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

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

Join Zoom Meeting
https://zoom.us/j/92825876138?pwd=dmtGUjVzZmpZTlByYmFqelVndUJHZz09

Meeting ID: 928 2587 6138
Passcode: 198344

Join by phone:
Dial by your location
877 853 5247 US Toll-free
888 788 0099 US Toll-free
Meeting ID: 928 2587 6138
Passcode: 198344

Facilitator's Statement

1. CALL TO ORDER
2. ROLL CALL
3. RECOGNITION OF COMMISSION MEMBERS
4. ACCEPTANCE OF AGENDA

5. MINUTES
   A. Council 05/17/21
   B. Beautification Commission 04/14/21, Excerpt 05/12/21 w/recommendations:
      1. Appointments (Mayoral)
         a. Jonathan Dengel – Biographical Sketch
         b. Edward Mitchell – Biographical Sketch
   C. Tree Commission 04/07/21, Excerpt 05/05/21 w/recommendation:
      1. Memorial Tree Ceremony
   D. Citizens Recreation Commission 04/13/21
   E. Historical Commission 04/08/21
6. COMMUNICATIONS
   A. Purchase/Budget Transfer: Municode Meetings/Board Management
      1. Memo 05/25/21 – City Clerk
      2. Quote 05/24/21 – Municode
      3. Certificate of Liability Insurance
      4. Examples

B. Conference: Michigan Police Chiefs
   1. Memo 05/25/21 – City Administrator/Police Commissioner
   2. 2021 Summer Program At-A-Glance
C. Bank Signatories
   1. Memo 05/26/21 – Treasurer/Comptroller
D. 2021/22 Non-Union Employee Increases
   1. Memo 05/26/21 – City Administrator-Treasurer/ Comptroller

7. BIDS/PROPOSALS/ CONTRACTS

A. Agreement: PAATS/The Helm at the Boll Life Center Transportation Renewal
   1. Memo 05/20/21 – City Administrator
   2. Transportation Service Agreement
B. Agreement: Trucking Services
   1. Memo 05/04/21 – Director of Public Services
   2. Quote 05/04/21 – Grosso Trucking & Supply Co.
   3. Grosso Trucking & Supply Co. Agreement
   4. Certificate of Liability Insurance
C. Contract: Tree Removal
   1. Memo 05/14/21 – Director of Public Services
   2. Proposed pricing – Arbor Pro Tree Service, Inc.
   3. Tree Removal Contract
D. Contract: Janitorial Services – Municipal Building
   1. Memo 05/13/21 – Director of Public Services
   2. Letter 05/10/21 – Triple F Services
   3. Janitorial Services Contract
   4. Certificate of Liability Insurance

8. RESOLUTION

A. FY 2021/22 Industrial Waste Control (IWC) Charges
   1. Memo 05/24/21 – Treasurer/Comptroller
   2. Proposed Resolution Adopting The Industrial Waste Control Charge for FY 2021/2

9. CLAIMS/ACCOUNTS

A. Robert E. Novitke Complex Generator
   1. Motor City Electric Co Payment Request (Invoice No. 56688) 05/13/21 - $187,641.00.
B. Oxford Road Reconstruction – Mack to Holiday, Pamar Enterprises
   1. Pay Estimate No. 2 05/02/21 - $206,112.96.
   2. Pay Estimate No. 3 05/16/21 - $57,623.90.
C. 2020 Sewer Rehabilitation by Full Length CIPP
   1. Corby Energy Services Estimate No. 4 05/23/21 - $35,696.00.
D. City Engineers – Anderson, Eckstein & Westrick
   1. DPW Water & Sewer Barn Invoice No. 0130834 04/21/21 - $400.00;
   2. Bournemouth WM Replacement Invoice No. 0131011 04/27/21 - $319.50;
   3. Oxford Rd Reconstruct-Mack to Holiday Invoice No. 0131012 04/27/21 - $9,457.90;

4. Vernier Rd Resurface-Fairway to ECL Invoice No. 0131147 05/07/21;
5. 2019 Sewer Open Cut Repair Program Invoice No. 0131148 05/07/21 - $633.75;
6. Beaufait Rd Reconstruct-Mack to WCL Invoice No. 0131149 05/07/21 - $539.00;
7. 2020/21 General Engineering Invoice No. 0131150 05/07/21 - $154.50;
8. LFP Vehicular Bridge Replacement Invoice No. 0131151 05/07/21 - $7,612.25;
9. Robert E. Novitke Complex Generator Invoice No. 0131153 05/07/21 - $51.50;
10. 2020/21 Water Main Replacement Program Invoice No. 0131154 05/07/21 - $7,283.19;
11. 2020 Concrete Pavement Repair Program Invoice No. 0131155 05/07/21 - $724.75;
12. Sewer Rehab Lining Invoice No. 0131156 05/07/21 - $9,071.35;
13. Sewer Rehab – Open Cut Invoice No. 0131157 05/07/21 - $27,237.40.

E. Building Services
1. McKenna Invoice No. 21849-36 05/10/21 - $3,370.00.

F. Assessing Services
1. WCA Invoice 05182021 05/18/21 - $6,258.25.

G. AT&T Cell Tower Renewal - Kitch, Drutchas, Wagner, Valitutti & Sherbrook
1. Invoice No. 500068 05/21/21 - $360.00;
2. Invoice No. 500072 05/21/21 - $1,770.00.

H. Labor Attorney
1. Keller Thoma Invoice No. 120233 05/01/21 - $612.50.

I. City Attorney
1. Rosati, Schultz, Joppich & Amtsbuechler Invoice 1075583 05/12/21 - $7,254.86.

10. NEW BUSINESS/PUBLIC COMMENT

11. ADJOURNMENT

Lisa Kay Hathaway, MiPMC-3/MMC
City Clerk

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

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

Instructions for meeting participation

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

   Join Zoom Meeting
   https://zoom.us/j/92825876138?pwd=dmtGUjVzZmpZTlByYmFqelVndUJHZz09

   Meeting ID: 928 2587 6138
   Passcode: 198344

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

   Dial by your location
   877 853 5247 US Toll-free
   888 788 0099 US Toll-free
   Meeting ID: 928 2587 6138
   Passcode: 198344

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

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

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

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

the City Clerk regarding relevant City business and may be read under Public Comment. Emails may be sent to:

Art Bryant, Mayor	arthurwbryant@gmail.com	313 885-2174
Angela Coletti Brown, Council Member	acoletti@hotmail.com	248 520-6714
Ken Gafa, Council Member	kgafa@comcast.net	313 580-0027
Vicki Granger, Council Member	grangergpw@aol.com	313 640-5250
Mike Koester, Council Member	koester.gpw@gmail.com	313 655-4190
Todd McConaghy, Council Member	todd.mcconaghygpw@yahoo.com	248 765-0628
Tom Vaughn, Council Member	thomasvaughngpw@gmail.com	313 882-9573
Lisa Hathaway, City Clerk	lhathaway@gpwmi.us	313 343-2447

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

NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST

5A

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, MAY 17, 2021.

The Facilitator's statement was provided.

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

Roll Call*:	Mayor Bryant
Council Members:	Brown, Gafa, Granger, Koester, McConaghy (Southfield, MI), Vaughn (Rochester, MN)
Absent:	None

(*Unless specifically identified otherwise, Council Members attended remotely from Grosse Pointe Woods, MI.)

Also Present:	City Administrator Smith City Attorney McLaughlin Treasurer/Comptroller Murphy City Clerk Hathaway Director of Public Safety Kosanke Director of Public Services Schulte Building Official Tutag Information Technology Manager Capps City Engineer Lockwood Facilitator/Deputy City Clerk Antolin

The following Commission Member was in attendance:

- Grant Gilezan, Planning Commission

Motion by Vaughn, seconded by Brown, 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:	Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No:	None
Absent:	None

Mayor Bryant read and presented a Proclamation to Lisa Amori in recognition of Rainy Day Art & Frame Co.'s 50th Anniversary.

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

1. City Council Minutes dated May 3, 2021.

Motion carried by the following vote:
Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No: None
Absent: None

THE MEETING WAS THEREUPON OPENED AT 7:08 P.M. FOR A PUBLIC HEARING ON THE FY 2021/22 PROPOSED BUDGET WITH ALL COUNCIL MEMBERS PRESENT.

Motion by McConaghy, seconded by Vaughn, that the following items be received and placed on file:

1. Committee-of-the-Whole Excerpt 04/26/21
2. Memo 05/17/21 – City Administrator/ Treasurer/Comptroller
3. 2021/22 Fund Budget Summary
4. Proposed Budget and Appropriation Resolution
5. 2021 Tax Rate Request L-4029
6. Affidavit of Legal Publication

Motion carried by the following vote:
Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No: None
Absent: None

The City Administrator provided an overview of the proposed budget and recommended approval.

The Chair asked if anyone in the audience wished to be heard in favor of the Proposed FY 2021/22 budget. Nobody wished to be heard.

The Chair asked if anyone in the audience wished to be heard in opposition to the Proposed FY 2021/22 budget. Nobody wished to be heard.

The Chair deemed the public hearing be closed at 7:10 p.m.

Motion by McConaghy, seconded by Koester, that the Council concur with the recommendation of the Committee-of-the-Whole sitting as a Finance Committee at their meeting held on April 26, 2021,

and adopt the FY 2021/22 Budget as presented, adopt the Appropriation Resolution; and, authorize the Mayor and the City Clerk to sign the 2021 Tax Rate Request Form L-4029; Resolution presented as follows:

CITY OF GROSSE POINTE WOODS
BUDGET AND APPROPRIATION RESOLUTION

WHEREAS, a public notice has been previously given, as required by City Charter and State of Michigan Public Act 5 of 1982, that a public hearing will be held electronically at 7:00 p.m. on Monday, May 17, 2021, for the purpose of receiving comments on the proposed 2021-2022 City budget and the intent to levy Property Tax Revenues within the said City of Grosse Pointe Woods; and;

WHEREAS, a full and final public hearing has been held on proposed 2021-2022 City Budget, and the proposed Increase in Property Taxes, it is therefore the opinion and judgment of Council that the aforesaid proposed 2021-2022 City Budget, is in all things appropriate, correct and should be approved and that the property Tax Levy to finance the 2021-2022 City Budget should be approved accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grosse Pointe Woods, Michigan that the proposed 2021-22 City Budget and the proposed property Tax Levy for the fiscal year 2021-2022 as finally reviewed (and/or changed by) the Council at this public hearing be adopted and the amounts as contained in the aforesaid budget should be appropriated as designated and property tax levied accordingly.

BE IT RESOLVED that there are those sums of revenue which are deemed necessary to be raised by ad valorem tax levies on all real and personal property within the City of Grosse Pointe Woods, and that the City Clerk be and is hereby directed to certify such amounts to the City Assessor for the spread on the 2021 City Tax Roll at the rate of 13.1293 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for general operations; 1.5000 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for Road Bond Debt; at the rate of 0.0651 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for Act 359 Public Relations; at the rate of 2.5099 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for Solid Waste.

Motion carried by the following vote:

AYES:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED.

_____
Lisa Kay Hathaway, City Clerk

CERTIFICATION

I, Lisa Kay Hathaway, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on May 17, 2021, and that said meeting was conducted electronically and public notice of said meeting was given pursuant to and in full compliance

with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

Lisa Kay Hathaway, City Clerk

Motion carried by the following:
Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No: None
Absent: None

Motion by Gafa, seconded by Koester, regarding **Proposal: Risk & Resilience Assessment and Emergency Response Plan**, that the City Council approve the Proposal with Anderson, Eckstein & Westrick in the amount of $12,000.00 to prepare the Risk & Resilience Assessment and Emergency Response Plan and authorize the City Administrator to sign the proposal, funds to be taken from Water/Sewer Contractual Services Account No. 592-537-818.000.

Motion carried by the following:
Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No: None
Absent: None

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

Motion carried by the following:
Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No: None
Absent: None

Motion by Vaughn, seconded by McConaghy, regarding **claims/accounts**, that the City Council approve payment of Items 9A and 9B as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

A. City Attorney
   A. York, Dolan & Tomlinson, PC Invoice 05/04/21 - $2,247.50; Account Nos.:

a. 101-210-801.200 - $372.00;
b. 101-210-801.100 - $1,875.50.

B. Lake Front Park Bridge Replacement

1. E.C. Korneffel Final Pay Estimate 05/05/21 - $205,230.66; Account No. 401-903-977.109.

Under discussion, the Treasurer/Comptroller was asked to provide City Council with a breakdown of payments for Item 9B – Lake Front Park Bridge Replacement.

Motion carried by the following:

Yes:	Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No:	None
Absent:	None

Nobody wished to be heard under New Business.

Hearing no objections, Council Member Granger was excused at 7:17 p.m. due to a sudden emergency.

The following individuals were heard under Public Comment:

- Gina Francis, 1547 N. Renaud;
- Cathy McAdams, League of Women Voters.

Motion by McConaghy, seconded by Gafa, to adjourn tonight's meeting at 7:24 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Arthur W. Bryant
Mayor

Commission Approved
5/12/21

5B

RECEIVED
APR 19 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Beautification Advisory Commission
Electronic Meeting Minutes - Zoom
Grosse Pointe Woods
Meeting – April 14, 2021– 7:00 p.m.

Present: Arslanian, Casinelli, Hage, Hess (7:26 pm), R. Koester, McCarthy, Stewart, Wettstein
Excused: Spreder, Stephens
Not Excused: Miller
Also Present: M. Koester, G. Miotto, Thomas Vaughn

Call to Order: The meeting was called to order by Chairperson, McCarthy at 7:06 p.m.

Minutes: The March 10, 2021 minutes were distributed and reviewed.
Motion by Casinelli, seconded by Wettstein, to approve the March 10, 2021 minutes as presented.
Motion carried by the following vote:
Yes: Arslanian, Casinelli, Hage, R. Koester, McCarthy, Stewart, Wettstein
No: none
Excused: Spreder, Stevens
Not Excused: Hess, Miller

Treasurer's Report: Stewart presented the treasurers report.
Motion by Casinelli, seconded by Arslanian to approve the treasurers report as presented.
Motion carried by the following vote:
Yes: Arslanian, Casinelli, Hage, R. Koester, McCarthy, Stewart, Wettstein
No: none
Excused: Spreder, Stevens
Not Excused: Hess, Miller

Chairperson's Report: McCarthy presented Chairperson report. Introduced Thomas Vaughn, City Council Representative to members. Shared information for possible future vendor for flower sale, Northfield Farms, Inc. Discussed joining Southeastern Michigan Beautification Council with members.
Motion by Arslanian, seconded by Hage to approve 2021 membership to SEMBC not to exceed $25.00.
Motion carried by the following vote:
Yes: Arslanian, Casinelli, Hage, R. Koester, McCarthy, Stewart, Wettstein
No: none
Excused: Spreder, Stevens
Not Excused: Hess, Miller

Awards Program: Wettstein updated committee on Awards Program. Reviewed packet and area assignments with members.

Flower Sale: Arslanian updated committee on 2021 flower sale. Delivery, May 5. Pre-order pick-up and customer delivery, May 6. Flower Sale May 7 & May 8. Volunteer sheet emailed to members.

Council Report: M. Koester presented council report.

Old Business: none

Open Commission Roles: McCarthy discussed open commission roles with members. Three openings on Beautification Advisory Commission. Moran resigned effective immediately. Shared biographical sketch for Mary Rogers with committee members.

New Business/Public Comment: None

Motion by Casinelli, seconded by Arslanian to adjourn the Beautification Advisory Commission meeting at 8:14 pm.
Motion carried by the following vote:
Yes: Arslanian, Casinelli, Hage, Hess, R. Koester, McCarthy, Stewart, Wettstein
No: none
Excused: Spreder, Stevens
Not Excused: Miller

Respectfully submitted,
Rachelle Koester

BEAUTIFICATION COMMISSION EXCERPT
PENDING APPROVAL
05-12-21

Beautification Advisory Commission
Meeting – May 12, 2021– 7:00 p.m.

Old Business: The Beautification Advisory Commission has 4 openings.

Open Commission Roles: McCarthy discussed biographical sketch received from Dengel and Mitchell with committee members.
Motion by Wettstein, seconded by Arslanian to recommend the Mayoral appointment of Jonathan Dengel to the Beautification Advisory Commission.
Motion carried by the following vote:
Yes: Arslanian, Hage, R. Koester, McCarthy, Miller, Stephens, Stewart, Wettstein
No: none
Excused: Casinelli, Spreder
Not Excused: Hess

Motion by Miller, seconded by Stewart to recommend to the Mayor the immediate certification of the previous motion of the Mayoral appointment of Jonathan Dengel to the Beautification Advisory Committee.
Motion carried by the following vote:
Yes: Arslanian, Hage, R. Koester, McCarthy, Miller, Stephens, Stewart, Wettstein
No: none
Excused: Casinelli, Spreder
Not Excused: Hess

Motion by Wettstein, seconded by Arslanian to recommend the Mayoral appointment of Edward Mitchell to the Beautification Advisory Commission.
Motion carried by the following vote:
Yes: Arslanian, Hage, R. Koester, McCarthy, Miller, Stephens, Stewart, Wettstein
No: none
Excused: Casinelli, Spreder
Not Excused: Hess

Motion by Miller, seconded by Stewart to recommend to the Mayor the immediate certification of the previous motion of the Mayoral appointment of Edward Mitchell to the Beautification Advisory Committee.
Motion carried by the following vote:
Yes: Arslanian, Hage, R. Koester, McCarthy, Miller, Stephens, Stewart, Wettstein
No: none
Excused: Casinelli, Spreder
Not Excused: Hess

cc: Mayor
Commission Chair

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED
APR 26 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

✓	Beautification Commission	✓	Building Authority
✓	Board of Review	✓	Community Tree Commission
✓	Citizens' Recreation Commission		Downspout Board of Appeals
	Construction Board of Appeals		Historical Commission
	Community Events Committee	✓	Mack Avenue Business Study Committee
	Local Officers' Compensation Commission	✓	Planning Commission
✓	Pension Board		Other:
	Senior Citizens' Commission		

NAME: JONATHAN E. DENGEL

ADDRESS: 1969 Norwood DR.

TELEPHONE: Home: 517-290-1508 Office:

E-Mail: JON.DENGEL@GMAIL.COM

OCCUPATION: CIO

OF YEARS RESIDENT OF GROSSE POINTE WOODS (Minimum 2 yrs. required): 6

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Budget, IT, Management, Finance, Healthcare

EDUCATION: BA Economics MSU / MBA DARDEN (2025 expected graduation date)

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: DAC

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: Background and current / future focus on local improvement

Signature of sponsor

Signature of applicant: Jonathan Dengel

Date: 4.24.21

Return to Clerk's Office

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

Revised 04-21

cc: Mayor
Commission Chairs

CITY OF GROSSE POINTE WOODS

20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED
APR 23 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

X	Beautification Commission		Building Authority
	Board of Review		Community Tree Commission
X	Citizens' Recreation Commission		Downspout Board of Appeals
	Construction Board of Appeals	X	Historical Commission
X	Community Events Committee		Mack Avenue Business Study Committee
X	Local Officers' Compensation Commission	X	Planning Commission
	Pension Board		Other:
	Senior Citizens' Commission		

NAME: EDWARD C. MITCHEN (Mitchell)

ADDRESS: 977 HAMPTON ROAD, GROSSE POINTE WOODS, MI 48236

TELEPHONE: ~~Home:~~ CELL 248-515-8396 Office:

E-Mail: edward.charles.mitchell@gmail.com

OCCUPATION: RETIRED U.S. MARINE CORPS OFFICER / TAX ATTORNEY

OF YEARS RESIDENT OF GROSSE POINTE WOODS (Minimum 2 yrs. required): APPROX 5 YEARS

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION: LEADERSHIP COMPLEX PROBLEM ANALYSIS, COMPLEX PROBLEM SOLVING, WRITING, CRITICAL THINKING MULTI-TASKING, PUBLIC SPEAKING

EDUCATION: JURIS DOCTOR, UNIVERSITY OF DETROIT MERCY SCHOOL OF LAW (2000)

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: STATE BAR OF MICHIGAN, NJ STATE BAR, BIG BROTHERS & BIG SISTERS OF METRO DETROIT, BEAUMONT HOSPITAL

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: HISTORY OF PUBLIC SERVICE, ABILITY TO WORK WITH A TEAM, STRONG DESIRE TO ASSIST MY COMMUNITY

Signature of sponsor

Signature of applicant

Date: 4/19/21

Return to Clerk's Office

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

Revised 04-21

Commission Approved
5/5/21

RECEIVED
APR 13 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

5C

Minutes of the Grosse Pointe Woods Tree Commission Meeting April 7, 2021.

The meeting was called to order by Chairman Lechner at 7:34 p.m.

The following members were present:
Dave Andrews
Tim Butler
Ted Colburn
Maria Galbo
Laura Gaskin
Peter Groschner
Paul Lechner
Mary Ellen Meyering
Randy Rennpage

The following members were excused:

The following members were absent:
Robert Greening
Jeff Profeta

The following were also in attendance:
Michael Koester, Council Representative
Gretchen Miotto, Moderator

Motion by Rennpage, seconded by Galbo to approve the agenda for the meeting April 7, 2021 passed by the following vote:
Yes: 9 No: 0 Excused: 0

Motion by Groschner, seconded by Gaskin to approve the minutes for the meeting March 3, 2021 passed by the following vote:
Yes: 9 No: 0 Excused: 0

Treasurer's Report:
Tim Butler reported that our balance remains $3694.18.

Old Business:

Council has accepted our postponement of the Memorial Tree Ceremony. Lechner will check on the availability of a picnic shelter at Lakefront Park on June 2 or June 9.

Lechner reported that the tree delivery is on schedule. We will bag the trees at the DPW on Thursday April 22 at 4:30. Trader Joes will provide paper bags and the Bulk Food Store will provide the plastic bags. As Bob Greening is not able to participate in the school visits, assignments were shifted; Butler and Colburn will handle Montieth and Liggett, Rennpage and Galbo will handle Star of the Sea, Gaskin will handle Mason with Lechner as a backup. Groeschner will deliver trees to Ferry if they would like them and Meyering is available as a substitute.

New Business:
There was no new business.

Council representative Michael Koester provided an update of current city business.

Motion to adjourn at 8:49 p.m. moved by Gaskin, and seconded by Meyewring, was unanimous.

Submitted by: Mary Ellen Meyering Office Held: Secretary Cell: 313 505 2352

TREE COMMISSION EXCERPT
PENDING APPROVAL
05-05-21

Minutes of the Grosse Pointe Woods Tree Commission Meeting May 5, 2021.

The timing of the Memorial Tree ceremony was discussed at length. A date of August 4 was discussed. Considerations were whether guests would have vacations planned, the number of trees purchased, the need for a public address system, admittance of non-residents if Lakefront Park is used, the lack of cover if Ghesquire park is used, using the city's bandshell. Galbo moved that we go with the August 4 at 6:30 date, and Gaskin seconded. All nine members present approved.

Andrews will discuss the use of Ghesquire, the City Community Room or Lakefront with the DPW. Meanwhile Lechner will reserve an appropriate pavilion at Lakefront Park.

Meyering moved to immediately certify moving the Ceremony to August 4 at 6:30 p.m., location TBD. Rennpage seconded and all nine members present approved.

NOTE

Commission Approve
5/11/21

RECEIVED
APR 15 2021
CITY OF GROSSE POINTE WOOD
CLERK'S DEPARTMENT

Citizen's Recreation Commission Meeting Minutes

Virtual meeting of the Citizen's Recreation Commission was held on April 13, 2021 at Grosse Pointe Woods, Michigan.

CALLED TO ORDER: 7:10

PRESENT:
Angela Brown
Lindsay Fratarolli
Gib Heim
Tom Jerger
Mark Miller
Tony Rennpage
Sarah Seger

ABSENT:
Barb Janutol
Amanda York

ALSO, PRESENT:
Art Bryant, Nicole Gerhart, Thomas Vaughn and Melinda Billingsly.

APPROVAL OF THE AGENDA:

Motion was made for acceptance of the agenda for April 13, 2021 by Gib Heim, and seconded by Lindsay Fratarolli.

Approval of motion:

Yes: **Brown, Heim, Fratarolli, Jerger, Miller, Rennpage, and Seger**

No: **None**

Absent: **Janutol and York**

APPROVAL OF THE MINUTES:

Motion to accept the minutes from March 9, 2021 was made by Gib Heim and seconded by Sarah Seger.

Approval of motion:

Yes: **Brown, Heim, Fratarolli, Jerger, Miller, Rennpage, and Seger**

No: **None**

Absent: **Janutol and York**

COUNCIL MEETING REPORT:

Angela Brown and Thomas Vaughn have been appointed Council Members to fill vacant seats. Angela will resign as a member of the Recreation Commission. Mayor Art Bryant will appoint her as the City Council liaison for the Recreation Commission.

SUPERVISOR'S REPORT:

- Lifeguard training classes are being held in anticipation of the upcoming pool opening.

- The vehicular bridge will open April 17th (following a 10 am ribbon cutting ceremony).
- Boaters may launch their crafts beginning April 15th.
- 2020 – 2022 park passes are required to enter the Park. Applications for passes are being processed at the Community Center (extended hours on Tuesday and Thursday).
- Mini-golf will open May 1st.
- There is no definitive date as yet for opening the pool to the public.
    - Decisions on park activities including opening the pool, pool hours, pool capacity, swim lessons and swim team will be made closer to usual starting dates and will be based on COVID guidelines.
    - Operation of the diving well and water slide will depend on availability of lifeguards.

OLD BUSINESS:

Kayak Update:

- The new kayak launch ramp is ready for use. A formal opening ceremony may take place in conjunction with the vehicular bridge opening ceremony.
- The opening of the new kayak storage rack is anticipated later in the spring.
- There is currently a waiting list for kayak storage.

Chene-Trombley Park:

- This is an ongoing project.
- Nicole Gerhart attended a meeting with Stuckey-Vitale Architects to review the park improvement plan. This plan includes "tot friendly" playground equipment/structures, a walking path new benches, lighting, etc.

