-way may be issued to a governing body of a city, incorporated village or township. Commercial signs shall not be permitted within the right-of-way of any road under the jurisdiction of the Wayne County.

A permit, authorizing the placement of banners within the County right-of-way may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the placement of banner(s). Each request shall be submitted on municipal letterhead and include the following information:

- a) The activity in connection with which the banner is to be placed;
- b) The location of the proposed installation, including distance to overhead traffic control devices;
- c) A description of the banner, including any legend or symbol thereon;
- d) The height of any overhead banner from the road surface to its lowest point;
- e) The dates the banner will be erected and removed. This period shall not exceed a time specified by the Permit Office. An acceptable period of time for banners to be in place is a total of three (3) weeks, except for Holiday decorations which may be in place for eight (8) weeks;
- f) Such other information as the Permit Office may deem necessary.

Upon approval of the request, a permit will be issue authorizing the special event activities.

Design & Placement Requirements

- a) Any banner shall be designed, installed and located so as to avoid danger to those using the road or undue interference with the free movement of traffic or maintenance operations.
- b) Any banner shall be securely fastened so as to have a minimum bottom height of 18 feet above the surface of the traveled way, shall be placed no closer than 100 feet in advance of flashing beacons or traffic control signals and shall be placed so as to not obstruct a clear view of traffic lights, signals or other traffic control devices.
- c) Banners shall not be attached to trees.
- d) No banner shall have displayed thereon any legend or symbol which may in any way be construed to advertise or otherwise promote the sale of or publicize any merchandise or commodity, or which may be construed to be political in nature.
- e) No banner shall have displayed thereon any device that is or purports to be an imitation of, resembles or may be mistaken for a traffic control device or which attempts to direct the movement of traffic.
- f) No banner shall be above ground figures, signs or other structures, objects or devices whether lit or unlit.
- g) Decorations shall not include flashing lights, reflective materials or other devices that may distract motorists.

Permit Conditions

- a) Any authorization may be revoked by the Permit Office if the banner placement becomes dangerous to those using the road or unduly interferes with the free movement of traffic or maintenance operations.
- b) The city, village or township making application shall faithfully fulfill all permit requirements.

An addendum authorization may be revoked by the Permit Office upon failure to comply with any permit conditions.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community")
periodically applies to the County of Wayne Department of Public Services, Engineering
Division Permit Office (hereinafter the "County") for permits to conduct emergency
repairs, annual maintenance work, and for other purposes on local and County roads
located entirely within the boundaries of the Community, as needed from time to time to
maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits
and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such
permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as
a contractor for the Community and not as a contractor or agent of the County. Any
claims by any contractor or subcontractor will be the sole responsibility of the
Community. The County shall not be subject to any obligations or liabilities by vendors
and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or
indirectly out of its obligations, responsibilities, and duties under the Permit which results
in claims being asserted against or judgment being imposed against the County, and all
officers, agents and employees thereof pursuant to a maintenance contract. In the event
that same occurs, for the purposes of the Permit, it will be considered a breach of the
Permit thereby giving the County a right to seek and obtain any necessary relief or
remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires
insurance on its own or its contractor's behalf, it shall also require that such policy
include as named insured the County of Wayne and all officers, agents and employees
thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent
the County from requiring additional performance security or insurance before issuance
of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne
County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name	Title
_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road 586.726.1234
Shelby Township, MI 48315 www.aewinc.com

10A

RECEIVED
NOV 26 2018
CITY OF GROSSE POINTE WOODS

November 20, 2018

Bruce Smith
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236

PO # 18-44862
420-902-977-101 \$268,274.80
420-902-977-103 \$76,650.23
420-902-977-104 \$38,325.11
11/21/2018

Address
Bruce Smith
FS

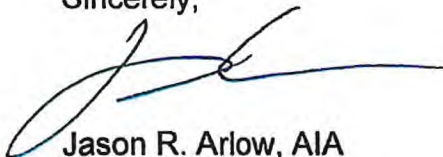
Reference: City of Grosse Pointe Woods
Bond Improvements, Roofs and HVAC
AEW Project No. 0160-0395

Dear Mr. Smith:

Enclosed please find the General Contractor's Application and Certification for Payment No.5 for the above referenced project. We recommend issuing payment in the amount requested for \$383,251.14 to Cross Renovation, Inc. 34133 Schoolcraft, Livonia, MI 48150.

If you have questions or need additional information, please contact our office.

Sincerely,


Jason R. Arlow, AIA

cc: Cross Renovation, Inc
Frank Schulte, GPW
Cathy Behrens, GPW
Scott Lockwood, AEW

M:\0160\0160-0395\ConstServices\PayApplication\No5\PayApp#5_letter.docx

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/Cma

(Instructions on reverse side)



General Contractor

PAGE ONE OF 2 PAGES

CONTRACTOR Cross Renovation, Inc. 34133 Schoolcraft Livonia, MI 48150	PROJECT Grosse Pointe Woods Roof & HVAC 20025 Mack Plaza Dr. Grosse Pointe, MI 48236 VIA General contractor: Cross Renovation, Inc. VIA ARCHITECT:	APPLICATION NUMBER: 5 PERIOD TO: 11/28/18 PROJECT NO.: BH-878 CONTRACT DATE: 06/26/18 Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> CONSTRUCTION <input checked="" type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR
---	---	---

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1	ORIGINAL CONTRACT SUM	\$2,393,481.00
2	Net Change By Change Orders.....	\$0.00
3	CONTRACT SUM TO DATE (Line 1 +2)	\$2,393,481.00
4	TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$1,424,152.71
5	RETAINAGE: a. 10% of Completed Work	\$ 142,415.27

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Cross Renovation, Inc.

BY: [Signature] DATE 11/20/18

State of: MICH County of: LANSING
 Subscribed and sworn before me this 20 day of NOV 20 18
 Notary Public: Renee Herdon
 My Commission Expires: 03/07/24

RENEE HERDON

Notary Public, State of Michigan
 County of Washtenaw
 My Commission Expires 03-07-2024
 Acting in the County of Lansing

6	TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$1,281,737.44
7	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$898,486.30
8	CURRENT PAYMENT DUE	\$383,251.14
9	BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 1,111,743.56

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total Approved this Month		
TOTALS		
NET CHANGES by Change Order		

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 383,251.14 ✓
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

ARCHITECT:
 By: [Signature] Date: 11/20/18
 This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE - 2 OF 2

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar
Use column I on Contracts where variable retainage for line items may apply

HVAC



APPLICATION NO: 5
APPLICATION DATE: 11/26/18
PERIOD TO: 11/26/18
ARCHITECT'S PROJECT: BH-676

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D CHANGE ORDERS TO DATE	E WORK COMPLETED		G MATERIALS PRESENTLY STORED	H TOTAL COMPLETED AND STORED TO DATE	I % (G/C)	J BALANCE TO FINISH (C-G)	K RETAINAGE
				FROM PREVIOUS APPLICATION	THIS PERIOD					
1	General Requirements	\$65,161.86		\$61,548.56	\$0.00		\$61,548.56	94%	\$3,613.30	\$6,154.86
	Allowance	\$140,000.00	\$0.00	\$14,677.49	\$1,601.60		\$16,279.09	12%	\$123,720.91	\$1,627.91
2	Existing Conditions	\$35,011.76		\$35,011.76	\$0.00		\$35,011.76	100%	\$0.00	\$3,501.18
3	Concrete	\$0.00					\$0.00	0%	\$0.00	\$0.00
4	Masonry	\$10,000.00		\$0.00	\$0.00		\$0.00	0%	\$10,000.00	\$0.00
5	Metals	\$0.00					\$0.00	0%	\$0.00	\$0.00
6	Wood, Plastics, And Composites	\$79,087.08		\$26,317.42	\$13,000.00		\$39,317.42	50%	\$39,769.66	\$3,931.74
7	Thermal And Moisture Protection	\$1,127,944.99		\$455,000.00	\$165,000.00	\$0.00	\$620,000.00	55%	\$507,944.99	\$62,000.00
8	Openings	\$0.00					\$0.00	0%	\$0.00	\$0.00
9	Finishes	\$5,042.01		\$0.00	\$0.00		\$0.00	0%	\$5,042.01	\$0.00
10	Specialties	\$0.00					\$0.00	0%	\$0.00	\$0.00
11	Equipment	\$0.00					\$0.00	0%	\$0.00	\$0.00
12	Furnishings	\$0.00					\$0.00	0%	\$0.00	\$0.00
13	Special Construction	\$0.00					\$0.00	0%	\$0.00	\$0.00
14	Conveying Equipment	\$0.00					\$0.00	0%	\$0.00	\$0.00
21	Fire Suppression	\$0.00					\$0.00	0%	\$0.00	\$0.00
22	Plumbing	\$0.00					\$0.00	0%	\$0.00	\$0.00
23	Heating Ventilating And Air Conditioning	\$766,666.66		\$370,658.33	\$217,325.00		\$587,983.33	77%	\$178,683.33	\$58,798.33
26	Electrical	\$88,295.46		\$35,104.55	\$26,275.00		\$61,379.55	70%	\$26,915.91	\$6,137.96
28	Electronic Safety And Security	\$0.00					\$0.00	0%	\$0.00	\$0.00
31	Earthwork	\$0.00					\$0.00	0%	\$0.00	\$0.00
32	Exterior Improvements	\$0.00					\$0.00	0%	\$0.00	\$0.00
33	Utilities	\$22,141.18		\$0.00	\$0.00		\$0.00	0%	\$22,141.18	\$0.00
	Alternate 1	\$54,130.00	\$0.00	\$2,633.00	\$0.00	\$0.00	\$2,633.00	5%	\$51,497.00	\$263.30
		\$2,393,481.00	\$0.00	\$1,000,951.11	\$423,201.60	\$0.00	\$1,424,152.71	60%	\$969,328.29	\$142,415.27



PARTIAL CONDITIONAL WAIVER

We have a contract/ PO with

City Of Grosse Pointe Woods

to provide the renovation of building according to plans and scope of work for

Grosse Pointe Woods Roofs & HVAC

and by signing this waiver, waive our construction lien to the

amount of \$ 383,251.14 for labor and materials provided through 11/26/2018. This waiver, together

with all previous waivers, if any, does/does not cover all amounts due us for contract improvement provided

through the date shown above. This waiver is conditional on actual payment of the amount shown above.

If improvement is provided to property that is a residential structure and if the owner or lessee of the

property of the owner's of lessee's designee has received a notice of furnishing from one of us, or if we

are not required to provide one, and the owner, lessee, or designee has not received this waiver

directly from one of us, the owner, lessee, or designee may not rely upon it without contacting one of us

either in writing, by telephone or personally, to verify that this is authentic.

Cross Renovation, Inc.

By: _____

Mike Butcher

Address: 34133 Schoolcraft

Livonia, MI. 48150

Telephone: 734-286-2244

Fax: 734-943-6212

Signed on: _____

11/20/18

10B



RECEIVED
NOV 26 2018
CITY OF GROSSE PTE. WOODS

101-224-818.000

11/20/2018

A handwritten signature in black ink, appearing to read "C. Behrens", written over a horizontal line.

Invoice 111918

November 19, 2018

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

RE: December 2018 Services

For contract assessing services rendered:

Contract Fee (\$69,434 ÷ 12)..... \$ 5,786.16

TOTAL AMOUNT DUE \$ 5,786.16

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lynette Hobbyak", written over a horizontal line.

Lynette Hobbyak
Business Manager

38110 Executive Drive, Suite 100
Westland, MI 48185

734-595-7727 Office
734-595-7736 Fax

10c



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

RECEIVED
NOV 26 2018
CITY OF GROSSE PTE. WOODS

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

October 26, 2018
Project No: 0160-0395-0
Invoice No: 0119619

Project 0160-0395-0 CAPITAL IMPROVEMENTS, ROOFS
FOR: CITY HALL FIELD MEASUREMENTS; PLAN AND SPEC BOOK PREPARATION

Professional Services from September 17, 2018 to October 14, 2018

Phase 02 CONTRACT ADMINISTRATION

Fee

Total Fee	12,000.00		
Percent Complete	50.00	Total Earned	6,000.00
		Previous Fee Billing	4,800.00
		Current Fee Billing	1,200.00
		Total Fee	1,200.00
		Total this Phase	\$1,200.00
		Total this Invoice	\$1,200.00

BILLING BACKUP REPORT

PO# 18-44866
420,451.974.201
11/19/2019
CBH
[Signature]

Project Detail - JTD

Thursday, October 25, 2018

7:17:05 AM

Anderson, Eckstein & Westrick, Inc.

