CITY OF GROSSE POINTE WOODS

20025 Mack Plaza

Rescheduled City Council Meeting Agenda Monday, August 13, 2018

- 7:00 p.m.
- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE
- 4. RECOGNITION OF COMMISSION MEMBERS
- 5. ACCEPTANCE OF AGENDA
- 6. MINUTES

- A. City Council 07/16/18
- B. Election Commission 07/31/18
- C. Senior Citizens' Commission 03/20/18, 06/16/18
- D. Beautification Commission 06/13/18
- E. Historical Commission 06/14/18
- ZONING BOARD OF APPEALS
- A. 962 Lochmoor Side Yard Setback

Recess the Council Meeting and convene as Board of Appeals. Upon conclusion of the public hearing, the Zoning Board of Appeals will adjourn and the City Council will reconvene the Regular City Council Meeting. (See ZBA Agenda 08/13/18)

- 8. COMMUNICATIONS
- A. Purchases: Scout Car Replacements (2) and Equipment
 - 1. Memo 08/03/18, w/attachments Director of Public Safety
- B. Purchase: Prep Radios
 - 1. Memo 08/03/18 Director of Public Safety
 - 2. Proposal 07/18/18 Motorola
- C. Purchase: MDC Modems
 - 1. Memo 08/03/18 Director of Public Safety
 - 2. Quote 07/19/18 CDW-G
- D. Funds Transfer: Early Retiree Re-Insurance Program
 - 1. Memo 08/13/18 Treasurer/Comptroller
 - 2. Balance Sheet Ending 06/30/17
- E. Designation of Voting Delegates Michigan Municipal League (MML)
 - 1. Letter 07/18/18 MML

- F. Grosse Pointe Chamber Foundation Grosse Pointe Santa Claus Parade Sponsorship
 - 1. Flyer received 07/18/18
- G. Purchase: Computer Replacements (19)
 - Memo 07/27/18 Information Technology Manager
 - 2. Quote 07/27/18 Dell (8)
 - 3. Quote 07/27/18 Dell (7)
 - 4. Quote 07/27/18 Dell (2)
 - 5. Quote 07/27/18 Dell (2)
- H. Budget Amendments: FY 2017/18 (Vehicles)
 - 1. Memo 08/13/18 Treasurer/Comptroller
 - 2. City Council Excerpt 05/07/18
- I. Budget Amendments: FY 2017/18 (Fuel Tank Replacement)
 - 1. Memo 08/13/18 Treasurer/Comptroller
 - 2. Oscar Larson Invoice 07/23/18
 - 3. Council Excerpt 04/09/18
- J. Contract/Budget Amendment: Insurance Claim (MUSTA)
 - 1. Memo 08/06/18 Director of Public Services
 - 2. Proposal Groundwater & Environmental Services, Inc.
 - 3. Certificate of Insurance
- K. Resignation: Local Officer's Compensation Commission
 - 1. Email 07/23/18 Dennis Zak
- L. Purchase: Additional Water Meters for Downsizing
 - 1. Memo 08/09/18 Director of Public Services
 - 2. Council Excerpt 05/21/18
- M. Fee Schedule Update
 - 1. Memo 08/13/18 Treasurer/Comptroller
- 9. BIDS/PROPOSALS/ CONTRACTS
- A. Contract/Budget Amendment: Demolition 1298
 Hawthorne
 - 1. Memo 08/06/18 Building Official
 - 2. Proposals:
 - a. Robert Clancy Contracting, Inc.
 - b. Holsbeke Construction
 - c. Certificate of Liability Insurance

- B. Plante Moran Agreements HIPAA Addendums
 - 1. Letter 07/20/18 W. Brickey
 - 2. Letter 07/24/18 City Attorney
 - 3. Memo 08/13/18 City Administrator Treasurer/Comptroller
 - 4. Business Associate Agreement (HIPAA/State Privacy Laws)
 - 5. Engagement Letter 07/20/18 W. Brickey
 - a. Proposed Professional Services Agreement– Audit Services Addendum (Court)
 - 6. Engagement Letter 07/20/18 W. Brickey
 - a. Proposed Professional Services Agreement– Audit Services Addendum (City)
 - b. Engagement Letter 05/18/17 W. Brickey
 - c. Professional Services Agreement 2017 Audit Services Addendum (City)
- C. Contract: Concrete for Lake Front Park Boardwalk Replacement
 - 1. Memo 07/25/18 Director of Public Services
 - 2. Aerial View
- D. Contract: Court Recorder
 - 1. Memo 07/09/18 Court Clerk
 - 2. Letter 07/11/18 City Attorney
 - 3. Proposed Agreement Michele Stabile
- E. Agreements: City Administrator and City Clerk
 - 1. Letter 08/03/18 City Attorney
 - a. Employment Agreement Bruce Smith
 - b. Employment Agreement Lisa Hathaway
- F. Agreement: Amendment to AT&T Cell Tower Lease
 - 1. Letter 08/07/18 City Attorney
 - 2. Letter 08/03/18 Black & Veatch
 - 3. Building Permit Application 06/04/18
 - 4. Letter 06/04/18 Black & Veatch
 - 5. Photo Simulation
 - 6. AT&T Mobility Plans & Specs (17 pages)
 - 7. Certificate of Liability Insurance
- 10. PROCLAMATION A. Prostate Cancer Awareness Month
- 11. RESOLUTION A. Michigan Indigent Defense Commission Fund
 - 1. Memo 08/13/18 Treasurer/Comptroller
 - 2. Proposed Resolution
- 12. CLAIMS/ACCOUNTS A. Financial Advisor

- Bendzinski & Co Invoice No. 17-022 08/01/18 \$9,900.00
- B. Analytical Services
 - S & P Global Invoice No. 11353773 07/10/18 \$11,500.00
- C. Water Meters
 - 1. Badger Meters Invoice #1246610 07/25/18 \$10,669.76
- D. 2017 SAW Grant Sewer Cleaning/CCTV
 - 1. Doetsch Industrial Services construction Pay Estimate No. 6 07/12/18 \$51,052.50.
- E. City Engineer AEW:
 - 1. Invoice #0117543 04/30/18 \$34,200.00;
 - 2. Invoice #0117962 06/07/18 \$44,600.00;
 - 3. Invoice #0118116 06/14/18 \$5,210.40;
 - 4. Invoice #0118185 07/02/18 \$600.00;
 - 5. Invoice #0118477 07/19/18 \$51.50;
 - 6. Invoice #0118478 07/19/18 \$2,926.00;
 - 7. Invoice #0118479 07/19/18 \$1,049.35;
 - 8. Invoice #0118481 07/19/18 \$2,520.45;
 - 9. Invoice #0118486 07/19/18 \$10,845.97;
 - 10. Invoice #0118494 07/24/18 \$25,806.76;
 - 11. Invoice #0118476 07/19/18 \$21,081.25;
 - 12. Invoice #0118482 07/19/18 \$896.10.
- F. WCA Assessing
 - 1. Legal Invoice #15575 07/13/18 \$2,471.65;
 - 2. Assessing Invoice 072018 07/20/18 \$5,667.16.
- G. City Attorney
 - 1. Don R. Berschback 07/31/18 \$3,527.50;
 - 2. Charles T. Berschback 07/31/18 \$3,243.00.

- 13. CLOSED EXECUTIVE A. Pending Litigation SESSION
- 14. NEW BUSINESS/PUBLIC COMMENT
- 15. ADJOURNMENT

Lisa Kay Hathaway, CMMC/MMC City Clerk

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

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

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



COUNCIL 07-16-18 - 117

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JULY 16, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:00 p.m. by Chair Granger.

Roll Call Chair Granger

Council Members: Koester, McConaghy, McMullen, Shetler

Absent: Bryant, Mayor Novitke

Also Present: Acting City Administrator/City Clerk Hathaway

City Attorney Don Berschback Treasurer/Comptroller Behrens Director of Public Services Schulte

Also present was Finance Department staff members Deputy Treasurer/Comptroller Murphy and Accountant Wagner.

Motion by McConaghy, seconded by Koester, that Mayor Novitke and Council Member Bryant be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

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

Motion by Shetler, seconded by McMullen, 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: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

The following individual spoke regarding the Government Finance Officers Association (GFOA) Award on tonight's agenda.

Tamar Lewis
On behalf of the National GFOA

Ms. Lewis presented to the City Council, Treasurer/Comptroller Behrens, Deputy Treasurer/Comptroller Murphy, and Accountant Wagner with the 45th Government Finance Officer's Award for Outstanding Achievement in Popular Annual Financial Reporting for the Fiscal Year ending June 30, 2017, in addition to the Award of Financial Reporting Achievement.

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

1. City Council Minutes dated July 2, 2018.

Motion carried by the following vote:

motion carried by the following vote.

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

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

1. Committee-of-the-Whole minutes dated July 2, 2018.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Motion by McMullen, seconded by Shetler, regarding **Inspector and Receiving Board Rates of Pay**, that the City Council concur with the recommendation of the Election

Commission at their meeting held July 10, 2018, and approve the Election Inspector's and Receiving Board's rates of pay as presented.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by Koester, seconded by Shetler, regarding **Application for Permit/License – Vendor (Ice Cream)**, that the City Council approve Nakiha Stanford for a 2018 Ice Cream Vendor License, contingent upon receipt of appropriate insurance.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

The following individual spoke regarding holding a walk in the City of Grosse Pointe Woods:

Tresa Galloway

Owner, Love Laces LLC

Motion by Shetler, seconded by Koester, regarding **parade or Procession Permit Application**, that the City Council approve the application of Love Laces LLC on behalf of the Grosse Pointe Public Schools Anti-Bullying Program, to hold a group walk on October 6, 2018, from 6-9 p.m.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

The following individual spoke regarding a request to use a Ghesquiere Park Baseball Diamond:

Will Rosier Mentor, Center for Success

Motion by Koester, seconded by McMullen, regarding **use of Ghesquiere Park Baseball Diamond**, that the City Council approve the request of the Center for Success to use a baseball diamond at Ghesquiere Park for one week, Monday through Thursday beginning August 13, 2018, from 10:00 a.m. until noon, contingent upon:

- The Center observes the city's parks guidelines;
- Clean debris in the area each day, including dugouts and fields;
- Adult coaches are present at all times.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Motion by McMullen, seconded by Shetler, regarding **2018 Capital Improvement Bonds Depository Account**, that the City Council authorize the City Treasurer/Comptroller to open a depository account at Comerica Bank for the 2018 Capital Improvement Bonds Debt Service.

Motion by McMullen, seconded by Shetler, to amend the previous motion by adding, ", and to authorize Treasurer/Comptroller Cathy Behrens and Deputy Treasurer/Comptroller Shawn Murphy as signers on the account.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report** — **June 2018**, that the City Council refer this item to the Finance Committee.

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Motion by Shetler, seconded by McConaghy, regarding **Budget Amendments FY 2018/19**, that the City Council approve the FY 2018/19 budget amendments as presented in the revised memo received this evening from the Treasurer/Comptroller July 16, 2018.

Motion by McMullen, seconded by Shetler, that the following item be received and placed on file:

1. Revised memo dated 07/16/18 – Treasurer/Comptroller.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Motion by Koester, seconded by Shetler, regarding **purchase: uniforms**, that the City Council approve the purchase of uniforms for the DPW and Lake Front Park TPOAM employees, per the union contract, from JEM Industries in the amount of \$10,600.00, funds to be taken as follows:

- Account No. 101-595-725.000 \$3,000.00;
- Account No. 202-483-725.000 \$1,000.00;
- Account No. 203-483-725.000 \$1,000.00;
- Account No. 226-529-725.000 \$500.00;
- Account No. 592-545-725.000 \$4,000.00;
- Account No. 640-860-725.000 \$1,100.00.

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by Shetler, seconded by McMullen, regarding **purchase: Terrain AWD Utility Vehicle – Administration**, that the City Council approve the purchase of a 2018 GMC Terrain AWD 4-door SLE Utility Vehicle for Administration from Todd Wenzel Buick GMC in the amount of \$24,893.00, funds to be taken from Motor Pool Account No. 640-852-977.299.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by McMullen, seconded by Shetler, regarding **purchase: street sweeper**, that the City Council approve the purchase of a Global M3 3-Wheel Sweeper from MTech Company in the amount of \$200,861.00, funds to be taken as follows:

Description	Account No.	Amount
Major Roads	202-482-999.640	32,138.00
Local Roads	203-482-999.640	98,422.00
Water/Sewer	592-537-999.640	50,215.00
Parking	585-569-999.640	20,086.00

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by Koester, seconded by Shetler, regarding **purchase: JCB Backhoe**, that the City Council approve the purchase of a JCB 3CX-14 at a cost of \$147,530.00 less the municipal discount of \$23,700.00, including trade-in of the 2008 backhoe in the amount of \$19,000.00, for a total cost in the amount of \$104,830.00, funds to be taken from the Motor Vehicles Capital Equipment – Public Works Account No. 640-852-977.599.

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by McConaghy, seconded by Shetler, regarding **contract/Budget Amendment: 2018 Water Main Capital Improvement Program**, that the City Council approve a contract with Bidigare Contractors, Inc. to construct the 2018 Water Main Capital Improvement Program at a cost of \$1,243,682.75, to include a contingency in an amount not to exceed \$100,000.00, to include construction engineering fees in an amount not to exceed \$162,500.00, to authorize the City Administrator or Acting City Administrator to sign the contracts, and to approve a budget amendment from Water/Sewer Fund Account No. 592-000-697.000 in the amount of \$1,506,182.75, into the following accounts:

Water Main Construction	592-537-976.018	\$1,243,682.75
Water Main Construction Engineering	592-537-977.410	162,500.00
Contingency	592-537-980.000	100,000.00

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by Koester, seconded by McConaghy, regarding **City Engineer – AEW**, that the City Council approve the following Anderson, Eckstein & Westrick invoices:

- 1. Invoice No. 0117963 06/07/18 \$757.75:
 - a. Account No. 401-451-974.201.
- 2. Invoice No. 0118115 06/14/18 \$16,444.00:
 - a. Account No. 592-537-974.004.
- 3. Invoice No. 0118117 06/14/18 \$141.95:
 - a. Account No. 592-537-977.000.
- 4. Invoice No. 0118120 06/14/18 \$21,375.00:
 - a. Account No. 592-537-978.300.
- 5. Invoice No. 0118121 06/14/18 \$8,639.67:

- a. Account No. 202.451-974.201 \$1,555.41;
- b. Account No. 203-451-974.201 \$3,369.47;
- c. Account No. 592-537-975.401 \$3,715.05.
- 6. Invoice No. 0118122 06/14/18 \$2,709.45:
 - a. Account No. 592-537-818.000.
- 7. Invoice No. 0118123 06/14/18 \$1,998.20:
 - a. Account No. 101-774-818.103 \$1,998.20.
- 8. Invoice No. 0118127 06/14/18 \$1,162.90:
 - a. Account No. 420-451-974.201.

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by McConaghy, seconded by Shetler, regarding **Professional Services – Plante Moran**, that the City Council approve the following Plante Moran invoice:

1.Invoice #1559191 06/19/18 - \$5,000.00:

a. Account No. 101-223-818.000.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by McMullen, seconded by McConaghy, regarding **Assessing – WCA**, that the City Council approve the following WCA Assessing invoice for assessing services:

1. Invoice 06/15/18 - \$5,667.16.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by McConaghy, seconded by Shetler, regarding **Labor Attorney – Keller Thoma**, that the City Council approve the following invoices to be paid from Account No. 101-210-810.000:

1.Invoice No. 114591 07/01/18 - \$175.00; 2.Invoice No. 114673 07/01/18 - \$83.95.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

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

 The Treasurer/Comptroller distributed an invoice received annually from Grosse Pointe Shores for public services rendered to residents on Colonial Road.

Motion by McMullen, seconded by Shetler, that the following item be received and placed on file:

1. Invoice 07/09/18 - Village of Grosse Pointe Shores, A Michigan City.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

Motion by Shetler, seconded by McMullen, regarding **City services**, that the City Council approve the following invoice:

1. Invoice 07/09/18 – Village of Grosse Pointe Shores, A Michigan City.

Motion carried by the following vote:

Yes:

Granger, Koester, McConaghy, McMullen, Shetler

No:

None

Absent:

Bryant, Novitke

• The Treasurer/Comptroller stated an invoice had been received for the legal ad published for the **sale of bonds**, distributed the invoice stating that it does not require the approval of City Council, and that it is for Council's information only.

Motion by McMullen, seconded by Shetler, that the following item be received and placed on file:

1. Invoice No. ADV0291492 07/11/18 from SourceMedia.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, McMullen, Shetler

No: None

Absent: Bryant, Novitke

Under Public Comment, the following individuals were heard:

Virginia Joliet

850 Shoreham

- Tree branch pick-up and wood chips distribution services need to be provided to all residents under rules applied to all residents;
- "Dead End" signs should be changed to read "No Outlet", "Street Ends", or to something more positive.

Roger Smith

Fairway Dr.

- Police monitoring device was installed for one day, and a pole was installed on the other side of the street. People continue to drive very fast on Fairway:
- Deterioration of new roads;
- Dead trees on Mack Avenue;
- Offered to perform improvement work in front of City Hall and asked City Council to help him;
- Other miscellaneous complaints.

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07-16	-18	_	127	,

Motion by McMullen, seconded by PASSED UNANIMOUSLY.	Koester, t	o adjourn	tonight's	meeting	at	7:57	p.m
Respectfully submitted,							
Lisa Kay Hathaway City Clerk		Robert E Mayor	. Novitke	***************************************			



ELECTION COMMISSION 07-31-18

MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JULY 31, 2018, IN THE ABSENT VOTER OFFICE – LOWER LEVEL AT CITY HALL, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The Chair called the meeting to order at 2:00 p.m.

Roll Call:

Chair/City Clerk Lisa Hathaway

Council Member Art Bryant City Attorney Don Berschback

Absent:

None

Also Present:

Deputy City Clerk Paul Antolin

Motion by Bryant, seconded by Berschback, that all items on the agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes:

Berschback, Bryant, Hathaway

No:

None

Absent:

None

The Chair distributed the legal publication for today's Public Accuracy Testing, which was received after posting of the agenda.

Motion by Berschback, seconded by Bryant, that the following items be received and placed on file:

- Affidavit of Legal Publication;
- 2. Notice of Public Accuracy Test 07/26/18.

Motion carried by the following vote:

Yes:

Berschback, Bryant, Hathaway

No:

None

Absent:

None

At 2:01 p.m., the Chair announced the Public Accuracy Test would commence utilizing the test deck for Precinct 6 – Barnes School. Testing concluded at 2:45 p.m. After running the test deck and comparing the results tape against the chart of predetermined results, the testing was declared accurate.

Motion by Berschback, seconded by Bryant, that the results of today's Public Accuracy Test for the August 7, 2018, Primary Election be accepted.

Motion carried by the following vote:

Yes:

Berschback, Bryant, Hathaway

No: Absent: None None

Hearing no objections, the following item was discussed:

• The Chair explained that she was informed yesterday that the gym floor at Precinct 5, Monteith School, is under construction and will therefore not be able to be used as a polling place. After having attended a site visit with Lisa Abbey, Deputy Superintendent of Business and Operations – Grosse Pointe Public Schools, it was determined that the Music Room across from the gym at Monteith would be used to conduct the election. Additional dehumidifiers and air conditioner will be needed to prevent ballots from swelling and permitting the ballots to be tabulated. The room configuration will suffice for the smaller election requiring a reduced number of voting booths for voters.

Motion by Bryant, seconded by Berschback, that today's meeting minutes be immediately certified.

Motion carried by the following vote:

Yes:

Berschback, Bryant, Hathaway

No:

None

Absent:

None

Motion by Berschback, seconded by Bryant, that the meeting be adjourned at 2:55 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway Chair/City Clerk

Senior Citizens' Commission March 20, 2018

MINUTES OF THE REGULAR SENIOR CITIZENS' COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAT,

MACK AVENUE, GROSSE POINTE WOODS, MI 48236.

CALL TO ORDER: Mark Strek, Chairperson called the meeting to order at 7:05pm

APR - 3 2018

ROLL CALL:

Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek, Thorton, Uhlig-Johnstone, Wehrmann, Witt and Strek Commission Members: Bryant, O'Hara, Strek Commission Members: Bryant Commission Members: Bryan WOODS HELD ON TUESDAY, March 20, 2018 IN THE LAKE ROOM AT THE COMMUNITY CENTER, 20025

Motioned by Witt, seconded by Wehrmann, to approve the minutes for the Senior Citizens' Commission meeting held on January 16, 2018. Said motion passed unanimously.

CHAIRPERSON REPORT:

The Ice Cream Social will be held on May 16, 2018 at the Community Center. Thornton stated she has requested donations of baked goods from Joesf's Bakery and will obtain ice cream. Witt confirmed that Grosse Pointe North Jazz Band has been confirmed. Strek will re-distribute a timeline of tasks that will be completed by Kathleen Norris, Senior Coordinator via email for commission members to review. Strek reviewed 2017 Ice Cream Social flyer to update for 2018 Flyer. Discussion concluded that the event date, year, and sponsor will need to be updated. Strek to forward changes to Kathleen Norris.

Strek emailed prospective candidate, Joseph Fikany Jr. to invite to the meeting; however, email was invalid. Strek then contacted Fikany via phone without response. Strek will attempt to reach out to Fikany to invite to the May 2018 meeting.

COUNCIL REPRESENTATIVE REPORT:

Bryant spoke with John, Director of Public Safety about the Commissions request to speak at the upcoming Ice Cream Social. Discussion concluded resulted in having John, Director of Public Safety speak at the Ice Cream Social for about 15 minutes about topics pertaining to Seniors.

COMMUNITY REPRESENTATIVE REPORT:

Wehrmann provided an update from the Grosse Pointe Woods Senior Coordinator, Kathleen Norris:

- Lunch & A Movie: The February & March movies were sold out. "All Saints" will be shown in April and it is almost sold out. The April movie ("Marshall") and May movie ("Wonder") are filling as expected.
- Monthly Senior Trips: 17 participants attended the February trip to the Ballet, and 30 participants attended the March trip to the DSO.
- <u>Crafty Afternoon</u>: The February craft class was sold out. The March class only had 4. April's class is a Turtle Plant Stand and it is sold out. May's class is a Wine Cork Planter. June's class is a Flip Lop Wreath. Both of those classes are currently half full.
- The Ice Cream Social is planned for Wednesday, May 16th. Registration is ready in RecPro. Entertainment information and any sponsors are needed for the flyer on 4/6/18. Any donators,

timeline, entertainment details, and GPW Police providing a safety talk needed for the program is due 5/9/18.

TREASURER'S REPORT:

Wehrmann reported no activity in the Carry-Forward budget. As of February 28, 2018 the Carry-Forward balance is \$6,391.47. The Council Approved General Fund balance, as of February 28, 2018, is \$2,121.66.

SOC REPORT:

Uhlig-Johnstone reported Utmost Group continues to work with with SOC regarding marketing and branding. Peggy Hayes has been hired as SOC's new Executive Director. Uhlig-Johnstone reported SOC has received calls from Grosse Pointe Woods residents concerning the difficultly in moving the new large garbage bins out to the curb while using a walker. Uhlig-Johnstone reported that Grosse Pointe North had been contacted to see if students would be interested in assisting seniors, who had difficulty. Bryant recommended the individuals contact DPW, City Hall, or Bruce Smith at 313-343-2450 to discuss concerns.

NEW BUSINESS:

Witt requested clarification of the Grosse Pointe Woods Senior Commission's Mission Statement. Strek provided clarification of the mission statement – serve as a liaison group between the Grosse Pointe Woods Seniors and the city of Grosse Pointe Woods.

O'Hara suggested for the commission to hold a fundraising event at the Ice Cream Social or a future event to promote the Senior Commission. For example, the Senior Commission would request donations from various businesses. Individuals participating at the event would then be invited to purchase tickets for the donated items then the funds raised would be provided to a non-profit agency, such as SOC. An invitation to the media could be made to promote the Senior Commission and the non-profit agency receiving the funds. Discussion among the commission concluded the Senior Commission will re-visit this idea at the next meeting and clarification was needed from Sue Como, Grosse Pointe City Hall, on whether or not a raffle license is needed.

OLD BUSINESS:

Strek stated there are still 3 vacancies on the Senior Citizens' Commission including a Secretary position.

Update from Brochure Subcommittee will be re-visited at May 2018 meeting.

ADJOURNMENT:

Motion made by Uhlig-Johnstone, seconded by O'Hara, that the meeting adjoun at 7:50pm. Said motion passed unanimously.

Respectfully submitted, Heidi Uhlig-Johnstone SOC Representative

RECEIVED

JUL 1 6 2018

Senior Citizens' Commission May 16, 2018

CITY OF GROSSE POINTE WOODS

approved

MINUTES OF THE REGULAR SENIOR CITIZENS' COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON WEDNESDAY, MAY 16, 2018 IN THE LAKE ROOM AT THE COMMUNITY CENTER, 20025 MACK AVENUE, GROSSE POINTE WOODS, MI 48236

7 - 17 - 18 CALL TO ORDER: Mark Strek, Chairperson called the meeting to order at 4:07pm

ROLL CALL:

Commission Members: Beeby, Bryant, Isett, Motschall, O'Hara, Strek, Thorton,

Wehrmann, Witt

Absent: Uhlig-Johnstone

APPROVAL OF MINUTES:

Motion by O'Hara, seconded by Motschall, to approve the minutes for the Senior Citizens' Commission meeting held on March 20, 2018. Said motion passed unanimously.

CHAIRPERSON REPORT:

Strek reported that there are 2 possible new recruits for the openings on the GPW Senior Citizens Commission. He provided a quick review of the candidates.

COUNCIL REPRESENTATIVE REPORT:

Bryant stated that the new trash containers have been well received by most. A few residents have said the containers are too big to move easily. This led to a discussion about who monitors trash disposal on Mack Avenue. It was also conveyed that seniors in the community are questioning the decrease in the DPW budget.

COMMUNITY REPRESENTATIVE REPORT:

Wehrmann provided an update from the Grosse Pointe Woods Senior Coordinator, Kathleen Norris:

- The movie in May is "Marshall" and it is almost sold out. Playing in June is "Wonder", July is "The Post", and August is "The Greatest Showman". They are all filling as expected.
- Monthly Senior Trips: 33 residents are scheduled for the May trip to Meijer's Sculptor Gardens next week. June's trip is a Clinton River Luncheon Cruise with 33 residents already signed up. The July trip is to Jimmy John's Field in Utica to see a minor league baseball game and August is a trip to Greektown Casino.
- Crafty Afternoon: June craft class is sold out for making flip flop wreaths. July's craft is watercolor dragonfly and August is ribbon bead making. Most classes get filled.
- Ice-Cream Social has about 70 people registered as of May 11, 2018.

TREASURER'S REPORT:

Wehrmann reported no activity since last meeting in the Carry-Forward budget. As of April 30, 2018 the Carry-Forward balance is \$6391.47. The Council Approved General Fund balance, as of April 30, 2018 is \$2,121.66. There will be some expenses from the Ice-Cream Social. Wehrmann recommended that the Council send out thank you notes to those who supported the Ice-Cream Social. Motschall volunteered to take on this effort.

SOC REPORT:

No report

NEW BUSINESS:

Strek spoke with John, Director of Public Safety about ways to get useful information out to seniors, including SMART 911 system, Nixel, scams. The Chief and this Commission will collaborate on possible articles for the Grosse Pointe News and Grosse Pointe Times on such topics.

OLD BUSINESS

- A. Ice-Cream Social: The Ice-Cream Social went well, though noted that attendance was not as high this year as it has been in previous years. Brief discussion on how to order correct amount of ice-cream and supplies in an effort to avoid any waste.
- B. Commission vacancies: Strek stated there are still 2 vacancies on the Senior Citizens' Commission. Two possible candidates will be contacted about their interest in joining the Commission.
- C. Brochure Subcommittee: members were identified as Isett and Witt who will begin working on a Senior Citizen Commission brochure for distribution at events. Discussion on what to include in such a brochure (resource guide, events we support, etc.) was considered.

ADJOURNMENT:

Motion made by Isett, seconded by Wehrmann, that the meeting adjourn at 4:41pm. Said motion passed unanimously.

Respectfully submitted, Sharon Beeby

Beautification Advisory Commission Lake Room – GPW Community Center 20025 Mack Plaza Dr., Grosse Pointe Woods Meeting – June 13, 2018 – 7:00 p.m.



CITY OF GROSSE PTE. WOODS

Present: Arslanian, Hage, Hess, Hilton, Koester, Medura, Miller, Sauter, Stephens, Stewart

Excused: Casinelli, -McCarthy, Martin-Rahaim, Ragland, Spreder

Not Excused: Casinelli

Call to Order: The meeting was called to order by Vice-Chair Stephens at 7:02 p.m.

Minutes: The May 9, 2018 meeting minutes were distributed and reviewed.

Motion by Hage, seconded by Miller to approve the May 9, 2018 minutes as presented.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Hilton, Koester, Medura, Miller, Sauter, Stephens, Stewart

No: none

Excused: Casinelli, McCarthy, Martin-Rahaim, Ragland, Spreder

Not Excused: Casinelli

Treasurer's Report: Hilton presented treasurers report.

Motion by Hage, seconded by Miller to approve the report as presented.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Hilton, Koester, Medura, Miller, Sauter, Stephens, Stewart

No: none

Excused: Casinelli, McCarthy, Martin-Rahaim, Ragland, Spreder

Not Excused: Casinelli

Chairperson's Report: no report

Awards Program: Stephens provided update on Awards Night. Home and business selections due by June 30, 2018. Write-ups due by July 31, 2018. Discussed possible award recipients.

Flower Sale: Stewart updated committee on 2018 Flower Sale.

Council Report: no report

DPW: no report

Old Business: no report

New Business: no report

Motion by Stewart, seconded by Arslanian, to adjourn the Beautification Advisory Commission meeting at 7:26 p.m.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Hilton, Koester, Medura, Miller, Sauter, Stephens, Stewart

No: none

Excused: Casinelli, McCarthy, Martin-Rahaim, Ragland, Spreder

Not Excused: Casinelli

Respectfully submitted,

Rachelle Koester



JUL 03 2018

City of Grosse Pointe Woods Historical Commission Minutes 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236 Conference Room at City Hall

June 14, 2018

approved by Commission

1. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:35 p.m. by Chairperson Lynne Millies.

2. Roll Call

Present: Mary Kaye Ferry, Del Harkenrider, Shirley Hartert, Suzanne Kent, Lynne Millies, Sean

Murphy, Becky Veitengruber, Giles Wilborn

Excused: George Bailey
Unexcused: Frank Romano

Also Present: Council Representative George McMullen Jr.

3. Approval of Agenda

Motion by Hartert, seconded by Harkenrider, to approve the agenda as presented. Ayes: all. Motion carried.

4. Approval of Minutes

Motion by Ferry, seconded by Kent, to approve the May 10th, 2018 minutes as presented. Ayes: all. Motion carried.

5. Items

A. Report of Treasurer: No report at this time.

B. Cook Schoolhouse Project:

Ferry reported that were 27 visitors at the schoolhouse for the June 9th open house, with \$21 collected in donations.

C. Commission Files: No report at this time.

6. Old Business

A. Member Vacancy:

Millies reported that there is one biographical sketch on file.

B. School Desks:

Bailey brought desk to the schoolhouse, donated by a Grosse Pointe Woods resident.

C. Memorial Day:

Discussion of highlights from the event.

7. New Business

The commission discussed revising/updating the By-Laws. Members will read and be ready to discuss at next month's meeting.

8. Public and Commissioner Comments

Council Representative McMullen Jr. updated the commission on various city happenings.

9. Adjournment

The meeting adjourned at 8:53 p.m. by chairperson Millies.

Respectfully submitted:

Becky Veitengruber, Secretary

The next meeting of the Grosse Pointe Woods Historical Commission will take place on July 12th, 2018 at 7:30 p.m. in the Cook Schoolhouse, 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY



MECEN

AUG - 9 2018

UTY OF GROSSE PTE, WOODS

Date: August 3, 2018

To:

Bruce Smith, City Administrator

From:

John G. Kosanke, Director of Public Safety

Subject:

Purchase of Two Public Safety Patrol Vehicles and Equipment

I am requesting that the City approve a purchase of two (2) new vehicles to replace two aging 2011 Ford Crown Victoria Police Interceptor vehicles currently in use as vehicles 5-3 and 5-8. Our current patrol fleet consists of eight marked vehicles. The department is requesting to purchase a 2019 Ford Police Interceptor Utility vehicle and a 2018 Ford F150 Super Crew 4x4 Responder Pickup. These vehicles are the best options for the department when considering the other vehicles on the market in the same category. The vehicles will be purchased through Signature Ford in Owosso at a municipal price with the Macomb County contract bid price. Signature Ford has provided excellent service, quality, and price compared to other quoted vendors from previous purchases.

In addition to the purchase of vehicles, vendors have been secured for the vehicle equipment and build-out.

The costs include all required equipment and installation. Canfield Equipment in Warren is the chosen vendor for this work due to its workmanship, location, and price. License plate lights will be purchased from HG2 Emergency Lighting in Orlando, Florida, a vendor which provides lighting solutions with little or no visual obstruction to the driver, as this item is not available through Canfield Equipment.

The in-car mobile radios will be purchased from Motorola Solutions, the sole provider, in order to abide by State of Michigan specifications. Radar equipment for the vehicles will be purchased from Kustom Signals, Inc. of Lenexa, Kansas at the State of Michigan bid price.

The list of vendors is as follows:

Signature Ford	Canfield Equipment	Motorola Solutions	Kustom Signals, Inc.	HG2 Lighting
1960 East Main St. Owosso, MI 48867	21533 Mound Rd. Warren, MI 48091	1303 E. Algonquin Rd. Schaumburg, IL 60196	9652 Loiret Blvd. Lenexa, KS 66219-2416	477 N. Semoran Blvd. Orlando, FL 32807
1 2019 Interceptor	Build-Out Equipment	2 in-car mobile radios	2 Golden-Eagle radars	2 HG2 Crossfire license plate lights
1 2018 Pick-Up	Installation		2 three-year warranties	Shipping charges
\$67,318.00	\$26,262.33	\$8,314.74	\$5,046.00	\$828.00

Due to their age, condition, and high mileage, the two 2011 Crown Victoria vehicles currently in use will be auctioned off on the Michigan Intergovernmental Trade Network (MITN) website.

The vehicles rotating out of the fleet for replacement are as follows:

2011 Crown Victoria 5-3 @ 87,209 miles 2011 Crown Victoria 5-8 @ 106,369 miles

This is a budgeted expense included in the 2018/2019 fiscal year budget in the Vehicle Maintenance – Public Safety fund (640-852-977-349) in the amount of \$108,764.00.

Recommend Approval of the above stated lease/purchase in the amount of \$107,769.07 as submitted. I do not believe any further benefit will accrue to the city to seek further competitive bids.

Department Head Signature

Fund Certification:

Account numbers and amounts have been verified as presented

Treasurer/Comptroller Signature

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

City Administrator Signature



August 6, 2018

City of Grosse Pointe Woods Attn: Director John G. Kosanke 20025 Mack Plaza Grosse Pointe Woods, MI 48236-2397

Dear Attn: Director John G. Kosanke:

Price on 2018/2019 Vehicle on Macomb County Contract Bid:

2019 Ford Police Interceptor Utility AWD in Sterling Grey \$29,553.00 ea 2018 Ford F150 Super Crew 4x4 Responder Pickup in Black \$37,765.00 ea

*Free Delivery to Anywhere in the Lower Peninsula of Michigan

<u>Service Contract:</u> 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

Delivery date: About 120 days from receipt of your PO.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

<u>Payment requirements:</u> All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-Fleet (888-923-5338).

Respectfully Submitted,

Bill Campbell

Bill Campbell Government & Fleet Sales

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTE NO.	126166
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Furnish and install the following equipment into a 2018 Ford Utility Number 5-3

Whelen

1 IX34UF6P

Passenger Side Inner Edge Red/Blue

\$507.44

Whelen

2 IONR 2 IONB Red ION Series LED

Blue ION Series LED

*Mounted in the grille, red on driver side

\$405.00

Whelen

2 SA315P

Siren Speaker 100 Watt

l SAK51

Siren Speaker Bracket Driver Side

SAK52 Siren Speaker Bracket Passenger Side

\$378.00

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

~	
QUOTE NO.	126166
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

N30	K ENGBLOM	KE		
YOUR INQUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

wh	٦٦	on
wn	644 1	en

1 VMFX11RB Red/Blue V-Series Mirror Beams

*Red mounted on the passenger side \$488.42

Whelen

3 IONR

IONR Red ION Series LED

3 IONB Blue ION Series LED

*One of each mounted on the rear doors, Red on driver side

*Two of each mounted in the rear side windows

\$607.50

Whelen

1

1 IONR Red ION Series LED

IONB Blue ION Series LED

*Mounted on by the license plate, blue on driver side

\$202.50

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTE NO.	126166
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Whelen

1	IONSMB	Blue Surface Mount LED
1	IONSMR	Red Surface Mount LED
1	IONSV1B	Blue V-Series LED
1	IONSV1R	Red V-Series LED

*Mounted on the rear spoiler, red on driver side \$707.38

Whelen

1 IONR Red ION Series LED 1 IONB Blue ION Series LED

2 IONGROM ION Series Grommet

*Mounted on the bottom of the hatch

\$222.50

Troy/Havis

1 CC-UV-L-18 Troy Center Console 1 C-ARM-104 Adjustable Arm-Rest 2 MM1 Magnetic Mic Clips



SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

OTTOME NO	126166
QUOTE NO.	120100
DATE	07/19/18
EXPIRES	08/20/18

QUOTATION

SHIP TO: Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR INC	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

1 AC-INBHG

Dual Cup Holders

\$743.51

Havis

1 C-HDM-204

Adjustable Side Mount Pole for Computer

\$141.96

Canfield

1 Radar Mounting Package

\$72.10

Setina

1 PK1126ITU12SCA Partition with Recessed Panel

\$665.57

Laguna

1 FE4502-RB

Rear Seat with Cargo Partition and Ready Buckle

\$1,197.50

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5

21533 Mound Road, Warren, MI 48091 Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

	
QUOTE NO.	126166
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Havis

1 CG-X Charge Guard *Wired to computer and printer, set for 1 hour \$89.10

Havis

1 C-TTP-INUT-2 Rear Equipment Tray
1 C-TTP-INUT-200 Rear Cargo Plate

\$635.25

Panorama

1 MIMO Cell/MIMO WIFI/GPS and 800Mhz Antenna \$417.86

Havis

1 WBI-F18-RC

Rear Cargo Interior Window Bars

\$415.99

Setina

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTE NO.	126166
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES	REP	WRITTEN	BY	POOL NO.		TAG	
N30		K ENGBL	OM	KE					
YOUR INC	QUIRY	MAKE		MODEI	٠	YEAR	EST	SHIP	DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

L WK0595ITU12

Plexi rear window guards

\$213.32

Code 3

l Z3 Siren Lighting Controller

*Switch 1 Rear Lighting

*Switch 2 add side lighting

*Switch 3 add front lighting

\$677.65

Canfield

1 Shop Supplies/ Fuse Distribution/ Wiring Harness and Labor \$3,976.51

Removal of all emergency equipment from the retired Crown Vic Reuse the following equipment

*Gun-Rack

*Two-Way Radio

*Computer

SERVICE, INC.

21533 Mound Road, Warren, MI 48091 Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

313-343-2400 PHONE:

QUOTATION

7

QUOTE NO.	126166		
DATE	07/19/18		
EXPIRES	08/20/18		

SHIP TO: Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236 CONTACT: Keith Waszak

			<u> </u>	
N30	K ENGBLOM	KE		
YOUR INQUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

This quotation may be withdrawn by us if order is not placed within 30 days. Please refer to the above quotation number when placing order.

Customer	PO		Dealer	Code	
Authori	zed	Signature			

EST	SUB TOTAL	13,525.06
EST	SALES TAX	0.00
	EST TOTAL	13,525.06

^{*}Modem

^{*}Printer

^{*}Radar

^{\$760.00}



SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE:

313-343-2400

QUOTATION			
QUOTE NO.	126399		
DATE	07/19/18		
EXPIRES	08/20/18		

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	UIRY	MAKE	MODEL	YEAR 1	ST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Furnish and install the following equipment into a 2018 Ford F150

Whelen

2 SA315P

2 SAK57 Siren Speaker 100 Watt Siren Speaker Bracket

\$378.00

Whelen

1 IONB

Blue ION Series LED Red ION Series LED IONR

*Mounted in the grille, Red on the passenger side

\$202.50

Whelen

I2J

Red/Blue ION Series Split

*One mounted in each rear side window

\$350.96

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE:

313-343-2400

2	
QUOTE NO.	126399
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO:

Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236 CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Whelen

1 GB2SP1J 1 MKEZ94 54" Legacy Red/Blue Lightbar

Vehicle Specific Hook Kit

\$2,245,33

Whelen

1 MCRNSR

Red Micron Series LED

1 MCRNSB Blue Micron Series LED

*Mounted between the bumper and the tailgate, red on the passenger side \$405.00

Troy/Havis

AC-INBHG

12" Angled Console Adjustable Arm-Rest F150 Tunnel Mount Magnetic Mic Clips Dual Cup Holders

\$663.29

*** CONTINUED NEXT PAGE ***

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTE NO.	126399
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO: Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236 CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Havis

 $1 \qquad C-HDM-204$

Adjustable Side Mount Pole for Computer

\$141.96

Canfield

Radar Mounting Package

\$72.10

Setina

1 PK0121FT15F150

Partition with Recessed Panel

\$665.57

Backflip

G2 Hard Folding Tonneau Cover for F150 with 5'6" Bed

\$997.52

Havis

1 CG-X Charge Guard *Wired to computer and printer, set for 1 hour

*** CONTINUED NEXT PAGE ***

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTATION

QUOTE NO.	126399
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO: Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
		K ENGBLOM MAKE	KE MODEL	YEAR	EST SHIP DATE
TOOK TIN	2011/1	A de be the			

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

\$89.10

Panorama

MIMO Cell/MIMO WIFI/GPS and 800Mhz Antenna

\$417.86

Setina

1

WK0514FD15F150 Plexi rear window guards

\$213.32

Code 3

Siren Lighting Controller \mathbf{z}_3

*Switch 1 Rear Lighting

*Switch 2 add side lighting

*Switch 3 add front lighting

\$677.65

Canfield

Shop Supplies/ Fuse Distribution/ Wiring Harness and Labor 1

*** CONTINUED NEXT PAGE ***

CANFIELD EQUIPMENT SERVICE, INC.

21533 Mound Road, Warren, MI 48091 Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTE NO.	126399
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO: Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236 CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR IN	QUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

\$3,976.51

Removal of all emergency equipment from the retired Crown Vic Reuse the following equipment

- *Gun-Rack
- *Two-Way Radio
- *Computer
- *Modem
- *Printer
- *Radar
- \$760.00

This	que	ota	tion	ma	Y	be	withdra	wn	by	us	if	ord	ler	is	not
place	be t	wit	hin	30	đa	ys.	Pleas	e :	refe	er t	to 1	the	abo	ve	
quota	ıti	on	numb	er	wh	en	placing	01	rder	:.					

Customer PO		Dealer	Code	
Authorized	Signature			

T am	CIID MOMAT	10 450 07
	SUB TOTAL	12,452.27
EST	SALES TAX	0.00
	EST TOTAL	12,452.27

SUBMITTED TO 3432400 Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

PHONE: 313-343-2400

QUOTE NO.	126501
DATE	07/19/18
EXPIRES	08/20/18

SHIP TO: Grosse Pointe Woods 20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236

CONTACT: Keith Waszak

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	KE		
YOUR	INQUIRY	MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions as set forth below or on attached sheets.

Install customer supplied HG2 License Plate Light on a Patrol Vehicle \$142.50

This quotation may be withdrawn by us if order is not	,
placed within 30 days. Please refer to the above	
quotation number when placing order.	
Customer PO Dealer Code	

Authorized Signature_____

EST	SUB TOTAL	142.50
EST	SALES TAX	0.00
	EST TOTAL	142.50



Date

January 11, 2018

Prepared For:

Sgt. Keith Wasczak kwaszak@gpwmi.us

Entity

Grosse Pointe Woods PD

Phone

313-343-2400

Cell- 586-863-6064

Equipment Details and Pricing

<u>Item</u>	Qty	<u>Model</u>	Description APX6500 REMOTE MOUNT MOBILE RADIO	<u>U</u>	nit Price]	Total Price
1	2	M25URS9PW1 N	APX 6500 Mobile Radio		\$1,828.50		\$3,657.00
1A	2	G806	IMBE Astro Digital		\$386.25		\$772.50
1B	2	G51	Smartzone		\$900.00		\$1,800.00
1C	2	G361	APCO 25 Trunking		\$225.00		\$450.00
1D	2	G442	05 control head		\$324.00		\$648.00
1E	2	G67	Remote Mount	Remote Mount \$22			\$445.50
1F	2	G174	Lo-Pro 3 Db gain antenna		\$32.25		\$64.50
1G	2	W22	Standard Palm Microphone		\$54.00		\$108.00
1H	2	W432	Speaker 13 Watt		\$53.62		\$107.24
11	2	G24	ENH: 3 YEAR REPAIR SERVICE ADVANTAGE	\$	131.00	\$	262.00

Total Equipment	\$ 4,157.37	\$ 8,314.74

- 1. Quotes are **exclusive** of installation and programming charges unless expressly stated therein.
- 2. Prices quoted are exclusive of all applicable Federal Excise Taxes, State Sales and Use Taxes.
- 3. Freight will be added to final invoice
- 4. Prices are valid For 30 Days.
- 5. Standard Equipment Warranty Applies.
- 6. Standard Terms are: Net 30 Days from date of shipment.
- 7. A User agreement will need to signed with the MPSCS.
- 8. Shipment is approximately 6-8 weeks from receipt of order.

Ed Horvath ComSource Inc 2130 Austin Dr. Rochester Hills, MI 48309 313-218-3450 Cell 248-853-0310 Fax

- 9. Prices are based on State of Michigan Contract # 071B2200101
- 10. The purchase order will need to provide payment terms (Net 30) and shipping address

M SIGNALS, INC. 9652 Loiret Blvd, Lenexa, KS 66219-2406 913-492-1400 Fax 913-492-1703

Quotation

RECEIVED

Page 1 of 2

<u>Fax</u>

JUL 2 0 2018

07/19/2018

To...

CLAUDETTE DARGA

GROSSE POINTE WOODS DPS

sales@kustomsignals.com vww.kustomsignals.com

Terms

This Quote Expires on Phone 20025 MACK PLAZA DR

GROSSE POINTE WOODS MI 48236-2343

10/17/2018

313-343-2410 313-343-2439

Quote # DEPARTMENT OF PUBLIC SAFETY

Net 30

Shipping and handling included in Contract Directional Golden Eagle II, dual antenna, Ka-Band DCM **Includes 27 month warranty** S0.00 **Includes 27 month warranty** S0.00 Options below available but NOT included in total cost on quote S0.00 Display Separation Kit & Plates - separates the display face from the counting unit S60.00 Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	Qty	Product Description	<u>UnitPrice</u>	<u>SubTotal</u>
Directional Golden Eagle II, dual antenna, Ka-Band DCM **Includes 27 month warranty** 50.00 Options below available but NOT included in total cost on quote 0 Display Separation Kit & Plates - separates the display face from the counting unit 50.00 Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. S175.00	0	Michigan State Contract #071B4300045 effective 11/27/13 - 11/26/20	\$0.00	\$0.00
Includes 27 month warranty S0.00 Options below available but NOT included in total cost on quote Options below available but NOT included in total cost on quote Options below available but NOT included in total cost on quote S0.00 Options below available but NOT included in total cost on quote S0.00 Options below available but NOT included in total cost on quote S0.00 S0	0	Shipping and handling included in Contract	\$0.00	\$0.00
Options below available but NOT included in total cost on quote Display Separation Kit & Plates - separates the display face from the counting unit Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	2	Directional Golden Eagle II, dual antenna, Ka-Band DCM	\$2,348.00	\$4,696.00
Options below available but NOT included in total cost on quote Display Separation Kit & Plates - separates the display face from the counting unit S60.00 Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	0	**Includes 27 month warranty**	\$0.00	\$0.00
Display Separation Kit & Plates - separates the display face from the counting unit Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	0		\$0.00	\$0.00
0 Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. 0 Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. 0 Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	0	Options below available but NOT included in total cost on quote	\$0.00	\$0.00
This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	0	Display Separation Kit & Plates - separates the display face from the counting unit	\$60.00	\$0.00
0 Year 4- Radar Extended Warranty (in addition to year 3) S175.00 S This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency. 0 Year 5- Radar Extended Warranty (in addition year 3 & 4) S175.00 S This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	0	This Warranty INCLUDES: Phone Support, Technical Support (Help Desk),	\$175.00	\$0.00
9 Year 5- Radar Extended Warranty (in addition year 3 & 4) \$175.00 \$17	0	Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk),	\$175.00	\$0.00
	0	Year 5- Radar Extended Warranty (in addition year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk),	\$175.00	\$0.00
30.00	0	manuwane Changes, Software Opuates, Lates, Labor & Return Shipping to agency.	\$0.00	\$0.00

Total	\$4,696.00
	,

Signature

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- 1			

^{*} Applicable Sales Tax Not Included. Seller may charge Buyer a 25% restocking fee.