NEW BUSINESS:

No new business/No public comment.

ADJOURNMENT:

Motion was made to adjourn the meeting by Gib Heim and seconded by Sarah Seger.

Approval of motion:

Yes: **Brown, Heim, Fratarolli, Jerger, Miller, Rennpage, and Seger**

No: **None**

Absent: **Janutol and York**

Meeting Adjourned at 7:39 pm.

Respectfully submitted by: Lindsay Fratarolli, member of the Grosse Pointe Woods Citizen's Recreation Commission.

Commission approved 5/13/21

5E

RECEIVED
MAY 14 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

City of Grosse Pointe Woods
Historical Commission Minutes
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236
Zoom Meeting with Introduction and Facilitated by Gretchen Miotto
April 8, 2021

1. **Call to Order**

   The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:35 pm by Chair Sean Patrick Murphy..

2. **Roll Call**

   Present: Mary Kaye Ferry, Del Harkenrider, Suzanne Kent, Stephanie Listman, Lynne Millies, Jim Motschall, Sean Murphy, Frank Romano
   Excused: Shirley Hartert, Becky Harkengruber, Giles Wilborn.
   Also Present: Guest, Catherine Dumke, Council Representative, Kenn Gafa

3. **Approval of Minutes:**

   Motion by Motschall, seconded by Romano, to approve the minutes of March 11, 2021. Ayes: all.

4. **Items:**

   A. **Report of Treasurer**

   Motschall reported the balance of the Commission $1,810.00 and the balance of Cook Schoolhouse $30,553.11. Historical Commission 2022 Budget of $1905.00 was submitted to Council. A bill for $75.00 for Memorial Day Wreaths and $25.00 for MORSA Membership was submitted to the city for payment.

5. **Old Business**

   A. **Memorial Day**

      1. **Memorial Day Video:**

         Ferry reported that the VHS tape has been converted to DVD and will be given to Gary Capp to be put on the City Web Site.

      2. **Cook School:**

         Ferry reported that the school has been cleaned, and the basement is well organized. A locked enclosure has been placed on the thermostat.

      3. **Lakefront Park Activities Building Photos**

         The photos will be hung later when school is out.

8. **Public and Commissioner Comments:**

   A. Council Representative Gafa updated the Commission on city matters.

9. **Adjournment:**

   The meeting was adjourned at 7:57 pm. by Murphy.

Respectfully submitted,
Mary Kaye Ferry, Secretary

The next meeting of the Grosse Pointe Historical Commission will take place by Zoom on May 13, 2021 at 7:30 pm.

6A

CITY OF GROSSE POINTE WOODS

Office of the City Clerk

Memorandum

DATE: May 25, 2021

TO: Mayor and City Council

FROM: Lisa Kay Hathaway, City Clerk

SUBJECT: Purchase/Budget Transfer: Municode Meetings/Board Management

With the integration of the new City website under way, it has come to my attention that Municode provides a solution that will streamline the process of creating, approving, and posting meeting agendas, minutes, and ordinances called Meetings. Also as Council has discussed in the past, Municode provides a solution for Boards Management that includes an unlimited number of boards and application/biographical sketch acceptance, it provides public web pages and email subscriptions for each board, and tracks Commissioners' terms. Both of these features will be helpful, timesaving, and used by the Clerk's Office, Administration, Department Heads, and Executive/Administrative Assistants.

With the purchase of Meetings, we would be able to migrate ten years of permanent files to the new website. Together with five years included with the website, there would be a total of fifteen years of permanent records migrated. Transferring the files will continue our prior practice of providing transparency to the public while reducing the number of Freedom of Information Act requests and cost to the requestor. The cost for the first year subscription:

1.	Municode Meetings Annual Subscription*	$ 4,800.00
2.	One-time Project Setup	0.00
3.	Board Management Annual Subscription*	$2,000.00
4.	Email Notifications (included with web)	0.00
5.	Import Historical Records (10 years)	$1,500.00
	TOTAL	$8,300.00

(* Cost for subscription years two and three is $6,800.00 per year. Costs are calculated by population and bundled services.)

I have researched and viewed demonstrations of other products over the years, and this program is the most intuitive and cost effective, and it syncs with current software infrastructure. Currently, Municode is in the process of developing our new website, has provided the City's municipal code codification services for more than 25 years, and provides our code supplements and code internet presence on the City's website. They have provided competitive pricing and quality services over

the years. Meetings and Boards will perform and interact seamlessly with the City's other Municode services.

At the recommendation of the City Administrator, I discussed with the I.T. Manager whether it would be best to add the modules while the website is being built or wait until it is completed. He was in favor of the software but had some concerns regarding installing in tandem with the website due to staff training, website preparation work, other projects, and daily administration of his department. As Municode will be providing training, I assured him that the Clerk's staff has reviewed all of the demos, is prepared to attend Municode's trainings, will deploy and implement the program, and then train and offer support to other departments when the time is right, just as we had done with deploying Zoom and related closed captioning services. With elections in a temporary lull, this is a good time for the Clerk's Department to move forward. I have also offered to assist the I. T. Department with records conversion to the new website. He stated he understood and we would overcome any challenges that may be presented.

I recommend City Council approve the purchase of three-years Municode Meetings and Boards subscriptions, and importing of ten years permanent files at a total cost not to exceed $8,300.00 for the first year; and $6,800.00 for year two and year three subscriptions. Annual hosting and support fees will begin year four and will increase according to the previous year-ending Consumer Price Index (CPI). (Note: Municode also provides an additional video time stamping service, which may be purchased at a cost of $2,520.00 per year including 36 meetings per year should City Council wish to video tape meetings for broadcasting on YouTube in the future, however purchase of this product is not recommended at this time.)

Although this is not a budgeted item, the Treasurer/Comptroller has confirmed funds are available in the City Clerk's Elections Account. I am therefore requesting City Council approve a budget transfer in the amount of $8,300.00 from 2020/21 City Clerk's Election Supplies Account No. 101-215-731.000, into City Clerk Contractual Services Account No. 101-215-818.000.

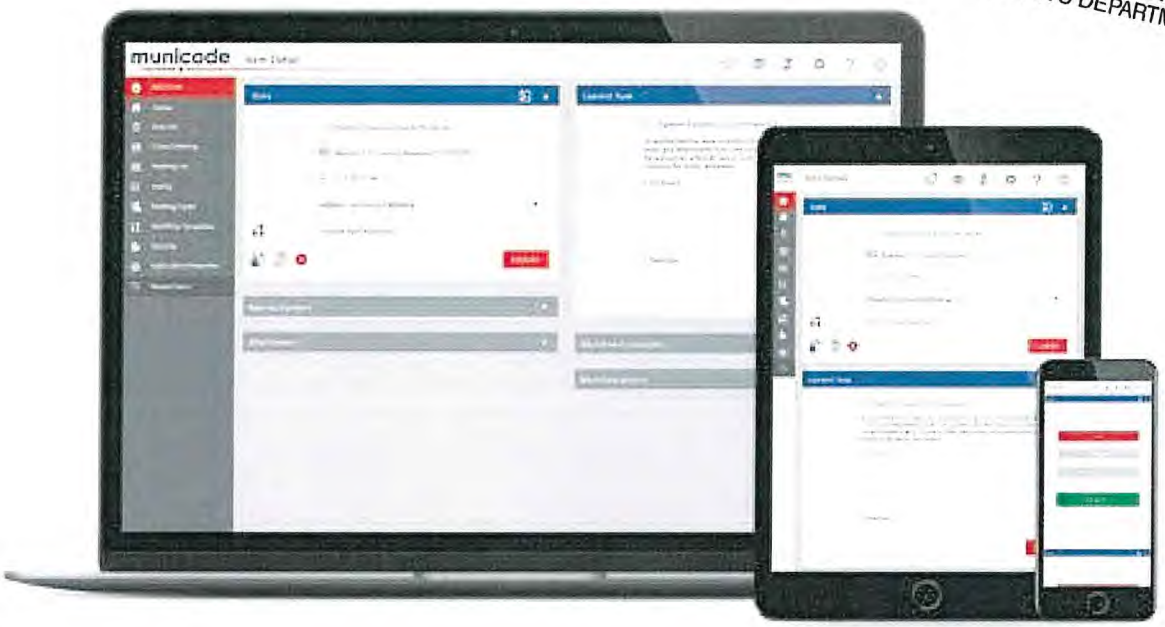
Please contact me with any questions and thank you for your consideration.

cc: Smith
Capps

MEETING & AGENDA MANAGEMENT

Quote: The City of Grosse Pointe Woods, Michigan

RECEIVED
MAY 25 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



municode

CONNECTING YOU & YOUR COMMUNITY

Gregg Huggins

PO Box 2235 Tallahassee, FL 32316
850-692-7068 ghuggins@municode.com

INTRODUCTION LETTER

May 24, 2021

Dear Selection Team

Thank you for the opportunity to present The City of Grosse Pointe Woods with our quote for online meeting and agenda management services. Our Municode Meetings solution will streamline your process to create, approve and post meeting agendas and minutes.

Municode has developed a portfolio of online services that are tailored for local government agencies. We have worked with cities, towns, villages, counties, and other local government agencies for over seventy years continually striving to make your job easier. When it comes to the meeting management process, Municode Meetings is simple and straightforward, yet robust enough to satisfy the needs of our largest municipalities.

Our ongoing Circle of Governance initiative to strengthen democracy includes seamless integrations that connect Municode Meetings with our suite of online municipal solutions including ordinance integration (Municode NEXT) and website integration (Municode Meetings).

Municode Meetings allows clerks to mark ordinance agenda items as 'approved' within Municode Meetings and have them auto scheduled for supplementation and publishing to your Municode NEXT Online Code of Ordinances. In addition, meetings auto-posts to your Municode Web website calendar. These integrations include unified search and cross-links across each platform.

We are thrilled at the opportunity to partner with you on such an important initiative.

Sincerely,

Brian Gilday

Brian Gilday

President, Website/Meetings Division

MUNICODE MEETINGS FEATURES

Base

- Unlimited Meetings
- Unlimited Meeting Agenda Templates
- Unlimited Users
- Create Meetings
- Submit/Add Agenda Items
- Attach agenda item files.
- Create Agendas
- Create Agenda Packets
- Approve Items with Approval Workflow
- Automatically Publishing to the Web – Agenda, Agenda Packet, Minutes
- Create Meeting Minutes
- Public In-Meeting Display (presentation screen to display current agenda item and voting results)
- Voting Support (verbal vote, vote by show of hands, or legislator-initiated voting via tablet/iPad/laptop)
- Roll Call
- Self-service video time stamping – you can add timestamps of your meeting agenda items to your meeting videos.
- Integration with Municode Web website (meetings/calendar/search integration)
- 99.95% up-time guarantee, telephone support 8AM-8PM Eastern
- Email support with one-hour response time during working hours
- Emergency 24x7 support
- Up to 3 hours of webinar refresher training per year

Optional

- Video Time Stamping Service
- Municode Portal (**Part of your new MunicodeWEB website)**

SERVICE AND SUPPORT

Guaranteed Uptime

We will guarantee service uptime of 99.95%. In the event this service level is not met within a given month, you will receive a credit for that month's service.

24x7 Customer support:

We will provide you contact numbers to reach us 24x7x365 for catastrophic site issues. We will also be available from Monday to Friday 8AM-8PM EST via email and phone to handle routine questions from staff.

Security upgrades:

We will perform security upgrades and other optimizations during off-hours, typically between the hours of 12-3AM PST, if such work requires your meetings to be off-line. We will provide at least 14 days' notice for any non-emergency maintenance that requires down-time.

Site Monitoring and Site Recovery:

Our auto-monitoring software continually monitors performance and instantly alerts us when problems occur. We act as soon as possible and no later than two hours after problems are detected.

PORTAL (INCLUDED W/ WEBSITE)

Base

- Public Meetings Portal
- ADA Compliant HTML/CSS (WCAG 2.1 AA)
- Custom header with logo, choice of colors, and customizable menu links
- Best-in-class Search Engine (indexes the contents of PDF agendas and minutes)
- Meeting calendar
- Video integrations (Vimeo, YouTube, Suite One Media, Cablecast, custom 3rd party video providers)
- Ability to create meetings and upload PDF agendas/minutes
- Circle of Governance integrations (Municode Meetings, Municode Next)
- 99.95% up-time guarantee, telephone support 8AM-8PM Eastern
- Email support with one-hour response time during working hours
- Emergency 24x7 support
- Email Notifications **(Included w Website)**
- **Board Management (Included)**
- **Import Historical Meetings files (Agendas, Minutes) and search indexing (up to 10 years) (Included)**

BOARD MANAGEMENT FEATURES

Base

- Unlimited boards and committees
- Manage term start/stop dates.
- Export member data
- Online board application form
- Board member approvals
- Term Expiration Report
- Term Expiration Email Notifications
- Auto-expiration option for expiring terms Public web page for each board/committee
- Create custom links/buttons on each board page Custom web header (logo/colors)
- Free integration with Municode Meetings

* Note: Board Management requires a Municode Website or the Municode Portal

PRICING

Municode Meetings Annual Subscription	**$4,800 per year.**
• **Board Management**	**$2,000 per year.**
• **Import historical PDF agendas/minutes (up to 10 years)**	**$1,500 One-Time.**
• **Email notifications (on demand + weekly digest) (Included with MunicodeWEB)**	**$0 per year.**

One-time Project Setup	**no charge**

- Configure Boards/Committees/Commissions
- Configure Meeting Agenda Templates
- Setup Users, Roles, and Permissions
- Conduct initial training – web teleconference.

Total Year One	**$8,300**
Total Year Two	**$6,800**
Total Year Three	**$6,800**

Additional Options

Portal **(Included as part of MunicodeWEB)**

Video Time Stamping Service

☐ Municode will bookmark/timestamp up to 36 meetings per year + $2,520 per year.

PAYMENT SCHEDULE

- Ninety (90) days after signed contract 100% of annual subscription fee and annually thereafter.

Notes

- No long-term commitments required. We will earn your trust. You may cancel service at any time.
- Guaranteed pricing. Hosting and Support fees will not increase for first three years.
- **Annual hosting and support fees starting year four will increase according to the previous year-ending *Consumer Price Index (CPI) for All Urban Consumers.***
- Payment schedule will be adjusted accordingly based on selected optional features.

SERVICES AGREEMENT

This agreement ("AGREEMENT") is entered between The City of Grosse Pointe Woods, Michigan ("CLIENT") and Municipal Code Corporation ("CONSULTANT").

1. Term of AGREEMENT. This AGREEMENT shall commence effective the date signed by the CLIENT. It shall automatically renew annually. This AGREEMENT shall terminate upon the CLIENT's providing CONSULTANT with sixty (60) days' advance written notice.

2. Compensation. It is understood and agreed by and between the parties hereto, that the CLIENT shall pay the CONSULTANT for services based on the payment schedule provided as set forth in the section marked "Payment Schedule". Payment will be made to CONSULTANT within thirty (30) days of the receipt of approved invoices for services rendered.

3. Scope of Services. CONSULTANT's services under this AGREEMENT shall consist of services as detailed in the attached proposal including appendices ("SERVICES"). SERVICES may be amended or modified upon the mutual written AGREEMENT of the parties.

4. Integration. This AGREEMENT, along with the SERVICES to be performed contain the entire agreement between and among the parties, integrate all the terms and conditions mentioned herein or incidental hereto, and supersede all prior written or oral discussions or agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.

5. Warranty. CONSULTANT warrants that any services provided hereunder will be performed in a professional and workmanlike manner and the functionality of the services will not be materially decreased during the term.

6. Liability. CONSULTANT's total liability arising out of any acts, omissions, errors, events, or default of CONSULTANT and/or any of its employees or contractors shall be limited by the provisions of the AGREEMENT and further limited to a maximum amount equal to the fees received by CONSULTANT from CLIENT under this AGREEMENT. Commercial General Liability insurance coverage will be provided in the amount of at least One Million ($1,000,000) Dollars showing the CITY OF GROSSE POINTE WOODS as an additional named insured of such insurance. Certificates of such insurance coverage shall be furnished to the City upon request. The City shall be entitled to notice of any change in such policy. The insurance company issuing this policy shall have an A rating or better.

7. Termination. This AGREEMENT shall terminate upon the CLIENT's providing CONSULTANT with sixty (60) days' advance written notice. In the event the AGREEMENT is terminated by the CLIENT's issuance of said written notice of intent to terminate, the CONSULTANT shall pay CLIENT a pro-rated refund of any prepaid service fees (for the period from the date of the termination through to the end of the term). If, however, CONSULTANT has substantially or materially breached the standards and terms of this AGREEMENT, the CLIENT shall have any remedy or right of set-off available at law and equity.

8. Independent Contractor. CONSULTANT is an independent contractor. Notwithstanding any provision appearing in this AGREEMENT, all personnel assigned by CONSULTANT to perform services under the terms of this AGREEMENT shall be employees or agents of CONSULTANT for all purposes. CONSULTANT shall make no representation that it is the employee of the CLIENT for any purposes.

9. Confidentiality. (a) Confidential Information. For purposes of this AGREEMENT, the term "Confidential Information" means all information that is not generally known by the public and that: is obtained by CONSULTANT from CLIENT, or that is learned, discovered, developed, conceived, originated, or prepared by CONSULTANT during the process of performing this AGREEMENT, and relates directly to the business or assets of CLIENT. The term "Confidential Information" shall include, but shall not be limited to: inventions, discoveries, trade secrets, and know-how; computer software code, designs, routines, algorithms, and structures; product information; research and development information; lists of clients and other information relating thereto; financial data and information; business plans and processes; and any other information of CLIENT that CLIENT informs CONSULTANT, or that CONSULTANT should know by virtue of its position, is to be kept confidential.

(b) Obligation of Confidentiality. During the term of this AGREEMENT, and always thereafter, CONSULTANT agrees that it will not disclose to others, use for its own benefit or for the benefit of anyone other than CLIENT, or otherwise appropriate or copy, any Confidential Information except as required in the performance of its obligations to CLIENT hereunder. The obligations of CONSULTANT under this paragraph shall not apply to any information that becomes public knowledge through no fault of CONSULTANT.

10. Assignment. Neither party may assign or subcontract its rights or obligations under this AGREEMENT without prior written consent of the other party, which shall not be unreasonably withheld. Notwithstanding the foregoing, either party may assign this AGREEMENT in its entirety, without consent of the other party, in connection with a merger, acquisition, corporate reorganization, or sale of its assets.

11. Cooperative Purchasing. CONSULTANT and CLIENT agree that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without CONSULTANT or CLIENT incurring any financial or legal liability for such purchases.

12. Governing Law. This AGREEMENT shall be governed and construed in accordance with the laws of the State of Michigan without resort to any jurisdiction's conflicts of law, rules, or doctrines.

Submitted by:

Municipal Code Corporation

By: Brian Gilday

Title: Brian Gilday - President, Website Division

Accepted by:

By: _____

Title: _____

Date: _____

Client#: 764169 68MUNICCOD1

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/24/2021

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

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

PRODUCER
McGriff Insurance Services, Inc.
3375-B Capital Circle, NE
PO Box 14099
Tallahassee, FL 32317

CONTACT NAME: Stacy Rouslin
PHONE (A/C, No, Ext): 850-205-7039 FAX (A/C, No): 888-328-1326
E-MAIL ADDRESS: srouslin@mcgriff.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Continental Insurance Company AXV	35289
INSURER B : Valley Forge Insurance Company AXV	20508
INSURER C : Columbia Casualty Insurance AXV	31127
INSURER D :	
INSURER E :	
INSURER F :	

A A A

INSURED
Municipal Code Corporation
P.O. Box 2235
Tallahassee, FL 32316

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	X	X	6056730134	01/01/2021	01/01/2022	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$300,000
							MED EXP (Any one person)	$15,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY	X	X	6056730098	01/01/2021	01/01/2022	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR	X	X	6056730151	01/01/2021	01/01/2022	EACH OCCURRENCE	$5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$5,000,000
	DED X RETENTION $10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		X	WC6 56730120	01/01/2021	01/01/2022	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N N (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$500,000
							E.L. DISEASE - POLICY LIMIT	$500,000
B	CA work comp		X	WC6056730117	01/01/2021	01/01/2022	$1,000/$1,000/$1,000	
C	Professional Liab			596858955	01/01/2021	01/01/2022	$2,000,000	
C	Cyber Liability			596858955	01/01/2021	01/01/2022	$2,000,000	

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

** Workers Comp Information **
Other States Coverage
Blanket Waiver of Subrogation
** General Liability, Commercial Auto and Excess Liability *
Blanket Waiver of Subrogation, Blanket Additional Insured
(See Attached Descriptions)

See page 2 of 2

CERTIFICATE HOLDER

City of Grosse Pointe Woods, MI
20025 Mack Plaza
Grosse Pointe, MI 48236-2397

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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DESCRIPTIONS (Continued from Page 1)

** Supplemental Name **
AHA Consulting, Inc. 26-2674611, Agenda Pal Corporation

City of Grosse Pointe Woods, MI is listed as Additional Insured when required by written contract.

From: Gregg Huggins <ghuggins@municode.com>
Sent: Thursday, May 20, 2021 1:01 PM
To: Lisa Hathaway <LHathaway@gpwmi.us>
Cc: Gregg Huggins <ghuggins@municode.com>; Leon Rogers <LRogers@municode.com>
Subject: MunicodeMEETINGS Follow Up - Board Management

Good afternoon Lisa,

It was good talking with you just now regarding our Boards Management Solution. I have attached the quote above that has been updated to clarify that you already have the portal functionality and email subscription as part of your new website project and will also include a couple of links below to assist your project efforts. The Hosting and Support is outlined on page three (3) of the quote and outlines the upgrades and support that Leon discussed yesterday and we discussed just now.

Boards Management Feature include the following capabilities:

- Unlimited Boards, Commissions
- Professional, Mobile Friendly Displays
- Current, Past, Vacant Positions
- Term Start/Stop dates – auto-expire
- Email Subscriptions List (per board)
- Board Applications / Approvals / Email
- Public web page for each Board / Committee
- Upcoming Expirations Report / Email
- Create Custom links / buttons on each board page

The first link below is a pre-recorded demo of our Municode Board Management Portal. If you find that you need additional information following your review, please follow up with me so I can schedule an in person demo for you.

Municode Board Management Portal:

- **https://www.municode.com/municode/page/board-management-portal**

Here are a couple of our customers who are currently using Municode Boards Management:

- **Angleton TX – https://angleton-tx.municodemeetings.com/** *(Click on the "BOARDS" tab at the top right of the page.)*
  - **https://angleton-tx.municodemeetings.com/bc**

- **Tomball TX - https://tomball-tx.municodemeetings.com/** (Click on Boards and Committees tab at the top right of the page)
  - **https://tomball-tx.municodemeetings.com/bc/page/boards-and-committees**

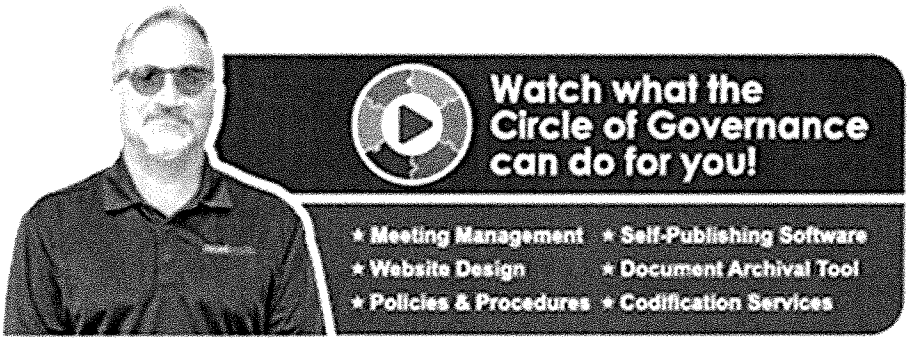
Our Customer Family are happy to share their experiences with you.

- **https://www.municode.com/municode/page/video-testimonial-brisbane-california**

I will send you another email as soon as I connect with Leon for the question you had about the ten (10) years of PDF migration. I look forward to following up with you and any of the steps to continue to assist your efforts.