Transactions for 1/1/2000 through 10/14/2018

			Regular Hours	Total Ovt Hrs	Total Hours
Project Number: 0160-0395-0 CAPITAL IMPROVEMENTS, ROOFS					
Total for					
Labor and Overhead					
23 RESEARCH/REVIEW					
000 UNASSIGNED					
* X	293 LOCKWOOD, SCOTT	3/2/2017	1.00		1.00
	Photos of existing roofs				
* X	293 LOCKWOOD, SCOTT	3/27/2017	1.00		1.00
	Review bid docs				
	Total for 293		2.00		2.00
	Total for UNASSIGNED		2.00		2.00
	Total for RESEARCH/REVIEW		2.00		2.00
24 SECRETARIAL					
000 UNASSIGNED					
* T	391 BICKHAM, BRENDA	5/9/2018	.50		.50
	Meeting Minutes				
* T	391 BICKHAM, BRENDA	5/9/2018	-.50		-.50
	Meeting Minutes				
* T	391 BICKHAM, BRENDA	7/11/2018	.50		.50
	Meeting Minutes				
* T	391 BICKHAM, BRENDA	7/11/2018	-.50		-.50
	Meeting Minutes				
* X	391 BICKHAM, BRENDA	2/28/2017	.50		.50
	2 AIAs				
* X	391 BICKHAM, BRENDA	3/1/2017	.50		.50
	Spec				
X	391 BICKHAM, BRENDA	10/26/2017	1.00		1.00
	2 Agreements				
* X	391 BICKHAM, BRENDA	5/9/2018	.50		.50
	Meeting Minutes				
X	391 BICKHAM, BRENDA	6/19/2018	1.00		1.00
	Documents				
* X	391 BICKHAM, BRENDA	7/11/2018	.50		.50
	Meeting Minutes				
	Total for 391		4.00		4.00
* X	520 DUBAY, GAIL	3/20/2017	.30		.30
	Placed Ads with Planhouses - JRA				
	Total for 520		.30		.30
	Total for UNASSIGNED		4.30		4.30
	Total for SECRETARIAL		4.30		4.30
25 PRINTS					
000 UNASSIGNED					
X	360 LEIDEKER, RONDA	7/24/2018	.30		.30
	Books				
X	360 LEIDEKER, RONDA	7/25/2018	.20		.20
	Prints				
X	360 LEIDEKER, RONDA	7/30/2018	.40		.40
	Prints				
	Total for 360		.90		.90
* T	523 KAFERLE, KATHLEEN	4/4/2018	1.00		1.00
	Plans				
* T	523 KAFERLE, KATHLEEN	4/4/2018	-1.00		-1.00
	Plans				
* X	523 KAFERLE, KATHLEEN	4/4/2018	1.00		1.00
	Plans				

		Regular Hours	Total Ovt Hrs	Total Hours
Total for 523		1.00		1.00
* T	665 ANKAWI, MICHELLE 4/4/2018 Print and Copy 8 Spec Books	1.50		1.50
* T	665 ANKAWI, MICHELLE 4/4/2018 Print and Copy 8 Spec Books	-1.50		-1.50
* X	665 ANKAWI, MICHELLE 4/4/2018 Print and Copy 8 Spec Books	1.50		1.50
Total for 665		1.50		1.50
Total for UNASSIGNED		3.40		3.40
Total for PRINTS		3.40		3.40
26 DELIVERIES				
000 UNASSIGNED				
* T	596 CHIRCO, BRANDY 4/6/2018 plans to Grosse Pointe Woods and St. Clair Shores	2.00		2.00
* T	596 CHIRCO, BRANDY 4/6/2018 plans to Grosse Pointe Woods and St. Clair Shores	-2.00		-2.00
* X	596 CHIRCO, BRANDY 4/6/2018 plans to Grosse Pointe Woods and St. Clair Shores	2.00		2.00
Total for 596		2.00		2.00
Total for UNASSIGNED		2.00		2.00
Total for DELIVERIES		2.00		2.00
35 CONST.DESIGN				
000 UNASSIGNED				
* T	293 LOCKWOOD, SCOTT 4/3/2018 Review issues with timing, permits	1.00		1.00
* T	293 LOCKWOOD, SCOTT 4/3/2018 Review issues with timing, permits	-1.00		-1.00
* T	293 LOCKWOOD, SCOTT 4/4/2018 Permit issues	1.00		1.00
* T	293 LOCKWOOD, SCOTT 4/4/2018 Permit issues	-1.00		-1.00
* T	293 LOCKWOOD, SCOTT 4/27/2018 Review cost estimates with JA		1.00	1.00
* T	293 LOCKWOOD, SCOTT 4/27/2018 Review cost estimates with JA		-1.00	-1.00
* T	293 LOCKWOOD, SCOTT 4/30/2018	1.00		1.00
* T	293 LOCKWOOD, SCOTT 4/30/2018	-1.00		-1.00
* T	293 LOCKWOOD, SCOTT 5/1/2018 Bids with JA	1.50		1.50
* T	293 LOCKWOOD, SCOTT 5/1/2018 Bids with JA	-1.50		-1.50
* T	293 LOCKWOOD, SCOTT 5/2/2018 Discuss bids	1.00		1.00
* T	293 LOCKWOOD, SCOTT 5/2/2018 Discuss bids	-1.00		-1.00
* T	293 LOCKWOOD, SCOTT 5/4/2018 Review numbers and meet with JA, BS and CB		2.50	2.50
* T	293 LOCKWOOD, SCOTT 5/4/2018 Review numbers and meet with JA, BS and CB		-2.50	-2.50
* T	293 LOCKWOOD, SCOTT 5/7/2018 discuss project options	1.00		1.00
* T	293 LOCKWOOD, SCOTT 5/7/2018 discuss project options	-1.00		-1.00
* T	293 LOCKWOOD, SCOTT 5/9/2018 Discuss funding and project award	2.00		2.00
* T	293 LOCKWOOD, SCOTT 5/9/2018 Discuss funding and project award	-2.00		-2.00

			Regular Hours	Total Ovt Hrs	Total Hours
* T	293 LOCKWOOD, SCOTT	5/14/2018	1.00		1.00
	Cost review				
* T	293 LOCKWOOD, SCOTT	5/14/2018	-1.00		-1.00
	Cost review				
* T	293 LOCKWOOD, SCOTT	5/16/2018	2.00		2.00
	meeting with Jason, Bruce and Cathy to review costs				
* T	293 LOCKWOOD, SCOTT	5/16/2018	-2.00		-2.00
	meeting with Jason, Bruce and Cathy to review costs				
* X	293 LOCKWOOD, SCOTT	4/3/2018	1.00		1.00
	Review issues with timing, permits				
* X	293 LOCKWOOD, SCOTT	4/4/2018	1.00		1.00
	Permit issues				
* X	293 LOCKWOOD, SCOTT	4/27/2018		1.00	1.00
	Review cost estimates with JA				
* X	293 LOCKWOOD, SCOTT	4/30/2018	1.00		1.00
* X	293 LOCKWOOD, SCOTT	5/1/2018	1.50		1.50
	Bids with JA				
* X	293 LOCKWOOD, SCOTT	5/2/2018	1.00		1.00
	Discuss bids				
* X	293 LOCKWOOD, SCOTT	5/4/2018		2.50	2.50
	Review numbers and meet with JA, BS and CB				
* X	293 LOCKWOOD, SCOTT	5/7/2018	1.00		1.00
	discuss project options				
* X	293 LOCKWOOD, SCOTT	5/9/2018	2.00		2.00
	Discuss funding and project award				
* X	293 LOCKWOOD, SCOTT	5/14/2018	1.00		1.00
	Cost review				
* X	293 LOCKWOOD, SCOTT	5/16/2018	2.00		2.00
	meeting with Jason, Bruce and Cathy to review costs				
X	293 LOCKWOOD, SCOTT	5/29/2018	.50		.50
	Discuss bid award				
X	293 LOCKWOOD, SCOTT	6/5/2018	1.00		1.00
	Discuss award with JA, FS and Bond Counsel				
X	293 LOCKWOOD, SCOTT	6/6/2018	1.00		1.00
	Review contingent award with City				
X	293 LOCKWOOD, SCOTT	6/18/2018	1.00		1.00
	COW and Council to discuss award				
Total for 293			15.00	3.50	18.50
Total for UNASSIGNED			15.00	3.50	18.50
Total for CONST.DESIGN			15.00	3.50	18.50
37 SPECIFICATIONS					
000 UNASSIGNED					
* T	442 VIGNERON, MICHAEL	4/3/2018	.50		.50
	Post to MITN				
* T	442 VIGNERON, MICHAEL	4/3/2018	-.50		-.50
	Post to MITN				
* T	442 VIGNERON, MICHAEL	4/18/2018	.20		.20
	Post Addendum No. 1				
* T	442 VIGNERON, MICHAEL	4/18/2018	-.20		-.20
	Post Addendum No. 1				
* T	442 VIGNERON, MICHAEL	4/19/2018	.20		.20
	Post Addendum No. 2				
* T	442 VIGNERON, MICHAEL	4/19/2018	-.20		-.20
	Post Addendum No. 2				
* T	442 VIGNERON, MICHAEL	4/20/2018	.20		.20
	Post Addendum No. 3				
* T	442 VIGNERON, MICHAEL	4/20/2018	-.20		-.20
	Post Addendum No. 3				

			Regular Hours	Total Ovt Hrs	Total Hours
* X	442 VIGNERON, MICHAEL	4/3/2018	.50		.50
	Post to MITN				
* X	442 VIGNERON, MICHAEL	4/18/2018	.20		.20
	Post Addendum No. 1				
* X	442 VIGNERON, MICHAEL	4/19/2018	.20		.20
	Post Addendum No. 2				
* X	442 VIGNERON, MICHAEL	4/20/2018	.20		.20
	Post Addendum No. 3				
Total for 442			1.10		1.10
* X	452 PASAMBA, ARMANDO	3/1/2017	2.00		2.00
	spec's and cad work				
* X	452 PASAMBA, ARMANDO	3/2/2017	.50		.50
* X	452 PASAMBA, ARMANDO	3/22/2017	1.50		1.50
* X	452 PASAMBA, ARMANDO	3/24/2017	1.00		1.00
Total for 452			5.00		5.00
Total for UNASSIGNED			6.10		6.10
Total for SPECIFICATIONS			6.10		6.10
38 CONTRACT ADMIN					
000 UNASSIGNED					
* T	293 LOCKWOOD, SCOTT	6/28/2018	2.00		2.00
	Conference call to discuss billing				
* T	293 LOCKWOOD, SCOTT	6/28/2018	-2.00		-2.00
	Conference call to discuss billing				
* T	293 LOCKWOOD, SCOTT	7/25/2018	.50		.50
	precon meeting				
* T	293 LOCKWOOD, SCOTT	7/25/2018	-.50		-.50
	precon meeting				
* T	293 LOCKWOOD, SCOTT	8/22/2018	1.00		1.00
	Pay process review				
* T	293 LOCKWOOD, SCOTT	8/22/2018	-1.00		-1.00
	Pay process review				
* T	293 LOCKWOOD, SCOTT	9/26/2018	1.00		1.00
* T	293 LOCKWOOD, SCOTT	9/26/2018	-1.00		-1.00
* T	293 LOCKWOOD, SCOTT	9/28/2018		1.00	1.00
	Lightning rod research and resolve				
* T	293 LOCKWOOD, SCOTT	9/28/2018		-1.00	-1.00
	Lightning rod research and resolve				
* X	293 LOCKWOOD, SCOTT	6/28/2018	2.00		2.00
	Conference call to discuss billing				
* X	293 LOCKWOOD, SCOTT	7/25/2018	.50		.50
	precon meeting				
* X	293 LOCKWOOD, SCOTT	8/22/2018	1.00		1.00
	Pay process review				
* X	293 LOCKWOOD, SCOTT	9/26/2018	1.00		1.00
* X	293 LOCKWOOD, SCOTT	9/28/2018		1.00	1.00
	Lightning rod research and resolve				
Total for 293			4.50	1.00	5.50
Total for UNASSIGNED			4.50	1.00	5.50
Total for CONTRACT ADMIN			4.50	1.00	5.50
41 MEETINGS					
000 UNASSIGNED					
X	293 LOCKWOOD, SCOTT	9/18/2017	2.00		2.00
	COW meeting				
X	293 LOCKWOOD, SCOTT	11/6/2017	1.00		1.00
X	293 LOCKWOOD, SCOTT	11/29/2017	1.50		1.50
X	293 LOCKWOOD, SCOTT	12/6/2017	1.00		1.00
X	293 LOCKWOOD, SCOTT	12/18/2017	1.00		1.00
	Discuss HVAC study cost with JA and City				

			Regular Hours	Total Ovt Hrs	Total Hours
X	293 LOCKWOOD, SCOTT	12/21/2017	.50		.50
X	293 LOCKWOOD, SCOTT	1/2/2018	.50		.50
	Review and discussion of HVAC proposal with JRA				
X	293 LOCKWOOD, SCOTT	1/3/2018	1.00		1.00
	Review of HVAC Proposal and discussion with City				
X	293 LOCKWOOD, SCOTT	1/10/2018	.50		.50
	Review project timing				
X	293 LOCKWOOD, SCOTT	1/22/2018	2.00		2.00
	Discussion with City regarding scheduling and HVAC Study				
X	293 LOCKWOOD, SCOTT	1/23/2018	1.00		1.00
	Review DiClemente Siegal proposal and schedule				
X	293 LOCKWOOD, SCOTT	1/25/2018	1.50		1.50
	Review of scheduling and project progress				
X	293 LOCKWOOD, SCOTT	1/26/2018	.50		.50
	Review revised bid and construction scheduling				
X	293 LOCKWOOD, SCOTT	2/7/2018	1.50		1.50
	Plan review and scheduling				
X	293 LOCKWOOD, SCOTT	2/8/2018	1.00		1.00
	Review plan and discussion about proposed treatment				
X	293 LOCKWOOD, SCOTT	2/9/2018		1.00	1.00
	project progress and review of timeline with JRA				
X	293 LOCKWOOD, SCOTT	2/13/2018	2.00		2.00
	Review timing, plans and mechanical with JA				
X	293 LOCKWOOD, SCOTT	2/14/2018	1.50		1.50
X	293 LOCKWOOD, SCOTT	2/21/2018	1.00		1.00
	Review project timing				
X	293 LOCKWOOD, SCOTT	2/26/2018	1.50		1.50
	HVAC study				
X	293 LOCKWOOD, SCOTT	2/28/2018	1.00		1.00
	Review with City and DiClemente Segal				
X	293 LOCKWOOD, SCOTT	3/2/2018		1.00	1.00
	Review total project revisions/cost with JA				
X	293 LOCKWOOD, SCOTT	3/12/2018	1.50		1.50
	Review memo regarding current project costs and scope				
X	293 LOCKWOOD, SCOTT	3/15/2018	1.50		1.50
	Cost estimates				
X	293 LOCKWOOD, SCOTT	3/16/2018		2.00	2.00
	Project cost breakdown				
X	293 LOCKWOOD, SCOTT	3/19/2018	1.00		1.00
	Discussion regarding alternates for HVAC				
X	293 LOCKWOOD, SCOTT	3/23/2018		1.50	1.50
	review with JRA				
Total for 293			27.50	5.50	33.00
X	570 SOMMERS, MICHAEL	9/12/2018	1.00		1.00
	Progress Meeting				
Total for 570			1.00		1.00
Total for UNASSIGNED			28.50	5.50	34.00
Total for MEETINGS			28.50	5.50	34.00
50 ARCHITECT					
000 UNASSIGNED					
* T	402 ARLOW, JASON	1/12/2018	.50	2.00	2.50
	DPW addition, site visit, field measure, sketch				
* T	402 ARLOW, JASON	1/12/2018	-.50	-2.00	-2.50
	DPW addition, site visit, field measure, sketch				
* T	402 ARLOW, JASON	1/15/2018	2.50		2.50
	Review roof quotes for activities building, letter to city, DPW addition estimate				
* T	402 ARLOW, JASON	1/15/2018	-2.50		-2.50
	Review roof quotes for activities building, letter to city, DPW addition estimate				