KUSTOM SIGNALS, INC. TERMS AND CONDITIONS

- 1. APPLICABILITY. Unless otherwise specified in a written bid, quote or contract, the following terms and conditions shall apply.
- 2. PRICES AND TAXES. Prices will be Kustom Signals, Inc.'s ("Seller") prices in effect on the date a purchase order is accepted by Seller, and Seller may change its prices at any time, in its sole discretion. All prices will be F.O.B. Chanute, Kansas, and net of any duties, sales, use or similar taxes, fees or assessments, and do not include shipping, packaging or any insurance costs, all of which are Buyer's responsibility.
- 3. PAYMENT. Unless otherwise provided on the face of the invoice, payment is to be paid in US dollars and in accordance with the Seller approved terms for Buyer. Partial payments are not permitted unless authorized in writing. Partial payments will be treated as non-payment. Each invoice is independent from shipping sequence and disputes relating to other invoices. Failure to pay an invoice within 30 days will be considered a default.
- 4. DELIVERY AND PERFORM ANCE. Delivery dates are approximate. Seller dis claims all liability for late or partial delivery. Seller may deliver in such lots and at such times as is convenient for Seller.
- 5. LOSS IN TRANSIT. Risk of loss will pass to Buyer upon delivery of the goods to the earrier. In case of breakage or loss in transit, Buyer will have notation of same made on expense bill before paying freight. Seller may reject claims for shortages not made within 15 days of Buyer's receipt of the goods.
- 6. TERMINATION, RESTOCKING CHARGES. Buyermay terminate this purchase order for its convenience, in whole or in part, by written, faxed or telegraphic notice at any time. If Buyer terminates this purchase order for convenience, Buyer will be liable to Seller for Seller's reasonable costs incurred in the performance of this purchase order that Seller cannot mitigate. Unless otherwise agreed upon in advance in writing by Seller, Seller may charge Buyer a 25% restocking fee, if: (a) upon approval by Seller, the Buyer returns any non-defective goods covered by this invoice; or (b) prior to shipment, but after the goods are produced by Seller, Buyer cancels the order for the subject goods.
- 7. WARRANTY. Seller's warranty is provided separately.
- 8. LIMITATION OF LIABILITY. SELLER IS NOT LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, OR INCIDENTAL DAM AGES, OR ANY LOST PROFITS OR LOST SAVINGS, EVEN IF A SELLER REPRESENTATIVE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS, DAMAGES, CLAIMS OR COSTS, NOR IS SELLER LIABLE FOR ANY CLAIM BY ANY THIRD PARTY. SELLER'S AGGREGATE LIABILITY UNDER OR IN CONNECTION WITH THIS PURCHASE ORDER IS LIMITED TO THE AMOUNT PAID FOR THE GOODS.

- 9. INDEMNIFICATION. Buyer will indemnify, defend and hold Seller harmless from all losses, damages, liabilities and costs, including attorneys' fees, incurred or sustained by Seller as a result of any third party claim made against Seller, including a claim by a customer of Buyer, arising from its negligent, reckless, willful, or intentional actions in marketing and reselling the goods.
- 10. EXPORT RULES. Exports and re-exports of the goods may be subject to United States export controls and sanctions administered by the U.S. Department of Commerce Bureau of Industry and Security under its Export Administration Regulations ("EAR"). Buyer shall comply with all laws, rules and regulations applicable to the export or re-export of goods including but not limited to EAR which includes, among other things, screening potential transactions against the U.S. Government's (i) list of prohibited end users, and (ii) list of prohibited countries. Buyer represents and warrants that (i) it has not been charged with, convicted of, or penalized for, any violation of EAR or any statute referenced in EAR §766.25, and (ii) it has not been notified by any government official of competent authority that it is under investigation for any violation of EAR or any statute referenced in EAR §766.25.
- MISCELLANEOUS. These terms and conditions. together with any other written agreement between Buyer and Seller, if any: (i) are the exclusive statements of the parties wit h respect to the subject matter and supersedes any prior or contemporaneous communications; (ii) may not be amended except in writing executed by the parties and will prevail in any case where the terms of Buyer's purchase order or other communication are inconsistent; (iii) will be interpreted and enforced in accordance with the laws of the State of Kansas, without giving effect to principles of conflicts of law. These terms and conditions are: (1) solely for the benefit of the parties, and no provision of these terms and conditions will be deemed to confer upon any other person any remedy, claim, liability, reimbursement, cause of action or other right. Each party consents to the exclusive personal jurisdiction of the state and federal courts located in the State of Kansas for purposes of any suit, action or other proceeding arising out of this Agreement, waives any argument that venue in any such forum is not convenient and agrees that the venue of any litigation initiated by either of them in connection with this Agreement will be in either the District Court of Johnson County, Kansas, or the United States District Court, District of Kansas. If any provision of these terms and conditions is unenforceable, the remaining provisions will remain in effect. No waiver (whether by course of dealing or otherwise) is effective unless it is made in writing and signed by the party to be charged with such waiver. Unless otherwise specified in writing, notices must be given in writing by registered or certified mail, re turn receipt requested, addressed to:

Kustom Signals, Inc. Attn: Sales Dept. 9652 Loiret Lenexa, KS 66219





HG2 Emergency Lighting 477. N Semoran Blvd Orlando,FL 32807 **Estimate**

Estimate No. 12544

Phone: 1-866-468-4569 Fax: 407-426-7716 sales@hg2lighting.com www.hg2lighting.com

Name/Address

CITY OF GROSSE POINTE WOODS 20025 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI. 48236 313-343-2419

RECEIVED

JUL 23 2018

DEPARTMENT OF PUBLIC SAFETY

Date	Project
07/20/18	

Item	Description	Quantity	Cost	Total
CROSSFIRE	LICENSE TAG BEZEL BLUE/RED	2	399.00	798.00T
SHIP+HAND	Shipping and Handling Charges	2	15.00	30.00T
	MADE IN THE USA PATENT PRODUCT SAE CERTIFIED 5-YEAR WARRANTY Sales Tax		0.00%	0.00
Thank you for yo	ur business.		Total	\$828.00



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY



Date:

August 03, 2018

To:

Bruce Smith, City Administrator

From:

John G. Kosanke, Director of Public Safety

Subject:

Purchase of Five Prep Radios

I am requesting that the City approve a purchase order for five (5) new prep radios as the department has been adding five new prep radios each year as parts for our current radios will be unavailable within the next few years. Next year will be the final year for these additions. The prep radios will be purchased from Motorola Solutions, Inc., to abide by State of Michigan specifications. The purchase will at a 25% discounted price under the State of Michigan bid #071B2200101.

The vendor name and address is:

Motorola Solutions, Inc.

State of Michigan Bid 1303 E. Algonquin Road Schaumburg, ILL 60196

5 APX6000 700/800 Model 2.5 Portable with chargers & batteries

Total: \$21,405.00

This is a budgeted expense included in the 2018/2019 fiscal year budget in the **Radio Maintenance – Public Safety fund** (101-305-851.000) in the amount of \$22,000.00.

Recommend Approval of the above stated purchase in the amount of \$21,405.00 as submitted.

Department Certification:

I hereby certify that the above items are necessary for the proper operation of this Department.

Department Head Signature

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

Treasurer/Comptroller Signature

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

City Administrator Signature



MOTOROLA

Date

July 18, 2018

Prepared For:

Sgt. Brian Conigliaro

Entity

Grosse Pointe Woods PD

bconigliaro@gpwmi.us

Phone

313-343-2410

Equipment Details and Pricing

<u>ltem</u>	<u>Qty</u>	<u>Model</u>	Description		Jnit Price	Total Price
			APX6000 PORTBLE RADIO			
1	5	H98UCF9PW6 N	APX6000 700/800 MODEL 2.5 PORTABLE	\$	2,269.50	\$ 11,347.50
1A	5	Q806	ADD: ASTRO DIGITAL CAI OPERATION	\$	386.25	\$ 1,931.25
1B	5	H38	ADD: SMARTZONE OPERATION	\$	900.00	\$ 4,500.00
1C	5	Q361	ADD: P25 9600 BAUD TRUNKING	\$	225.00	\$ 1,125.00
1D	5	H122	ALT: 1/4- WAVE 7/800 GPS STUBBY ANTENNA	\$	18.00	\$ 90.00
1E	5	H885BK	ADD: 3 YEAR SERVICE FROM THE START LITE	\$	90.00	\$ 450.00
2	1	NNTN8844A	Multi Unit Charger - With Displays	\$	937.50	\$ 937.50
3	5	NNTN8930	2350 LI-ION SPARE BATTERY	\$	116.25	\$ 581.25
4	5	PMMN4062A	APX6000 RSM, NOISE CANC. EMERGENCY BUTTON	\$	88.50	\$ 442.50
			Total Equipment Programmed			\$ 21,405.00

- 1. Quotes are exclusive of installation and programming charges unless expressly stated therein.
- 2. Prices quoted are exclusive of all applicable Federal Excise Taxes, State Sales and Use Taxes.
- 3. Freight will be added to final invoice
- 4. Prices are valid For 30 Days.
- 5. Standard Equipment Warranty Applies.
- 6. Standard Terms are: Net 30 Days from date of shipment.
- 7. A User agreement will need to signed with the MPSCS.
- 8. Shipment is approximately 2-4 weeks from receipt of order.
- 9. Prices are based on State of Michigan Contract # 071B2200101
- The purchase order will need to provide payment terms (Net 30) and shipping address
 Made Payable To: Motorola Solutions Inc., 1301 E. Algonquin Rd. Schaumberg, IL 60196



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY



Date:

August 03, 2018

To:

Bruce Smith, City Administrator

From:

John G. Kosanke, Director of Public Safety

Subject:

Purchase of Eight MDC Modems

AECEIVED AUG - 6 2018

CITY OF GROSSE PTE. WOODS

I am requesting that the City approve a purchase order for eight (8) new MDC's (modem daughter cards) for the Public Safety vehicles. The modems are the notebook version of the AMR slot on the motherboard of a desk top computer and are designed to interface with special modem cards. The existing modems in the vehicles are eleven years old and are due for an upgrade which is mandated by CLEMIS, Oakland County's Courts and Law Enforcement Management Information System. The existing modems have surpassed the average life span of a modem which is estimated to be between five to seven years.

The combined cost of a Cradlepoint NetCloud Essential for mobile routers and an antenna is \$1,055.00. The total cost for eight sets would be \$8,440.00. The sets would be purchased from CDW Government, a leading provider of technology solutions designed to fit the unique needs of state and local government agencies.

The vendor name and address is:

CDW Government

75 Remittance Drive Suite 1515 Chicago, IL 60675-1515 8 MDC modems

Total: \$8,440.00

This is a budgeted expense included in the 2018/2019 fiscal year budget in the **Minor Equipment – Police Services** fund (101-310-970.000) in the amount of \$9,600.00.

Recommend Approval of the above stated purchase in the amount of \$8,440.00 as submitted.

Department Certification:

I hereby certify that the above items are necessary for the proper operation of this Department.

partment Head Mgnature

Fund Certification:

Account numbers and amounts have been verified as presented.

Treasurer/Comptroller Signature

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

City Administrator Signature

QUOTE CONFIRMATION

RECEIVED



JUL 19 2018

DEAR CLAUDETTE DARGA,

DEPARTMENT OF PUBLIC SAFETY

Thank you for considering CDW•G for your computing needs. The details of your quote are below. The convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JXNW485	7/19/2018	CRADLEPOINT	2697328	\$8,440.00

TTEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Mfg. Part#: MA5-0900600M-NNA UNSPSC: 43233204 Contract: MARKET	В	4944074	\$890.00	\$7,120.00
Mfg. Part#: PT60BB-2C15SM3-G15 UNSPSC: 43221723 Contract: MARKET	8	4407681	\$165.00	\$1,320.00
### ### ##############################	8	5122332	\$0.00	\$0.00
ाय-प्रत्यक्षात् विकास विकास सम्बद्धाः । Mfg. Part#: DINSERTSIM Contract: MARKET	8	5106701	\$0.00	\$0.00
# FREEDRIMALS ASSENTATION OF SCAP Mfg. Part#: WRNACTW/ODVCS Contract: MARKET	8	2608862	\$0.00	\$0.00

PURCHASER BILLING INFO	SUBTOTAL	\$8,440.00			
Billing Address:	SHIPPING	\$0.00			
CITY OF GROSSE POINTE WOODS 20025 MACK PLAZA DR GROSSE POINTE WOODS, MI 48236-2343 Phone: (313) 343-2525 Payment Terms: Net 30 Days-Govt State/Local	GRAND TOTAL \$8,440.0				
DELIVER TO	Please remit payments to:				
Shipping Address: CITY OF GROSSE POINTE WOODS 20025 MACK PLAZA DR GROSSE POINTE WOODS, MI 48236-2343 Phone: (313) 343-2525 Shipping Method: DROP SHIP-GROUND	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515				

Near	, leafed to be acc.	CDW+G SALES CONTACT IN	FORWATION		
Dave Engmark	ľ	800.808.4239	1	davieng@cdwg.com	

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
For more information, contact a CDW account manager

© 2018 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



CITY OF GROSSE POINTE WOODS

Office of the City Treasurer/Comptroller

Memorandum

DATE: August 13, 2018

TO: Mayor and City Council

FROM: Cathrene Behrens, Treasurer/Comptroller

CC: Bruce Smith, City Administrator

SUBJECT: Early Retiree Re-Insurance Program

On February 2, 2011 the City received an Early Retiree Re-Insurance Program (ERRP) reimbursement from the Centers for Medicare & Medicaid Services, which was included in the Affordable Care Act (ACA) to provide financial assistance to employment-based health care sponsors that make coverage available to early retirees and their spouses. The ERRP was designed to help employers and other sponsors of employment-based health plans continue to provide coverage to early retirees until 2014. Program participation required the plan sponsors to submit a request for reimbursement request for early retirees and their spouses. The City, as a result of this request, received \$17,717.54.

These funds were deposited into one of the City's Trust & Agency accounts, which is a "non-interest" earning account at Comerica Bank. The primary use of our Trust & Agency accounts are to record tax receipts and disbursements each year. The 703 fund should not carry a fund balance as the intention behind this fund is to net to zero each year after the final tax disbursement. I have consulted with Plante Moran about the possibility of transferring this money to the general fund and recording it as "Other Income" received through an ERRP reimbursement in 2011. These funds have not been budgeted funds in the general fund and will just increase our revenues for FY 2018-19 over what has been projected in budget line 101-000-694.000, Other Income. The transfer of these funds will also place them into our main account at Comerica which earns monthly interest through daily "sweeps" into our investment pool.

I am requesting the City Council authorize transfer of \$17,718.59 from the Trust & Agency Fund Balance into the General Fund as a recorded revenue for FY 2018-19. This amount includes an additional \$1.05 that remains in the fund from prior tax delinquent tax receipts. A copy of the 703 funds balance sheet has been attached for your reference and you will note that the ending fund balance is \$17,718.59.

Cathrene Behrens

Thank you.

Treasurer/Comptroller

Bruce Smith
City Administrator

8D

RECEIVED

JUL 27.2018

CITY OF GROSSE PIE MOODS

BALANCE SHEET FOR CITY OF GROSSE POINTE WOODS Page: 1/2

User: cbehrens DB: Gpw

Fund 703 WAYNE COUNTY TAX FUND

	rund 703 WAINE COUNTI TAX FOI	
GL Number	Description	Balance
*** Assets ***		
Assecs		
703-000-001.000	CASH	41,148.07
703-000-002.000	CASH-PAYROLL	0.00
703-000-003.000	CERTIFICATE OF DEPOSIT	0.00
703-000-016.000	CASH	0.00
703-000-026.000	DELQ TAX REC'VBLE INT ON TAXES REC	0.00
703-000-030.000 703-000-040.000	ACCOUNTS RECEIVABLE	0.00 0.00
703-000-040.000	ACCTS REC -DUE F/MUNICIPALITIES F	0.00
703-000-056.000	INTEREST REC	0.00
703-000-067.000	DUE T/F WAYNE COUNTY	0.00
703-000-067.100	DUE F/ SCHOOL	0.00
703-000-067.101	DUE F/GENERAL	0.00
703-000-067,200	DUE F/ LIBRARY	0.00
703-000-067.202	DUE F/MAJOR STREETS	0.00
703-000-067.203	DUE F/LOCAL STREETS	0.00
703-000-067.210	DUE F/AMBULANCE	0.00
703-000-067.222	DUE F/	0.00
703-000-067.226	DUE F/SOLID WASTE	0.00
703-000-067.365	DUE F/ GROSSE GRATIOT DRAIN	0.00
Total Asset	CS .	41,148.07
*** Liabilities **	**	
703-000-201.000	MEERIV A/D	0.00
703-000-201.000	WEEKLY A/P BC BS PAYABLE	0.00
703-000-207.000	DUE TO GEN FUND	0.00
703-000-214.210	DUE T/AMBULANCE FUND	0.00
703-000-214.226	DUE T/SOLID WASTE FUND	0.00
703-000-214.365	DUE T/GROSSE GRATIOT DRAIN FUND	0.00
703-000-222.100	DUE TO COUNTY-GEN	0.00
703-000-222.200	DUE TO COUNTY-WCCC	0.00
703-000-222.300	DUE TO COUNTY-WISD	0.00
703-000-222.400	DUE TO COUNTY-HCMA	0.00
703-000-225.000	DUE TO SCHOOLS	0.00
703-000-886.000 703-000-887.000	WAYNE COUNTY TRANSIT-BUS G. P. LIBRARY	762.63 1,080.43
703-000-888.000	SET-STATE EDUCATION TAX	1,323.08
703-000-890.100	G.P. SCHOOL OPERATING	4,643.04
703-000-890.150	SCHOOL OPER-FORECLOSURE	0.00
703-000-890.200	G.P. SCHOOL SUPPLEMENTAL	5,196.92
703-000-890.400	G.P. SCHOOL DEBT	1,263.70
703-000-890.500	G.P. SCHOOL SINKING FUND	1,285.20
703-000-891.100	WAYNE COUNTY OPERATING	1,245.39
703-000-891.200	WAYNE COUNTY JAIL	725.89
703-000-891.300	WAYNE COUNTY PARKS	190.22
703-000-891.400 703-000-891.500	ZOO MILLAGE SOLDIER RELIEF MILLAGE	77.40 765.78
703-000-891.500	WC JUDGEMENT LEVY	116.21
703-000-891.700	INSTITUTE OF ARTS	154.78
703-000-892.000	WAYNE COUNTY COMMUNITY COLLEGE	2,493.89
703-000-893.000	W.C. RESA	890.65
703-000-893.100	WCRESA-ENH	1,048.32
703-000-894.000	HCMA	165.95
703-000-895.100	Milk River Drain	0.00
703-895-886.000	W.C. TRANSIT	0.00
703-895-887.000	LIBRARY TAX	0.00
703-895-888.000	STATE EDUCATION	0.00
703-895-892.000 703-895-893.000	COMM COLL TAXES INTERM SCHOOL TAXES	0.00 0.00
703-895-893.000	HCMA TAXES	0.00
Total Liabi	lities	23,429.48
		·

Period Ending 06/30/2017

703-000-371.000

07/20/2018 04:08 PM User: cbehrens

DB: Gpw

BALANCE SHEET FOR CITY OF GROSSE POINTE WOODS Period Ending 06/30/2017

Page:

2/2

Fund 703 WAYNE COUNTY TAX FUND

GL Number	Description	Balance	
*** Fund Balanc	ce ***		
703-000-390.000 703-000-395.000	CURRENT FUND BALANCE PRIOR FUND BALANCE	0.00 17,718.59	
Total Fr	und Balance	17,718.59	
Beginni	ng Fund Balance	17,718.59	
Net of Revenues VS Expenditures Ending Fund Balance Total Liabilities And Fund Balance		0.00 17,718.59 41,148.07	

1675 Green Road Ann Arbor, MI 48105-2530

T 734.662.3246 800.653.2483 F 734.662.8083

F 734.662.8083 mml.org

JUL 23 2018
CITY OF GROSSE PTE. WOODS

July 18, 2018

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Grand Rapids, September 20-22, 2018. The League's "Annual Meeting" is scheduled for 3:45 pm on Friday, September 21 in Ambassador Ballroom West at the Amway Grand Plaza Hotel. The meeting will be held for the following purposes:

- 1. <u>Election of Trustees</u>. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
- 2. Policy. A) To vote on the Core Legislative Principles document.

In regard to the proposed League Core Legislative Principles, the document is available on the League website at http://www.mml.org/delegate. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by <u>August 21, 2018.</u>

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, <u>you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting http://www.mml.org/delegate <u>no later than August 21, 2018.</u></u>

· of balance

We love where you live.

Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

"Section 4.4 - <u>Votes of Members</u>. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

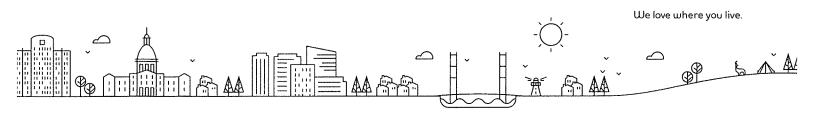
1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and "no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting." Thus the deadline this year for the League to receive resolutions is August 21, 2018. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

Further, "Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof."



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Thursday, September 20 at Amway Grand Plaza Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,

Catherin Bostick-Tullius

Catherine Brarch-Alles

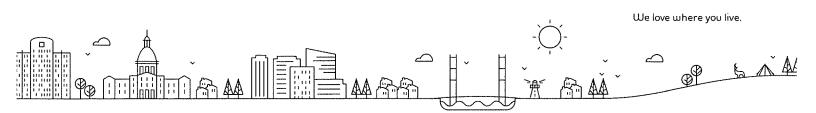
President

Commissioner, City of Lapeer

Daniel P. Gilmartin

Saniel P. Lifmartin

Executive Director & CEO



Grosse Pointe Santa Claus Parade Sponsorship Opportunities and Benefits Friday, November 23, 2018 at 10:00 am.

~ Christmas Around the World ~

RECEIVED

JUL 18 2018

CITY OF GROSSE PTE. WOODS

Platinum Sponsor (\$10,000)

- · Ride on a parade float
- · Your choice of placement in the Parade
- · Prominently listed as Platinum Sponsor on all promotional and marketing materials
- · A parade banner with sponsor's name/including banner carriers
- · Name recognition during videotaping of the Parade
- Business name/logo and link on the Grosse Pointe Chamber of Commerce Parade website
- Recognition on Parade banner and posters
- · Business name recognition posted on social media sites

Santa's Workshop (\$5,000)

- · Listed as sponsor on all promotional and marketing materials
- · A parade banner with sponsor's name/including banner carriers
- · Business name/logo and link on the Grosse Pointe Chamber of Commerce Parade website
- · Name recognition during the videotaping of the Parade
- · Business name recognition posted on social media sites
- · Recognition on parade banner and posters

North Pole Sponsor (\$2,500)

- Sponsorship recognition on all promotional and marketing materials
- A parade banner with company name/including banner carriers
- · Business name and link on the Grosse Pointe Chamber of Commerce Parade website
- · Name recognition during the videotaping of the Parade
- · Business name recognition on social media posts

Elf Sponsor (\$1,000)

- A parade banner with company name/does not include banner carriers
- · Business name on the Grosse Pointe Chamber of Commerce Parade website
- · Recognition in all promotional and marketing materials
- · Recognition on parade posters
- Footage as a sponsor on the videotaping of the Parade

Reindeer Sponsor (\$500)

- · A parade banner with company name/does not include banner carriers
- · Business name on the Grosse Pointe Chamber of Commerce Parade website
- · Recognition on parade posters

	Sponsorship Deadline: Friday, November 2, 2018						
		Platinum Sponsor \$ 10,000					
		Santa's Workshop \$5,000					
		North Pole Sponsor \$ 2,500					
		Elf Sponsor \$1,000					
		Reindeer Sponsor \$ 500					
Organization:_	***********************						
Contact Name:							
Address:							
Telephone:		Email Address:					
	Please en	nail or send the completed form with payment to:					
		Grosse Pointe Chamber Foundation					
63	Kercheval,	Suite 16, Grosse Pointe Farms, MI 48236					
	<u>v</u>	vww.grossepointechamber.com					
Check	Payment Meth	od (all payments MUST be received before the event)Visa/MC/American Express					
Credit Card #:		Expiration date:Security Code:					
Address:		State/Zip:					
Questions? Plea	ase contact tl	ne Grosse Pointe Chamber of Commerce 313-881-4722					



CITY OF GROSSE POINTE WOODS INFORMATION TECHNOLOGY MEMORANDUM

DATE:

July 27, 2018

TO:

Bruce J. Smith, City Administrator

CC:

Catherine Behrens, City Treasurer/Comptroller

FROM:

Gary Capps, Information Technology Manager

SUBJECT:

Computer System Replacements

The current group of computers up for replacement, purchased in 2014, are at the end of their 4-year lifecycle and are no longer under warranty. To ensure smooth operation of the City departments, replacing these systems is necessary. I would like to have this placed on the August 13, 2018 Council Agenda for their approval. Attached are quotes priced from State contract MHEC-07012015 for 19 Dell Precision Computers. Funds are included in the 2018-2019 budget to replace these 19 computer workstations. I respectfully request Council's approval to purchase the computers from Dell Computer Corporation One Dell Way Round Rock, Texas 78682 in an amount not to exceed \$23,772.42 for the replacements of the computers from the following accounts:

101855977.299	8 Computers	\$10,009.44 Quote 3000027278161.1
101855970.349	7 Computers	\$8,758.226 Quote 3000027278345.1
101855970.599	2 Computers	\$2,502.36 Quote 3000027278376.1
101855970.799	2 Computers	\$2,502.36 Quote 3000027278406.1

I hereby certify that the above items are necessary for the proper operation of this Department.

Department Head Signature

I hereby certify that unencumbered funds are available for the above purchase, and that the account number has been verified.

Treasurer/Comptroller Signature

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

City Administrator Signature

DOLLEMO

A quote for your consideration!

Total: \$10,009.44

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Quote number:

Quote date:

Quote expiration:

Deal ID:

3000027278161.1

Jul. 27, 2018

Aug. 26, 2018

16329091

Company name:

CITY OF GROSSE POINTE WOODS

Customer number:

Phone:

(313) 343-2525

Sales rep information:

Laura Brock Laura_Brock@Dell.com

(800) 456-3355 Ext: 7250551

Billing Information:

CITY OF GROSSE POINTE WOODS

14695717

20025 MACK PLAZA DR **GROSSE POINTE WOODS**

MI 48236-2343

US

(313) 343-2525

Pricing Summary

Item		Qty	Unit Price	Subtotal	
Precision 5820 Tower		8	\$1,251.18	\$10,009.44	
			Subtotal:	\$10,009.44	
	RECEIVED		Shipping:	\$0.00	
	NECEIVED	E	nvironmental Fees:	\$0.00	
	erica e e e	No	n-Taxable Amount:	\$10,009.44	
	JUL 2 7 2018		Taxable Amount:	\$0.00	
	CITY OF GROSSE PTE. WOODS INFORMATION TECHNOLOGY		Estimated Tax:	\$0.00	
	INFORMATION TECHNOLOGY		Total:	\$10,009.44	

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

DOLLEMC

A quote for your consideration!

Total: \$8,758.26

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Quote number:

Quote date:

Quote expiration:

Deal ID:

3000027278345.1

Jul. 27, 2018

Aug. 26, 2018

16329091

Company name:

CITY OF GROSSE POINTE WOODS

Customer number:

Phone:

(313) 343-2525

Sales rep information:

Laura Brock Laura_Brock@Dell.com

(800) 456-3355

Ext: 7250551

Billing Information:

CITY OF GROSSE POINTE WOODS

14695717

20025 MACK PLAZA DR **GROSSE POINTE WOODS**

MI 48236-2343

US

(313) 343-2525

Pricing Summary

Item	Q	ty	Unit Price	Subtotal	
Precision 5820 Tower	7		\$1,251.18	\$8,758.26	
			Subtotal:	\$8,758.26	
	RECEIVED		Shipping:	\$0.00	
			nmental Fees:	\$0.00	
		Non-Tax	able Amount:	\$8,758.26	
	JUL 2 7 2018	Tax	able Amount:	\$0.00	
CIT	Y OF GROSSE PTE. WOODS	Ε	stimated Tax:	\$0.00	
	FORMATION TECHNOLOGY		Total:	\$8,758.26	

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

DYLLEMC

A quote for your consideration!

Total: \$2,502.36

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Quote number:

3000027278406.1

Quote date:

Quote expiration:

Deal ID:

Jul. 27, 2018

Aug. 26, 2018

16329091

Company name:

CITY OF GROSSE POINTE WOODS

Customer number:

Phone:

14695717

(313) 343-2525

Sales rep information:

Laura Brock Laura_Brock@Dell.com

(800) 456-3355 Ext: 7250551

Billing Information:

CITY OF GROSSE POINTE

WOODS

20025 MACK PLAZA DR **GROSSE POINTE WOODS**

MI 48236-2343

US

(313) 343-2525

Pricing Summary

Item	Q)ty	Unit Price	Subtotal
Precision 5820 Tower	To the second section of the second s	2	\$1,251.18	\$2,502.36
			Subtotal:	\$2,502.36
	RECEIVED		Shipping:	\$0.00
	ILOLIVED		Environmental Fees:	\$0.00
	HH & F 2040		Non-Taxable Amount:	\$2,502.36
	JUL 2 7 2018		Taxable Amount:	\$0.00
	CITY OF GROSSE PTE. WOODS		Estimated Tax:	\$0.00
INFORMATION TECHNOLOGY			Total:	\$2,502.36

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Total: \$2,502.36

DVALLENIC

A quote for your consideration!

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Quote number:

3000027278376.1

Quote date:

Jul. 27, 2018

Quote expiration:

Deal ID:

Aug. 26, 2018

16329091

Company name:

CITY OF GROSSE POINTE WOODS

14695717

Phone:

(313) 343-2525

Sales rep information:

Laura Brock

Laura_Brock@Dell.com (800) 456-3355

Ext: 7250551

Billing Information:

Customer number:

CITY OF GROSSE POINTE

WOODS

20025 MACK PLAZA DR GROSSE POINTE WOODS

MI 48236-2343

US

(313) 343-2525

Pricing Summary

Item	Qty	Unit Price	Subtotal
Precision 5820 Tower	2	\$1,251.18	\$2,502.36
		Subtotal:	\$2,502.36
		Shipping:	\$0.00
		Environmental Fees:	\$0.00
	CEIVED	Non-Taxable Amount:	\$2,502.36
		Taxable Amount:	\$0.00
JUL	2 7 2018	Estimated Tax:	\$0.00
CITY OF GE INFORMAT	ROSSE PTE. WOODS TON TECHNOLOGY	Total:	\$2,502.36

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.



CITY OF GROSSE POINTE WOODS

Office of the City Treasurer/Comptroller

Memorandum

DATE: August 13, 2018

TO: Mayor and City Council

FROM: Cathrene Behrens, Treasurer/Comptroller

CC: Bruce Smith, City Administrator

SUBJECT: Fiscal Year 2017-18 Vehicle Purchases

On May 7, 2018 City Council authorized the purchase of a Bobcat Tool Cat 5600 Multi-Use Utility Vehicle, a 2018 GMC Terrain and a 2018 RAM ProMaster 3500 high-roof cargo van. For each of the vehicles, funds were allocated from the General Fund balance, the Parking Fund balance and the Water/Sewer Fund balance. Budget amendments were completed in FY 2017-18 but delivery of these vehicles was not taken prior to June 30, 2018; audit standards require that the vehicles be expensed at the time of delivery. The funds which were allocated through the budget amendment process but will return to the fund balances in each of the above referenced funds.

On July 20, 2018 the City took delivery of a 2019 GMC Terrain at a cost of \$24,498, which was the budgeted costs authorized through the budget amendment made on May 7, 2018. The City is still awaiting delivery of the 2018 RAM ProMaster 3500 Cargo Van, budgeted expense of \$32,469.70, and the Bobcat Tool Cat 5600 Multi-Use Utility Vehicle, budgeted expense of \$63,082.62. To expense these vehicles in Fiscal Year 2018-19 budget amendments will need to be made to the following funds in order to pay these invoices. These amendments mirror those done on May 7, 2018.

Vehicle	Fund	Budget Line	Amount	
2019 GMC Terrain	Parking Fund Prior Yr. Fund Balance	585-000-395.000	(\$14,698.80)	
	General Fund Prior Yr. Fund Balance	101-000-699.000	(\$9,799.20)	
	Motor Vehicle Fund Equipment – Public Works	640-852-977.599	\$24,498.00	
Bobcat Tool Cat 5600	Water/Sewer Fund Debt Reserve Future Projects	592-536-922.999	(\$37,849.57)	
	Parking Fund Prior Yr. Fund Balance	585-000-395.000	(\$25,233.05)	
	Motor Vehicle Fund Equipment – Public Works	640-852-977.599	\$63,082.62	
2019 RAM Pro Master	Water/Sewer Fund Debt Reserve Future Projects	592-536-922.999	(\$32,469.70)	
	Motor Vehicle Fund Equipment – Public Works	640-852-977.599	\$32,469.70	



I have attached a copy of the Council Clippings from the Council Meeting held on May 7, 2018 for your reference and also attached a copy of the invoice from Todd Wenzel GMC for the 2019 GMC Terrain.

I am requesting the City Council authorize the budget amendments as presented above in order to expense these vehicles in the appropriate fiscal year.

Thank you.

Cathrene Behrens

Treasurer/Comptroller

Bruce Smith

City Administrator

Council 05/21/18.

lkh

Motion by Shetler, seconded by Bryant, regarding **purchase/funds transfer: Terrain Utility Vehicle – Department of Public Services**, that the City Council approve the purchase of a 2018 GMC Terrain AWD 4-door SLE Utility Vehicle from Todd Wenzel Building GMC at a total cost not to exceed \$24,498.00; and, to approve funds to be transferred from the Parking Fund fund balance Account No. 585-000-395.000 in the amount of \$14,698.80 and the General Fund fund balance Account No. 101-000-699.000 in the amount of \$9,799.20 into the Motor Vehicle Capital Equipment-Public Works Account No. 640-852-977.599.

Motion carried by the following vote:

Yes:

Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler

No:

None

Absent: None

Motion by Bryant, seconded by Shetler, regarding **purchase/funds transfer: multiuse utility work vehicle**, that the City Council approve the purchase of a Bobcat Tool Cat 5600 Multi-Use Utility Work Vehicle from Clark Equipment Company d/b/a Bobcat Company in the amount of \$63,082.62; and, to approve a funds transfer from the Water/Sewer Capital Improvement Fund Account No. 592-536-922.999 in the amount of \$37,849.57 (60%) and the Parking Fund fund balance Account No. 585-000-395.000 in the amount of \$25,233.05 (40%) into the Motor Vehicle Capital Equipment-Public Works Account No. 640-852-977.599.

Motion carried by the following vote:

Yes:

Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler

No:

None

Absent:

None

Motion by Bryant, seconded by Koester, regarding **purchase/funds transfer: water truck — Department of Public Services**, that the City Council approve the purchase of a 2018 RAM ProMaster 3500 high-roof cargo van from Galeana's Van Dyke Dodge at a cost of \$32,469.70; and, to approve a funds transfer from the Water/Sewer Capital Improvement Fund Account No. 592-536-992.999 in the amount of \$32,469.70 into the Motor Vehicle Capital Equipment-Public Works Account No. 640-852-977.599.

Motion carried by the following vote:

Yes:

Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler

No:

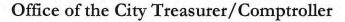
None

Absent:

None



CITY OF GROSSE POINTE WOODS





Memorandum

DATE: August 13, 2018

TO: Mayor and City Council

FROM: Cathrene Behrens, Treasurer/Comptroller

CC: Lisa K. Hathaway, Acting City Administrator

SUBJECT: Fiscal Year 2017-18 Fuel Tank Replacement

On April 9, 2018 City Council authorized the replacement of the fuel tank at the DPW yard and a budget amendment of \$214,395.00 was completed in Fiscal Year 2017-18. The actual replacement of the fuel tank took place in July 2018 which is in Fiscal Year 2018-19. Because the "service" was received in Fiscal Year 2018-19, these expenses must be expensed out of Fiscal Year 2018-19. The budgeted transfer from the fund balance in Fiscal Year 2017-18 will be reversed and the funds will remain in the General Fund balance effective June 30, 2018.

To expense this properly, a budget amendment is required for Fiscal Year 2018-19.

Service		Fund	Budget Line	Amount
Fuel	Tank	General Fund	101-000-699.000	(\$214,395.00)
Replacement		Prior YR Fund Balance		
		Motor Pool Fund	640-852-818.000	\$214,395.00
		Contractual Services		

I have attached a copy of the Council Clippings from the Council Meeting held on April 9, 2018 for your reference and also attached a copy of the invoice from Oscar W. Larson Co. for 50% of the expense for the fuel tank replacement.

I am requesting the City Council authorize the budget amendments as presented above in order to expense this in the appropriate fiscal year.

Thank you.

Cathrene Behrens

Treasurer/Comptroller

Lisa K. Hathaway

Acting City Administrator



Oscar W. Larson Co.

10100 Dixie Hwy. - Clarkston, MI 48348 - (248) 620-0070 - (248) 549-3610 Fax #'s (248) 620-0071 - (248) 620-0072

Dearborn, MI - (810) 217-6524 - Fax (313) 278-6030 Grand Rapids, MI - (616) 698-0001 - Fax (616) 698-2265 Gaylord, MI - (989) 732-4190 - Fax (989) 732-3377

Columbus, OH - (614) 907-7629 - Fax (614) 310-8896 Toledo, OH - (419) 873-0555 - Fax (419) 873-0559 Cincinnati, OH - (513) 813-7650 - Fax (513) 813-7651 Fort Wayne, IN - (260) 496-9870 - Fax (260) 496-9480 Indianapolis, IN - (317) 337-9473 - Fax (317) 337-9474



ORIGINAL INVOICE

REMIT PAYMENT TO: THE OSCAR W. LARSON CO. 10100 DIXIE HWY. CLARKSTON, MI 48348

Net 30

Bill To:

City of Grosse Pointe Woods

20025 Mack Avenue

Grosse Pointe Woods 48236-2397 MI

Job Address:

1200 Parkway Drive

Grosse Pointe Woods 48236-1234

Date	Invoice Number	Project Number	Customer PO	Gustomer No.	Terms	
7/23/2018	PB36349	1804003	18-44581	109890	Net 30	

Description

PO# 18-44581

Partial billing for UST removal and AST installation

PO 44581 #640-851-818.000 OK- F-8

107,197.50 Retention Withheld: 0.00 Retention Due: 0.00 \$107,197.50 Subtotal: Misc: \$0.00 Tax: \$0.00

Pay This Amount:

Billing Amount:

\$107,197.50

1 1/2 PER MONTH (18% PER ANNUM) SERVICE CHARGE ON PAST DUE ACCOUNTS. NO CREDIT ISSUED WITHOUT INVOICE NO. MERCHANDISE IS NOT RETURNABLE WITHOUT PERMISSION AND IS SUBJECT TO RESTOCKING CHARGE WHEN SHIPPED IN ACCORDANCE WITH ORIGINAL ORDER. PRICES SUBJECT TO CHANGE WITHOUT NOTICE.

Motion by Shetler, seconded by Bryant, regarding Replacement of Fuel Tanks at DPW Yard/Budget Amendment, that the City Council approve removal and replacement of fuel tanks at the Department of Public Works yard, work to be performed by Oscar W. Larson Company at a cost of \$214,395.00, and to approve engineering at a cost of \$6,000.00 and contingency at \$2,000.00, for a total project cost not to exceed \$222,395.00; and to approve a budget amendment from the General Fund fund balance Account No. 101-000-699.000 into the Motor Vehicle & Equipment Contractual Services Account No. 640-851-818.000 in the amount of \$222,395.00; and, to authorize the City Attorney to prepare a contract for the City Administrator's signature.

Motion carried by the following vote:

Yes:

Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler

No:

None

Absent:

None

CC: File

City Administrator City Attorney Treasurer/Comptroller

Accounts Payable

MEMO 18 - 60

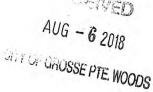


Bruce Smith, City Administrator

FROM:

Frank Schulte, Director of Public Services





DATE:

August 6, 2018

SUBJECT:

Necessary Work for Reported Leak from Underground Fuel Tanks - DPW

On July 18, 2018, Robert Elliott from Groundwater & Environmental Services Inc. informed me of gasoline and diesel underground storage tank (UST) releases at the Department of Public Works. The release was based upon the positive indication of gasoline and diesel petroleum compounds detected in the water sample collected from the underground storage tank cavity during the removal. On behalf of the City of Grosse Pointe Woods, Groundwater & Environmental Services Inc. notified the Michigan Department of Environmental Quality (MDEQ) as required.

The State of Michigan provides coverage for pollution control removal of for private vendors and local municipalities. This entity is called the Michigan Underground Storage Tank Authority (MUSTA). Earlier this year, we submitted the required information to the Michigan Underground Storage Tank Authority (MUSTA) and the city was accepted. The coverage provided by the MUSTA program is free and the deductible is \$2,000.00. Council previously approved this contingency on 4/9/2018.

The MDEQ requires a subsurface investigation to determine if the soil and groundwater is impacted. This work includes the placement of six soil borings to examine the soil conditions and installation of six monitoring wells to evaluate the groundwater conditions outside of the prior location of the fuel tanks. Also, the completion of an Initial Assessment Report (IAR) for submittal to the Michigan Department of Environmental Quality (MDEQ).

Oscar W. Larson Company, the city's contractor who removed the underground fuel tanks, and Anderson, Eckstein and Westrick, Inc. both recommend using Groundwater & Environmental Services, Inc. to perform this work. The city will have to pay Groundwater Environmental Services, Inc. and the cost will be reimbursable under the Michigan Underground Storage Tank Authority (MUSTA). Groundwater Environmental Services, Inc. handles all of the preparation and submittal to the Michigan Underground Storage Tank Authority (MUSTA). Listed below is the breakdown of the proposed costs:

Well Installation/Soil Boring	\$14,289.70
Initial Round Groundwater Sampling	\$ 2,862.00
Initial Assessment Report	\$ 5,365.00
Administrator of MUSTA Cleanup Fund	\$ 177.00
Total	\$22,693.70
Deductible	-\$ 2,000.00
Administrator Fee	- \$ 177.00
Reimbursement From MUSTA	\$20,516.70

The actual cost to the city will only be \$2,177.00. This was not a budgeted item and will require a budget amendment from the Motor Vehicle Fund balance account no. 640-000-395.000 in the amount of \$22,693.70 into Capital Expense-DPW account no. 640-852-977.200.

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

Approved for Council consideration.

Bruce Smith Sity Administrator

Date

Fund Certification:

Account numbers and amounts have been verified as presented.

Cathrene Behrens, Treasurer/Comptroller

RECEIVED

AUG -8 2018

PROPOSAL FOR:

City of Grosse Pointe Woods

CITY OF GROSSE PTE. WOODS



Facility:

GES Project No:

1200 Parkway

Client Contact: Frank Schulte

Grosse Pointe Woods

Client Authorization (e.g., PO):

Contract Reference:

Proposed Scope and Costing

Proposal Name/Title: Initial Investigation and Reporting

MI 48236

Total "GROSS" Budget: \$22,693.70

Scope of Work

The purpose of the cost estimate is for the soil and groundwater assessment activities required as a result of release(s) from a 6,000-gallon underground storage tank (UST), containing diesel, and a 6,000-gallon UST, containing gasoline, discovered at the City of Grosse Pointe Woods - Department of Public Works (site), Facility ID 00008778. The releases were reported to the Michigan Department of Environmental Quality (MDEQ) on July 18, 2018, based on petroleum compounds identified in water sample collected during removal of the USTs. The required activities include Initial Site Assessment investigation and Reporting pursuant to Part 213, Section 324.21308a and 324.21308a(2)(b) of the Leaking Underground Storage Tanks, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

The initial assessment of soil and groundwater contamination at the site will include the installation of soil test borings and groundwater monitoring wells. Specifically, six (6) soil borings will be advanced, the soils will be continuously screened in the field using hand held analyzer to identify soil samples to be selected for laboratory analysis. Subsequently each boring will be converted to a monitoring well constructed per MDEQ guidelines and finished with a flush mount road box. A top of casing for each monitoring well will be surveyed into a relative datum point. The depth to water will be measured to determine the groundwater flow direction. Groundwater samples will be collected from each monitoring well by the low flow method. The soil and groundwater sample will be submitted for laboratory analysis of unleaded gasoline parameters and polynuclear aromatic hydrocarbons based on the known substances released, per MDEQ Operational Memorandum No.14 (June 12, 1998). In addition, select soil samples will be analyzed for total petroleum hydrocarbons (TPH) gasoline range organics (GRO) and diesel range organics (DRO) by EPA method 8015B.

Per Part 213, GES will complete an Initial Assessment Report within 180 days after a release has been discovered, that will describe the results of the subsurface investigation, groundwater sampling results, history of the site and a risk evaluation. The report will be submitted to the MDEQ and copies will be provided to City of Grosse Pointe Woods.

GES on behalf of the City of Grosse Pointe Woods has submitted the Michigan Underground Storage Tank Authority (MUSTA) Cleanup Fund Claim Number 18-091 for the above-mentioned facility, which has been approved for a maximum reimbursement limit of \$1,000,000.00 minus deductible of \$2,000.

02 Site Assessment

Ph/Tsk/Act	Item No.	Description	Class	UOM	Rate	Item Qty	
02/201	NA	Well Installation/Soil Borings	T&M	Each	\$14,289.70	1	\$14,289.70
02/204	NA	Initial Round GW Sampling	T&M	Each	\$2,862.00	1	\$2,862.00
02/194	NA	Reimbursement Agency Correspondence Tank Cleanup Fund Claim	T&M	Each	\$177.00	1	\$177.00
02/134	NA	Initial Site Characterization Report	T&M	Each	\$5,365.00	1	\$5,365.00

02 Site Assessment Total: \$22,693.70

MI-2018-0113-00 Page 2 of 3

Details for Time and Materials (T+M) Contract Items

	kout for: Well Installation/Soil Borings				Oty 1	<u>Subtotal</u> <u>To</u> \$14,289.70 \$14,289.
Code	Description	Qty	Ext. Qty	Unit	Rate	Total
A5	Admin II	3	1	/hr	\$59	\$177.0
P4	Project Professional	12	2	/hr	\$96	\$2,304.0
P4	Project Professional	3	2	/hr	\$96	\$576.0
Р6	Principal	5	1	/hr	\$130	\$650.0
	Laboratory Testing - Soil MI ULG	45	9	\$+10%	\$1.1	\$445.:
	Laboratory Testing - Soil PNAs	75	9	\$+10%	\$1.1	\$742.
	Laboratory Testing - Soil TPH GRO	30	6	\$+10%	\$1.1	\$198.0
	Laboratory Testing - Soil TPH DRO	35	6	\$+10%	\$1.1	\$231.0
	Subcontractor - Driller 2 days of service	6387	1	\$+10%	\$1.1	\$7,025.
	Subcontractor - Waste Disposal	1500	1	\$+10%	\$1.1	\$1,650.0
1000	Photoionization Detector	1	2	HR	\$15	\$30.0
5602	Pickup Truck Full Size	1	2	DY	\$130	\$260.
	kout for: Initial Round GW Sampling at 02/204 Details: Description	Qty	Ext.	Unit	Oty 1 Rate	<u>Subtotal</u> <u>To</u> \$2,862.00 \$2,862.
			Qty			
A3	Admin II	1	1	/hr	\$59	\$59.
P4	Project Professional	3	1	/hr	\$96	\$288.
P6	Principal	2	1	/hr	\$130	\$260.
T4	Senior Technician	12	1	/hr	\$78	\$936.
	Vendor - Equipment, Rental	150	1	\$+10%	\$1.1	\$165.
	Laboratory Testing - Groundwater GW MI ULG	45	7	\$+10%	\$1.1	\$346.
	Laboratory Testing - Groundwater GW PNAs	75	7	\$+10%	\$1.1	\$577.
4607	Survey Equipment	1	1	DY	\$20	\$20.
7201	Water Sampling Package	1	1	DY	\$210	\$210.0
	kout for: Reimbursement Agency Correspondence t 02/194 Details: Tank Cleanup Fund Claim	e			Oty 1	Subtotal Tot \$177.00 \$177.
Code	Description	Qty	Ext. Qty	Unit	Rate	Total
A4	Admin II	3	1	/hr	\$59	\$177.0
	kout for: Initial Site Characterization Report t 02/134 Details:				Oty 1	<u>Subtotal</u> <u>Tot</u> \$5,365.00 \$5,365.
Code	Description	Qty	Ext. Qty	Unit	Rate	Total
A3	Admin II	2	1	/hr	\$59	\$118.0
G4	Graphics/CADD Operator II	5	1	/hr	\$62	\$310.0
P3	Staff Professional	5	1	/hr	\$85	\$425.0
P4	Project Professional	40	1	/hr	\$96	\$3,840.0
P6	Principal	5	1	/hr	\$130	\$650.0
	Postage	20	1	\$	\$1.1	\$22.