Thank you Lisa,

Gregg



Gregg Huggins, Account Executive
Cell: 901-574-0158 | Office: 850-692-7068 | ghuggins@municode.com

Client Support

Website: websupport@municode.com | Phone: 503.675.5121
Meeting & Agenda: meetingssupport@municode.com | Phone: 971.286.7300

municode

Municode COVID-19 Resources

Boards

mc Boards and Committees | Tomb
tomball-tx.municodemeetings.com/bz/page/boards-and-committees
Apps Suggested Sites Imported From IE
Reading list

City of Tomball
Texas

City Home
Search Meeting Files
Calendar
Boards and Committees

Boards and Committees

- Board of Adjustments
- Building Standards Commission
- City Council
- Capital Improvements Plan Advisory Committee
- Planning & Zoning Commission
- Tourism Advisory Committee
- Tomball Economic Development Corporation
- Tomball Legacy Fund

Home Staff Login

Municode - Connecting You and Your Community

11:58 AM

(sub) Boards

City Council | Tomball Texas Me

tomball-tx.municodemeetings.com/citycouncil/page/city-council

Apps Suggested Sites Imported From IE

Reading list

City of Tomball
Texas

City Home | Search Meeting Files

Calendar | Boards and Committees

Upcoming Events

Regular City Council Meeting
06/07/2021 - 6:00pm

Test Regular City Council Meeting
12/09/2099 - 12:57pm

View the City Council Calendar

City Council

Information | Members

Contact Info:
Enter contact info here

Chad Degges
Position: Council Position 3
Term End: 05/01/2022

Derek Townsend, Sr.
Position: Council Position 4
Term End: 05/01/2021

Gretchen Fagan
Position: Mayor
Term End: 05/01/2022

John Ford
Position: Council Position 1
Term End: 05/01/2023

Lori Klein Quinn
Position: Council Position 4
Term End: 05/01/2022

Mark Stoll
Position: Council Position 2, Mayor Pro Tem
Term End: 05/01/2021

11:59 AM

Meetings

Boards and Committees | Tomb... × Agendas/Minutes | Tomball Tex... × +

tomball-tx.municodemeetings.com

Apps Suggested Sites Imported From IE

Reading list

City of Tomball
Texas

City Home | Search Meeting Files

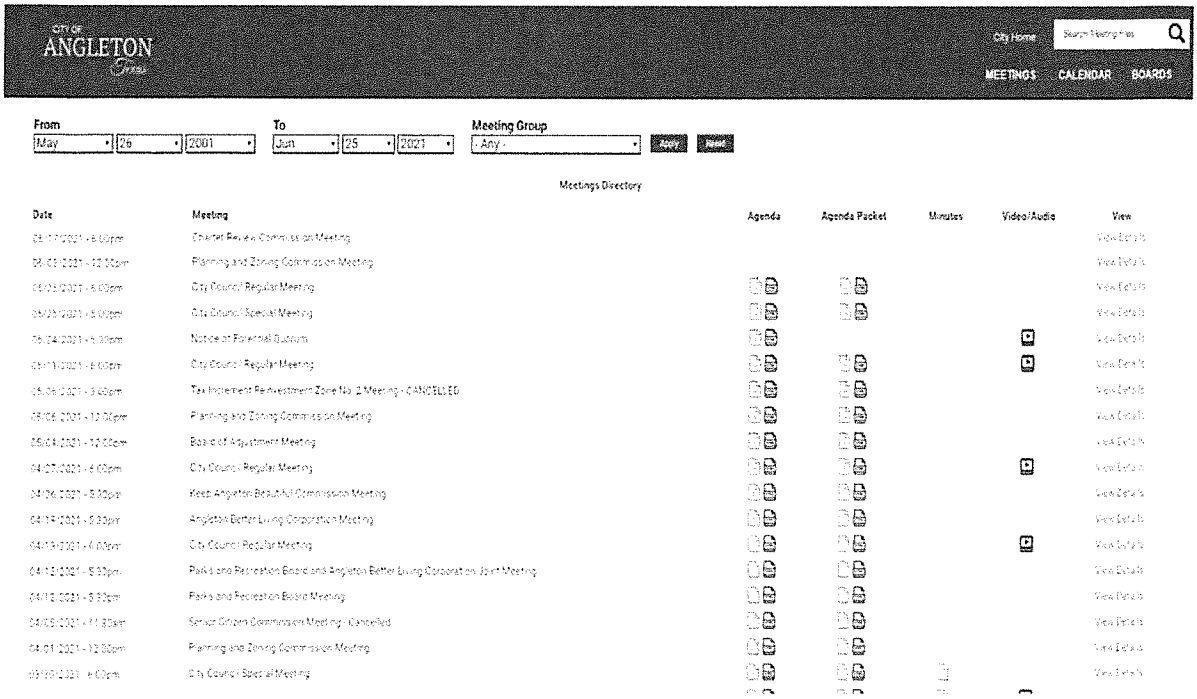
Calendar | Boards and Committees

From May 26 2001 **To** Jun 25 2021 **Meeting Group** - Any - Apply Reset

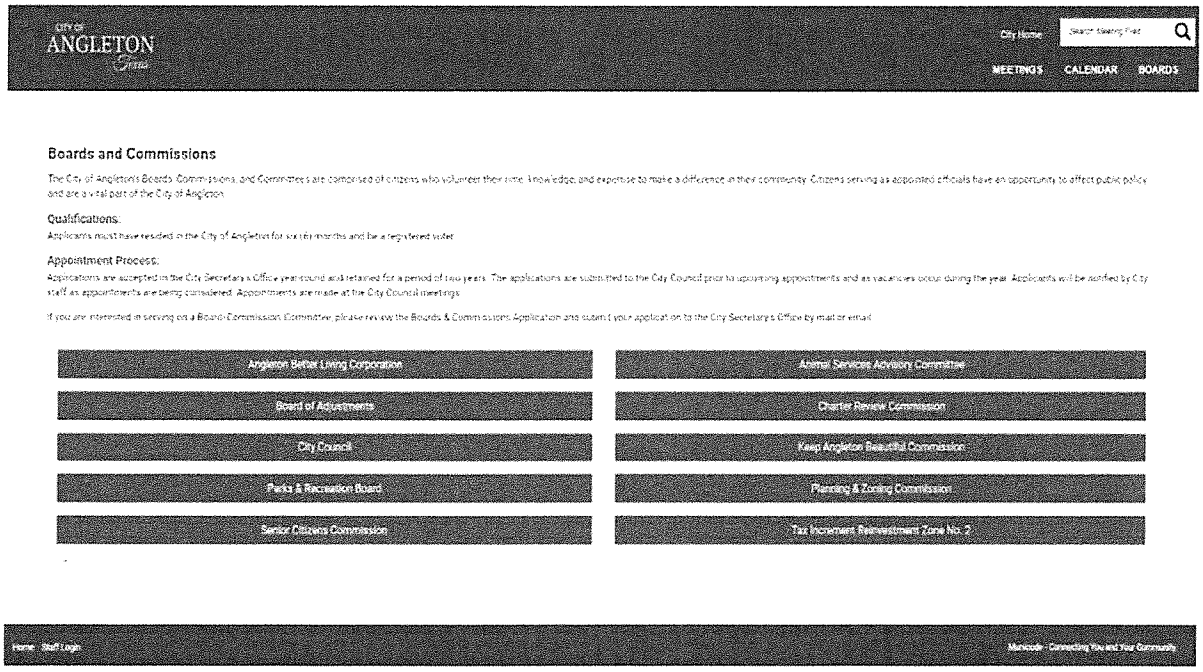
Meetings Directory

Date	Meeting	Agenda	Agenda Packet	Minutes	Video/Audio	View
06/14/2021 - 6:00pm	Planning and Zoning Commission Regular Meeting					View Details
06/14/2021 - 5:30pm	Capital Improvements Advisory Committee					View Details
06/10/2021 - 6:00pm	Board of Adjustments Meeting					View Details
06/07/2021 - 6:00pm	Regular City Council Meeting					View Details
05/24/2021 - 6:00pm	Special City Council Meeting - CANCELED					View Details
05/17/2021 - 6:00pm	Regular Council Meeting					View Details
05/13/2021 - 6:00pm	Board of Adjustments Meeting					View Details
05/11/2021 - 5:30pm	Regular Tomball Economic Development Corporation Meeting					View Details
05/11/2021 - 4:00pm	Special Tomball Economic Development Corporation Meeting					View Details
05/10/2021 - 6:00pm	Planning and Zoning Commission Regular Meeting					View Details
05/10/2021 - 5:30pm	Special City Council Meeting					View Details

12:00 PM



MUNICODE MEETINGS – ANGLETON TEXAS



MUNICODE BOARDS & COMMISSIONS – ANGLETON TEXAS

City of Tomball
Texas

City Home | Search Meeting Files

Calendar | Boards and Committees

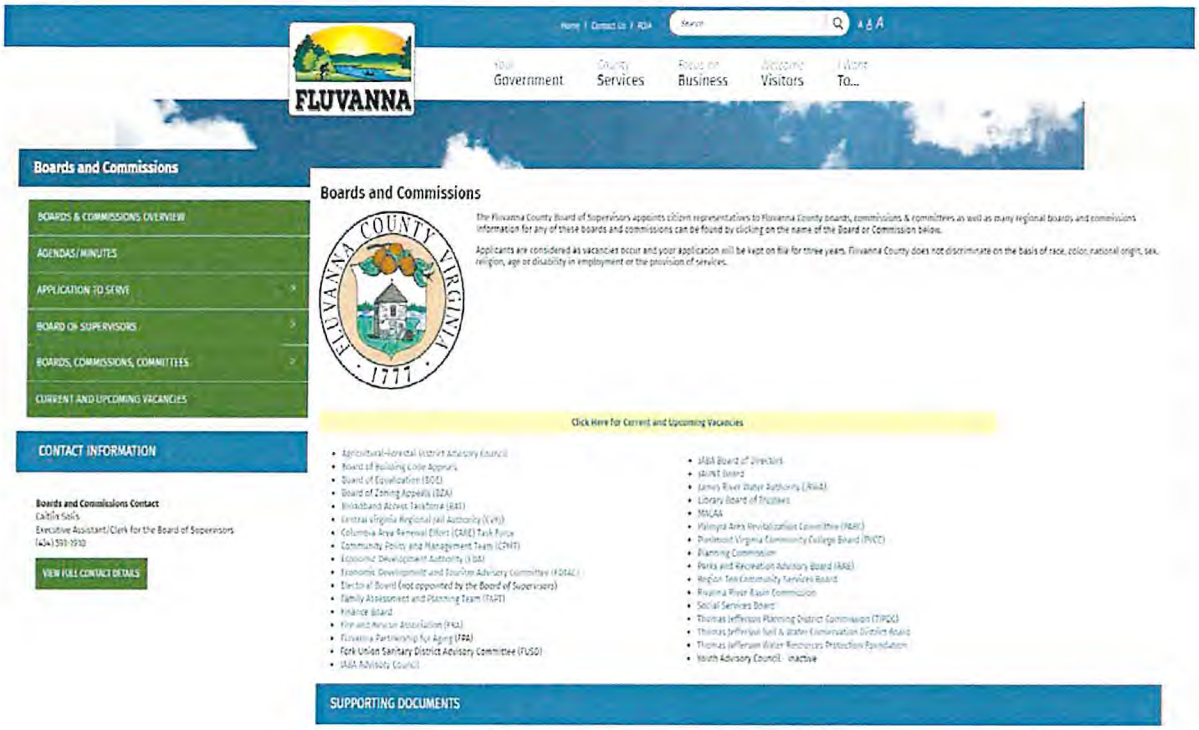
From: May 26 2001 | To: Jun 25 2021 | Meeting Group: - Any - | Apply | Reset

Meetings Directory

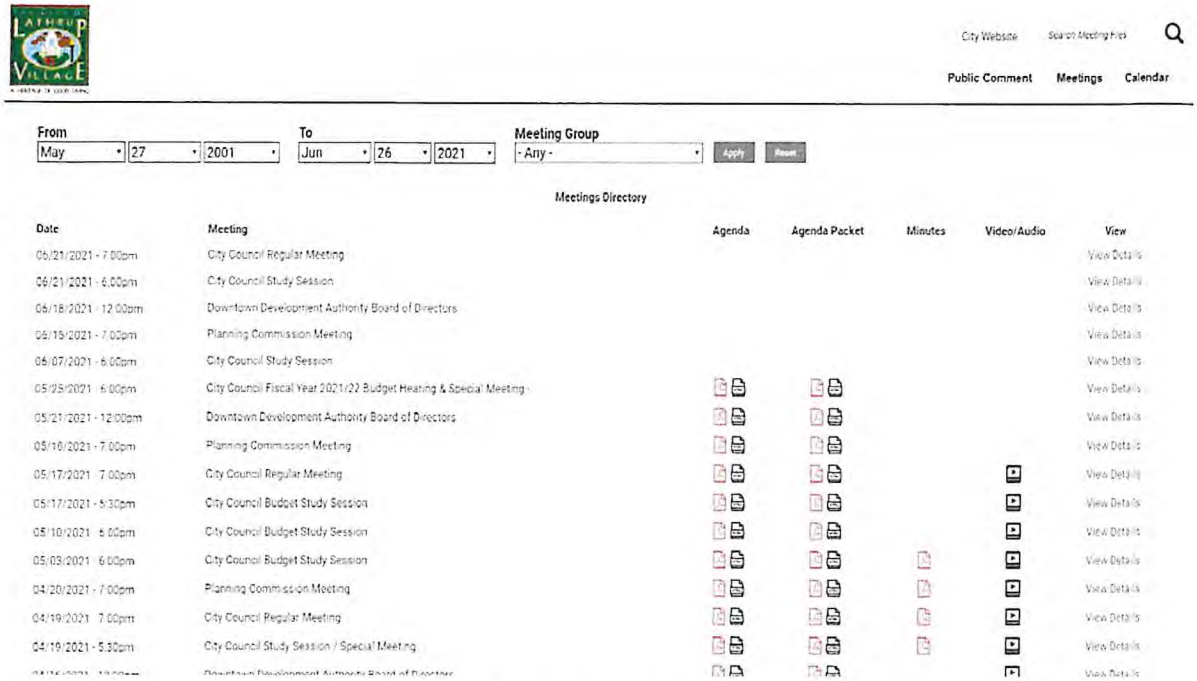
Date	Meeting	Agenda	Agenda Packet	Minutes	Video/Audio	View
06/14/2021 - 6:00pm	Planning and Zoning Commission Regular Meeting					View Details
06/14/2021 5:30pm	Capital Improvements Advisory Committee					View Details
06/10/2021 - 6:00pm	Board of Adjustments Meeting					View Details
06/07/2021 6:00pm	Regular City Council Meeting					View Details
05/24/2021 6:00pm	Special City Council Meeting - CANCELED					View Details
05/17/2021 - 6:00pm	Regular Council Meeting					View Details
05/13/2021 - 6:00pm	Board of Adjustments Meeting					View Details
05/11/2021 - 5:30pm	Regular Tomball Economic Development Corporation Meeting					View Details
05/11/2021 4:00pm	Special Tomball Economic Development Corporation Meeting					View Details
05/10/2021 - 6:00pm	Planning and Zoning Commission Regular Meeting					View Details
05/10/2021 - 5:30pm	Special City Council Meeting					View Details
05/03/2021 6:00pm	Regular City Council Meeting					View Details
05/03/2021 - 5:30pm	Tomball Legacy Fund Meeting					View Details
04/27/2021 - 6:00pm	Tourism Advisory Committee					View Details
04/19/2021 6:00pm	Regular City Council Meeting					View Details
04/19/2021 - 5:00pm	Special City Council Meeting					View Details

MUNICODE MEETINGS – TOMBALL TEXAS

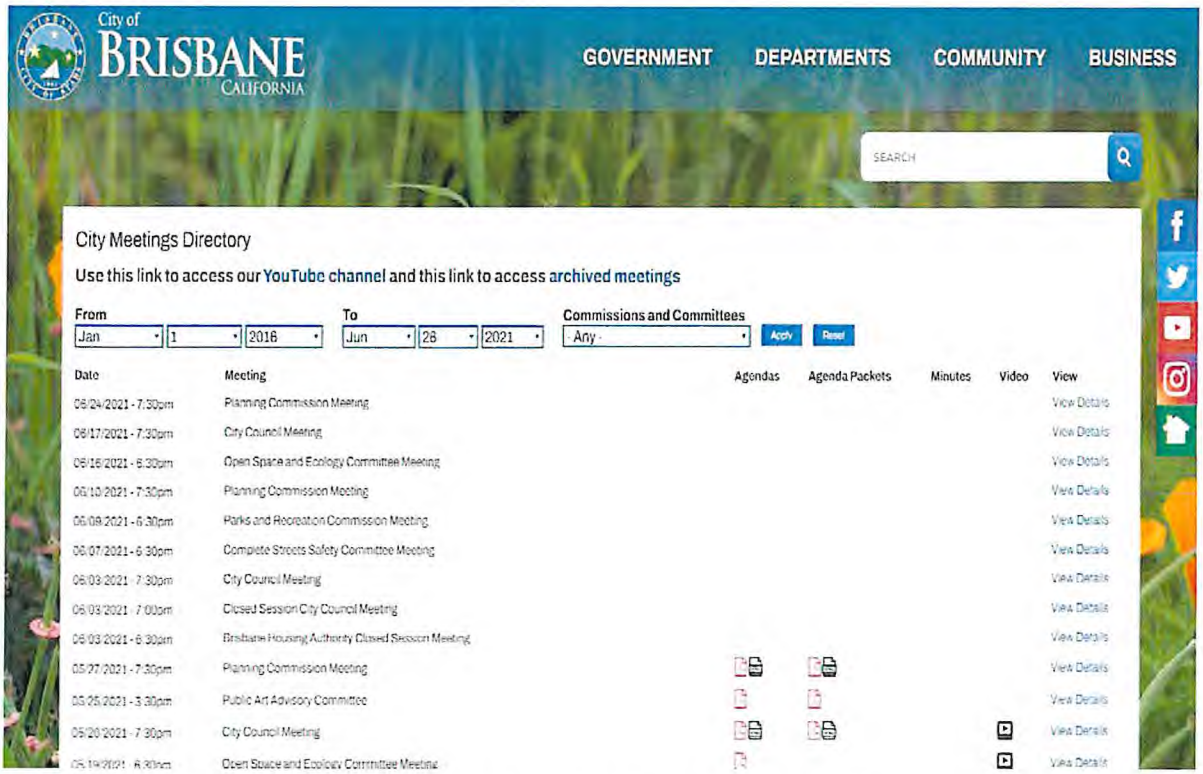
MUNICODE BOARDS MANAGEMENT – TOMBALL TEXAS



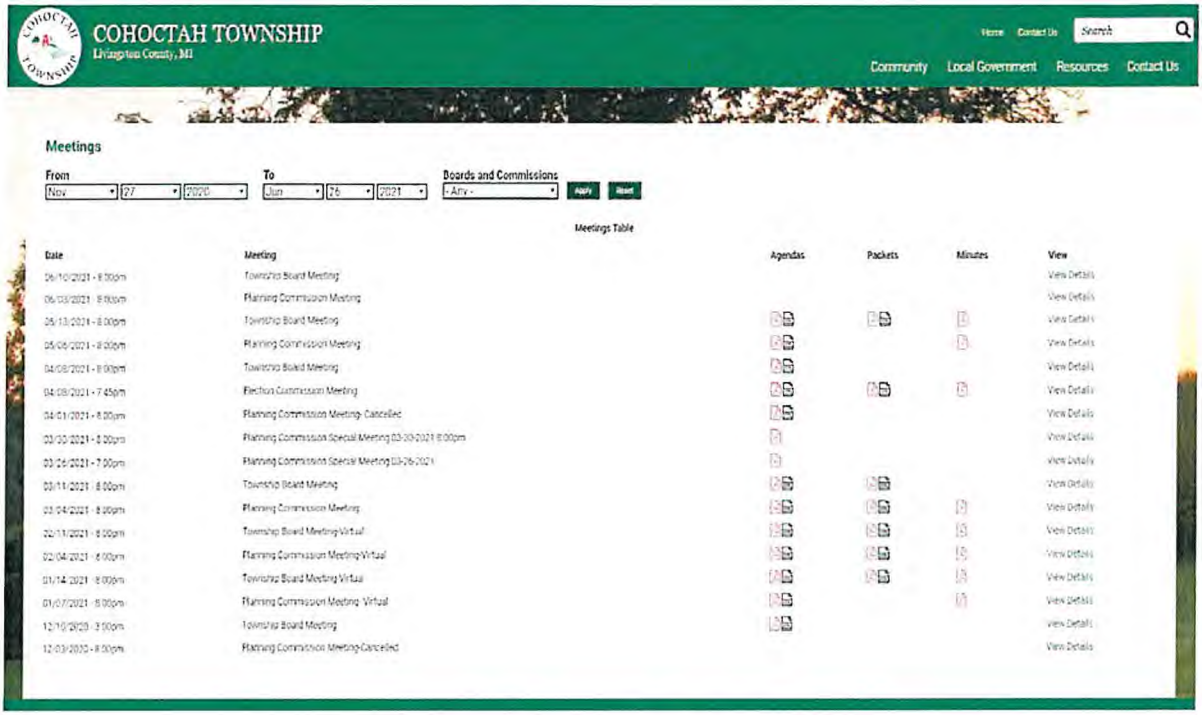
MUNICODE BOARDS & COMMISSIONS – FLUVANNA CO. VA.



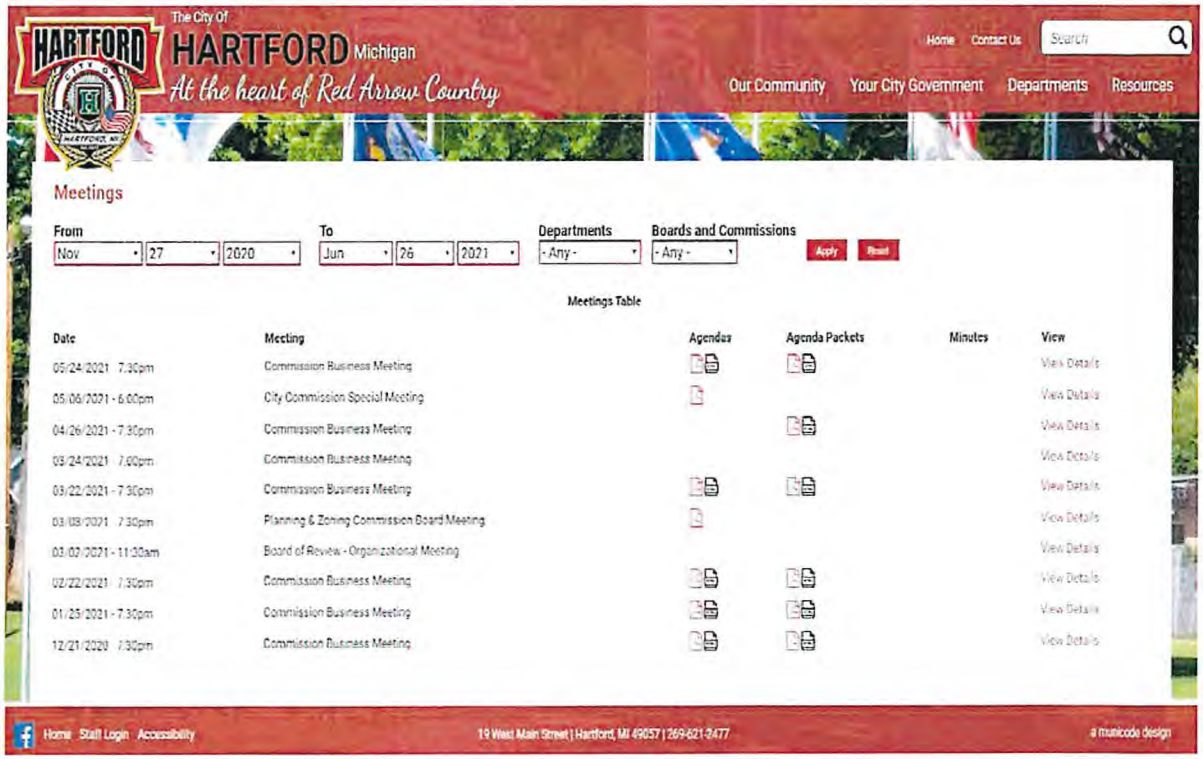
LATHRUP VILLAGE MICHIGAN – MUNICODE MEETINGS



BRISBANE CALIFORNIA – MUNICODE MEETINGS



COHOCTAH TOWNSHIP MICHIGAN – MUNICODE MEETINGS



HARTFORD MICHIGAN – MUNICODE MEETINGS

6B

CITY OF GROSSE POINTE WOODS

RECEIVED
MAY 25 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

To: City Council

From; Bruce Smith

Date: May 25, 2021

Subject: Michigan Police Chiefs' Summer Conference

I am requesting permission to attend the Michigan Police Chiefs' Summer Conference held at Shanty Creek Resort in Bellaire, MI. The conference is from Sunday, June 27, through Wednesday June 30, 2021. The conference registration cost is $260.00. The room is $170.00 per night for a total of $510.00. Total cost for the conference including per Diem for meals will not exceed $965.00. This is a budgeted item from account# 101-172-958.001 – Training and Conferences.

Registration	$260.00
Lodging	$510.00
Meals	$195.00
Total	**$965.00**

20025 Mack Plaza Drive, Grosse Pointe Woods, Michigan 48236-2397
Phone: (313) 343-2450 • Fax: (313) 343-2658 • Email: bsmith@gpwmi.us

2021 Summer Program At-A-Glance

SUNDAY, JUNE 27

❑ **Annual Thomas A. Hendrickson Pre-Conference Golf Tournament**
8:00 am — 10:10 am tee times
Sponsor:
Transportation Improvement Association

❑ **Registration**
Noon — 8:00 pm

❑ **Exhibitor Setup**
Noon — 5:00 pm

❑ ***Exhibits Open***
5:00 pm — 8:00 pm

❑ **Police Vehicle-of-the-Year Contest and Display**
2:00 pm — 8:00 pm

❑ **Member/Exhibitor Reception**
5:00 pm — 8:00 pm

❑ **MACP Networking Suite**
8:00 pm — Midnight

MONDAY, JUNE 28

❑ **Past Presidents' Breakfast**
8:00 am

❑ **Continental Breakfast**
8:30 am

❑ **Registration**
8:30 am — 4:00 pm

❑ ***Exhibits Open***
9:00 am — Noon

❑ **Police Vehicle-of-the-Year Contest and Display**
9:00 am — Noon

❑ **Accreditation Commission Review Hearings**
9:00 am Start time

❑ **Exhibitor Door Prize Drawings**
11:30 am — Noon

❑ **Attendee Lunch**
Noon — 1:00 pm
(for full registration conference attendees)

❑ ***Spouse Event - TBA***

❑ **Accreditation Commission Meeting**
1:00 pm Start time

❑ **Police Accreditation Coalition Meeting**
2:00 pm Start time

PROFESSIONAL DEVELOPMENT:
1:00 pm — 4:30 pm

❑ **MACP Annual Business Meeting & Professional Development Sessions**

❑ **High Intensity Drug Trafficking Area (HIDTA) Updates**

❑ **Dollars and Sense**

❑ **Legislative Update**

❑ **Leadership Lessons from James Bond**

❑ **Police Vehicle-of-the-Year Contest & Golf Tournament Prizes Announced**

Regional Chiefs' Meetings
4:30 pm — 5:30 pm

❑ **MACP Networking Suite**
8:00 pm — Midnight

TUESDAY, JUNE 29

❑ **Prayer Breakfast**
7:45 am — 8:45 am

❑ **Registration**
8:30 am — 3:00 pm

❑ **Continental Breakfast**
8:45 am

❑ **Legal Update**
9:00 am — 9:50 am

❑ **Excited Delirium by Any Other Name: A Not So Simple Issue**
10:00 am — 10:50 am

❑ **Duty to Intervene: Don't Just Stand There, Do Something!**
11:00 am — Noon

❑ **Attendee Lunch**
Noon — 1:00 pm
(for full registration conference attendees)

❑ **Washington Navy Yard Shooting: Lessons Learned**
1:00 pm — 1:50 pm

❑ **Leadership in Times of Crisis**
2:00 pm— 4:30 pm

❑ **Pre-banquet Refreshments**
5:30 pm — 6:00 pm

❑ **Awards Program & Banquet**
6:00 pm *(suit & tie attire)*

❑ **MACP Networking Suite**
(Immediately following Banquet)

WEDNESDAY, JUNE 30

❑ **Continental Breakfast**
8:45 am

❑ **Not by Chance Leadership**
9:00 am - Noon

❑ **Drawings for Prizes**
Noon — 12:30 pm

Visit the MACP Networking Suite in the Bellaire Ballroom

MICHIGAN ASSOCIATION OF CHIEFS OF POLICE

6C

CITY OF GROSSE POINTE WOODS
MEMORANDUM

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: **May 26, 2021**

To: **Mayor Bryant and City Council**

From: **Shawn Murphy, Treasurer/Comptroller**

Re: **Updating Bank Documentation**

There are multiple bank accounts that require updating as a result the addition of Steven Schmidt, Deputy Treasurer/Comptroller to the City of Grosse Woods Finance Department.