			Regular Hours	Total Ovt Hrs	Total Hours
* X	402 ARLOW, JASON	1/12/2018	.50	2.00	2.50
	DPW addition, site visit, field measure, sketch				
* X	402 ARLOW, JASON	1/15/2018	2.50		2.50
	Review roof quotes for activities building, letter to city, DPW addition estimate				
X	402 ARLOW, JASON	2/27/2018	2.00		2.00
	review report, talk to Bruce, Frank and DSD				
X	402 ARLOW, JASON	2/28/2018	3.00		3.00
	Study review				
X	402 ARLOW, JASON	3/2/2018		2.00	2.00
	mark ups on report				
X	402 ARLOW, JASON	3/3/2018		1.00	1.00
	Fee adjustment				
X	402 ARLOW, JASON	3/8/2018	.50		.50
	Final report				
X	402 ARLOW, JASON	3/15/2018	.50		.50
	project summary				
Total for 402			9.00	5.00	14.00
Total for UNASSIGNED			9.00	5.00	14.00
Total for ARCHITECT			9.00	5.00	14.00
51 PROG/FEAS					
000 UNASSIGNED					
X	402 ARLOW, JASON	8/7/2017	.50		.50
	Set up project				
Total for 402			.50		.50
Total for UNASSIGNED			.50		.50
Total for PROG/FEAS			.50		.50
52 DESIGN DEV					
000 UNASSIGNED					
X	402 ARLOW, JASON	11/29/2017	3.50		3.50
	Meeting, review boiler, chiller, minutes				
X	402 ARLOW, JASON	11/30/2017	1.00		1.00
	Mark up plans				
X	402 ARLOW, JASON	12/4/2017	3.00		3.00
	Review roof reports, details				
X	402 ARLOW, JASON	12/14/2017	.50		.50
	New work scope				
X	402 ARLOW, JASON	12/15/2017	.50		.50
	New work scope				
Total for 402			8.50		8.50
X	681 BERGE, MATTHEW	10/30/2017	1.00		1.00
	Research existing				
X	681 BERGE, MATTHEW	11/6/2017	1.00		1.00
	Roof plans for GPW improvements				
X	681 BERGE, MATTHEW	11/8/2017	1.00		1.00
	Compile existing plans for City Hall and Bath House for MEP consultant.				
X	681 BERGE, MATTHEW	11/9/2017	4.00		4.00
	Compile existing plans for Activities Building for MEP consultant.				
X	681 BERGE, MATTHEW	11/10/2017		1.00	1.00
	Compile existing plans				
Total for 681			7.00	1.00	8.00
Total for UNASSIGNED			15.50	1.00	16.50
Total for DESIGN DEV			15.50	1.00	16.50
53 CONST DOCUM					
000 UNASSIGNED					
* T	402 ARLOW, JASON	4/3/2018	1.00		1.00
	Final review				
* T	402 ARLOW, JASON	4/3/2018	-1.00		-1.00
	Final review				

			Regular Hours	Total Ovt Hrs	Total Hours
* T	402 ARLOW, JASON	4/10/2018	2.00		2.00
	Pre bid				
* T	402 ARLOW, JASON	4/10/2018	-2.00		-2.00
	Pre bid				
* T	402 ARLOW, JASON	5/1/2018	1.50		1.50
	bid opening				
* T	402 ARLOW, JASON	5/1/2018	-1.50		-1.50
	bid opening				
* T	402 ARLOW, JASON	5/4/2018	2.50		2.50
	Review bids, Bond meeting				
* T	402 ARLOW, JASON	5/4/2018	-2.50		-2.50
	Review bids, Bond meeting				
* T	402 ARLOW, JASON	5/8/2018	3.50		3.50
	Meeting prep, contractor interview, notes				
* T	402 ARLOW, JASON	5/8/2018	-3.50		-3.50
	Meeting prep, contractor interview, notes				
* T	402 ARLOW, JASON	5/9/2018	.50		.50
	Bid review				
* T	402 ARLOW, JASON	5/9/2018	-.50		-.50
	Bid review				
* T	402 ARLOW, JASON	5/10/2018	.50		.50
	DPW roof, cost savings				
* T	402 ARLOW, JASON	5/10/2018	-.50		-.50
	DPW roof, cost savings				
* T	402 ARLOW, JASON	5/11/2018		.50	.50
	letter of award				
* T	402 ARLOW, JASON	5/11/2018		-.50	-.50
	letter of award				
* T	402 ARLOW, JASON	5/15/2018	1.00		1.00
	Revise letter				
* T	402 ARLOW, JASON	5/15/2018	-1.00		-1.00
	Revise letter				
* T	402 ARLOW, JASON	5/16/2018	.50		.50
	Police garage roof letter and bid review				
* T	402 ARLOW, JASON	5/16/2018	-.50		-.50
	Police garage roof letter and bid review				
* X	402 ARLOW, JASON	1/19/2017	.50		.50
	Set up job				
* X	402 ARLOW, JASON	1/20/2017		.50	.50
	spec				
* X	402 ARLOW, JASON	2/28/2017	3.00		3.00
	Front end specs				
* X	402 ARLOW, JASON	3/1/2017	2.00		2.00
	Specs				
* X	402 ARLOW, JASON	3/11/2017		.50	.50
	Photos, plans				
* X	402 ARLOW, JASON	3/14/2017	2.50		2.50
	Roof plan and spec, smoke damage to maintenance bldg				
* X	402 ARLOW, JASON	3/17/2017	1.50		1.50
	Ad, roof plan				
* X	402 ARLOW, JASON	3/20/2017	1.00		1.00
	Ad				
* X	402 ARLOW, JASON	3/21/2017	1.00		1.00
	Specs				
* X	402 ARLOW, JASON	3/22/2017	2.00		2.00
	Site visit, specs				
* X	402 ARLOW, JASON	3/24/2017		.50	.50
	Specs				

			Regular Hours	Total Ovt Hrs	Total Hours
* X	402 ARLOW, JASON	3/27/2017	1.00		1.00
	Specs, bid issue				
X	402 ARLOW, JASON	10/25/2017	1.50		1.50
	Consultant agreements				
X	402 ARLOW, JASON	10/26/2017	.50		.50
	Consultant agreements				
X	402 ARLOW, JASON	11/2/2017	.50		.50
	consultant agreements				
X	402 ARLOW, JASON	12/28/2017	1.00		1.00
	Plan review, mark up				
X	402 ARLOW, JASON	1/2/2018	.50		.50
	Details				
X	402 ARLOW, JASON	1/4/2018	.50		.50
	Details				
X	402 ARLOW, JASON	1/11/2018	1.00		1.00
	Ad for activities bldg				
X	402 ARLOW, JASON	1/12/2018		.50	.50
	Ad, bond req'mt for activities bldg				
X	402 ARLOW, JASON	1/22/2018	2.50		2.50
	GPW cow				
X	402 ARLOW, JASON	1/22/2018	1.00		1.00
	Plan review				
X	402 ARLOW, JASON	1/23/2018	.50		.50
	Schedule				
X	402 ARLOW, JASON	1/25/2018	1.00		1.00
	Review				
X	402 ARLOW, JASON	1/30/2018	.50		.50
	Review				
X	402 ARLOW, JASON	2/2/2018	.50		.50
	Vent review				
X	402 ARLOW, JASON	2/5/2018	.50		.50
	Plan review				
X	402 ARLOW, JASON	2/6/2018	1.00		1.00
	Review ad				
X	402 ARLOW, JASON	2/7/2018	.50		.50
	Review plans				
X	402 ARLOW, JASON	2/8/2018	.50		.50
	review with gene				
X	402 ARLOW, JASON	2/12/2018	.50		.50
	Review plans				
X	402 ARLOW, JASON	2/14/2018	.50		.50
	Review plans				
X	402 ARLOW, JASON	2/15/2018	2.50		2.50
	Review plans				
X	402 ARLOW, JASON	3/2/2018	1.00		1.00
	review, fee, eng				
X	402 ARLOW, JASON	3/8/2018	1.00		1.00
	Meeting with Schena Roofing				
X	402 ARLOW, JASON	3/12/2018	.50		.50
	Udate project costs				
X	402 ARLOW, JASON	3/22/2018	2.00		2.00
	Meeting at city				
X	402 ARLOW, JASON	3/28/2018	1.00		1.00
	plan mark up				
X	402 ARLOW, JASON	3/29/2018	2.00	1.00	3.00
	review				
* X	402 ARLOW, JASON	4/3/2018	1.00		1.00
	Final review				

			Regular Hours	Total Ovt Hrs	Total Hours
* X	402 ARLOW, JASON 4/10/2018		2.00		2.00
	Pre bid				
* X	402 ARLOW, JASON 5/1/2018		1.50		1.50
	bid opening				
* X	402 ARLOW, JASON 5/4/2018		2.50		2.50
	Review bids, Bond meeting				
* X	402 ARLOW, JASON 5/8/2018		3.50		3.50
	Meeting prep, contractor interview, notes				
* X	402 ARLOW, JASON 5/9/2018		.50		.50
	Bid review				
* X	402 ARLOW, JASON 5/10/2018		.50		.50
	DPW roof, cost savings				
* X	402 ARLOW, JASON 5/11/2018			.50	.50
	letter of award				
* X	402 ARLOW, JASON 5/15/2018		1.00		1.00
	Revise letter				
* X	402 ARLOW, JASON 5/16/2018		.50		.50
	Police garage roof letter and bid review				
X	402 ARLOW, JASON 6/4/2018		1.00		1.00
	Council meeting				
X	402 ARLOW, JASON 6/6/2018		.50		.50
	Invoices				
Total for 402			54.00	3.50	57.50
M	452 PASAMBA, ARMANDO 11/15/2017		1.00		1.00
	BATH HOUSE				
M	452 PASAMBA, ARMANDO 11/16/2017		4.00		4.00
	BATH HOUSE				
M	452 PASAMBA, ARMANDO 11/17/2017		3.50	.50	4.00
	HATCH HOUSE / ACTIVITY BLDG				
X	452 PASAMBA, ARMANDO 11/7/2017		1.00		1.00
X	452 PASAMBA, ARMANDO 11/8/2017		5.00		5.00
X	452 PASAMBA, ARMANDO 11/10/2017		2.00	1.00	3.00
X	452 PASAMBA, ARMANDO 12/1/2017		4.00		4.00
	City hall Field Measurement				
X	452 PASAMBA, ARMANDO 2/6/2018		4.50		4.50
	CONSTRUCTION DOCUMENT				
Total for 452			25.00	1.50	26.50
M	596 CHIRCO, BRANDY 11/20/2017		2.50		2.50
	roof and floor plans				
M	596 CHIRCO, BRANDY 11/21/2017		.50		.50
	roof and floor plans				
M	596 CHIRCO, BRANDY 11/27/2017		4.00		4.00
	roof plans				
M	596 CHIRCO, BRANDY 11/28/2017		.30		.30
	roof plans				
M	596 CHIRCO, BRANDY 11/29/2017		6.20		6.20
	city hall floor plan				
M	596 CHIRCO, BRANDY 11/30/2017		4.10		4.10
	city hall floor plan				
M	596 CHIRCO, BRANDY 12/1/2017		4.00		4.00
	field measurements of City Hall				
M	596 CHIRCO, BRANDY 12/1/2017		.50		.50
	updating city hall floor plan				
M	596 CHIRCO, BRANDY 12/4/2017		5.40		5.40
	updating city hall floor plan				
M	596 CHIRCO, BRANDY 12/5/2017		4.00		4.00
	updating city hall floor plan				

			Regular Hours	Total Ovt Hrs	Total Hours
M	596 CHIRCO, BRANDY	12/6/2017	.20		.20
	updating city hall floor plan				
* T	596 CHIRCO, BRANDY	4/2/2018	6.30		6.30
	updates to all plans				
* T	596 CHIRCO, BRANDY	4/2/2018	-6.30		-6.30
	updates to all plans				
* T	596 CHIRCO, BRANDY	4/3/2018	2.30		2.30
	specifications, updates to plans				
* T	596 CHIRCO, BRANDY	4/3/2018	-2.30		-2.30
	specifications, updates to plans				
* T	596 CHIRCO, BRANDY	4/10/2018	.20		.20
	addendum 1				
* T	596 CHIRCO, BRANDY	4/10/2018	-.20		-.20
	addendum 1				
* T	596 CHIRCO, BRANDY	4/12/2018	.10		.10
	addendum 1				
* T	596 CHIRCO, BRANDY	4/12/2018	-.10		-.10
	addendum 1				
* T	596 CHIRCO, BRANDY	4/13/2018	.50		.50
	addendum 1				
* T	596 CHIRCO, BRANDY	4/13/2018	-.50		-.50
	addendum 1				
* T	596 CHIRCO, BRANDY	4/16/2018	.50		.50
	addendum 1				
* T	596 CHIRCO, BRANDY	4/16/2018	-.50		-.50
	addendum 1				
* T	596 CHIRCO, BRANDY	4/17/2018	1.20		1.20
	addendum 1				
* T	596 CHIRCO, BRANDY	4/17/2018	-1.20		-1.20
	addendum 1				
* T	596 CHIRCO, BRANDY	4/18/2018	.90		.90
	addendum 1				
* T	596 CHIRCO, BRANDY	4/18/2018	-.90		-.90
	addendum 1				
* T	596 CHIRCO, BRANDY	4/19/2018	.50		.50
	addendum 2				
* T	596 CHIRCO, BRANDY	4/19/2018	-.50		-.50
	addendum 2				
* T	596 CHIRCO, BRANDY	4/20/2018	.70		.70
	addendum 3				
* T	596 CHIRCO, BRANDY	4/20/2018	-.70		-.70
	addendum 3				
* T	596 CHIRCO, BRANDY	4/23/2018	.20		.20
	answering bidder questions				
* T	596 CHIRCO, BRANDY	4/23/2018	-.20		-.20
	answering bidder questions				
* T	596 CHIRCO, BRANDY	4/30/2018	.70		.70
	area and perimeter of roof				
* T	596 CHIRCO, BRANDY	4/30/2018	-.70		-.70
	area and perimeter of roof				
* T	596 CHIRCO, BRANDY	5/2/2018	.70		.70
	bid tab				
* T	596 CHIRCO, BRANDY	5/2/2018	-.70		-.70
	bid tab				
* T	596 CHIRCO, BRANDY	5/8/2018	1.00		1.00
	interview prep				
* T	596 CHIRCO, BRANDY	5/8/2018	-1.00		-1.00
	interview prep				