TOTAL T&M COSTS: \$22,693.70

TOTAL LS COSTS: \$0.00

TOTAL GES CONTRACT AMOUNT: \$22,693.70

MI-2018-0113-00 Page 3 of 3

TOTAL DIRECT COSTS: \$0.00 TOTAL CLIENT AMOUNT: \$22,693.70

Approvals:	
Client:	Date:
GES:	Date:

Groundwater & Environmental Services, Inc. Proposal No. MI-2018-0113-00

7/31/2018



STANDARD TERMS & CONDITIONS (01-2018)

These Terms and Conditions (the "Agreement") are entered into this 1 day of August, 2018(the "Execution Date") by and between City of Grosse Pointe Woods ("Client") and Groundwater and Environmental Services, Inc. ("GES").

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, Client and GES agree as follows:

- 1. Scope of Services. The services described in proposal No.MI-2018-0113-00 and/or dated August 1, 2018 ("Proposal") shall be authorized by Client by providing an authorized signature on the Proposal (with the Proposal as authorized by Client hereinafter referred to as the "Services") and shall be performed in accordance with the terms and conditions of this Agreement. Any changes or additions to the Services shall be set forth exclusively as a change order to the Proposal (in a form either agreeable to the parties or implied by conduct) before the Services are performed. Any changes or additions to this Agreement shall be set forth exclusively as a written amendment executed by the parties, with any additional, different and/or conflicting terms and conditions contained in Client's purchasing documents or other correspondence, any other change or addition to the Services or this Agreement by any other method, being null and void and of no force and effect. As a condition precedent to GES' obligation to perform Services under this Agreement, Client shall, if requested by GES, complete GES' standard credit application and provide any requested financial information in order to assess the creditworthiness of Client. GES may, in its sole discretion, impose credit limits on Client.
- 2. Standard of Care. GES will perform the Services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services under similar conditions in the same or similar locality. The foregoing standard is in lieu of all other standards and warranties, expressed or implied, including warranties of marketability or fitness for a particular purpose. Client acknowledges that environmental conditions at any site can and will vary from those encountered at the times and locations of the performance of the Services thereby resulting in various degrees of uncertainty with respect to the interpretation of environmental conditions despite due professional care.
- 3. <u>Compensation.</u> Unless otherwise stated in the Proposal, GES shall be compensated for the Services on a time and materials basis in accordance with GES' Personnel Rate Schedule and the Rental and Equipment Rate Schedule attached as Exhibit A to this Agreement (the "Rates"), including, and without limitation, any applicable taxes or other reasonable expenses. GES shall submit invoices monthly and Client agrees to pay such invoices within thirty (30) days of the invoice date. GES reserves the right to charge interest at the rate of

- .75% per month on overdue payments and Client agrees to pay any reasonable attorney's fees or other costs incurred by GES to collect amounts deemed delinquent by GES. GES reserves the right to modify the Rates at any time upon thirty (30) days written notice to Client.
- 4. <u>Term.</u> Unless otherwise stated in the Proposal, or terminated in accordance with Paragraph 16 of this Agreement, this Agreement shall expire upon the completion of the Services.
- 5. Access. Where the Services necessarily require entering into, upon or under real property, including improvements located thereon (the "Site"), Client hereby grants such access, or shall cause such access to be granted, and represents and warrants that GES has such access to the Site in order to perform the Services without delay or hindrance.
- 6. <u>Information Provided By Client.</u> Client shall provide to GES all information pertaining to the Services and/or the Site that is known to exist by Client including, without limitation, information related to (a) solid waste, hazardous wastes, substances or materials, toxic wastes, substances or materials, pollutants, contaminants, petroleum or its additives (as any of the above terms may be defined under federal, state or local law ("Law")) (collectively, "Hazardous Substances"); (b) aboveground or underground facilities or services including, without limitation, utilities, conduits, lines, pipes, tanks, containers and/or wires (collectively, "Utilities"); and (c) subsurface conditions or obstructions. Client represents and warrants that GES shall be permitted to rely on such information.
- 7. <u>Utilities/Underground Facilities</u>. GES shall review the information provided under Section 6 of this Agreement and shall contact the customary governmental and/or private entities regarding the existence and location of Utilities prior to conducting any subsurface penetrations. GES shall not be responsible for, and Client shall indemnify, defend and hold GES harmless from and against, any claims for any losses or damages arising from or related to damage to Utilities not identified or not accurately located in accordance with this Section 7.
- 8. Confidentiality. GES and Client shall treat as confidential and proprietary all information and data delivered to it by the other party which, without limitation, relates to technologies, formula, procedures, costs, processes, operations, methods, trade secrets, ideas, computer programs, customers, products, equipment or are designated in writing as confidential at time of delivery (collectively, "Confidential Information") and shall not disclose Confidential Information to any third party during or subsequent to the term of this Agreement; provided that such disclosure shall not apply to information and data which are actually known by the disclosing party before obtained from the transmitting party, information and data which are generally available to the public through no fault of disclosing party, or where disclosure is required by law; provided that the disclosing party gives reasonable notice of its intent to disclose in accordance with law allowing the other party to make any reasonable objection to such disclosure.
- 9. <u>Intellectual Property.</u> GES shall retain all right, title and interest in and to all intellectual property including, without limitation, patents, copyrights, trademarks, trade secrets,

patentable and unpatentable inventions (collectively, "Intellectual Property Rights") used or developed by GES in connection with performing the Services including all Intellectual Property Rights relating to all articles, techniques, processes and operations.

10. Limitations on Services.

- a. <u>Liability Limitations</u>. In addition to the limitations set forth in Section 7 hereof, GES' liability under the provisions of this Agreement or in connection with its performance of the Services, whether based on contract, tort, breach of warranty, professional negligence (including errors, omissions, or other professional acts) or otherwise, shall be limited in each case to the amount recovered by GES under the insurance policies identified in Paragraph 11 of this Agreement or the contract amount set forth in the applicable Proposal, whichever is less. Client hereby forever releases GES from any liability, losses or damages sustained and incurred by Client in excess of such amounts. In no event shall GES be liable for any incidental, indirect, special, punitive, economic or consequential damages (including but not limited to loss of profits) suffered or incurred by Client as a result of this Agreement or GES' performance or non-performance of the Services.
- b. Reliance by Third Parties. The Services are performed, and information, data, interpretations or reports, and the like, that may be prepared as part of the Services ("Instruments of Service") are prepared, for the sole purpose of the Client who may use and rely on the Services and the Instruments of Service for their intended purpose, subject to the other terms and conditions of this Agreement. There are no third party beneficiaries to this Agreement. Client may request that third parties be extended the right to rely on the Services and the Instruments of Service, and such reliance may be granted, in the sole discretion of GES, but only when such parties agree to be unconditionally bound to GES' standard terms and conditions in effect at the time of the request and GES is reasonably compensated for extending such reliance to such third parties.
- c. <u>Liability for Hazardous Substances</u>. Client acknowledges and agrees, and will not dispute, that GES is not, and has no authority to act as on behalf of Client, a generator, an arranger for disposal or treatment, or an arranger with a transporter for transport for disposal or treatment, of any Hazardous Substances that may be present, found or identified at, on, in, above, to, from or under any Site or other sites that may the subject of or related to the Services. Any assistance provided by GES to Client for the treatment, storage, transport or disposal of any Hazardous Substances including, without limitation, Client's written request that GES sign Client's manifests as its authorized agent, are made solely and exclusively for the benefit and convenience of Client and shall impose no liability upon GES. Client shall manage all Hazardous Substances in compliance with Law. Unless otherwise agreed, Client shall sign all manifests and obtain all generator identification numbers when required by Law or when requested by GES. GES may furnish the Client the names of facilities currently licensed to accept Hazardous Substances, but it shall be the Client's sole responsibility to select those to be engaged by Client.
- 11. <u>Insurance.</u> GES shall maintain the following minimum insurance coverage while performing the Services:

Workers Compensation and Employer's Liability: \$1,000,000

Commercial General Liability: \$1,000,000 Each Occurrence, \$2,000,000 Aggregate

Automobile: \$1,000,000

Excess Liability: \$10,000,000

Pollution & Professional Liability: \$1,000,000 Each Occurrence and \$2,000,000 in the Aggregate

- 12. <u>Indemnification.</u> Subject to the provisions of Paragraph 10 of this Agreement, GES shall indemnify Client from and against any liabilities, losses, claims, orders, damages, fines and penalties (collectively, "Claims") arising out of or related to negligent acts or omissions of GES in the performance of the Services. Client shall indemnify, defend and hold GES harmless from and against any Claims arising out of or related to (i) the negligent acts or omissions, or violations of Law, of Client and (ii) Hazardous Substances that are present at, released to or from, treated at, or removed from, the Site.
- 13. <u>Independent Contractor.</u> GES is an independent contractor and assumes no obligation or responsibility as an agent, partner, or joint venturer of Client.
- 14. <u>Force Majeure</u>. GES shall have no liability for failure to perform or delay in performance caused by conditions or events beyond GES' control including, without limitation, strike, fire, flood, explosion, acts of nature, acts of government, act of war, riot, terrorism, labor disputes or disturbances, transportation delays, the inability to obtain material or equipment, or the discovery of Hazardous Substances that were previously unknown.
- 15. <u>Dispute Resolution</u>. Any dispute arising out of or related to the Services or this Agreement shall be resolved, if not first by reasonable negotiation, by binding Arbitration under the applicable rules of the American Arbitration Association.
- 16. <u>Termination</u>. Either party may terminate this Agreement upon thirty (30) day written notice to the other party. Should Client terminate this Agreement, Client shall reimburse GES for its actual fees, expenses and costs that have been generated, incurred, expended or committed in furtherance of the Services and the reasonable costs associated with termination, including demobilization.
- 17. <u>Integration.</u> This Agreement is the exclusive record of the parties' agreement. The parties intend the terms and conditions of this Agreement to constitute the final, complete, exclusive and completely integrated terms and conditions to which they intend to be bound and they do not intend to be bound by any other agreements, promises, conditions or representations, or any additional or different terms and conditions that may be contained in documents transmitted to GES, written or oral, of whatsoever kind or nature.

- **18.** <u>Severability.</u> In the event that any provision of this Agreement is held to be unenforceable under law, the remaining provisions shall remain in full force and effect.
- 19. Governing Law. This Agreement shall be governed by the law of the Commonwealth of Pennsylvania.
- **20.** <u>Survival.</u> The provisions in Paragraphs 7, 8, 10, 12 and 15 of this Agreement shall survive the expiration or earlier termination of this Agreement.

IN WITNESS WHEREOF, GES and Client have caused this Agreement to be executed by their duly authorized representatives.

Client	Groundwater & Environmental Services, Inc.
By:	By:
Name:	Name: Robert Elliott
Title:	Title: Project Manager
Date:	Date:
Approved for Signature Charles T. Berschback	

Acting City Attorney



CERTIFICATE OF LIABILITY INSURANCES -8 2019

OP ID: TV

DATE (MM/DD/YYYY)

08/07/2018

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 INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE DOES NOT CONSTITUTE AND INSURANCE DOES NOT CONSTITUTE DOES NOT CONSTITUTE AND INSURANCE DOES NOT CONSTITUTE DOE 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

Edison, NJ 08837 Frank G. Jacobs		CONTACT NAME:						
		PHONE (A/C, No, Ext): 732-738-6080	PHONE (A/C, No, Ext): 732-738-6080 FAX (A/C, No): 732-738					
		E-MAIL ADDRESS:	E-MAIL					
		PRODUCER CUSTOMER ID #: GES-022		/				
		INSURER(S) AFFORDING COVERAGE		NAIC #	1 1			
INSURED	Groundwater & Environmental	INSURER A: Great Divide Insurance Compan	y J	25224	14			
	Services, Inc. 10381 Citation Drive Suite 500	INSURER B: Nautilus Insurance Company	V	17370	A			
	Brighton, MI 48116	INSURER C:			•			
		INSURER D:		1/041	14			
		INSURER E :		1950	1			
		INSURER F:		W Y	1181			

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)	LIMIT	s			
	GENERAL LIABILITY						EACH OCCURRENCE	\$	1,000,000		
Α	X COMMERCIAL GENERAL LIABILITY	X	X		GLP202300011	202300011 07/01/2018 07/01/2019	07/01/2018	07/01/2019	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	300,000
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	\$	10,000		
	X XCU Included				1		PERSONAL & ADV INJURY	\$	1,000,000		
	X Contractual Liab						GENERAL AGGREGATE	\$	2,000,000		
	GEN'L AGGREGATE LIMIT APPLIES PER:					/	PRODUCTS - COMP/OP AGG	\$	2,000,000		
	X POLICY PRO- JECT LOC					√		\$			
Α	AUTOMOBILE LIABILITY ANY AUTO	Х	Х		BAP202299611	07/01/2018	07/01/2019	COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000	
^				DAF 202233011	07/01/2018	07/01/2015	BODILY INJURY (Per person)	\$			
	ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$					
	SCHEDULED AUTOS HIRED AUTOS					PROPERTY DAMAGE (PER ACCIDENT)	\$				
	NON-OWNED AUTOS					/		\$			
	X MCS-90							\$			
	UMBRELLA LIAB X OCCUR				07/01/2018	07/01/2019	EACH OCCURRENCE	\$	10,000,000		
В	X EXCESS LIAB CLAIMS-MADE	х	1	FFX202300111			AGGREGATE	\$	10,000,000		
Ь	DEDUCTIBLE	^		11 X202300111	0770172010	0110112013		\$			
	X RETENTION \$ 0					√		S			
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				1112		X WC STATU- TORY LIMITS OTH- ER				
Α	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A	ľ	WCA202299211	CA202299211 07/01/2018	07/01/2019	E.L. EACH ACCIDENT	\$	1,000,000		
] N/A			11 (2015)		E.L. DISEASE - EA EMPLOYEE	\$	1,000,000		
	If yes, describe under DESCRIPTION OF OPERATIONS below					V	E.L. DISEASE - POLICY LIMIT	\$	1,000,000		
В	Professional			CCP200563416		07/01/2019			5,000,000		
В	Pollution			CCP200563416	07/01/2018	07/01/2019	Aggregate		10,000,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
The City of Grosse Pointe Woods is included as Additional Insured, with the
exception of Workers Compensation, as respects the operations of the
Insured. Additional Insured status is subject to written contract
requirements.

CERTIFICA	ATE HOLDER	
CLIVIII 107	ATE HOLDEN	

GES0132

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

20025 Mack Plaza AUTHORIZED REPRESENTATIVE

Grosse Pointe Woods, MI 48236

City of Grosse Pointe Woods

Ful Sfeed

CANCELLATION

Lisa Hathaway

From:

Dennis Zak <dennis19900@yahoo.com>

Sent:

Monday, July 23, 2018 12:07 PM

To: Cc: Lisa Hathaway Dan Curis

Subject:

Resignation from Local Officers Compensation Commission

Good Afternoon Lisa and Dan:

I have moved from Grosse Pointe Woods and since I am no longer a resident, will resign my position from the Local Officer's Compensation Commission effective as of July 1, 2018.

I have enjoyed serving on the commission and thank you both for giving me the opportunity.

Thanks.

Dennis F Zak Law Offices of Dennis F Zak P O Box 82 Brighton, MI 48116 586-777-0700

IRS CIRCULAR 230 DISCLOSURE: To ensure compliance with Treasury Department regulations, we advise you that, unless otherwise expressly indicated, any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or applicable state or local tax law provisions or (ii) promoting, marketing or recommending to another party any tax-related matters addressed herein.

CONFIDENTIALITY NOTICE - This message is being sent by or on

8L

GITT OF SINCESSEPTE WOODS

MEMO 18 - 63

TO:

Lisa Hathaway, Acting City Administrator

FROM:

Frank Schulte, Director of Public Services

DATE:

August 9, 2018

SUBJECT:

Purchase Additional Water Meters for Residential Meter Downsizing

On May 21, 2018, Council approved to waive the permit fee and the transponder reconnect fee for all residential consumers wishing to convert to a smaller meter prior to December 31, 2018. On June 4, 2018, a notice was mailed to all residents with this option. On June 25, 2018 the Department of Public Works water meter inventory was depleted. There are about 125 homes in line to have inspections to ensure they would be allowed a smaller meter size pursuant to the Building Code. Not all will be able to switch but the city needs a supply of meters on hand.

On July 11, 2018, the Department of Public Works ordered 50 ¾" water meters and 6 1" water meters from Badger Meter with hopes we would get the order quickly to be able to supply the demand from the residents. We have an annual open Purchase Order with Badger Meter for water meters in the amount of \$5,000.00. We did not anticipate the unexpected number of residential meter downsizing. On July 25, 2018 we received our order and were able to proceed with the meter downsizing program. At this time an exact number is not known, but we anticipate we will have to purchase more water meters at an approximate cost of \$14,000.00.

Therefore, I recommend the open purchase order that is already issued to Badger Meter, 4545 W Brown Deer Rd., P.O. Box 245036 Milwaukee, WI 53224-9536 be increased by \$20,000.00 to bring the total amount to \$25,000.00 for the purchase of water meters. Funds are included for this in the Fiscal Year 2018-2019 Budget in the Water/Sewer Fund Sewer Repair and Maintenance account no. 592-537-757.000.

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

Approved for Council consideration

Lisa Hathaway, Acting City Administrator

Date

Fund Certification:

Account numbers and amounts have been verified as presented.

Cathrene Behrens, Treasurer/Comptroller

Council Excerpt 05/21/18

Motion by Shetler, seconded by Bryant, regarding **Resolution Adopting Utility Billing Rates**, that the City Council concur with the Committee-of-the-Whole at their meeting held May 7, 2018, and adopt the Resolution implementing Option 1 water rates as presented.

Motion carried by the following vote:

Yes:

Bryant, Koester, McConaghy, McMullen, Novitke, Shetler

No:

None

Absent:

Granger

Motion by Shetler, seconded by Bryant, regarding **waiving City fees**, that the City Council concur with the Committee-of-the-Whole at their meeting held May 7, 2018, and waive the permit fee in the amount of \$75.00 and the transponder reconnect fee in the amount of \$50.00 for all residential consumers making the change prior to December 31, 2018; to reimburse those fees to residents for converting to a smaller meter from January 1 to present; and that a separate notice be provided to all residents with this option.

Motion carried by the following vote:

Yes:

Bryant, Koester, McConaghy, McMullen, Novitke, Shetler

No:

None

Absent:

Granger



CITY OF GROSSE POINTE WOODS MEMORANDUM



Date: August 13, 2018

To: Mayor and City Council

From: Cathrene Behrens, Treasurer/Comptroller

CC: Lisa K. Hathaway, Acting City Administrator

Re: Water Meter and Transponder Fees

RECEIVED

AUG 1 0 2018

CITY OF GROSSE PTE. WOODS

In reviewing the Meter Fees on the City's Plumbing Permits we have discovered that the meter fees and transponder fees are not accurate in comparison to the cost of the equipment that the City pays to purchase. The table below reflects the current prices listed on our Plumbing Permits and the actual costs the City pays for this equipment. These fees are intended to be a 100% pass-through reimbursement to the City for the actual equipment cost therefore I am requesting an amendment to the City Fee Schedule – Plumbing Permit, as shaded below in yellow:

Meter Size	Meter Fee	Transponder Fee	Meter Cost	Transponder Cost	Water Fund Loss
5/8"	\$60.00	\$185.00	\$133.00	\$120.00	\$8.00
3/4"	\$92.00	\$185.00	\$182.00	\$120.00	\$25.00
1"	\$178.00	\$185.00	\$245.00	\$120.00	\$2.00
1 1/2"	\$412.50	\$192.00	\$609.00	\$120.00	\$124.50
2"	\$615.00	\$192.00	\$851.00	\$120.00	\$164.00
3"	\$2,675.00	N/A	\$2,639.00 \$652.00 (Optional Strainer)	\$240.00	\$204.00
4"	\$3,955.00	N/A	\$4,099.00 \$875.00 (Optional Strainer)	\$240.00	\$384.00
6"	\$5,590.00	N/A	\$5,954.00 \$1,217.00 (Optional Strainer)	\$240.00	\$604.00

Thank you./

Cathrene Behrens, Treasurer/Comptroller Signature

Lisa K. Hathaway, Acting City Administrator



CITY OF GROSSE POINTE WOODS Building Department MEMORANDUM

AUG - 6 2018

CITY OF GROSSE PTE WOOD

DATE:

August 6, 2018

TO:

Bruce Smith, City Administrator

FROM:

Gene Tutag, Building Official (

SUBJECT:

Demolition Proposals for 1298 Hawthorne

Attached are two proposals for the court-ordered demolition of the single family structure at 1298 Hawthorne.

The lower-priced proposal from Robert Clancy Contracting does not include the removal of the basement walls or concrete floor and foundation as the contractor wanted to avoid confrontation with the occupants, so this is not a quote that meets our specifications.

The proposal from Holsbeke Construction does meet our requirements for demolition including a clean hole. Holsbeke has done work in the Woods and the other Pointes as well without any issues.

I recommend that the proposal for demolition in the amount of \$14,797 be accepted by signing the attached proposal.

Recommend approval of the above stated and do not believe will accrue to the City to seek further competitive bids.

BRUCE SMITH, City Administrator

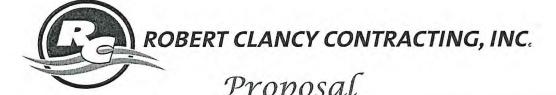
Date

8/4/18

Funds were not budgeted for this expense in Fiscal Year 2018-19 therefore a budget amendment will be required. Funding in the amount of \$14,797 will come from budget line 101-000-699.000, Prior YR Fund Balance and be transferred into budget expense line 101-180-818.000, Contractual Services.

CATHERENE BEHRENS, Treasurer/Comptroller

Date



PROPOSAL SUBMITTED TO:		BMITTED TO: PHONE:		DATE:	6/29/2018	
NAME:	Grosse Pointe Woods	FAX:		DWG DATE:		
STREET:	20025 Mack Plaza	JOB NAME:	House Demolition	PROPOSAL #:	18077	
CITY/STATE:	Grosse Pointe Woods, Ml. 48236	STREET:	1298 Hawthorne			
ATTN:	Maggie	CITY/STATE:	Grosse Pointe Woods	s, Ml. 48236		

We hereby submit specifications and estimates for:

DEMOLITION

- 1.) DEMOLISH HOUSE, GARAGE, AND DRIVEWAY
- 2.) GRADE YARD
- 3.) SEED AND MULCH DISTURBED AREA

Demolition Proposal Total: \$ 11,500.00

DOES NOT INCLUDE BASEMENT OF WAILS, 8/6/18 GT

Exclusions

Permits, bonds and/or inspection fees
Layout and engineering services
Stone bedding (unless otherwise stated)
Soil erosion devices (unless otherwise stated)
Imported backfill material (unless otherwise stated)

Excavation for building foundations
Removal of contaminated spoils
Tree, stump or brush removal or replacement
Curb grade (unless otherwise stated)
Landscape restoration/Irrigation repair
Traffic Control (unless otherwise stated)

Pavement Restoration TV testing of sanitary sewer De-watering Compaction testing

Page 1 of 1

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICE. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS, WILL BE EXECUTED ONLY UPON WRITTEN ORDER, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKERS COMPENSATION INSURANCE.

Authorized Signature:

NOTE:	THIS PROPOSAL	MAY BE	WITHDRAWN !	BY US	IF NOT	ACCEPTED	WITHIN	30 DAYS

Robert G. Clancy, President

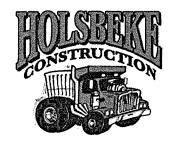
THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED BELOW.

Payment to be made as follows: Progress Payments

Accepted: *A monthly service charge of 1.5% (18% per annum) will be charged to past due balances

Authorized Signature ______

Please Sign, Date and Return Original to Robert Clancy Contracting, Inc. - Retain a Copy for Your Records



325 North Avenue, Mt. Clemens, MI 48043 Phone: (586) 468-2971 Fax: (586) 468-2912

PROPOSAL

To: Grosse Pointe Woods 20025 Mack Plaza

Grosse Pointe Woods, MI 48236

Attn: Gene

Phone: 313-343-2426

Email: building@gpwmi.us

Date: 7/12/2018

Job: 1298 Hawthorne

Grosse Pointe Woods, MI 48236

Holsbeke Construction proposes to do the following work:

Demo house, garage, and drive Haul spoils offsite to proper dump Grade lot and install seed

***Does not include any construction or privacy fencing

Total Proposal Amount

\$14,797.00

** A 25% deposit due upon acceptance, with remainder due upon completion of work. **

***Holsbeke Construction will obtain a permit, if required. Cost of the permit will be invoiced to the customer. Notes:

- · Only items listed above are included in this proposal
- If unsuitable base is found, undercut and install 21AA crushed concrete will be billed at \$65/yard
- Holsbeke Construction is not responsible for underground lines, sprinklers or landscape
- · The owner to provide a way in and out of the job site.
- Holsbeke Construction not responsible for concrete defaced as a result of vandalism
- All work on this proposal must be included to ensure these prices

Proposal does not include:

- · unforeseen site conditions
- permits, fees, etc.

Payment terms:

Upon acceptance of the proposal from Holsbeke Construction, Inc.; customer is aware that payment is due upon job completion (unless other arrangements have been made). Any outstanding balances after 30 days of job completion will incur a 1.5% interest charge per month. Any legal or administrative fees incurred will be the obligation of the customer (including lien fees, which have a \$200.00 release fee, etc.) A 3% processing fee will be added to all credit card transactions.

Proposal becomes binding upon signature from both parties							
authorized signature	contractor's signature						



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/10/2018

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		CONTACT Linda Austin				
VTC Insurance	Group			(248)828-3741		
Troy Office		E-MAIL ADDRESS: laustin@vtcins.com				
1175 W. Long Lake Ste. 200			INSURER(S) AFFORDING COVERAGE	/ NAIC #		
Troy	MI 48098-4960		INSURER A:FCCI Insurance Group	10178		
INSURED			INSURER B: National Trust Insurance Co.	20141		
Holsb	eke Construction, Inc.	1	INSURER C: Safety National Casualty Co.	15105		
325 N	orth Ave.		INSURER D:			
Mount	Clemens, MI 48043	V	INSURER E:	1-18		
			INSURER F:	(6, 1)		

COVERAGES CERTIFICATE NUMBER:18-19 Master Cert

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		ADDL SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	S	
	X COMMERCIAL GENERAL LIABILITY	-	CPF0024743	7/31/2018	7/31/2019	EACH OCCURRENCE	\$	1,000,000
A	CLAIMS-MADE X OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	100,000
	X X, C, U Included					MED EXP (Any one person)	\$	10,000
	X Contractual Liability					PERSONAL & ADV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE	\$	3,000,000
	POLICY X PRO- JECT LOC					PRODUCTS - COMP/OP AGG	\$	3,000,000
	OTHER:					Employment Practices Liability	\$	100,000
	AUTOMOBILE LIABILITY		Ca100004359	7/31/2018	7/31/2019	COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
A	X ANY AUTO					BODILY INJURY (Per person)	\$	
	ALL OWNED SCHEDULED AUTOS AUTOS					BODILY INJURY (Per accident)	\$	
	HIRED AUTOS NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$	
							\$	
	X UMBRELLA LIAB X OCCUR	1	UMB100016215	7/31/2018	7/31/2019	EACH OCCURRENCE	\$	5,000,000
В	EXCESS LIAB CLAIMS-MADE					AGGREGATE	\$	5,000,000
	DED X RETENTION\$ 0						\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		HOLSB-C	7/31/2018	4/30/2019	X PER OTH-		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	W/A				E.L. EACH ACCIDENT	\$	1,000,000
C						E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below				/	E.L. DISEASE - POLICY LIMIT	\$	1,000,000
A	Leased or Rented Equipment		CPP0024743	7/31/2018	7/31/2019	Limit		50,000
					/			

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Where required by written contract, The City of Grosse Pointe Woods is additional insured on the General
Liability policy with respects to ongoing operations performed by the named insured.

CERTIFICATE HOLDER	CANCELLATION

City of Grosse Pointe Woods 20025 Mack Plaza Grosse Pointe Woods, MI 48236 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Alan Chandler/LA

alon P. Chandler



plante moran

Plante & Moran, PLLC 1098 Woodward Avenue Detroil, MI 48226-1906 Tel: 313,496,7200

Fax: 313,496,7201 planternoran.com

July 20, 2018

To the Honorable Mayor and Members of the City Council To the City of Grosse Pointe Woods 20025 Mack Plaza Drive Grosse Pointe Woods, MI 48236

Dear Mayor and Members of City Council:

We are in the process of planning for the audit of the financial statements of the City of Grosse Pointe Woods ("the City") for the year ended June 30, 2018. An important aspect of planning for the audit is communication with those who have responsibility for overseeing the strategic direction of The City and obligations related to the accountability of the City. At the City, these responsibilities and obligations are held by the City Council, collectively and individually; therefore, it is important for us to communicate with each of you in your role as a member of the City Council.

As part of this communication process, we will be speaking at length with Mayor Robert Novitke regarding our responsibilities under generally accepted auditing standards and the planned scope and timing of our audit. The purpose of this letter is to provide each of you with a summary of those discussions and to provide you with the opportunity to communicate with us on matters that may impact our audit.

Our Responsibility Under Generally Accepted Auditing Standards

As stated in our engagement letter addressed to Mr. Bruce Smith and dated July 20, 2018, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

We expect to include an emphasis-of-matter paragraph in the auditor's report informing the users of the financial statements about GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The proposed wording of the emphasis-of-matter paragraph follows:

During the year ended June 30, 2018, the City adopted GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which provides additional disclosures in regard to the City's retiree healthcare plan. The additional disclosures can be found in Notes X, X and X, and within the schedules of required supplemental information. Our opinion is not modified with respect to this matter.

Overview of the Planned Scope and Timing of the Audit

Our audit fieldwork will include three phases. The planning and preliminary information-gathering phase will occur in August; the risk assessment phase in September; and the rest of our audit procedures will be performed during September and October.



To plan an effective audit, we must identify significant risks of misstatement in the financial statements and design procedures to address those risks.

We identified the following significant risks of misstatement:

- Year-end accruals
- Wire transfers are executed utilizing procedures that vary from standard accounts payable processes.

In response to these identified significant risks, we will perform the following:

- We will perform various procedures to address the City's year-end accruals, including but not limited to, accounts payable, accrued salaries and wages, accrued sick and vacation time, property tax accruals, and unbilled water and sewer receivables.
- Review of wire transfer activity during the year for reasonableness.

We will gain an understanding of accounting processes and key internal controls through a review of the accounting procedures questionnaires and control procedures questionnaires prepared by management. We will confirm through observation and inspection procedures that accounting procedures and controls included in the questionnaires have been implemented. We will not express an opinion on the effectiveness of internal control over financial reporting; however we will communicate to you significant deficiencies and material weaknesses identified in connection with our audit.

The concept of materiality is inherent in our work. We place greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote.

Information from You Relevant to Our Audit

An important aspect of this communication process is the opportunity for us to obtain from you information that is relevant to our audit. Your views about any of the following are relevant to our audit:

- The City's objectives and strategies, and the related business risks that may result in material misstatements
- Matters you consider warrant particular attention during the audit, and any areas where you want to request additional procedures be undertaken
- Concerns about the City's internal control and its importance to the the City, including how
 the City Council oversees the effectiveness of internal control and the detection or
 possibility of fraud
- Significant communications with regulators
- The actions of the City Council in response to developments in accounting standards, regulations, laws, previous communications from us, and other related matters



If you have any information to communicate to us regarding the above or any other matters you believe are relevant to the audit, or if you would like to discuss the audit in more detail, please contact Bill at 313-496-7231 or Josh at 734-302-6921 as soon as possible.

Thank you for your time and consideration in this important aspect of the audit process. You can expect to hear from us again after the completion of our audit when we will report to you the significant findings from the audit.

Very truly yours,

Plante & Moran, PLLC

William Brickey, CPA

Partner

Josh Yde, CPA Associate

> plante moran

DON R. BERSCHBACK

ATTORNEY AND COUNSELOR AT LAW 24053 JEFFERSON AVENUE ST. CLAIR SHORES, MICHIGAN 480804530

> (586) 777-0400 FAX (586) 777-0430 E-MAJL donberschbackøyahoo.com

OF COUNSEL CHARLES T. BERSCHBACK

July 24, 2018

VIA FACSIMILE 313.343.2658

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

RE. Plante & Moran Agreements

Dear Bruce:

This will confirm my receipt of the following Plante & Moran documents from Cathrene Behrens:

- 1. Business Associate Agreement City
- 2. Professional Services Agreement Court
- 3. Professional Services Agreement City
- 4. Professional Services Agreement Audit Services May 18, 2017
- 5. P&M letter to you dated May 18, 2017
- 6. P&M letter to you dated July 20, 2018

I have reviewed all of the above captioned paperwork and I note that the "new" business associate document is a relative new document regarding HIPPA violations. It is my understanding that these documents will be on the Council agenda for August 13, 2018. They are acceptable in their current form.

If you have any questions, please feel free to call me.

Very truly yours,

DON R. BERSCHBACK

Non K. Beschback Jung

DRB:nmg

cc: Cathy Behrens

Lisa K. Hathaway

(via facsimile 313.343.2785) (via facsimile 313.343.5667)



CITY OF GROSSE POINTE WOODS

Office of the City Treasurer/Comptroller

Memorandum

DATE:

August 13, 2018

TO:

Mayor Novitke and Council Members

SUBJECT:

Plante Moran, PLLC

Please find attached letters of engagement for the 2017-2018 Fiscal Year end audit scheduled to begin in September 2018. In May 2017 the City entered into a three-year contract with Plante Moran for audit services and the letters of engagement are documents City Administration sign to begin the audit process. The pricing listed in the letters of engagement are as follows:

City Annual Financial Report

\$55,100

Municipal Court Audit

\$5,100

These prices are consistent with the fees listed in the three-year contract.

There is an additional document attached which is referenced as a Business Associate Agreement. This is a document that Plante Moran is requesting their clients to sign to acknowledge that during the course of the audit they may be exposed to information which is protected under the Health Insurance Portability and Accountability Act (HIPAA). The purpose of this agreement is to satisfy certain standards and requirements of the HIPAA rules relating to business associate agreements. City Attorney Don Berschback has reviewed this document and finds there is no issue with signing this agreement.

Recommendation

It is our recommendation that Council authorize the City Administrator to execute the letters of engagement for the City and the Municipal Court and sign the Business Associate Agreement for the Fiscal Year 2017-2018 audit.

Respectfully submitted,

Cathrene Behrens

Treasurer/Comptroller

Bruce Smith
City Administrator

5 Rue

BUSINESS ASSOCIATE AGREEMENT

THIS BUSINESS ASSOCIATE AGREEMENT (this "Agreement") is made and entered into this 20th day of July, 2018 (the "Effective Date"), by and between the City of Grosse Pointe Woods, a City in Michigan, ("Covered Entity"), and PLANTE & MORAN, PLLC, a Michigan professional limited liability company ("Business Associate"). Covered Entity and Business Associate are sometimes referred to in this Agreement individually as a "Party" and collectively as the "Parties."

RECITALS

- A. Covered Entity wishes to disclose certain Health Information, some of which may constitute Protected Health Information, to Business Associate so that Business Associate can furnish services (the "Services") for or on behalf of Covered Entity pursuant to such engagement(s) as in effect from time to time between Covered Entity and Business Associate relating to such Services (the "Engagement").
- B. Covered Entity and Business Associate intend to protect the privacy and provide for the security of Protected Health Information created or received by Business Associate pursuant to the Engagement in compliance with the Privacy, Security, Breach Notification and Enforcement Rules at 45 CFR Parts 160 and 164 (the "HIPAA Rules"), the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), Subtitle D of the Health Information Technology for Economic and Clinical Health Act ("HITECH Act"), and applicable state laws and regulations relating to the privacy, security or confidentiality of Covered Entity's PHI, to the extent that they are not preempted ("State Privacy Laws").
- C. The purpose of this Agreement is to satisfy certain standards and requirements of the HIPAA Rules relating to business associate agreements.
- D. This Agreement is intended to supersede, as of the Effective Date, any prior business associate agreement between Covered Entity and Business Associate.

NOW THEREFORE, in consideration of the premises and of the covenants and agreements set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

- 1. <u>Definitions</u>. Terms used, but not otherwise defined, in this Agreement shall have the same meanings (if any) given such terms in the applicable HIPAA Rules. A change to a HIPAA Rule which modifies any defined HIPAA Rule term, or which alters the regulatory citation for the definition, shall be deemed incorporated into this Agreement. Terms defined above shall have the meanings set forth above, except as otherwise provided in this Agreement.
 - a) "Covered Entity's PHI" or "PHI of Covered Entity" shall mean PHI created, received, maintained or transmitted by Business Associate (or any of its agents or Downstream Subcontractors) from or on behalf of Covered Entity.
 - b) "Data Aggregation" shall have the meaning given such term in 45 CFR §164.501.

- c) "<u>Designated Record Set</u>" shall have the meaning given such term in 45 CFR §164.501.
- d) "<u>Discover</u>" and "<u>Discovery</u>" shall have the meanings given such terms in 45 CFR §164.410.
- e) "<u>Downstream Subcontractor</u>" shall mean a "subcontractor" (as such term is defined in 45 CFR §160.103) that creates, receives, maintains or transmits PHI of Covered Entity on behalf of Business Associate.
- f) "ePHI" shall have the meaning given to the term "electronic protected health information" in 45 CFR §160.103.
- g) "Health Information" shall have the meaning given to such term in 45 CFR §160.103.
- h) "Individual" shall have the meaning given to such term in 45 CFR §160.103, and shall include, without limitation, a person who qualifies as a personal representative in accordance with 45 CFR §164.502(g).
- i) "Privacy Law" shall mean any applicable law or regulation relating to the privacy, security or confidentiality of Covered Entity's PHI, including, without limitation, HIPAA, the HITECH Act, the HIPAA Rules, and State Privacy Laws.
- j) "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.
- k) "Protected Health Information" or "PHI" shall have the meaning given to such term in 45 CFR §160.103.
- "Required By Law" shall have the meaning given such term in 45 CFR §164.103, and shall be subject to any additional requirements created under the HIPAA Rules.
- m) "<u>Secretary</u>" shall mean the Secretary of the Department of Health and Human Services or his or her designee.
- n) "Security Breach" shall mean a "breach" as defined in 45 CFR §164.402 with respect to Unsecured PHI.
- o) "Security Incident" shall have the meaning given such term in 45 CFR §164.304.
- p) "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 CFR Part 160 and Part 164, Subparts A and C.
- q) "Unsecured PHI" shall have the meaning given such term in 45 CFR §164.402.

2. Obligations and Activities of Business Associate.

- a) Business Associate shall not use or disclose Covered Entity's PHI other than as permitted or required by this Agreement or as Required By Law.
- b) Business Associate shall use appropriate safeguards, and comply with the Security Rule with respect to ePHI, to prevent use or disclosure of Covered Entity's PHI other than as provided for by this Agreement.
- c) In accordance with 45 CFR §164.308(b)(2) and 45 CFR §164.502(e)(1)(ii), Business Associate shall ensure that any Downstream Subcontractors agree to substantially the same restrictions, conditions and requirements that apply to Business Associate with respect to Covered Entity's PHI.
- d) Business Associate shall make available, to Covered Entity, PHI of Covered Entity maintained by Business Associate in a Designated Record Set as necessary to satisfy Covered Entity's obligations under 45 CFR §164.524. This subsection (d) shall apply only to the extent (if any) that Business Associate maintains PHI of Covered Entity in a Designated Record Set.
- e) Business Associate shall make available PHI of Covered Entity for amendment and, as reasonably requested by Covered Entity, incorporate any amendments to Covered Entity's PHI in a Designated Record Set as necessary to satisfy Covered Entity's obligations under 45 CFR §164.526. This subsection (e) shall apply only to the extent (if any) that Business Associate maintains PHI of Covered Entity in a Designated Record Set.
- f) Business Associate shall maintain and make available to Covered Entity such information required in order to provide an accounting of disclosures by or on behalf of Business Associate as necessary to satisfy Covered Entity's obligations under 45 CFR §164.528.
- g) To the extent, if any, that Business Associate is to carry out one or more of Covered Entity's obligations under the Privacy Rule, Business Associate shall comply with the requirements of the Privacy Rule that apply to Covered Entity in the performance of such obligations.
- h) Business Associate shall make its internal practices, books and records relating to the use and disclosure of Covered Entity's PHI available to the Secretary for purposes of determining compliance with the HIPAA Rules.
- i) Business Associate shall notify Covered Entity without unreasonable delay, and in accordance with 45 CFR §164.410, after becoming aware of or otherwise Discovering, any of the following events: (i) any Security Incident relating to Covered Entity's PHI, provided that minor, unsuccessful incidents that occur on a regular basis, such as scans, "pings" or unsuccessful random attempts to penetrate computer networks or servers maintained by Business Associate need to be reported only as requested from time to time by Covered Entity, (ii) any use or disclosure of Covered Entity's PHI that is not provided for by this Agreement or

Required By Law or (iii) any Security Breach relating to Unsecured PHI of Covered Entity.

j) If Business Associate receives a subpoena, court or administrative order or other discovery request or mandate for release of Covered Entity's PHI, Business Associate shall notify Covered Entity of the request, so that Covered Entity may seek a protective order or other appropriate remedy, and Business Associate shall reasonably cooperate with Covered Entity should Covered Entity seek such protective order or other remedy. Business Associate shall, to the extent possible, consult with Covered Entity prior to responding and shall advise Covered Entity of how it intends to respond as soon as such determination is made.

3. Permitted Uses and Disclosures by Business Associate.

- a) Business Associate may use or disclose Covered Entity's PHI: (i) as necessary to perform the Services, (ii) as Required By Law, (iii) to a Downstream Subcontractor in accordance with and subject to 45 CFR §164.308(b)(2) and 45 CFR §164.502(e), or (iv) as provided in this Agreement or in any underlying agreement relating to the Engagement.
- b) Business Associate may use PHI of Covered Entity to de-identify the information in accordance with 45 CFR §164.514(a)-(c), so that the Health Information (i) does not identify an Individual, and (ii) with respect to which there is no reasonable basis to believe the information can be used to identify an Individual.
- c) Business Associate may use Covered Entity's PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate. Business Associate may disclose Covered Entity's PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate, provided that disclosures are Required By Law, or that Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will be held confidentially and used or further disclosed only as Required By Law or for the purpose for which it was disclosed to the person, and the person agrees to notify the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- d) Business Associate may use Covered Entity's PHI to provide Data Aggregation services relating to the health care operations of Covered Entity.
- e) When using, disclosing or requesting Covered Entity's PHI, Business Associate shall make reasonable efforts to limit the use, disclosure or request of the PHI to the minimum necessary to accomplish the intended purpose of the use, disclosure or request. Business Associate shall also comply with guidance as issued from time to time by the Secretary on minimum necessary standards under the Privacy Rule and with applicable minimum necessary requirements under the HIPAA Rules.

4. Obligations of Covered Entity to Provide Information.

- a) Covered Entity shall notify Business Associate of any of the following that may affect Business Associate's use or disclosure of Covered Entity's PHI:
 - (1) any limitation(s) in the notice of privacy practices of Covered Entity under 45 CFR §164.520;
 - (2) any changes in, or revocation of, the permission by an Individual to use or disclose his or her PHI; and
 - (3) any restriction on the use or disclosure of PHI that Covered Entity has agreed to or is required to abide by under 45 CFR §164.522.
- b) Covered Entity shall not request Business Associate to use or disclose Covered Entity's PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.
- c) When providing or disclosing Covered Entity's PHI requested by Business Associate, Covered Entity shall make reasonable efforts to limit the disclosure of the PHI to the minimum necessary to accomplish the intended purpose of the use, disclosure or request.

5. Term and Termination.

- a) The term of this Agreement shall be effective as of the Effective Date, and shall terminate when all PHI provided by Covered Entity to the Business Associate, or created or received by the Business Associate on behalf Covered Entity, is destroyed or returned to Covered Entity. If it is infeasible to return or destroy PHI, protections shall be extended to such information, in accordance with the termination provisions in Section 5(c) of this Agreement.
- b) Upon a material breach of this Agreement by either Party, the non-breaching Party may terminate this Agreement upon written notice to the breaching Party if the breaching Party does not cure the applicable breach(es) within ten (10) days after written notice by the non-breaching Party describing the breach(es).
- c) Upon termination of this Agreement for any reason, Business Associate shall, with respect to Covered Entity's PHI:
 - (1) Retain only that PHI of Covered Entity which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;
 - (2) Return to Covered Entity (or, if agreed to by Covered Entity, destroy) all of Covered Entity's PHI (other than such PHI of Covered Entity retained pursuant to subsection (c)(1) above and (d) below) that Business Associate still maintains in any form, provided that if Business Associate determines in good faith that returning or destroying Covered Entity's PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible, and shall extend the

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- protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible:
- (3) Continue to use appropriate safeguards and comply with the Security Rule with respect to ePHI of Covered Entity to prevent use or disclosure of the ePHI, other than as provided for in this Section 5, for as long as Business Associate retains the ePHI;
- (4) Not use or disclose any of Covered Entity's PHI that is retained by Business Associate, other than for the purposes for which such PHI was retained and subject to the same conditions set out at Section 3(c) of this Agreement; and
- (5) Destroy Covered Entity's PHI that is retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration, to carry out its legal responsibilities, or as provided in subsection (c)(2) of this Section.
- d) The Parties acknowledge that Business Associate has standards of its profession and certain legal requirements that require it to create and retain certain workpapers for its professional services engagements. Business Associate shall, in any event, be permitted to maintain, subject to the confidentiality and related obligations set forth in this Agreement, the minimum amount of documenting evidence ("Workpapers") it deems necessary to support the professional conclusions it reaches, to comply with applicable laws and the standards of its profession. Business Associate's Workpapers are and shall remain property of Business Associate. Covered Entity acknowledges that due to such obligations and responsibilities it may not be feasible for Business Associate to return or destroy all PHI of Covered Entity, and hereby consents to such the retention of records pursuant to such obligations.
- 6. Amendment to Comply with Law. The Parties hereby acknowledge that Privacy Laws relating to electronic data security and privacy are rapidly evolving and that amendment of the Engagement or this Agreement may be required to provide for different or additional procedures to ensure compliance with such developments. The Parties agree to cooperate in amending this Agreement from time to time as necessary for compliance with the requirements of the HIPAA Rules and any other Privacy Laws. Either Party may terminate the Engagement and/or this Agreement upon written notice in the event the other Party fails or refuses to amend this Agreement or the Services as reasonably requested by the other Party in order to comply with Privacy Laws.
- 7. **Effect on Underlying Agreement**. Except as specifically required to implement the purposes of this Agreement, or to the extent inconsistent with this Agreement, all other terms of the Engagement shall remain in full force and effect. This Agreement shall control to the extent of any inconsistency between this Agreement and the terms of the Engagement.
- 8. <u>Interpretation</u>. This Agreement shall be interpreted as broadly as necessary to implement and comply with the HIPAA Rules and other Privacy Laws. Any ambiguity in this

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Agreement shall be resolved in favor of a meaning that complies and is consistent with the HIPAA Rules.