The bank vendor list includes the following:

Comerica Bank
Comerica Securities
Multi-Bank Securities, Inc.
Flagstar Bank
TCF Bank
CIBC Bank

I respectfully request City Council to approve the following signers on City bank accounts to include Shawn Murphy, Treasurer/Comptroller and Steven Schmidt, Deputy Treasurer/Comptroller. Bruce Smith, City Administrator will be removed as a signer from City bank accounts.

Shawn Murphy

Shawn Murphy, Deputy Treasurer/Comptroller

20025 Mack Plaza Drive, Grosse Pointe Woods, Michigan 48236-2397
Phone: (313) 343-2604 • Fax: (313) 343-2785 • Email: smurphy@gpwmi.us

6D

CITY OF GROSSE POINTE WOODS
MEMORANDUM

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: **May 26, 2021**

To: **Mayor Bryant and City Council**

From: **Bruce Smith, City Administrator**
Shawn Murphy, Treasurer/Comptroller

Re: **Non-Union Employees and Department Heads**

1. Effective July 1, 2021, there will be an across the board wage increase for full-time nonunion employees, department heads, and permanent part-time employees who have been in their current position for a period of 12 consecutive months as follows:

   Effective July 1, 2021 a two point five percent (2.50%)

2. Continue five (5) unpaid furlough days, scheduled as follows:

   Furlough Days Fiscal Year 2021-2022

July 2, 2021	-	Day before 4th of July
September 3, 2021	-	Friday before Labor Day
January 17, 2022	-	Martin Luther King Day
April 18, 2022	-	Easter Monday
May 27, 2022	-	Friday before Memorial Day

Effective July 1, 2021, we respectfully request City Council to approve a two point five percent (2.50%) pay increase for full-time non-union employees, department heads, and permanent part-time employees who have been in their current position for a period of 12 consecutive months, excluding appointed officials.

20025 Mack Plaza Drive, Grosse Pointe Woods, Michigan 48236-2397
Phone: (313) 343-2604 • Fax: (313) 343-2785 • Email: smurphy@gpwmi.us

7A

CITY OF GROSSE POINTE WOODS

MEMORANDUM

RECEIVED
MAY 21 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: May 20, 2021

To: Mayor and City Council

From: Bruce J. Smith, City Administrator

Subject: PAATS/The Helm at the Boll Life Center Transportation Agreement Renewal

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The Transportation Service Agreement between the Pointe Area Assisted Transportation Service and The Helm at the Boll Life Center is up for renewal.

The City Attorney, Lisa Anderson, has reviewed and approved the agreement for signature.

I recommend that the City Council authorize me to sign the Transportation Service Agreement.

RECOMMEND FOR APPROVAL AS SUBMITTED:

Bruce J. Smith, City Administrator

5/21/2021
Date

TRANSPORTATION SERVICE AGREEMENT

This TRANSPORTATION SERVICE AGREEMENT (the "Agreement"), is dated and made effective as of this 1st day of July, 2021 (the "Effective" Date), by and between the POINTE AREA ASSISTED TRANPSORTATION SERVICE, a Michigan non-profit corporation having an address of 158 Ridge Road, Grosse Pointe Farms, Michigan 48236 ("PAATS"), and THE HELM AT THE BOLL LIFE CENTER, a Michigan non-profit corporation having an address of 158 Ridge Road, Grosse Pointe Farms, Michigan 48236 (hereinafter called the "Contractor" or "The HELM"). PAATS and Contractor shall collectively be referred to as "the Parties".

WHEREAS, the Member Communities of PAATS include the cities of Grosse Pointe, Grosse Pointe Farms, Grosse Pointe Woods, Grosse Pointe Park, Harper Woods and the Village of Grosse Pointe Shores, a Michigan City (collectively the "Member Communities"); and

WHEREAS, PAATS operates a community Bus System for elderly and disabled residents of the Member Communities (the "Bus System"); and

WHEREAS, PAATS desires to engage the Contractor to perform certain services for the Bus System, as described herein and as more specifically described in Exhibit A – Scope of Services attached hereto and made a part hereof (the "Services"); and

WHEREAS, the Contractor desires to perform the Services for PAATS in accordance with this Agreement, which includes any and all Exhibits and attachments referenced herein; and

WHEREAS, the Contractor has the requisite skills necessary to assist PAATS and represents that it is fully qualified and capable of performing the Services required hereunder upon the terms and conditions hereinafter set forth.

NOW THEREFORE, in consideration of the mutual covenants, promises, and agreements hereinafter set forth, the Parties agree as follows:

1. **Engagement of Contractor.** PAATS hereby engages the Contractor and the Contractor agrees to perform the Services in accordance with the terms and conditions contained in this Agreement, during the period commencing with the Effective Date of this Agreement and concluding on June 30, 2024 (the "Contract Term"), unless the Contract Term is otherwise extended in writing by PAATS pursuant to any renewal terms set forth in Exhibit A – Scope of Services or pursuant to agreement between the Parties.

2. **Independent Contractor.** The relationship of the Contractor and PAATS shall be that of an independent contractor and no liability or benefits, such as retirement benefits or liabilities, pension rights or liabilities, holiday pay, sick pay, vacation pay, personal injury or property insurance rights or liabilities, or such other rights, provisions, or liabilities arising out of a contract of hire or employer/employee relationship either express or implied shall arise or accrue to either party as a result of this Agreement and undertaking.

3. **Compensation.** PAATS agrees to pay the Contractor for the proper performance of the Services, and any additional services that may be required by PAATS, in accordance with the terms of Exhibit A.

4. **Assignment.** Contractor shall not assign, subcontract or transfer its rights, duties, obligations and interest in this Agreement without prior written approval by PAATS.

5. **Subcontractors.** None of the Services covered by this Agreement shall be subcontracted without the prior written approval of PAATS.

6. **Licenses.** The Contractor shall maintain, at PAATS' sole cost and expense, any and all licenses, permits, registrations, certifications and any other documentation required by any governmental and/or regulatory agency, in order for Contractor to perform the Services in compliance with all applicable laws and regulations.

7. **Event of Default.** The following acts and/or omissions shall constitute a default and material breach of this Agreement by the Contractor and shall be deemed an Event of Default if not cured within five (5) days after written notice of default has been sent to the Contractor, provided however, that if the default is such that more than (5) days is required for a cure, then Contractor shall not be in default if it commences to cure the default within the five (5) day period and thereafter diligently prosecutes the same to completion:

a. Failure to comply with any of the terms and conditions of this Agreement; and/or
b. Failure to begin the Services in accordance with the terms of this Agreement; and/or
c. If the Contractor, in the judgment of PAATS, is unnecessarily or unreasonably or willfully delaying the performance and completion of the Services; and/or
d. The Contractor abandons the Services to be undertaken; and/or
e. PAATS is of the opinion that the Services cannot be completed within the time provided, where in PAATS judgment, the delay is attributable to conditions within the Contractor's control; and/or
f. The Contractor assigns, transfers, conveys or otherwise disposes of this Agreement, in whole, or in part, without prior approval of PAATS; and/or
g. The Contractor violates any law, charter provision, ordinance, rule, regulation, governmental order or directive; and/or
h. The filing of a voluntary or involuntary petition in bankruptcy or for reorganization or an arrangement, or an assignment for the benefit of creditors, or the adjudication of the Contractor as being bankrupt or insolvent, or the appointment of a receiver of, or for the Contractor if such appointment, adjudication, or similar order or ruling remains in force or unstayed for a period of thirty (30) days, or Contractor admits in writing its inability to pay its debts generally as they become due; and/or
i. The performance of the Services, in the reasonable judgment of PAATS, is substandard, unprofessional or faulty and not adequate to the demands of the Services to be performed; and/or
j. The Contractor ceases to conduct business in the normal course.

In the Event of Default by the Contractor, PAATS shall be entitled to exercise any and all remedies available at law and/or in equity, including, but not limited to the right to seek and sue for damages, any costs incurred to enforce, or attempt to enforce this Agreement, including reasonable attorney fees, which enforcement shall not be limited, and may include appeals of any decisions in lower courts, as well as collection efforts thereafter.

8. **Termination By PAATS.** PAATS may terminate this Agreement, in whole or in part, in the Event of Default hereunder, upon giving written notice of termination (herein called "Notice of Termination") to the Contractor at least fourteen (14) days before the effective date of the termination, unless emergency circumstances require that the Agreement be terminated sooner. PAATS may in all events terminate this Agreement upon sixty (60) days prior written notice to Contractor; provided, however, that PAATS will compensate Contractor for reasonable expenses incurred by Contractor in operating the Bus System prior to the effective date of termination as well as any non-cancellable reasonable expenses incurred by Contractor before notice of termination.

9. **Termination By Contractor.** Contractor shall have the right to terminate this Agreement in the event PAATS violates any material term or condition of this Agreement. Contractor may exercise its right of termination by serving written notice of such intention to terminate at least fourteen (14) days in advance of the effective date of the termination. PAATS shall have a period of seven (7) days following receipt of such written notice to cure to the satisfaction of Contractor any such material breach. Contractor may in all events terminate this Agreement upon sixty (60) days prior written notice to PAATS.

10. **Conflict of Interest.** The Contractor warrants and covenants that it does not have and that it will not have during the performance of this Agreement, any direct or indirect proprietary or other interest in any concern, business or entity which would conflict in any manner or degree with the performance of the Services under this Agreement. The Contractor further warrants and covenants that no officer, commissioner, member or employee of PAATS or any other public official who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this established Services Agreement has any personal or financial interest, direct or indirect in this Agreement or the proceeds hereof.

11. **Indemnification.** The Contractor agrees to indemnify and hold harmless PAATS against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, losses and expenses (including, without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by or asserted against PAATS by reason of any acts of the Contractor and/or its Employees, during the term of this Agreement. In the event any such claims shall be brought against PAATS, the Contractor, shall at the Contractor's sole cost and expense, resolve or defend the same, with counsel of the Contractor's choice, provided said counsel is acceptable to PAATS; or if Contractor's counsel is not acceptable to PAATS, PAATS may select its own legal counsel to defend the claims and Contractor shall pay all fees, costs and expenses associated therewith. Contractor's indemnification herein shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor, including any limitation that may be applicable under workers' compensation acts or other employee benefit acts. Contractor agrees that Contractor's indemnification herein

includes the requirement for Contractor to pay any deductible incurred by PAATS regarding any insured claims.

12. **Insurance.** Contractor agrees to ensure that liability, workers compensation and other insurances as set forth in the SMART Contract Insurance Requirements Summary as amended from time to time, are secured on behalf of PAATS for the Bus System and it shall cause PAATS, the Member Communities and SMART to be named as additional insured and/or loss payees under such insurances, as applicable. Contractor shall also obtain directors' and officers' liability insurance for PAATS covering its operation of the Bus System. Contractor shall annually, and at any time upon request, provide PAATS with Certificates of Insurance for the insurance coverages required herein.

13. **Notices.** All notices, consents, approvals, requests, reports and other communications (herein collectively called "Notices") required or permitted under this Agreement shall be in writing and addressed as follows:

If to PAATS:	PAATS c/o Village of Grosse Pointe Shores, a Michigan City 795 Lake Shore Road Grosse Pointe Shores, MI 48236 Attention: Robert Barrette, Chairman Email: rbarrette@gpshoresmi.gov
If to Contractor:	The Helm 158 Ridge Road Grosse Pointe Farms, Michigan 48236 Attention: Lynda Altovilla, Director of Finance Email: laltovilla@helmlife.org

14. **Equal Opportunity.** Contractor shall comply with all federal, state, and local laws, ordinances and executive orders relating to nondiscrimination, and shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin or sex, and shall not deny the services to be rendered under this Agreement to any person because of race, creed, color, national origin, sex or handicap.

15. **Further Documents and Action.** The Parties hereto agree that at any time or from time to time after the execution of this Agreement, they shall, upon request of the other, execute and deliver such further documents and do such further actions and things as may be reasonably requested in order to fully affect the purposes of this Agreement.

16. **Applicable Law and Venue.** This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Michigan. Any disputes hereunder shall be litigated in the State or federal courts, as applicable, located in Wayne County, Michigan.

17. **Entire Agreement.** This Agreement embodies the entire agreement and understanding by and among the Parties relating to the subject matter hereof, and this Agreement may not be amended, waived or discharged, except by an instrument in writing executed by both Parties.

18. **Counterparts.** This Agreement may be executed in any number of counterparts, none of which may have been executed by all the Parties hereto, each of which shall be deemed an original, and all of which when taken together shall constitute one and the same instrument.

19. **Severability.** Whenever possible, each provision of this Agreement and all related documents shall be interpreted in such a manner as to be valid under applicable law, but to the extent any provision is invalid or prohibited under applicable law, such provision shall be ineffective to the extent of such invalidity or prohibition without invalidating the remainder of such provision or the remaining provisions of this Agreement.

20. **No Waiver of Rights.** No failure or delay on the part of any Party hereto in the exercise of any power or right hereunder shall operate as a waiver of such power or right with respect to any other term, provision, or condition hereof and all rights and remedies hereunder are cumulative and shall not be deemed exclusive of any other rights or remedies provided by law. PAATS reserves and shall have any and all rights and remedies provided in this Agreement and at law or in equity, including, but not limited to the equitable remedy of specific performance.

21. **Exhibits.** Any documents, exhibit, and/or schedule referenced herein as a part of this Agreement shall be deemed to have been incorporated herein.

22. **Binding Agreement.** This Agreement shall be binding upon and inure to the benefit of the heirs, legal representatives, successors and assigns of the Parties hereto.

23. **Headings.** All section and paragraph headings are for quick reference and convenience only and do not alter, amend, explain, or otherwise affect the terms and conditions appearing in this Agreement.

24. **Amendment.** No amendment or modification of this Agreement shall be valid or binding on the Parties unless made in writing and signed on behalf of each of the Parties by their respective duly authorized representatives.

25. **Anti-Kickback and No Bribes.** Contractor and Contractor's Employees, are prohibited by law and this Agreement, from (i) inducing any person working for PAATS and/or in connection with the Services to give up any of their compensation for Contractor's performance hereunder, or (ii) from paying or accepting any bribe in connection with securing this Agreement or in connection with performing under the terms of this Agreement. Contractor shall specifically require Contractor's Employees and any others engaged and/or retained by Contractor to agree in writing to abide by these provisions.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first above written.

CONTRACTOR: THE HELM

By: _____

_____

Its: _____

Dated: _____

PAATS:

By: _____

_____

Its: _____

Dated: _____

ACKNOWLEDGED AND APPROVED:

GROSSE POINTE SHORES

By: _____
(Signature)

_____
(Printed Name)

Title: _____

Dated: _____

GROSSE POINTE FARMS

By: _____
(Signature)

_____
(Printed Name)

Title: _____

Dated: _____

GROSSE POINTE WOODS

By: _____
(Signature)

_____
(Printed Name)

Title: _____

Dated: _____

GROSSE POINTE PARK

By: _____
(Signature)

_____
(Printed Name)

Title: _____

Dated: _____

GROSSE POINTE

By: _____
(Signature)

_____
(Printed Name)

Title: _____

Dated: _____

HARPER WOODS

By: _____
(Signature)

_____
(Printed Name)

Title: _____

Dated: _____

TRANSPORTATION SERVICE AGREEMENT

EXHIBIT A – SCOPE OF SERVICE

SERVICES:

Contractor hereby agrees to perform the following services in connection with this Agreement:

1. Manage and operate the Bus System for the Member Communities in an area bounded by Gratiot Avenue, 11 Mile Road, Chalmers Avenue and Lake St. Clair/Detroit River, plus several "Site Specific" locations, Monday through Friday, 7:00 a.m. to 4:00 p.m., the Contractor's observed major holidays excluded, using buses loaned to PAATS by the Suburban Mobility Authority for Regional Transportation ("SMART").

2. Undertake responsibility for housing the buses or to have one or more of the buses housed at the municipal facilities of the Member Communities.

3. Operate the Bus System in accordance with the reporting, vehicle servicing and other operating requirements set forth in the SMART Community Transit Manual, attached to and incorporated herein as Exhibit B.

4. Accounting, including payroll processing, accounts receivable, accounts payable, reconciliations, audit support and board reports.

5. Dispatch, including wages and benefits.

6. Daily management of service support, including reports to SMART and Wayne County CDBG.

7. Office rent.

8. Cooperate with PAATS in the employment of appropriate personnel to operate the Bus System.

9. Perform such other duties as assigned by PAATS to ensure that all contractual and regulatory responsibilities imposed by SMART or by applicable law or regulations relating to the operation of the Bus System are met.

10. Maintain a central business office and dispatching service and maintain a local telephone number for dispatching, scheduling of bus service, inquiries and complaints.

11. Provide PAATS with a copy of Contractor's annual audited financial statements for each fiscal year no later than 90 days following the end of such fiscal year or, if not then available, within seven (7) days of receipt by Contractor.

12. Contractor will coordinate on PAATS behalf, the employment, termination, and interview/hiring responsibilities such that there will be no material lapse in service or operation of the Bus System.

13. Administer the day-to-day operation of the Bus System subject to applicable SMART contractual requirements and other legal regulatory requirements concerning the operation of the Bus System, and subject further to the general oversight of the PAATS Board of Directors.

14. Financially account to PAATS on a quarterly basis or at such other times as may be requested of Contractor by the PAATS Board of Directors.

15. Maintain the accounting records of PAATS in accordance with Generally Accepted Accounting Principles.

16. Coordinate on PAATS behalf, the engagement of a suitable auditing firm to complete the annual audited financial statements as required by the State of Michigan.

17. Prepare all of the regulatory paperwork for review and approval by the PAATS Board of Directors. Once approved and signed, Contractor shall file the paperwork with the appropriate agencies on behalf of PAATS.

18. Retain all documents related to the operation of PAATS in accordance with applicable state and federal record retention schedules.

19. Prepare and present balanced draft budgets as necessary (i.e. PAATS' Annual SMART Budget) for review and approval by the PAATS Board of Directors.

20. Address any complaints concerning the Bus System received by Contractor, and refer complaints to the PAATS Board to be reviewed for potential further action.

21. Ensure that each vehicle operator shall have all required licenses, including, if required, a valid Michigan Chauffeur's License, Federal Transit Administration (FTA) and MDOT Licenses, and all other applicable federal and state licenses, and shall be able to produce licenses upon request from a law enforcement officer.

22. Bus Service required under this Agreement shall be curb to curb only. Each vehicle operator shall be clean, neat and courteous and shall assist all passengers who require help into and out of the vehicles. Contractor shall make special efforts for handicapped persons, including semi-ambulatory and wheelchair users, equal to the services provided to other riders provided for under this Agreement, consistent with the requirements of the Americans with Disabilities Act.

23. Contractor shall ensure PAATS complies with all rules and requirements of SMART and/or the MDOT, as set forth in the following, and as may be amended from time to time:

a. SMART Community Transit Manual;
b. SMART Contract Insurance Requirements Summary;
c. SMART Community Partnership Program Contracts;
d. SMART Specialized Services Contract; and
e. Municipal Credit Contracts and Community Credit Contracts between SMART and each of the Member Communities.

24. Maintain the buses and other equipment used in the Bus System in safe and good operating condition at all times, and to have them serviced by SMART in accordance with the servicing guidelines and schedules set forth in the Community Partnership Program Agreements and in the SMART Community Transit Manual.

25. Ensure that liability, workers compensation and other insurances as set forth in the SMART Contract Insurance Requirements Summary as amended from time to time, are secured on behalf of PAATS for the Bus System and it shall cause the Contractor, the Member Communities and SMART to be named as additional insureds and/or loss payees under such insurances, as applicable.

26. Contractor shall obtain directors' and officers' liability insurance covering its operation of the Bus System.

27. Contractor shall account to PAATS and SMART for the use of the Funding Sources and the operation of the Bus System quarterly, or more frequently as may be required in the SMART Community Transit Manual. Among other things, Contractor shall generate a quarterly report showing expenses (payroll, allocations for fringe benefits and insurance, and all other expenses), as well as fare revenue and other income (i.e. Income Statement). Contractor shall itemize in the quarterly report those CDBG monies and SMART Municipal Credits and Community Credits received directly or indirectly for the fiscal year in which the quarterly report had been issued. PAATS shall provide monthly bank statements to Contractor, so that a quarterly report of PAATS' assets can be generated by Contractor. Contractor and PAATS acknowledge and agree that Contractor may regularly interface directly with SMART, and it may agree with SMART, from time to time and as needs arise, to the provision of new, additional and/or alternate buses to be used in the operation of the Bus System; and that Contractor may agree with SMART to the placement of advertising on the buses.

28. Upon termination of this Agreement, cooperate with PAATS to ensure a smooth transition to a new operator.

LENGTH OF TERM: The Term of this Agreement shall commence as of the Effective date and continue for a period of three (3) years, unless terminated earlier pursuant to the provisions of this Agreement. PAATS may, in its sole discretion, extend the term of this Agreement on the same terms and conditions contained herein.

COMPENSATION: PAATS shall pay Contractor for the Services provided in this Agreement from the following sources: annual assignment by the Member Communities to PAATS of their Municipal Credit Funds and Community Credit Funds made available to them by SMART; "Specialized Services Contract" funds made directly available by SMART to PAATS; State of Michigan General Fund Revenues; Community Development Block Grant ("CDBG") Funds; and passenger Farebox Revenues (collectively, with any cash on hand in PAATS' accounts, the "Funding Sources"). The Parties agree that the expenses incurred by Contractor in association with operating the Bus System shall be set forth in annual budgets approved by the PAATS Board of Directors.

PAATS shall make the Funding Sources available to pay Contractor as follows:

Management and Rent PAATS shall pay Contractor a monthly Management and Rent Fee in the amount of $2,500.00 for performance of the Services under this Agreement. The Management and Rent Fee may be increased upon mutual written agreement of the Parties

Expenses Expenses incurred by Contractor in fulfilling the Services required by this Agreement shall be billed by Contractor and paid monthly by PAATS in arrears:

(a) Expenses associated with operating the Bus System, including, but not limited to, compensation and statutorily required benefits paid to dispatchers or other employees or contractors retained by Contractor to perform services in connection with operating the Bus System;

(b) Expenses associated with housing the operation of the Bus System, including use and occupancy of Contractor's facilities, utilities, use of furniture, fixtures and office equipment and supplies and parking for the buses;

(c) Administrative and management expenses associated with managing the Bus System, including supervision of employees; preparing required reports and accounting services.

- Contractor shall have day-to-day use of the PAATS' Funding Sources for the operation of the Bus System as provided in this Agreement and shall maintain a separate PAATS' bank account to hold the Funding Sources. Contractor shall pay all expenses associated with the

operation of the Bus System using PAATS' funding sources. All revenue generated by the buses, including fares and advertising, shall be deposited into the PAATS' bank account.

7B

RECEIVED
MAY 26 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

MEMO 21-25

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services FS

DATE: May 4, 2021

SUBJECT: Recommendation – Trucking Services

Grosso Trucking & Supply Co. has the current contract to provide trucking services for the City through June 30, 2021. Owner Steve Grosso has provided a quote for trucking pricing for the 2021/2022 fiscal year with a $0.50 increase on trucking and $0.50 increase on materials. The company is fully insured and bonded and has provided very good and reliable trucking services for the city since 2015. Grosso Trucking again requests an annual fee of $2,500.00/year for leaving his loader in the DPW yard. His drivers load their trucks themselves at no additional cost to the city allowing DPW employees to work on other tasks. Only one other bid for trucking services was received the last time a bid was mailed in 2011 and the prices not only exceeded Grosso Trucking's new prices but also included $52,000/year for a loader plus $45.00/hour for labor plus fuel with a 3% fuel surcharge. Grosso Trucking's employees also assist with clean up in the DPW yard. I do not believe any benefit would accrue to the city by seeking additional bids.

I recommend the city enter into a contract with Grosso Trucking & Supply Co., 10015 Marine City Hwy., Fair Haven, MI 48023 to continue to provide trucking and hauling services from July 1, 2021 through June 30, 2022. This is a budgeted item included in the 2021/22 budget in the amount of $84,000.00 in Solid Waste/Disposal contractual services account 226-528-818.000. Attached is a copy of the proposed contract approved by the city attorney and used in prior years that will be effective from July 1, 2021 through June 30, 2022, as well as a current certificate of insurance.

Please contact me if you have any questions concerning this matter.

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.

Bruce Smith — 5/26/2021

Bruce Smith, City Administrator — Date

Fund Certification:

Account numbers and amounts have been verified as presented.