			Regular Hours	Total Ovt Hrs	Total Hours
X	596 CHIRCO, BRANDY	12/11/2017	5.30		5.30
	roof plans				
X	596 CHIRCO, BRANDY	12/15/2017	5.60		5.60
	roof details				
X	596 CHIRCO, BRANDY	12/18/2017	5.00		5.00
	roof plans				
X	596 CHIRCO, BRANDY	12/19/2017	1.70		1.70
	roof plans				
X	596 CHIRCO, BRANDY	12/22/2017	1.50		1.50
	roof details				
X	596 CHIRCO, BRANDY	1/2/2018	.50		.50
	updates to plans				
X	596 CHIRCO, BRANDY	1/3/2018	1.00		1.00
	updates to plans				
X	596 CHIRCO, BRANDY	1/16/2018	5.50		5.50
	roof plans				
X	596 CHIRCO, BRANDY	1/17/2018	7.50		7.50
	roof plans and details				
X	596 CHIRCO, BRANDY	1/18/2018	.60		.60
	details				
X	596 CHIRCO, BRANDY	1/19/2018	1.80		1.80
	roof sections				
X	596 CHIRCO, BRANDY	1/22/2018	6.90		6.90
	sections and details				
X	596 CHIRCO, BRANDY	1/23/2018	4.70		4.70
	sections and details				
X	596 CHIRCO, BRANDY	1/24/2018	.20		.20
	sections and details				
X	596 CHIRCO, BRANDY	1/25/2018	4.00		4.00
	sections and details				
X	596 CHIRCO, BRANDY	1/26/2018	6.20		6.20
	sections and details				
X	596 CHIRCO, BRANDY	1/29/2018	8.00		8.00
	sections and details				
X	596 CHIRCO, BRANDY	1/30/2018	7.50		7.50
	sections and details				
X	596 CHIRCO, BRANDY	1/31/2018	8.00		8.00
	sections and details				
X	596 CHIRCO, BRANDY	2/1/2018	7.00		7.00
	sections and details				
X	596 CHIRCO, BRANDY	2/2/2018	6.90		6.90
	sections and details				
X	596 CHIRCO, BRANDY	2/6/2018	1.00		1.00
	roof sections and details				
X	596 CHIRCO, BRANDY	2/7/2018	5.80		5.80
	roof sections and details				
X	596 CHIRCO, BRANDY	2/15/2018	3.70		3.70
	roof plans				
X	596 CHIRCO, BRANDY	2/16/2018	5.80		5.80
	bis issue plans				
X	596 CHIRCO, BRANDY	2/22/2018	5.20		5.20
	roof details				
X	596 CHIRCO, BRANDY	2/23/2018	5.70		5.70
	roof details				
X	596 CHIRCO, BRANDY	2/26/2018	3.60		3.60
	mark ups				
X	596 CHIRCO, BRANDY	3/5/2018	.20		.20
	dormer louvers				

Project Detail - JTD			Transactions for 1/1/2000 through 10/14/2018		Thursday, October 25, 2018 7:17:05 AM
			Regular Hours	Total Ovt Hrs	Total Hours
X	596 CHIRCO, BRANDY	3/8/2018	1.40		1.40
	estimate and roofing types				
X	596 CHIRCO, BRANDY	3/9/2018	.50		.50
	estimate				
X	596 CHIRCO, BRANDY	3/12/2018	.80		.80
	estimate				
X	596 CHIRCO, BRANDY	3/13/2018	.70		.70
	shingle research				
X	596 CHIRCO, BRANDY	3/14/2018	.50		.50
	shingle suppliers				
X	596 CHIRCO, BRANDY	3/20/2018	.80		.80
	sections				
X	596 CHIRCO, BRANDY	3/21/2018	3.30		3.30
	roofing model				
X	596 CHIRCO, BRANDY	3/22/2018	1.00		1.00
	roofing model				
X	596 CHIRCO, BRANDY	3/23/2018	.70		.70
	roofing model				
X	596 CHIRCO, BRANDY	3/28/2018	2.00		2.00
	roof alternates				
X	596 CHIRCO, BRANDY	3/29/2018	8.00		8.00
	specifications, sections, details				
* X	596 CHIRCO, BRANDY	4/2/2018	6.30		6.30
	updates to all plans				
* X	596 CHIRCO, BRANDY	4/3/2018	2.30		2.30
	specifications, updates to plans				
* X	596 CHIRCO, BRANDY	4/10/2018	.20		.20
	addendum 1				
* X	596 CHIRCO, BRANDY	4/12/2018	.10		.10
	addendum 1				
* X	596 CHIRCO, BRANDY	4/13/2018	.50		.50
	addendum 1				
* X	596 CHIRCO, BRANDY	4/16/2018	.50		.50
	addendum 1				
* X	596 CHIRCO, BRANDY	4/17/2018	1.20		1.20
	addendum 1				
* X	596 CHIRCO, BRANDY	4/18/2018	.90		.90
	addendum 1				
* X	596 CHIRCO, BRANDY	4/19/2018	.50		.50
	addendum 2				
* X	596 CHIRCO, BRANDY	4/20/2018	.70		.70
	addendum 3				
* X	596 CHIRCO, BRANDY	4/23/2018	.20		.20
	answering bidder questions				
* X	596 CHIRCO, BRANDY	4/30/2018	.70		.70
	area and perimeter of roof				
* X	596 CHIRCO, BRANDY	5/2/2018	.70		.70
	bid tab				
* X	596 CHIRCO, BRANDY	5/8/2018	1.00		1.00
	interview prep				
Total for 596			193.60		193.60
* T	681 BERGE, MATTHEW	4/2/2018	.50		.50
	Review project specifications				
* T	681 BERGE, MATTHEW	4/2/2018	-.50		-.50
	Review project specifications				
* T	681 BERGE, MATTHEW	4/3/2018	2.00		2.00
	Review specs and drawings				

			Regular Hours	Total Ovt Hrs	Total Hours
* T	681 BERGE, MATTHEW 4/3/2018		-2.00		-2.00
	Review specs and drawings				
* T	681 BERGE, MATTHEW 4/4/2018		1.00		1.00
	Print permit sets and prepare letters of transmittal.				
* T	681 BERGE, MATTHEW 4/4/2018		-1.00		-1.00
	Print permit sets and prepare letters of transmittal.				
* T	681 BERGE, MATTHEW 4/5/2018		.50		.50
	Compile and distribute permit sets.				
* T	681 BERGE, MATTHEW 4/5/2018		-.50		-.50
	Compile and distribute permit sets.				
X	681 BERGE, MATTHEW 1/18/2018		4.00		4.00
	Specifications				
X	681 BERGE, MATTHEW 1/24/2018		2.00		2.00
	Roof venting calculations				
X	681 BERGE, MATTHEW 1/25/2018		7.50		7.50
	Roof venting calcs for police garage, venting details for city hall.				
X	681 BERGE, MATTHEW 1/26/2018		5.50		5.50
	Project specifications				
X	681 BERGE, MATTHEW 1/29/2018		2.00		2.00
	Project specifications				
X	681 BERGE, MATTHEW 1/30/2018		2.00		2.00
	Research roof venting				
X	681 BERGE, MATTHEW 1/31/2018		1.00		1.00
	Review product information and calculations from roof vent mfr.				
X	681 BERGE, MATTHEW 2/1/2018		3.00		3.00
	Specs for roofing project				
X	681 BERGE, MATTHEW 2/2/2018		1.00		1.00
	Product specs				
X	681 BERGE, MATTHEW 2/5/2018		4.00		4.00
	Print and reveiw documents				
X	681 BERGE, MATTHEW 2/6/2018		4.00		4.00
	Revise details				
X	681 BERGE, MATTHEW 2/7/2018		4.00		4.00
	Roof details				
X	681 BERGE, MATTHEW 3/29/2018		2.00		2.00
	Review specifications				
X	681 BERGE, MATTHEW 3/30/2018		1.00		1.00
	Specs				
* X	681 BERGE, MATTHEW 4/2/2018		.50		.50
	Review project specifications				
* X	681 BERGE, MATTHEW 4/3/2018		2.00		2.00
	Review specs and drawings				
* X	681 BERGE, MATTHEW 4/4/2018		1.00		1.00
	Print permit sets and prepare letters of transmittal.				
* X	681 BERGE, MATTHEW 4/5/2018		.50		.50
	Compile and distribute permit sets.				
	Total for 681		47.00		47.00
	Total for UNASSIGNED		319.60	5.00	324.60
	Total for CONST DOCUM		319.60	5.00	324.60
54 BIDDING					
000 UNASSIGNED					
* T	402 ARLOW, JASON 4/16/2018		1.00		1.00
	Questions, addendum				
* T	402 ARLOW, JASON 4/16/2018		-1.00		-1.00
	Questions, addendum				
* T	402 ARLOW, JASON 4/17/2018		1.00		1.00
	Addendum questions				

			Regular Hours	Total Ovt Hrs	Total Hours
* T	402 ARLOW, JASON	4/17/2018	-1.00		-1.00
	Addendum questions				
* T	402 ARLOW, JASON	4/19/2018	1.00		1.00
	RFI, addendum				
* T	402 ARLOW, JASON	4/19/2018	-1.00		-1.00
	RFI, addendum				
* T	402 ARLOW, JASON	4/20/2018	.50		.50
	RFI, addendum				
* T	402 ARLOW, JASON	4/20/2018	-.50		-.50
	RFI, addendum				
* X	402 ARLOW, JASON	4/11/2017	1.50		1.50
	Pre bid, call bidders				
* X	402 ARLOW, JASON	4/18/2017	1.50		1.50
	Bid opening				
* X	402 ARLOW, JASON	4/16/2018	1.00		1.00
	Questions, addendum				
* X	402 ARLOW, JASON	4/17/2018	1.00		1.00
	Addendum questions				
* X	402 ARLOW, JASON	4/19/2018	1.00		1.00
	RFI, addendum				
* X	402 ARLOW, JASON	4/20/2018	.50		.50
	RFI, addendum				
Total for 402			6.50		6.50
* T	681 BERGE, MATTHEW	4/18/2018	2.00		2.00
	Compile addendum 1 documents				
* T	681 BERGE, MATTHEW	4/18/2018	-2.00		-2.00
	Compile addendum 1 documents				
* X	681 BERGE, MATTHEW	4/18/2018	2.00		2.00
	Compile addendum 1 documents				
Total for 681			2.00		2.00
Total for UNASSIGNED			8.50		8.50
Total for BIDDING			8.50		8.50
55 CONST ADMIN					
000 UNASSIGNED					
X	402 ARLOW, JASON	6/18/2018	2.50		2.50
	COW and Council meetings				
X	402 ARLOW, JASON	6/19/2018	.50		.50
	Award letter				
X	402 ARLOW, JASON	6/20/2018	1.00		1.00
	Award letter, review contract				
X	402 ARLOW, JASON	7/6/2018	.50		.50
	review shops				
X	402 ARLOW, JASON	7/11/2018	3.50		3.50
	Coordination meeting, minutes, shops				
X	402 ARLOW, JASON	7/24/2018	1.00		1.00
	shops				
X	402 ARLOW, JASON	7/25/2018	2.50		2.50
	Pre con				
X	402 ARLOW, JASON	7/26/2018	1.00		1.00
	Minutes				
X	402 ARLOW, JASON	7/30/2018	1.00		1.00
	Poilice garage pre con				
X	402 ARLOW, JASON	7/31/2018	.50		.50
	Shop dwg				
X	402 ARLOW, JASON	8/1/2018	1.00		1.00
	shops				
X	402 ARLOW, JASON	8/3/2018	.50		.50
	color selection				

			Regular Hours	Total Ovt Hrs	Total Hours
X	402 ARLOW, JASON	8/8/2018	.50		.50
	shops, schedule				
X	402 ARLOW, JASON	8/13/2018	1.00		1.00
	Pay ap 1				
X	402 ARLOW, JASON	8/14/2018	.50		.50
	Submittals, RFI				
X	402 ARLOW, JASON	8/15/2018	.50		.50
	Submittal				
X	402 ARLOW, JASON	8/21/2018	.50		.50
	Pay ap				
X	402 ARLOW, JASON	8/22/2018	.50		.50
	Pay ap				
X	402 ARLOW, JASON	8/27/2018	2.00		2.00
	Progress meeting				
X	402 ARLOW, JASON	8/29/2018	1.50		1.50
	Pay ap 2, meeting mins				
X	402 ARLOW, JASON	9/5/2018	.50		.50
	Debris follow up, schedule follow up				
X	402 ARLOW, JASON	9/6/2018	1.00		1.00
	Site visit and follow up				
X	402 ARLOW, JASON	9/12/2018	2.00		2.00
	Progress meeting				
X	402 ARLOW, JASON	9/13/2018	1.00		1.00
	RFI's				
X	402 ARLOW, JASON	9/17/2018	1.50		1.50
	DPW punch list				
X	402 ARLOW, JASON	9/18/2018	.50		.50
	RFI				
X	402 ARLOW, JASON	9/19/2018	.50		.50
	Site meeting				
X	402 ARLOW, JASON	9/20/2018	.50		.50
	RFI				
X	402 ARLOW, JASON	9/21/2018	.50		.50
	RFI				
X	402 ARLOW, JASON	9/24/2018	1.00		1.00
	Pay ap3				
X	402 ARLOW, JASON	9/26/2018	1.00		1.00
	progress meeting				
X	402 ARLOW, JASON	9/28/2018	.50	.50	1.00
	minutes				
X	402 ARLOW, JASON	10/9/2018	1.00		1.00
	RFI				
Total for 402			34.00	.50	34.50
X	544 ZAUEL, KEVIN	9/13/2018	.50		.50
	Roof modifications for unit placement				
Total for 544			.50		.50
M	596 CHIRCO, BRANDY	11/17/2017	1.00		1.00
	spec book				
M	596 CHIRCO, BRANDY	11/22/2017	.50		.50
	spec book				
X	596 CHIRCO, BRANDY	6/19/2018	2.90		2.90
	contract book, award letter				
X	596 CHIRCO, BRANDY	6/20/2018	.20		.20
	contract book				
X	596 CHIRCO, BRANDY	7/2/2018	2.30		2.30
	submittals, contract book				
X	596 CHIRCO, BRANDY	7/6/2018	.80		.80
	submittals				