- 9. <u>Limited to Business Associate Relationship</u>. The Parties acknowledge that Business Associate may serve as a business associate in connection with certain matters and not others. This Agreement shall apply only to the extent that Business Associate serves as a business associate (as defined under the HIPAA Rules) in connection with the Services, and shall not be construed as an admission that any other business associate relationship exists between the Parties. Business Associate assumes no obligations under the HIPAA Rules except to the extent that Business Associate is functioning as a business associate with respect to the applicable PHI.
- 10. Regulatory References. A reference in this Agreement to any section or subsection of any Privacy Law shall mean the section as in effect or as amended.
- 11. Notification. All notifications by Business Associate required under this Agreement shall be in writing addressed to Covered Entity at the address for notices to Covered Entity under the Engagement (or, in the absence of any such address, at its principal place of business), to the attention of the Privacy Officer, and shall be in addition to (and not in lieu of) any notifications pursuant to the Engagement. All notifications by Covered Entity required under this Agreement shall be in writing addressed to Business Associate at the address for notices to Business Associate under the Engagement (or, in the absence of any such address, at its principal place of business), and shall be in addition to (and not in lieu of) any notifications pursuant to the Underlying Agreement.
- 12. <u>Survival</u>. The obligations and rights of Business Associate and Covered Entity under Sections 2, 3, 4, 5(c) and (d), 6 and 11 of this Agreement shall survive the termination of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the Effective Date.

COVERED ENTITY: City of Grosse Pointe Woods	BUSINESS ASSOCIATE: PLANTE & MORAN, PLLC		
X .	Will Brich		
Mr. Bruce Smith			
(Print name)	By: William Brickey		

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Title: City Administrator

plante moran Plante & Moran, PLLC

1098 Woodward Avenue Detroit, MI 48226-1906 Tel: 313.496,7200 Fax: 313.496,7201 plantemoran.com

July 20, 2018

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

Dear Mr. Smith:

Thank you for your selection of Plante & Moran, PLLC to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to City of Grosse Pointe Woods Municipal Court ("the Court").

Scope of Services

We will audit the Court's financial statements as of and for the year ended June 30, 2018.

In connection with our audit engagement, we will assist you in drafting your financial statements, supplementary information, and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services. The Court of Grosse Pointe Woods has designated the Controller to oversee the financial statement preparation services Plante Moran provides.

If you determine that you need additional services, including accounting, consulting, or tax assistance, Plante Moran can be available to provide such additional services if and to the extent provided for in a separate, signed engagement agreement.

Timing of Services

We expect to begin fieldwork for this engagement at your offices on September 24, 2018. We anticipate that our on-site audit work will end on approximately October 5, 2018 and that our report will be issued by December 31, 2018.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that Plante Moran staff expends at our current hourly rates. As stated in the proposal letter, our fee for the audit for the year ending June 30, 2018 will not exceed \$5,100.

Invoices for other services will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the



enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC

William E. Brickey

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between City of Grosse Pointe Woods and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Grosse Pointe Woods		
Bruce Smith	Date	
Title		

plante moran

Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated July 18, 2018 between Plante & Moran, PLLC (referred to herein as "PM") and City of Grosse Pointe Woods (referred to herein as "the Court").

- 1. Financial Statements The financial statements of the Court being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
- 2. Management Responsibilities the Court management is responsible for the preparation and fair presentation of these financial statements in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of the Court personnel responsible for the Court's underlying accounting and financial records.

the Court personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit. This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the Court will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate, the Court will allow PM unrestricted access to personnel within the Court from whom PM determines it necessary to obtain audit evidence.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes. the Court has designated Bruce Smith to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the Court involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the Court received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

- 3. Objective of an Audit of Financial Statements The objective of PM's audit is the expression of an opinion on the the Court financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the Court's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the Court management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
- 4. Supplementary Information In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the Court of the supplementary information and the auditor's report thereon.
- 5. Internal Controls the Court is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the Court's

preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the Court's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.

- 6. Audit Procedures and Limitations PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the the Court financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the Court acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
- 7. Auditor Communications PM is obligated to communicate certain matters related to the audit to those responsible for governance of the Court, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the Court's governing board, and the Court acknowledges and agrees that communication in this manner is sufficient for the Court's purposes.
 - Communication to Group Auditor In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor, the Court permits such communication. PM will discuss matters being communicated with those responsible for governance of the Court.
- 8. Accounting and Financial Records the Court agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the Court financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the Court providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the Court's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

In any circumstance where PM's work is rescheduled due to the Court's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

- 9. Audit Adjustments PM will recommend adjustments to the Court's accounting records that PM believes are appropriate, the Court management is responsible for adjusting the Court accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the the Court financial statements specified in this agreement.
- 10. Management Representations the Court is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the Court officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, the Court acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, the Court agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in the Court financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

- 11. Use of Report PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. the Court may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report, the Court agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.
 - If PM's report on the financial statements being audited is to be published in any manner or if the Court intends to make reference to PM in a publication of any type, the Court agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion, the Court acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the Court's Internet website, the Court understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.
- 12. Securities Offerings PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event the Court elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and requests PM's consent to such incorporation or reference, the Court understands that additional procedures will need to be performed. In the event PM agrees in writing to perform such additional procedures, the nature and extent of which will be at PM's sole discretion, it is agreed and acknowledged that PM's performance of such additional procedures will be subject to all of the terms and conditions of this agreement. Additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.

If the Court incorporates or makes reference to PM's report in connection with any offering of debt or equity securities without obtaining consent from PM as described above, the Court agrees to include the following provision in the offering document:

Plante & Moran, PLLC, our independent auditor, has not performed or been engaged to perform any services in connection with the offering of securities. Nor has Plante & Moran, PLLC performed or been engaged to perform any procedures on the financial statements of the Court since the date of the Plante & Moran, PLLC report included herein. Plante & Moran, PLLC also has not performed any procedures relating to this offering document.

- 13. Tax Return Preparation This engagement does not include preparation of any tax returns or filings. If the Court requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.
- 14. Confidentiality, Ownership, and Retention of Workpapers During the course of this engagement, PM and PM staff may have access to proprietary information of the Court, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the Court. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of the Court.

In the interest of facilitating PM's services to the Court, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, the Court recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the Court and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the Court in a timely manner of such request and to cooperate with the Court should it attempt, at the Court's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the Court as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

Both the Court and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of the Court's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. the Court authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon the Court's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently, the Court acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

- 15. Consent to Disclosures to Service Providers In some circumstances, PM may use third-party service providers to assist with its services. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the Court. In order to enable these service providers to assist PM in this capacity, the Court, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the Court's information to such service providers to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. the Court's consent shall be continuing until the services provided for this engagement agreement are completed.
- 16. Fee Quotes In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the Court regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. the Court acknowledges that the following circumstances may result in an increase in fees:
 - Failure by the Court to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
 - Failure by the Court to complete the audit preparation work by the applicable due dates;
 - Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
 - Delays by the Court causing scheduling changes or disruption of fieldwork;
 - After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;

- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will advise the Court in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

- 17. Payment Terms PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work, the Court agrees that in the event PM stops work or terminates this Agreement as a result of the Court's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 18. Fee Adjustments Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. the Court acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
- 19. Exclusion of Certain Damages In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.
- 20. Receipt of Legal Process In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving the Court but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, the Court agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
- 21. Subsequent Discovery of Facts After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with the Court and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and the Court acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 22. Termination of Engagement This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. the Court will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
- 23. Entire Agreement This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
- 24. Severability If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 25. Force Majeure Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each

Professional Services Agreement - Audit Services

- individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- 26. Signatures Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
- 27. Governing Law This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement - Audit Services



Plante & Moran, PLLC

1098 Woodward Avenue Detroit, MI 48226-1906 Tel: 313.496.7200 Fax: 313.496.7201 plantemoran.com

July 20, 2018

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

Dear Mr. Smith:

Thank you for your selection of Plante & Moran, PLLC to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to the City of Grosse Pointe Woods ("the City").

Scope of Services

We will audit the City's financial statements as of and for the year ended June 30, 2018.

In connection with our audit engagement, we will assist you in drafting your financial statements, supplementary information, and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services. The City of Grosse Pointe Woods has designated the Controller to oversee the financial statement preparation services Plante Moran provides.

If you determine that you need additional services, including accounting, consulting, or tax assistance, Plante Moran can be available to provide such additional services if and to the extent provided for in a separate, signed engagement agreement.

Timing of Services

We expect to begin fieldwork for this engagement at your offices on September 24, 2018. We anticipate that our on-site audit work will end on approximately October 5, 2018 and that our report will be issued by December 31, 2018.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that Plante Moran staff expends at our current hourly rates. As stated in the proposal letter, our fee for the audit for the year ending June 30, 2018 will not exceed \$55,100.

If a Single Audit is necessary, we expect our fee to be \$4,300 for one major program, and \$4,000 for each additional major program for the year ending June 30, 2018.

As indicated above, the audit procedures are expected to begin September 24, 2018. It is our expectation that the trial balance as well as supporting documents will be completed and ready for audit when we start fieldwork. If for any reason there is a delay in the scheduled start date for



completion of required schedules, Plante Moran will communicate the impact of that scheduling change on our audit fee to the City Council.

Invoices for other services and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC

William E. Brickey

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between City of Grosse Pointe Woods and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Grosse Pointe Woods		
Mr. Bruce Smith	Date	
Title		

[Type here]

plante moran

Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated July 18, 2018 between Plante & Moran, PLLC (referred to herein as "PM") and City of Grosse Pointe Woods (referred to herein as "the City").

- 1. Financial Statements The financial statements of the City being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
- 2. Management Responsibilities the City management is responsible for the preparation and fair presentation of these financial statements in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of the City personnel responsible for the City's underlying accounting and financial records.

the City personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit. This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the City will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate the City will allow PM unrestricted access to personnel within the City from whom PM determines it necessary to obtain audit evidence.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes the City has designated Mr. Bruce Smith to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the City involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

- 3. Objective of an Audit of Financial Statements The objective of PM's audit is the expression of an opinion on the the City financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the City's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the City management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
- 4. Supplementary Information In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the City of the supplementary information and the auditor's report thereon.
- 5. Internal Controls the City is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the City's

preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the City's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.

- 6. Audit Procedures and Limitations PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the the City financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the City acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
- 7. Auditor Communications PM is obligated to communicate certain matters related to the audit to those responsible for governance of the City, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the City's governing board, and the City acknowledges and agrees that communication in this manner is sufficient for the City's purposes.
 - Communication to Group Auditor In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. the City permits such communication. PM will discuss matters being communicated with those responsible for governance of the City.
- 8. Accounting and Financial Records the City agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the City financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the City providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the City's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.
 - In any circumstance where PM's work is rescheduled due to the City's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.
- 9. Audit Adjustments PM will recommend adjustments to the City's accounting records that PM believes are appropriate, the City management is responsible for adjusting the City accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the the City financial statements specified in this agreement.
- 10. Management Representations the City is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the City officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's

procedures. Accordingly, the City acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, the City agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in the City financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

11. Use of Report — PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement, the City may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report, the City agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if the City intends to make reference to PM in a publication of any type, the City agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. the City acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet website, the City understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

12. Securities Offerings – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event the City elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and requests PM's consent to such incorporation or reference, the City understands that additional procedures will need to be performed. In the event PM agrees in writing to perform such additional procedures, the nature and extent of which will be at PM's sole discretion, it is agreed and acknowledged that PM's performance of such additional procedures will be subject to all of the terms and conditions of this agreement. Additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.

If the City incorporates or makes reference to PM's report in connection with any offering of debt or equity securities without obtaining consent from PM as described above, the City agrees to include the following provision in the offering document:

Plante & Moran, PLLC, our independent auditor, has not performed or been engaged to perform any services in connection with the offering of securities. Nor has Plante & Moran, PLLC performed or been engaged to perform any procedures on the financial statements of the City since the date of the Plante & Moran, PLLC report included herein. Plante & Moran, PLLC also has not performed any procedures relating to this offering document.

- 13. Tax Return Preparation This engagement does not include preparation of any tax returns or filings. If the City requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.
- 14. Confidentiality, Ownership, and Retention of Workpapers During the course of this engagement, PM and PM staff may have access to proprietary information of the City, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the City. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of the City.

In the interest of facilitating PM's services to the City, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications

and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, the City recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the City and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the City in a timely manner of such request and to cooperate with the City should it attempt, at the City's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the City as a separate engagement. PM shall be entitled to compensation for its time and reasonable relmbursement of its expenses (including legal fees) in complying with the request.

Both the City and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of the City's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. the City authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon the City's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently, the City acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

- 15. Consent to Disclosures to Service Providers In some circumstances, PM may use third-party service providers to assist with its services. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the City. In order to enable these service providers to assist PM in this capacity, the City, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the City's information to such service providers to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement, the City's consent shall be continuing until the services provided for this engagement agreement are completed.
- 16. Fee Quotes In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the City regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. the City acknowledges that the following circumstances may result in an increase in fees:
 - Failure by the City to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
 - Failure by the City to complete the audit preparation work by the applicable due dates;
 - Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
 - Delays by the City causing scheduling changes or disruption of fieldwork;
 - After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;

- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- · An excessive number of audit adjustments.

PM will advise the City in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

- 17. Payment Terms PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work, the City agrees that in the event PM stops work or terminates this Agreement as a result of the City's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 18. Fee Adjustments Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. the City acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
- 19. Exclusion of Certain Damages In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.
- 20. Receipt of Legal Process In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving the City but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, the City agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
- 21. Subsequent Discovery of Facts After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with the City and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and the City acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 22. Termination of Engagement This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. the City will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
- 23. Entire Agreement This engagement agreement is contractual in nature, and includes all of the relevant terms that will govem the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
- 24. Severability If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 25. Force Majeure Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each

Professional Services Agreement - Audit Services

- individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- 26. Signatures Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
- 27. Governing Law This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement - Audit Services

plante moran

Plante & Moran, PLLC

1066 Woodword Avenue Detroit, MI 45226-1906 Tel: 313,496,7201 Fax: 319,496,7201 clastemoran com

May 18, 2017

RECEIVED

AUG - 6 2018

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

CITY OF GROSSE PTE WOODS

Dear Mr. Smith:

Thank you for your selection of Plante & Moran, PLLC to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to City of Grosse Pointe Woods ("the City").

Scope of Services

We will audit the City's financial statements as of and for the year ended June 30, 2017.

In connection with our audit engagement, we will assist you in drafting your financial statements, supplementary information, and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services. The City of Grosse Pointe Woods has designated the Controller to oversee the financial statement preparation services Plante Moran provides.

If you require any additional services, including accounting, consulting, or tax assistance, those services will be detailed in a separate engagement letter.

Timing of Services

We expect to begin fieldwork for this engagement at your offices on September 25, 2017. We anticipate that our on-site audit work will end during October 2017 and that our report will be issued by December 31, 2017.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that Plante Moran staff expend at our current hourly rates. As stated in the proposal letter, our fee for this engagement will not exceed the following:

Audit for year ending June 30, 2017	\$54,000
Audit for year ending June 30, 2018	\$55,100
Audit for year ending June 30, 2019	\$57,350
Audit for year ending June 30, 2020	\$58,500
Audit for year ending June 30, 2021	\$59,675

If a Single Audit is necessary, we expect our fee to be as follows for one major program, and \$4,000 for each additional major program.

Single Audit for year ending June 30, 2017	\$4,200
Single Audit for year ending June 30, 2018	\$4,300
Single Audit for year ending June 30, 2019	\$4,400
Single Audit for year ending June 30, 2020	\$4,500
Single Audit for year ending June 30, 2021	\$4,600

As indicated above, the audit procedures are expected to begin on September 25, 2017. It is our expectation that the trial balance as well as supporting documents will be complete and ready for audit when we start fieldwork. If for any reason there is a delay in the scheduled start date for completion of required schedules, Plante Moran will communicate the impact of that scheduling change on our audit fee to the City Council.

Invoices for other services and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC

William E. Brickey

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between City of Grosse Pointe Woods and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Grosse Pointe Woods

Mr. Bruce Smith

Title

Date

plante moran

Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated May 18, 2017 between Plante & Moran, PLLC (referred to herein as "PM") and City of Grosse Pointe Woods (referred to herein as "the City").

- 1. Financial Statements The financial statements of the City being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
- 2. Management Responsibilities The City management is responsible for the preparation and fair presentation of these financial statements in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of the City personnel responsible for the City's underlying accounting and financial records.

The City personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit. This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the City will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. The City will allow PM unrestricted access to personnel within the City from whom PM determines it necessary to obtain audit evidence.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes. The City has designated Cathy Behrens to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the City involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

- 3. Objective of an Audit of Financial Statements The objective of PM's audit is the expression of an opinion on the City financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the City's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the City management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
- 4. Supplementary Information In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the City of the supplementary information and the auditor's report thereon.
- 5. Internal Controls The City is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable

laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the City's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.

- 6. Audit Procedures and Limitations PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the City financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the City acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
- 7. Auditor Communications PM is obligated to communicate certain matters related to the audit to those responsible for governance of the City, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the City's governing board, and the City acknowledges and agrees that communication in this manner is sufficient for the City's purposes.
 - Communication to Group Auditor In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. The City permits such communication. PM will discuss matters being communicated with those responsible for governance of the City.
- 8. Accounting and Financial Records The City agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the City financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the City providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the City's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.
 - In any circumstance where PM's work is rescheduled due to the City's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.
- 9. Audit Adjustments PM will recommend adjustments to the City's accounting records that PM believes are appropriate, the City management is responsible for adjusting the City accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the City financial statements specified in this agreement.
- 10. Management Representations The City is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the City officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, the City acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, the City agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in the City financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

11. Use of Report – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement, the City may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report. The City agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if the City intends to make reference to PM in a publication of any type, the City agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. The City acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet website, the City understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

- 12. Securities Offerings PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event the City elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and request PM's consent to such incorporation or reference, the City understands that PM must perform additional procedures, the nature and extent of which will be at PM's sole discretion, and agree that additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 13. Tax Return Preparation This engagement does not include preparation of any tax returns or filings. If the City requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.
- 14. Confidentiality, Ownership, and Retention of Workpapers During the course of this engagement, PM and PM staff may have access to proprietary information of the City, including, but not limited to, information regarding trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the City, and PM will not use such information for any purpose other than its audit or disclose such information to any other person or entity without the prior written consent of the City.

In the interest of facilitating PM's services to the City, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, the City recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the City and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory

authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the City in a timely manner of such request and to cooperate with the City should it attempt, at the City's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the City as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon the City's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. The City acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

- 15. Consent to Disclosures to Service Providers In some circumstances, PM may use third-party service providers to assist with its services. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the City. In order to enable these service providers to assist PM in this capacity, the City, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the City's information to such service providers to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. The City's consent shall be continuing until the services provided for this engagement agreement are completed.
- 16. Fee Quotes In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the City regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls, the City acknowledges that the following circumstances may result in an increase in fees:
 - Failure by the City to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
 - Failure by the City to complete the audit preparation work by the applicable due dates;
 - Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
 - · Delays by the City causing scheduling changes or disruption of fieldwork;
 - After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
 - Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
 - · An excessive number of audit adjustments.

PM will advise the City in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

17. Payment Terms – PM's invoices for audit services are due on the agreed-upon dates. Other invoices are due upon receipt. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work, the City agrees that in the event PM stops work or terminates this Agreement as a result of the City's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

- 18. Fee Adjustments Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. The City acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
- 19. Exclusion of Certain Damages In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.
- 20. Receipt of Legal Process In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving the City but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, the City agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
- 21. Subsequent Discovery of Facts After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with the City and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and the City acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 22. Termination of Engagement This agreement may be terminated by the City without cause or by either party with cause upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. The City will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
- 23. Entire Agreement This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
- 24. Severability If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 25. Force Majeure Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each individually a "Force Majeure Event"). The City acknowledges and agrees that a Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
- 26. Signatures Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
- 27. Governing Law This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement – Audit Services

MEMO 18 - 58

TO:

Bruce Smith, City Administrator

FROM:

Frank Schulte, Director of Public Services

DATE:

July 25, 2018

SUBJECT:

Recommendation -Lake Front Park Concrete Boardwalk

RECEIVED

JUL 27 2018

CITY OF GROSSE PTE. WOODS

The wood deck boardwalk at Lake Front Park is 428ft in length and has reached the end of its useful life. Boards constantly pop-up and become a trip hazard and have deteriorated past repair. It was determined to replace the 428ft of wood deck walkway with concrete versus asphalt. Pricing for materials for both is comparable; however, getting the equipment needed to construct a concrete boardwalk in this area of the park is more cost-effective, due to the fact that a small power buggy can be used and it will not disrupt the surrounding vegetation and tree located next to the boardwalk. This project will begin after Labor Day weekend. Department of Public Works employees will remove the old wood deck boardwalk.

Attached is a Google map showing the 428ft of the wood deck walkway that will be replaced with concrete.

I requested and received three quotes from local contractors to do the work. Listed below is the tabulation:

Asphalt Control Corporation (ACC) \$22,734.00
Capizzo Construction Co., Inc. \$28,500.00

• L Anthony Construction \$36,000.00

Asphalt Control Corporation (ACC) submitted the lowest bid in the amount of \$22,734.00. They have many years of experience working in the Grosse Pointes. I do not believe any benefit would accrue to the city by seeking additional quotes.

Therefore, I recommend a purchase order be issued for the construction of a concrete boardwalk at Lake Front Park to Asphalt Control Corporation (ACC), 17938 East Warren Avenue, Detroit, Michigan 48224 in an amount of \$22,734.00. I further recommend a construction contingency in an amount not to exceed \$3,000.00 to cover any unforeseen problems should they arise. The total project will not exceed \$26,734.00. This is a budgeted item included in Fiscal Year 2018/19 in account 401-902-977.104.

7/26/2018

Approved for Council consideration.

Bruce Smith, City Administrator

Fund Certification:

Account numbers and amounts have been verified as presented.

Cathrene Behrens, Treasurer/Comptroller



CITY OF GROSSE POINTE WOODS

MUNICIPAL COURT

MEMORANDUM

RECEIVED

JUL 1 1 2018

CITY OF GROSSE PTE. WOODS

DATE:

July 9, 2018

TO:

Bruce Smith, City Administrator

FROM:

Beth Miro, Court Administrator

SUBJECT:

Matter to be placed on next available agenda

Recording Clerk Contract - Michele Stabile

Please place Recording Clerk Michele Stabile's contract for the FY 18-19 on the next available council agenda. This is a budgeted item in the Court's FY 18-19 budget, account number 101.136.818.000, in the amount of \$7,200.

I recommend that the contract be approved.

RECEIVED

JUL 1 1 2018

CITY OF GROSSE PTE. WOODS

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24063 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1630

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

DON R. BERSCHBACK

CHARLES T. BERSCHBACK

July 11, 2018

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

RE. Renewal of Agreement for Court Reporting Services

Dear Mayor and Council:

Our Court Reporter Michelle Stabile is agreeable to renewing her Court Reporting Services Contract at the same rates as last year. I have attached a proposed contract identical to the 2017 contract, changing the dates. It would be the prerogative of Council to approve the Agreement for Court Reporting Services for Michelle Stabile for the term running from July 1, 2018 through June 30, 2019 and authorize the City Administrator to sign the Agreement.

Very truly yours,

CHARLES T. BERSCHBACK

CTB:gmr Enclosures

cc:

Bruce Smith

Lisa Hathaway Beth Miro

Michelle Stabile

Sue Como

AGREEMENT FOR COURT REPORTING SERVICES

This Agreement made and entered on the date written below (effective July 1, 2018) by and between the CITY OF GROSSE POINTE WOODS, a Municipal Corporation hereinafter referred to as the "City" and MICHELE STABILE, 36016 Farmbrook, Clinton Township, Michigan 48035, hereinafter referred to as the "Contractor".

IT IS MUTUALLY AGREED BY THE PARTIES AS FOLLOWS:

The City engages the Contractor to perform certain services as follows, all in accordance with the express terms and provisions hereof:

I. DESCRIPTION OF DUTIES:

- a. The Contractor agrees to perform the function of a licensed Certified Electronic Recorder for the Municipal Court of the City as assigned below:
 - i. All regularly scheduled Municipal Court sessions held on appropriate Wednesdays of each month.
 - ii. Jury and/or Bench trials.
 - iii. Preliminary hearings.
 - iv. Any other duties and assignments directed by the Court Clerk or the Municipal Judge.
 - v. Transcriptions of Court proceedings as requested utilizing the City's BIS Reporter System.

II. COMPENSATION:

- a. Municipal Court Sessions Twenty Six Dollars and Fourteen Cents (\$26.14) per hour for the first four (4) hours or less at Court sessions. Six Dollars and Fifty-Three Cents (\$6.53) will be paid for each fifteen (15) minutes increment thereafter.
- b. Jury Trial, Bench Trial, and Preliminary Hearings/Exams Twenty-Six Dollars and Fourteen Cents (\$26.14) per hour for the first four (4) hours or less. Six Dollars and Fifty-Three Cents (\$6.53) will be paid for each fifteen (15) minute increment thereafter.
- c. In the event that a transcript is ordered by the Court Clerk, the cost of said transcript shall be the applicable rate in effect at the time of the ordering of the transcript as billed by Macomb Count Court Reporters Inc. or Three Dollars and Sixty-Three Cents per page (\$3.63); whichever is greater.

The Contractor is required to submit monthly statements detailing the monetary obligations owed under this Agreement including Court sessions attended and hours of attendance.

III. MATERIALS:

The Contractor will be responsible for and complete the objectives of this Agreement with the use of her own materials and equipment (i.e. e-mail access, computer hardware and software, word processing software) and any other equipment necessary for the completion of her duties.

The Contractor shall be responsible for her computer system to be compatible with the FTR Reporter Gold Sound System program.

IV. ABSENCES:

When illness or unexpected emergency occurs, which prevents the Contractor from fulfilling the above duties, the Contractor is required to advise the Court Clerk or Deputy Court Clerk as soon as possible.

V. <u>TERMINATION:</u>

It is agreed that should termination of the above services be desired by either the City or the Contractor, the following shall be applicable:

- Two (2) months advance notice in writing is required;
- On June 30, 2019;
- Whichever occurs first.

VI. MISCELLANEOUS:

This agreement shall be interpreted pursuant to the Laws of the State of Michigan. Any dispute therein shall be adjudicated by arbitration using the American Arbitration Association Rules. No other agreements or understandings are either expressed or implied except contained herein.

It is agreed that any changes to this agreement shall only be effective if signed by the City Administrator, and the Contractor.

CONTRACTOR	CITY OF GROSSE POINTE WOODS
By: MICHELE STABILE	By: BRUCE SMITH Its: City Administrator
Dated:	Dated:
APPROVED:	
By: CHARLES T. BERSCHBACK Its: City Attorney	
Dated: 7 - 1 (- 18	

95

RECEIVED AUG - \$ 2018

CITY OF GROSSE PTE. WOODS

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

> (588) 777-0400 FAX (586) 777-0430 E-MAIL donberschback@yahoo.com

DON R. BERSCHBACK

OF COUNSEL CHARLES T, BERSCHBACK

August 3, 2018

VIA FACSIMILE 313,343,5667

Lisa K. Hathaway, City Clerk City of Grosse Pointe Woods 20025 Mack Plaza Grosse Pointe Woods, MI 48236

RE. Employment Agreements Smith & Hathaway

Lisa:

After direction from the Mayor, I am including the new Employment Agreements for Bruce J. Smith and Lisa K. Hathaway in accordance with the Motion of the City Council on July 2, 2018. Please place these on the Council agenda for August 13, 2018 for review and approval by the Council and signature by the Mayor.

Very truly yours

DON R. BERSCHBACK

DRB:nmg Enclosures

City of Grosse Pointe Woods

CITY ADMINISTRATOR

EMPLOYMENT AGREEMENT

THIS AGREEMENT, signed this _____ day of August, 2018, by the CITY OF GROSSE POINTE WOODS, State of Michigan, a municipal corporation, hereinafter called the "City", and BRUCE J. SMITH hereinafter called "SMITH" both of whom agree as follows:

WITNESSETH:

WHEREAS, the City will employ the services of SMITH as City Administrator of the City of Grosse Pointe Woods as provided by the City Charter, Code and state law; and,

WHEREAS, it is the desire of the City to provide certain benefits, establish certain conditions of employment and to set working conditions of said employment; and,

WHEREAS, SMITH agrees to the terms and conditions of this Employment Agreement as City Administrator.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1 – DUTIES:

City agrees to employ SMITH as City Administrator of said City to perform the functions and duties which are expressed and implied in the Charter and/or Code of the City of Grosse Pointe Woods and all those other functions and duties which are implicit by virtue of the nature of his office. SMITH shall also perform such other legally permissible and proper duties and functions as the City Council, the City Code, and the City Charter shall, from time to time, assign. SMITH shall maintain any required licenses and/or levels of certification necessary for the performance of such duties as a condition of continued employment with the City.

Section 2 - SALARY:

The City agrees to pay SMITH at the rate of an annual base salary of One Hundred Fourteen Two Hundred Forty Thousand and 00/100 (\$116,614.00) Dollars, effective July 1, 2018 payable in installments at the same time as other employees of the City are paid. In addition, the City agrees to pay a one-time payment to SMITH the sum of Five Hundred (\$500.00) Dollars as a loyalty stipend effective July 1, 2018. Upon finding satisfactory performance in the future, the City Council may make appropriate adjustments.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to adjust salary in response to annual budget considerations.

Section 3 – TERM:

A. The term of this agreement shall be effective from July 1, 2018 through June 30, 2019 unless terminated earlier by either of the parties. SMITH will be employed on an at-will status as City Administrator to perform the functions and duties of the position as required by the Code and Charter. He shall also perform such duties and functions as the City Council may, from time to time, prescribe. He shall serve at the pleasure of the City Council and be subject to removal by the City Council at any time with or without cause.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of SMITH with or without cause, with or without notice, at any time.

- B. SMITH shall be employed on an AT-WILL BASIS as City Administrator to perform the functions and duties of the position as required by the Code and Charter.
- C. THERE SHALL BE NO EXPECTATION OF RENEWAL OR EXTENSION OF THIS AGREEMENT UNLESS MUTUALLY AGREED UPON IN WRITING BY BOTH PARTIES.
- D. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of SMITH to resign at any time from his position with the City. However, SMITH shall be required to provide thirty (30) days written notice to the City prior to his resigning.
- E. SMITH agrees to remain the exclusive employee of the City and neither to accept other employment nor to become employed by any other employer thereafter as long as he remains in the employ of the City.

Section 4 - TERMINATION AND SEVERANCE PAY:

In the event that SMITH is terminated without cause then, in that event, SMITH shall receive severance pay equaling 60 days (2 months of regular pay) of his annual salary. Directly prior to his receipt of severance pay, SMITH shall sign a Settlement and Release Agreement waiving any and all rights under this Agreement, and he shall agree not to file any lawsuit or engage in any litigation against the City, its agents, assigns, Council Members, (either in their representative capacity or in their individual capacities).

Section 5 - FRINGE BENEFITS:

The City reserves the right to reduce or modify any ftinge benefit should it determine same to be necessary, desirable or appropriate. SMITH qualifies for the following fringe benefits:

1. Contribution to Deferred Compensation Plan: ICMA-RC457 or an equivalent plan in an amount equal to eight (8%) percent of SMITH's salary during the contract period.

SMITH agrees to execute any waiver and release from liability in favor of City for payments made to any deferred compensation plan as is required from all employees participating in such programs.

In addition, SMITH and the City agree that there shall be no pension or retirement benefits except as specified herein. SMITH hereby agrees to irrevocably elect to opt out of membership in the Retirement System consistent with the new Retirement System ordinance, that such election will be approved by the Council, filed with the Retirement System, and that SMITH will not be eligible to re-enroll at a future date.

- 2. SMITH shall be entitled to vacation leave, with pay, at the rate of twenty-five (25) working days per year from June 1, 2018 through May 31, 2019.
- 3. <u>Delta dental or equivalent coverage and current optical coverage.</u> That coverage currently in effect for salaried employees.
- 4. <u>Medical and prescription drug coverage</u>. In lieu of the medical and prescription drug coverage provided by the City and currently in effect for salaried employees, Smith will elect the opt out coverage currently \$3,000.00 per year.
- 5. Holiday Leave. Per Employee Handbook.
- 6. <u>Vacation Leave</u>. As negotiated above.
- 7. Sick Leave. Per Employee Handbook.
- 8. Disability Leave, Per Employee Handbook.
- 9. Funeral Leave. Per Employee Handbook.
- 10. <u>Leaves of Absence</u>. Per Employee Handbook.
- 11. Jury Duty Leave. Per Employee Handbook.
- 12. <u>Furlough Days.</u> SMITH shall be obligated to observe the current furlough (unpaid) days currently in effect for salary employees.

Section 6 – DUES AND SUBSCRIPTIONS:

The City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for the professional dues and subscriptions of SMITH which are necessary for the continuation and full participation in national, regional, state, and local associations and organizations which are immediately related to continued professional participation, growth and advancement, and for the general good of the City.

Section 7 - MISCELLANEOUS

SMITH shall also be permitted to serve as the Police Commissioner of the City during the duration of this Agreement. The parties agree that the Labor Attorney and the City Attorney have reviewed the status of SMITH continuing as Police Commissioner and have approved same.

There shall be no other compensation of any kind except as clearly stated herein.

Section 8 - PROFESSIONAL DEVELOPMENT

- A. City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for travel and subsistence expenses of SMITH for professional and official travel, meetings and occasions which are necessary to continue the professional development of SMITH and to adequately pursue necessary official and other functions for the City.
- B. City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for the travel and subsistence expenses of SMITH for short courses, institutes and seminars that may be required by law in connection with duties performed for the City.
- C. Any professional development requiring airfare or overnight accommodations requires prior Council approval.
- D. City reserves the right to receive reimbursement for any professional development related expenditures from SMITH in the event that SMITH ceases employment with the City within 12 months from the City's payment of said expenditure.

Section 9 - OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

- A. SMITH's scheduling of time at work at municipal facilities, meetings and events is expected to be without maximum limitation and shall meet the needs of the City, its businesses and inhabitants.
- B. The minimum workweek shall be 40 hours and there shall be no added compensation for hours worked longer than 40 hours per week.
- C. The City shall be SMITH's sole and exclusive employer except as provided herein and except as may be approved by the City Council.
- D. During the term of this contract, the City may establish evaluation criteria, procedures and timetables. This evaluation program is subject to approval by City Council.
- E. There shall be no City car furnished nor any car allowance.

Section 9 - GENERAL PROVISIONS:

- A. This is the entire Agreement between the parties. This Agreement supercedes any and all other Agreements or contracts, either oral or written between the parties.
- B. Notices pursuant to this Agreement shall be deemed given if served personally in the same manner as is applicable to judicial practice or if deposited in the custody of the United States Postal Service, postage prepaid addressed as follows:
 - (1) City Clerk
 City of Grosse Pointe Woods
 20025 Mack Plaza
 Grosse Pointe Woods, MI 48236.
- (2) Bruce J. Smith 57649 Cider Drive Washington, MI 48094
- C. The parties acknowledge that both the City and SMITH have drafted this Agreement and have had the opportunity to have the Agreement reviewed by counsel.
- D. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full effect.

IN WITNESS WHEREOF, the parties have signed this Agreement below.

CITY OF GROSSE POINTE WOODS

By: ROBERT E. NOVITKE

Its: Mayor

Dated: August ____, 2018

APPROVED:

Dated: August

By: DON R. BERSCHBACK

Its: City Attorney
Dated: August 7, 2018

City of Grosse Pointe Woods

CITY CLERK

EMPLOYMENT AGREEMENT

THIS AGREEMENT, signed this _____ day of August, 2018, by the CITY OF GROSSE POINTE WOODS, State of Michigan, a municipal corporation, hereinafter called the "City", and LISA HATHAWAY, hereinafter called "Hathaway", both of whom agree as follows:

WITNESSETH:

WHEREAS, the City desires to employ the services of Hathaway as City Clerk of the City of Grosse Pointe Woods as provided by the City Charter, Code and state law; and,

WHEREAS, it is the desire of the City to provide certain benefits, establish certain conditions of employment and to set working conditions of said employment; and,

WHEREAS, Hathaway desires to accept employment as City Clerk.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1 - DUTIES:

City agrees to employ Hathaway as City Clerk of the City to perform the functions and duties which are expressed and implied in the Charter and Code of the City of Grosse Pointe Woods, and all other functions and duties which are implicit by virtue of the nature of the office. Hathaway shall also perform such other legally permissible and proper duties and functions as the City Council, the City Code, and the City Charter may, from time to time, assign. Hathaway shall maintain any required licenses and/or levels of certification necessary for the performance of such duties as a condition of continued employment with the City.

Section 2 - SALARY:

City agrees to pay Hathaway at the rate of an annual base salary of Seventy Five Thousand Four Hundred and Twenty Nine (\$77,700.00) Dollars, effective July 1, 2018 payable in installments at the same time as other employees of the City are paid. In addition, the City agrees to pay a one-time payment to Hathaway the sum of Five Hundred (\$500.00) Dollars as a loyalty stipend effective July, 2018. Upon finding satisfactory performance in the future, the City Council may make appropriate adjustments.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to adjust salary in response to annual budget consideration.

Section 3 - TERM:

A. The term of this agreement shall be effective from July 1, 2018 through June 30, 2019 unless terminated by either of the parties. HATHAWAY will be employed

on an at-will status as City Clerk to perform the functions and duties of the position as required by the Code and Charter. She shall also perform such duties and functions as the City Council may, from time to time, prescribe. She shall serve at the pleasure of the City Council and be subject to removal by the City Council at any time with or without cause.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of HATHAWAY with or without cause, with or without notice, at any time.

- B. HATHAWAY shall be employed on an AT-WILL BASIS as City Clerk to perform the function duties of the position as required by the Code and Charter.
- C. THERE SHALL BE NO EXPECTATION OF RENEWAL OR EXTENSION OF THIS AGREEMENT UNLESS MUTUALLY AGREED UPON IN WRITING BY BOTH PARTIES.
- D. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of HATHAWAY to resign at any time from her position with the City. However, HATHAWAY shall be required to provide thirty (30) days written notice to the City prior to her resigning.
- E. HATHAWAY agrees to remain the exclusive employee of the City and neither to accept other employment nor to become employed by any other employer thereafter as long as she remains in the employ of the City.

Section 4 - TERMINATION AND SEVERANCE PAY:

In the event that HATHAWAY is terminated without cause then, in that event, HATHAWAY shall receive severance pay equaling sixty (60) days (2 months of her regular pay) of her annual salary. Upon receipt of severance pay, HATHAWAY shall sign a Settlement and Release Agreement waiving any and all rights under this Agreement, and she shall agree not to file any lawsuit or engage in any litigation against the City, its agents, assigns, Council Members, (either in their representative capacity or in their individual capacities). Such Release shall also apply to the Pension Plan, its Administrator, Trustees in their individual capacities, Agents, Successors, and assigns.

Section 5 - FRINGE BENEFITS:

Except as otherwise provided herein, the City agrees to provide Hathaway with fringe benefits as listed in the Employee Handbook. The current benefits under the Handbook are attached to this Agreement as Appendix A. Notwithstanding any language in the Employee Handbook regarding tuition reimbursement relating to employees, Hathaway shall be entitled to tuition reimbursement in an amount not to exceed \$1,500.00 per year for higher education attained by attending an accredited educational institution, course of study subject to prior approval of the Council. It is agreed and understood that these benefits may be changed at any time by the City Council and/or the Board of Trustees of the Pension Plan.

Section 6 - BONDING:

The City shall bear the full cost of any fidelity or other bonds required of Hathaway under any law or ordinance.

Section 7 – DUES AND SUBSCRIPTIONS:

The City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for the professional dues and subscriptions of HATHAWAY which are necessary for the continuation and full participation in national, regional, state, and local associations and organizations which are immediately related to continued professional participation, growth and advancement, and for the general good of the City.

Section 8 - PROFESSIONAL DEVELOPMENT

- A. City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for travel and subsistence expenses of HATHAWAY for professional and official travel, meetings and occasions which are necessary to continue the professional development of HATHAWAY and to adequately pursue necessary official and other functions for the City.
- B. City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for the travel and subsistence expenses of HATHAWAY for short courses, institutes and seminars that may be required by law in connection with duties performed for the City.
- C. City and Hathaway agree that the pursuit of an appropriate additional Degree from an accredited institution of higher learning will be of benefit to both the City and Hathaway and, to that end, City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, and prior approval of both the institution and Degree program, to reimburse Hathaway for tuition expenses.
- D. Any professional development requiring airfare or overnight accommodations requires prior Council approval.

Section 9 - OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

- A. Hathaway's scheduling of time at work at municipal facilities, meetings and events is expected to be without maximum limitation and shall meet the needs of the City, its businesses and inhabitants.
- B. The minimum workweek shall be 40 hours and there shall be no added compensation for hours worked longer than 40 hours per week.
- C. The City shall be Hathaway's sole and exclusive employer except as may be approved by the City Council.

D. During the term of this contract, the City may establish evaluation criteria, procedures and timetables. This evaluation program is subject to approval by City Council.

Section 10 - GENERAL PROVISIONS:

- A. This is the entire Agreement between the parties. This Agreement supercedes any and all other Agreements or contracts, either oral or written between the parties.
- B. Notices pursuant to this Agreement shall be deemed given if served personally in the same manner as is applicable to judicial practice or if deposited in the custody of the United States Postal Service, postage prepaid addressed as follows:
 - (1) City Attorney
 City of Grosse Pointe Woods
 20025 Mack Plaza
 Grosse Pointe Woods, MI 48236.
- (2) Lisa Hathaway 20544 Villa Grande Clinton Township, MI 48038
- C. This Agreement is effective July 1, 2018.
- D. The parties acknowledge that both the City and Hathaway have drafted this Agreement and have had the opportunity to have the Agreement reviewed by counsel.
- E. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full effect.

IN WITNESS WHEREOF, the parties have signed this Agreement below.

CITY OF GROSSE POINTE WOODS

LISA K. HATHAWAY

Dated: August 10, 2018

By: ROBERT E. NOVITKE

Its: Mayor

Dated: August , 2018

APPROVED FOR SIGNATURE:

DONAR. BERSCHBACK, City Attorney

Dated: August 7, 2018



CHARLES T. BERSCHBACK

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

> (586) 777-0400 FAX (586) 777-0430

CHARLES T. BERSCHBACK

blbwlaw@vahoo.com

DON R. BERSCHBACK OF COUNSEL

August 7, 2018

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

RE. Amendment to AT&T Cell Tower Lease Agenda Item August 13, 2018

Dear Honorable Mayor and Council:

AT&T has filed a request to modify the antenna configuration on the City-owned tower. The existing License Agreement with AT&T was signed in 1996 and is due to expire in 2021. The City owns the tower and leases it to AT&T with rent increasing annually based on CPI. The lease allows the tenant to replace existing antennas.

The Council has approved amendments in March of 2004 and September of 2008. I have attached to this cover letter the front page of the building permit application which summarizes the proposed reconfiguration. The proposal involves replacing the three existing panel antennas with new panel antennas, replacing the three existing radio heads for three new radio heads, and installing six new radio heads and one new surge protector. I have also attached separately with your material the documents submitted by AT&T including schematic drawings.

The last amendment that was negotiated in 2008 included a rent increase of \$240.00 per month, Prior to the meeting, Administration will provide a recommendation regarding an additional increase regarding this proposed application.

It would be the prerogative of Council to approve the request of AT&T dated June 4, 2018 with a rent increase to be determined, and authorize the Administration to process the building permit application subject to preparation of an amendment to the License Agreement to be prepared by the City Attorney. If you have any questions, please call.

Very truly yours,

CHARLES T. BERSCHBACK

Lundes Berschback

CTB:nmg

Bruce Smith Lisa K. Hathaway John Kosanke Gene Tutag



AT&T TURF PROGRAM COVER LETTER

August 3, 2018

RE: AT&T Site: Mi2011 / FA# 10083371

PACE MRIND026323/ MI2011 FirstNet 3C, 4C, 5C, 4 TX/RX

Site Address: 20027 Mack Plaza

Facility Upgrade under LICENSE AGREEMENT dated June 17, 1996 between City of Grosse Pointe Woods ("Licensor") and New Cingular Wireless PCS, LLC, successor in interest to AT&T Wireless

PCS, LLC ("AT&T")

Mr. Berschback:

I am writing to you on behalf of New Cingular Wireless, LLC. (aka AT&T Mobility) regarding the approaching modification work taking place at the wireless communication facility located at the above-mentioned address. As a result of technological improvements, Cingular/AT&T will be upgrading its communication equipment to ensure the successful, secure and ongoing operations of its communication facilities.

The scope of work will consist of the following:

- 1. Swapping out the three (3) existing antennas in position 1 with three (3) new antennas, model # KMW EPBQ-654L8H8-L2. *(Total number of antennas will remain the same upon completion).
- 2. Adding six (6) new Remote Radio Heads (RRH's), two per sector. *(Total of 12 RRH's upon completion).
- 3. Adding one (1) new Surge protector. *(Total of two Surge protectors upon completion).
- 4. Replacing existing Handrall Platform with upgraded/new 3-sided Platform with mounting pipes. *(This will accommodate the additional equipment on the tower).

The above-mentioned modifications will include installing related cable lines from the ground level/shelter as needed and should take anywhere from 2-3 weeks for completion. All the upgrades will be performed within the existing leased area. No additional square footage or lease area will be required. For your convenience, I have included equipment specifications on the new antennas and Remote Radio Heads on the last page of this letter. In the meantime, the Construction Drawings that have been provided do contain the final configuration of all new equipment and platform specs, as proposed for the tower.

Black & Vealch Corporation 30150 Telegraph Road Bingham Farms, MI 48025 USA Telephone: 913-458-6475

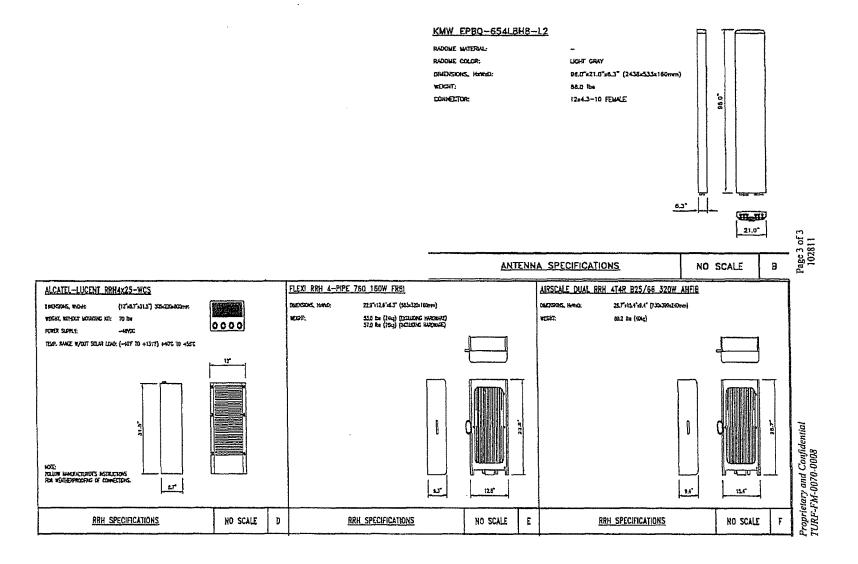
Please note, the start date and the team doing the install work has yet to be determined, as it is based on availability. Once we have that information available, I will notify you with their contact information.

We very much appreciate your assistance in the continuing operation of this wireless communications location. Thank you for your attention to this matter, and if you require further information, or have questions, please feel free to contact me at (303) 264-0528 or email me at UlibarriD@bv.com.

Sincerely,

Danny Ulibarri Site Acquisition Manager

(303) 264-0528
Black & Veatch Corporation on behalf of AT&T Mobility / New Cingular Wireless PCS, LLC



CITY OF GROSSE POINTE WOODS

Building Department

20025 Mack Plaza, Grosse Pointe Woods, MI 48236 Ph 313.343.2426/Fax 313.343.2439

BUILDING PERMIT APPLICATION ZONING COMPLIANCE AND PLAN REVIEW

*COMMERCIAL AND RESIDENTIAL*MI2011-MACK PLAZA-10083371-MRIND026323- MRIND026288, MRIND026325, MRIND026979 -FirstNet 3C, 4C, 5C, 4 TX/RX

ZONING COMPLIANCE INCLUDES: Drives, Fences, Accessory Structures/Sheds (less than 200 sq ft), Awning, Garage Floors, Patios (non-elevated), Play Structures (NOTE: This list is not all inclusive. If you have any questions, please call the Building Department @ 313-343-2426.