Shawn Murphy — 5-26-2021

Shawn Murphy, Treasurer/Comptroller — Date

Grosso Trucking & Supply Co.
10015 Marine City Hwy.
Fair Haven, MI 48023
(586) 725-2935 • Fax: (586) 725-4153
Website www.grossotrucks.com

5/4/21

City of Grosse Pointe Woods

Attn: Frank

Here is the quote for the 2021 trucking and materials

Trucking Yard Waste $5.50 a yard
Trucking Dirt out $8.50 a yard
Trucking compost $5.50 a yard
Trucking Concrete out $5.50 a yard
Trucking Leaves $5.50 a yard
Sand In $11.00 a yard
Screened Topsoil $16.00 a yard
21A Crushed Concrete $16.00 a yard

The prices went up .50 cents on trucking and .50 cents on material in.

If you have any questions please me a call.

Thank you,

Steve Grosso
Grosso Trucking

GROSSO TRUCKING & SUPPLY CO. AGREEMENT

This agreement is entered into on this ___ day of _____, 2021 between the CITY OF GROSSE POINTE WOODS, a Municipal Corporation, of 20025 Mack Plaza, Grosse Pointe Woods, Michigan ("City"), and Grosso Trucking & Supply Co., 10015 Marine City Hwy., Fair Haven, Michigan 48023;

WHEREAS, Grosso Trucking & Supply Co. is engaged in hauling leaves/brush, scrap, concrete, wood chips, debris, dirt, and sand; and

WHEREAS, the City desires to utilize the services of Grosso Trucking & Supply Co. as an independent contractor:

THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Award of Contract: Grosso Trucking & Supply Co. is hereby awarded a non-exclusive contract to perform hauling services for the City.

2. Term of Contract: This contract will cover the fiscal year beginning July 1, 2021 and continue through June 30, 2022.

3. Rates: Grosso Trucking & Supply Co. will perform hauling services as instructed by the City at the agreed sums of $5.50 per yard for leaves/brush, $5.50 per yard for removal of wood chips and clean concrete, $8.50 per yard for excavation spoils, $5.50 per yard for delivery of compost; $11.00 per yard for sand in; $16.00 for 21A crushed concrete in; and $16.00 per yard for screened topsoil in.

4. Termination: Notwithstanding the term of this contract, this agreement may be terminated by either party with 30 days written notice to the other party for any reason.

5. Insurance: Grosso Trucking & Supply Co. will keep in full force and affect insurance coverage in accordance with the bid specifications dated April 7, 2011, and shall furnish proof of such insurance to the City of Grosse Pointe Woods.

6. Compliance with City Ordinances: Grosso Trucking & Supply Co. shall be required to comply with all city ordinances and pertinent state laws during the terms of this Agreement including, but not limited to, hours of operation.

7. City Indemnification: Grosso Trucking & Supply Co. agrees to indemnify and hold harmless the City from any actions, suits, debts, judgments, damages and/or claims arising out of Grosso Trucking & Supply Co.'s performance of this Agreement.

8. Incorporation of Bid Documents: The original bid documents including the notice to bidders dated April 7, 2011, specifications, insurance coverage, and the bid sheet are incorporated into this Agreement by reference. In the event of any inconsistencies between the bid documents and this Agreement, the Agreement controls.

WITNESS:

_____

_____

City of Grosse Pointe Woods

By: _____
Bruce Smith
City Administrator

Grosso Trucking & Supply Co.

By: _____
Steve Grosso
Owner

GROSTRU-01 CASSIES

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/8/2021

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

RECEIVED FEB - 8 2021 CITY OF GROSSE POINTE WOODS CLERK'S DEPARTMENT

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

PRODUCER License # 958967
Johnston Lewis Associates, Inc.
5600 New King, Ste. 210
Troy, MI 48098

CONTACT NAME: Cassie Stewart
PHONE (A/C, No, Ext): FAX (A/C, No):
E-MAIL ADDRESS: cassies@jlains.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Michigan Millers Mutual Insurance Company	14508
INSURER B : Retailers Insurance Company	12471
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Grosso Trucking and Supply Company
10015 Marine City Hwy
Ira, MI 48023

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			C0542281	1/1/2021	1/1/2022	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 3,000,000
	OTHER:						FUNGI	$ 100,000
A	AUTOMOBILE LIABILITY			V010583100	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / X SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB / OCCUR			L0302357	1/1/2021	1/1/2022	EACH OCCURRENCE	$ 1,000,000
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED / RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WCPQ00004967	1/1/2021	1/1/2022	PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N Y	N/A					E.L. EACH ACCIDENT	$ 2,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 2,000,000
							E.L. DISEASE - POLICY LIMIT	$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Grosse Pointe Woods is named as an additional insured with respects to general liability as required by written contract.

CERTIFICATE HOLDER

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

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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7C

MEMO 21-28

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services F.S.

DATE: May 14, 2021

SUBJECT: Recommendation – Tree Removal Contract for 2021/2022

Arbor Pro Tree Service, Inc. has requested a rate increase for the fiscal year 2021/2022. Arbor Pro Tree Service's current contract ends on June 30, 2021. Arbor Pro Tree Service, Inc. requested increase is less than the Davey Tree Expert Company bid received in 2015.

COMPANY	Pricing	12" to 19"	20" to 27"	28" to 35"	36" to 43"	Over 44"	Charge For Emergency Call-Out	Total tree removal Pricing
Arbor Pro Tree Service, Inc.	2021 Pricing	$262.00	$532.00	$725.00	$1,425.00	$2,480.00	$75.00 per man hour	$5,424.00
Arbor Pro Tree Service, Inc.	2015 Bid pricing	$210.00	$425.00	$580.00	$1,140.00	$1,410.00	$65.00 per man hour	$3,765.00
Michigan Tree & Landscaping	2015 Bid pricing	$350.00	$400.00	$550.00	$1,500.00	$1,800.00	$70.00 per man hour	$4,600.00
Davey Tree Expert Company	2015 Bid pricing	$400.00	$625.00	$1,200.00	$1,800.00	$2,200.00	$75.00 per man hour	$6,225.00
J&M Tree Service	Out of Business	$200.00	$500.00	$650.00	$800.00	$1,100.00	$300.00 per hour	Out of Business

Arbor Pro Tree Service, Inc. work is excellent. In June of 2020, the city suffered a tremendous windstorm event that left multiple large city street trees blown down across streets, private properties, and city parks. With their assistance, the city was cleared in a few weeks.

I do not believe seeking additional bids at this time is needed. I do recommend going out to bid this year for fiscal year 2022/2023 for new city street tree removal proposals.

I am requesting council approval of the new contract for city street tree removals from July 1, 2021 through June 30, 2022, to Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236.

Attached is a copy of an updated contract, approved by City Attorney Lisa Anderson, as well as a current certificate of insurance. This is a budgeted item included in the 2021/2022 budget in the amount not to exceed $40,000.00 in account 101-465-818.000.

No benefit will accrue to the City by seeking bids.

Bruce Smith, City Administrator — Date 5/27/2021

Fund Certification: Account numbers and amounts have been verified as presented.

Shawn Murphy, Treasurer/Comptroller — Date 5-27-2021

Arbor Pro Tree Service, Inc.

Proposed Pricing for Grosse Pointe Woods

Tree Removal

- 12 "– 19" Diameter - Close to Ground - **$262.00** – 6" to 8" Below Grade - **$354.00**
- 20" – 27" Diameter – Close to Ground - **$532.00** – 6" to 8" Below Grade - **$717.00**
- 28" – 35" Diameter – Close to Ground - **$725.00** - 6" to 8" Below Grade - **$978.00**
- 36" – 43" Diameter – Close to Ground - **$1425.00** - 6" to 8" Below Grade - **$1924.00**
- 44" Diam. and up – Close to Ground -**$2480.00** - 6" to 8" Below Grade - **$3224.00**

Our pricing is applicable to **Street Trees** located in the right of way on City property.

Trees affected by the **"Edison High Energy Lines"** are to be priced individually.

TREE REMOVAL CONTRACT

THIS AGREEMENT is entered into this ____ day of _____, 2021, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan, ("City), and Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236 ("Contractor").

WHEREAS, the Contractor Arbor Pro Tree Service, Inc. has offered to extend the contract for the period July 1, 2021 through June 30, 2022 with the prices below for the removal of trees on City property within the City of Grosse Pointe Woods, in accordance with the instructions, specifications, and contract documents accepted by City Council on October 19, 2015, and

THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Award of Contract: Arbor Pro Tree Service, Inc. is hereby awarded a non-exclusive contract to perform removal of city street trees.

2. Term of Contract: This contract will cover the fiscal year beginning July 1, 2021 and continue through June 30, 2022.

3. Rates: Arbor Pro Tree Service, Inc. will remove city street trees as instructed by the City at the agreed sums of $262.00 for 12" to 19" diameter trees, $532.00 for 20" to 27" diameter trees, $725.00 for 28" to 35" diameter trees, $1,425.00 for 36" to 43" diameter trees, and $2,480.00 for over 44" diameter trees.

4. Termination: Notwithstanding the term of this contract, this agreement may be terminated by either party with 30 days written notice to the other party for any reason.

5. Insurance: Arbor Pro Tree Service, Inc. will keep in full force and affect insurance coverage in accordance with the bid specifications dated September 23, 2015, and shall add the City as an additional insured on its commercial general liability insurance. Arbor Tree shall furnish proof of such insurance to the City of Grosse Pointe Woods.

6. Compliance with City Ordinances: Arbor Pro Tree Service, Inc. shall be required to comply with all city ordinances and pertinent state laws during the terms of this Agreement including, but not limited to, hours of operation.

7. City Indemnification: Arbor Pro Tree Service, Inc. agrees to indemnify and hold harmless the City from any actions, suits, debts, judgments, damages and/or claims arising out of Arbor Pro Tree Service, Inc.'s performance of this Agreement.

8. Incorporation of Bid Documents: The original bid documents dated September 23, 2015, including the notice to bidders, specifications, insurance coverage, and the bid sheet are incorporated into this Agreement by reference. In the event of any inconsistencies between the bid documents and this Agreement, the Agreement controls.

Witnessed by:

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

_____

BY: _____
Bruce Smith, City Administrator

ARBOR PRO TREE SERVICE, INC.
Contractor

_____

BY: _____
James G. Bonahoom, Owner/President

7D

MEMO 21 - 27

RECEIVED
MAY 26 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services FS

DATE: May 13, 2021

SUBJECT: Recommendation – Janitorial Services for Municipal Building

Triple F Commercial Cleaning Services has the current contract to provide janitorial services for the municipal building through June 30, 2021. They are fully insured and bonded and their work is satisfactory. The bid specifications from 2011/12 included a provision that the city could extend the contract for additional periods as long as service requirements and the contract price remain the same. Triple F's offer to extend current pricing for the upcoming fiscal year July 1, 2021 through June 30, 2022 is attached. We received nine bids in 2011/12 and all were higher than Triple F, ranging from $17,340.00 to $35,000.00 per year. I believe they would be significantly higher now. I do not believe any benefit would accrue to the city by seeking additional bids.

Therefore, I recommend a contract in an amount not to exceed $13,000.00 be awarded to Triple F Facility Services, Inc., 1250 Souter Dr., Troy, MI 48083 to supply janitorial services for the municipal building from July 1, 2021 through June 30, 2022. This is a budgeted item included in the 2021/2022 budget in account 101-444-818.000 in the amount of $13,000.00.

Please contact me if you have any questions concerning this matter.

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.

Bruce Smith, City Administrator — Date 5/26/2021

Fund Certification:

Account numbers and amounts have been verified as presented.

Shawn Murphy, Treasurer/Comptroller — Date 5-26-2021

TRIPLE F SERVICES

May 10,2021

To whom it may concern,

This letter is to inform you there will be no price increase for regular cleaning services for the City of Grosse Pointe Woods currently contracted from Triple F Services for the 2021-2022 contract year.

Should you have any questions or need more information, please contact us at 248.397.8079 and we will be happy to assist.

Thank you and we look forward to our continued partnership.

Tony Jucja

Triple F Services
1250 Souter Dr
Troy Mi 48083

JANITORIAL SERVICES CONTRACT FOR GROSSE POINTE WOODS MUNICIPAL BUILDING

THIS AGREEMENT is entered into this ____ day of _____, 2021, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan ("City"), and Triple F Facility Services, Inc., 1250 Souter Dr., Troy, MI 48083 ("Contractor").

WITNESSETH:

WHEREAS, the Contractor has offered to extend pricing for the period July 1, 2021 through June 30, 2022 for janitorial services for the City of Grosse Pointe Woods Municipal Building in accordance with the instructions, specifications, and contract documents accepted by City Council on June 20, 2011, including a provision that the City could extend the contract for additional periods as long as service requirements and the contract price remained the same;

NOW THEREFORE, in consideration of the mutual undertakings of the parties it is agreed by and between the parties as follows:

1. The "contract documents" defined as follows: this Contract, the Invitation to Bid dated April 29, 2011, the Specifications for Janitorial Services for the Municipal Building, the Bidder's Reference Page, the Bid Sheet dated May 24, 2011, and the Certification of Bidder Form, shall be incorporated herein by reference, and shall become a part of this contract, and shall be binding upon both parties.

2. The Contractor agrees that it will, during the term of this contract or any extension, perform duties and provide janitorial services for the City of Grosse Pointe Woods Municipal Building in accordance with the contract documents, and in compliance with all provisions of applicable Federal, State and local laws pertaining to the functions to be performed hereunder.

3. The City agrees that it will, upon satisfactory performance of the work as required in the contract documents, pay the Contractor $13,000.00 per annum as specified in its proposal. Payments will be made on a monthly basis within thirty (30) days of receipt of an invoice.

4. This contract shall have a term of one (1) year, commencing July 1, 2021 to June 30, 2022, or until terminated by either party giving not less than thirty (30) days advance written notice of termination.

5. The Contractor agrees to indemnify, defend and hold the City harmless from any and all claims or damages occasioned by, or arising out of, or in connection with, the performance of its duties hereunder, and agrees to secure and keep in force all insurance as required by the contract documents.

6. The Contractor shall file with the City a fidelity bond, which bond is incorporated herein by reference, and made a part of this contract.

7. The Contractor shall add the City as an additional insured on its commercial general liability insurance and shall furnish proof of such insurance to the City of Grosse Pointe Woods.

8. In the event the Contractor shall fail, neglect or refuse to perform any or all of its duties under the contract, the City may perform such duties, and charge all costs incurred in connection therewith to the Contractor, and may deduct such costs from any monies due, or to become due to the Contractor. Such remedy shall be non-exclusive of any other remedies the City may have, (including but not limited to termination of this contract) and the exercise thereof shall be in addition to, and without prejudice to, whatever other rights the City may have against the Contractor in the event of a breach.

9. It is the intent of the parties that the Contractor shall utilize on a consistent basis the same employees to perform the services in an effort to avoid any retraining or background investigations. The City shall be informed of any change in personnel seven days in advance.

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

Witnessed by:

_____

By: _____
Bruce Smith, City Administrator

TRIPLE F Facility Services, Inc.
Contractor

_____

By: _____
Tony Jucja, Owner

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/17/2021

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

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

PRODUCER

StateFarm

Terrill Mayberry
33622 Woodward Ave
Birmingham Mi 48009

CONTACT NAME: TERRILL MAYBERRY
PHONE (A/C, No, Ext): 2486459560 FAX (A/C, No): 2486459567
E-MAIL ADDRESS: TERRILL@TEAMMAYBERRY.COM

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : State Farm Fire and Casualty Company	25143
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Triple F Facility Services LLC
1250 Souter Dr
Troy Mi 48083

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY	Y		92-EQ-L979-0	08/21/2020	08/21/2021	EACH OCCURRENCE	$ 2,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	[X] POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [ ]	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

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

"The City of Grosse Pointe Woods is included as additional insured with respect to operations performed by the named insured.""The City of Grosse Pointe Woods is included as additional insured with respect to operations performed by the named insured."

CERTIFICATE HOLDER

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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8A

CITY OF GROSSE POINTE WOODS
MEMORANDUM

RECEIVED
MAY 26 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: May 24, 2021

To: Mayor Bryant and City Council

From: Shawn Murphy, Treasurer/Comptroller

Re: FY 2021 – 22 Industrial Waste Control (IWC) Charges

Industrial Waste Control charges are assessed to all commercial and industrial end users that send wastewater to the GLWA wastewater treatment plant. The IWC charges are to offset the costs incurred in administering regulatory activities under the Sewer Use Ordinance/Industrial Waste Control Ordinance as required in the National Pollutant Discharge Elimination System (NPDES) Permit Program and the Clean Water Act (CWA). There is a delegation Agreement with each community to collect the industrial waste control charges from the end-users even though most communities are contracting agency customers to the wholesale sewer contract customer.

The billing process for IWC charges involves the following two steps:

1. The City bills all non-residential users IWC charges based upon the user's meter size. GLWA establishes its IWC charges in the sewer service charge development process. Certain facilities are exempted which include: fire-protection, multi-family dwellings, public and private elementary schools which are part of a governmental school district, colleges, universities and professional schools, junior colleges and technical institutes, and local and state governments.

2. The City reports to GLWA the quantity and size of the non-residential meters and GLWA bills each community the IWC charge accordingly.

There is no cost to the City for these charges; this fee is strictly a pass through of charges and is represented this way in the water/sewer operating budget for fiscal year 2021 – 22. I am requesting approval of the attached fee resolution for implementation effective July 1, 2021.

Shawn Murphy

Shawn Murphy, Treasurer/Comptroller

20025 Mack Plaza Drive, Grosse Pointe Woods, Michigan 48236-2397
Phone: (313) 343-2604 • Fax: (313) 343-2785 • Email: smurphy@gpwmi.us

THE CITY OF GROSSE POINTE WOODS
CITY COUNCIL RESOLUTION
ADOPTING THE INDUSTRIAL WASTE CONTROL CHARGE
FOR FISCAL YEAR 2021-2022

A regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan (the "City"), was held on June 7, 2021 at 7:00 p.m., Eastern Standard Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____:

WHEREAS, the City Council of the City of Grosse Pointe Woods, pursuant to Section 44-144 of the City of Grosse Pointe Woods City Code, as amended, is authorized to establish and revise water and sewer rates and other fixed charges to ensure sufficiency of revenues in meeting operation, maintenance and replacement costs, as well as debt service, for the water and sewer systems, and

WHEREAS, the City Council of the City of Grosse Pointe Woods has received and evaluated the attached Schedule of Rates from the Great Lakes Water Authority for the Commercial Industrial Waste Control Charges attached as Exhibit A, and

WHEREAS, The City Council of the City of Grosse Pointe Woods finds that the operation and maintenance of the water and sewer systems of the City will be better served and maintained by adopting the schedule attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grosse Pointe Woods hereby adopts the Schedule of Rates for the Industrial Waste Control Charges attached hereto, for all commercial users within the service area of the City and that these rates and charges shall take effect July 1, 2021.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

_____
Lisa Kay Hathaway, City Clerk

CERTIFICATION

I, Lisa K. Hathaway Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on June 7, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

_____

Lisa K. Hathaway, City Clerk

EXHIBIT A

Meter Size / Inches	Charge	Bi-Monthly Charge
5/8	$3.54	$7.08
¾	$5.31	$10.62
1	$8.85	$17.70
1-1/2	$19.47	$38.94
2	$28.32	$56.64
3	$51.33	$102.66
4	$70.80	$141.60
6	$106.20	$212.40
8	$177.00	$354.00
10	$247.80	$495.60

9A

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

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 14, 2021

Shawn Murphy
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236

PO 20-46063
#420-902-977.101
OK-
SM 5/26/2021
5/26/21

Reference: Recommendation for Payment
Robert E. Novitke Complex Generator
AEW Project No. 0160-0427

Dear Mrs. Murphy:

Enclosed please find the Pay Application for payment to Motor City Electric Co. for the above referenced project. For work performed through May 13, 2021, we recommend issuing payment for the Total Amount Due This Invoice in the amount of $187,641.00 to Motor City Electric Co., 9440 Grinnell, Detroit, MI, 48213.

If you have any questions, please advise.

Sincerely,

Ross Wilberding, PE

cc: Frank Schulte, DPW Director
Bruce Smith, City Administrator
Jeanne Duffy
Susan Como
Motor City Electric Co.

Enclosure: Application for Payment

M:\0160\0160-0427\ConslServices\PayEsl\RecLetter2.docx

Motor City Electric Co.

"AN EQUAL OPPORTUNITY EMPLOYER"
REGISTERED TO ISO 9001:2000

9440 GRINNELL
DETROIT, MI 48213-1151

PHONE: (313) 921-5300
FAX: (313) 921-5310

TO: ANDERSON, ECKSTEIN, & WESTRICK, INC.
ATTN: ACCOUNTS PAYABLE DEPT.
51301 SCHOENHERR ROAD
SHELBY TWP., MICHIGAN 48315

INVOICE NO. : 56688

DATE: 05/13/21

CUSTOMER NO.: 01007
JOB NO.: 207049

RE: ROBERT E. NOVITKE COMPLEX GENERATOR

SUBCONTRACT NO.: 0160-0427

CONTRACT COMPLETED & STORED TO DATE:	92%	$	266,320.00
LESS RETENTION:	10%	$	26,632.00
		$	239,688.00
LESS PREVIOUS PAYMENT REQUESTS:		$	52,047.00
TOTAL AMOUNT DUE THIS INVOICE:		$	**187,641.00**

Complete Electrical Construction

"We hereby certify that the articles and services covered by this invoice were produced and performed in compliance with all applicable requirements of Section 6, 7 and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof."

APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

TO OWNER:
ANDERSON, ECKSTEIN,
& WESTRICK, INC.
51301 SCHOENHERR ROAD
SHELBY TWP., MI 48315

PROJECT:
ROBERT. E NOVITKE
COMPLEX GENERATOR

VIA ARCHITECT:

FROM CONTRACTOR:
Motor City Electric Co.
9440 Grinnell
Detroit MI 48213-1151

APPLICATION NO: 56688
PERIOD TO: 05/31/2021
PROJECT NOS: 207049
CONTRACT NO: 1
CONTRACT DATE: 08/21/2020

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐
☐

TION FOR PAYMENT

shown below, in connection with
the Contract. Continuation Sheet, AIA Document G703 is attached.

1. ORIGINAL CONTRACT SUM	$	289,000.00
2. Net change by Change Orders	$	.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	$	289,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	$	266,320.00
5. RETAINAGE:	$	26,632.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less line 5 total)	$	239,688.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$	52,047.00
8. CURRENT PAYMENT DUE	$	187,641.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	49,312.00

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 here is correct.

CONTRACTOR: MOTOR CITY ELECTRIC CO.

By: _____ Date: 05/13/2021

State of: Michigan
County of: Wayne
Subscribed and sworn to before me this 13th day of May, 2021

Notary Public: _____
My Commission expires: 08/28/25 Bertha M. Little

Bertha M. Little
NOTARY PUBLIC - STATE OF MICHIGAN
County of Wayne
My Commission Expires 8/28/2025
Acting in the County of _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's 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 $ _____

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the Amount Certified)

ARCHITECT
By: _____ Date: _____

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.

AIA DOCUMENT G702 – APPLICATION FOR PAYMENT – AIA ©1992- THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292
Users may obtain validation of this document by requesting a completed AIA Document D401 – Certification of Document's Authenticity from the Licensee.

AIA Document G702, APPLICATION AND CERTIFICATION 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.

APPLICATION NO: 56688
APPLICATION DATE: 05/13/2021
PERIOD TO: 05/31/2021
PROJECT NO: 207049
PROJECT NAME: ROBERT. E NOVITKE COMPLEX GENERATOR

A	B	C	D	E	F	G		H	I
ITEM NUMBER	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (C + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
001	MOBILIZATION	13,980.00	13,980.00	.00	.00	13,980.00	100	.00	1,398.00
002	AUDIO-VISUAL RECORD OF CONSTRUCTION AREA	1,055.00	.00	1,055.00	.00	1,055.00	100	.00	105.50
003	TREE REMOVALS	4,385.00	4,385.00	.00	.00	4,385.00	100	.00	438.50
004	REMOVE AND SALVAGE EXISTING GENERATOR	5,650.00	.00	5,650.00	.00	5,650.00	100	.00	565.00
005	RESTORE GENERATOR ROOM	7,700.00	.00	.00	.00	.00	0	7,700.00	.00
006	ALLOWANCE/GENERATOR ROOM DOOR/DAMAGE TO	5,000.00	.00	.00	.00	.00	0	5,000.00	.00
007	GENERATOR FOUNDATION	12,340.00	12,340.00	.00	.00	12,340.00	100	.00	1,234.00
008	MODIFY ELECTRICAL SYSTEM	27,125.00	27,125.00	.00	.00	27,125.00	100	.00	2,712.50
009	200KW GENERATOR	180,110.00	.00	180,110.00	.00	180,110.00	100	.00	18,011.00
010	AUTOMATIC TRANSFER SWITCH (600AMP)	8,845.00	.00	8,845.00	.00	8,845.00	100	.00	884.50
011	AUTOMATIC TRANFER SWITCH (200AMP)	5,535.00	.00	.00	.00	.00	0	5,535.00	.00
012	ARBORVITEA	4,430.00	.00	4,430.00	.00	4,430.00	100	.00	443.00
013	RESTORATION	3,445.00	.00	.00	.00	.00	0	3,445.00	.00
014	CONTINGENCY	9,400.00	.00	8,400.00	.00	8,400.00	89	1,000.00	840.00
		289,000.00		208,490.00		266,320.00			26,632.00
			57,830.00		.00			22,680.00	

AIA DOCUMENT G703 – CONTINUATION SHEET FOR G702 – AIA © 1992 – THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292

Users may obtain validation of this document by requesting a completed AIA Document D401 – Certification of Document's Authenticity from the Licensee.