			Regular Hours	Total Ovt Hrs	Total Hours
X	596 CHIRCO, BRANDY	7/24/2018	.70		.70
	contract book, submittals				
X	596 CHIRCO, BRANDY	7/25/2018	.40		.40
	submittals				
X	596 CHIRCO, BRANDY	7/27/2018	.30		.30
	submittal				
X	596 CHIRCO, BRANDY	7/30/2018	.90		.90
	construction issue plans				
X	596 CHIRCO, BRANDY	7/31/2018	.40		.40
	submittals				
X	596 CHIRCO, BRANDY	8/2/2018	.90		.90
	submittals				
X	596 CHIRCO, BRANDY	8/3/2018	1.00		1.00
	submittals				
X	596 CHIRCO, BRANDY	8/8/2018	.30		.30
	submittals				
X	596 CHIRCO, BRANDY	8/14/2018	.70		.70
	submittals				
X	596 CHIRCO, BRANDY	8/16/2018	.40		.40
	submittals				
X	596 CHIRCO, BRANDY	8/17/2018	.40		.40
	submittals				
X	596 CHIRCO, BRANDY	8/22/2018	.40		.40
	submittals				
X	596 CHIRCO, BRANDY	8/30/2018	.40		.40
	submittals				
Total for 596			14.90		14.90
X	681 BERGE, MATTHEW	10/11/2018	.50		.50
	Forward plans to subcontractor				
Total for 681			.50		.50
Total for UNASSIGNED			49.90	.50	50.40
Total for CONST ADMIN			49.90	.50	50.40
56 ME/ELEC DESG					
000 UNASSIGNED					
* T	552 EDWARDS, WILLIAM	2/21/2018	.60		.60
* T	552 EDWARDS, WILLIAM	2/21/2018	-.60		-.60
* T	552 EDWARDS, WILLIAM	10/2/2018	.30		.30
	Lighting Rods				
* T	552 EDWARDS, WILLIAM	10/2/2018	-.30		-.30
	Lighting Rods				
X	552 EDWARDS, WILLIAM	2/8/2018	2.70		2.70
* X	552 EDWARDS, WILLIAM	2/21/2018	.60		.60
X	552 EDWARDS, WILLIAM	2/22/2018	.50		.50
* X	552 EDWARDS, WILLIAM	10/2/2018	.30		.30
	Lighting Rods				
Total for 552			4.10		4.10
Total for UNASSIGNED			4.10		4.10
Total for ME/ELEC DESG			4.10		4.10
58 STRUCTURAL					
000 UNASSIGNED					
X	544 ZAUER, KEVIN	2/28/2018	.50		.50
	Unit loading request				
X	544 ZAUER, KEVIN	3/22/2018	1.00		1.00
	Mechanical unit loading/locations				
X	544 ZAUER, KEVIN	3/29/2018	6.00		6.00
	Roof framing analysis, review of existing plans				
Total for 544			7.50		7.50
Total for UNASSIGNED			7.50		7.50

Project Detail - JTD	Transactions for 1/1/2000 through 10/14/2018		Thursday, October 25, 2018 7:17:05 AM
	Regular Hours	Total Ovt Hrs	Total Hours
Total for STRUCTURAL	7.50		7.50
Total for Labor and Overhead	480.40	21.50	501.90
Expenses			
Reimbursable Expenses			
521.00 NON-REIMB. MISC. EXP.			
F AP 0086951 12/5/2017 / ROOFING TECHNOLOGY ASSOCIATES			
F AP 0087068 12/18/2017 / ROOFING TECHNOLOGY ASSOCIATES			
F AP 0087441 2/13/2018 / DI CLEMENTE SIEGEL DESIGN INC.			
F AP 0087541 2/28/2018 / DI CLEMENTE SIEGEL DESIGN INC.			
F AP 0087884 4/24/2018 / DICLEMENTE SIEGEL DESIGN INC.			
F AP 0088090 5/22/2018 / DICLEMENTE SIEGEL DESIGN INC.			
F AP 0088629 8/14/2018 / DICLEMENTE SIEGEL DESIGN INC.			
F AP 0088896 9/25/2018 / DICLEMENTE SIEGEL DESIGN INC.			
X AP 0087715 3/27/2018 / DICLEMENTE SIEGEL DESIGN INC. / Invoice #57421			
Total for 521.00			
Total for Reimbursable Expenses			
Total for Expenses			
Total for 0160-0395-0	480.40	21.50	501.90
Final Totals	480.40	21.50	501.90



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CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

RECEIVED
NOV 26 2018
CITY OF GROSSE PTE. WOODS

November 9, 2018

Project No: 0160-0290-0
Invoice No: 0119832

Project 0160-0290-0 GENERAL ENGINEERING

FOR: GENERAL ENGINEERING.

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	1.00	103.00	103.00	
Field review				
LOCKWOOD, SCOTT	1.00	103.00	103.00	
General engineering and review of drainage issue on Brys				
Totals	2.00		206.00	
Total Labor				206.00
Billing Limits	Current	Prior	To-Date	
Total Billings	206.00	3,515.25	3,721.25	
Limit			15,000.00	
Remaining			11,278.75	
Total this Invoice				\$206.00

Outstanding Invoices

Number	Date	Balance
0119539	10/16/2018	380.75
Total		380.75

PO# 18-44649

592.537-818.000

11/19/2018

Behrens

FS [Signature]

RECEIVED

NOV 26 2018

CITY OF GROSSE PTE WOODS



ANDERSON, ECKERSTEIN & WESTRICK, INC.
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INVOICE

PO #17-43940

November 9, 2018

Project No:

0160-0364-0

Invoice No:

0119833

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

592,537.975.004

11/9/18

Coburn - FS

Project 0160-0364-0

SAW GRANT-WASTEWATER ASSET MGT PLAN

Professional Services from September 17, 2018 to October 14, 2018**Professional Personnel**

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	1.00	103.00	103.00
LOCKWOOD, SCOTT	1.50	103.00	154.50
Contract mod recommendation for SAW work			
PRINTS			
ENGINEERING AIDE TRAINEE			
KAERLE, JARED	.50	40.50	20.25
Scans and Prints			
PRELIMINARY ENGINEERING			
ENGINEERING AIDE I			
ANDERSON, KEVIN	1.50	56.00	84.00
CB maps, concrete estimates			
CONTRACT ADMINISTRATION			
GRADUATE ENG/SUR/ARC			
EBERLE, JOSEPH	.50	83.50	41.75
Disbursement Request			
MARCUS, PATRICK	2.00	83.50	167.00
Prepare necessary materials for progress meeting			
MARCUS, PATRICK	4.00	83.50	334.00
Update gas conflict map and send to city, send out progress meeting minutes, sewer review			
TEAM LEADER			
MYSLINSKI, CHARLES	1.00	83.50	83.50
Staffing/Status			
MYSLINSKI, CHARLES	1.50	83.50	125.25
Time, Mileage, Data Transfers, Staffing ...			
SMITH, BRADLEY	.50	83.50	41.75
schedule, idr's, timesheets, mileage, download, refresh			
SMITH, BRADLEY	1.00	83.50	83.50
Download, refresh, schedule, idrs, time sheets, mileage.			
SMITH, BRADLEY	.50	83.50	41.75
Download, refresh, timesheet, schedule, mileage			
VARICALLI, FRANK	3.50	83.50	292.25
VARICALLI, FRANK	1.00	83.50	83.50
proj.adm.			
VARICALLI, FRANK	1.50	83.50	125.25
proj.co-ord.dis.w/insp.& contr.			

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN	Invoice	0119833
VARICALLI, FRANK		.50	83.50	41.75
review cctv video & reports				
VARICALLI, FRANK		3.50	83.50	292.25
revise contract mod.				
VARICALLI, FRANK		1.50	83.50	125.25
site visit,mtg.w/insp.				
ENGINEERING AIDE III				
BARNES, JOYCE		6.30	70.00	441.00
Check IDR's				
BARNES, JOYCE		5.80	70.00	406.00
Check reports				
BARNES, JOYCE		.50	70.00	35.00
Check reports & refresh laptop				
BARNES, JOYCE		1.50	70.00	105.00
Check reports,				
BARNES, JOYCE		4.00	70.00	280.00
Check reports, 5 weeks of reports				
BARNES, JOYCE		1.00	70.00	70.00
Download reports & refresh Laptop				
BARNES, JOYCE		.50	70.00	35.00
SPS check project status				
BARNES, JOYCE		1.00	70.00	70.00
SPS,site visit to update laptop.				
DE SANDRE, DAVID		2.50	70.00	175.00
download reports				
WINES, WILLIAM		4.50	70.00	315.00
Contract Modification 1				
ENGINEERING AIDE TRAINEE				
ANKAWI, MICHELLE		.50	40.50	20.25
Pay Estimate Spreadsheet and Filing				
MEETINGS				
GRADUATE ENG/SUR/ARC				
MARCUS, PATRICK		3.00	83.50	250.50
Progress Meeting				
TEAM LEADER				
VARICALLI, FRANK		1.00	83.50	83.50
progress mtg.				
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE III				
ROSS, ROBERT		3.50	70.00	245.00
ROSS, ROBERT		37.00	70.00	2,590.00
infrastructure investigation				
ROSS, ROBERT		2.00	70.00	140.00
infrastructure investigation, contractor cancelled				
WALKER, NAKEYA		9.00	70.00	630.00
RESTORATION				
ENGINEERING AIDE II				
PROCTOR, RANDALL		19.00	62.00	1,178.00
Clean and video				
PROCTOR, RANDALL		45.50	62.00	2,821.00
Clean and video				
ENGINEERING PLAN REVIEW				
GRADUATE ENG/SUR/ARC				
MILLER, JEFFREY		2.50	83.50	208.75
Checking of CCTV AB Updates				

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN	Invoice	0119833
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CONSTRUCTION ADMINISTRATION

ENGINEERING AIDE III

WINKLE, TODD	1.80	70.00	126.00
Contract Admin			

DATABASE

GRADUATE ENG/SUR/ARC

MILLER, JEFFREY	2.50	83.50	208.75
Research into miss-linked mh inspection photos			

ENGINEERING AIDE III

SVOBODA, JOSEPH	12.00	70.00	840.00
CCTV as-built updates to GIS			

SVOBODA, JOSEPH	1.00	70.00	70.00
created breakdown of combined sewer lengths by diameter for map 4A, created gas service conflict map.			

SVOBODA, JOSEPH	4.00	70.00	280.00
CCTV as-built updates to GIS			

SVOBODA, JOSEPH	10.00	70.00	700.00
CCTV as-built updates to GIS			

BASE MAPS

GRADUATE ENG/SUR/ARC

MILLER, JEFFREY	3.00	83.50	250.50
Creation of Structure ratings map			

REVISIONS

GRADUATE ENG/SUR/ARC

MILLER, JEFFREY	2.00	83.50	167.00
Revisions and printing of poor structure and pavemenet map			

GIS UPDATES

GRADUATE ENG/SUR/ARC

MILLER, JEFFREY	4.00	83.50	334.00
GIS Updates from AB information			

MILLER, JEFFREY	5.00	83.50	417.50
GIS Updates from AB information, updates to Portal Basemap and MobileApp			

ENGINEERING AIDE III

DOURJALIAN, ANDREW	11.50	70.00	805.00
Added Attachments			

DOURJALIAN, ANDREW	1.50	70.00	105.00
Map Updates			

CCTV REVIEW

GRADUATE ENG/SUR/ARC

MARCUS, PATRICK	20.50	83.50	1,711.75
Sewer Review			

ENGINEERING AIDE I

ANDERSON, KEVIN	6.50	56.00	364.00
CCTV review			

Totals	262.90		18,719.00
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Total Labor			18,719.00
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Total this Invoice			\$18,719.00
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INVOICE

NOV 26 2018

PO#17-44119

November 9, 2018

Project No: 0160-0376-2

Invoice No: 0119834

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

101000 285.530

11/19/18

Abraham - ES

Project 0160-0376-2

GAS MAIN CONSTRUCTION OVERSIGHT

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Coordination meeting for gas services through services			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Progress meeting minutes			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Review progress and notes from meetings			
LOCKWOOD, SCOTT	1.50	103.00	154.50
Sewer televising review with DTE			
CONTRACT ADMINISTRATION			
TEAM LEADER			
MYSLINSKI, CHARLES	.50	83.50	41.75
Staffing/Status			
MYSLINSKI, CHARLES	.50	83.50	41.75
Status Update			
MYSLINSKI, CHARLES	.20	83.50	16.70
Time, Mileage, Data Transfers, Staffing ...			
VARICALLI, FRANK	2.50	83.50	208.75
VARICALLI, FRANK	1.00	83.50	83.50
proj.co-ord.dis.w/insp.& contr.			
MEETINGS			
ENGINEERING AIDE III			
BIRKETT, CHRISTOPHER	1.00	70.00	70.00
Meeting with contractor, city and engineer at the DPW yard regarding scope of work.			
CONSTRUCTION OBSERVATION			
ENGINEERING AIDE III			
BIRKETT, CHRISTOPHER	2.00	70.00	140.00
Document both breaks opened for repair, one at littlestone and one at Gothe.			
BROWN, GREGORY	20.60	70.00	1,442.00
ENGINEERING AIDE II			
HOLMES, ANDREW	9.00	62.00	558.00
Totals	41.80		3,065.95
Total Labor			3,065.95

Project	0160-0376-2	GAS MAIN CONSTRUCTION OVERSIGHT	Invoice	0119834
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Billing Limits	Current	Prior	To-Date	
Total Billings	3,065.95	142,220.95	145,286.90	
Limit			150,000.00	
Remaining			4,713.10	
		Total this Invoice		\$3,065.95

Outstanding Invoices

Number	Date	Balance
0119433	10/11/2018	3,851.15
Total		3,851.15



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INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

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NOV 26 2018
CITY OF GROSSE PTE WOODS

November 9, 2018

Project No: 0160-0396-0

Invoice No: 0119835

Project 0160-0396-0

CAPITAL IMPROVEMENTS, PARKING LOTS

PURCHASE ORDER #18-44937

FOR: DESIGN AND CONTRACT AD.