Property Owner Name	e: City of Gro	osse Point Woods	Date:	June 4, 2018
GP Woods Address: 2	.0027 Mack P	laza Dr., GPW, MI 48236	e-mail:	building@gpwmi.us
Work#: (313) 343-2	2426	Home/Celi#:		
Telephone # 949-245 Contractor Address:	-9878 Fa	icant: Paul Del Bene, Black ix # f icting, Inc., 30150 Telegraph Rd., MI Driver's I	Mobile/Ce Suite 355,	II #949-245-9878 Bingham Farms, MI 48025
e-mail address: delbe			accuse # :	
	anel antennas	s for (3) new panel antennas,	(1) per s	ector.
2. Swap (3) existing I	CRH for (3) n	ew RRH.		
3. Install (6) new RRI	H, (2) per sect	tor.		
4. Install (1) new surg	e protector.	5. Install a new antenna plat	form kit.	
Value of Construction	\$_45,000.			
Michigan Compiled Laws, persons who are to performativil fines. Applicant Signature: Applica	prohibits a pers m work on a res have 12 posed work is a	son from conspiring to circumven idential building or a residential solution. Only by the owner of record	t the licensi structure. V	1972, being Section 125.1523a of the ing requirements of the State relating to Violations of Section 23a are subject to ave been authorized by the owner to
nake this application as hi	s authorized age	nt and we agree to conform to all	applicable i	aws of this jurisdiction.
		FOR OFFICE USE ONI	Υ	
Approved:	Denied:	Zoning Board o	f Approva	1 Required #
Inspector:			Date:	(3/23/)



June 4, 2018

VIA Federal Express
City of Grosse Pointe Woods
Building Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attn: Mr. Greg Tutag, Building Official
313-343-2426

RE: Application for Building Permit for
Existing Wireless Communication Facility Upgrade
Site Address: 20027 MACK PLAZA, GROSSE POINTE WOODS, MI
AT&T Site FA#10083371 MACK PLAZA PACE ID# MRIND026323

Dear Mr. Tutag,

AT&T is proposing to upgrade its existing wireless communication facility at the above referenced address.

Enclosed please find AT&T's completed Building Permit application, two (2) sets signed and stamped 11 x 17 construction drawings dated 05/31/2018 and the signed and stamped structural calculations dated 05/23/2018 for the above-referenced address. The cost of construction is \$45,000. Please let me know the amount for the permit fee and I will have a check sent directly to you. I have also enclosed an addressed pre-paid FedEx envelope for the permit return. If you need the contractor's driver license I will have him send it to you for privacy purposes.

If you should have any questions, concerns, or require any additional information, please feel free to contact me at 949-245-9878 or via email at DelbeneP@bv.com. Thank you very much for your attention to this matter.

aul Oel Berg

Sincerely.

Paul Del Bene

Black & Veatch, Authorized Agent for AT&T

Enclosures



After printing this label:

Use the 'Print' button on this page to print your label to your laser or inkjet printer.

2. Fold the printed page along the horizontal line.

3. Place label in shipping pouch and affix it to your shipment so that the barcode portion of the label can be read and scanned.

Warning: Use only the printed original tabel for shipping. Using a photocopy of this label for shipping purposes is fraudulent and could result in

warming. Use only the printed digital table for shipping. Ostify a photocopy of this laber for shipping purposes is fraudolent and collid result in additional billing charges, along with the cancellation of your FedEx account number.

Use of this system constitutes your agreement to the service conditions in the current FedEx Service Gulde, available on fedex.com.FedEx will not be responsible for any claim in excess of \$100 per package, whether the result of loss, damage, delay, non-delivery,misdelivery,or misinformation, unless you declare a higher value, pay an additional charge, document your actual loss and file a timely claim.Limitations found in the current FedEx Service Gulde apply. Your right to recover from FedEx for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney's fees, costs, and other forms of damage whether direct, incidental consequential, or special is limited to the greater of \$100 or the authorized declared value. Recovery cannot exceed actual documented loss. Maximum for Items of extraordinary value is \$1,000, e.g. jewelry, precious metals, negotiable instruments and other items listed in our ServiceGuide. Written claims must be filed within strict time limits, see current FedEx Service Guide.





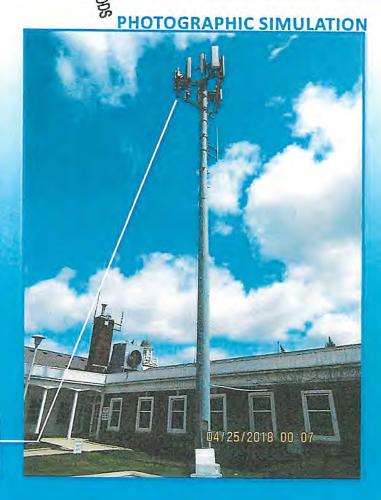




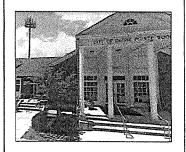
EXISTING CONDITIONS



(6) EXISTING AT&T ANTENNAS AND
(3) PROPOSED AT&T ANTENNAS
MOUNTED ON PROPOSED AT&T
PLATFORM MOUNT



SITE PHOTO



PROJECT INFORMATION

SITE ADDRESS: 20027 WACK PLAZA DRIVE CROSSE POINTE WOODS, MI 48236

COUNTY:

SITE NAME:

82" 54" 36.00" W

GROUND ELEVATION:

TOWER OWNER:

CITY OF GROSSE POINTE WOODS 20025 MACK PLAZA GROSSE POINTE WOODS, MI 48238

KRISTEN CHASE 412,259,5950

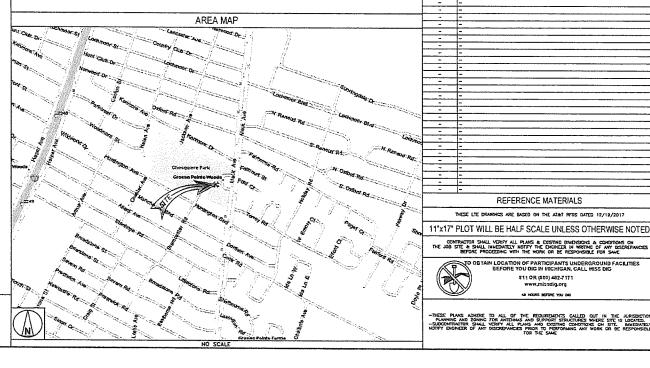
LEAD ENGINEER

42" 25" 54.99" N

AT&T **MOBILITY**

PROJECT: LTE 3C/4C/5C+MOD AT&T SITE ID: MI2011 AT&T FA#: 10083371

MACK PLAZA **GROSSE POINTE WOODS, MI 48236**



ENGINEERING

DRAWING INDEX

TITLE PAGE TITLE PAGE ANTENNA LAYDUTS ANTENNA CONFIGURATIO EQUIPMENT DETAILS

SHEET NO: SHEET TITLE

CENERAL NUTTE

STRUCTURAL NOTES

AT&T RF PLUMBING DIAGRAMS ATTACHED

ADDITIONAL /CHANED

PREPARED BY

AT&T MOBILITY

16025 NORTHLAND OR SOUTHFIELD. MI 48075

艮

BLACK & VEATCH

PROJECT NUMBER: 129056

PING JIANG ENGINEER

PROJECT LOCATION: USID (1793) MACK PLAZA

20027 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI 48236

TO OBTAIN LOCATION OF PARTICIPANTS UNDERGROUND FACILITIES BEFORE YOU DIG IN MICHIGAN, CALL MISS DIG DRAWING DESCRIPTIONS 811 OR (800) 482-7171

www.missdig.org

REFERENCE MATERIALS

THESE LITE DRAWNES ARE BASED ON THE ATAT RFDS DATED 12/19/2017

CONTRACTOR SHALL VERBY ALL PLANS & EXISTING DIMINISIONS & CONDITION 00 STE & SHALL IMMEDIATELY MOTEY THE ENCINEER IN WISTING OF ANY DIS BEFORE PROCEEDING WITH THE WORK ON BE RESPONSIBLE FOR SHALL

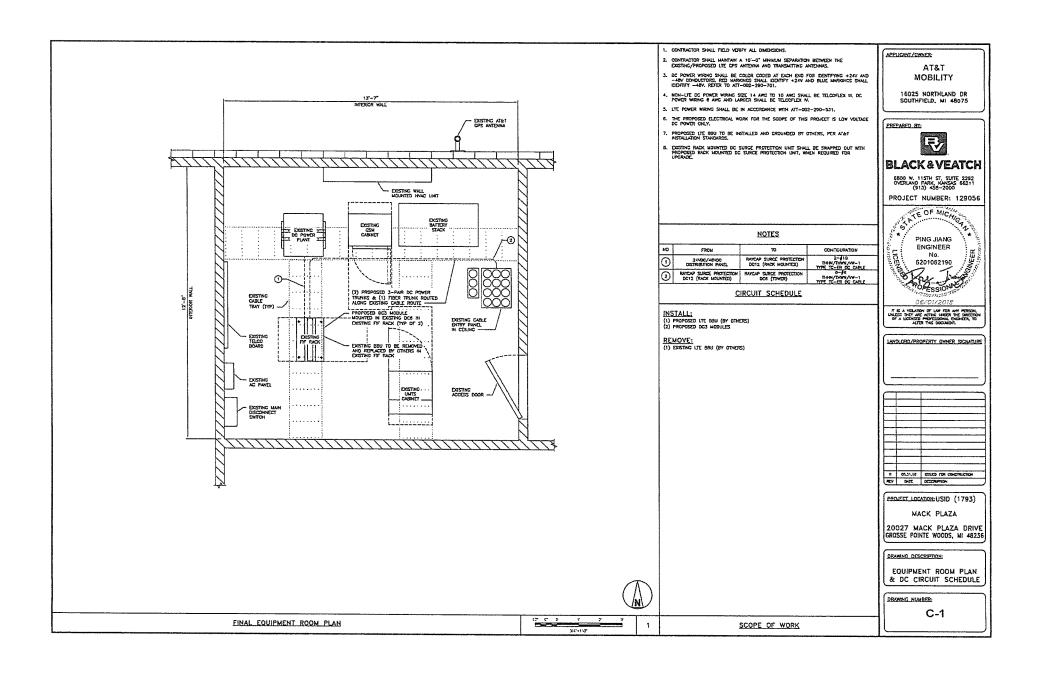
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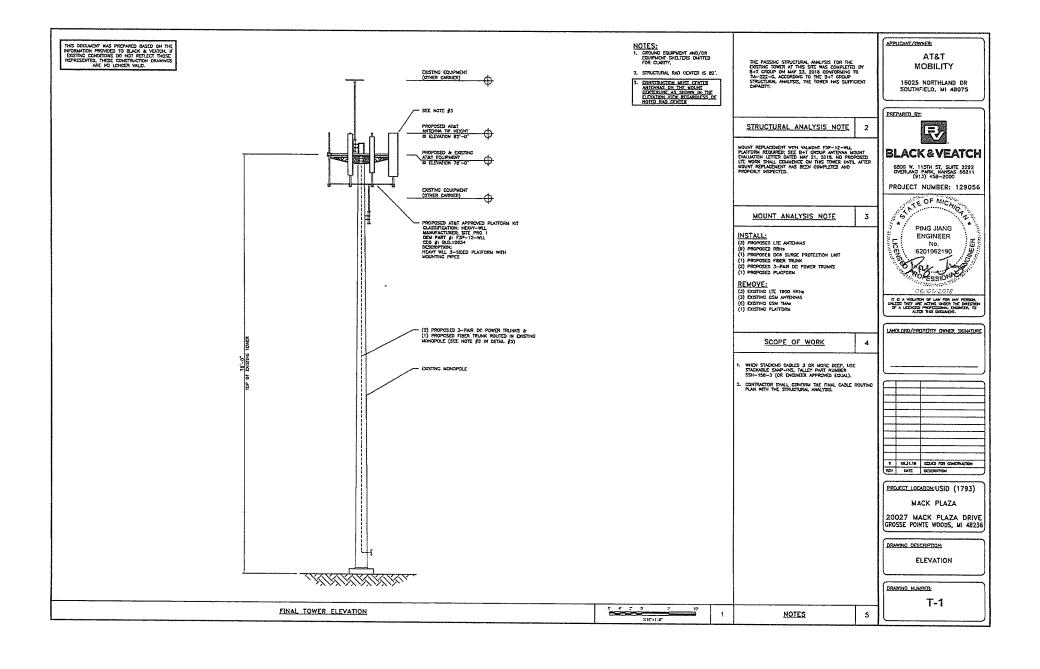
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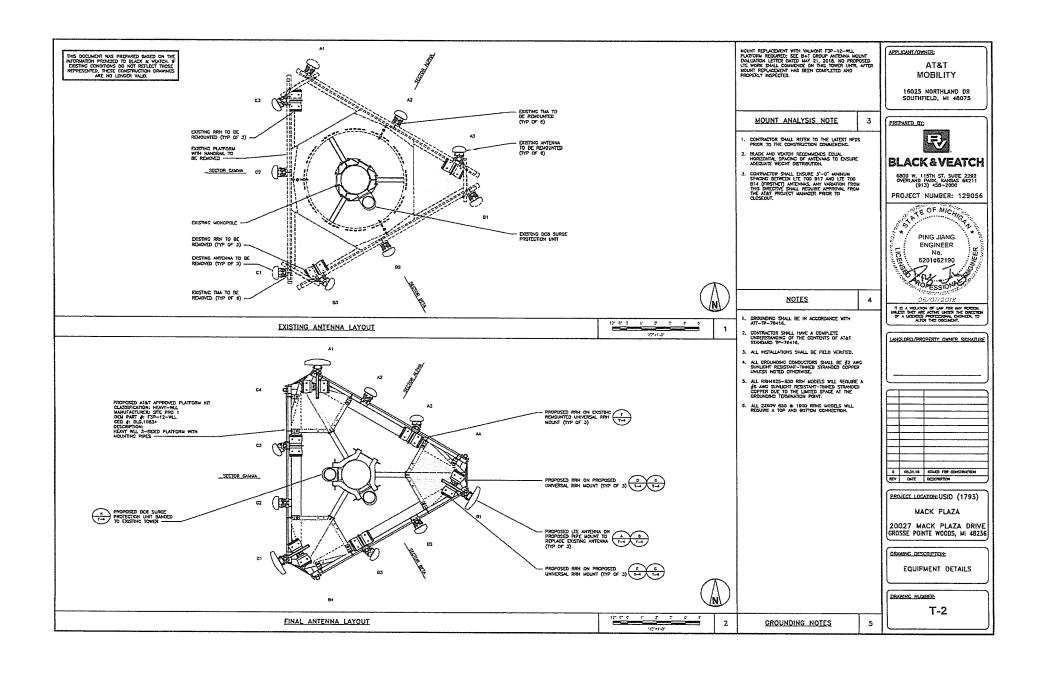
TITLE PAGE

PROJECT MANAGER: STEPHANIE HARDWICK APPLICANT: CONTACT:

PHONE:







THS DOCUMENT WAS PREPARED BASED ON THE INFORMATION PROMDED TO BLACK & VEATCH, IF ESSTING CONSTITUENTS ON NOT REFLECT THOSE REPRESENTED, THESE CONSTITUENTS PRAWINGS ARE NO LONGER VALID.

				Ant	enna F	tequir	ement	s (veri	fy with current RFDS)				
Sector	Technology	Final Antenna Configuration	Antenna	Antenna Azimuth	Numi TA	ber of NAs		ber of	RRH Model #	RRH Model #	Number		Surge Protection Model #
			Final	Final	Exist.	Final	Extr.	Final	Final	Fnai	Exit.	Final	Final
AL	LYE 3C/SC	KMW EPBQ-55418H\$-L2	Proposed	D,	2	0	D	2	Alcatel-Lucent RRH4x25-WC5-4R	Ficklerm ater 314 160W FRE			-
A2	UM1S	Powerwave RA21.7772.00	Cuisting		2	2		-			-		
A3	LTE 1C/2C/4C	KMW ET-X-LINY-70-16-70-18-IR-AT	Enisting		T -	·	1	2	Alcatel-Lucent RRH2x40-07L	AirScale Dual RRH 4T4R 825/66 320W AHFIB	1	:	Raycap OC6
B1	LITE 3C/SC	X5/W EPBQ-654(8H8-L2	Proposed	120°	2	0	a	2	Alcatel-Lucent RRH4r25-WCS-4R	Flex 88H 4748 334 160W FR8:		-	· · · · · · · · · · · · · · · · · · ·
82	UMTS	Powerwaye RA21,7772.00	Existing	-	2	2	1	· ·					
193	LTE 10/20/40	KMW ET-X-DW-70-16-70-18-IR-AT	Existing		T -	·	2	2	Alcatel-Lucent RRH2×43-07L	AFSCATE CHAIRRH GTER B25/66 320W AHFIB	· .		
GI	LYE 3C/SC	KMW EPBQ 65418H8-L2	Proposed	240.	2	0	0	2	Alcotel-Lucent RRH4x25-WC3-4R	Flexi RRH 474R 314 150W FRB:			
G2	UMTS	Powerwave PA21.7772.03	Existing		2	2	-	-			_	-	
G3	LTE 1C/2C/4C	KMW ET-X-UW-70-1G-7B-18-IR-AT	Existing	-	1	-	2	2	Alcatel-Lucent RRHZx40-G71	AirScale Dual RRH 4YeR B25/66 320W AHFIB			· · · · · · · · · · · · · · · · · · ·

APPLICANT/OWNER:

AT&T MOBILITY

16025 NORTHLAND DR SOUTHFIELD, MI 48075

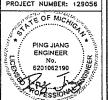
PREPARED_BY:



BLACK&VEATCH

6800 W. 115TH ST, SUITE 2292 OVERLAND PARK, KANSAS 66211 (913) 458-2000

PROJECT NUMBER: 129056



LANGLORD/PROPERTY OWNER SIGNATURE

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•	05,31,18	EDUCE FOR CONSTRUCTION
REV	DATE	DESCRIPTION

PROJECT LOCATION: USID (1793)

MACK PLAZA

20027 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI 48236

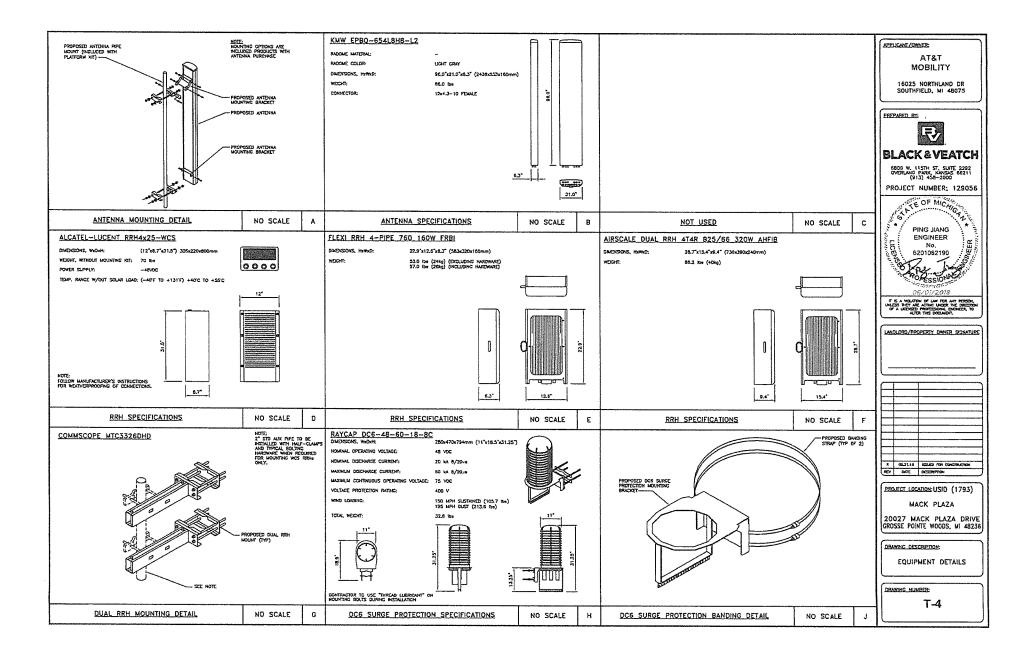
ORAMING DESCRIPTION:

ANTENNA CONFIGURATION

DRAWING_NUMBER:

T-3

FINAL ANTENNA CONFIGURATION



A. PROMOE FABRICATION AND EXECTION OF STRUCTURAL STEEL AND CINER REDUS AS SHOWN ON THE DRAWMANS OR REQUIRED BY DITHES SECTIONS OF THESE SPECIFICATIONS.

- - A AMDRICAN INSTITUTE OF SITEL CONSTRUCTION (ASC). MANUAL OF SITEL CONSTRUCTION (13TH EDITION), ALLOWARE STRESS DESIGN (ASD).

B. AUDICON, SCIENT FOR TIETHE AND AUTEUAS (ASTN.).
ACTUAL SEEN THAT BELLEVA AND INTERIOR STAFF-COUNTY MINDER ON SEALISTS.
ACTUAL AND SEEN THAT BELLEVA AND PROSENT, STAFF-COUNTY MINDER ON SEALISTS.
ACTUAL AND THE AUGUST COUNTY OF THE AUGUST STAFF-COUNTY.
ACTUAL AND SEEN COUNTY OF THE AUGUST STAFF-COUNTY.
ACTUAL AND SEEN STAFF STAFF AND ACTUAL STAFF AND ACTUAL STAFF AND ACTUAL AND ACT

- O. RESCANCH COLNCE, ON STRUCTURAL CONNECTIONS (ROCS); "SPECIFICATIONS FOR STRUCTURAL JOINTS USING ASTA ASSA BOLLS OR ASTA MYO BOLLS" AS ENGINEED BY ASC. ANERGEM WELDING SOCIETY (AMS):
 AMS ALS: OVERED LANGENS STELL ARE WELDING ELECTRODES.
 AMS ALS: LOW ALLOF STELL, COPRED ARE WILDING DLECTRODES.
 AMS DI.11: STRUCTURAL WELDING CODE - STELL

 - E. STELL STREET STREET
- A SUBUIT THE FOLLOWING FOR APPROVAL 1.3 SUBLITTALS:

- I. FABRICATION AND DECTION DRAWNES SHOWNS ALL DETAILS, CONNECTIONS, MATERAL DESIGNATIONS. AND ALL TOP STEEL BLEWFORG. B. WELDERS SHULL BE CUMULTED AS PPOSSOREED IN AWS 01.1.

STRUCTURAL PRID WEIDING SKULL BE CONF BY THE ILECTRIC SURKERNEED OR SHIELDED METAL AND PROCESS. WEIDED CONSTRUCTION SHALL COMPLY WITH ANS DI.I.

INSTALATION OF STRUCTURAL STEEL SHALL COMPLY WITH ASC "CODE OF STAMBARD PRACTICE."

NSTALLATION 25 PROTOE TOJOGNAY SHORING BOACCH, WITH CONNECTIONS OF SUFFICION STRONGTH TO BEAR APPOSED LIDAS REGION TO PROPARAT DESHIERMANDA NO LENBERS WERN PROMOTO STRONGTHING WAS BEEN WILE.

AUCH AIO ADUST WENSETS, AND OTHER SUISFACES WHICH WILL BE IN PERILANDIT CONTACT, BETORE ASSENDED.

NY OUS CUTING TORCHES HAVE TO BE APPROVED IN WRITHG BY THE PROJECT STRUCTURAL EXCHER.

O. SPLICE MEMBERS ONLY WHERE INDICATED ON THE DRAWINGS

F THE PRINCE IS COLLICID BY WIDDING OR PHYSICAL ABLASE, THE AREA SUAL, RE TOLICHID—UP AND STRAIGHT WITH LAWARIA OPT TAL PREMISE WITH LAWARIA OPT TAL THEOMOSIS OF 1.5 MEX.

THE DRY PLAN TRESOURCES OF THE PRIMER SHALL BE ZO MIS.

PRINT SHUT SHUT E UNFORM THE PRINT MINISTER, SAUNT BEITTES, BAY SHOW THE BLOSSES, ALL BLOSSES AND THE RECELLARIES SHUL BE REVIETED ON FROM THE WAY OF IT, WAY SHOWN SHOW THE SHOWN SHUL BE THE WITH SHOWN SHUL BE AND TO GROWNS THE UNITS, BOTH AND SHOWN THE SHOWN SHOWN THE SHOWN SHOWN THE SHOWN SHOW SHOWN S

CONBALLY ALL PRAIRS SHALL RE SPAY APPLIED, BRUSH OR ROLLER APPLICATION SHALL BE RESTRICTED TO TOUCHUP AND TO APERS NOT ACCESSIBLE BY SPAYY GUY.

- B. STRACTURAL THENG SAMI, CONTORN TO ASTM ASOO, CRACE B. STEEL PPE SAMIL CONTORN TO ASTM ASO, TYPE E OR S, GRACE B. A. SHAPES, PLATES AND BARS SHALL CONFORM TO ASTA A36 AND ASTA A992.
- A. ANCHOR BOLTS SHALL COMPORE TO ASTA AND WITH HEAVY HEXACONAL NUTS.
- 2.2 ANCHOR BOLTS:
- - TO BOLES
- A COMMON (WICHING) BOLTS SWILL CONFORM TO ASTM AXOT GRADE A AND MITS TO ASTM ASG.) ONE COMMON BOLT ASSEMBLY SHALL CONSIST OF A BOLT, A HENY HEX NUT, AND A HANDINED WASHID.
- C. HOI STRONTH BOLL SALL EXPORTE TO ACTA, ONE HOST STRONTH BOLL ACCIDILY SHALL MASSET OF A HEAVY EXTRACTION TO ACTA ACCOUNTS OF THE ACTA ACTA ACCOUNTS OF ACTA ACTA ACCOUNTS OF ACCOUNTS WITH ACCOUNTS ACCOUNTS OF ACCOUNTS OF ACCOUNTS ACCOU
 - 2.4 WELDING ELECTRODES:
- A MIDING ILCTROOKS SHALL COMPLY WITH AMS DITH USHIG ASJI OR ASJI ETION AND SHALL BY COMPATRIC WITH THE WELDING PROCESS SELECTED.
- 2.5 PROMEDR
- A PRIMER SIMUL OF RED DODE-CHROUNTE PRIMER COMPLYING WITH SSPE PAINT SPEERICKTION HO.

EAST 3 - EXCRIDIN

- FABRICATE IIDAS OF STRUCTURAL STEEL IN ACCORDANCE WITH THE ASC—ASD SPECIFICATION, AND AS INDICATED ON THE APPROVED SHOP DRAWINGS. A SHOP FABRICATE AND ASSISJARLY MATERIALS AS SPECIFIED HERDIN
 - ?. ALL EXPOSED STRUCTURAL STEE, SHALL BE HOT OF CALVANIZED PER ASTAL
-). PROPORTY WARK AND WATCH-MARK WATERIAS FOR PILLO ASSOURT? AND FOR IDENTIFICATION AS TO LOCATION FOR WHICH INTEREDS.
- . FABRICATE AND DELYCE IN A SECUENCE WHICH WILL EXPIDITE EXECTION AND MINIMIZE FIELD HANDLING OF MATURALS.
- 5. WHERE FINISHING IS REQUIRED, COMPLETE THE ASSEMBLY, INCLUDING THE WELDING OF UNITS, BETORE STATE OF PRINSHING OPERATIONS.
- PROVIDE FINISH SURFACE OF MEMBERS EXPOSED IN THE FINAL STRUCTURE FREE FROM MARCHICS, BASHIS, AND CITHER DEFECTS. PROVICE CONNECTIONS AS SPECIFICS HERBIR
- . PROPICE BOLTS AND WASHETS OF TIPES AND SIZE REQUISED FOR COMPLETION OF FIELD ERECTION. USE 1/4 INCH DIWIETER AZIS BOLTS UNLESS NOTED OTHERWISE.
 - 2. INSTALL HOH STREAMH THREADED FASTEMENS IN ACCORDANCE WITH ROSC "SPECFFICATION FOR STRUCTURAL JOINTS LIGHE ASTA A225 OR ASTA A490 BOLTS."
-), WELDED CONSTRUCTION SMILL COMPLY WITH ANS D1.1 FOR PROCEDURES, APPENDANCE, QUALITY OF WELD, AND METHODS USED IN CORRECTING WELDED WORK.

- I. THE PASHGATOR SHALL FURNISH AND INSTALL ERECTION CLUPS FOR FITTUR OF WILLDED CONNECTIONS.
- S. DOUBLE ANDE NEMBERS SHALL HAVE WELDED FILLERS SPACED IN ACCORDANCE WITH CHAPTER EACH THE ASSESSMENT SPECIATION. 6. CUSSET AND STIFTENEST PLATES SHALL BE 3/8 NON THICK WINSAL

B. STRUCTURAL STELL SURFACE PREPARATION SHALL CONTORN TO SSPC-5P3, "POWER TOOL CLEANING."

SUPFICE PREPARATION AND PRAETS SML. BE IN ACCORDANCE WITH ASS, CIDES OF STANDARD PRACTICE AS INCLUDED IN THE ASD, MANUAL OF STEEL CONSTRUCTION.

MATRIALS SHALL RELAIN CLOSED UNTIL REDURED FOR USE, MANUFACTUREN'S POT-LIFE REGUREDIENTS SHALL BE STREETLY ADARDED TO,

A STRUCTURAL STELL SHULL BE PRINED AS SPECOTOD HENDIN, UNLESS SHOWN OTHERWISE DIN THE DRAWNING.

PRUED SWIL ER APPLED TO DRY, CLEAN, PREPAED SURFACE, NO UNCER FAVORUEL CONTIDUA LANDENACE WITH HANGENITATION STRUCTHOOL, LILIZE OFFERENCE SEXUM-BOOD BY THE WANGENITATION PRUMEN, SMILL MY IE, DORE WHY, MIBRY TO-PRO-ATION ES LUSS THAN SO THE SECOND FROM SURFACE WORD THAN OF PROSENT, OR THE SAFACE TO-PREVINER S LUSS THAT & GENERAL FARDER POST.

PREPARTO BY

16025 NORTHLAND DR SOUTHFIELD, MI 48075

AT&T MOBILITY

BLACK & VEATCH 6800 W. 115TH ST. SUITE 2292 OVERLAND PARK, KANSAS 68211 (913) 458-2000

PROJECT NUMBER: 129056

SE OF MICHO PING JIANG ENGINEER No. 6201062190

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ANDLORO/PROPERTY, OWNER, SIGNATURE

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TO CALT. DECENDOR

PROJECT LOCATION (1793)

20027 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI 48236 MACK PLAZA

DRAWNG DESCRIPTION

STRUCTURAL NOTES

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STRUCTURAL NOTES

DESIGN AND CONSTRUCTION OF ANTONIA SUPPORTS SHALL CONFORM TO CURRENT ANS/TIA-222 OR APPLICABLE LOCAL CODES.

- ALL STEEL, MATERIALS SHALL BE CALVANZED AFTER FABRICATION IN ACCORDANCE WITH ASTA A123, "ZING (HOT-OIP CALVANZED) COATINGS ON 1804 AND STEEL, PRODUCTS", UNLESS HOTTO DIRECTIVES.
 - ALL BOLTS, ANCHORS AND MISCELLANDOURS HARDWARE SAUL BE CALVANZED IN ACCORDANCE WITH ASTA ASS "ZINC-COATING (NOT-DD!) ON FICH AND STEEL HARDWARE", UNLESS NOTED OTHERWISE
 - DANACTO GALVANIZZO SURFACES SHALL BE REPAIRED BY COLD GALVANDING ON ACCORDANCE WITH ASTM A780,
- ALL MITCHIA MOUNTS SHALL BE INSTALLED WITH LIDCK MITS, DOUBLE MITS AND SHALL BE TORGUED TO WARRACTURED'S RECOMMENDATIONS.
 - CONTRACTOR SHALL INSTALL ANTENIA PER LANUTACTUREN'S RECOLARDIATION FOR INSTALLATION AND GROUNONS.
- PROF TO STATE AND ALLEGE AND DOWNER, AFFOR A CENTRACES DAVID TO STATE TO THE WAY MANN HOW TO THOUGH STATE AND THE STATE THE ALL THE STATE AND all unuscd ports on any antidians shull be terhanted with a so-dha load to gasure artigians perform as designed.

AL DITCHOOK RECONSTRUCTORISING WAY, BE SCHEMENSORISE, EASTERNING THE RECONSTRUCTOR, CASE GENTLY HAVE ATTENDED AND THE LOOKED A

CONTRACTOR SIVIL REPERCE THE TOWER STRUCTURAL AMILYSIS/OCSION DRAWNICS FOR DIRECTORIS CLARE DISTRIBUTION/ROLDING.

JUNPERS FROM THE TIM'S MUST TERMINUTE TO OPPOSITE POLARIZATIONS IN EACH SECTION.

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CONTRACTOR SALL RECORD THE SERVL #, SECTIOR, AND POSMION OF DICH ACTUATOR INSTALLED AT THE ANTERIAS, AND PROVIDE THE INFORMATION TO ATEL.

TIAN'S SHALL BE MOUNTED ON PIPE GREETLY BEHAVE ANTENNAS AS CLOSE TO ANTENNA AS TEASBLE IN A VERTICAL POSITION.

- 12. ALL RF CONNECTIONS SHALL BE TIGHTDAED BY A TORQUE WIRDACH
- 13. ALL BU ANTDOWN HARDWARE SHALL BE TIGHTENED TO 9 LB-FT (12 MJ).
- 14. ALL 12N ANTORN HADWARE SHALL BE TRANSMED TO 45 LB-FT (58 NA).
- ALL GROUNDING HARDWARE SHALL BE TIGHTINED UATE. THE LOCK WASHER COLLAPSES AND THE GROUNDING HARDWARE IS NO LIGHCER LIDISE.
- 16. ALL DIN TIPE CONNECTIONS SHALL BE TIGHTENED TO 18-22 (B-FT (24.4 29.8 MJ),
- 17. AL N TIPE CONNECTIONS SHALL BE TICHTENED TO 15-20 LB-IN (1.7 2.3 NM).

BRER & PONTS CAME NOUNDING

- THE GREE OFTE DANK OLD SHALL BE REALDED THE COUNTY, COWNED OF SHEET OF OOSE THAT WE NO DOLD THAT HE WE NOT SHEET OF THE COUNTY OF HE WISHING THE SHEET THE ENGLY OF SHEET FAIRDED IN THE COLI. THE SHEET SHEET SHEET OF SHEET SHEET SHEET FAIRDED IN THE COLI.
 - THE TITY CATE OLDER COUNTY BY THE CHARGE WITH CHARGE COUNTY CALL THANKS IS OUGHT THAN OLD SHIP CHARGE AT STREET OF THE THEORY WHITH CHARGE CHARGE AT STREET OF THE THEORY WHITH CHARGE CHARGE CHARGE AT THE SHIP CHARGE CHA

CONTRACTOR SWAL GROAD ALL EQUIPADY AS A COLIFICIT SYSTEX, GROADING SWAL BE N CONTRACTOR REG SECREDATION.
WHO WANHACTORISES SPECEDATION.

41. СВОЦИТИК В SHOWN ВИСКИКИЛСИЦУ ОНГУ.

COUNCING AT THE ANTHON LONG.
COUNCING AT MACH THE THORSE WHICH HE DOTS TOO, ADDITION, CHEE CHOLOGINE RECURSED, GROUNDING AT MACH A MACH OF THORSE PRIORY TO THOMSE PRIORY FORT.
COUNCING MODIE THE EXCHAUST SHELTER AT THE DOTS PORT.

ALL CABLES SYALL BE CHONDED WITH COAMAL CABLE CROUNTING MTS. FOLLOW THE MANUFATUREN'S RECOMMENDATIONS.

43. ALL GROUND CONDUCTORS SHALL BE COPPLIX NO ALLMENUM CONDUCTORS SHALL BE USED.

ALL PROPOSED CROUNDING BUR DOWNLADS ARE TO BE TERMINATED TO THE EXISTING ADJUCTAT GROUNDING BUR DOWNLADS. A HIGHMAN DISTANCE OF 4--O' BILDY CROUNCING BUR. TEXHANTRINS MAY BE CONTINUED ON CRUPINIZION.

39. THE CONTRACTOR SAUL BE RESPONSIBE FOR VERPING THE ANTIBUM AND THE COUR CONTRUBATION IS THE CORRECT WAYCE AND MODILS, PROR TO HISTALLATION. 30. BAR DOMMEADS A WRINIUM DISTANCE OF 4"-0" BELTIM GROUND BAR. TERMINATIONS MAY BE EXCEMENATED OR COMPRESSION.

40. ALL CONNECTIONS FOR KANGERS, SUPPORTS, BRACING, ETC. SYMLL BE INSTALLED PER TONER MANUFACTABER'S SPECIFICATION & RECOMMENDATIONS.

ALL PROPOSED GROUND DAR DOMMENDS ARE TO BE TERMINATED TO THE EXISTING ADJACDAT GROUNE

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NAVINCENTRATS RECOMMODATIONS. A. CROUNDEN AT THE MATERIAL LEAG. B. GROUNDEN AT UND LEAG. TOWESS WHICH ARE OVER 200"—O", AUDITORIAL CHELE CHOUNDING. REQUIRED.

C. GROUNDER AT BASE OF TOWER PRICK TO THRINKE HORIZONTAL.

D. GROUNDERC CATSIDE THE EQUIPMENT SHELTER AT THE BATHY PORT.

E. GROUNDERC INSIDE THE EQUIPMENT SHELTER AT THE BATHY PORT.

ALL CHOLES SHALL BE CROUNDED WITH CONDAL CHOLE CROUND HITS. FOLLOW THE A TOPSTANTE SHALL RETURNED AND CONCESS.
A TOPSTANTE SHALL RE ARROF SET F.
B PART COLCE HOST RE APPROED BY BELLING OWNER/JUNCIORI.
C TO ME REALINED INDESS. PART, APPROED BY IS REQUEST.
C NO NOT HAVE ONT CULIE COSTIC OF OR ECUPANTE MOREOS.

WHEN INSTALLING DPING FIRET TRUNK CARLES OR THPE TG-DR CABACTS INTO COMBUTS, NFPA 70 (NEC.) ANTICE, DOD TRACES SAME APPLY.

- THES AND SIZES OF THE ANTENNA CABLE AND ON ESTIMATED LEMENS. PRIOR TO ORDERING CABLE CONTINUEDERS, SALLY THEN PRACE ON EXCENDENCINE LANDIT AND NOTE? THE PRACE OF WHACH IF ACTUAL LEMENS EXCEND ESTIMATED LEMENS.
- 22. CONTRACTOR SAULL VEHITY THE DOWN-TILT OF EACH ANTOHIA WITH A DIGITAL LEVEL.
- 23. CONTINCTOR SMLL CONTRIN COM CICLOR COENC PROR TO CONSTRUCTION, REER TO "MITDHAN STATCH LIBELING STANDARD" ND—COOZZ LATEST VERSION,
- 24, ALL JUNPESS TO THE ANTONING FROM THE LUKN TRANSKSSON LINE SAULL BE 1/2" DIN LDF AND SHULL NOT EXCED 6"—0".
 - AL COURT, CABLE SYALL BE SECINED TO THE DESIGNED SUPPORT STRUCTURE. IN AN APPROVED MANNER, AT DISTANCES NOT TO EXCEED 4"-0" OC.
- 26. COMPACTOR SAUL FOLLOW AL WANDACTORS RECOUNDEDATIONS RECURDING BOTH THE INSTILLATION AND CROUNDING OF ALL COACUL CARLES, CONNECTORS, ANTIDANS, AND ALL OTHER EQUIPMENT.
- 27. COMPACTOR SAUL WEATHERPROR ALL ANTIDAN CONNECTIORS WITH FLEF AUALDMATING THE WEATHERPROOFING SHALL BE CONFLETED IN STRICT ACCROMACE WITH A LAF STRAGARDS.
- CONTRACTOR SAUL GROUND ALL EQUINOSTI, INCLIDING ANTONAG, RET MATORS, TAN'S, COAN CABLES, AND TEST COANTRACE STATE, CARONARIOS, CAROLINGE STATE CARONARIOS, AND RECOAMINED BY COMUNED WIREJACH IN COMMUNICATIVES WHITH UNMINITARITY STREAMED AND RECOAMINEDATIVE.
- CONTRACTOR SHALL PRODUE STRUM-ROLLEY AND CHOLL SUPPORTS FOR ALL CHOLL ASSOLIAGES, COM-CHOLLES AND RET CONTRACT COLLES, CACAGE STRUM-REALEDTS AND COLES SUPPORTS SHALL BE HARMORD. FOR THE PROSENS RESILLATION SHALL BE HACCHOLMER, THIN MUNICACIONEYS SPECIPICATIONS AND

39. COMPACTOR TO VORFY THAT DESTING COLX HANGES ARE STACKURE SAND IN HANGES. IF DESTING HANGES ARE AST STACKURES TO WE ARREST THE CONTINCTION SAND. INSTACE DISTINCT WAREEST WITH NEW SAND. IN HANGES IF APPLICABLE.

31. CONTRACTOR SHALL BE EXSONOBLE TO VORTY ANTDRIVE, TAME, DIPLICIDES, AND COUX COMPIGURATION. LAVE, AND MODES PROOF TO INSTRUMENTON.

CENTRAL CARLE AND EGURPARIAT NOTES

32. ALL COMPETIONS FOR HAMEDIS, SUPPORTS, BRAZING, ETC. SHALL BE PISTALED PER TOWER WANTEACTURER'S RECOMPEDATIONS.

PREPARED BY

16025 NORTHLAND DR SOUTHFIELD, MI 48075

AT&T MOBILITY

APPLICANT/OWNEE:

BLACK & VEATCH

6800 W, 115TH ST, SURE 2292 OVERLAND PASK, KANSAS 56211 (913) 458-2000

PROJECT NUMBER: 129056

AS TEOF MONON PING JIANG ENGINEER No. 6201062190 IT IS A WOLNTON OF LAW FOR ANY POSSON, UNITED THE WELLTON, OF A LICITION PROFESSORY, DESPITED, TO AUTHOR THE DOCUMENT.

LANDLORG/PROPERTY CHINER SICHALLINE

D DOLITA CHALD FOR CONTRACTS
W/W DATE DESCRIPTION

PROJECT LOCATION: USID (1793)

20027 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI 48236 MACK PLAZA

DRAWING DESCRIPTIONS

EQUIPMENT NOTES

9-<u>1</u>

EQUIPMENT NOTES

- DOFFIGURE PAY, 19°CET IN EDURNE SIT CHOUTDER PROXY TO SHEWITHER BY ANY OLD WASHING WHICH THE STORY IN EDURNE TO WASH, AND WHICH THE STORY IN THE STORY OF WASH AND CONTRACT CHANGE. THE STORY IN THE MACET BY ANY OLD WITH THE CONTRACT WASHING WHICH THE DEPRESENTING WHICH THE CHANNES THE CANNES WAS CANNES WHICH THE CHANNES WAS CANNES WAS CONTRACT WAS BEEN WANTED.
- THE CONTRACTOR SWALL OBTAIN PERMITS, LICENSES, MANG ALL DEPOSITS, AND PAY ALL FEES REQUIRED FOR THE SECTION. នាំ ú
- ORANNAS SHOW THE ODERAL ARRANGOLDT OF ALL SYSTEMS AND COMPONENTS CONTRED THE STETENT THE CONTRACTOR SHALL VEHILY ALL DANDSTONES, DRIVENCES SHALL NOT BE SCALED TO BESTERNING DANDSCONES. LAWS. PECULATIONS, DRONAWCCS, STATUTES AND CODES. 7
 - ALL YORK SALL OF RECALLED RECORDING THE WITH LITED EDRON OF THE WITHOUT CODE. AND ALL APPLICABLE LOCAL LAWS, RECLAFINES, DIRECHAST, STATUTE, AND CODES, CODGINISTISS, SALL APPLICABLE, DELOSAL LAWS, RECLAFINES, DIRECHAST, STATUTE, AND CODES, CODGINISTISS, SALL OF THE THE WASHINGTON OF THE WITHOUT SALL OF THE WITHOUT SALL OF THE WITHOUT SALL OF THE WASHINGTON OF THE WASHIN
- THE PRESCRIPTOR STEED BODY ARE PART OF THE STEED COLUMN. DOCUMENTOR SAIL RETAINED THE PROSPERATION SAIL RESPECTATION OF THE PART THE THE PROSPERATION OF THE PART THE STEED THE
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 1. SCI) (SEMLATE DOUGLES STANDON AND WITHOUT STANDON TO US WITHOUT STANDON TO WITH STANDON TO WITH STANDON TO WITHOUT STANDON TO WITH STANDON TO
- SCOPE OF WORK
- WORK UNDER THIS SECTION SHULL CONSET OF FURNISHING ALL LADOR, WATERAL, AND ASSOCIATED SERVICES REQUIRED TO COMPLETE REQUIRED CONSTRUCTION AND RE-OPERATIONAL.
- АЦ. ВЕСТИКОМ, ЕОМЯНАЭМ UNDER THIS CONTRACT SMALL BE PROPERLY TESTED, ADUSTED, AND AJCHED BY THE CONTRACTION, ள்
 - THE CONTRACTOR SHUL BE RESPONSIBLE FOR ALL DECAMBING, DRAMME, TRONCHES, DICOTILING, AND REMOVAL OF EXCESS DRIT. J
 - THE CONTRACTOR SWILL FURNISH TO THE OWNER WITH CERTRICUTS OF A FIMIL INSPECTION AND APPROVIL FROM THE INSPECTION AUTHORITIES HAWAY JURISOICIEM. ø ų,
 - THE CONTRACTOR SHALL PROPARE A COURTET SET OF AS-BULT DOWNESS, DOCUMENT ALL WINGS THE ELECTROPIC AND CHOREST WILL COURTER, THE CONTRACT, THE AS-BULT GROWNES SHALL BE CARREITO AT COMPLETION OF THE PROJECT.

- ALL WATERLS AND EQUIPMENT SAULD BE UI, LETTD, NEW, AND FIRE FROM DETECTS.
 AS SUFFACE, FOR NIE, USE WITCHED.

 SERVINGE, FOR NIE, USE WITCHED. **4** 6
 - ALL EQUIPMENT SHALL BEAR THE UMDERWRITTSS LUGGALORIES LADEL OF APPROVAL, AND SHALL COMPONAL TO REQUIRECULAR OF THE NATIONAL ELECTRICAL CODE. ú
- ត
 - ALL OFFICIABITY DEVEX SAUL HAG AN INTERLETING CHRIBET HATING THAT SAUL BE GRAITT.

 HAN THE SARKE THEMLE HOUSEN'TH WHEN THEN REMETTED, HOUSE ONE MEMBLY REPROPERTIEST, SAUK CHRISTIC AND CHRISTIC AND THE THE THEN THE MEMBLY BE AN ARMANE. SHAT MEMBLY BE AN EXCEPTION THE MEMBLY BE AN ARMANE. SHAT MEMBLY BE AND THE WORLD CHRISTIC THAT THE CHRIBEN THE CHRIBENT BE AND THE CHRIBENT BY AND THE
- MATERIALS AND EQUIPMENT CONDICT
- RICH WEINE CONDUT (RMC) SWILL BE NOT-EIPPED GALVWAZED HISDE AND OLITSKE INCLUDING ENDS AND THREADS AND ENWILLED OR LACKUERED HISDE IN ADDITION TO CALVANZING.
- LIQUIDITION REDUBLE WETAL CONDUIT SHALL BE UL LISTED.
- CONDUT CLAUPS, STRANS AND SUPPORTS SAUL BC STED, OR WALEAUR, INDN. ALL PITTINGS SAUL BY SUPPRESSEN AND CONSULE TRANSPORT PRICE CROPHONG BUSINGS WITH MISUALED THRONTS SAUL BY MISTALLED ON ALL CONCULT TERMANISMS.
- HONEXLLIC CONDUT AND TITINGS SAUL BE SCHEDUE 40 PVC. INSTALL USING SQLYDIT-CEUEHF-TYPE JOHITS AS FEECOMBENICO BY THE WANTACTURED.
- CONDUCTORS AND CABLE:
- CONDICTORS AND CLORE SYUL BE TILME-RETAINMENT, MORTINE AND HEAT RESISTANT THEMOPLASTIC. SINGLE ORDHOLDING, CORPILED, THEY THINFTHING-2, 600 VOIT, 572 AS HIRICITED, F12 AND SYALL BE THE MARIAN STEE CONDUCTER USED.
- SOLDERLESS, COUPRESSION-THE CONNECTORS SAUL BY USED FOR TERMANDON OF ALL STRANDED CONDUCTORS. ATO AND AND SAULER CONDUCTOR STALL BE SOUD OR STRANDED AND AND AND LANGER CONDUCTORS SHALL BE STRANDED.
- AJ, CONCUCTOS SAUL BE TACED AT 90TH DUS OF THE CONDUCTOR, AT ALL RAID, BADES, TEMPORES TO VERSES WAS SAUL BE DERIFFED WITH APPRINDE PLASTE TAGE (ACTION CRAFT), BADES, THE APPRINCED PLASTE TAGE (ACTION CRAFT). STRUN-ROLL SUPPORTS CRIPS SPALL BE HUBBELL KELLOUS OR APPROVID EQUAL CREES SPALL BE SUPPORTED IN ACCORDANCE WITH THE NEC AND CARLE MANUFACTURIER'S RECOMMENDATIONS.
 - DISCONNECT SMITCHES
- RECONECT SHIDS SHALL BE HEWY DAY, 0600-RONT, OLDEK-UME, GUEK-DREM, ETTENALLY OFDWALE, HANDL IDCALLEL AND HISTORY WITH CHORRY IN LEDGED DISTINGH ANTHON AS INSCRIDED. IN LINELLD FURSHEILD HAS AS DROUGHET, SHAWE-D OF BIGHEDIA WHINDOED EDINE.
 - CHEMICAL ELECTROLYTIC GROUNDING SYSTEM
- NETALL CALLOL GROUPING. AS REQUIRED THE STATUS MALE BE ELECTROSTOF MANTHAWAY DEFINED CONSTITUTE OF STOKE WITH A MONIMULE AND CONTINUE AND SHOOT WITH A MONIMULE OF STOKE WITH A MONIMULE SHOULD FINE THE CHARGE AND CONTINUE AND PROPERTY OF STOKE OF CHARGE AND CONTINUE SHOULD.