MCE JOB NO. 207049

SWORN STATEMENT

STATE OF Michigan)
)SS
COUNTY OF Wayne)

Barbara A. Dominick, being duly sworn, deposes and says:

That Motor City Electric Co. is the (contractor) (sub-contractor) for an improvement to the following described real property situated in Macomb County, Michigan, described as follows:
Anderson, Eckstein & Westrick, Inc. – Robert E. Novitke Complex Generator PO# 0160-0427
(Insert Legal Description of Property)

That the following is a statement of each subcontractor and supplier and laborer, for which laborer the payment of wages of fringe benefits and withholdings is due but unpaid, with whom the (contractor) (subcontractor) has (contracted) (subcontracted) for performance under the contract with the owner or lessee thereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

Name, address and telephone number of Subcontractor, Supplier, or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Amount of Laborer Wages Due	Amount of Laborer Fringe Benefits and Withholdings Due But Unpaid
All labor and applicable taxes paid to date through week ending 05/08/21						
All fringe benefits paid to date through week ending 04/24/21						
All suppliers providing materials that have not come out of contractor's inventory have been paid in full.						
Ideal Contracting	Subcontractor	59,970.00	0.00	42,805.80	0.0	0.00
Totals						

(Some columns may not be applicable to all persons listed)

MCE JOB NO. 207049

That the contractor has not procured material from, or subcontracted with, any person other than those set forth above and owes no money for the improvement other than the sums set forth above. [1]

Deponent further says that he or she makes the foregoing statement as the (contractor) (subcontractor) or as Accounts Receivable Manager of the (contractor) (subcontractor) for the purpose of representing to the owner or lessee of the above-described premises and his or her agents that the above-described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above and except for claims of construction liens by laborers which my be provided pursuant to Section 109 of the Construction Lien Act, Act No. 497 or the Public Acts of 1980, as amended, being Section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE ABOVE-DESCRIBED PROPERTY MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE MICHIGAN CONSTRUCTION LIEN ACT TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

Barbara A. Dominick Deponent

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE MICHIGAN CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.1110 OF THE MICHIGAN COMPILED LAWS.

Subscribed and sworn to before me this

13th day of May, 2021

Bertha M. Little Notary Public
In and For Wayne County, Michigan
My Commission Expires: 08/28/25

BERTHA M. LITTLE NOTARY PUBLIC WAYNE COUNTY, MI

Bertha M. Little
NOTARY PUBLIC - STATE OF MICHIGAN
County of Wayne
My Commission Expires 8/28/2025
Acting in the County of

[1]Material furnished by a contractor or a subcontractor out of his or her own inventory, and which has not been purchased specifically for the purpose of performing the contract, need not be listed.

9B

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

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

PO 21-46215
#202-451-974.200 $16,489.04
#203-451-977.804 $169,012.62
#592-537-975.400 $20,611.30
OK FS.
SM 5/12/2021
5/12/21

May 7, 2021

Shawn Murphy, Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

Reference: Oxford Road Reconstruction – Mack to Holiday
City of Grosse Pointe Woods
AEW Project No. 0160-0423

Dear Mrs. Murphy:

Enclosed please find Construction Pay Estimate No. 2 for the above referenced project. For work performed through May 2, 2021 we recommend issuing payment for the ***Net Earnings this Period (see Page 2)*** in the amount of ***$206,112.96*** to Pamar Enterprises, Inc., 3604 Pamar Court, New Haven, MI 48048.

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

Sincerely,

Ross T. Wilberding, PE
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Pamar Enterprises, Inc.

Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc

5/7/2021 8:53 AM

FieldManager 5.3c

Contract: .0160-0423, Oxford Reconstruction (Mack to Holiday)

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
2	5/2/2021	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein and Westrick, Inc.

All Contract Work Completed	Construction Started Date	Prime Contractor
		Pamar Enterprises, Inc. 58021 Gratiot Ave New Haven MI 48048-2725

Comments
Current Contract Amount: $616,747.60
% Completed: 39%

Item Usage Summary

Project: Oxford Recons, Mack to Holiday
Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Sanitary Lead, Reconnect	Ea	4027050	0075	0075	00	000	3.000	3,500.00	$10,500.00
_ Sewer Bulkhead, 10 inch	Ea	4027050	0080	0080	00	000	1.000	450.00	$450.00
_ Sewer, PVC, Sch 40, 6 inch, Tr Det B	Ft	4027001	0070	0070	00	000	11.000	80.00	$880.00
_ Station Grading	Sta	2057002	0035	0035	00	000	2.480	3,500.00	$8,680.00
_ Subgrade Undercutting, Modified	Cyd	2057021	0040	0040	00	000	18.330	40.00	$733.20
Aggregate Base, 11 inch	Syd	3020028	0055	0055	00	000	3,139.000	17.00	$53,363.00
Dr Structure, 24 inch dia	Ea	4030200	0090	0090	00	000	3.000	2,750.00	$8,250.00
Dr Structure, 48 inch dia	Ea	4030210	0095	0095	00	000	3.000	3,800.00	$11,400.00
Dr Structure, Rem	Ea	2030011	0020	0020	00	000	6.000	150.00	$900.00
Dr Structure, Tap, 12 inch	Ea	4030312	0100	0100	00	000	3.000	1,500.00	$4,500.00
HMA Surface, Rem	Syd	5010005	0135	0135	00	000	4,070.660	7.00	$28,494.62
Maintenance Gravel	Ton	3060020	0060	0060	00	000	330.510	16.00	$5,288.16
Mobilization, Max 3%	LS	1500001	0010	0010	00	000	1.000	19,000.00	$19,000.00
Pavt, Rem	Syd	2040050	0030	0030	00	000	4,631.203	7.00	$32,418.42
Sewer, Cl IV, 12 inch, Tr Det B	Ft	4020987	0065	0065	00	000	102.000	125.00	$12,750.00
Sewer, Rem, Less than 24 inch	Ft	2030015	0025	0025	00	000	62.000	12.00	$744.00
Tree, Rem, 19 inch to 36 inch	Ea	2020002	0015	0015	00	000	3.000	1,850.00	$5,550.00
Underdrain, Subgrade, 4 inch	Ft	4040071	0125	0125	00	000	2,283.000	11.00	$25,113.00
								Subtotal for Category 0000:	$229,014.40
								Subtotal for Project Oxford Recons:	$229,014.40
								Total Estimated Item Payment:	$229,014.40

Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/7/2021 8:53 AM
FieldManager 5.3c

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		$0
			Total Liquidated Damages:	$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
Oxford Recons, Mack to Holiday	0002	$229,014.40	$0.00	$229,014.40
			Voucher Total:	$229,014.40

Summary

Current Voucher Total:	$229,014.40	Earnings to date:	$241,614.40
-Current Retainage:	$22,901.44	- Retainage to date:	$24,161.44
-Current Liquidated Damages:	$0.00	- Liquidated Damages to date:	$0.00
-Current Adjustments:	$0.00	- Adjustments to date:	$0.00
Total Estimated Payment:	**$206,112.96**	Net Earnings to date:	$217,452.96
		- Payments to date:	$11,340.00
		Net Earnings this period:	**$206,112.96**

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

Ross T. Wilberding, PE, AEW, Inc.

5/7/2021
(Date)

Construction Pay Estimate Amount Balance Report

Estimate: 2

5/7/2021 8:53 AM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0160-0423, Oxford Reconstruction (Mack to Holiday)

Project: Oxford Recons, Mack to Holiday

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Reimbursed Permit Fees	1027060	5,000.000	Dlr		0.000			1.00000	
0010	Mobilization, Max 3%	1500001	1.000	LS	1.000	1.000	1.000	100%	19,000.00000	$19,000.00
0015	Tree, Rem, 19 inch to 36 inch	2020002	3.000	Ea	3.000	3.000	3.000	100%	1,850.00000	$5,550.00
0020	Dr Structure, Rem	2030011	6.000	Ea	6.000	6.000	6.000	100%	150.00000	$900.00
0025	Sewer, Rem, Less than 24 inch	2030015	130.000	Ft	62.000	62.000	62.000	48%	12.00000	$744.00
0030	Pavt, Rem	2040050	5,000.000	Syd	4,631.203	4,631.203	4,631.203	93%	7.00000	$32,418.42
0035	_ Station Grading	2057002	15.000	Sta	2.480	2.480	2.480	17%	3,500.00000	$8,680.00
0040	_ Subgrade Undercutting, Modified	2057021	200.000	Cyd	18.330	18.330	18.330	9%	40.00000	$733.20
0045	_ Subgrade Undercutting, Special	2057021	100.000	Cyd		0.000			40.00000	
0050	Ero Con, Inlet Protection, Fabric Drop	2080020	9.000	Ea		0.000			55.00000	
0055	Aggregate Base, 11 inch	3020028	4,400.000	Syd	3,139.000	3,139.000	3,139.000	71%	17.00000	$53,363.00
0060	Maintenance Gravel	3060020	200.000	Ton	330.510	330.510	330.510	165%	16.00000	$5,288.16
0065	Sewer, Cl IV, 12 inch, Tr Det B	4020987	105.000	Ft	102.000	102.000	102.000	97%	125.00000	$12,750.00
0070	_ Sewer, PVC, Sch 40, 6 inch, Tr Det B	4027001	24.000	Ft	11.000	11.000	11.000	46%	80.00000	$880.00
0075	_ Sanitary Lead, Reconnect	4027050	3.000	Ea	3.000	3.000	3.000	100%	3,500.00000	$10,500.00
0080	_ Sewer Bulkhead, 10 inch	4027050	2.000	Ea	1.000	1.000	1.000	50%	450.00000	$450.00
0085	Dr Structure Cover, Adj, Case 1	4030005	5.000	Ea		0.000			650.00000	
0090	Dr Structure, 24 inch dia	4030200	3.000	Ea	3.000	3.000	3.000	100%	2,750.00000	$8,250.00
0095	Dr Structure, 48 inch dia	4030210	3.000	Ea	3.000	3.000	3.000	100%	3,800.00000	$11,400.00
0100	Dr Structure, Tap, 12 inch	4030312	3.000	Ea	3.000	3.000	3.000	100%	1,500.00000	$4,500.00
0105	_ Catch Basin Cover, Restricted, GPW	4037050	6.000	Ea		0.000			500.00000	
0110	_ Combined Manhole Cover, GPW	4037050	3.000	Ea		0.000			650.00000	
0115	_ Dr Structure Trap, 12 inch	4037050	3.000	Ea		0.000			650.00000	
0120	_ External Structure Wrap, 18 inch	4037050	10.000	Ea		0.000			880.00000	
0125	Underdrain, Subgrade, 4 inch	4040071	2,750.000	Ft	2,283.000	2,283.000	2,283.000	83%	11.00000	$25,113.00
0130	_ Pop-Up Emitter, Storm Drain, Residential	4047050	1.000	Ea		0.000			250.00000	
0135	HMA Surface, Rem	5010005	3,400.000	Syd	4,070.660	4,070.660	4,070.660	120%	7.00000	$28,494.62
0140	Hand Patching	5010025	120.000	Ton		0.000			78.00000	

Construction Pay Estimate Amount Balance Report

Estimate: 2

Anderson, Eckstein and Westrick, Inc.

5/7/2021 8:53 AM
FieldManager 5.3c

Project: Oxford Recons, Mack to Holiday

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0145	HMA, 4E1	5010050	650.000	Ton		0.000			103.00000	
0150	HMA, 5E1	5010056	430.000	Ton		0.000			112.00000	
0155	_ Pavt Joint and Crack Repr, Det 7, Specia l	5017001	3,000.000	Ft		0.000			4.25000	
0160	Driveway, Nonreinf Conc, 6 inch	8010005	925.000	Syd		0.000			46.00000	
0165	Driveway, Nonreinf Conc, 8 inch	8010007	160.000	Syd		0.000			55.00000	
0170	Curb and Gutter, Conc, Det F2	8020036	2,750.000	Ft		0.000			17.75000	
0175	Driveway Opening, Conc, Det M	8020050	195.000	Ft		0.000			19.50000	
0180	_ Traffic Control, Minor Street	8127051	1.000	LS		0.500	0.500	50%	25,000.00000	$12,500.00
0185	_ Proposed Trees	8157050	13.000	Ea		0.000			734.00000	
0190	Topsoil Surface, Furn, 3 inch	8160061	1,750.000	Syd		0.000			2.00000	
0195	Water, Sodding/Seeding	8160090	160.000	Unit		0.000			0.01000	
0200	_ Hydroseeding	8167011	1,750.000	Syd		0.000			1.00000	
0205	Water Shutoff, Adj, Case 1	8230421	1.000	Ea		0.000			250.00000	
0210	_ Irrigation Pipe	8237001	1,000.000	Ft		0.000			1.00000	
0215	_ Sprinkler Head	8237050	100.000	Ea		0.000			0.15000	
0220	_ Sprinkler Head, Adj	8237050	50.000	Ea		0.000			0.08000	
0225	_ Audio Visual Record of Construction Area	8507051	1.000	LS		1.000	1.000	100%	100.00000	$100.00
0230	_ Rubbish Pickup	8507051	1.000	LS		0.000			550.00000	

Subtotal for Category 0000: 241614.40

Subtotal for Project Oxford Recons: 241614.40

Percentage of Contract Completed(curr): 39%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: $229,014.40

Total Amount Earned To Date: $241,614.40

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

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

PO 21-46215
#202-451-974.200 $ 4,609.91
#203-451-977.804 $47,251.60
#592-537-975.400 $ 5,762.39
OK - [illegible] 5/26/21
SM 5/26/2021

May 21, 2021

Shawn Murphy, Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

Reference: Oxford Road Reconstruction – Mack to Holiday
City of Grosse Pointe Woods
AEW Project No. 0160-0423

Dear Mrs. Murphy:

Enclosed please find Construction Pay Estimate No. 3 for the above referenced project. For work performed through May 16, 2021 we recommend issuing payment for the ***Net Earnings this Period (see Page 2)*** in the amount of ***$57,623.90*** to Pamar Enterprises, Inc., 3604 Pamar Court, New Haven, MI 48048.

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

Sincerely,

Ross T. Wilberding, PE
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Pamar Enterprises, Inc.

Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc

5/20/2021 2:41 PM

FieldManager 5.3c

Contract: .0160-0423, Oxford Reconstruction (Mack to Holiday)

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
3	5/16/2021	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein and Westrick, Inc.

All Contract Work Completed	Construction Started Date	Prime Contractor
		Pamar Enterprises, Inc. 58021 Gratiot Ave New Haven MI 48048-2725

Comments
Current Contract Amount: $616,747.60
% Completed: 50%

Item Usage Summary

Project: Oxford Recons, Mack to Holiday
Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Catch Basin Cover, Restricted, GPW	Ea	4037050	0105	0105	00	000	3.000	500.00	$1,500.00
_ Dr Structure Trap, 12 Inch	Ea	4037050	0115	0115	00	000	3.000	650.00	$1,950.00
_ External Structure Wrap, 18 Inch	Ea	4037050	0120	0120	00	000	3.000	880.00	$2,640.00
_ Rubbish Pickup	LS	8507051	0230	0230	00	000	1.000	550.00	$550.00
_ Subgrade Undercutting, Special	Cyd	2057021	0045	0045	00	000	12.500	40.00	$500.00
Curb and Gutter, Conc, Det F2	Ft	8020036	0170	0170	00	000	1,390.000	17.75	$24,672.50
Driveway Opening, Conc, Det M	Ft	8020050	0175	0175	00	000	95.000	19.50	$1,852.50
Driveway, Nonreinf Conc, 6 Inch	Syd	8010005	0160	0160	00	000	425.560	46.00	$19,575.76
Driveway, Nonreinf Conc, 8 Inch	Syd	8010007	0165	0165	00	000	97.560	55.00	$5,365.80
Underdrain, Subgrade, 4 Inch	Ft	4040071	0125	0125	00	000	470.000	11.00	$5,170.00
Water Shutoff, Adj, Case 1	Ea	8230421	0205	0205	00	000	1.000	250.00	$250.00
								Subtotal for Category 0000:	**$64,026.56**
								Subtotal for Project Oxford Recons:	**$64,026.56**
								Total Estimated Item Payment:	**$64,026.56**

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		$0
			Total Liquidated Damages:	$0

Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/20/2021 2:41 PM

FieldManager 5.3c

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
Oxford Recons. Mack to Holiday	0003	$64,026.56	$0.00	$64,026.56
			Voucher Total:	$64,026.56

Summary

Current Voucher Total:	$64,026.56	Earnings to date:	$305,640.96
-Current Retainage:	$6,402.66	- Retainage to date:	$30,564.10
-Current Liquidated Damages:	$0.00	- Liquidated Damages to date:	$0.00
-Current Adjustments:	$0.00	- Adjustments to date:	$0.00
Total Estimated Payment:	**$57,623.90**	Net Earnings to date:	$275,076.86
		- Payments to date:	$217,452.96
		Net Earnings this period:	$57,623.90

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

Ross T. Wilberding, PE, AEW, Inc.

5/21/21
(Date)

Construction Pay Estimate Amount Balance Report

Estimate: 3

Anderson, Eckstein and Westrick, Inc.

5/20/2021 2:41 PM
FieldManager 5.3c

Contract: .0160-0423, Oxford Reconstruction (Mack to Holiday)

Project: Oxford Recons, Mack to Holiday

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Reimbursed Permit Fees	1027060	5,000.000	Dlr		0.000			1.00000	
0010	Mobilization, Max 3%	1500001	1.000	LS		1.000	1.000	100%	19,000.00000	$19,000.00
0015	Tree, Rem, 19 inch to 36 inch	2020002	3.000	Ea		3.000	3.000	100%	1,850.00000	$5,550.00
0020	Dr Structure, Rem	2030011	6.000	Ea		6.000	6.000	100%	150.00000	$900.00
0025	Sewer, Rem, Less than 24 inch	2030015	130.000	Ft		62.000	62.000	48%	12.00000	$744.00
0030	Pavt, Rem	2040050	5,000.000	Syd		4,631.203	4,631.203	93%	7.00000	$32,418.42
0035	_ Station Grading	2057002	15.000	Sta		2.480	2.480	17%	3,600.00000	$8,680.00
0040	_ Subgrade Undercutting, Modified	2057021	200.000	Cyd		18.330	18.330	9%	40.00000	$733.20
0045	_ Subgrade Undercutting, Special	2057021	100.000	Cyd	12.500	12.500	12.500	13%	40.00000	$500.00
0050	Ero Con, Inlet Protection, Fabric Drop	2080020	9.000	Ea		0.000			65.00000	
0055	Aggregate Base, 11 inch	3020023	4,400.000	Syd		3,139.000	3,139.000	71%	17.00000	$53,363.00
0060	Maintenance Gravel	3060020	200.000	Ton		330.510	330.510	165%	16.00000	$5,288.16
0065	Sewer, Cl IV, 12 inch, Tr Det B	4020987	105.000	Ft		102.000	102.000	97%	125.00000	$12,750.00
0070	_ Sewer, PVC, Sch 40, 6 inch, Tr Det B	4027001	24.000	Ft		11.000	11.000	46%	80.00000	$880.00
0075	_ Sanitary Lead, Reconnect	4027050	3.000	Ea		3.000	3.000	100%	3,500.00000	$10,500.00
0080	_ Sewer Bulkhead, 10 inch	4027050	2.000	Ea		1.000	1.000	50%	450.00000	$450.00
0085	Dr Structure Cover, Adj, Case 1	4030005	5.000	Ea		0.000			650.00000	
0090	Dr Structure, 24 inch dia	4030200	3.000	Ea		3.000	3.000	100%	2,750.00000	$8,250.00
0095	Dr Structure, 48 inch dia	4030210	3.000	Ea		3.000	3.000	100%	3,800.00000	$11,400.00
0100	Dr Structure, Tap, 12 inch	4030312	3.000	Ea		3.000	3.000	100%	1,500.00000	$4,500.00
0105	_ Catch Basin Cover, Restricted, GPW	4037050	6.000	Ea	3.000	3.000	3.000	50%	500.00000	$1,500.00
0110	_ Combined Manhole Cover, GPW	4037050	3.000	Ea		0.000			650.00000	
0115	_ Dr Structure Trap, 12 inch	4037050	3.000	Ea	3.000	3.000	3.000	100%	650.00000	$1,950.00
0120	_ External Structure Wrap, 18 inch	4037050	10.000	Ea	3.000	3.000	3.000	30%	880.00000	$2,640.00
0125	Underdrain, Subgrade, 4 inch	4040071	2,750.000	Ft	470.000	2,753.000	2,753.000	100%	11.00000	$30,283.00
0130	_ Pop-Up Emitter, Storm Drain, Residential	4047050	1.000	Ea		0.000			250.00000	
0135	HMA Surface, Rem	5010005	3,400.000	Syd		4,070.660	4,070.660	120%	7.00000	$28,494.62
0140	Hand Patching	5010025	120.000	Ton		0.000			76.00000	

Construction Pay Estimate Amount Balance Report

Estimate: 3

5/20/2021 2:41 PM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: Oxford Recons, Mack to Holiday

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0145	HMA, 4E1	5010050	650.000	Ton		0.000			103.00000	
0150	HMA, 5E1	5010055	430.000	Ton		0.000			112.00000	
0155	_ Pavt Joint and Crack Repr, Det 7, Special	5017001	3,000.000	Ft		0.000			4.25000	
0160	Driveway, Nonreinf Conc, 6 inch	8010005	925.000	Syd	425.560	425.560	425.560	46%	46.00000	$19,575.76
0165	Driveway, Nonreinf Conc, 8 inch	8010007	160.000	Syd	97.560	97.560	97.560	61%	55.00000	$5,365.80
0170	Curb and Gutter, Conc, Det F2	8020036	2,750.000	Ft	1,390.000	1,390.000	1,390.000	51%	17.75000	$24,672.50
0175	Driveway Opening, Conc, Det M	8020050	195.000	Ft	95.000	95.000	95.000	49%	19.50000	$1,852.50
0180	_ Traffic Control, Minor Street	8127051	1.000	LS		0.500	0.500	50%	25,000.00000	$12,500.00
0185	_ Proposed Trees	8157050	13.000	Ea		0.000			734.00000	
0190	Topsoil Surface, Furn, 3 inch	8160061	1,750.000	Syd		0.000			2.00000	
0195	Water, Sodding/Seeding	8160090	160.000	Unit		0.000			0.01000	
0200	_ Hydroseeding	8167011	1,750.000	Syd		0.000			1.00000	
0205	Water Shutoff, Adj, Case 1	8230421	1.000	Ea	1.000	1.000	1.000	100%	250.00000	$250.00
0210	_ Irrigation Pipe	8237001	1,000.000	Ft		0.000			1.00000	
0215	_ Sprinkler Head	8237050	100.000	Ea		0.000			0.15000	
0220	_ Sprinkler Head, Adj	8237050	50.000	Ea		0.000			0.08000	
0225	_ Audio Visual Record of Construction Area	8507051	1.000	LS		1.000	1.000	100%	100.00000	$100.00
0230	_ Rubbish Pickup	8507051	1.000	LS	1.000	1.000	1.000	100%	550.00000	$550.00

Subtotal for Category 0000: 305640.96

Subtotal for Project Oxford Recons: 305640.96

Percentage of Contract Completed(curr): 50%

(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: $64,026.56

Total Amount Earned To Date: $305,640.96

9C

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

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 24, 2021

PO 20-46161
#592-537-976.002
OK - [illegible] 5/24/21
SM 5/20/2021

Shawn Murphy, Deputy Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

Reference: 2020 Sewer Rehabilitation by Full Length C.I.P.P. Lining
City of Grosse Pointe Woods
AEW Project No. 0160-0429

Dear Mrs. Murphy:

Enclosed please find Construction Pay Estimate No. 4 for the above referenced project. For work performed through May 23, 2021 we recommend issuing payment for the ***Net Earnings this Period (see Page 2)*** in the amount of ***$35,696.00*** to Corby Energy Services, Inc., 6001 Schooner, Belleville, MI 48112.

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

Sincerely,

Frank D. Varicalli

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Josh Freeman, Corby Energy Services, Inc.

Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc

5/24/2021 8:09 AM
FieldManager 5.3c

Contract: .0160-0429, 2020 Sewer Rehabilitation by Full Length CIPP Lining

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
4	5/23/2021	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein and Westrick, Inc.

All Contract Work Completed	Construction Started Date	Prime Contractor
		Corby Energy Services, Inc. 6001 Schooner Dr Belleville MI 48111-5366

Comments
Current Contract Amount: $377,392.00
% Completed: 113%

Item Usage Summary

Project: 0160-0429, 2020 Sewer Rehabilitation by Full Length CIPP Lining
Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Sewer, CIPP, 12 Inch, Full Length	Ft	4027001	0020	0020	00	000	686.000	38.00	$26,068.00
_ Sewer, CIPP, 15 Inch, Full Length	Ft	4027001	0025	0025	00	000	120.000	47.00	$5,640.00
_ Sewer, Post-Construction, CCTV, 12 Inch	Ft	4027001	0050	0050	00	000	343.000	1.00	$343.00
_ Sewer, Post-Construction, CCTV, 15 Inch	Ft	4027001	0055	0055	00	000	120.000	1.00	$120.00
_ Lateral, Preparation	Ea	4027050	0100	0100	00	000	19.000	100.00	$1,900.00
_ Lateral, Reinstate	Ea	4027050	0105	0105	00	000	25.000	65.00	$1,625.00
								Subtotal for Category 0000:	$35,696.00
								Subtotal for Project 0160-0429:	$35,696.00
								Total Estimated Item Payment:	$35,696.00

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		$0
			Total Liquidated Damages:	$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0429, 2020 Sewer Rehabilitation by Full Length CIPP Lining	0004	$35,696.00	$0.00	$35,696.00
			Voucher Total:	$35,696.00

Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc

5/24/2021 8:09 AM
FieldManager 5.3c

Summary

Current Voucher Total:	$35,696.00	Earnings to date:	$425,828.80
-Current Retainage:	$0.00	- Retainage to date:	$10,000.00
-Current Liquidated Damages:	$0.00	- Liquidated Damages to date:	$0.00
-Current Adjustments:	$0.00	- Adjustments to date:	$0.00
Total Estimated Payment:	$35,696.00	Net Earnings to date:	$415,828.80
		- Payments to date:	$380,132.80
		Net Earnings this period:	$35,696.00

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

Frank D. Varicalli, AEW, Inc.

5.24.21
(Date)

Construction Pay Estimate Amount Balance Report

Estimate: 4

Anderson, Eckstein and Westrick, Inc.