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount
PRINTS			
ENGINEERING AIDE TRAINEE			
KAERLE, KATHLEEN	.30	40.50	12.15
Plans			
QUANTITIES			
GRADUATE ENG/SUR/ARC			
SOMMERS, MICHAEL	2.00	83.50	167.00
As-Builts, Pay Items			
SOMMERS, MICHAEL	1.00	83.50	83.50
IDR and Sketches			
SOMMERS, MICHAEL	.50	83.50	41.75
IDRs and Photos			
SOMMERS, MICHAEL	1.50	83.50	125.25
Pay Items Contract Management			
SOMMERS, MICHAEL	6.00	83.50	501.00
Pay Items, Calculations			
SOMMERS, MICHAEL	3.50	83.50	292.25
Pay Items, Contract Management			
SOMMERS, MICHAEL	3.50	83.50	292.25
Pay Items, Pay Estimate, IDRs			
SOMMERS, MICHAEL	7.50	83.50	626.25
Pay Items, Pay Estimate, Measurements and sketches			
SOMMERS, MICHAEL	3.50	83.50	292.25
Pay Items			
SOMMERS, MICHAEL	3.00	83.50	250.50
Paperwork: IDRs, Quantities, Pay Items, As-Builts, Spreadsheet updates			
SOMMERS, MICHAEL	.50	83.50	41.75
Pay Items			
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	2.00	103.00	206.00
LOCKWOOD, SCOTT	1.20	103.00	123.60
Construction review			
LOCKWOOD, SCOTT	.50	103.00	51.50
Contract admin			
LOCKWOOD, SCOTT	2.00	103.00	206.00
Contract mod discussion with council			

Please include the project number and invoice number on your check.

Project	0160-0396-0	CAPITAL IMPROVEMENTS, PARKING LOTS	Invoice	0119835
	LOCKWOOD, SCOTT	1.00 103.00	103.00	
	Contract mod for Broadstone and Ridgemont lots			
	LOCKWOOD, SCOTT	1.00 103.00	103.00	
	On- site review			
	LOCKWOOD, SCOTT	1.00 103.00	103.00	
	Progress and coordination			
	LOCKWOOD, SCOTT	1.50 103.00	154.50	
	Progress meeting and coordination			
	LOCKWOOD, SCOTT	1.00 103.00	103.00	
	Progress review and timing of City Hall lot			
	LOCKWOOD, SCOTT	1.00 103.00	103.00	
	Review field issues			
	LOCKWOOD, SCOTT	1.00 103.00	103.00	
	Review grading at City Hall			
	LICENSED ENG/SUR/ARC			
	SALA, JULI	1.00 103.00	103.00	
	Contract management			
	SALA, JULI	1.00 103.00	103.00	
	Cost review/progress coordination			
	SALA, JULI	.50 103.00	51.50	
	Cost Review			
	SALA, JULI	.50 103.00	51.50	
	Pay Estimate Review			
	GRADUATE ENG/SUR/ARC			
	SOMMERS, MICHAEL	1.50 83.50	125.25	
	Contract Modification for Additional Lots			
	TEAM LEADER			
	MYSLINSKI, CHARLES	1.50 83.50	125.25	
	Staffing/Status			
	MYSLINSKI, CHARLES	2.20 83.50	183.70	
	Time, Mileage, Data Transfers, Staffing ...			
	SMITH, BRADLEY	.50 83.50	41.75	
	schedule, idr's, timesheets, mileage, download, refresh			
	SMITH, BRADLEY	1.00 83.50	83.50	
	Download, refresh, schedule, idrs, time sheets, mileage.			
	SMITH, BRADLEY	.50 83.50	41.75	
	Download, refresh, timesheet, schedule, mileage			
	SMITH, BRADLEY	1.50 83.50	125.25	
	G2 invoice and report review			
	SMITH, BRADLEY	1.00 83.50	83.50	
	G2 report review, invoice review, email			
	SMITH, BRADLEY	.50 83.50	41.75	
	schedule, idr's, timesheets, mileage, download, refresh			
	ENGINEERING AIDE III			
	BARNES, JOYCE	1.50 70.00	105.00	
	SPS, drive by project to check status.new inspector			
	DE SANDRE, DAVID	1.50 70.00	105.00	
	DE SANDRE, DAVID	10.00 70.00	700.00	
	calculations and checking reports			
	DE SANDRE, DAVID	2.00 70.00	140.00	
	check IDR's, math check			
	DE SANDRE, DAVID	1.00 70.00	70.00	
	Check math, review reports			
	DE SANDRE, DAVID	1.00 70.00	70.00	
	Download, check IDR, math check			
	WINES, WILLIAM	1.50 70.00	105.00	
	Contract Modification 1			

Project	0160-0396-0	CAPITAL IMPROVEMENTS, PARKING LOTS		Invoice	0119835
	WINES, WILLIAM	2.00	70.00	140.00	
	Contract Modification 2				
	WINES, WILLIAM	1.00	70.00	70.00	
	Estimate 2				
	WINES, WILLIAM	1.00	70.00	70.00	
	IDR / Quantity Review				
	WINES, WILLIAM	1.00	70.00	70.00	
	IDR Review				
ENGINEERING AIDE TRAINEE					
	ANKAWI, MICHELLE	.50	40.50	20.25	
	Update Contract Mod spreadsheet and project filing				
	ANKAWI, MICHELLE	.50	40.50	20.25	
	G2 Invoices emailed, filed and spreadsheet updated				
	ANKAWI, MICHELLE	.50	40.50	20.25	
	G2 Invoicing				
	ANKAWI, MICHELLE	.50	40.50	20.25	
	Going over items and materials in fieldmanager trying to balance				
	ANKAWI, MICHELLE	.50	40.50	20.25	
	IDR's and Filing				
	ANKAWI, MICHELLE	1.00	40.50	40.50	
	Pay Estimate letter Spreadsheet and Filing				
	ANKAWI, MICHELLE	1.00	40.50	40.50	
	Revise and generate new IDR				
	ANKAWI, MICHELLE	1.00	40.50	40.50	
	Send G2 Invoices and File.				
	ANKAWI, MICHELLE	1.00	40.50	40.50	
	Sort out IDR's Print Draft pay Estimate				
	ANKAWI, MICHELLE	.50	40.50	20.25	
	Spreadsheets and project filing				
	ANKAWI, MICHELLE	1.00	40.50	40.50	
	Upload IDR's, print and File				
MEETINGS					
GRADUATE ENG/SUR/ARC					
	SOMMERS, MICHAEL	1.00	83.50	83.50	
	Meeting Memos				
	SOMMERS, MICHAEL	6.00	83.50	501.00	
	Meeting Prep, Meeting, Notes/Minutes				
CONSTRUCTION OBSERVATION					
GRADUATE ENG/SUR/ARC					
	SOMMERS, MICHAEL	8.00	83.50	668.00	
	SOMMERS, MICHAEL	8.50	83.50	709.75	
	Inspection of City Hall Parking Lot				
	SOMMERS, MICHAEL	35.50	83.50	2,964.25	
	Inspection of Parking Lots				
	SOMMERS, MICHAEL	12.00	83.50	1,002.00	
	Parking Lot Inspection, DPW and City Hall				
	SOMMERS, MICHAEL	22.50	83.50	1,878.75	
	Parking Lot Inspection				
	SOMMERS, MICHAEL	16.00	83.50	1,336.00	
	Parking Lot Inspections				
	SOMMERS, MICHAEL	13.00	83.50	1,085.50	
	Inspection of City Hall Parking lot				
	SOMMERS, MICHAEL	6.00	83.50	501.00	
	Inspection of Parking Lots				
	SOMMERS, MICHAEL	6.50	83.50	542.75	
	Parking Lot Inspection				

Project	0160-0396-0	CAPITAL IMPROVEMENTS, PARKING LOTS	Invoice	0119835
SOMMERS, MICHAEL		16.50	83.50	1,377.75
Parking Lot Inspections				
ENGINEERING AIDE II				
HOLMES, ANDREW		8.50	62.00	527.00
CONSTRUCTION ADMINISTRATION				
ENGINEERING AIDE III				
WINKLE, TODD		1.50	70.00	105.00
Contract Admin				
WINKLE, TODD		1.40	70.00	98.00
Contract Admin. Meet Insp				
Totals		253.60		20,595.45
Total Labor				20,595.45
Reimbursable Expenses				
REIMB. MISC. EXPENSE				
8/28/2018	G2 CONSULTING GROUP, LLC	INVOICE NO. 181571		2,738.00
9/11/2018	G2 CONSULTING GROUP, LLC	INVOICE NO. 181824		2,810.00
Total Reimbursables				5,548.00
				5,548.00
Billing Limits		Current	Prior	To-Date
Total Billings		26,143.45	61,453.45	87,596.90
Limit				88,000.00
Remaining				403.10
			Total this Invoice	\$26,143.45

PO # 18-44484

\$12,497.20

585-561.974 201

11/19/2018

CBH

PO # 18-44937

\$13,644.25

585-561.979.000

11/19/2018

CBH

FS

PO # 18-44937 AMENDED
FOR REIMBURSABLE
G2 EXPENSES.
SEE ATTACHED

[Signature]

G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 181571

Invoice Date: July 31, 2018

Page Number: 1

Bill To: Accounts Payable
Anderson, Eckstein & Westrick
51301 Schoenherr Road
Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	0160-0396-0	171011	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	August 30, 2018		

Quantity	Description	Unit Price	Amount
20.50	Engineering Technician, per hour	56.00	1,148.00
1.50	Engineering Technician, overtime, per hour	84.00	126.00
1.50	Engineering Technician, per hour - Cylinder Pick-up on 7/26/18	56.00	84.00
2.00	Concrete Mix Design QC Evaluation, each	250.00	500.00
4.00	Project Manager, per hour	140.00	560.00
2.00	Administrative Assistant, per hour	50.00	100.00
2.00	Troxler Nuclear Moisture/Density Guage, each	35.00	70.00
10.00	Cylinder Breaks, each	15.00	150.00
	Grosse Pointe Woods - Parking Lot Rehabilitation, Grosse Pointe Woods, Michigan - Quality Control Observations & Testing Services on 07/18/18 - 07/31/18.		
	Client Contact: Juli Sala		

Total Invoice Amount \$ 2,738.00

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.

Reimbursable

G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 181824

Invoice Date: August 30, 2018

Page Number: 1

Bill To: Accounts Payable
Anderson, Eckstein & Westrick
51301 Schoenherr Road
Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0396	171011	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	September 29, 2018		

Quantity	Description	Unit Price	Amount
20.75	Engineering Technician, Regular Hours, each	56.00	1,162.00
4.50	Engineering Technician, Overtime Hours, each	84.00	378.00
2.00	Bit Mix Density / QA Evaluation	250.00	500.00
4.00	Project Manger, per hour	140.00	560.00
2.00	Administrative Assistant, per hour	50.00	100.00
1.00	Troxler Nuclear Moisture/Density Gauge, each	35.00	35.00
5.00	Compressive Strength Test Cylinders, each	15.00	75.00
	AEW No. 0160-0396		
	Grosse Pointe Woods - Parking Lot Rehabilitation, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 8/2/18 through 8/16/18		
	Client Contact: Brad Smith		

Total Invoice Amount \$ 2,810.00

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a finance charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.



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CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

NOV 26 2018

CITY OF GROSSE POINTE WOODS

November 9, 2018

Project No: 0160-0399-0

Invoice No: 0119836

Project 0160-0399-0 2018 WATERMAIN CAPITAL IMPROVEMENT
PURCHASE ORDER #18-44857 - \$162,500.00
PURCHASE ORDER #18-44974 - \$36,635.00
PURCHASE ORDER #18-44717 - \$85,500.00

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount
TOPO SURVEY			
LICENSED ENG/SUR/ARC			
TRUAX, MICHAEL	3.00	103.00	309.00
One man crew: additional topo pick up			
TRUAX, MICHAEL	4.00	103.00	412.00
One man crew: set control, located control, looked and located all property control.			
TRUAX, MICHAEL	4.00	103.00	412.00
One man crew: topo			
TEAM LEADER			
GAYESKI JR., JOSEPH	4.00	83.50	334.00
basemap, control, bm, process data collection, cleanup data, pcodes and linework			
ENGINEERING AIDE III			
PIOTROWSKI, KEVIN	7.70	70.00	539.00
Topographic Survey, set up plan sheet			
CONSTRUCTION STAKEOUT			
TEAM LEADER			
ANGER, SCOTT	2.00	83.50	167.00
Meet with contractor about paving stakeout.			
RESEARCH/REVIEW			
SENIOR PROJECT ENGINEER			
VIGNERON, MICHAEL	.50	103.00	51.50
Virginia Lane Design Oversight			
UTILITIES			
TEAM LEADER			
GAYESKI JR., JOSEPH	1.00	83.50	83.50
file misssdig returns			
PRELIMINARY ENGINEERING			
GRADUATE ENG/SUR/ARC			
WILBERDING, ROSS	2.00	83.50	167.00
Detailed grades			
WILBERDING, ROSS	1.50	83.50	125.25
Plan markups			
WILBERDING, ROSS	1.50	83.50	125.25
Virginia lane preliminary plan markups			

Please include the project number and invoice number on your check.

SEE PAGE 2

Project	0160-0399-0	2018 WATERMAIN CAPITAL IMPROVEMENT	Invoice	0119836
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CONTRACT ADMINISTRATION

PRINCIPAL ENGINEER

LOCKWOOD, SCOTT	.80	103.00	82.40
LOCKWOOD, SCOTT	1.00	103.00	103.00
Alternate review			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Estimate, notices			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Pay estimate			
LOCKWOOD, SCOTT	1.70	103.00	175.10
Pay item review			
LOCKWOOD, SCOTT	1.50	103.00	154.50
Progress meeting			
LOCKWOOD, SCOTT	1.50	103.00	154.50
Progress meeting and site visit			
LOCKWOOD, SCOTT	2.00	103.00	206.00
Project review and progress meeting			
LOCKWOOD, SCOTT	2.00	103.00	206.00
Review project and progress meeting			
LOCKWOOD, SCOTT	2.50	103.00	257.50
Virginia Lane Contract Mod			

GRADUATE ENG/SUR/ARC

MARCUS, PATRICK	1.00	83.50	83.50
Handle resident complaint			
WILBERDING, ROSS	1.50	83.50	125.25
Notices, correspondence with g. brown and dispatch			
WILBERDING, ROSS	1.00	83.50	83.50
Looking into pay estimate for Bidigare, permit application for Virginia			
WILBERDING, ROSS	.50	83.50	41.75
Minutes			
WILBERDING, ROSS	5.00	83.50	417.50
Notices, schematic updates, correspondence with insurance, survey work request, meetings prep			
WILBERDING, ROSS	1.00	83.50	83.50
Precon Mins, 12" fairford revisions			
WILBERDING, ROSS	5.00	83.50	417.50
progress meeting and follow up			
WILBERDING, ROSS	3.00	83.50	250.50
Progress meeting and minutes			
WILBERDING, ROSS	4.00	83.50	334.00
Progress Meeting and Minutes, posting allowance for permit fees, 1.5" water serv contract mod			
WILBERDING, ROSS	1.00	83.50	83.50
Reviewing pay items and schedule with G. Brown			
WILBERDING, ROSS	3.00	83.50	250.50
Reviewing postings with B. Ross, comparing Bidigare's quantities, corrections to pay estimate			
WILBERDING, ROSS	2.50	83.50	208.75
Site Visit, Progress Meeting and Minutes			

TEAM LEADER

MYSLINSKI, CHARLES	5.00	83.50	417.50
Site Visit			
MYSLINSKI, CHARLES	1.50	83.50	125.25
Time, Mileage, Data Transfers, Staffing ...			