- TROWN ACTS TO X SAUL IR. IN ACTUALIST OF TO PER ACT MATERIAL CONTINUES NATIONE DOT TOWN ACTS AND CONTINUES OF THE ACT ALL DESCRIPTED SYMPTES, AND CONTINUES OF THE ACT SAUL IR. FOR YOUR OWN THE TELEMENT OF MATERIAL PROPERTY OF MATERIAL PROPERTY SOURCE.
 - 3. BACRIL MITRIAL SHALL BE LYNCONTE AND LYNCOLE GROUNDING GRAVEL.
- АЦ СРОИНОМ СОИРОНЬИТ SYAL ВЕ ПИНЕВ АНО СРОИМЕНС СОМОИСТВЯ SYAL ВЕ F2 АМС ВАЛЕ. SALID, THYRED, COPPER, ABOVE CRACHOUM COMOUCTERS SYAL ВЕ INSULATED MAGRE HOTED.
- DENETITIES SALL & REGI-CONDUCTIVI, MANY UNIT LETTE DAN UNESTES CORNIGERE DENETITIES SALL & REGI-CONDUCTIVI, MANY UNIT LETTE DAN UNESTESSON LICE WITH HIS SEINK FIR WARNING, CONFIDENCE SINGEN CONFIDENCE LICE PRO-HIGE COUPRESSON LICE WITH REPETION WASDAWN AND GLISA HIGH SHIBM.
 - 4. EXCHIUDALE WELDED CONNECTIONS SYAL BE PROVIDED IN KIT FORM AND SELECTED FOR THE SPECIAL TIPES, ASSES, AND COMBINATORS OF CONDUCTORS AND OTHER ITEMS TO BE CONNECTED.
- 5. GROUND ROOS SWILL BE COPPER-CLUD STELL WITH HOH-STRONGTH STEEL COPE, NO LLCROUNDHG NORS SWALL BE TOOLD WITH WELLCH TO CHEE, 5/8*rd"-0", ALL CROUNDHG NOSS SWALL BE TOOLLED WITH MESCETTON SLEENS.
- INSTALL AN EXPRINDIT GROUNDING CONDUCTOR IN ALL CONDUCTS IN COMPLIANCE WITH THE AIR! SYECTATIONS AND INCE, THE EXPRINGING CONDUCTORES CAND. BE GRANDD AT ALL JUNCTOR BOXES, PULLBOXES, DESCONNECT SAFETES, AND EXPLANDED FORBERS 3
- OTHER MATERIALS ŭ
- THE CONTRACTOR SHALL PROVIDE OTHER MATCHALS, THOUGH NOT SPECIFICALLY DESCRIBED, WHICH ARE REGURED FOR A COMPLETELY OPERATIONAL SYSTEM AND PROPER INSTALLATION OF THE WORK.
- 2. PRONDE PULL BOXES AND JUNCTION BOXES WHERE SHOWN OR REQUIRED BY NEC.
 - 1. ALL PANEL DIRECTORIES SHALL BE TIPEMRETED PAVILLS AND LOAD CONTORS:

- AL WIEND, AND EQUIPMENT SHALL BE INSTALLED IN STRICT ACCORDANCE WITH THE MANUFACTURER'S PEDDAMENACIONES.
- EDVANGAT SAUL BE TIGHTY COVERCD AND PROTECTED AGAINST BRIT OR WATER, AND AGAINST CHEARCA OR RECOVANCE, INLURY DURING INSTALLATION AND CONSTRUCTION PERCOSC. 2

œ

- AL LADAR FOR THE RISTALLATION OF UNIDINGS AND EQUIPMENT FLARMENTS FOR THE ELECTRICAL STATE SHALL BE INSTALLED BY EXPENDENCE WREARD, IN A NEAT AND WORDAM-LIVE WANNER.
- AL LECTRON, EQUANDIT SKILL BE ALLISTED. ALGKED AND TESTED OF THE CONTRACTOR AS REQUIRED TO PRODUCE THE WITHOUTD PERFORMANCE. ď
 - LEW COMPLION OF WORK, THE CONTRACTOR SHALL THOROLGHY CLEW ALL DEPOSED EXLIPADY, REJOY ALL LUBIES ARE ANY DEBOS, CONTRIC OR CURDOR AND LEWF THE DISTALLATION PHOSIGD. AND PROPERTY OF DEPOSITION. d
 - COORDINATION 2
- THE CONTRACTOR SHALL COORDINATE THE INSTALLATION OF ELECTRICAL ITEMS WITH THE OWNERS-TURKESTED COLIFIEND DELIVERY SCHEDULE TO PREVENT UNDERSONY DELAYS IN THE TOTAL WORLD.

4

- CONDUT
- 1. ALL OLCTRICA, WRING SYUL BE INSTALLED IN CONDUIT AS SPECIFICO, NO CONDUIT OR TUBING OF LESS THAN 3/4 INCH TRADE SZIZ. 2. PROVICE RICID PIC SCHEDULE BO COMOUNTS FINK ALL RISERS, BUC CIMERNOE NOTIOL ENT WAY BE INSTITUTED FOR EXTERIOR CONDUINS WHERE NOT SUBJECT TO PAYSOLU DAMAGE.
 - MSTALL SCHEDLIE 40 PAC COMBUT WITH A MEMICIAL CONTR OF 24" UNDER ROLDWAYS, PARKNIC LOTS, STREET, AND ALLTS. CONDUIT SALL INVEX A WEAGHIN COYTH OF 18" W. ALL OTHER NON-TRAFTIC PAPILIORIES, RESTAT TO LATEST MEET, PAGE, 3005,
 - OUS CULWALD FLORES STELL COURT WINE DEST CONVENTIN IT DESENDENT WIN AND WASHING WE NOT COURT WIN DEST CONTRACT LEVEL CONTRACT WIN PORTS OF CONVENTING THE PORTS OF CONVENTING WE NOT WE NOT CONTRACT WIN PORTS OF CONVENTING WE NOT CONTRACTOR.
- A RIA OF CONDUIT BETWEN BOXES OF EDGINON SAUL WIT CONTAN LOST THAN THE EDINALDS OF PRICE CURRENG-EDGING. CONDUIT BOX SAUL RE WORL WITH THE ULL LISTID REPORTS OR PACTORY OF PRICES EDGINGS WAY BE USED.
 - FRID EXBRIGATO CONDUTS SHALL BE CUT SQUARE WITH A CONDUIT CUTTING TOOL AND REJMED TO PROVIDE A SAIGOTH INSIDE SURFACE.
- THE STATE OF RESPONDED. THE CHARLES AND THE STATE OF THE PROVIDE INSULATED GROUNDING BUSHING FOR ALL CONDUTE.
 - ALL CONDUITS SHALL BE SWABED CLEW BY PULLING AN APPROPRATE STE WARROL THROUGH THE DISCUSSION OF CANDICIDES OR CHALLS. CONDUIT SHALL DE FIXE OF DRIT AND SERVE.
 - 18. INSTALL PURL STRINGS IN ALL CLEAN DUPTY CONDUITS, IDDRIFY PURL STRINGS AT DACH END.
- 12. CONDUTS SHALL BE METALLED IN SUCH A MANNER AS TO DISURE AGAINST COLLECTION OF TRAPPED CONDOCATION.

11. INSTALL 2" HIGHLY VISIBLE AND DETECTABLE TAPE 12" ABOVE ALL UNDENGROUND CONDUITS AND CONDUITS.

ELECTRICAL SECTION NOTES

- CONDUCTORS AND CABLE
- 208/249/129 YOLT STSTEMS 90.0X PCD
- SPICES SHALL BE WAR ONLY AT CUTLETS, JUNCTION BOXES, OR ACCESSIBLE FACERAY CONDUITS APPROACE.
- PULLING LUBRICANTS SAUL BE UL APPROVED. COMPACTOR SHALL USE INCLON OR HEAP ROPE FOR PULLING CONDUCTOR OR CIBEES INTO THE CONDUCT.
- CORES ALL B. KUDY TRAKEN, WITHOUT INTELLIGENCE, AND PE, OF SUPPORT, LEAFH IN ALL BOXES.

 KEND PROSENCE OF COMPANIES OF TRAKEN ASSOCIATIONS PARE REPORTED IN A WENNEY TO THE ASSOCIATION PROSENCE OF TRAKEN ASSOCIATION PROSENCE OF TRAKENS.

 KEND MASSINGE, SAMPO PROSE OF COMPANIES SPANIES OF PROVINCIAL DIMENSI DIM
 - HISTALL DISCORMECT SMITCHES LEVEL AND PLUMB, CONNECT TO MINNS SISTEM AND GROUNDING SYSTED. AS NICIOLITY. DISCOUNECT SWITCHES:
- ALL METALLO PRATS OF DECINCAL (CUIPADAT WHICH DO NAT OARN CURBOY SAND, DE GROUMDD # ACCREMACE WITH THE REVINISIONES OF THE BUSINOW AMMERCHARDE. ARK GROUMGHG AND BOHOM STRONGES TP-TORI (NO-DOILS), AND THE NATION, EXCHICAL, CODE. р, споиможе ÷
 - PROVOE DEFINICAL CHOUNDING AND BONDING SYSTEM INDUCATED WITH ASSIDIARLY OF MATERIAL STATEMENTS, EDHIONES, EDHIONES,
 - THE CHRONIC CONCINCIONS SHALL PROMIC A THROUGH CHRONIC DAYS DAYS OF CHRONIC SHALL SH
- - TIGHTID CRUMINON AND ROUNDER CONNECTIONS UNELLOSS CONTESTED AND ROLLS. IN ACCORDANCE THIS WASTERNISHED TRIQUE. THE TIGHTS WALLIST THE CHIEF CONNECTIONS AND RELITS, WHICH CANNEL REPUBLISHED THE WALLES THE CHIEF CONNECTION TO CONNECTION TO CONNECTION THE CONNECTI
 - DEFINACION SAUL VEET THE LOCATIONS OF ORGINIONS TIE-IN-PORTS 10 THE DUSTING GROUNONS SYSTEM, ALL UNDERFOUND ENCAUMENC CONNECTION SAUL DE MACE THE COMPLIENCE WELL PROJESS AND ROFALLED IN ACCREDANCE WITH THE AMAJACHORIS'S INSTRUCTIONS.
- ALL CROUNDING CONNECTIONS SWILL BE INSTITED FOR TIGHTICKS, DOTHERWIC WOLDEN CONNECTIONS SAWL BE APPROVED BY THE INSTITUTE FAMILY CONSECTION. APPLY CORROSOM-RESISTANT FINEN TO INDLI CONNECTONS AND PLACES WHERE FACTORY APPLED PROTECTIVE COUNTS. HAVE BEST DESTROYED. USE YORK—SMEDID ANT—ORGANIZATION COMPOUND ON ALL COUNTRY CONNECTONS.
- 10. BOND ALL INSULATED GROUNDING BUSKINGS WITH A BARE \$6 AND GROUNDING COMBUCTOR TO A GROUND BUS. 9. A SENANTE, CONTINUES, INSTITUTO COMPATING CONDUCTOR SHALL DE INSTALLED IN ALL PEDER AND BRACK CREUTS.
- 11. DRICKT BUIND GROUNDING CONDUCTIONS SWILL BE INSTALLED AT A HOWING DEPTH OF 26" WISHLIN BELOW CRUDE, OR 6" BELOW THE FROST LINE, USE THE CREATER OF THE TWO DISTANCES. 12. ALL GROUNDING CHROLICTORS EVELTICED IN OR PENETRATING CONCRETE SHALL BE INSTALLED BY SCHEDULE 40 PVC CONDUT.
 - 12. HE NETALATION OF CHEADA, ELCTROUTIC CROUNDING STITUS SHALL BE IN STREET ACCORDANCE WAS MANACHIGARS'S RESTRICTIONS, RESOLVE SYLVEN THE FECH. LACCORD AND BECATIER HOLES. INSTALL PROTECTINE ONE AT LLUSH WITH CHUZE. 14. DEM CREUND ROSS UNIL TOPS ARE A MAKINA DISTANCE OF 38" DEPTA OR 6" BELOW FROST LINE. USING THE CREATER OF THE TWO SISTANCES.
- 15. F. COLX ON THE KE BROOKE IS MORE THAN B FT. FROM THE GROUNDING DAY AT THE DUCE OF THE THORSE A SECUNDANCE DAY MALL BE KEEDD AT THE DOT OF THE KCE BROOKE. TO CHOUND THE COLX DUCE CROUNDING WITS AND WILLIAM SPREATORS. 18, CONTRACTOR SWAL REPARE, AND/OR REPLACE, EXCENSE GROUNDING SYSTEM COMPONENTS DAMAGED QURING CONSTRUCTION AT THE CONTRACTOR'S EXPENSE,
 - certhed personnel using certhed edupadat smal perfora regured tests and subalt written test reports upon completion. **a** 4
- WEN WITTEN, ANY ON REPORTED IS TRADE ON TO CHARGE WITH HE STEED RECEIPERED. THE UNIVERSITY OF THE UNIVERSITY OF ANY REPUECT OF WHITTEN THE ANY REPUECT OF WHITTEN CHARGES RECEIPT OF NOTICE FOR WHITTEN CHARGES WITH THE RECEIPT OF NOTICE FOR WHITTEN CHARGES WEN ANY CHARGES WE WENT OF THE PRESENCE OF WHITE FOR THE PRESENCE OF WHITTEN OF THE PRESENCE OF WHITTEN OF THE PRESENCE OF THE
- - PRIOR TO DESIGNED CHECUTRY, TEST WRING DEVICES FOR ELECTRICAL CONTRICTY AND PROPER POWARTY CONFECTIONS.
- MEASURE AND RECIDIO YOLDGOS BETWEN PHASES AND BETWEEN PAUSE CONDUCTORS AND NEUTRALS. SUBIAT A REPORT OF MADMUM AND MAINDM VOLLAGES.
- PERDRA CROUNDING TEST TO MEUSINE CROUNDING RESISTANCE OF CROUNDING SYSTEM USING THE REACTION SYSTEM OF THE CONTINUE WITHOUT WITH THE CONTINUE RECEIVED HOUSE AND SYSTEM OF THE CONTINUE HE WASHED WALLE IS OFFICE A OWER.

AT&T MOBILITY

16025 NORTHLAND DR SOUTHFIELD, MI 48075

PPEPARED BY



6800 W, 115TH 5T, SUITE 2282 OVERLAND PARK, KANSAS E6211 (913) 458-2000

BLACK & VEATCH

PROJECT NUMBER: 129056

SA FEOF MICHIGA PING JIANG ENGINEER No. 6201062190

If E A MOUTON OF LAW FOR ANY FOLDER, UNIONE THE DESCRIPTION OF A LADGEST PROFILED WAY, DESCRIPTING ALTER THE SOCIANDS.

LANDLOSO/PROPERTY OWNER SICHATURE

PROJECT LOCATION: USID (1793)

20027 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI 48236 MACK PLAZA

DPANING DESCRIPTION:

ELECTRICAL SECTION NOTES

ш RAMING NUMBER

	SCHOOL CONTROL	AT&T	MOBILITY	מה היי הדממיי המספר	SOUTHFIELD, MI 48075			PREPARED, SD:		<u> </u>		日本になるとはいい	6800 W. 115TH ST, SUITE 2292 OVERLAND PARK, KANESS 66211	(915) 458-2000 DBO 1004 MILLORD - 200.66	LUCIECT HOMOEN CAROLO	A CE OF MICK	6	BING JIANG	INGUINERY NO.	6201062190 FE			CONDUCTOR OF THE PROPERTY OF T	06/07/2018	NOTES TO A STAND OF STAND A STAND OF ST	AJTR THE DECEMBR.	LANGLOSO/PROPERTY OWNER SIGNATURE												AN LAND TO CONDUCTOR		PROJECT LOCATION: USID (1793)	MACK PLAZA	100000 FEED 20000	GROSSE POINTE WOODS, MI 48236		DRAWING DESCRIPTION:	GENERAL NOTES			DRAWING NUMBER:	Z-Z	2
																																																				NOT USED
-																														-											SPETTA			- Sage								
NTEROR	Pound(s)	LONG TERM ENGLISHON	MASONEY.	MONDACH SOCK	NED-MAICH.	MANUFACTURER	MASTER GROUND BAR	MISCELLANCOUS	LETAL	MICROWAYE	č	NATIONAL ELECTRIC CODE		ON CENTER OPENING	PROPOSCID	PRECAST CONCRETE PERSONAL COUNTINCATION SERVIC	PRIMARY CONTROL UNIT	POLARGING PRESERVING	POUNDS PER SQUARE FOOT	PRESSURE TREATED	POWER CABRIET	RACTUS	RECTIFICITY	REINFORCEACHT	REDURED	POSO METALLIC CONDUIT	RELIGHT RADIO HEAD RELIGHT RADIO LINET	RACEWAY	SCHEDULE	SWAIT INTECRATED DEVICE	SPECIFICATION		STANDARD	STELL		TOWER MOUNTED AMPLIFER	TDE NAL	TOP OF CURS	TOP OF POUNDATION TOP OF PLATE (PARAPET)	TOP OF STEEL	TRANSIENT VOLTACE SUPPRESSION SYSTEM	TIPICAL.	UNDERWRITERS LABORATORY	UNIVERSAL MORE TELEGRAPHICATIONS	SYSTEM	UNENTERFURTIBLE POWER SYSTEM (DC POWER PLANT)	VERSIED IN FIELD	WITH WITH	MOOD	WORK POOR	WESHI	
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	ASY ABOVE ACTIVATIVE CURRENT					ALT ALTERNATE ANT ANTENNA	APPROX APPROXIMATE	ARCHITECTURAL	AIS AUTOMATIC TRANSFER SWITCH AND AUTOMATIC TRANSFER SWITCH	DATEST	BLDC BUILDING BLX BLDCX				CAN'T CANTLEYERED	CEC CAUPDININ BLEGTING COOL		CLR CLEAR COL COLLIAN	сони сомиси	CONC CONCRETE COMSTR CONSTRUCTION	DSC DOUBLE	DEPT DEPARABET	DF DOUGLAS FIR	DAG DWGONL	DIN DINENSION		CAS ENGINE			BAT ELECTRICAL METALLIC TUBNO				FF FRESH FLOOR		FIN FINSH(ED)			FOS FACE OF STUD		FTC FOOTNG				GPS GLOBAL POSTIONING SYSTEM						ATIONS	
•																					123		- 	1	図	<u> </u>	: <u>]</u>	-		<u> </u>				-	-		14-1													× 6	LEGEND & ABBREVIATIONS	
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EXOTHERMIC CONNECTION	MECHANICAL CONNECTION	CHECKLOAL ELECTROLYTTO GROUNDING SYSTEM	TEST CHEMICAL ELECTROLYTIC GROUNDING SYSTEM	EXOTHERIAC WITH INSPECTION SLEEVE	GROUNDING BAR	GROUND ROD	TEST GROUND ROD WITH INSPECTION SLEEVE	SNOTE POLE SWITCH		DUPLEX RECEPTACLE	DUPLEX GFG RECEPTAGE		FLUORESCENT LICHTING FIXTURE (2) TWO LAMPS 48—TB		SHICKE DETECTION (DC)	EMERGENOT LIGHTING (DC)	SECURITY LIGHT W/PHOTOCELL UTHONIA ALXW	0X1800-34-071-584-1700-1-075	CHAINLINK FENCE	WOOD/WROUGHT BRON FENCE	WALL STRUCTURE	LEASE AREA	PROPERTY UNE (PL)	SETENCIAS	PROPOSED ICE BRIDGE	EDISTING ICE BRIDGE	EDISTING CABLE TRAY	WAIEN LINE	UNICECCUONO FUMER	OVERHEAD POWER	OVERHEAD TELCO	UNDERGROUND TELCO /POWER	ABOVE GROUND POWER	ABOVE GROUND TELCD	ABOVE GROUND TELCO/POWER	Live Cally la Con			SLCTION REFERENCE		DETAIL REFERENCE			PHOTO RETERENCE								

\$\frac{\pi}{2}\$ of construction ordans; the following obsertions shall apply, a contraction — overland contracting inc. (344)
Actor (construction)
1 — A(x)

ALL STIE WORK SHALL BE COMPLITED AS INDICATED ON THE DRAWINGS AND ATAT PROJECT SPECIFICATION

ED-BOL CONTACTR SHALL YOU THE SITE AND SHALL PAREAUEZ HANGEL WITH ALL CENSITIONS, AFFECTING THE RESPONSAIL ENCOURTER SHALL BE SERVICIONAL THE PRESENCE OF SHALL SERVICIONAL SHALL SERVICIONAL SHALL SERVICIONAL SHALL SERVICIONAL SHALL SERVICIONAL SHALL SERVICIONAL SHALL SH

WITHOUS THROUGH AND WITHOUT SHALL BY HEAD STATE ADDRESS WITH ALL LANG SHALLOS FOR STATE AND STATE AND STATES AND STATES AND STATE AND STATES AND STATES AND STATE AND STATES AND

ALL WORK CURRED BUT SHALL COUPLY WITH ALL APPLICABLE MEMORAL, AND UNIOTY COUPLAY SPECIFICATIONS. AND APPLICABLE RECULATIONS.

URITSS NOTED OTHERWISE. THE WORK SHALL INCLUDE FURNISHING MATERALS, ECURPAIN, APPURTEDANCES. AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.

PARS ARE WITH THE SECULE THOSE THOSE ARE KINDED TO BE A DACIMANNE CITCUPE CHILL VIALUSS THORISES THOSE STATES THOSE SECULES THE SECULE SETTINGS THOSE THE WARRING STATES CHILD MANIMARY SECULES CHILD STATES THOSE THOSE SECULES SECULES SECULES THOSE SECULES SECULES

 If the specific coupling remained as shown on these diamens, the compaction some propose an alternative assistances space for approval in the enginest prob to proceeding. THE COMPACTOR SMALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURERS RECOMMODIONATIONS WHAS STREAMS STATED CITHERINS.

EDIERAL CONTRACTOR SHALL BE RESPONSELT FOR THE SATTY OF WORK AREA, ADACENT ARES, AND REALING CONTRACT. WORK SHALL CONTRACT, WORK SHALL CONTRACT TO THE TRACK TOWER THE WORK SHALL CONTRACT TO TREATEN AND THE LOCAL SUSSCIENTIAL TO THE TRACK TO THE TOWER THE CONTRACT. WORK SHALL CONTRACT TO TRACK TO THE LOCAL SUSSCIENTIAL TO THE TOWER THE ġ

CDREM, CONTRACTOR SHALL COORDINATE NOOK AND SCHOLILE WORK ACTIVITIES WITH OTHER DISCIPLINES.
 TRECTION SHALL BE LODGE IN A WORKWALPEL WANNER OF COMPETED FOOTBROKE WITH APPLICATION OF THE BEST ACCOUNTD FRACTICE. ALL MEMBERS SHALL BE LAG PLUNG AND TRUE SHALLDED ON THE GRAMMACK.

13, SOL PDETAILORS THROUGH FRE RATIO ARIAS WITH ULLISTID MATINUS APPROVED BY LOCAL JANGOCOT COMPACTOR SWALL KEEP ARIA CLEAN, HAZARD FREE, AND DISPOSE OF ALL DEBING. WIRK PROJUCES COMBETTO & RESESTORED BY LINE SAKED LINES. AN WORTS THE STORY OF WARN THAT HE WELLER OF REPLET OF THE SAKE SHALL SHALL WHILL SHALL SHALL

CONTRACTOR SHALL PROVIDE WRITTEN HUTICE TO THE CONSTRUCTION WANCER 48 HOURS PROR TO COMMONCENT OF WORK.

17. THE COMPACION SAUL CONTACT UTILIT LOCATHO SERVES PROR TO THE STANT OF CONSTRUCTION.

18. EDICAL CONTACTORS SAUL, COORDANIE AND MACENS FOR ALL TRACES AND CONTACTORS TO THE ST. WHO/PR BILLIONE. 18. THE CONTRACTOR SALL PRETICE EXSTING IMPROVEDITS, PARCHOTTS, CLRES, LANSSCHOW AND STRUCTURAL SERVENCES AT CONTRACTOR'S SPORGE TO THE SATSFACTION OF THE OWNER,

THE COMPAN, COMPACTOR SWALL BE RESTONERE FOR SECURITY OF THE SITE FOR THE DURATION OF CONSTITUTION WITH JOS COMPACTION. ē.

20. THE CENERAL CONTRACTOR SHALL WANTAN IN GOOD CONDITION ONE COMPLETE SET OF PLANS WITH ALL REVISIONS, ADDITION, AND CHANGE ORDERS ON THE PREJUGES AN ALL THRES.

ALL DOTTER, CATE START, WIND, CAS CATEGORY AS ON START SAME SAME STARTING AT INC.
DOWNER RELEGIO TO FIF PROPER COLTUNIS OF THE CONF. SHALL OF ELECTRON OF SERVICE OF THE MACHINE OF THE CONFLICTION WAS COLTUNIS OF SHALL OF THE CONFLICTION WAS COLTUNIS OF THE VARIOUS CONFLICTION OF THE VARIOUS THE CORSINE DOWNERS SALE PROPOSE FOR EDMOLDSIES WITH A BATHE OF HOT LESS THAN \$4.4 OF SALE DEFAULT WITH A THINK STEET OF THANKE. TO ALL PORTINGS OF WHIPE THE WORK IS ROINE CHINKLED UNITED GINSTANDIA.

THE AREAS OF THE CANIDITYS PROPERTY DISTURBED BY THE WORK AND KINT COMERCE BY THE TOMER, COMPANIES OF DRIVEN TOWARDS SLOPE, AND STABILIZED TO PREDENT FORSION. *

23. CONTINCTOR SML, MANDE DETABLANCE TO THE DASTNE SITE DIRING EDISTRICTION, DISSON DESIGNATION, SML, TEE IN EDISTRUMATE WITH THE FIDSTAL AND LOCAL MEDICAL SMAN, FOR PERSON AND STRUMPT CONTINUE.

THE STREAMS SHALL BE READED IN A SECURI WESTER UPAGE AND COLUMNER OF SPECIAL STANDARD WITHOUT DESCRIPTION OF SECURITY SHALL BE SH 28. NO FILL ON DIBLHOLD'H MATERIAL SHALL BE PLACED ON FROZEN GERINONE, FROZEN MATERIAL, SNOW OR ICE SIVIL, NOT BE PLACED IN ANY FILL OF BARMANDY.

28. ALL NECESSARY RUBBON, STILMPS, DEBRIS, STICKS, STONES, AND OTHER RETLIES SHALL BE RELIGIED FROM THE STE AND DEPOSED OF IN A LAWAY. WANTER.

ALL BROCHES, OPENING AND MANDANCE MAILURS, CIVIDOS, SHOP DAMPHIS, AND ITHER DOCUMENTS MALL BY THEND OVER TO THE GOVERN COMPLETING AT COMPLETION OF CONSTRUCTION AND PRIOR TO PAYABAT.

CONTRACTOR SIMIL SUBMITA COMPLETE SET OF AS-BULL REDUNES TO THE CONEM. CONTRACTOR LIPON COMPLETON OF PROJECT AND P

3). CONTRACTROS SHALL LEWE PRODUCES OF A LALGE NOTION TREASER FOTHER, WATER ON SOMER SERVICE, AND IS HATTER VALUED AND DOES WAT REQUIRE FOTHER, WATER ON SOMER SERVICED).

AND IS HAT FOR HALMAN HARTAT (NO HANGINGA ACCESSED).

33, OCCUPANOT S. LIMITD. TO PERCOIG LIMITEMENCE AND INSPICTION, APPROXIMATELY 2. THIES PER MONTH. BY ATRI TICHNICANS.

34. NO OUTDOOR STORAGE OR SOLLD WASTE CONTAINEDS ARE PROPOSED.

ALL WITHOUT SHARED FOR VIEW SALLE REPORTED BY ACCORDING WITH UNTIL SPECIAL NATIONAL SHARED FOR WHITHOUT SHARED SHA 34. CONTRUTIONS SAULI BE REZPONSIBLE FOR OBTAINED ALL PERMITS AND INSPECTIONS REQUIRED FOR CONTRUCTOR CANNOT OBTAIN A POSAUT, THEY MUST NOTIFY THE CONFIDUL CONTRUCTOR DAMACTOR

37. CONTRACTOR SWILL ROUGH, ALL TRASH AND DEBRIS TROM THE SITE ON A DAILY BASIS.

INFORMEDY SCHOOL OF HISTORY OF DETAINING FROM STE VESTS AND DAS DAMININGS PROVIDED OFFICE THE STEE OWING CONTINUENCE WITH CONTINUENCE OF ANY DESCRIPTIONS FROM DESCRIPTION OF THE DESCRIPTION

39. NO WHITE STROSE LIGHTS ARE PERMITED. LIGHTING IF RECURRID, WILL WEET FAA STANDARGS AND RECURRIDABITS.

40. AL COUNT, CABLE INSTALLATIONS TO FOLLOW WANTEACTURER'S INSTRUCTIONS AND RECOMMENDATIONS. 41. COMPACTION WIL RETER TO LATEST PEDS SHEET PROP TO CONSTRUCTION COMMENCENS.

AT&T MOBILITY

16025 NORTHLAND DR SOUTHFIELD, MI 48075



PREPARED FIN

BLACK & VEATCH

6800 W. 115TH ST. SLATE 2292 OVERLAND PARK, KANSAS 66211 (913) 458-2000

PROJECT NUMBER: 129056

TE OF MICH FING JIANG ENGINEER No. 6201062190

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ALTER THE EDGLICH,

LANDLORD/PROPERTY OWNER SIGNATURE

PROJECT LOCATION: USID (1793)

20027 MACK PLAZA DRIVE GROSSE POINTE WOODS, MI 48236 MACK PLAZA

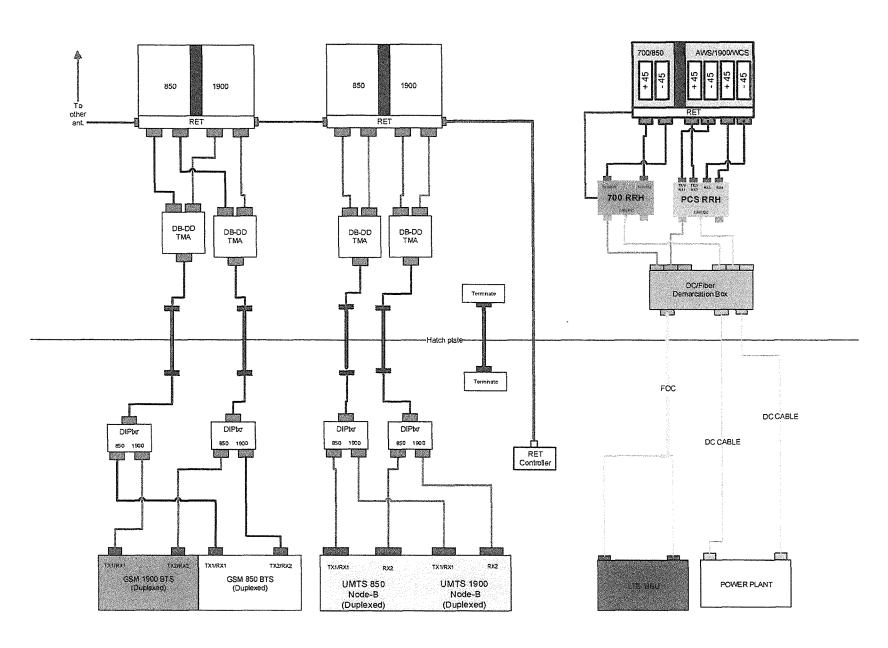
DRAWING DESCRIPTION:

GENERAL NOTES

Z-7 DRAWING NUMBER-

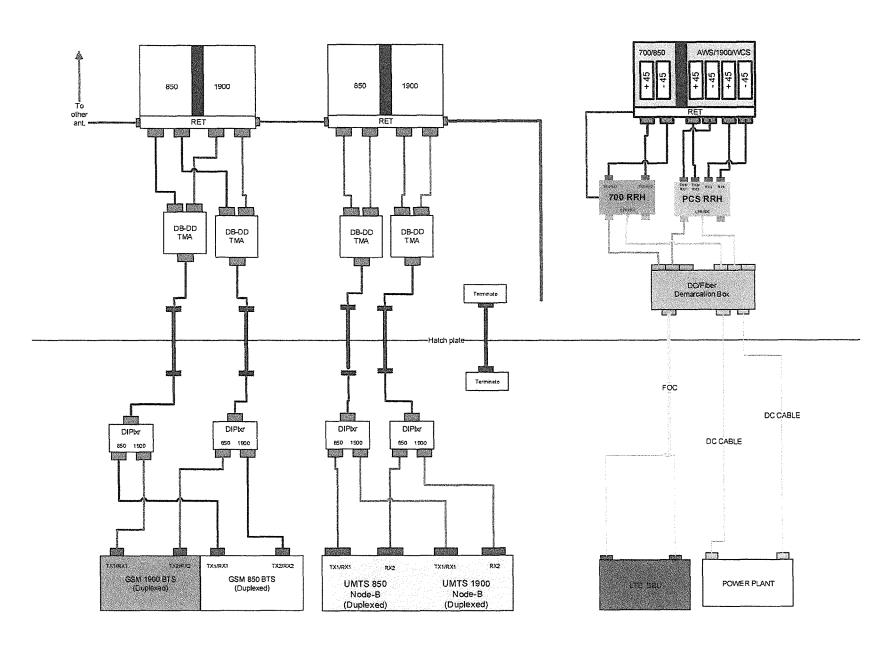
GENERAL NOTES

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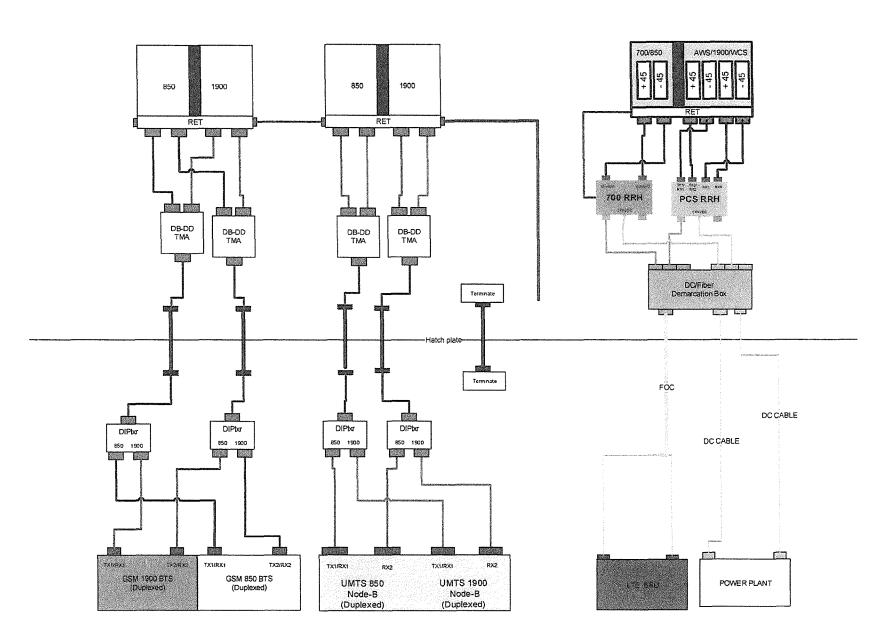


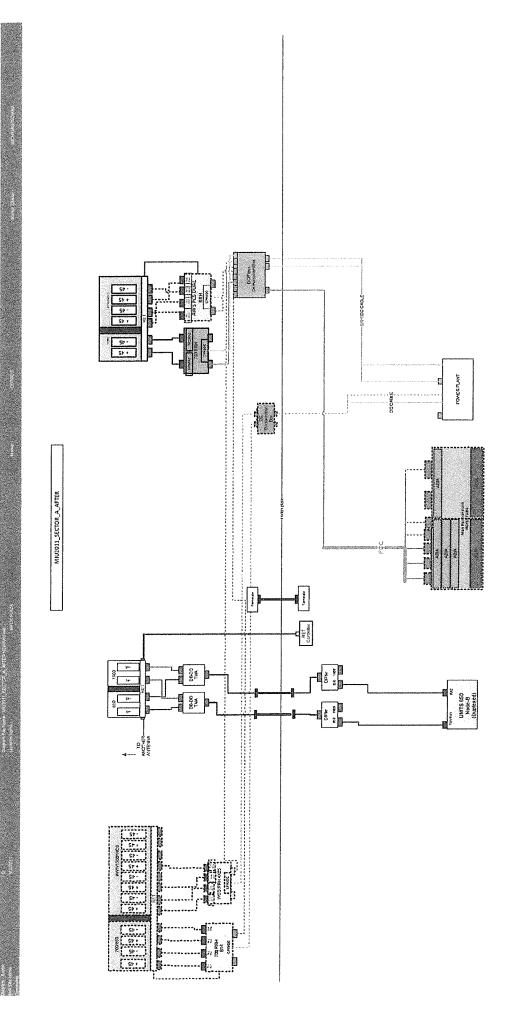
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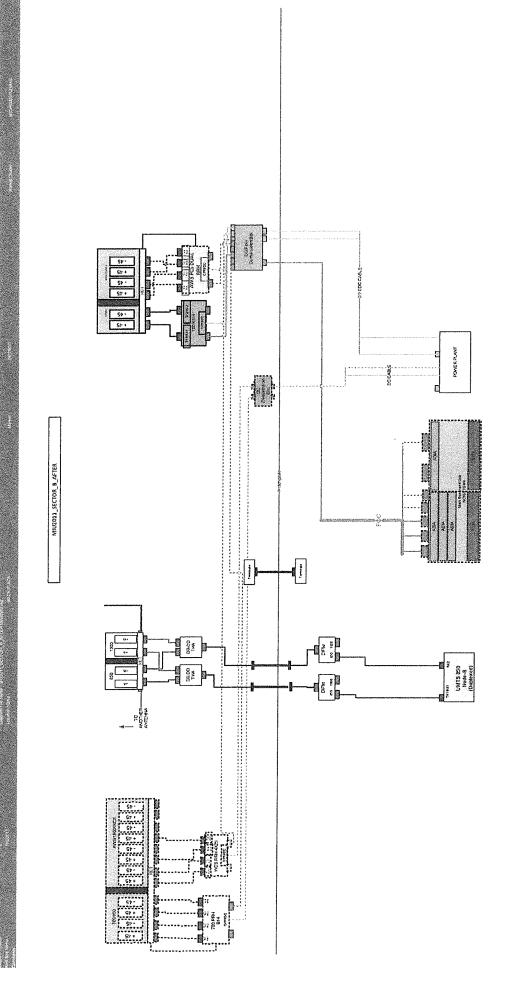
MIU2011_BEFORE_CONFIGURATION_SECTOR_B

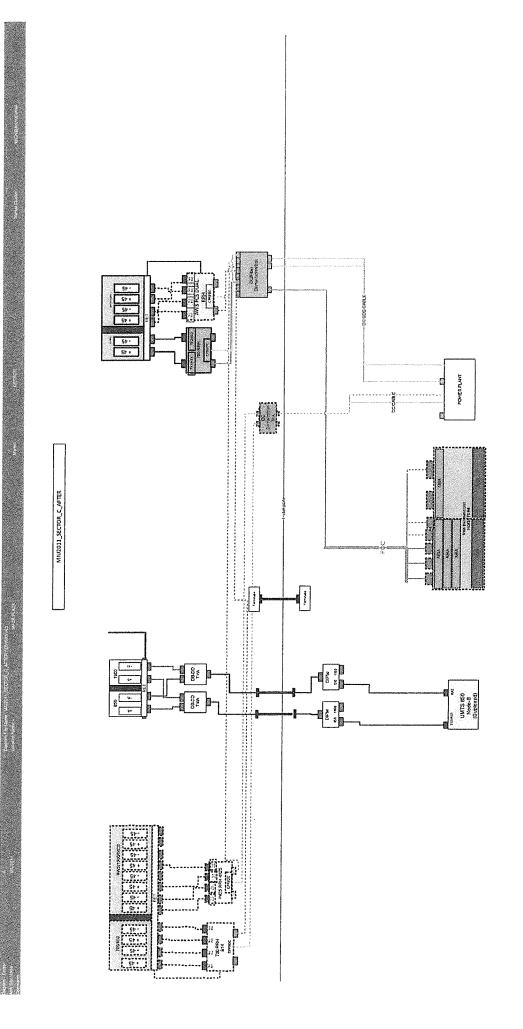


MIU2011_BEFORE_CONFIGURATION_SECTOR_C









CITY OF GROSSE POINTE WOODS

Building Inspector **MEMORANDUM**



DATE:

August 7, 2018

TO:

Mayor and City Council

FROM:

Gene Tutag, Building Inspector

SUBJECT:

20027 Mack, Proposed Modifications to Existing Telecommunications Facility

Antenna

City Attorney Charles Berschback and I have reviewed the plans for the proposed modifications to the existing telecommunications facility antenna located at 20027.

Comments:

- 1) Plans will be reviewed by the department's Structural Consultant prior to issuance of permit.
- 2) The Contractors will provide administration a 48-hour notice and coordinate their work with the city so there will be no conflict with ongoing construction projects at City Hall or the employee parking lot. It would be preferred that this work take place on a weekend.
- 3) Paving of the employee parking lot is underway. This type of work on the antenna typically involves the use of a crane for lifting and there will be concentrated loads on the new pavement, which may cause damage. A cash bond of \$50,000 is required prior to the start of any construction on the antenna that will be used for restoration and repair of any damage to City property. Damage has occurred to sidewalks in the past with promises of repair; however, years later the damage has not been fixed (photo attached).

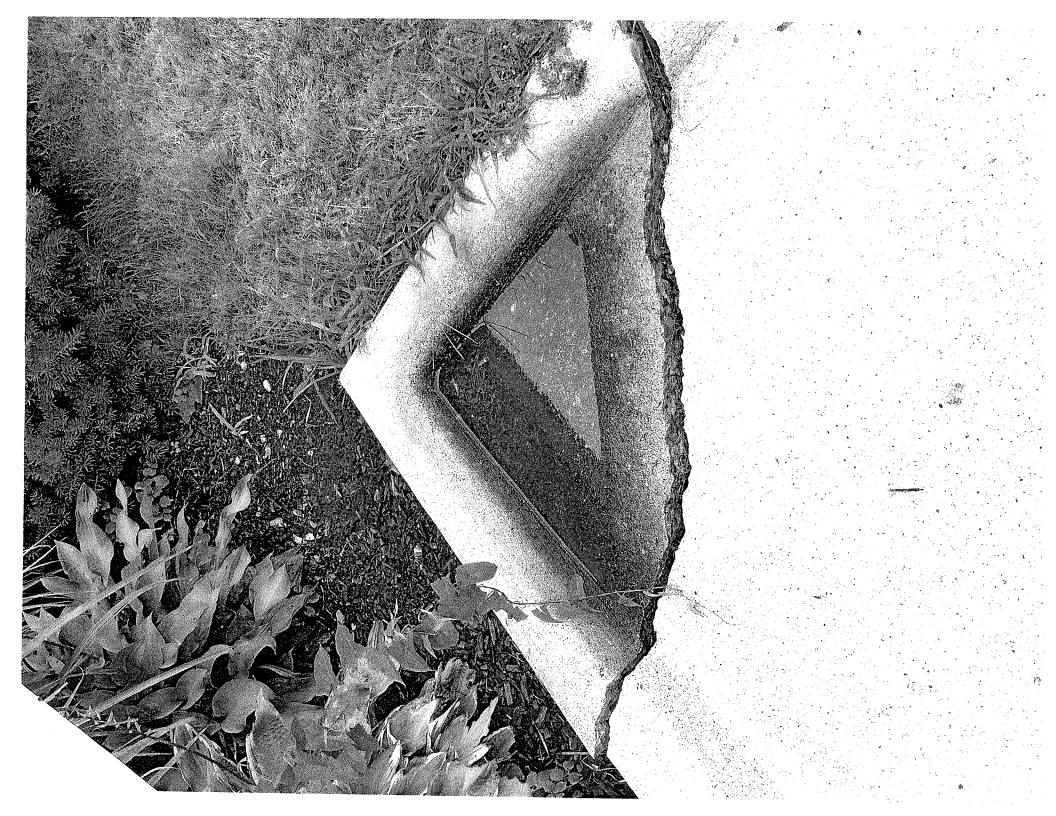
I have no objections to the plans, subject to the above.

l Attachment Photo

APPROVED BY:

Acting City Administrator

DATE



OP ID: PE

15,000

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/09/2018

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

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

PRODUCER	810=X32-5800	CONTACT Brook J. Smith, CIC		
Security First Insurance G-3526 Miller Road	10 2018	PHONE (A/C, No, Ext): 810-732-5800	FAX (AIC, No): 810-73	32-4154
P. O. Box 321070	VIII - 9 50.	E-MAIL Security firstins.com		
Flint, MI 48532 Brook J. Smith. CIC	THE MICHODS	INSURER(S) AFFORDING COVERAGE	/	NAIC #
	GROSSEPIE. WOO	INSURER A: Grange Ins. Co. of MI	1	11136
INSURED BAM Construction & Development	opment CITY CA GROSSE PTE. WOODS	INSURER B : Accident Fund - Assigned Risk		19968
,LLC 49030 Pontiac Trail Ste 100		INSURERC: W.C. Fool wind		
Wixom, MI 48393		INSURER D :	/100	Pr
		INSURER E:	1010	1011
		INSURER F:	QV	~ 7(7(1
COVERAGES	CERTIFICATE NUMBER:	REVISION NUM	BER:	

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. NSR LTR ADDL SUBR INSD WVD TYPE OF INSURANCE POLICY NUMBER LIMITS COMMERCIAL GENERAL LIABILITY 1,000,000 EACH OCCURRENCE 500,000 CLAIMS-MADE X OCCUR DAMAGE TO RENTED PREMISES (Ea occurrence) 12/21/2017 12/21/2018 CT 2738274 X 10,000 MED EXP (Any one person)

1,000,000 PERSONAL & ADV INJURY 2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: GENERAL AGGREGATE 2,000,000 POLICY X JECT PRODUCTS - COMP/OP AGG OTHER 1,000,000 COMBINED SINGLE LIMIT (Ea accident) AUTOMOBILE LIABILITY ANY AUTO CA 2738288-00 12/21/2017 12/21/2018 BODILY INJURY (Per person) SCHEDULED AUTOS OWNED AUTOS ONLY BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) NON-OWNED AUTOS ONLY X HIRED ONLY 5.000.000 A X UMBRELLA LIAB X OCCUR EACH OCCURRENCE CUP 2738329 00 12/21/2017 12/21/2018 5,000,000 **EXCESS LIAB** CLAIMS-MADE AGGREGATE 0 Over GL/AL/WC DED X RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ARP12000970500 12/21/2017 12/21/2018 1,000,000 ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) E.L. EACH ACCIDENT Y NIA MI ONLY 1,000,000 E.L. DISEASE - EA EMPLOYEE yes, describe under ESCRIPTION OF OPERATIONS below 1,000,000 E.L. DISEASE - POLICY LIMIT

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

CT 2738274

City of Grosse Pointe Woods name as additional insured with regard to GL ongoing operations when required in contract (Form BP0451)
This certificate of insurance neither affirmatively nor negatively amends, extends, or alters the coverage afforded by the policies shown on this certificate

CED	TIE	CA.	TE	HOL	DER
CER	HILL	CA	ıE	HUI	-DER

Equipment Floater

ACORD

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.