5/24/2021 8:09 AM
FieldManager 5.3c

Contract: .0160-0429, 2020 Sewer Rehabilitation by Full Length CIPP Lining

Project: 0160-0429, 2020 Sewer Rehabilitation by Full Length CIPP Lining

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Bonds, Insurance and Initial Setup Expen se (3% Maximum)	1027051	1.000	LS		1.000	1.000	100%	10,992.00000	$10,992.00
0010	_ Sewer, CIPP, 08 inch, Full Length	4027001	900.000	Ft		852.000	852.000	95%	30.00000	$25,560.00
0015	_ Sewer, CIPP, 10 inch, Full Length	4027001	2,500.000	Ft		3,050.200	3,050.200	122%	33.00000	$100,656.60
0020	_ Sewer, CIPP, 12 inch, Full Length	4027001	1,400.000	Ft	686.000	1,999.000	1,999.000	143%	38.00000	$75,962.00
0025	_ Sewer, CIPP, 15 inch, Full Length	4027001	800.000	Ft	120.000	813.000	813.000	102%	47.00000	$38,211.00
0030	_ Sewer, CIPP, 18 inch, Full Length	4027001	450.000	Ft		420.000	420.000	93%	53.00000	$22,260.00
0035	_ Sewer, CIPP, 21 inch, Full Length	4027001	1,150.000	Ft		1,145.000	1,145.000	99%	79.00000	$90,455.00
0040	_ Sewer, Post-Construction, CCTV, 08 inch	4027001	900.000	Ft		247.000	247.000	27%	1.00000	$247.00
0045	_ Sewer, Post-Construction, CCTV, 10 inch	4027001	2,500.000	Ft		2,537.000	2,537.000	101%	1.00000	$2,537.00
0050	_ Sewer, Post-Construction, CCTV, 12 inch	4027001	1,400.000	Ft	343.000	1,132.000	1,132.000	81%	1.00000	$1,132.00
0055	_ Sewer, Post-Construction, CCTV, 15 inch	4027001	800.000	Ft	120.000	868.200	868.200	109%	1.00000	$868.20
0060	_ Sewer, Post-Construction, CCTV, 18 inch	4027001	450.000	Ft		0.000			1.00000	
0065	_ Sewer, Post-Construction, CCTV, 21 inch	4027001	1,150.000	Ft		1,145.000	1,145.000	99%	1.00000	$1,145.00
0070	_ Sewer, Pre-Construction, Clean and CCTV, 08 inch	4027001	900.000	Ft		950.000	950.000	106%	2.00000	$1,900.00
0075	_ Sewer, Pre-Construction, Clean and CCTV, 10 inch	4027001	2,500.000	Ft		3,527.000	3,527.000	141%	2.00000	$7,054.00
0080	_ Sewer, Pre-Construction, Clean and CCTV, 12 inch	4027001	1,400.000	Ft		2,556.000	2,556.000	183%	2.00000	$5,112.00
0085	_ Sewer, Pre-Construction, Clean and CCTV, 15 inch	4027001	800.000	Ft		732.000	732.000	92%	2.00000	$1,464.00
0090	_ Sewer, Pre-Construction, Clean and CCTV, 18 inch	4027001	450.000	Ft		852.000	852.000	189%	2.00000	$1,704.00
0095	_ Sewer, Pre-Construction, Clean and CCTV, 21 inch	4027001	1,150.000	Ft		1,147.000	1,147.000	99%	2.00000	$2,294.00
0100	_ Lateral, Preparation	4027050	20.000	Ea	19.000	19.000	19.000	95%	100.00000	$1,900.00
0105	_ Lateral, Reinstate	4027050	180.000	Ea	25.000	149.000	149.000	83%	65.00000	$9,685.00
0110	_ Mineral Deposit, Rem	4027050	50.000	Ea		151.000	151.000	302%	90.00000	$13,590.00

Construction Pay Estimate Amount Balance Report

Estimate: 4

Project: 0160-0429, 2020 Sewer Rehabilitation by Full Length CIPP Lining

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0115	_ Cutting Service Lead Protrusions	4037050	20.000	Ea		44.000	44.000	220%	125.00000	55,500.00
0120	_ Traffic Maintenance and Control	6127051	1.000	LS		1.000	1.000	100%	5,600.00000	55,600.00
0125	_ Deliverables	8267051	1.000	LS		0.000			3,500.00000	

Subtotal for Category 0000: 425828.80

Subtotal for Project 0160-0429: 425828.80

Percentage of Contract Completed(curr): 113%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: $35,696.00

Total Amount Earned To Date: $425,828.80

9D

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

INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

April 21, 2021
Project No: 0160-0420-0
Invoice No: 0130834

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

Project 0160-0420-0 DPW WATER & SEWER BARN

Professional Services from March 15, 2021 to April 11, 2021

Phase 03 CCA

Fee

Total Fee	4,000.00			
Percent Complete	55.00	Total Earned	2,200.00	
		Previous Fee Billing	1,800.00	
		Current Fee Billing	400.00	
		Total Fee		**400.00**
			Total this Phase	**$400.00**
			Total this Invoice	**$400.00**

Outstanding Invoices

Number	Date	Balance
0130515	3/24/2021	400.00
Total		**400.00**

pd 4/22/2021

PO 20-46141
#592-537-978.300
OK- FS
SM 5/12/2021
5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
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INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

April 27, 2021
Project No: 0160-0417-0
Invoice No: 0131011

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

Project 0160-0417-0 BOURNEMOUTH WM REPLACEMENT
PURCHASE ORDER #19-45552 - $197,500.00

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER	.50	103.00	51.50	
LICENSED ENG/SUR/ARC	2.00	103.00	206.00	
ENGINEERING AIDE II	1.00	62.00	62.00	
Totals	3.50		319.50	
Total Labor				**319.50**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	319.50	129,783.97	130,103.47
Limit			197,500.00
Remaining			67,396.53

Total this Invoice **$319.50**

Outstanding Invoices

Number	**Date**	**Balance**
0130001	2/26/2021	124.25 – Pd 5/6/2021
0130610	3/30/2021	135.00 Pd 4/22/2021
Total		**259.25**

PO19-45552
#592-537-977.310
OK-
SM 5/12/2021
5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
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MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

April 27, 2021
Project No: 0160-0423-0
Invoice No: 0131012

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

Project 0160-0423-0 OXFORD ROAD RECON. - MACK TO HOLIDAY
PURCHASE ORDER #20-46056 - $128,000.00

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
TOPO SURVEY				
SENIOR PROJECT SURVEYOR	1.00	103.00	103.00	
CONSTRUCTION STAKEOUT				
TEAM LEADER	12.40	83.50	1,035.40	
SENIOR PROJECT SURVEYOR	5.00	103.00	515.00	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER	8.00	103.00	824.00	
LICENSED ENG/SUR/ARC	30.50	103.00	3,141.50	
TEAM LEADER	4.00	83.50	334.00	
ENGINEERING AIDE III	.30	70.00	21.00	
CONSTRUCTION OBSERVATION				
TEAM LEADER	4.00	83.50	334.00	
ENGINEERING AIDE III	45.00	70.00	3,150.00	
Totals	110.20		9,457.90	
Total Labor				**9,457.90**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	9,457.90	44,635.02	54,092.92
Limit			128,000.00
Remaining			73,907.08

Total this Invoice **$9,457.90**

Outstanding Invoices

Number	**Date**	**Balance**	
0130002	2/26/2021	1,077.90	pd 5/6/2021
0130611	3/30/2021	515.00	pd 4/22/2021
Total		**1,592.90**	

PO 20-46056
#202-451-974.201 $756.63
#203-451-977.803 $7,755.48
#592-537-975.401 $945.79
OK- FB SM 5/12/2021 5/12/2021

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
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INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0408-0
Invoice No: 0131147

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
P.O. 18-45021 (78,000.00)
P.O. 19-45443 (179,903.66)

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
ENGINEERING AIDE III				
SWITZER, BRIDGET	1.00	70.00	70.00	
1105A processing / 0370 Investigation				
SWITZER, BRIDGET	.30	70.00	21.00	
1105A update / File close-out follow-up				
SWITZER, BRIDGET	.10	70.00	7.00	
Closeout (0370 Form) follow-up				
Totals	1.40		98.00	
Total Labor				**98.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	98.00	247,866.60	247,964.60
Limit			257,903.00
Remaining			9,938.40

Total this Invoice **$98.00**

Outstanding Invoices

Number	**Date**	**Balance**
0130602	3/30/2021	1,135.50
Total		**1,135.50**

PO 4/22/2021

PO 19-45443
#202-451-974.803
OK - E.S.

SM 5/12/2021
B Sample 5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
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INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0413-0
Invoice No: 0131148

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

Project 0160-0413-0 2019 SEWER OPEN CUT REPAIR PROGRAM
P.O. 19-45637 - (106,000)
Professional Services from March 15, 2021 to April 11, 2021
Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	.50	103.00	51.50	
QUANTITIES				
ENGINEERING AIDE II	1.00	62.00	62.00	
CONTRACT ADMINISTRATION				
TEAM LEADER	3.50	83.50	292.25	
ENGINEERING AIDE III	.60	70.00	42.00	
ENGINEERING AIDE II	3.00	62.00	186.00	
Totals	8.60		633.75	
Total Labor				**633.75**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	633.75	96,068.35	96,702.10
Limit			106,000.00
Remaining			9,297.90

Total this Invoice **$633.75**

Outstanding Invoices

Number	**Date**	**Balance**
0130603	3/30/2021	3,676.25
Total		**3,676.25**

PD 4/22/2021

PO 19-45637
#592-537-976.001
OK - FS
SM 5/12/2021
BS 5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0414-0
Invoice No: 0131149

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

Project 0160-0414-0 BEAUFAIT ROAD RECONSTRUCTION-MACK TO WCL
FOR: AS-BUILT PREPARATION AND GIS UPDATE
P.O. 19-45151 $85,000
P.O. 19-45495 - $180,000

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
RECORD PLANS				
TEAM LEADER	2.00	83.50	167.00	
ENGINEERING AIDE II	6.00	62.00	372.00	
Totals	8.00		539.00	
Total Labor				**539.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	539.00	206,561.43	207,100.43
Limit			265,000.00
Remaining			57,899.57

Total this Invoice **$539.00**

Outstanding Invoices

Number	**Date**	**Balance**
0130604	3/30/2021	1,149.35
Total		**1,149.35**

pd 4/22/2021

PO 19-45495
#202-451-974.201 $43.12
#203-451-977.803 $361.13
#203-451-974.201 $37.73
#592-537-975-401 $97.02
OK-
SM 5/12/2021 5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
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MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0418-0
Invoice No: 0131150

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

Project 0160-0418-0 2020-2021 GENERAL ENGINEERING

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	1.00	103.00	103.00	
GENERAL				
LICENSED ENG/SUR/ARC	.50	103.00	51.50	
Totals	1.50		154.50	
Total Labor				**154.50**

Billing Limits	Current	Prior	To-Date
Total Billings	154.50	12,796.80	12,951.30
Limit			15,000.00
Remaining			2,048.70

Total this Invoice **$154.50**

Outstanding Invoices

Number	Date	Balance
0130605	3/30/2021	463.50
Total		**463.50**

pd 4/22/2021

PO 20-45845
#101-441-818.000 $51.50
#101-444-818.000 $51.50
#592-537-818.000 $51.50
OK - FS
SM 5/12/2021
5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
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MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0425-0
Invoice No: 0131151

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

Project 0160-0425-0 LFP VEHICULAR BRIDGE REPLACEMENT
PURCHASE ORDER #20-46060

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
CONSTRUCTION STAKEOUT				
TEAM LEADER	1.50	83.50	125.25	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER	5.00	103.00	515.00	
LICENSED ENG/SUR/ARC	16.00	103.00	1,648.00	
TEAM LEADER	6.00	83.50	501.00	
ENGINEERING AIDE III	1.80	70.00	126.00	
ENGINEERING AIDE II	2.50	62.00	155.00	
CONSTRUCTION OBSERVATION				
TEAM LEADER	39.00	83.50	3,256.50	
ENGINEERING AIDE III	163.20	70.00	11,424.00	
CONSTRUCTION ADMINISTRATION				
SENIOR PROJECT ENGINEER	5.50	103.00	566.50	
Totals	240.50		18,317.25	
Total Labor				**18,317.25**

Unit Billing

2 PERSON CREW-CONSTRUCTION STAKEOUT	5.0 HOURS @ 141.00	705.00	
Total Units		**705.00**	**705.00**

Billing Limits	**Current**	**Prior**	**To-Date**	
Total Billings	19,022.25	100,387.75	119,410.00	
Limit			108,000.00	
Adjustment				**(11,410.00)**
			Total this Invoice	**$7,612.25**

Outstanding Invoices

Number	**Date**	**Balance**
0130606	3/30/2021	21,127.75
Total		**21,127.75**

Pd 4/22/2021

PO 46060
#401-903-977.109
ok - F.S.
SM 5/12/2021
5/12/21

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

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

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0427-0
Invoice No: 0131153

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

Project 0160-0427-0 ROBERT E. NOVITKE COMPLEX GENERATOR
P.O. 20-45809
Professional Services from March 15, 2021 to April 11, 2021
Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
LICENSED ENG/SUR/ARC	.50	103.00	51.50	
Totals	.50		51.50	
Total Labor				**51.50**

Billing Limits	Current	Prior	To-Date
Total Billings	51.50	19,945.20	19,996.70
Limit			20,000.00
Remaining			3.30

Total this Invoice **$51.50**

PO 45809
#420-451-974.201
OK- [illegible]
SM 5/12/2021
[illegible] 5/12/21

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

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0426-0
Invoice No: 0131154

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

Project 0160-0426-0 2020-2021 WATER MAIN REPLACEMENT PROGRA
PURCHASE ORDER #20-46057
PURCHASE ORDER #21-46244

Professional Services from March 15, 2021 to April 11, 2021

Fee

Construction Cost	1,725,631.00			
Fee Percentage	5.75			
Total Fee	99,223.78			
Percent Complete	100.00	Total Earned	99,223.78	
		Previous Fee Billing	94,262.59	
		Current Fee Billing	4,961.19	
		Total Fee		**4,961.19**

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	11.50	103.00	1,184.50	
LICENSED ENG/SUR/ARC	1.00	103.00	103.00	
SECRETARIAL				
SECRETARIAL	1.00	33.00	33.00	
PRINTS				
ENGINEERING AIDE II	1.00	62.00	62.00	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER	2.50	103.00	257.50	
LICENSED ENG/SUR/ARC	2.00	103.00	206.00	
GIS UPDATES				
ENGINEERING AIDE III	6.80	70.00	476.00	
Totals	25.80		2,322.00	
Total Labor				**2,322.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	7,283.19	94,262.59	101,545.78
Limit			325,000.00
Remaining			223,454.22

Total this Invoice $7,283.19

PO 46057
592-537-977.310
OK-FS 5/12/21
SM 5/12/2021

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

2020-2021 Water Main Replacement Program
AEW Project No. 0160-0426
Summary of Time Spent for Design, Specification, Bidding and Subconsultant Fees

Name	Hours	Description
ALLEGOET, JEFFREY	4.9	CAD Scheduling and oversight
ANKAWI, MICHELLE	0.5	Project setup
BICKHAM, BRENDA	2.5	Survey
BIGELOW, JUSTICE	34	Survey
BIRKETT, CHRISTOPHER	9	Survey
CARPENTER, AARON	20.5	CAD
DE OLIVEIRA, ROSANA	47.3	Design
DELAPAZ, CARLIE	411.5	Survey Oversight, project setup
GAYESKI JR., JOSEPH	36	Production
KAFERLE, KATHLEEN	0.6	Survey
KOWALCHICK, ANTHONY	8.1	Project Oversight, coordination
LAGODNA, CARL	41.5	Survey
LOCKWOOD, SCOTT	101.8	CAD
RIBERAS, JOSEPH	14	Survey
RICKARD, EMILY	234.5	CAD
TRUAX, MICHAEL	20.5	Survey Oversight
WILBERDING, ROSS	75.5	Design and coordination
	1062.7	

SUBCONSULTANTS

Amount	Description
4,775	G2 Consulting
4775	

ANDERSON, ECKSTEIN & WESTRICK, INC.
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51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0428-0
Invoice No: 0131155

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

Project 0160-0428-0 2020 CONCRETE PAVEMENT REPAIR PROGRAM
PURCHASE ORDER #20-46055

Professional Services from March 15, 2021 to April 11, 2021

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	3.00	103.00	309.00	
QUANTITIES				
ENGINEERING AIDE II	1.00	62.00	62.00	
CONTRACT ADMINISTRATION				
TEAM LEADER	2.50	83.50	208.75	
ENGINEERING AIDE III	.30	70.00	21.00	
ENGINEERING AIDE II	2.00	62.00	124.00	
Totals	8.80		724.75	
Total Labor				**724.75**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	724.75	60,833.60	61,558.35
Limit			134,000.00
Remaining			72,441.65

Total this Invoice **$724.75**

PO 20-46055
#202-451-974.201 $137.70
#203-451-974.201 $86.98
#585-561-978.300 $362.37
#592-537-975.401 $137.70
OK — PI
SM 5/12/2021
5/12/21

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

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

INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0429-0
Invoice No: 0131156

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

Project 0160-0429-0 SEWER REHABILITATION - LINING
PURCHASE ORDER #20-46058
Professional Services from March 15, 2021 to April 11, 2021
Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	2.50	103.00	257.50	
CONTRACT ADMINISTRATION				
GRADUATE ENG/SUR/ARC	3.00	83.50	250.50	
TEAM LEADER	5.50	83.50	459.25	
ENGINEERING AIDE III	.90	70.00	63.00	
ENGINEERING AIDE II	3.80	62.00	235.60	
CONSTRUCTION OBSERVATION				
TEAM LEADER	13.00	83.50	1,085.50	
ENGINEERING AIDE III	96.00	70.00	6,720.00	
Totals	124.70		9,071.35	
Total Labor				**9,071.35**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	9,071.35	48,484.81	57,556.16
Limit			75,000.00
Remaining			17,443.84

Total this Invoice **$9,071.35**

Outstanding Invoices

Number	**Date**	**Balance**
0130607	3/30/2021	11,070.40
Total		**11,070.40**

Pd 4/22/2021

PO 20-46058
592-537.976.001
ok - PJ
SM 5/12/2021
5/12/21

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

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

INVOICE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 7, 2021
Project No: 0160-0430-0
Invoice No: 0131157

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

Project 0160-0430-0 SEWER REHABILITATION - OPEN CUT
PURCHASE ORDER #20-46059

Professional Services from March 15, 2021 to April 11, 2021

Fee

Construction Cost	750,000.00			
Fee Percentage	6.90			
Total Fee	51,750.00			
Percent Complete	100.00	Total Earned	51,750.00	
		Previous Fee Billing	38,812.50	
		Current Fee Billing	12,937.50	
		Total Fee		**12,937.50**

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	5.00	103.00	515.00	
CONTRACT ADMINISTRATION				
GRADUATE ENG/SUR/ARC	1.50	83.50	125.25	
TEAM LEADER	3.00	83.50	250.50	
ENGINEERING AIDE III	.50	70.00	35.00	
ENGINEERING AIDE II	2.20	62.00	136.40	
CONSTRUCTION OBSERVATION				
TEAM LEADER	26.50	83.50	2,212.75	
ENGINEERING AIDE III	64.50	70.00	4,515.00	
ENGINEERING AIDE II	105.00	62.00	6,510.00	
Totals	208.20		14,299.90	
Total Labor				**14,299.90**
		Total this Invoice		**$27,237.40**

PO 20-46059
592-537-976.001
OK - PB
SM 5/12/2021
5/12/21

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

Sewer Rehabilitation- Open Cut
AEW Project No. 0160-0430
Summary of Time Spent for Design, Specification, Bidding and Subconsultant Fees

Name	Hours	Description
ANDERSON, KEVIN	29.5	Design, Construct Documents
BICKHAM, BRENDA	2.5	Administration
DUBAY, GAIL	0.3	Administration
KOWALCHICK, ANTHONY	35.1	GIS, CAD
LOCKWOOD, SCOTT	38.9	Project Oversight
MARCUS, PATRICK	37.5	Design, Construct Documents
MILLER, JEFFREY	20.4	GIS, CAD
SVOBODA, JOSEPH	76.5	Design, Construct Documents
VARICALLI, FRANK	156.5	Project Oversight, Design
WILBERDING, ROSS	2	Project Oversight, Coordination
	399.2	

SUBCONSULTANTS

Amount	Description
0	
0	

9E

MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

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

May 10, 2021
Invoice No: 21849 - 36

Project 21849 Grosse Pointe Woods Building Services

Professional Services from April 1, 2021 to April 30, 2021

Monthly Retainer

Conduct Plumbing and Mechanical Inspections as directed by the City.

1 4/1/21 2024 Hunt Club Dr PM210070

2 4/1/21 2120 Stanhope St PP200164

3 4/1/21 2120 Stanhope St PM200304

4 4/1/21 20063 E Ballantyne Ct PP210010

5 4/1/21 20861 Mack Ave PM210071

6 4/1/21 21500 Van K Dr PP210048

7 4/1/21 21500 Van K Dr PM210063

8 4/1/21 1269 Anita Ave PM210005

9 4/1/21 1269 Anita Ave PP210050

10 4/1/21 1661 Prestwick Rd PP210044

11 4/1/21 1465 Dorthen St PP210049

12 4/8/21 1190 Parkway Dr PP170025

13 4/8/21 1190 Parkway Dr PM170052

14 4/8/21 1190 Parkway Dr PM170051

15 4/8/21 20050 Mack Ave PP210055

16 4/8/21 20050 Mack Ave PP210047

17 4/8/21 20050 Mack Ave PM200255

18 4/8/21 506 Anita Ave PM210065

19 4/8/21 1325 Brys Dr PP210052

20 4/8/21 1660 Littlestone Rd PM210066

For signatures & dates

21 4/8/21 1464 Renaud Rd PM210022

22 4/8/21 1661 Prestwick Rd PP210044

23 4/8/21 940 Moorland Dr PM210020

24 4/13/21 19571 Mack Ave PP200031

25 4/13/21 1944 Van Antwerp PM210086

26 4/13/21 1944 Van Antwerp PP210062

27 4/13/21 1131 N Renaud Rd PP210060

28 4/13/21 523 Thorn Tree Rd PP200170

29 4/13/21 1184 Hollywood Ave PM210064

30 4/13/21 1184 Hollywood Ave PM210053

31 4/13/21 19291 Linville St PM210027

32 4/15/21 2072 Hunt Club Dr PM210033

33 4/15/21 19960 E Clairview PM210072

34 4/15/21 1845 Stanhope St PM210074

35 4/15/21 19700 Blossom Ln PM200323

36 4/15/21 523 Thorn Tree Rd PM200314

37 4/15/21 1563 Anita Ave PM200159

38 4/20/21 1827 Hunt Club Dr PM210094

39 4/20/21 1464 N Renaud Rd PM210022

40 4/20/21 742 S Renaud Rd PP210057

41 4/20/21 20641 Montague Ln PM210088

42 4/20/21 1269 Anita Ave PP210050

43 4/22/21 563 Shoreham Rd PM210034

44 4/22/21 1669 Prestwick Rd PP200050

45 4/22/21 677 Birch Ln PM210073

46 4/22/21 742 S Renaud Rd PP210057

47 4/22/21 1450 Roslyn Rd PM210092

48 4/22/21 1269 Anita Ave PP210050

49 4/22/21 1269 Anita Ave PM210005

50 4/22/21 20871 Mack Ave PP210051

51 4/27/21 920 Oxford Rd PM210037

52 4/27/21 1974 Brys Dr PM210084

53 4/27/21 851 S Oxford Rd PM210048

54 4/27/21 20871 Mack Ave PP210051

55 4/27/21 1325 Brys Dr PM210081

56 4/27/21 20861 Mack Ave PM210100

57 4/27/21 1805 Severn Rd PM210080

58 4/29/21 590 Anita Ave PM210082

59 4/29/21 1669 Prestwick Rd PP200050

60 4/29/21 21151 Mack Ave PP210072

61 4/29/21 879 Sunningdale Dr PP200054

62 4/29/21 1230 N Renaud Rd PP210026

63 4/29/21 20861 Mack Ave PM210071

64 4/29/21 20861 Mack Ave PP210042

	1,500.00	
Total		**$1,500.00**

IINSPECTIONS OVER 30 PER MONTH

Inspection Services - Per Inspection

	34.0 inspection @ 55.00 1,870.00	
Subtotal		**$1,870.00**
	Invoice Total	**$3,370.00**

Outstanding Invoices

Number	Date	Balance
32	1/10/2021	(220.00)
Total		**($220.00)**

THANK YOU. Please remit to above address and indicate project number on voucher.