ENGINEERING AIDE III

BARNES, JOYCE	3.80	70.00	266.00
Check IDR's			

Project	0160-0399-0	2018 WATERMAIN CAPITAL IMPROVEMENT	Invoice	0119836
	BARNES, JOYCE	1.00 70.00	70.00	
	Download reports & refresh Laptop			
	BARNES, JOYCE	.50 70.00	35.00	
	SPS, transfer files to inspector			
	WINES, WILLIAM	2.00 70.00	140.00	
	Estimate 1			
	ENGINEERING AIDE TRAINEE			
	ANKAWI, MICHELLE	.50 40.50	20.25	
	Generate Contract Mod, send for approval update spreadsheet			
	ANKAWI, MICHELLE	1.00 40.50	40.50	
	IDR's and Filing			
	CONSTRUCTION OBSERVATION			
	TEAM LEADER			
	SMITH, BRADLEY	.50 83.50	41.75	
	download, refresh, mileage, timesheets, schedule, project update			
	SMITH, BRADLEY	1.50 83.50	125.25	
	G2 invoice review, email, filing			
	ENGINEERING AIDE III			
	BARNES, JOYCE	2.00 70.00	140.00	
	Checksite, update punch list			
	BARNES, JOYCE	1.00 70.00	70.00	
	Download reports & refresh Laptop			
	BARNES, JOYCE	.80 70.00	56.00	
	Rain, drive thru project check traffic control			
	BARNES, JOYCE	.50 70.00	35.00	
	Site Visit and check project status			
	BARNES, JOYCE	2.00 70.00	140.00	
	SPS fill in for inspector off.			
	BARNES, JOYCE	1.00 70.00	70.00	
	SPS, assist inspector with project issues Via Phonoe			
	BARNES, JOYCE	1.50 70.00	105.00	
	SPS, Site visit			
	BARNES, JOYCE	2.50 70.00	175.00	
	SPS, Site visit & project status			
	BARNES, JOYCE	6.00 70.00	420.00	
	SPS, site visit review progress.			
	BROWN, GREGORY	89.50 70.00	6,265.00	
	DE SANDRE, DAVID	1.00 70.00	70.00	
	check IDR's, math check			
	DE SANDRE, DAVID	3.50 70.00	245.00	
	Check math, review reports			
	DE SANDRE, DAVID	1.00 70.00	70.00	
	Download, check IDR, math check			
	DEFAUW, BRYAN	5.00 70.00	350.00	
	ROSS, ROBERT	10.50 70.00	735.00	
	ROSS, ROBERT	2.00 70.00	140.00	
	cancelled work due to rain			
	ROSS, ROBERT	186.00 70.00	13,020.00	
	water main replacement			
	VANFLETEREN, JOHN	11.50 70.00	805.00	
	Water Main			
	ENGINEERING AIDE II			
	HOLMES, ANDREW	2.00 62.00	124.00	
	CONSTRUCTION ADMINISTRATION			
	ENGINEERING AIDE III			
	WINKLE, TODD	1.50 70.00	105.00	

Project	0160-0399-0	2018 WATERMAIN CAPITAL IMPROVEMENT	Invoice	0119836
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Contract Admin

Totals

422.80

31,071.75

Total Labor

31,071.75

Billing Limits

Current

Prior

To-Date

Total Billings

31,071.75

100,841.42

131,913.17

Limit

284,635.00

Remaining

152,721.83

Total this Invoice

\$31,071.75

Outstanding Invoices

Number

Date

Balance

0119435

10/11/2018

22,606.85

Total

22,606.85

PO # 18-44717

\$ 9,310.75

592.537.978 300

PO # 18-44857

\$ 21,760.97

592.537.978 300

11/19/2018

Cochran

FS





ANDERSON, ECKSTEIN & WESTRICK, INC.
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INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

RECEIVED
NOV 26 2018
CITY OF GROSSE PTE WOODS

November 9, 2018
Project No: 0160-0402-0
Invoice No: 0119839

Project 0160-0402-0 FY 2018-2019 RATE STUDY

Professional Services from September 17, 2018 to October 14, 2018
Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
SENIOR PROJECT ENGINEER			
SEIDEL, KYLE 9/21/2018	.80	103.00	82.40
Coordination of requested GLWA information			
Totals	.80		82.40
Total Labor			82.40
Total this Invoice			\$82.40

PO #18-44861

592,537.818.000

11/19/18

[Signature]

FJ

[Signature]



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INVOICE

RECEIVED

NOV 26 2018

CITY OF GROSSE POINTE WOODS

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

November 9, 2018

Project No: 0160-0406-0

Invoice No: 0119840

Project 0160-0406-0 DPW FUEL TANK REPLACEMENT

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount
CONSTRUCTION OBSERVATION			
ENGINEERING AIDE II	7.00	62.00	434.00
Totals	7.00		434.00
Total Labor			434.00

Billing Limits	Current	Prior	To-Date
Total Billings	434.00	2,285.00	2,719.00
Limit			6,000.00
Remaining			3,281.00

Total this Invoice \$434.00

Outstanding Invoices

Number	Date	Balance
0119436	10/11/2018	870.50
Total		870.50

P07# 13 - 44582

640.851 - 818.000

11/19/18

Adrian



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHEIMER RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

RECEIVED
 NOV 26 2018

CITY OF GROSSE PTE. WOODS

November 9, 2018

Project No: 0160-0407-0

Invoice No: 0119841

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0407-0 2018 ROAD PROGRAM

PURCHASE ORDER #18-44856

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

PO # 18-44856
 203,451.977.803 \$7,530.64
 592,537.775.401 \$3,227.41
 11/19/2018 C. Behnam

	Hours	Rate	Amount
CONSTRUCTION STAKEOUT			
TEAM LEADER			
CAMPBELL, RANDY	1.00	83.50	83.50
Prepared construction survey notes for the construction of sewer on Anita Ave.			
GAYESKI JR., JOSEPH	1.50	83.50	125.25
Calc revised storm layout for Anita, update files and plots			
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	.50	103.00	51.50
LOCKWOOD, SCOTT	1.50	103.00	154.50
Review project and progress meeting			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Conference call regarding DTE lighting conflict			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Estimate, notices			
LOCKWOOD, SCOTT	1.80	103.00	185.40
Estimates			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Pay estimate			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Progress meeting			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Progress prep after lockout			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Project review and progress meeting			
LOCKWOOD, SCOTT	.50	103.00	51.50
Review consideration to add Oxford to this program			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Schedule update			
LOCKWOOD, SCOTT	1.50	103.00	154.50
Stanhope lighting considerations			
GRADUATE ENG/SUR/ARC			
BEHNAM, DANNY	4.50	83.50	375.75
review quantities for Beaufait Dr Reconstruction (From Mack Ave. to City Limit)			
WILBERDING, ROSS	1.00	83.50	83.50
Anita construction notice			

FS

Project	0160-0407-0	2018 ROAD PROGRAM	Invoice	0119841
	WILBERDING, ROSS	1.50	83.50	125.25
	Beaufait Estimate			
	WILBERDING, ROSS	2.00	83.50	167.00
	Construction Notice, correspondence with mike/survey			
	WILBERDING, ROSS	2.00	83.50	167.00
	Progress Meeting and Minutes			
	WILBERDING, ROSS	1.50	83.50	125.25
	Reviewing Anita Concerns, Revising Beaufait with Danny			
	WILBERDING, ROSS	1.00	83.50	83.50
	Revised update, meeting prep			
	WILBERDING, ROSS	.50	83.50	41.75
	Video of Beaufait Limits at Mack Ave			
TEAM LEADER				
	MYSLINSKI, CHARLES	.20	83.50	16.70
	Staffing, Project Re-start			
	MYSLINSKI, CHARLES	.50	83.50	41.75
	Project Re-Start Staffing/Status			
	MYSLINSKI, CHARLES	3.00	83.50	250.50
	Site Visit			
	MYSLINSKI, CHARLES	.50	83.50	41.75
	Staffing/Status, Site Review			
	MYSLINSKI, CHARLES	.70	83.50	58.45
	Time, Mileage, Data Transfers, Staffing ...			
	SMITH, BRADLEY	1.00	83.50	83.50
	G2 report review, invoice review, email			
ENGINEERING AIDE III				
	DE SANDRE, DAVID	2.00	70.00	140.00
	Check math, review reports			
	WINES, WILLIAM	2.50	70.00	175.00
	Estimate 2			
	WINES, WILLIAM	1.00	70.00	70.00
	Quantity Review / Estimate 1			
ENGINEERING AIDE TRAINEE				
	ANKAWI, MICHELLE	.50	40.50	20.25
	G2 Invoices emailed, filed and spreadsheet updated			
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE III				
	BARNES, JOYCE	1.90	70.00	133.00
	Check IDR's			
	BARNES, JOYCE	1.00	70.00	70.00
	check report, load laptop for inspector.			
	BARNES, JOYCE	1.50	70.00	105.00
	Download reports & refresh Laptop			
	BARNES, JOYCE	2.00	70.00	140.00
	SPS, assist inspector			
	BARNES, JOYCE	.50	70.00	35.00
	SPS, check project status			
	BARNES, JOYCE	1.00	70.00	70.00
	SPS, Check project storm Sewer			
	BARNES, JOYCE	.80	70.00	56.00
	SPS, update with inspector			
	BROWN, GREGORY	26.50	70.00	1,855.00
	DEFAUW, BRYAN	7.00	70.00	490.00
	DEFAUW, BRYAN	8.50	70.00	595.00
	Storm sewer remove and replace on Stanhope			
	DEFAUW, BRYAN	10.00	70.00	700.00
	Excavation and placement of detention system			

Project	0160-0407-0	2018 ROAD PROGRAM	Invoice	0119841
DEFAUW, BRYAN	8.00	70.00	560.00	
Excavation of detention system				
DEFAUW, BRYAN	8.00	70.00	560.00	
Measuring and sketching for pavement and sidewalk removal				
DEFAUW, BRYAN	8.00	70.00	560.00	
Storm sewer remove and replace on Stanhope in Grosse Pointe Woods. 1.5 hours				
observing pipe bursting of watermain on Fairholme				
WALKER, NAKEYA	8.50	70.00	595.00	
Storm Sewer on Stanhope				
ENGINEERING AIDE II				
HOLMES, ANDREW	1.00	62.00	62.00	
CONSTRUCTION ADMINISTRATION				
ENGINEERING AIDE III				
WINKLE, TODD	.20	70.00	14.00	
Contract Admin				
Totals	135.60		10,194.05	
Total Labor				10,194.05
Unit Billing				
2 PERSON CREW-CONSTRUCTION STAKEOUT	4.0 HOURS @	141.00	564.00	
Total Units			564.00	564.00
Billing Limits	Current	Prior	To-Date	
Total Billings	10,758.05	137,762.63	148,520.68	
Limit			302,111.61	
Remaining			153,590.93	
		Total this Invoice		\$10,758.05



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

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NOV 26 2018

CITY OF GROSSE PTE. WOODS

November 9, 2018

Project No: 0160-0408-0

Invoice No: 0119842

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0408-0 VERNIER RD RESURFACING - FAIRWAY TO ECL

Professional Services from September 17, 2018 to October 14, 2018

Fee

Construction Cost	1,300,000.00
Fee Percentage	6.00
Total Fee	78,000.00

Percent Complete	50.00	Total Earned	39,000.00
		Previous Fee Billing	18,000.00
		Current Fee Billing	21,000.00

Total Fee 21,000.00

Total this Invoice \$21,000.00

Outstanding Invoices

Number	Date	Balance
0119169	9/17/2018	18,000.00
Total		18,000.00

PO # 18-45021
202,451.974.803
11/19/2018
A. Eckstein

[Signature]



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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CITY OF GROSSE POINTE WOODS

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

November 9, 2018

Project No: 0160-0409-0

Invoice No: 0119843

Project 0160-0409-0 IRRIGATION SEWER CHARGE

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
SENIOR PROJECT ENGINEER	3.80	103.00	391.40
Totals	3.80		391.40
Total Labor			391.40

Billing Limits	Current	Prior	To-Date
Total Billings	391.40	412.00	803.40
Limit			5,000.00
Remaining			4,196.60

Total this Invoice \$391.40

PD# 18- 44918

590.536.818.000

11/19/18

CB Drew

FS

James [Signature]



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

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NOV 26 2018
CITY OF GROSSE POINTE WOODS