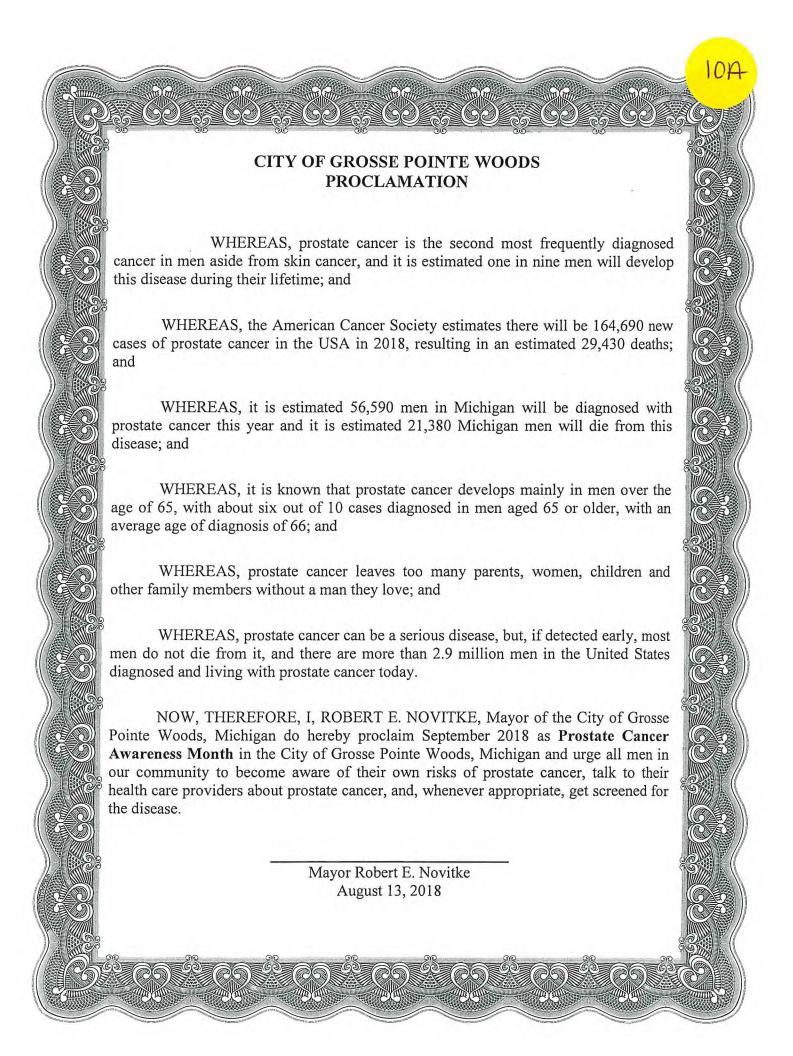
City of Grosse Pointe Woods 20025 Mack Plaza Grosse Pointe Woods, MI 48236

AUTHORIZED REPRESENTATIVE aturele July

12/21/2017 | 12/21/2018 | Equipment

ACORD 25 (2016/03)

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CITY OF GROSSE POINTE WOODS MEMORANDUM



SUL 25.2018

JUL 25.2018

MOODS

Date: August 13, 2018

To: Mayor and City Council

From: Cathrene Behrens, Treasurer/Comptroller

CC: Bruce J. Smith, City Administrator

Re: Michigan Indigent Defense Commission (MIDC) Fund

On June 21, 2018 the Governor signed the budget bill for the 2019 fiscal year that begins October 1, 2018. The bill contains \$84.1 million in funding for the Michigan Indigent Defense Commission (MIDC) grants to fund local systems' compliance plans. Details continue to be worked out with regard to the implementation process but there are certain requirements in place which include:

- 1. Local systems must set up a separate fund in which to receive the MIDC funds. (See attached resolution)
- 2. Local systems should provide SIGMA ID information to the MIDC and an address for disbursement of funds.

 (Previously provided to the MIDC for electronic deposits to the City)

The authority provided a template for the attached resolution authorizing the City Treasurer/Comptroller to establish a new fund in our general ledger. I have tentatively set this fund up under fund number 275 – SOM (State of Michigan) MIDC Funds. The court received their first disbursement of funds on June 19, 2018 in the amount of \$1,515. I have been advised by Municipal Court Clerk Beth Miro that, at this time, we do not have anything that provides guidance on what the City can expect to receive going forward. This will be an annually budgeted fund similar to the Community Development Block Grant (CDBG) fund the City maintains.

I am requesting Council approval of the attached resolution authorizing a new fund within our local chart of accounts for purposes of accepting grant funds from the Michigan Indigent Defense Commission and charging all MIDC plan-related costs to this fund.

Cathrene Behrens

Treasurer/Comptroller

Bruce Smith City Administrator

RESOLUTION OF THE CITY OF GROSSE POINTE WOODS TO CREATE A NEW FUND WITHIN THE LOCAL CHART OF ACCOUNTS FOR PURPOSES OF ACCEPTING GRANT FUNDS FROM THE MICHIGAN INDIGENT DEFENSE COMMISSION AND CHARGING ALL MIDC PLAN-RELATED COSTS TO SAID FUND

Minutes of a regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, held on the 13th day of August, 2018, at 7:00 p.m. prevailing Eastern Time.

PRESENT:		
ABSENT:		
The following resolution was offer	red by Council Member	, seconded by
Council Member	:	,

WHEREAS, the United States Constitution and the amendments thereto, as well as the Michigan Constitution provide that people charged with criminal offenses are entitled the right to have an attorney represent them in court proceedings; and

WHEREAS, the judicial system recognizes the rights of persons without the ability to pay for an attorney and/or other legal services (such as hiring investigators or expert witnesses) have the same right of legal representation in the court system as a person who can afford to pay for an attorney and/or other legal services; and

WHEREAS. the State of Michigan ("State") has created the Michigan Indigent Defense Commission ("MIDC") within the Department of Licensing and Regulation; and

WHEREAS, the MIDC is purposed with creating more effective and equitable funding at the State and local level for persons who are charged with criminal offenses and do not have the financial ability to pay for an attorney and/or other legal services; and

WHEREAS, the State, through the MIDC, is separating the financial matters of court appointed cases away from the court system to local court funding units (i.e., in this case, the City of Grosse Pointe Woods on behalf of the Municipal Court), which requires creation of a separate fund within the local chart of accounts; and

WHEREAS, the MIDC is receiving grant applications to fund court-appointed attorney and related legal services from local court funding units to provide funding by the State to the local court funding units beginning October 1, 2018; and

WHEREAS, the MIDC allows for grant applications to request funds for limited construction costs to allow for criminal defense attorneys and their clients to meet in a private and secure setting at or near a courtroom, in furtherance of protecting attorney-client confidentiality; and

WHEREAS, this new fund within the local chart of accounts will accept all funds from the State through MIDC grants and will charge all MI DC-related costs to this fund; and

WHEREAS, the MIDC recommends any fund balance at the end of the City's fiscal year should remain in the newly created fund and not revert to the City's general fund so that funds are used exclusively for court appointed attorney and related legal services; and

WHEREAS, the MIDC recommends any fund balance at the end of the City's fiscal year shall remain in the fund to carry over to the next year to be used for future compliance expenditures; and

WHEREAS, the City acknowledges that a separate fund will allow for better management of the grant funds and monitoring by the local and state interested parties; and

WHEREAS, the City Council determines that this is an important service and source of funding for defendants in criminal cases who do not have the ability to afford an attorney or legal services in the Municipal Court.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Grosse Pointe Woods hereby resolves that the City's Finance Department shall create a separate fund within the local chart of accounts to accept all funds from the State through MIDC grants and to charge all Ml DC-related costs to this fund.

BE IT FURTHER RESOLVED that all funds received through the MIDC grants will be placed in this fund and all MI DC-related costs shall be charged to this fund; any fund balance at the end of the City's fiscal year will remain in the fund and carryover to the next year to be used for future compliance expenditures.

Ву:	
-	Lisa K. Hathaway, City Clerk
	City of Grosse Pointe Woods, Michigan

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 Council on August 13, 2018, 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 were kept and will be, or have been, made available as required by said Act.

Lisa Kay Hathaway City Clerk August 13, 2018





AUG - 3 2018

CITY OF GROSSE PTE WOODS

August 1, 2018

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

RE: \$2,500,000 City of Grosse Pointe Woods, County of Wayne, State of Michigan 2018 Capital Improvement Bonds (Limited Tax General Obligation)

Dear Bruce:

As is our usual procedure, we are enclosing our Invoice for financial advisory services rendered in connection with the above referenced bond issue.

It has been a pleasure working with you and the City on this project. If you should have any questions or need any additional information, please do not hesitate to call.

Sincerely,

BENDZINSKI & CO. Municipal Finance Advisors

Robert J. Bendzinski, CIPMA Registered Municipal Advisors

RJB/kmb Enclosure

420.299.977.199

Dehren Zung - Tellen

615 Griswold St. • Suite 1225 • Detroit, Michigan 48226-3997 (313) 961-8222 • FAX (313) 961-8220 e-mail • rib@bendzinski.com



Invoice

Invoice No.17-022 August 1, 2018

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

For professional services rendered as Municipal Advisor in connection with the \$2,500,000 City of Grosse Pointe Woods, County of Wayne, State of Michigan 2018 Capital Improvement Bonds (Limited Tax General Obligation) including but not limited to: preparation of the estimate of cost, bond specifications for bond counsel including: interest rate limitations, call provisions and bidding details, analysis, review of bonding documents, advising and assisting with the selection of rating agencies and registrar/transfer/paying agent for this issue. Providing the complete information and reviewing of information with the rating agency staff. Preparing, drafting, and reviewing of the preliminary official statement, reviewing with the managing underwriter and revising the final official statement in accordance with the Securities and Exchange Commission Rule 15c2-12. Advising on the condition of the municipal bond market, making recommendations for the method of sale, attending bond sale, and assisting in calculating the interest cost of the bids submitted. Making recommendations as to the action to be taken with respect to bids submitted, scheduling of the bond delivery, preparation of the closing memo, schedule of principal and interest requirements, based on lowest bid, and other related bond sale and project matters, including: various phone conversations and conference calls, and attending various meetings with Officials, staff, department heads and bond counsel.

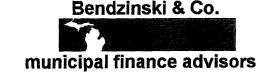
Professional Fee \$9,500.00

Municipal Advisory Council of Michigan Fee 400.00

Total \$9,900.00

Bendzinski & Co.

615 Griswold Street, Suite 1225 Detroit MI, 48226-3997
Telephone (313) 961-8222
Email Info@Bendzinski.com
Federal Tax ID Number 38-2143158



S&P Global Ratings

101011

JUL 25,2018

0201

CITY OF GROSSE PTE. WOOD

MR. ALFRED FINCHAM CITY OF GROSSE POINTE WOODS

20025 MACK AVENUE

GROSSE POINTE WOODS MI 48236

Standard & Poor's Financial Services, LLC

Federal I.D.: 26-3740348

LECEIVED

JUL 16 2018

CITY OF GROSSE PTE, WOODS

Invoice No.: 11353773

Customer No.: 1000089352 Invoice Date: 07/10/18

Tax Exempt No.:

Page No.: 1 Print Date: 07/10/18

Description of Services

ANALYTICAL SERVICES RENDERED IN CONNECTION WITH: US\$2,500,000 City of Grosse Pointe Woods, County

of Wayne, State of Michigan, 2018 Capital Improvement Bonds (Limited Tax General Obligation), dated: Date of delivery, due:

October 1, 2033

Amount \$11.500.00

FOR INOUIRIES PLEASE CONTACT: REKHA REDDY

COLLECTIONSUSRATINGS@SPGLOBAL, COM

PHONE: 1-800-767-1896 EXT #6

FAX: 1-212-438-5178

For inquiries contact the client services representative listed on this invoice. Do not return it or direct any inquiries about the invoice to credit ratings analysts. S&P Global Ratings maintains a separation of commercial and analytical activities. Please note that our credit ratings analysts are not permitted to communicate, negotiate, arrange or collect credit rating fees.

Please reference invoice or statement number on all checks and wire transfers

This Invoice Due and Payable As Of: 07/10/18

INVOICE TOTAL

\$11,500.00 USD

Make Checks Payable To:

To insure Proper Credit, DETACH HERE ▲ and RETURN THIS PORTION With Your Remittance

S&P Global Ratings

Standard & Poor's Financial Services, LLC

Federal I.D.: 26-3740348

Invoice No.: 11353773 Customer No.: 1000089352 Invoice Date: 07/10/18

Billed To:

0201

MR. ALFRED FINCHAM CITY OF GROSSE POINTE WOODS 20025 MACK AVENUE **GROSSE POINTE WOODS MI 48236** Wire Transfer To:

Please include invoice # Bank of America **S&P Global Ratings** Account # 12334-02500 ABA # 0260-0959-3

Or E-mail: cashapps@spglobal.com

Remit To:

S&P GLOBAL RATINGS 2542 COLLECTION CENTER DRIVE CHICAGO, IL 60693

TOTAL AMOUNT DUE: \$11,500.00 USD AMOUNT ENCLOSED:

10000893522 11353773 01150000 1 700 10 07 0718 4

ORIGINAL INVOICE

INVOICE

Mail all remittances to:

Box 88223 Milwaukee, WI 53288-0223



4545 W Brown Deer Rd. P.O. Box 245036 Milwaukee, WI 53224-9536 (414) 355-0400 For Credit Inquiries - FAX (414) 371-5952

INVOICE NUMBER	DATE
1246610	07/25/18
D-U-N-S 00	0-606-9710
NET 30	DAYS

FED I.D. #39-0143280 GST# 123746141

SOLD TO CUSTOMER: 211128
CITY OF GROSSE PT WOODS
20025 MACK AVENUE
GROSSE PT WOODS, MI 48236-2343

SHIP TO CUSTOMER: 2
CITY OF GROSSE PT WOODS
1200 PARKWAY
GROSSE PT WOODS, MI 48236

CUSTOMER PO#	SHIPPING TERMS	FREIGHT CARRIER
JIM K. 07/11/18	FREIGHT PREPAID/ADD TO INVOICE	FedEx Freight - Priority
ORDER DATE	INCO TERMS	TRACKING NUMBER
07/13/18	FCA FACTORY	3838522752
PROPOSAL #	FINAL DESTINATION	WAREHOUSE / ORDER#
	UNITED STATES	MM 375850

	PRODUCT DEFINITION		UNIT PRICE	EXTENDED PRICE USD
SEAL SCREW	TORX SEAL SCREW			
				1
Sub T	otal			10570.00
Freig	ht			99.76
Total				10669.76
Po	44889			
# 5	592-537-757.00			
0	4- F1 (12)			
10				
Els				
	PALLETIZING REGISTER FACTOR Customer Pu Sub T Freig Total	SEAL SCREW PALLETIZING REGISTER FACTOR Customer Purchase Order Line: 2 Sub Total Freight Total	SEAL SCREW PALLETIZING STANDARD REGISTER FACTOR 0.01 Customer Purchase Order Line: 2 Sub Total Freight Total	SEAL SCREW PALLETIZING REGISTER FACTOR Customer Purchase Order Line: 2 Sub Total Freight Total PO 44889 # 592-537-757-000

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ORDER DATE	INCO TERMS	TRACKING NUMBER
07/13/18	FCA FACTORY	3838522752
PROPOSAL #	FINAL DESTINATION	WAREHOUSE / ORDER#
	UNITED STATES	MM 375850

LINE	PRO	DUCT DEFINITION	UNIT PRICE	EXTENDED PRICE USD
	REGISTER FACTOR	0.01		
	Customer Purchase	Order Line: 1		
2	UM1-0017-1248			
	B70-LL -AK -NN			
	Ordered: 6.000 Shipped:	6.000	245.0000	1470.00
	6530 Mark Wright			
	METER	MODEL 70 LL (NSF 61-G MTR)		
	METER TYPE	MODEL 70		
	REGISTRATION	HRE		
	METER READING SYSTEM	GENERIC CONNECTIVITY		1 m
	MRT OPTIONS	BMI SUPPLIED		
	SIZE	1" (1 x 10 3/4)		
	PRODUCTION METHOD	STANDARD		
	WATER APPLICATION	POTABLE		
	BOTTOM MATERIAL	CAST IRON BOTTOM		
	BOLT MATERIAL	430 STAINLESS STEEL BOLTS		
	SEAL BOLT QUANTITY	ALL BOLTS		
	THRUST ROLLER	PLASTIC		
	TESTING	BADGER STANDARD (TS-135)		į
	WIRING METHOD	BADGER 308 CONNECTOR		
	PACKAGING	FOUR PACK		
	MOUNTING POSITION	SIDEWALK READ		
	UNIT OF MEASURE	CUBIC FEET		
	REGISTRATION FACE	STANDARD		
	REGISTER LID / SHROUD	PLASTIC SHROUD / PLASTIC LID (GRAY)		İ
	DIAL RESOLUTION	6 DIAL - 1 FT3		-
	REGISTER LID S/N INSIDE			
	METER S/N PRIMARY OUTLET	BMI 8 DIGIT S/N		

INVOICE

Mail all remittances to:

Box 88223
Milwaukee, WI 53288-0223



4545 W Brown Deer Rd. P.O. Box 245036 Milwaukee, WI 53224-9536 (414) 355-0400 For Credit Inquiries - FAX (414) 371-5952

INVOICE NUMBER	DATE
1246610	07/25/18
D-U-N-S 00)-606-9710
NET 30) DAYS

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20025 MACK AVENUE
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ORDER DATE	INCO TERMS	TRACKING NUMBER
07/13/18	FCA FACTORY	3838522752
PROPOSAL #	FINAL DESTINATION	WAREHOUSE / ORDER#
	UNITED STATES	MM 375850

	ONTI	lallal	3/3630		
LINE	PRO	DUCT DEFINITION		UNIT PRICE	EXTENDED PRICE USD
1 UM1-00	017-2310				1
B35-LI	L -AF -NN				
Orde	red: 50.000 Shipped:	50.000		182.0000	9100.00
6530	Mark Wright				
	METER	MODEL 35 LL (NSF 61-G	MTR)		
	METER TYPE	MODEL 35			
	REGISTRATION	HRE			į
	METER READING SYSTEM	GENERIC CONNECTIVITY			
	MRT OPTIONS	BMI SUPPLIED)
	SIZE	3/4" (3/4 X 9)	Company of the second	4	
	PRODUCTION METHOD	STANDARD			
	WATER APPLICATION	POTABLE			
	BOTTOM MATERIAL	CAST IRON BOTTOM			
	BOLT MATERIAL	430 STAINLESS STEEL BOI	LTS		j
	SEAL BOLT QUANTITY	1 (ONE)			
	THRUST ROLLER	PLASTIC			
	TESTING	BADGER STANDARD (TS-13	5)		
	WIRING METHOD	BADGER 308 CONNECTOR			
	PACKAGING	SIX PACK			
	MOUNTING POSITION	SIDEWALK READ			
	UNIT OF MEASURE	CUBIC FEET			
	REGISTRATION FACE	STANDARD			
	REGISTER LID / SHROUD	PLASTIC SHROUD / PLAST	IC LID (GRAY)		
	DIAL RESOLUTION	6 DIAL - 1 FT3			
	REGISTER LID S/N INSIDE	BMI 8 DIGIT S/N BARCODE	ED		
	METER S/N PRIMARY OUTLET	BMI 8 DIGIT S/N			Ĭ
	SEAL SCREW	TORX SEAL SCREW			
	PALLETIZING	STANDARD			



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

51301 Schoenherr Road Shelby Township, MI 48315

586.726.1234 www.aewinc.com



July 12, 2018

RECEIVED AUG -3 2018 CITY OF GROSSE PTE. WOODS

Cathy Behrens City of Grosse Pointe Woods 20025 Mack Avenue Grosse Pointe Woods, Michigan 48236-2397

Reference: 2017 SAW Grant Sewer Cleaning and CCTV Investigation

City of Grosse Pointe Woods AEW Project No. 0160-0364

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 6 for the above referenced project. For work performed through July 8, 2018 we recommend issuing payment for the Net Earnings this Period (see Page 2) in the amount of \$51,052.50 to Doetsch Industrial Services, Inc. 21221 Mullin Ave Warren, MI 48089-3086.

If you have questions or require additional information, please contact our office. PO 44437 FY 2017-2018

Sincerely,

CC:

Frank D. Varicalli **Project Manager**

Bruce Smith, City Administrator

Frank Schulte, Director of Public Services

Debbie Mathews Susan Como

Front Stoward

Doetsch Industrial Services, Inc.

(Behrers) 7/13/2018

OK-F.S

592.537-975.005\$ 35,736.75

FY 2018-2019 # 15,315.75

Engineering Strong Communities Since 1968

Construction Pay Estimate Report



Anderson, Eckstein & Westrick, Inc.

7/12/2018 7:49 AM

FieldManager 5.3b

Contract: .0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Estimate No.		mate ate	Entered By		Estimate Type	Managing Office		
6	7/8/	2018	William W	/W Wines	Semi-Monthly	Anderson, Eckstein & Westrick, Inc.		
All Contract Constru		truction ed Date	Prime Contra Doetsch Indus 21221 Mullin A Warren MI 480	strial Services, Inc. Ave				

Comments

Current Contract Amount: \$249,001.00 % Complete: 76%

Item Usage Summary

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

14 19 1 11				Project Line No.		Mod. No.			
Item Description	Unit	Item Code	F11.	Line No.	lype	NO.	Quantity	Item Price	Dollar Amount
_ Catch Basin, Cleaning	Ea	4037050	0100	0100	00	000	1.000	10.00	\$10.00
_ Catch Basin, Cleaning Modified	Ea	4037050	0105	01 0 5	00	000	1.000	10.00	\$10.00
_ Catch Basin, Lead Cleaning	Ft	4027001	0010	0010	00	000	2,318.400	1.25	\$2,898.00
_ Cleaning 06 - 12 inch Combined Sewers	Ft	4027001	0015	0015	00	000	993.000	0.75	\$744.75
_ Cleaning 24 - 36 inch Combined Sewers	Ft	4027001	0025	0025	00	000	6,212.100	1.00	\$6,212.10
_ Cleaning 42 - 48 inch Combined Sewers	Ft	4027001	0030	0030	00	000	2,181.000	1.00	\$2,181.00
_ Extra Heavy Cleaning	Hr	8167040	0130	0130	00	000	41.000	150.00	\$6,150.00
_ Final TV Investigation and Log, 06 - 12 inch Combined Sewers	Ft	4027001	0035	0035	00	000	911.700	0.50	\$455.85
Final TV Investigation and Log, 24 - 36 inch Combined Sewers	Ft	4027001	0045	0045	00	000	6,212.100	0.50	\$3,106.05
_ Final TV Investigation and Log, 42 - 48 inch Combined Sewers	Ft	4027001	0050	0050	00	000	2,181.000	0.50	\$1,090.50
_ Final TV Investigation and Log, Catch Ba sin Lead	Ft	4027001	0075	0075	00	000	2,271.800	1.25	\$2,839.75
Heavy Cleaning 06 - 12 inch Combined Sew ers	Ft	4027001	0800	0800	00	000	893.000	0.50	\$446.50
_ Heavy Cleaning 24 - 36 inch Combined Sew ers	Ft	4027001	0090	0090	00	000	3,657.000	4.00	\$14,628.00
_ Heavy Cleaning 42 - 48 inch Combined Sew ers	Ft	4027001	0095	0095	00	000	1,820.000	4.00	\$7,280.00
_ Traffic Control, Major Street	LS	8127051	0120	0120	00	000	0.500	3,000.00	\$1,500.00

Construction Pay Estimate Report



Anderson, Eckstein & Westrick, Inc.

7/12/2018 7:49 AM

FieldManager 5.3b

ltem Usa	ge Sun	nmary
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Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Item Description	Unit	Item Code	•	Project Line No.			Quantity	Item Price	Dollar Amount
_ Traffic Control, Minor Street	LS	8127051	0125	0125	00	000	0.500	3,000.00	\$1,500.00
							Subtotal for Cat	tegory 0000:	\$51,052.50
						Sı	ubtotal for Projec	t 0160-0364:	\$51,052.50
						Ti	otal Estimated Ite	em Pavment:	\$51,052.50

Time Charges

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

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0364, 2017 SAW Grant Sewer Cleaning and CC Investigation	CTV 0006	\$51,052.50	\$0.00	\$51,052.50

Voucher Total:

\$51,052.50

Summary

Current Voucher Total:	\$51,052.50	Earnings to date:	\$188,112.93
-Current Retainage:	age: \$0.00 - Retainage to date:		\$12,450.05
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$51,052.50	Net Earnings to date:	\$175,662.88
	•	- Payments to date:	\$124,610.38
		Net Earnings this period:	\$51.052.50

Estimate Certification

I certify the items included on this	report constit	ute my es	timate of work	completed and	due the contractor
as of the date of this document.	_				
,		_			

Frank D. Varicalli

(Date)

Construction Pay Estimate Amount Balance Report

Estimate: 6

7/12/2018 7:49 AM

FieldManager 5.3b

Anderson, Eckstein & Westrick, Inc.

Contract: .0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

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	_ Catch Basin Lead, Heavy Cleaning	4027001	15,600.000 Ft		892.000	892.000	6%	0.01000	\$8.92
0010	_ Catch Basin, Lead Cleaning	4027001	39,000.000 Ft	2,318.400	29,581.700	29,581.700	76%	1.25000	\$36,977.13
0015	_ Cleaning 06 - 12 inch Combined Sewers	4027001	36,500.000 Ft	993.000	31,381.400	31,381.400	86%	0.75000	\$23,536.05
0020	_ Cleaning 15 - 21 inch Combined Sewers	4027001	9,600.000 Ft		6,256.000	6,256.000	64%	1.00000	\$6,256.00
0025	_ Cleaning 24 - 36 inch Combined Sewers	4027001	13,500.000 Ft	6,212.100	6,038.100	8,038.100	60%	1.00000	\$8,038.10
0030	Cleaning 42 - 48 inch Combined Sewers	4027001	2,000.000 Ft	2,181.000	2,181.000	2,181.000	109%	1.00000	\$2,181.00
0035	Final TV investigation and Log, 06 - 12 inch Combined Sewers	4027001	36,500.000 Ft	911.700	29,119.100	29,119.100	80%	0.50000	\$14,559.55
0040	_ Final TV Investigation and Log, 15 - 21 inch Combined Sewers	4027001	9,800.000 Ft		6,256.000	6,256.000	64%	0.50000	\$3,128.00
0045	_ Final TV Investigation and Log, 24 - 36 inch Combined Sewers	4027001	13,500.000 Ft	6,212.100	· 8,038.100	8,038.100	60%	0.50000	\$4,019.05
0050	_ Final TV Investigation and Log, 42 - 48 inch Combined Sewers	4027001	2,000.000 Ft	2,181.000	2,181.000	2,181.000	109%	0.50000	\$1,090.50
0055	Final TV Investigation and Log, 60 Inch Storm Sewers	4027001	170.000 Ft		0.000			1.00000	
0080	_Final TV Investigation and Log, 66 inch Storm Sewers	4027001	1,400.000 Ft		0,000			1.00000	
0065	_ Final TV Investigation and Log, 72 inch Storm Sewers (Man Entry)	4027001	1,600.000 Ft		0.000			2.00000	
0070	Final TV Investigation and Log, 96 inch, Storm Sewer (Man Entry)	4027001	1,100.000 Ft		0.000			2.00000	
0075	Final TV Investigation and Log, Catch Ba sin Lead	4027001	39,000.000 Ft	2,271.800	27,820.500	27,820.500	71%	1.25000	\$34,775.63
0080	_ Heavy Cleaning 06 - 12 inch Combined Sew ers	4027001	14,600.000 Ft	893,000	15,736.000	15,736.000	108%	0.50000	\$7,868.00
0085	Heavy Cleaning 15 - 21 inch Combined Sew ers	4027001	3,950.000 Ft		2,906.000	2,908.000	74%	1.00000	\$2,908.00
0090	Heavy Cleaning 24 - 36 inch Combined Sew ers	4027001	5,400.000 Ft	3,657.000	4,043.000	4,043.000	75%	4.00000	\$16,172.00
0095	Heavy Cleaning 42 - 48 inch Combined Sew ers	4027001	800.000 Ft	1,820.000	1,820.000	1,820.000	228%	4.00000	\$7,280.00
0100	_ Catch Basin, Cleaning	4037050	100,000 Ea	1.000	81.000	81.000	81%	10.00000	\$810.00

Construction Pay Estimate Amount Balance Report

Estimate: 6

7/12/2018 7:49 AM

FieldManager 5.3b

Anderson, Eckstein & Westrick, Inc.

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

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
0105	_ Catch Basin, Cleaning Modified	4037050	100.000 Ea	1.000	18.000	18.000	18%	10.00000	\$180.00
0110	_ Cutting Service Lead Protrusions	4037050	50,000 Ea		0.000			5.00000	
0115	_ Removal of Mineral Deposits	4037050	100,000 Ea		5.000	5.000	5%	5.00000	\$25.00
0120	_ Traffic Control, Major Street	8127051	1.000 LS	0.500	0.500	0.500	50%	3,000.00000	\$1,500.00
0125	_ Traffic Control, Minor Street	8127051	1.000 LS	0.500	0.500	0.500	50%	3,000.00000	\$1,500.00
0130	_ Extra Heavy Cleaning	8167040	80.000 Hr	41.000	102.000	102.000	128%	150.00000	\$15,300.00
0135	_ Deliverables	8267051	1.000 LS		0.000			4,000.00000	
0140	_ Catch Basin, Lead Cleaning 2018 Item	8137001	0.000 Ft		0.000			1,25000	
0145	Cleaning 06-12 Inch Combined Sewers 2018 Item	6137001	0.000 Ft	•	0.000			0.75000	
0150	_ Cleaning 15-21 inch Combined Sewers 2018 Item	8137001	0.000 Ft		0,000			1,00000	
0155	Cleaning 24-36 inch Combined Sewers 2018 Item	8137001	0.000 Ft		0.000			1.00000	
0160	_ Cleaning 39-48 inch Combined Sewers 2018 item	8137001	0.000 Ft		0.000			1.00000	
0165	Heavy Cleaning 06-12 inch Combined Sewers 2018 Item	8137001	0.000 Ft		0.000			0.50000	
0170	Heavy Cleaning 15-21 inch Combined Sewers 2018 Item	6137001	0.000 Ft		0.000			1.00000	
0175	Heavy Cleaning 24-36 inch Combined Sewers 2018 Item	8137001	0,000 Ft		0.000			4.00000	
0180	_ Heavy Cleaning 39-48 inch Combined Sewers 2018 Item	8137001	0.000 Ft		0.000			4.00000	
0185	_ Catch Basin Lead, Heavy Cleaning 2018 Item	8137001	0.000 Ft		0.000			0.01000	
0190	_ Final TV Investigation and Log, 06-12 inch Combined Sewers 2018 Item	8137001	0.000 Ft		0,000			0.50000	
0195	_ Final TV Investigation and Log, 15-21 inch 2018 Item	8137001	0.000 Ft		0.000			0.50000	
0200	_ Final TV Investigation and Log, 24-38 inch Combined Sewers 2018 Item	8137001	0.000 Ft		0.000			0.50000	
0205	Final TV Investigation and Log, 39-48 inch Combined Sewers	813700 1	0.00 0 Ft		0.000			0.50000	
0210	Combined TV Investigation and Log, 60 inch Storm Sewers 2018 Item	8137001	0.000 Ft		0.000			1.00000	

Contract: .0160-0364

Estimate: 6

Page 2 of 3

Construction Pay Estimate Amount Balance Report

Estimate: 6

Anderson, Eckstein & Westrick, Inc.

7/12/2018 7:49 AM FieldManager 5.3b

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

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. Pald To Date
0215	_Combined TV Investigartion and Log, 66 inch Storm Sewers 2018 Item	8137001	0.00	00 Ft		0.000			1.00	000
0220	_ Combined TV Investigation and Log, 72 inch Storm Sewers 2018 Item	8137001	0.00	00 Ft		0.000			2.00	000
0225	_ Final TV Investigation and Log, Catch Basin Lead 2018 Item	8137001	0.00	00 Ft		0.000			1.25	000
0230	_ Removal of Mineral Deposits 2018 Item	8207050	0.00	00 Ea		0.000			5.00	000
0235	_ Cutting Service Lead Protrusions 2018 Item	8207050	0.00	00 Ea		0.000			5.00	000
0240	_ Deliverables 2018 Item	2087051	0.00	00 LS		0.000			4,000.00	000
0245	_ Traffic Control and Maintenance 2018 item	2087051	0.00	00 LS		0.000			3,000.00	000

Subtotal for Category 0000:

188112.93

Subtotal for Project 0160-0364:

188112.93

Percentage of Contract Completed(curr): 76% (total earned to date / total of all authorized work)

Total Amount Earned This Estimate:

\$51,052.50

Total Amount Earned To Date:

\$188,112.93

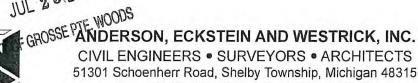
Contract: .0160-0364

Estimate: 6

Page 3 of 3

HECEIVED





CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

Invoice

April 30, 2018

Project No: Invoice No: 0160-0399-0 0117543

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

Project

0160-0399-0

2018 WATERMAIN CAPITAL IMPROVEMENT

Professional Services from March 5, 2018 to April 1, 2018

Fee

Construction Cost

1,500,000.00

Fee Percentage

5.70

Total Fee

85,500.00

Percent Complete

40.00 Total Earned

34,200.00

Previous Fee Billing

0.00

Current Fee Billing

34,200.00

FY 17-18 Total Fee

34,200.00

Total this Invoice

\$34,200.00

PO 18-44717

592.537:978.300

CBekres 5/3/18 OK- FS

9:14:17 AM

Anderson, Eckstein & Westrick, Inc.
Show Unposted Job-to-Date through 5/4/2018 P

Anderson, Eckstein & Westrick, Inc.	Job-to-Date through 5/
Show Unposted	Total Hours
Project Number: 0160-0399-0 2018 WATERMAIN CA	PITAL IMPROVEMENT
Total for	
Labor and Overhead	
02 N/B TOPO	
000 UNASSIGNED	
F 125 CZERNIAKOWSKI, DOUGLAS 1/16/2018	10.00
F 125 CZERNIAKOWSKI, DOUGLAS 1/17/2018	5.00
F 125 CZERNIAKOWSKI, DOUGLAS 1/18/2018	7.00
F 125 CZERNIAKOWSKI, DOUGLAS 1/22/2018	6.50
F 125 CZERNIAKOWSKI, DOUGLAS 1/24/2018	8.50
Total for 125	37.00
F 236 LAGODNA, CARL 1/16/2018	10.00
F 236 LAGODNA, CARL 1/17/2018	5.00
F 236 LAGODNA, CARL 1/18/2018	7.00
Total for 236	22.00
F 592 ANGER, SCOTT 1/24/2018 W/ DMC	6.00
Total for 592	6.00
F 622 CARPENTER, AARON 1/22/2018	6.50
F 622 CARPENTER, AARON 1/24/2018	8.50
Total for 622	15.00
Total for UNASSIGNED	80.00
Total for N/B TOPO	80.00
12 TOPO SURVEY	
000 UNASSIGNED	
X 007 LEIDEKER, GARY 3/26/2018	.50
edit water main locations	
X 007 LEIDEKER, GARY 3/28/2018	2.00
added sanitary leads	
Total for 007	2.50
X 115 AMEY, CRAIG 2/5/2018	2.00
process data, update bm map	2.00
X 115 AMEY, CRAIG 2/6/2018	2.00
process data, update bm map	4.00
Total for 115	4.00
X 125 CZERNIAKOWSKI, DOUGLAS 1/17/2018	3.50
1 man field crew-topo at south end, 3.5 h X 125 CZERNIAKOWSKI, DOUGLAS 1/17/2018	.50
Notes/ Transfers/ Setup X 125 CZERNIAKOWSKI, DOUGLAS 1/18/2018	.50
Notes/ Transfers/ Setup X 125 CZERNIAKOWSKI, DOUGLAS	.50
1/22/2018 Notes/ Setup / Transfers	
X 125 CZERNIAKOWSKI, DOUGLAS 1/24/2018	.50
Notes/ Setup / Transfers	

-	tail - JTD		Job-to-Date through 5/4/2018	Tuesday, May 1, 2018 9:14:17 A
ow Unp	osted		Total Hours	
Х	125 CZERNIAKOWSKI, DO	OUGLAS	.50	
1/25/	/2018			
T - 4 - 1	Structure data sheets		6.00	
	for 125	1/20/2019	6.00	
X	229 HENNINGS, NANCY Fairholme topo		2.50	
Х	229 HENNINGS, NANCY Fairholme topo	1/30/2018	9.00	
Χ	229 HENNINGS, NANCY		2.50	
	Add water services, add d			
Х	229 HENNINGS, NANCY Utility returns	2/20/2018	.50	
Total	for 229		14.50	
Х	235 PIOTROWSKI, KEVIN Topographic Survey - Side		.50	
Total	for 235		.50	
Х	236 LAGODNA, CARL 1/	13/2018	6.00	
	one man crewtopo fairt		to east	
Х	236 LAGODNA, CARL 1/ one man crewtopo fairh	15/2018	9.00	
Total	for 236		15.00	
Х	320 GAYESKI JR., JOSEPI	H 1/17/2018	2.00	
	·		on, pcode and line clean up, sturcure data a	and create cad file
Х	320 GAYESKI JR., JOSEPH	H 1/18/2018	3.00 on, pcode and line clean up, sturcure data a	
Х	320 GAYESKI JR., JOSEPH	H 1/19/2018	2.00 on, pcode and line clean up, sturcure data a	
Х	320 GAYESKI JR., JOSEPH process data collection, dif	1/22/2018	4.00	and create edd me
Х	320 GAYESKI JR., JOSEPH		2.00	
^		1 1/23/2010	2.00	
Х	structure plots 320 GAYESKI JR., JOSEPH		1.50	
V	post processing, clean up o		5.50	
Х	320 GAYESKI JR., JOSEPH			
T 1 - 1 - 1	post processing, clean up o	.oaes and lines, s		
	for 320	4/0040	20.00	
Х	515 TRUAX, MICHAEL 1/4	4/ZU18	1.00	
V	Created field file	0/2019	2.00	
Х	515 TRUAX, MICHAEL 1/9 Set up field file for:	5 /2010	2.00	
	1.0 HR = Researched Benc	hes, Plats and bo	ok for Notre Dame	
	1.0 HR = Researched Benc	hes, Plats and bo	ok for Neff	
X	515 TRUAX, MICHAEL 1/ Set up field file for:	10/2018	3.00	
	1.0 HR = Researched Benci	hes, Plats and bo	ok for Charlevoix	
	2.0 HR = Researched for re	ecent data collecti	ion in these required areas and structure da	ta.
Х	515 TRUÂX, MICHAEL 1/1		9.00	
v			ted property monuments with GPS 6.00	
		ol and GPS, Locat	ted property monuments with GPS	
Х	515 TRUAX, MICHAEL 1/1 Printed out sewer and water		.50 n portal.	

Project Detail - JTD			Job-to-Date thr	Job-to-Date through 5/4/2018 Tuesday, May 1, 2018 9:14:1					
Show Un	posted		Total Hours						
X	515 TRUAX, MICHAEL 1/2	22/2018	2.00						
^	One man crew: Water serv			ID.					
Х			3.00	φ.					
	Structures								
Tot	al for 515		26.50						
Total	for UNASSIGNED		89.00						
Total fo	r TOPO SURVEY		89.00						
23 RES	SEARCH/REVIEW								
000 L	JNASSIGNED								
В	293 LOCKWOOD, SCOTT	4/3/2018	.50						
В	design 293 LOCKWOOD, SCOTT	4/19/2018	1.00						
	review design								
В	293 LOCKWOOD, SCOTT		1.50						
_	Design considerations and t								
В	293 LOCKWOOD, SCOTT	4/24/2018	1.00						
Б	Design	A/05/0049	2.00						
В	293 LOCKWOOD, SCOTT		2.00						
X	Field review of cul-de-sacs to 293 LOCKWOOD, SCOTT		2.00						
X		12/21/2017	1.00						
X		12/22/2017	.50						
X	293 LOCKWOOD, SCOTT		1.50						
	Set up project and discuss v								
Х	293 LOCKWOOD, SCOTT		1.50						
	Project progress and schedu	ıling							
X	293 LOCKWOOD, SCOTT	2/1/2018	.50						
	Water fund review and disci	ussion							
Х	293 LOCKWOOD, SCOTT	2/12/2018	2.00						
	Project timing and design as	_							
X	293 LOCKWOOD, SCOTT		.50						
Х	293 LOCKWOOD, SCOTT		1.50						
V	Review design and project of		1.00						
Х	293 LOCKWOOD, SCOTT Design considerations	2/20/2016	1.00						
_	293 LOCKWOOD, SCOTT	3/5/2018	1.00						
^	Design	3/3/2016	1.00						
Х	_	3/6/2018	1.00						
^	Design considerations with I								
Х	293 LOCKWOOD, SCOTT		1.60						
Tota	l for 293		21.60						
u	442 VIGNERON, MICHAEL	4/30/2018	.50						
	Design Oversight								
В	442 VIGNERON, MICHAEL	4/25/2018	.50						
	Design Oversight								
Х	442 VIGNERON, MICHAEL	1/31/2018	.50						
	Review Topo	014.4106:5							
Х	442 VIGNERON, MICHAEL	2/14/2018	.50						
.,	Review Project with RTW	0/00/0040	4.00						
Х	442 VIGNERON, MICHAEL	2/28/2018	1.00						
V	Design Oversight	3/3/3040	50						
Х	·	3/2/2018	.50						
~	Design Oversight	3/8/2018	.50						
Х	442 VIGNERON, MICHAEL Design Oversight	3/0/2010	.50		•				
Х	442 VIGNERON, MICHAEL	3/9/2018	.50						
^	Design Oversight	J. J. E. G. 10	.00						
	Design Oversignt								

Project D	etail - JTD		Job-to-Date throu	ıgh 5/4/2018	Tuesday, May 1, 2018 9:14:17 AV
Show Un	posted		Total		
			Hours		
Х	,	3/12/2018	.50		
	Design Oversight	0/40/2040	50		
Х	•	3/13/2018	.50		
v	Design Oversight	2/24/2040	50		
Х	,	3/21/2018	.50		
v	Design Oversight	0/07/0040	50		
Х	442 VIGNERON, MICHAEL	3/2//2018	.50		
v	Design Oversight	2/20/2019	50		
Х	442 VIGNERON, MICHAEL	3/28/2018	.50		
v	Design Oversight	2/20/2010	50		
Х	442 VIGNERON, MICHAEL	3/30/2018	.50		
- .	Design Oversight		7 50		
	al for 442		7.50		
	for UNASSIGNED		29.10		
	RESEARCH/REVIEW		29.10		
	RETARIAL				
	INASSIGNED	10510040	50		
В	391 BICKHAM, BRENDA 4	1/25/2018	.50		
	Spec				•
	al for 391		.50		
	for UNASSIGNED		.50		
	SECRETARIAL		.50		
	IST PLAN DRAFT				
	NASSIGNED		4 = 0		
Х	•		4.50		
	cover, note & detail sheets,				
Х	007 LEIDEKER, GARY 3/2		5.50		
	std. note library, start annot				
Х	007 LEIDEKER, GARY 3/2	8/2018	5.00		
	plan drafting		0.00		
Х	007 LEIDEKER, GARY 3/29	9/2018	2.00		
.,	plan drafting	2/2042	0.00		
Х	007 LEIDEKER, GARY 3/30	J/2018	2.00		
~	plan drafting		40.00		
	al for 007	0/00/0040	19.00		
X	056 ALLEGOET, JEFFREY	3/30/2016	.50		
- .	misc. questions		.50		
	al for 056		.50 19.50		
	or UNASSIGNED		19.50		
	CONST PLAN DRAFT		19.50		
	IM ENG				
	NASSIGNED	A10	.20		
^	594 MERRILL, LEIGH 1/2/2	010	.20		
T-4-	Topo Request		.20		
	I for 594	2/24/2019	1.00		
^	684 WILBERDING, ROSS 2		1.00		
V	Familiarizing with Fairholme		8.50		
Х	684 WILBERDING, ROSS 2	2/22/2010	0.50		
v	Prelim Engr	0/26/2019	3.00		
Х	684 WILBERDING, ROSS 2	4/40/2010	3.00		
.,	Prelim Eng	2/27/2019	3 50		
Х	684 WILBERDING, ROSS 2	42112010	3.50		
	Prelim Engr	100/0040	4 E0		
Х	684 WILBERDING, ROSS 2	2/28/2018	4.50		
	Prelim Engr	14/0040	6.00		
Х	684 WILBERDING, ROSS 3	0/1/2018	6.00		
	Prelim Engr				

Project Detail - JTD Show Unposted		Job-to-Date through 5/4/2018	Tuesday, May 1, 2018 9:14:17 AN
		Total Hours	
x	684 WILBERDING, ROSS 3/2/2018	6.00	
^	Quantities Estimate	0.00	
х		2.50	
	Prelim Engr		
Х		5.50	
	Prelim Engr		
Х		8.50	
	Preliminary Estimate		
Х		8.00	
	Prelim Engr		
Х		4.00	
	Prelim Engr		
Х		4.50	
	ADA Ramps		
Tota	al for 684	65.50	
Total	for UNASSIGNED	65.70	
Total for	r PRELIM ENG	65.70	
35 CON	NST.DESIGN		
000 U	JNASSIGNED		
X	007 LEIDEKER, GARY 3/26/2018	.50	
	design work - drive rems		
X	007 LEIDEKER, GARY 3/27/2018	1.00	
	design plans		
Х	007 LEIDEKER, GARY 3/28/2018	2.00	
	design work		
X	007 LEIDEKER, GARY 3/29/2018	.50	
	design plans		
Х	007 LEIDEKER, GARY 3/30/2018	1.00	
	FGs, minir design		
Tota	al for 007	5.00	
u	684 WILBERDING, ROSS 4/30/2018	7.00	
	Dwg Markups and Cul-De-Sac grades		
В	684 WILBERDING, ROSS 4/5/2018	3.00	
	ADA Details		
В	684 WILBERDING, ROSS 4/24/2018	1.00	
	Dwg Markups		
В	684 WILBERDING, ROSS 4/25/2018	1.00	
	Adjusting Court Reconstruct Limits		
В	684 WILBERDING, ROSS 4/26/2018	.50	
_	Drawing Markups		
В	684 WILBERDING, ROSS 4/27/2018	5.00	
.,	Dwg Markups	4.00	
Х	684 WILBERDING, ROSS 3/21/2018	4.00	
	ADA Ramps	50	
Х	684 WILBERDING, ROSS 3/28/2018	.50	
T . 4 -	ADA Ramps	22.50	
	l for 684	22.00	
	or UNASSIGNED	27.00 27.00	
	CONST.DESIGN	27.00	
36 QUAN			
	NASSIGNED	2.00	
Х	007 LEIDEKER, GARY 3/30/2018	2.00	
7P _ 4 - 1	quantity takeoffs	2.00	
	l for 007	2.00 2.00	
	or UNASSIGNED	2.00	
rotal lof	QUANTITIES	2.00	

Project Detail - JTD	Job-to-Date through 5/4/2018	Tuesday, May 1, 2018 9:14:17 AN
Show Unposted	Total	
	Hours	
37 SPECIFICATIONS		
000 UNASSIGNED		
B 684 WILBERDING, ROSS 4/25/2 Starting Spec Book	018 2.00	
B 684 WILBERDING, ROSS 4/26/2	018 2.50	
Special Provisions Total for 684	4.50	
Total for UNASSIGNED	4.50	
Total for SPECIFICATIONS	4.50	
93 FIELD SERVICES	4.50	
000 UNASSIGNED		
X 684 WILBERDING, ROSS 3/20/2	018 1.50	
Site Visit		
Total for 684	1.50	
Total for UNASSIGNED	1.50	
Total for FIELD SERVICES	1.50	
Total for Labor and Overhead	318.80	
Expenses		
Reimbursable Expenses		
520.00 REIMB. MISC. EXPENSE		
X UN 0000039 1/16/2018 2 PERSON CREW-TOPOGRAPHICAL SURVEY / topo fairholme west of holiday and west of fairford 10.0 HOURS @ 0 10.0 HOURS @ 141.0	i /	
X UN 0000039 1/17/2018 2 PERSON CREW-TOPOGRAPHICAL SURVEY / Dat collection topo / 5.0 HOURS @ 0 5.0 HOURS		