Email: cbehrens@gpwmi.us

PO # 20-45837
101-180-818.000
5-13-21

SC 5/14

SM 5/14/2021

/JCM/5-13-21

APRIL 2021 TIM

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
McKenna-Tim Israel						
	PM210070	Rough	2024 HUNT CLUB DR	04/01/21	Approved	$30.00
	PP200164	Final	2120 STANHOPE ST	04/01/21	Approved	$30.00
	PM200304	Final	2120 STANHOPE ST	04/01/21	Approved	$30.00
	PP210010	Final	20063 E BALLANTYNE CT	04/01/21	Approved	$30.00
	PM210071	Rough	20861 MACK AVE	04/01/21	Approved	$30.00
	PP210048	Rough	21500 VAN K DR	04/01/21	Approved	$30.00
	PM210063	Rough	21500 VAN K DR	04/01/21	Approved	$30.00
	PM210005	Rough	1269 ANITA AVE	04/01/21	Disapproved	$30.00
	PP210050	Rough	1269 ANITA AVE	04/01/21	Disapproved	$30.00
	PP210044	Rough	1661 PRESTWICK RD	04/01/21	Disapproved	$30.00
	PP210049	Final	1465 DORTHEN ST	04/01/21	Approved	$30.00
	~~PM210033~~	~~Final~~	~~2072 HUNT CLUB DR~~	~~04/06/21~~	Canceled	~~$0.00~~
	PP170025	Rough? GT going t	1190 PARKWAY DR	04/08/21	Partially Approved	$30.00
	PM170052	Rough? - GT going	1190 PARKWAY DR	04/08/21	Partially Approved	$30.00
	PM170051	Rough? GT going t	1190 PARKWAY DR	04/08/21	Partially Approved	$30.00
	PP210055	Rough	20050 MACK AVE	04/08/21	Approved	$30.00
	PP210047	Rough	20050 MACK AVE	04/08/21	Approved	$30.00
	PM200255	Rough	20050 MACK AVE	04/12/21	Approved	$30.00
	PM210065	Final	506 ANITA AVE	04/08/21	Approved	$30.00
	PP210052	Final	1325 BRYS DR	04/08/21	Approved	$30.00
	PM210066	Final A/C	1660 LITTLESTONE RD	04/08/21	Approved	$30.00
	PM210022	Underground	1464 N RENAUD RD	04/08/21	Approved	$30.00

2 1/2

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
	PP210044	Rough	1661 PRESTWICK RD	04/08/21	Approved	$30.00
	PM210020	Final Furnace	940 MOORLAND DR	04/08/21	Approved	$30.00
	PP200031	Final	19579 MACK AVE	04/13/21	Approved	$30.00
	PP210062	Rough	1944 VAN ANTWERP ST	04/13/21	Approved	$30.00
	PP210060	Final-Water Htr	1131 N RENAUD RD	04/13/21	Approved	$30.00
	PP200170	Final	523 THORN TREE RD	04/13/21	Approved	$30.00
	PM210086	Rough	1944 VAN ANTWERP ST	04/13/21	Approved	$30.00
	PM210064	Final	1184 HOLLYWOOD AVE	04/13/21	Approved	$30.00
	PM210053	Final-Htg/A-C	1184 HOLLYWOOD AVE	04/13/21	Approved	$30.00
	PM210027	Final	19291 LINVILLE ST	04/13/21	Approved	$30.00
	PM210033	Final	2072 HUNT CLUB DR	04/15/21	Approved	$30.00
	PM210072	Final A/C	19960 E CLAIRVIEW CT	04/15/21	Approved	$30.00
	PM200159	Final	1563 ANITA AVE	04/15/21	Approved	$30.00
	PM200323	Final A/C	19700 BLOSSOM LN	04/15/21	Approved	$30.00
	PM210074	Final	1845 STANHOPE ST	04/15/21	Approved	$30.00
	PM200314	Final	523 THORN TREE RD	04/15/21	Approved	$30.00
	PM210022	Gas Pressure Test	1464 N RENAUD RD	04/20/21	Approved	$30.00
	PP210057	Rough	742 S RENAUD RD	04/20/21	Approved	$30.00
	PM210086	Gas Pressure Test	20641 MONTAGUE LN	04/20/21	Approved	$30.00
	PM210094	Rough	1827 HUNT CLUB DR	04/20/21	Approved	$30.00
	PP210050	Rough	1269 ANITA AVE	04/20/21	Disapproved	$30.00
	~~PM210092~~	~~Final~~	~~1450 ROSLYN RD~~	~~04/20/21~~	Canceled	~~$0.00~~
	PM210034	Final A/C	563 SHOREHAM RD	04/22/21	Approved	$30.00

22/23

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
	PP200050	Final	1669 PRESTWICK RD	04/22/21	Disapproved	$30.00
	PM210073	Final A/C	677 BIRCH LN	04/22/21	Approved	$30.00
	PP210057	Shower Pan Inspec	742 S RENAUD RD	04/22/21	Approved	$30.00
	PM210092	Final	1450 ROSLYN RD	04/22/21	Approved	$30.00
	PP210050	Rough	1269 ANITA AVE	04/22/21	Approved	$30.00
	PM210005	Rough	1269 ANITA AVE	04/22/21	Approved	$30.00
	PP210051	Underground (2nd)	20871 MACK AVE	04/22/21	Disapproved	$30.00
	PM210037	Final	920 S OXFORD RD	04/27/21	Approved	$30.00
	PM210084	Final	1974 BRYS DR	04/27/21	Approved	$30.00
	PM210048	Final - GPTA	851 S OXFORD RD	04/27/21	Approved	$30.00
	PP210051	Underground	20871 MACK AVE	04/27/21	Approved	$30.00
	PM210081	Final-Htg/A-C	1325 BRYS DR	04/27/21	Approved	$30.00
	~~PP210042~~	~~Final~~	~~20861 MACK AVE~~	~~04/26/21~~	Canceled	~~$0.00~~
	PM210100	Rough/Gas Pressur	20861 MACK AVE	04/27/21	Approved	$30.00
	PM210080	Rough	1805 SEVERN RD	04/27/21	Disapproved	$30.00
	PM210082	Final	590 ANITA AVE	04/29/21	Approved	$30.00
	PP200050	Final	1669 PRESTWICK RD	04/29/21	Approved	$30.00
	PP210072	Underground/rough	21151 MACK AVE	04/29/21	Approved	$30.00
	PF200054	Final	879 SUNNINGDALE DR	04/29/21	Approved	$30.00
	PP210026	Final	1230 N RENAUD RD	04/30/21	Approved	$30.00
	PM210071	Final	20861 MACK AVE	04/29/21	Partially Approved	$30.00
	PP210042	Final	20861 MACK AVE	04/29/21	Partially Approved	$30.00
	~~PP210065~~	~~Rough~~	~~20091 MACK AVE~~	~~04/28/21~~	Canceled	~~$0.00~~

21/23

Inspector	Record Number	Inspection Type	Address	Complete Date	Result		Commission
			Total for Inspector:			68	$1920.00
			Total for Report:			~~68~~ 64	$1920.0

64 inspections
$3,370 commission

30 insp x $50 = 1,500
34 insp x $55 = 1,870
3,370

9F

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

WCA ASSESSING

May 18, 2021

Invoice 05182021

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

RE: June 2021 Services

For contract assessing services rendered:
Contract Fee ($75,099 ÷12)..... $ 6,258.25

TOTAL AMOUNT DUE ..... $ 6,258.25

Respectfully submitted,

Lynette Hobyak
Business Manager

101 224-818.000

SM 5/27/2021

5/27/2021

38110 N. Executive Drive, Suite 100
Westland, MI 48185

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

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK
A PROFESSIONAL CORPORATION
Attorneys and Counselors
ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-5485
313-965-7900
IRS # 38-189622

9G

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

CITY OF GROSSE POINTE WOODS
ATTN: BRUCE J SMITH
CITY ADMINISTRATOR
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236

MAY 21, 2021

FILE # 2371.002582
INVOICE # 500068

REGARDING: CITY OF GROSSE POINTE WOODS

FOR PROFESSIONAL SERVICES RENDERED

04/26/21 MJW	VM AND EMAIL EXCHANGE WITH GENE TUTAG RE ROW ACCESS ISSUE	.20
04/27/21 MJW	PHONE CALLS WITH AND REVIEW OF MULTIPLE EMAILED DRAWINGS FROM GENE TUTAG RE AT&T UTILITY CABINETS PROPOSED FOR ROW	1.00
	TOTAL HOURLY CHARGES	$360.00

RECAP

TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	1.20	360.00
TOTALS		1.20	360.00

CURRENT AMOUNT DUE	$360.00
TOTAL AMOUNT DUE	$360.00

5/26/21
101210812.000

SM 5/20/21

YOUR FILE WILL BE DESTROYED 2 YEARS AFTER CLOSING
UNLESS YOU NOTIFY US IN ADVANCE

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK
ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-5485

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

CITY OF GROSSE POINTE WOODS
ATTN: BRUCE J SMITH
CITY ADMINISTRATOR
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236

MAY 21, 2021

FILE # 4297.005841
INVOICE # 500072

REGARDING: AT&T CELL TOWER RENEWAL - 5TH AM

FOR PROFESSIONAL SERVICES RENDERED

04/08/21	MJW	RECEIPT OF EMAIL AND GENERATOR DESIGN ATTACHMENTS FROM CLIENT RE GENERATOR INSTALL REQUEST FROM ATT VENDOR; PHONE CALL WITH CLIENT RE SAME; EMAIL TO BLACK AND VEATCH RE SAME AND RAISING SOON TO BE EXPIRED LICENSE AGREEMENT	.80
04/09/21	MJW	PROVIDE VERBAL AND RECENT EMAILS STATUS REPORT TO NEW CITY ATTY	.40
04/26/21	MJW	RECEIPT OF AT&T CELL TOWER LICENSE RENEWAL COUNTER OFFER; ATTEMPT TO MARK UP SAME; RETURN EMAIL TO ATT/B&V NOTING VARIOUS PROBLEMS WITH THEIR DOCUMENT INCLUDING PW PROTECTION PREVENTING DETAILED MARKUPS; ALSO NOTING SUBSTANTIVE ISSUES WITH PROPOSED RENEWAL; RECEIPT OF NON PW PROTECTED VERSION OF RENEWAL DOC; EMAIL TO CLIENT GROUP RE ALL THIS AND MENTIONING RFP ISSUE	3.50
04/27/21	MJW	PHONE CALL FROM CLIENT RE STATUS OF AT&T LICENSE RENEWAL	.20
04/30/21	MJW	WORK ON RFP ALTERNATIVE CONCEPTS AND REVISIONS TO B&V PROPOSED LICENSE RENEWAL	1.00

TOTAL HOURLY CHARGES $1,770.00

RECAP

TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	5.90	1,770.00
TOTALS		5.90	1,770.00

YOUR FILE WILL BE DESTROYED 2 YEARS AFTER CLOSING
UNLESS YOU NOTIFY US IN ADVANCE

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK
ONE WOODWARD AVENUE, SUITE 2400
313-965-7000 DETROIT, MICHIGAN 48226-5485 IRS # 38-1990224

CITY OF GROSSE POINTE WOODS May 21, 2021 PAGE 2
FILE NUMBER: 4297.005841
INVOICE NO.: 500072

CURRENT AMOUNT DUE	$1,770.00
TOTAL AMOUNT DUE	$1,770.00

101 210812.000 $1770.00
SM 5/20/2021
5/24/21

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 550
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

RECEIVED
MAY 14 2021

9H

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: Bruce Smith, City Manager

May 01, 2021

Client:	000896
Matter:	000000
Invoice #:	120233

REGARDING: GENERAL MATTERS

For professional services rendered and expenses incurred relative to the above matter:

TOTAL **$612.50**

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 550
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: Bruce Smith, City Manager

May 01, 2021
Client: 000896
Matter: 000000
Invoice #: 120233

Page: 1

RE: GENERAL MATTERS

For Professional Services Rendered through April 28, 2021

DATE	ATTY	DESCRIPTION	HOURS
4/5/2021	GSR	Correspondence regarding employee arbitration.	0.25
4/6/2021	GSR	Correspondence regarding employee arbitration; telephone discussion with Director Kosanke regarding the same.	0.50
4/7/2021	GSR	Correspondence regarding employee arbitration.	0.25
4/8/2021	GSR	Correspondence regarding employee arbitration.	0.25
4/13/2021	GSR	Correspondence regarding employee arbitration.	0.25
4/15/2021	GSR	Correspondence regarding employee arbitration.	0.25
4/21/2021	GSR	Correspondence with Director Kosanke regarding employee matter.	0.25
4/22/2021	GSR	Telephone call from Director Kosanke regarding pending labor matter.	0.25
4/26/2021	TLF	Attention to review of legal opinion with regard to Charter amendment regarding Council delegating authority to City Administration; telephone call to Ms. Lisa Anderson regarding same.	0.50
4/27/2021	TLF	Attention to review of City Attorney Lisa Anderson's legal memo regarding Charter and Council authority/delegation; preparation of correspondence to Ms. Anderson regarding same.	0.75
		Total Services	$612.50

ATTORNEY		HOURS	RATE	AMOUNT
TLF	THOMAS L. FLEURY	1.25	$175.00	$218.75
GSR	GOURI SASHITAL	2.25	$175.00	$393.75

KELLER THOMA
A PROFESSIONAL CORPORATION

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: Bruce Smith, City Manager

May 01, 2021
Client: 000896
Matter: 000000
Invoice #: 120233

RE: GENERAL MATTERS

101,210 & 10,000

Sm 5/11/2021

Total Amount Due **$612.50**

9I

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RECEIVED
MAY 27 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

May 12, 2021

City of Grosse Pointe Woods
Attn: Bruce Smith, City Adminsitrator
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

Invoice # 1075583

In Reference To: General Counsel

Professional Services Rendered Through April 30, 2021

			Hrs/Rate	Amount
		City Council		
4/8/2021	LAA	Telephone conference with Clerk, Executive Assistant and Assessor regarding Council meeting agenda	0.30 $155.00/hr	46.50
4/9/2021	LAA	Correspondence with Clerk regarding Council agenda	0.30 $155.00/hr	46.50
4/12/2021	LAA	Correspondence with City Administrator regarding Council agenda; Review materials for meeting; Attend City Council meeting	1.90 $155.00/hr	294.50
4/19/2021	LAA	Receipt/review of Council agenda packet; Correspondence with Clerk, City Administrator and Mayor regarding closed session meeting	1.60 $155.00/hr	248.00
	LAA	Attend City Council meeting	0.90 $155.00/hr	139.50
4/20/2021	LAA	Correspondence to City Administrator regarding training for new Council Members	0.20 $155.00/hr	31.00

			Hrs/Rate	Amount
4/29/2021	LAA	Receipt/review correspondence from Clerk regarding Council elections; Research state election law and City Charter in follow-up	2.00 $155.00/hr	310.00
4/30/2021	LAA	Telephone conference with Clerk regarding election process for Council vacancies	0.90 $155.00/hr	139.50
	SUBTOTAL:		8.10	1,255.50
	General Administration			
4/1/2021	SPJ	Receive and review correspondence from City Administrator Smith with comments and request for further legal assistance; Prepare revised version of legal opinion and counsel correspondence to City Council; Prepare additional enclosure providing summary of liabilities, debts and property division calculations, as well as potential scenarios for City Council consideration and legal advice regarding same; Prepare follow-up correspondence to City Administrator Smith and Treasurer Murphy regarding same	2.30 $155.00/hr	356.50
	LAA	Receipt/review correspondence from resident regarding sewer backup	0.30 $155.00/hr	46.50
4/2/2021	LAA	Correspondence with Ford representative regarding Telematics agreement	0.10 $155.00/hr	15.50
4/7/2021	LAA	Review of regulations pertaining to closed captioning for remote meetings; Correspondence with Clerk regarding same	0.80 $155.00/hr	124.00
	LAA	Correspondence with Ford representative regarding Telematics Agreement; Review revised Agreement	1.00 $155.00/hr	155.00
	HSB	Telephone conference with Director Kosanke regarding Police Department Body Camera Policy	1.10 $155.00/hr	170.50

			Hrs/Rate	Amount
4/8/2021	LAA	Receipt/review correspondence regarding AT&T lease	0.30 $155.00/hr	46.50
	LAA	Enviroair: Receipt/review correspondence from contractor regarding Certificate of Insurance; Correspondence with Clerk regarding same	0.20 $155.00/hr	31.00
4/9/2021	LAA	Correspondence with Director of Public Services regarding Enviro Air and Ford Telematics Agreements	0.90 $155.00/hr	139.50
	LAA	Telephone conference with and email correspondence with Attorney Watza regarding cell tower lease	0.20 $155.00/hr	31.00
4/12/2021	LAA	Telephone conference with resident regarding zoning violation; Review ordinance and property records regarding same; Correspondence with Attorney Tomlinson and Building Official regarding same	0.50 $155.00/hr	77.50
	LAA	Telephone conference with Building Official regarding solar panel ordinance and zoning issue	0.20 $155.00/hr	31.00
4/13/2021	LAA	Receipt/review of revised PAATS Service Agreement; Correspondence with Executive Assistant regarding same	1.00 $155.00/hr	155.00
4/14/2021	LAA	Receipt/review of Agreement for pursuit demo vehicle; Correspondence with Director of Public Services regarding same	0.70 $155.00/hr	108.50
	LAA	Telephone conference with Director of Public Services regarding Telematics Agreement	0.40 $155.00/hr	62.00
	HSB	Correspondence to Director Kosanke regarding revisions to body cam policy	0.10 $155.00/hr	15.50
4/15/2021	LAA	Preparation of Resolution for Charter amendment; Correspondence with Attorney General's office regarding Resolution and Charter amendment; Correspondence with Clerk regarding general election	3.70 $155.00/hr	573.50

			Hrs/Rate	Amount
4/15/2021	LAA	Correspondence with Clerk regarding closed session meeting	0.30 $155.00/hr	46.50
	LAA	Correspondence with Attorney General's Office regarding Charter amendment	0.20 $155.00/hr	31.00
4/16/2021	LAA	Correspondence with Clerk regarding request for information from County Prosecutor	0.20 $155.00/hr	31.00
	HSB	Edit/revise Police Body Camera Policy	1.20 $155.00/hr	186.00
4/19/2021	SPJ	Annexation: Correspondence with City Manager and City Clerk	0.20 $155.00/hr	31.00
	SPJ	Annexation: Review multiple legal opinions and spreadsheets to prepare for meeting with City Council; Attend meeting in closed session with City Council	1.50 $155.00/hr	232.50
	LAA	Receipt/review correspondence from County Prosecutor regarding request for information	0.30 $155.00/hr	46.50
4/20/2021	SPJ	Annexation: Revise and update notice letter to Grosse Pointe Farms; Prepare correspondence to B. Smith regarding same	0.70 $155.00/hr	108.50
4/21/2021	LAA	Receipt/review correspondence from resident regarding rental property inquiry	0.30 $155.00/hr	46.50
4/23/2021	SPJ	Annexation: Receipt/review correspondence from B. Smith; Receipt/review reply to notice letter from Grosse Pointe Farms City Manager; Prepare memo	0.30 $155.00/hr	46.50
	HSB	Receipt/review of correspondence from Director Kosanke regarding revisions to Body Camera Policy	0.10 $155.00/hr	15.50
4/26/2021	LAA	Telephone conference with Clerk regarding application to solicit on City streets; Review ordinance regarding same	0.30 $155.00/hr	46.50

			Hrs/Rate	Amount
4/26/2021	LAA	Receipt/review of agenda packet for Committee of the Whole meeting; Review statute regarding transferring road funds; Attend Committee of the Whole meeting	2.00 $155.00/hr	310.00
	LAA	Cell Tower Lease Amendment: Receipt/review correspondence from Attorney Watza regarding Tower Lease Amendment	0.10 $155.00/hr	15.50
	SPJ	Annexation: Receipt/review correspondence from S. Murphy; Review annual debt service and maturity date information relating to bonded indebtedness, as well as contractual liability information pertaining to refuse collection and employee long-term benefit liabilities; Prepare reply correspondence with legal advice to S. Murphy regarding same	0.40 $155.00/hr	62.00
4/27/2021	LAA	Telephone conference with City Administrator and Attorney Tomlinson regarding resident concern	0.30 $155.00/hr	46.50
	LAA	Telephone conference with City Administrator regarding Council training	0.10 $155.00/hr	15.50
	LAA	Telephone conference with Treasurer regarding Workers' Compensation Third Party Proposal; Review Proposal	0.30 $155.00/hr	46.50
	LAA	Correspondence to Attorney Fleury regarding Charter Amendment	0.20 $155.00/hr	31.00
	HSB	Edit/revise Body Cam Policy	0.50 $155.00/hr	77.50
	HSB	Telephone conference with Director Kosanke regarding Body Cam Policy	0.40 $155.00/hr	62.00
4/28/2021	LAA	Telephone conference with Mayor regarding Council participation with Foundation	0.30 $155.00/hr	46.50
	LAA	Telephone conference with Building Official regarding small cell wireless inquiry	0.20 $155.00/hr	31.00

			Hrs/Rate	Amount
4/28/2021	LAA	Receipt/review correspondence regarding patrol vehicle Telematics Agreement	0.10 $155.00/hr	15.50
4/29/2021	LAA	Receipt/review correspondence regarding License Agreement for wireless facilities	0.20 $155.00/hr	31.00
	LAA	Correspondence to Executive Director regarding training session	0.20 $155.00/hr	31.00
	LAA	Telephone conference with Assessor regarding resident concern involving homestead exemption	0.30 $155.00/hr	46.50
4/30/2021	LAA	Receipt/review of 2021 Water Main Replacement Program Contract; Correspondence to Executive Assistant regarding same	1.30 $155.00/hr	201.50
	LAA	Review of correspondence from property owner regarding rental property issue; Prepare letter to property owner; Receipt/review correspondence from property owner in response	3.20 $155.00/hr	496.00
	LAA	Telephone conference with Attorney Fleury regarding Charter amendment process	0.20 $155.00/hr	31.00
	SUBTOTAL:		[29.70	4,603.50]
	Michigan Tax Tribunal			
4/1/2021	LAA	Welltower Propco: Telephone conference with Appraiser to discuss Petition; Receipt/review information from Appraisal regarding same	0.40 $155.00/hr	62.00
	LAA	Flagstar: Review status of appeal; Telephone conference with Assessor regarding same	0.50 $155.00/hr	77.50
	LAA	20515 Mack, LLC: Correspondence with Assessor and Attorney Conti regarding resolution of appeal; Receipt/review proposed stipulated Order for Consent Judgment; Prepare Substitution of Counsel for filing with Tribunal	0.80 $155.00/hr	124.00

			Hrs/Rate	Amount
4/2/2021	LAA	BB234, LLC: Review Petition; Prepare Substitution of Counsel for filing with Tribunal; Correspondence with Attorney Berschback regarding same	0.30 $155.00/hr	46.50
	LAA	Welltower Propco: Telephone conference and email correspondence with Appraiser regarding discovery requests and appraisal; Review information from Appraiser	0.50 $155.00/hr	77.50
4/3/2021	LAA	Flagstar Bank: Review Petition and Tribunal Order regarding valuation disclosure deadline; Correspondence with Attorney Fales and City Assessor regarding disclosure deadline; Prepare Motion for Extension of Valuation Disclosure Deadline	1.20 $155.00/hr	186.00
	LAA	Welltower Propco: Review Tribunal Orders; Correspondence with Assessor regarding discovery requests	0.40 $155.00/hr	62.00
4/5/2021	LAA	BB234 LLC: Correspondence with opposing counsel regarding resolution of tax appeal; Receipt/review of proposed Stipulated Order; Correspondence with Assessor regarding same	0.70 $155.00/hr	108.50
	LAA	20515 Mack LLC: Correspondence with opposing counsel regarding tax appeal; Receipt/review of proposed Stipulated Order; Correspondence with Assessor regarding same	0.50 $155.00/hr	77.50
	LAA	Flagstar Bank: Correspondence with Petitioner, Assessor and Tax Tribunal regarding tax appeal; Prepare Substitution of Counsel for filing with Tribunal	1.00 $155.00/hr	155.00
	LAA	Welltower Propco: Receipt/review correspondence from Assessor regarding appraisal of property	0.30 $155.00/hr	46.50
4/6/2021	LAA	Flagstar Bank: Telephone conference with Tax Tribunal regarding tax appeal	0.30 $155.00/hr	46.50
	LAA	20515 Mack LLC and BB234 LLC: Correspondence with Attorney Conti and City Assessor regarding tax appeals	0.60 $155.00/hr	93.00

			Hrs/Rate	Amount
4/7/2021	LAA	Welltower Propco: Evaluate information pertaining to property appraisal for valuation disclosure deadline	0.50 $155.00/hr	77.50
4/8/2021	LAA	Welltower Propco: Review information relevant to tax appeal and prepare discovery requests to Petitioner; Telephone conference and email correspondence with Assessor and City staff regarding Agreement for Property Appraisal; Correspondence with Attorney Silvey regarding discovery requests	1.90 $155.00/hr	294.50
4/9/2021	LAA	20515 Mack, LLC: Receipt/review Stipulated Order on tax appeal; Correspondence with City Administrator, Treasurer, and Assessor regarding tax appeal	0.30 $155.00/hr	46.50
	LAA	BB234 LLC: Receipt/review Stipulated Order on tax appeal; Correspondence with City Administrator, Treasurer, and Assessor regarding tax appeal	0.30 $155.00/hr	46.50
4/20/2021	LAA	Welltower Propco: Correspondence with City Administrator and Assessor regarding Appraisal Agreement	0.30 $155.00/hr	46.50
	SUBTOTAL:		[10.80	1,674.00]
	For professional services rendered		48.60	$7,533.00

Additional charges:

		Qty/Price	
	Michigan Tax Tribunal		
4/6/2021	Postage - Flagstar Bank: Substitution of Attorneys and Order Permitting Substitution to client and Petitioner	2 0.51	1.02
	Postage - BB234, LLC: Substitution of Attorneys and Order Permitting Substitution to client and Petitioner	2 0.51	1.02

		Qty/Price	Amount
4/6/2021	Postage - 20515 Mack, LLC: Substitution of Attorneys and Order Permitting Substitution to client and Petitioner	2 0.51	1.02
	Photocopies - Flagstar Bank: Substitution of Attorneys and Order Permitting Substitution	12 0.20	2.40
	Photocopies - 20515 Mack, LLC: Substitution of Attorneys and Order Permitting Substitution	12 0.20	2.40
4/8/2021	Photocopies - Welltower Propco Group, LLC: Discovery requests to Petitioner	20 0.20	4.00
	SUBTOTAL:		[11.86]
	Total costs		$11.86
	Total amount of this bill		$7,544.86
	Previous balance		$10,246.50
5/3/2021	Credit - 3/17/21 billing entry of J. Shortley billed to the wrong municipality		($290.00)
5/6/2021	Payment - thank you. Check No. 60095		($10,246.50)
	Balance due		$7,254.86

Please include your Invoice Number on your payment. Thank you.

Attorney Summary

Name	Hours	Rate
Holly S. Battersby, Shareholder	3.40	155.00
Lisa A. Anderson, Shareholder	39.80	155.00
Steven P. Joppich, Shareholder	5.40	155.00

10121080.000 $ 5569.00 SM 5/12/2021

10121080.300 1685.86 5/13/2021

$ 7254.86