November 9, 2018
Project No: 0160-0400-0
Invoice No: 0119849

Project 0160-0400-0 2018 CONCRETE PAVEMENT REPAIR PROGRAM

Professional Services from September 17, 2018 to October 14, 2018

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
TEAM LEADER			
MYSLINSKI, CHARLES	2.50	83.50	208.75
Site Visit			
MYSLINSKI, CHARLES	2.00	83.50	167.00
Time, Mileage, Data Transfers, Staffing ...			
ENGINEERING AIDE III			
BARNES, JOYCE	1.30	70.00	91.00
Download reports & refresh laptop			
BARNES, JOYCE	.50	70.00	35.00
Download Laptop			
BARNES, JOYCE	.50	70.00	35.00
Download reports & refresh Laptop			
BARNES, JOYCE	1.80	70.00	126.00
SPS, check project status			
BARNES, JOYCE	1.50	70.00	105.00
SPS, check project status & review reports			
BARNES, JOYCE	1.00	70.00	70.00
SPS, check reports.			
BARNES, JOYCE	.50	70.00	35.00
SPS, check status with inspector			
BARNES, JOYCE	.50	70.00	35.00
SPS, consult with inspector			
BARNES, JOYCE	1.00	70.00	70.00
SPS, site visit			
ENGINEERING AIDE TRAINEE			
ANKAWI, MICHELLE	.50	40.50	20.25
G2 Invoicing			
ANKAWI, MICHELLE	.50	40.50	20.25
IDR's and Filing			
ANKAWI, MICHELLE	.50	40.50	20.25
Pay Estimate Spreadsheet and Filing			
ANKAWI, MICHELLE	.50	40.50	20.25
Project Filing,Checking IDR's			

Project	0160-0400-0	2018 CONCRETE PAVEMENT REPAIR PROGRAM	Invoice	0119849
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MEETINGS

TEAM LEADER

VARICALLI, FRANK	1.00	83.50	83.50
mtg.w/city on alley			
VARICALLI, FRANK	.50	83.50	41.75
mtg.w/contractor			

CONSTRUCTION OBSERVATION

ENGINEERING AIDE III

BARNES, JOYCE	.50	70.00	35.00
Download reports & refresh Laptop			
BARNES, JOYCE	1.00	70.00	70.00
SPS, overview with inspector & coordination			
BARNES, JOYCE	1.50	70.00	105.00
SPS,meet with inspector & reschedule workload			
BARNES, JOYCE	.50	70.00	35.00
Update new inspector & transfer project file			
BIRKETT, CHRISTOPHER	5.00	70.00	350.00
Complete all paper work on concrete pours completed and hand in pay items for review.			
BIRKETT, CHRISTOPHER	4.00	70.00	280.00
Follow contractor around till rain shut him down removing concrete patches to be replaced.			
BIRKETT, CHRISTOPHER	4.00	70.00	280.00
Follow crew around measuring concrete removals			
BIRKETT, CHRISTOPHER	5.00	70.00	350.00
Get updated to take job over from Joe Vericali, also talk with Frank.			
BIRKETT, CHRISTOPHER	10.00	70.00	700.00
Inspection of concrete crew pouring in 7 different areas around the city.			
BIRKETT, CHRISTOPHER	8.00	70.00	560.00
Inspection of L' Anthony pour concrete patches in 11 different locations throughout city.			
DAVIS, JOHN	5.00	70.00	350.00
Concrete placement (pavement).			
DAVIS, JOHN	1.00	70.00	70.00
Review of paperwork, quantities, and drawings.			
DE SANDRE, DAVID	.50	70.00	35.00
DE SANDRE, DAVID	1.00	70.00	70.00
calculations and checking reports			
DE SANDRE, DAVID	3.00	70.00	210.00
Check math, review reports			
DE SANDRE, DAVID	1.00	70.00	70.00
Download reports			

ENGINEERING AIDE II

HOLMES, ANDREW	6.00	62.00	372.00
VARICALLI, JOSEPH	9.00	62.00	558.00
Contractor broke and partially removed pavement on Yorktown.			
VARICALLI, JOSEPH	4.00	62.00	248.00
Contractor completed curb and gutter pour on Hampton St.			
VARICALLI, JOSEPH	6.00	62.00	372.00
Contractor completed excavating pavement and edge drain trench.			
VARICALLI, JOSEPH	3.00	62.00	186.00
Contractor completed installing section of edgedrain			
VARICALLI, JOSEPH	6.00	62.00	372.00
Contractor completed pour on Yorktown that was started on Friday.			
VARICALLI, JOSEPH	9.00	62.00	558.00
Contractor completed prep work at Yorktown and 1058 S.Brys.			
VARICALLI, JOSEPH	8.00	62.00	496.00
Contractor did restoration in city and removal at alley behind Ahee's Jewelry.			

Project	0160-0400-0	2018 CONCRETE PAVEMENT REPAIR PROGRAM		Invoice	0119849
	VARICALLI, JOSEPH	10.00	62.00	620.00	
	Contractor formed and partially poured curb and gutter on Hampton St.				
	VARICALLI, JOSEPH	10.00	62.00	620.00	
	Contractor poured patch at Yorktown and removed walk and road patch at Lake Front Park.				
	VARICALLI, JOSEPH	7.00	62.00	434.00	
	Contractor poured patch on S.Brys and partially poured on Yorktown.				
	VARICALLI, JOSEPH	10.00	62.00	620.00	
	Contractor poured sidewalk and road patches no removals today.				
	VARICALLI, JOSEPH	9.00	62.00	558.00	
	Contractor poured walk and road patches for city's pavement program.				
	VARICALLI, JOSEPH	8.00	62.00	496.00	
	Contractor put down topsoil and seed.				
	VARICALLI, JOSEPH	9.00	62.00	558.00	
	Contractor removed alley behind Ahees and formed and graded walk.				
	VARICALLI, JOSEPH	9.00	62.00	558.00	
	Contractor removed and formed patches for concrete program.				
	VARICALLI, JOSEPH	9.00	62.00	558.00	
	Contractor removed and formed walk and road patches for pavement program.				
	VARICALLI, JOSEPH	9.00	62.00	558.00	
	Contractor removed curb and gutter on Hampton St.				
	VARICALLI, JOSEPH	1.00	62.00	62.00	
	Generated IDR to post pay items from 10-5 pour.				
	VARICALLI, JOSEPH	1.00	62.00	62.00	
	Met contractor in GPW to get his schedule for the week.				
	VARICALLI, JOSEPH	4.00	62.00	248.00	
	Updated punch list went over remaining patches with contractor.				
CONSTRUCTION ADMINISTRATION					
TEAM LEADER					
	SMITH, BRADLEY	.50	83.50	41.75	
	schedule, idr's, timesheets, mileage, download, refresh				
	SMITH, BRADLEY	.50	83.50	41.75	
	download, refresh, mileage, timesheets, schedule, project update				
	SMITH, BRADLEY	.50	83.50	41.75	
	Download, refresh, timesheet, schedule, mileage				
	SMITH, BRADLEY	1.00	83.50	83.50	
	G2 invoice review				
	SMITH, BRADLEY	1.00	83.50	83.50	
	idr questions and concerns, download and refresh				
	SMITH, BRADLEY	.50	83.50	41.75	
	schedule, idr's, timesheets, mileage, download, refresh				
GIS UPDATES					
ENGINEERING AIDE III					
	DOURJALIAN, ANDREW	.90	70.00	63.00	
	Created Dot Map				
	DOURJALIAN, ANDREW	1.40	70.00	98.00	
	Updated Dot Map				
	Totals	220.90		14,363.00	
	Total Labor				14,363.00
Reimbursable Expenses					
REIMB. MISC. EXPENSE					
9/25/2018	G2 CONSULTING GROUP, LLC	INVOICE NO. 182276		2,220.00	
	Total Reimbursables			2,220.00	2,220.00

Project	0160-0400-0	2018 CONCRETE PAVEMENT REPAIR PROGRAM	Invoice	0119849
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Billing Limits	Current	Prior	To-Date	
Total Billings	16,583.00	25,967.75	42,550.75	
Limit			43,000.00	
Remaining			449.25	
		Total this Invoice		\$16,583.00

PO# 18-44864

202-451-974 201 \$ 2,819.11

203-451-974 201 \$ 6,135.71

592-537-975 401 \$ 7,628.18

11/19/18

C. Beltrami



G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 182276

Invoice Date: September 30, 2018

Page Number: 1

Bill To: Accounts Payable
Anderson, Eckstein & Westrick
51301 Schoenherr Road
Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0400	180628	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	October 30, 2018		

Quantity	Description	Unit Price	Amount
16.75	Engineering Technician, Regular Hours, each	56.00	938.00
4.00	Engineering Technician, Overtime Hours - Cylinder Pick-Up on 9/15/18 and 10/5/18	84.00	336.00
2.00	Concrete Mix Design QA Evaluation	250.00	500.00
3.00	Project Manger, per hour	140.00	420.00
1.50	Administrative Assistant, per hour	50.00	75.00
35.00	Compressive Strength Test Cylinders, each	15.00	525.00
	AEW No. 0160-0400		
	2018 Grosse Pointe Woods Concrete Repair Program, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 9/4/18 through 9/24/18		
	Client Contact: Brad Smith		

Total Invoice Amount \$ 2,794.00

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a finance charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.

RECEIVED
NOV 28 2018

CITY OF GROSSE POINTE WOODS

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
E-MAIL donberschback@yahoo.com

November 28, 2018

OF COUNSEL
CHARLES T. BERSCHBACK

Bruce Smith, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: November 2018 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
11.2.18	Outside litigation and Plane & Moran report (.50)	0.50
11.6.18	Emails, letters, TCs and faxes regarding City matters (.75); research TC and letter to Plante & Moran re: audit information on litigation (1.25)	2.00
11.7.18	Court work (.25)	0.25
11.14.18	Municipal Court (2.00); warrant review (.25)	2.25
11.20.18	Attention to emails, TCs and letters on City matters (1.00)	1.00
11.26.18	Review of packet and attending to Council matters (1.00); attendance at CC meeting (.75); FOIA (.25)	2.00
11.27.18	Outside litigation work (.25)	0.25

DRB = 8.25 hours x \$170.00 \$ 1,402.50
TOTAL: \$ 1,402.50

<u>Breakdown</u>		
	General	6.00 hours
	Municipal Court	2.25 hours
	Bldg/Planning Comm.	0.00 hours
	MTT	0.00 hours

TC - Telephone
CTB - Charles T. Berschback
DRB - Don R. Berschback
BS - Bruce Smith
GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority
SEMSD - Southeast Macomb Sanitary District

LKH - Lisa K. Hathaway
CC - City Council
PC - Planning Commission
FS - Frank Schulte

GT - Gene Tutag
CB - Cathrene Behrens
CEW-Conference of Eastern Wayne
LFP - Lakefront Park
MTT - Michigan Tax Tribunal

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

November 28, 2018

Bruce Smith
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: November Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
11.1.18	TT review of Sunrise procedural order, emails with E.D. (.25); TC GT, TCs from Judge Groner's Clerk on Hawthorne, prep for Court date, TCs on demo (1.00)	1.25
11.2.18	Appearance in Wayne Circuit on Hawthorne filing (2.00); review of warrants (.25); prep of demolition lien for Hawthorne, calls on demo (.50)	2.75
11.5.18	Calls on Hawthorne (.50); research on social media/OMA issue (1.00)	1.50
11.6.18	TC FS, TC CB on water bill issue and research; TC GT on Hawthorne (.50); TC Beth Miro and research on garnishments (.25); research on social media/OMA (.75)	1.50
11.7.18	Work on marijuana resolution (.50); TC CB re: water bill memo, TC SC (.25), TC Director Kosanke, review of COA LIEN opinion for public safety (.50); research on Municipal Court powers (.25)	1.50
11.8.18	Review of Listserv on social media concerns and case law (.50); TCs on Hawthorne regarding liens and foreclosure of liens (.25)	0.75
11.9.18	TCs Randazzo, TC GT other fence issue and Hawthorne, TC from Amanda Wheatley re: mortgage, TC contractor (.50); additional work on mortgage issues, meeting with Greco (.25); TC Lt. Waszak, review of MIDC (indigent defense contract), TCs Beth M., and Memo (.75)	1.50
11.12.18	Hawthorne lien issue, call with Greco and foreclosure attorney, recorded demolition Judgment Lien (.50); review of solicitation ordinance and other City ordinances (.50)	1.00

11.13.18	TC GT, Code review re: possible Airbnb, initial research of State legislation (.50)	0.50
11.14.18	Initial review of LFP golf construction contract and TC with Lisa Fuller (1.00); meeting with GT and LH on Airbnb issue, draft of opinion letter (1.00), meeting with LH on election issue and COW issue (.25)	2.25
11.15.18	Follow up on LFP golf contract, short term rentals; TC GT and LH, letter on rentals and research (1.25); FOIA review, review of PAATS issue (.25); research on special assessment on Hawthorne property (.25); research on City property (.50)	2.25
11.16.18	TC CB, finalized draft of lien resolution on Hawthorne property (.25); research on City property (.75); review of Council packet (.25)	1.25
11.19.18	TCs GT on Airbnb, work on marijuana ordinance, research on public hearings (.50); letter to PC (.25); follow up on agenda items, TCs, research (.25); TC Assessor (.25); attendance at Council meeting (.75)	2.00
11.20.18	TC GT, finalized marijuana letter to PC, follow up emails on agenda items (.25); review of fire truck agreement, email to JK re: suggested changes (.50); review of LH email re: ordinance procedure, research and reply (.50); research on demolition lien (.25); work on Ferlito's; calls and emails (.25)	1.75
11.21.18	TC on LCC issue; TC BS, review of Wayne County Annual Permit and emails (.50); meeting with BS, various pending matters (.50); review of Municipal Court docket (.25)	1.25
11.25.18	Sunday calls on DV authorization and call with complaining witness (.50)	0.50
11.26.18	Review of Ferlito's LCC application, email to LH (.25); continued review of Wayne County Annual Permits, comparison with 2017 attachments, letter to M/C (.25); TC and emails on LFP golf, TCs GT (.25); TC JK, TC attorney on new OWIs (.25)	1.00
11.27.18	Research on City property (1.00); emails on Ferlito's; LFP golf, TC GT (.25); call re. Municipal Court docket, settled bench trial (.25)	1.50
11.28.18	Attendance at Municipal Court, a.m. docket and follow up (2.75); a.m. meetings with BS, LH, GT on pending issues (.50)	3.25

CTB = 29.25 hours at \$150.00 per hour \$4,387.50

Plus Costs: Hawthorne Judgment Lien - Demolition \$18.00

TOTAL DUE: \$4,405.50

TC - Telephone
BS - Bruce Smith
PC - Planning Commission
TT - Tax Tribunal

GT - Gene Tutag
LH - Lisa Hathaway
CB - Cathrene Behrens
JK - John Kosanke

M/C - Mayor and Council
Det. Bur. - Detective Bureau
ED - Eric Dunlap

Breakdown

General	22.75 hours
Municipal Court	5.50 hours
Building/Planning Commission	0.50 hours
Tax Tribunal	0.50 hours