X UN 0000039 1/18/2018 2 PERSON CREW-TOPOGRAPHICAL SURVEY / Finished data coolection topo / 7.0 HOURS @ 0 7.0

HOURS @ 141.00

@ 141.00

X UN 0000112 1/22/2018 2 PERSON CREW-TOPOGRAPHICAL SURVEY / Locate waterservices, locate benches / 6.5 HOURS @ 0 6.5 HOURS @ 141.00

X UN 0000112 1/24/2018 3 PERSON CREW-TOPOGRAPHICAL SURVEY / Benchloop. structure data / 6.0 HOURS @ 0 6.0 HOURS @ 169.50

X UN 0000112 1/24/2018 2 PERSON CREW-TOPOGRAPHICAL SURVEY / Structure data / 2.5 HOURS @ 0 2.5 HOURS @ 141.00

Total for 520.00

Total for Reimbursable Expenses

Total for Expenses

 Total for 0160-0399-0
 318.80

 Final Totals
 318.80

RECEIVED

JUL 2 5 2018



AMDERSON, ECKSTEIN AND WESTRICK, INC. PENGINEER'S SORVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 JULY Prone (586) 726-1234 Fax (586) 726-8780

Invoice

THY OF GROSS

June 7, 2018

Project No: Invoice No: 0160-0395-0 0117962

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

Project

0160-0395-0

CAPITAL IMPROVEMENTS, ROOFS

FOR: CITY HALL FIELD MEASURMENTS; PLAN AND SPEC BOOK PREPARATION

Professional Services from April 30, 2018 to May 27, 2018

Phase

01

CONTRACT DOCUMENTS

PD 17-44263

Fee

Total Fee

50,000.00

Percent Complete

100.00 Total Earned

Previous Fee Billing

Current Fee Billing

Total Fee

50,000.00 57,600.00

(7,600.00)

3.0

(7,600.00)

Total this Phase

(\$7,600.00)

Phase

02

CONTRACT ADMINISTRATION

Fee

Total Fee

12,000.00

Percent Complete

0.00 Total Earned

Previous Fee Billing

Current Fee Billing

Total Fee

0.00

0.00

0.00

0.00

Total this Phase

Phase

03

BATH HOUSE BOILER - ADDITIONAL SERVICES

Fee

Total Fee

11,000.00

-

00.451.974.20

)

Percent Complete

100.00 Total Earned

Previous Fee Billing

Bellen

8 800 00

Current Fee Billing

2 200 00

Total Fee

2,200.00

Total this Phase

2,200.00 \$2,200.00

Phase

04

CITY HALL HVAC STUDY

Fee

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

Project	0160-0395-0	CAPITAL IMPR	OVEMENTS, ROOFS	Invoice	0117962
Total F	⁼ ee	10,000.00			
Percer	nt Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing Total Fee	10,000.00 10,000.00 0.00 Total this Phase	
 Phase		ADDITIONAL CIT	Y HALL HVAC PER S		
				4486 #10,000	Po#
Fee Total F		40,000.00	420.4	51.977.201	16322000
Percer	it Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing Total Fee	Behres 40,000.00 7/18/18 40,000.00	40,000.00
				Total this Phase	\$40,000.00
 Phase	06	SMOKE CONTRO	L SYSTEM		
- -			PO#		
Fee Total F	ee	10,000.00	420.4	151.977.201	
Percen	t Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing	behrer 10,000.00 7/18/18 10,000.00	K5°
			Total Fee	Total this Phase	10,000.00
				Total this Phase	\$10,000.00
				Total this Invoice	\$44,600.00

BILLING BACKUP REPORT

Anderson, Eckstein & Westrick, Inc.	Job-to-Date	through 6/29/2	2018	
	Regular Hours	Total Ovt Hrs	Total Hours	
Project Number: 0160-0395-0 CAPITAL IMPROVEMEN	ITS, ROOFS			
Total for				
Labor and Overhead				
23 RESEARCH/REVIEW				
000 UNASSIGNED				
*X 293 LOCKWOOD, SCOTT 3/2/2017	1.00		1.00	
*X 293 LOCKWOOD, SCOTT 3/27/2017	1.00		1.00	
Total for 293	2.00		2.00	
Total for UNASSIGNED	2.00		2.00	
Total for RESEARCH/REVIEW	2.00		2.00	
24 SECRETARIAL				
000 UNASSIGNED				
*T 391 BICKHAM, BRENDA 5/9/2018	.50		.50	
*T 391 BICKHAM, BRENDA 5/9/2018	50		50	
*X 391 BICKHAM, BRENDA 2/28/2017	.50		.50	
*X 391 BICKHAM, BRENDA 3/1/2017	.5 0		.50	
X 391 BICKHAM, BRENDA 10/26/2017	1.00		1.00	
* X 391 BICKHAM, BRENDA 5/9/2018	.50		.50	
Total for 391	2.50		2.50	
*X 520 DUBAY, GAIL 3/20/2017	.30		.30	
Total for 520	.30		.30	
Total for UNASSIGNED	2.80		2.80	
Total for SECRETARIAL	2.80		2.80	
25 PRINTS				
000 UNASSIGNED				
*T 523 KAFERLE, KATHLEEN 4/4/2018	1.00		1.00	
*T 523 KAFERLE, KATHLEEN 4/4/2018	-1.00		-1.00	
*X 523 KAFERLE, KATHLEEN 4/4/2018	1.00		1.00	
Total for 523	1.00		1.00	
*T 665 ANKAWI, MICHELLE 4/4/2018	1.50		1.50	
*T 665 ANKAWI, MICHELLE 4/4/2018	-1.50		-1. 5 0	
*X 665 ANKAWI, MICHELLE 4/4/2018	1.50		1.50	
Total for 665	1.50		1.50	
Total for UNASSIGNED	2.50		2.50	
Total for PRINTS	2.50		2.50	
26 DELIVERIES				
000 UNASSIGNED				
* T 596 CHIRCO, BRANDY 4/6/2018	2.00		2.00	
*T 596 CHIRCO, BRANDY 4/6/2018	-2.00		-2.00	
*X 596 CHIRCO, BRANDY 4/6/2018	2.00		2.00	
Total for 596	2.00		2.00	
Total for UNASSIGNED	2.00		2.00	
Total for DELIVERIES	2.00		2.00	
35 CONST.DESIGN	2.00			
000 UNASSIGNED				
*T 293 LOCKWOOD, SCOTT 4/3/2018	1.00		1.00	
*T 293 LOCKWOOD, SCOTT 4/3/2018	-1.00		-1.00	
*T 293 LOCKWOOD, SCOTT 4/4/2018	1.00		1.00	
*T 293 LOCKWOOD, SCOTT 4/4/2018	-1.00		-1.00	
•	- 1.00	1.00	1.00	
		-1.00	-1.00	
*T 293 LOCKWOOD, SCOTT 4/27/2018	1.00	-1.00	1.00	
*T 293 LOCKWOOD, SCOTT 4/30/2018	1.00			
*T 293 LOCKWOOD, SCOTT 4/30/2018	-1.00 1.50		-1.00 1.50	
*T 293 LOCKWOOD, SCOTT 5/1/2018	1.50		1.50	
*T 293 LOCKWOOD, SCOTT 5/1/2018	-1.50		-1.50	

Project Detail -	JTD	Job-to-Date through 6/29/2018			Thursday, June 7, 2018 3:26:02 PM
		Regular Hours	Total Ovt Hrs	Total Hours	
*T 2	93 LOCKWOOD, SCOTT 5/2/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/2/2018	-1.00		-1.00	
	93 LOCKWOOD, SCOTT 5/4/2018		2.50	2.50	
	93 LOCKWOOD, SCOTT 5/4/2018		-2.50	-2.50	
	93 LOCKWOOD, SCOTT 5/7/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/7/2018	-1.00		-1.00	
	93 LOCKWOOD, SCOTT 5/9/2018	2.00		2.00	
	93 LOCKWOOD, SCOTT 5/9/2018	-2.00		-2.00	
	93 LOCKWOOD, SCOTT 5/14/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/14/2018	-1.00		-1.00	
	93 LOCKWOOD, SCOTT 5/16/2018	2.00		2.00	
	93 LOCKWOOD, SCOTT 5/16/2018	-2.00		-2.00	
	93 LOCKWOOD, SCOTT 4/3/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 4/4/2018	1.00	4.00	1.00	
	93 LOCKWOOD, SCOTT 4/27/2018	4.55	1.00	1.00	
	93 LOCKWOOD, SCOTT 4/30/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/1/2018	1.50		1.50	
	93 LOCKWOOD, SCOTT 5/2/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/4/2018		2.50	2.50	
	93 LOCKWOOD, SCOTT 5/7/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/9/2018	2.00		2.00	
	93 LOCKWOOD, SCOTT 5/14/2018	1.00		1.00	
	93 LOCKWOOD, SCOTT 5/16/2018	2.00		2.00	
Total for		11.50	3.50	15.00	
	NASSIGNED	11.50	3.50	15.00	
Total for CON		11.50	3.50	15.00	
37 SPECIFIC					
000 UNAS					
	42 VIGNERON, MICHAEL 4/3/2018	.50		.50	
	42 VIGNERON, MICHAEL 4/3/2018	50		50	
	42 VIGNERON, MICHAEL 4/18/2018	.20		.20	
	42 VIGNERON, MICHAEL 4/18/2018	20		20	
	42 VIGNERON, MICHAEL 4/19/2018	.20		.20	
	42 VIGNERON, MICHAEL 4/19/2018	20		20	
	42 VIGNERON, MICHAEL 4/20/2018	.20		.20	
	42 VIGNERON, MICHAEL 4/20/2018	20		20	
	42 VIGNERON, MICHAEL 4/3/2018	.50		.50	
	12 VIGNERON, MICHAEL 4/18/2018	.20		.20	
	12 VIGNERON, MICHAEL 4/19/2018	.20		.20	
	42 VIGNERON, MICHAEL 4/20/2018	.20		.20	
Total for		1.10		1.10	
	52 PASAMBA, ARMANDO 3/1/2017	2.00		2.00	
	52 PASAMBA, ARMANDO 3/2/2017	.50		.50	
* X 45	52 PASAMBA, ARMANDO 3/22/2017	1.50		1.50	
	52 PASAMBA, ARMANDO 3/24/2017	1.00		1.00	
Total for 4		5.00		5.00	
Total for UN	ASSIGNED	6.10		6.10	
Total for SPE	CIFICATIONS	6.10		6.10	
41 MEETING					
000 UNASS	BIGNED				
X 293	3 LOCKWOOD, SCOTT 9/18/2017	2.00		2.00	
X 293	LOCKWOOD, SCOTT 11/6/2017	1.00		1.00	
X 293	3 LOCKWOOD, SCOTT 11/29/2017	1.5 0		1.50	
X 29:	B LOCKWOOD, SCOTT 12/6/2017	1.00	•	1.00	
X 293	3 LOCKWOOD, SCOTT 12/18/2017	1.00		1.00	
X 293	3 LOCKWOOD, SCOTT 12/21/2017	.50		.50	
X 293	LOCKWOOD, SCOTT 1/2/2018	.50		.50	
X 293	LOCKWOOD, SCOTT 1/3/2018	1.00		1.00	

Project Detail - JTD	Job-to-Date	e through 6/29/2	2018	Thursday, June 7, 2018 3:26:02 PM
	Regular Hours	Total Ovt Hrs	Total Hours	
X 293 LOCKWOOD, SCOTT 1/10/2018	.50		.50	
X 293 LOCKWOOD, SCOTT 1/22/2018	2.00		2.00	
X 293 LOCKWOOD, SCOTT 1/23/2018	1.00		1.00	
X 293 LOCKWOOD, SCOTT 1/25/2018	1.50		1.50	
X 293 LOCKWOOD, SCOTT 1/26/2018	.50		.50	
X 293 LOCKWOOD, SCOTT 2/7/2018 X 293 LOCKWOOD, SCOTT 2/8/2018	1.50		1.50	
X 293 LOCKWOOD, SCOTT 2/9/2018	1.00	1.00	1.00 1.00	
X 293 LOCKWOOD, SCOTT 2/13/2018	2.00	1.00	2.00	
X 293 LOCKWOOD, SCOTT 2/14/2018	1.50		1.50	
X 293 LOCKWOOD, SCOTT 2/21/2018	1.00		1.00	
X 293 LOCKWOOD, SCOTT 2/26/2018	1.50		1.50	
X 293 LOCKWOOD, SCOTT 2/28/2018	1.00		1.00	
X 293 LOCKWOOD, SCOTT 3/2/2018	1.00	1.00	1.00	
X 293 LOCKWOOD, SCOTT 3/12/2018	1.50		1.50	
X 293 LOCKWOOD, SCOTT 3/15/2018	1.50		1.50	
X 293 LOCKWOOD, SCOTT 3/16/2018		2.00	2.00	
X 293 LOCKWOOD, SCOTT 3/19/2018	1.00		1.00	
X 293 LOCKWOOD, SCOTT 3/23/2018		1.50	1.50	
Total for 293	27.50	5.50	33.00	
Total for UNASSIGNED	27.50	5.50	33.00	
Total for MEETINGS	27.50	5.50	33.00	
50 ARCHITECT				
000 UNASSIGNED				
*T 402 ARLOW, JASON 1/12/2018	.50	2.00	2.50	
*T 402 ARLOW, JASON 1/12/2018	50	-2.00	-2.50	
*T 402 ARLOW, JASON 1/15/2018	2.50		2.50	
* T 402 ARLOW, JASON 1/15/2018	-2.50		-2.50	
*X 402 ARLOW, JASON 1/12/2018	.50	2.00	2.50	
*X 402 ARLOW, JASON 1/15/2018	2.50		2.50	
X 402 ARLOW, JASON 2/27/2018	2.00		2.00	
X 402 ARLOW, JASON 2/28/2018	3.00		3.00	
X 402 ARLOW, JASON 3/2/2018		2.00	2.00	
X 402 ARLOW, JASON 3/3/2018		1.00	1.00	
X 402 ARLOW, JASON 3/8/2018	.50		.50	
X 402 ARLOW, JASON 3/15/2018	.50		.50	
Total for 402	9.00	5.00	14.00	
Total for UNASSIGNED	9.00	5.00	14.00	
Total for ARCHITECT	9.00	5.00	14.00	
51 PROG/FEAS				
000 UNASSIGNED				
X 402 ARLOW, JASON 8/7/2017	.50		.50	
Total for 402	.50		.50	
Total for UNASSIGNED	.50		.50	
Total for PROG/FEAS	.50		.50	
52 DESIGN DEV				
000 UNASSIGNED	2.50		2.50	
X 402 ARLOW, JASON 11/29/2017	3.50		3.50	
X 402 ARLOW, JASON 11/30/2017	1.00		1.00	
X 402 ARLOW, JASON 12/4/2017	3.00		3.00 50	
X 402 ARLOW, JASON 12/14/2017	.50 50		.50 50	
X 402 ARLOW, JASON 12/15/2017	.50		.50	
Total for 402	8.50 1.00		8.50 1.00	
X 681 BERGE, MATTHEW 10/30/2017	1.00		1.00	
X 681 BERGE, MATTHEW 11/6/2017 X 681 BERGE, MATTHEW 11/8/2017	1.00		1.00	
·	1.00		1.00 4.00	
X 681 BERGE, MATTHEW 11/9/2017	4.00	1.00		
X 681 BERGE, MATTHEW 11/10/2017		1.00	1.00	

Project De	etail - JTD		Job-to-Date through 6/29/2018		2018	Thursday, June 7, 2018 3:26:02 PM
			Regular Hours	Total Ovt Hrs	Total Hours	
Tota	al for 681		7.00	1.00	8.00	
	for UNASSIGNED		15.50	1.00	16.50	
	DESIGN DEV		15.50	1.00	16.50	
	IST DOCUM					
	NASSIGNED					
* T	402 ARLOW, JASOI	N 4/3/2018	1.00		1.00	
* T	402 ARLOW, JASOI	N 4/3/2018	-1.00		-1.00	
* T	402 ARLOW, JASON	N 4/10/2018	2.00		2.00	
* T	402 ARLOW, JASON	N 4/10/2018	-2.00		-2.00	
* T	402 ARLOW, JASON		1.50		1.50	
* T	402 ARLOW, JASON	N 5/1/2018	-1.50		-1.50	
* T	402 ARLOW, JASON		2.50		2.50	
* T	402 ARLOW, JASON		-2.50		-2.50	
* T	402 ARLOW, JASON		3.50		3.50	
* T	402 ARLOW, JASON		-3.50		-3.50	
* T	402 ARLOW, JASON		.50		.50	
* T	402 ARLOW, JASON		50		50 50	
*T	402 ARLOW, JASON		.50		.50	
*T	402 ARLOW, JASON		50	.50	50 .50	
* T	402 ARLOW, JASON			.50 50	.50 50	
* T * T	402 ARLOW, JASON 402 ARLOW, JASON		1.00	50	1.00	
* T	402 ARLOW, JASON		-1.00		-1.00	
*T	402 ARLOW, JASON		.50		.50	
* T	402 ARLOW, JASON		50		50	
* X	402 ARLOW, JASON		.50		.50	
*X	402 ARLOW, JASON			.50	.50	
* X	402 ARLOW, JASON		3.00		3.00	
*X	402 ARLOW, JASON		2.00		2.00	
* X	402 ARLOW, JASON			.50	.50	
* X	402 ARLOW, JASON		2.50		2.50	
* X	402 ARLOW, JASON		1.50		1.50	
* X	402 ARLOW, JASON	3/20/2017	1.00		1.00	
* X	402 ARLOW, JASON	3/21/2017	1.00		1.00	
* X	402 ARLOW, JASON	3/22/2017	2.00		2.00	
* X	402 ARLOW, JASON	3/24/2017		.50	.50	
* X	402 ARLOW, JASON	3/27/2017	1.00		1.00	
Х	402 ARLOW, JASON	10/25/2017	1.50		1.50	
Х	402 ARLOW, JASON	10/26/2017	.50		.50	
Х	402 ARLOW, JASON	11/2/2017	.50		.50	
Х	402 ARLOW, JASON	12/28/2017	1.00		1.00	
Х	402 ARLOW, JASON	1/2/2018	.50		.50	
Х	402 ARLOW, JASON	1/4/2018	.50		.50	
Х	402 ARLOW, JASON	1/11/2018	1.00	=-	1.00	
Х	402 ARLOW, JASON	1/12/2018		.50	.50	
Х	402 ARLOW, JASON	1/22/2018	2.50		2.50	
Х	402 ARLOW, JASON	1/22/2018	1.00		1.00	
X	402 ARLOW, JASON	1/23/2018	.50		.50	
Х	402 ARLOW, JASON	1/25/2018	1.00		1.00	
X	402 ARLOW, JASON	1/30/2018	.50		.50 50	
X	402 ARLOW, JASON	2/2/2018	.50 50		.50 50	
X	402 ARLOW, JASON	2/5/2018	.50		.50 1.00	
X	402 ARLOW, JASON	2/6/2018	1.00 50		.50	
X	402 ARLOW, JASON	2/7/2018	.50 50		.50	
X	402 ARLOW, JASON	2/8/2018	.50 .50		.50	
X	402 ARLOW, JASON	2/12/2018	.50 .50		.50	
X	402 ARLOW, JASON	2/14/2018	.50 2.50		2.50	
Х	402 ARLOW, JASON	2/15/2018	2.50		2.00	

Project Detail - JTD		Job-to-Date through 6/29/2018			Thursday, June 7, 2018 3:26:02 PM
		Regular Hours	Total Ovt Hrs	Total Hours	
Х	402 ARLOW, JASON 3/2/2018	1.00		1.00	
Χ	402 ARLOW, JASON 3/8/2018	1.00		1.00	
Х	402 ARLOW, JASON 3/12/2018	.50		.50	
Х	402 ARLOW, JASON 3/22/2018	2.00		2.00	
Х	402 ARLOW, JASON 3/28/2018	1.00		1.00	
Х	402 ARLOW, JASON 3/29/2018	2.00	1.00	3.00	
* X		1.00		1.00	
* X		2.00		2.00	
* X		1.50		1.50	
* X	•	2.50		2.50	
* X	402 ARLOW, JASON 5/8/2018	3.50		3.50	
* X	402 ARLOW, JASON 5/9/2018	.50		.50	
* X	402 ARLOW, JASON 5/10/2018	.50		.50	
* X	402 ARLOW, JASON 5/11/2018	4.00	.50	.50	
* X	402 ARLOW, JASON 5/15/2018	1.00		1.00	
* X	402 ARLOW, JASON 5/16/2018	.50	0.50	.50	
	1 for 402	52.50	3.50	56.00	
M	452 PASAMBA, ARMANDO 11/15/2017	1.00		1.00	
M	452 PASAMBA, ARMANDO 11/16/2017	4.00	50	4.00	
M	452 PASAMBA, ARMANDO 11/17/2017	3.50	.50	4.00	
X	452 PASAMBA, ARMANDO 11/7/2017	1.00		1.00	
X	452 PASAMBA, ARMANDO 11/8/2017	5.00	1.00	5.00	
X	452 PASAMBA, ARMANDO 11/10/2017	2.00	1.00	3.00	
X X	452 PASAMBA, ARMANDO 12/1/2017	4.00		4.00	
	452 PASAMBA, ARMANDO 2/6/2018	4.50 35.00	4.50	4.50	
	for 452 506 CHIPCO PRANDY 11/20/2017	25.00	1.50	26.50 2.50	
M M	596 CHIRCO, BRANDY 11/20/2017 596 CHIRCO, BRANDY 11/21/2017	2.50 .50		.50	
M	596 CHIRCO, BRANDY 11/27/2017	4.00		4.00	
M	596 CHIRCO, BRANDY 11/28/2017	.30		.30	
M	596 CHIRCO, BRANDY 11/29/2017	6.20		6.20	
M	596 CHIRCO, BRANDY 11/30/2017	4.10		4.10	
M	596 CHIRCO, BRANDY 12/1/2017	4.00		4.00	
M	596 CHIRCO, BRANDY 12/1/2017	.50		.50	
М	596 CHIRCO, BRANDY 12/4/2017	5.40		5.40	
M	596 CHIRCO, BRANDY 12/5/2017	4.00		4.00	
М	596 CHIRCO, BRANDY 12/6/2017	.20		.20	
* T	596 CHIRCO, BRANDY 4/2/2018	6.30		6.30	
* T	596 CHIRCO, BRANDY 4/2/2018	-6.30		-6.30	
* T	596 CHIRCO, BRANDY 4/3/2018	2.30		2.30	
* T	596 CHIRCO, BRANDY 4/3/2018	-2.30		-2.30	
* T	596 CHIRCO, BRANDY 4/10/2018	.20		.20	
* T	596 CHIRCO, BRANDY 4/10/2018	20		20	
* T	596 CHIRCO, BRANDY 4/12/2018	.10		.10	
* T	596 CHIRCO, BRANDY 4/12/2018	10		10	
* T	596 CHIRCO, BRANDY 4/13/2018	.50		.50	
* T	596 CHIRCO, BRANDY 4/13/2018	50		50	
* T	596 CHIRCO, BRANDY 4/16/2018	.50		.50	
* T	596 CHIRCO, BRANDY 4/16/2018	50		50	
* T	596 CHIRCO, BRANDY 4/17/2018	1.20		1.20	
* T	596 CHIRCO, BRANDY 4/17/2018	-1.20		-1.20	
* T	596 CHIRCO, BRANDY 4/18/2018	.90		.90	
* T	596 CHIRCO, BRANDY 4/18/2018	90		90	
* T	596 CHIRCO, BRANDY 4/19/2018	.50		.50	
* T	596 CHIRCO, BRANDY 4/19/2018	50		50	
* T	596 CHIRCO, BRANDY 4/20/2018	.70		.70	
* T	596 CHIRCO, BRANDY 4/20/2018	70		70	
* T	596 CHIRCO, BRANDY 4/23/2018	.20		.20	
				····	

Total Hours	Project De	etail - JTD		Job-to-Date	Job-to-Date through 6/29/2018		Thursday, June 7, 2018 3:26:02 PM
**************************************		110011		Regular	Total	Total	
**************************************	* T	596 CHIRCO, BRANDY	/ 4/23/2018	20			

**T 586 CHIRCO, BRANDY 59/2016							

X 596 CHIRCO, BRANDY 121/12017 5.50 5.50 X 596 CHIRCO, BRANDY 121/182017 5.50 5.50 X 596 CHIRCO, BRANDY 121/182017 1.70 X 596 CHIRCO, BRANDY 121/182017 1.70 X 596 CHIRCO, BRANDY 122/182017 1.50 X 596 CHIRCO, BRANDY 1/18/2018 5.50 X 596 CHIRCO, BRANDY 1/18/2018 1.00 X 596 CHIRCO, BRANDY 1/18/2018 1.00 X 596 CHIRCO, BRANDY 1/18/2018 5.50 X 596 CHIRCO, BRANDY 1/18/2018 1.50 X 596 CHIRCO, BRANDY 1/18/2018 4.70 X 596 CHIRCO, BRANDY 1/18/2018 4.00 X 596 CHIRCO, BRANDY 1/18/2018 8.00 X 596 CHIRCO, BR							
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*X 596 CHIRCO, BRANDY 4/12/2018 .10 .10 *X 596 CHIRCO, BRANDY 4/13/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/16/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/17/2018 1.20 1.20 *X 596 CHIRCO, BRANDY 4/18/2018 .90 .90 *X 596 CHIRCO, BRANDY 4/19/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/19/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/20/2018 .70 .70			4/10/2018	.20		.20	
*X 596 CHIRCO, BRANDY 4/13/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/16/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/17/2018 1.20 1.20 *X 596 CHIRCO, BRANDY 4/18/2018 .90 .90 *X 596 CHIRCO, BRANDY 4/19/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/20/2018 .70 .70						.10	
*X 596 CHIRCO, BRANDY 4/16/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/17/2018 1.20 1.20 *X 596 CHIRCO, BRANDY 4/18/2018 .90 .90 *X 596 CHIRCO, BRANDY 4/19/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/20/2018 .70 .70						.50	
*X 596 CHIRCO, BRANDY 4/17/2018 1.20 1.20 *X 596 CHIRCO, BRANDY 4/18/2018 .90 .90 *X 596 CHIRCO, BRANDY 4/19/2018 .50 .50 *X 596 CHIRCO, BRANDY 4/20/2018 .70 .70	* X	596 CHIRCO, BRANDY	4/16/2018	.50		.50	
* X 596 CHIRCO, BRANDY 4/18/2018 .90 .90 * X 596 CHIRCO, BRANDY 4/19/2018 .50 .50 * X 596 CHIRCO, BRANDY 4/20/2018 .70 .70				1.20		1.20	
* X 596 CHIRCO, BRANDY 4/20/2018 .70 .70	* X	596 CHIRCO, BRANDY	4/18/2018	.90			
	* X	596 CHIRCO, BRANDY	4/19/2018	.50		.50	
* X 596 CHIRCO, BRANDY 4/23/2018 .20 .20	* X	596 CHIRCO, BRANDY	4/20/2018	.70			
	* X	596 CHIRCO, BRANDY	4/23/2018	.20		.20	

Project Detail - JTD	Job-to-Date	e through 6/29/	2018	Thursday, June 7, 2018 3:26:02 PM
	Regular Hours	Total Ovt Hrs	Total Hours	
*X 596 CHIRCO, BRANDY 4/30/2018	.70		.70	
*X 596 CHIRCO, BRANDY 5/2/2018	.70		.70	
*X 596 CHIRCO, BRANDY 5/8/2018	1.00		1.00	
Total for 596	193.60		193.60	
*T 681 BERGE, MATTHEW 4/2/2018 *T 681 BERGE, MATTHEW 4/2/2018	.50		.50	
*T 681 BERGE, MATTHEW 4/2/2018 *T 681 BERGE, MATTHEW 4/3/2018	50 2.00		50 2.00	
*T 681 BERGE, MATTHEW 4/3/2018	-2.00		-2.00	
*T 681 BERGE, MATTHEW 4/4/2018	1.00		1.00	
*T 681 BERGE, MATTHEW 4/4/2018	-1.00		-1.00	
*T 681 BERGE, MATTHEW 4/5/2018	.50		.50	
*T 681 BERGE, MATTHEW 4/5/2018	50		50	
X 681 BERGE, MATTHEW 1/18/2018	4.00		4.00	
X 681 BERGE, MATTHEW 1/24/2018	2.00		2.00	
X 681 BERGE, MATTHEW 1/25/2018	7.50		7.50	
X 681 BERGE, MATTHEW 1/26/2018	5.50		5.50	
X 681 BERGE, MATTHEW 1/29/2018	2.00		2.00	
X 681 BERGE, MATTHEW 1/30/2018	2.00		2.00	
X 681 BERGE, MATTHEW 1/31/2018	1.00		1.00	
X 681 BERGE, MATTHEW 2/1/2018	3.00		3.00	
X 681 BERGE, MATTHEW 2/2/2018	1.00		1.00	
X 681 BERGE, MATTHEW 2/5/2018	4.00		4.00	
X 681 BERGE, MATTHEW 2/6/2018	4.00		4.00	
X 681 BERGE, MATTHEW 2/7/2018	4.00		4.00	
X 681 BERGE, MATTHEW 3/29/2018	2.00		2.00	
X 681 BERGE, MATTHEW 3/30/2018	1.00		1.00	
*X 681 BERGE, MATTHEW 4/2/2018	.50		.50	
*X 681 BERGE, MATTHEW 4/3/2018	2.00		2.00	
* X 681 BERGE, MATTHEW 4/4/2018	1.00		1.00	
* X 681 BERGE, MATTHEW 4/5/2018 Total for 681	.50		.50	
Total for UNASSIGNED	47.00 318.10	5.00	47.00 323.10	
Total for CONST DOCUM	318.10	5.00	323.10	
54 BIDDING	010.10	0.00	020.10	
000 UNASSIGNED				
*T 402 ARLOW, JASON 4/16/2018	1.00		1.00	
*T 402 ARLOW, JASON 4/16/2018	-1.00		-1.00	
*T 402 ARLOW, JASON 4/17/2018	1.00		1.00	
*T 402 ARLOW, JASON 4/17/2018	-1.00		-1.00	
*T 402 ARLOW, JASON 4/19/2018	1.00		1.00	
*T 402 ARLOW, JASON 4/19/2018	-1.00		-1.00	
*T 402 ARLOW, JASON 4/20/2018	.50		.50	
*T 402 ARLOW, JASON 4/20/2018	50		50	
* X 402 ARLOW, JASON 4/11/2017	1.50		1.50	
*X 402 ARLOW, JASON 4/18/2017	1.50		1.50	
*X 402 ARLOW, JASON 4/16/2018	1.00		1.00	
*X 402 ARLOW, JASON 4/17/2018	1.00		1.00	
*X 402 ARLOW, JASON 4/19/2018	1.00		1.00	
*X 402 ARLOW, JASON 4/20/2018	.50		.50	
Total for 402	6.50	,	6.50	
*T 681 BERGE, MATTHEW 4/18/2018	2.00		2.00	
*T 681 BERGE, MATTHEW 4/18/2018	-2.00		-2.00	
*X 681 BERGE, MATTHEW 4/18/2018	2.00		2.00	
Total for 681	2.00		2.00	
Total for UNASSIGNED	8.50		8.50	
Total for BIDDING	8.50		8.50	

Project Detail - JTD	Job-to-Date	e through 6/29/:		Thursday, June 7, 2018 3:26:02 PM
	Regular Hours	Total Ovt Hrs	Total Hours	
55 CONST ADMIN				
000 UNASSIGNED				
M 596 CHIRCO, BRANDY 11/17/2017	1.00		1.00	
M 596 CHIRCO, BRANDY 11/22/2017	.50		.50	
Total for 596	1.50		1.50	
Total for UNASSIGNED	1.50		1.50	
Total for CONST ADMIN	1.50		1.50	
56 ME/ELEC DESG				
000 UNASSIGNED				
* T 552 EDWARDS, WILLIAM 2/21/2018	.60		.60	
*T 552 EDWARDS, WILLIAM 2/21/2018	60		60	
X 552 EDWARDS, WILLIAM 2/8/2018	2.70		2.70	
*X 552 EDWARDS, WILLIAM 2/21/2018	.60		.60	
X 552 EDWARDS, WILLIAM 2/22/2018	.50		.50	
Total for 552	3.80		3.80	
Total for UNASSIGNED	3.80		3.80	
Total for ME/ELEC DESG	3.80		3.80	
58 STRUCTURAL	0.00		0.00	
000 UNASSIGNED				
X 544 ZAUEL, KEVIN 2/28/2018	.50		.50	
X 544 ZAUEL, KEVIN 2/23/2018	1.00		1.00	
X 544 ZAUEL, KEVIN 3/29/2018	6.00		6.00	
Total for 544	7.50		7. 50	
	7.50 7.50		7.50	
Total for UNASSIGNED	7.50 7.50		7.50 7.50	
Total for STRUCTURAL Total for Labor and Overhead	418.80	20.00	438.80	
	410.00	20.00	430.00	
Expenses				
Reimbursable Expenses				
521.00 NON-REIMB. MISC. EXP.				
F AP 0086951 12/5/2017 / ROOFING TECHNOLOGY ASSOCIATES /				
F AP 0087068 12/18/2017 / ROOFING TECHNOLOGY ASSOCIATES /				
F AP 0087441 2/13/2018 / DI CLEMENTE SIEGEL DESIGN INC. /				
F AP 0087541 2/28/2018 / DI CLEMENTE SIEGEL DESIGN INC. /				
F AP 0087884 4/24/2018 / DICLEMENTE SIEGEL DESIGN INC. /				
F AP 0088090 5/22/2018 / DICLEMENTE SIEGEL DESIGN INC. /				
X AP 0087715 3/27/2018 / DICLEMENTE SIEGEL DESIGN INC. / Invoice #57421				
Total for 521.00				
Total for Reimbursable Expenses				
Total for Expenses				
Fotal for 0160-0395-0	418.80	20.00	438.80	
Final Totals	418.80	20.00	438.80	

Invoice

ANDERSON, ECKSTEIN AND WESTRICK, INC.

WOODFIL ENGINEERS • SURVEYORS • ARCHITECTS
51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

> Fy 2017-18 PO 17-44119 Proj # 101-000-285,530

June 14, 2018

Project No: Invoice No:

0160-0376-2 0118116

CITY OF GROSSE POINTE WOODS

ACCOUNTS PAYABLE 20025 MACK AVENUE

GROSSE POINTE WOOD, MI 48236-2397

Project

0160-0376-2

GAS MAIN CONSTRUCTION OVERSIGHT

Professional Services from April 30, 2018 to May 27, 2018 **Professional Personnel**

		Hours	Rate	Amount
CONTRACT ADMINISTRATION				
TEAM LEADER				
MYSLINSKI, CHARLES	4/30/2018	.50	83.50	41.75
Time, Mileage, Data Transi	fer, Staffing			
MYSLINSKI, CHARLES Staffing / Status	5/4/2018	.50	83.50	41.75
MYSLINSKI, CHARLES	5/7/2018	.50	83.50	41.75
Time, Mileage, Data Transf	er, Staffing			
MYSLINSKI, CHARLES	5/8/2018	1.00	83.50	83.50
Site Visit & Inspector Ques	tions			
MYSLINSKI, CHARLES	5/14/2018	.50	83.50	41.75
Time, Mileage, Data Transf	ers, Staffing			
VARICALLI, FRANK	5/4/2018	.50	83.50	41.75
ans.fld.quest.on point repa	irs			
VARICALLI, FRANK	5/7/2018	.50	83.50	41.75
VARICALLI, FRANK	5/8/2018	.50	83.50	41.75
VARICALLI, FRANK	5/9/2018	.50	83.50	41.75
ENGINEERING AIDE III				
DE SANDRE, DAVID	5/17/2018	1.00	70.00	70.00
DEDENBACH, LYNN	5/18/2018	.50	70.00	35.00
IDR Filing				
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE I				
FOX, JACK	5/7/2018	12.40	56.00	694.40
Sewer Repairs				
FOX, JACK	5/8/2018	12.40	56.00	694.40
Sewer Repairs				
FOX, JACK	5/9/2018	10.90	56.00	610.40
Sewer Repairs				
BASE MAPS				
GRADUATE ENG/SUR/ARC				
MILLER, JEFFREY	4/30/2018	4.00	83.50	334.00
Addition of gas mains to CC	TV maps for contractors	use		
MILLER, JEFFREY	5/1/2018	6.50	83.50	542.75
Addition of gas mains to CC	TV maps for contractors	use		
MILLER, JEFFREY	5/2/2018	5.00	83.50	417.50
Addition of gas mains to CC	TV maps for contractors	use		

Project	0160-0376-2	GAS MAIN CONSTRUCTIO	N OVE	RSIGHT	Invoice	0118116
N	MILLER, JEFFREY	5/3/2018	3.70	83.50	308.95	
	Addition of gas mains to	CCTV maps for contractors use				
N	IILLER, JEFFREY	5/4/2018	6.00	83.50	501.00	
	Addition of gas mains to	CCTV maps for contractors use				
N	IILLER, JEFFREY	5/7/2018	7.00	83.50	584.50	
	Addition of gas mains to	CCTV maps for contractors use				
	Totals	74	4.40		5,210.40	
	Total Labor	r				5,210.40
Billing Lir	nits	Current		Prior	To-Date	
Total	Billings	5,210.40		132,932.25	138,142.65	
Li	mit				140,000.00	
R	emaining				1,857.35	
				Total this	Invoice	\$5,210.40





Invoice

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

July 2, 2018

Project No: Invoice No: 0160-0395-0 0118185

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

Project

0160-0395-0

CAPITAL IMPROVEMENTS, ROOFS

FOR: CITY HALL FIELD MEASURMENTS; PLAN AND SPEC BOOK PREPARATION

Professional Services from May 28, 2018 to June 24, 2018

Phase

01

CONTRACT DOCUMENTS

Fee

Total Fee

50,000.00

Percent Complete

100.00 Total Earned

Previous Fee Billing

50,000.00 50.000.00

Current Fee Billing

0.00

Total Fee

Total this Phase

CONTRACT ADMINISTRATION PO 17-44263 Phase 02 420. 451. 974. 201 Fee Total Fee 12,000.00 600.00 5.00 Total Earned Percent Complete

> Previous Fee Billing Current Fee Billing

0.00 600.00

Total Fee

Total this Phase

\$600.00

0.00

0.00

Phase 03 BATH HOUSE BOILER - ADDITIONAL SERVICES

Fee

Total Fee

11,000.00

Percent Complete

100.00 Total Earned

11,000.00

Previous Fee Billing

11,000.00

Current Fee Billing

0.00

Total Fee

Total this Phase

CITY HALL HVAC STUDY Phase

Fee

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

Project	0160-0395-0	CAPITAL IMPF	ROVEMENTS, ROOFS	Invoice	0118185
Total F	⁼ ee	10,000.00			
	nt Complete		Total Earned Previous Fee Billing Current Fee Billing Total Fee	10,000.00 10,000.00 0.00	0.00
				Total this Phase	
	05	ADDITIONAL CIT	Y HALL HVAC PER S	TUDY	and and with the court seem total co
Fee					
Total F	ee	40,000.00			
Percen	nt Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing Total Fee	40,000.00 40,000.00 0.00	0.00
				Total this Phase	
Phase	06	SMOKE CONTRO	DL SYSTEM		
Fee					
Total F	ee	10,000.00			
Percen	t Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing Total Fee	10,000.00 10,000.00 0.00	0.00
				Total this Phase	
				Total this Invoice	\$600.00

BILLING BACKUP REPORT



CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

Invoice

July 19, 2018

Project No:

0160-0376-2 0118477

Invoice No:

CITY OF GROSSE PTE. WOODS

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

Project

0160-0376-2

GAS MAIN CONSTRUCTION OVERSIGHT

Professional Services from May 28, 2018 to June 24, 2018

Professional Personnel

		Hou	rs Ra	ate	Amount	
RESEARCH/REVIEW						
PRINCIPAL ENGINEER	}					
LOCKWOOD, SCO	TT 5/30/2018		50 103.	00	51.50	
Scheduled progre	ess meeting- no show					
Totals	3		50		51.50	
Total	Labor					51.50
Billing Limits		Current	Pr	rior	To-Date	
Total Billings		51.50	138,142	.65	138,194.15	
Limit					140,000.00	
Remaining					1,805.85	

Total this Invoice

\$51.50

FY 2017.18

PO 17.44119

101.000.285.300 abehren ON-P



Invoice

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

July 19, 2018

Total this Invoice

\$2,926.00

Project No: Invoice No:

0160-0394-0 0118478

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

Project

0160-0394-0

2017-2018 GIS MAINTENANCE

FOR: GIS PORTAL & MOBILE APP SETUP AND PREP FOR TRAINING **Professional Services from May 28, 2018 to June 24, 2018**

Professional Personnel

		Hours	Rate	Amount	
GIS UPDATES					
ENGINEERING AIDE III					
DOURJALIAN, ANDREW	6/7/2018	4.40	70.00	308.00	
Scanned Plans Update					
DOURJALIAN, ANDREW	6/8/2018	5.50	70.00	385.00	
Scanned Plans Update	0/40/0040	5.00	70.00	400.00	
DOURJALIAN, ANDREW	6/12/2018	5.80	70.00	406.00	
Scanned Plans Update	6/13/2018	3.00	70.00	010.00	
DOURJALIAN, ANDREW Scanned Plans Update	6/13/2016	3.00	70.00	210.00	
DOURJALIAN, ANDREW	6/14/2018	3.50	70.00	245.00	
Scanned Plans Update	0/14/2010	0.00	70.00	2-0.00	
DOURJALIAN, ANDREW	6/15/2018	3.00	70.00	210.00	
Scanned Plans Update	07.0720.0	0.00	. 0.00	2.0.00	
DOURJALIAN, ANDREW	6/18/2018	3.20	70.00	224.00	
Scanned Plans Update					
DOURJALIAN, ANDREW	6/19/2018	3.50	70.00	245.00	
Scanned Plans Update					
DOURJALIAN, ANDREW	6/20/2018	5.80	70.00	406.00	
Scanned Plans Update					
DOURJALIAN, ANDREW	6/21/2018	4.10	70.00	287.00	
Scanned Plans Update					
Totals		41.80		2,926.00	
Totai Labor					2,926.00
Billing Limits		Current	Prior	To-Date	
Total Billings		2,926.00	9,573.10	12,499.10	
Limit				13,000.00	
Remaining				500.90	

FY 2017-18 PO 17-44040 # 592-537-977.000 Brun 5/120/18 OK- FS



CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780



JUL 3 1'2018

July 19, 2018 Project No:

OTY OF GROSSE PTE. WOODS

Invoice No:

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

Project

0160-0396-0

CAPITAL IMPROVEMENTS, PARKING LOTS

FY 2017.18 Po 44484.18 HOTS 420.451.974.20 Abelian

1,049.35

FOR: DESIGN AND CONTRACT AD.

Professional Services from May 28, 2018 to June 24, 2018

Professional Personnel				6	Dekren
		Hours	Rate	Amount	21.11
SECRETARIAL					112611
SECRETARIAL					1
BICKHAM, BRENDA	6/21/2018	.50	33.00	16.50	OK-D
Agreement and Covers					(~
PRINTS				-	2,,,,
ENGINEERING AIDE TRAINEE					And the second
ANKAWI, MICHELLE	6/6/2018	.20	40.50	8.10	
Combine bid Documents in	Contract Books				91/08/
PRELIMINARY ENGINEERING					•
LICENSED ENG/SUR/ARC					
SALA, JULI	6/6/2018	1.50	103.00	154.50	
Meeting S&J, prep					
SALA, JULI	6/13/2018	<i>.</i> 50	103.00	51.50	
SALA, JULI	6/19/2018	.50	103.00	51.50	
SALA, JULI	6/20/2018	.50	103.00	51.50	
SALA, JULI	6/21/2018	1.00	103.00	103.00	
GRADUATE ENG/SUR/ARC					
SOMMERS, MICHAEL	5/29/2018	1.00	83.50	83.50	
SOMMERS, MICHAEL	6/4/2018	.50	83.50	41.75	
SOMMERS, MICHAEL	6/6/2018	1.00	83.50	83.50	
SOMMERS, MICHAEL	6/12/2018	.50	83.50	41.75	
SOMMERS, MICHAEL	6/13/2018	.50	83.50	41.75	
SOMMERS, MICHAEL	6/14/2018	2.00	83.50	167.00	
SOMMERS, MICHAEL	6/21/2018	.50	83.50	41.75	
CONTRACT ADMINISTRATION					
ENGINEERING AIDE III					
DEDENBACH, LYNN	6/13/2018	1.00	70.00	70.00	
Update Reference Files in F	B for Contractor, Import	.dat File, Set-Up			
MEETINGS					
GRADUATE ENG/SUR/ARC					
SOMMERS, MICHAEL	6/6/2018	.50	83.50	41.75	
Totals		12.20		1,049.35	

Total Labor

Project	0160-0396-0	CAPITAL IMPROVEMENTS, F	PARKING LOTS	Invoice	0118479
Billing Lin	nits	Current	Prior	To-Date	
Total E	Billings	1,049.35	36,652.75	37,702.10	
Li	mit			75,000.00	
Re	emaining			37,297.90	
			Total this	Invoice	\$1,049.35



CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

Invoice

CEIVED

AUG I 0 2018

0160-0409-93ROSSE PTE. WOODS

July 19, 2018 Project No: Invoice No:

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

FY 2017.18

Project

0160-0400-0

PD 18-44617 2018 CONCRETE PAVEMENT REPAIR PROGRAM

202.451.974.201\$428.48 Professional Services from May 28, 2018 to June 24, 2018 203.451.974.20/4932.56 **Professional Personnel** Hours Rate 592.537.975.401\$1,159.4 PRELIMINARY ENGINEERING ENGINEERING AIDE I ANDERSON, KEVIN 6/22/2018 .70 56.00 39.20 Estimates for Kenmore/oxford alley CONTRACT ADMINISTRATION **TEAM LEADER** SMITH, BRADLEY 6/15/2018 1.00 83.50 83.50 G2 invoicing VARICALLI, FRANK 5/30/2018 .50 83.50 41.75 review dpw cpr loc. VARICALLI, FRANK .50 6/5/2018 83.50 41.75 VARICALLI, FRANK 6/5/2018 .50 83.50 41.75 review quant for pay est. VARICALLI, FRANK 6/6/2018 1.50 83.50 125.25 VARICALLI, FRANK 6/21/2018 .50 83.50 41.75 review dpw cpr loc. VARICALLI, FRANK 6/22/2018 .50 83.50 41.75 **ENGINEERING AIDE III** DE SANDRE, DAVID 5/29/2018 2.00 70.00 140.00 calculations and checking reports DE SANDRE, DAVID 6/1/2018 3.00 70.00 210.00 calculations and checking reports DEDENBACH, LYNN 6/7/2018 .50 70.00 35.00 **IDR Filina** DEDENBACH, LYNN 6/8/2018 1.00 70.00 70.00 Generate Estimate, Transmittal to City, Email, Filing DEDENBACH, LYNN 6/20/2018 .50 70.00 35.00 G2 Review, Email for Payment, Filing **MEETINGS TEAM LEADER** VARICALLI, FRANK 6/21/2018 .50 83.50 41.75 mtg.w/city CONSTRUCTION OBSERVATION **ENGINEERING AIDE III** MONTEMAYOR-ESPINOZA, 6/14/2018 .50 70.00 35.00 **DARIO** Sketch

Project	0160-0	400-0	2018 CONCRE	ETE PAVEMENT R	EPAIR PROGRAM	1 Invoice	0118481
CONSTRUC	CTION ADI	MINISTRATIO	N				
ENGIN	EERING A	IDE III					
WII	NKLE, TO	DD	6/1/2018	1.00	70.00	70.00	
	IDR Review	w w/ DS					
WII	NKLE, TO	DD	6/15/2018	1.40	70.00	98.00	
	Contract A	dmin					
		Totals		16.10		1,191.45	
		Total Labor					1,191.4
Reimbursa	ble Expen	ses					
REIMB.	. MISC. EX	PENSE					
6/19	/2018	G2 CONSULT	TING GROUP	Invoice #180944		1,329.00	
		Total Reimbu	ursables			1,329.00	1,329.0
Billing Limi	its			Current	Prior	To-Date	
Total Bi	illings			2,520.45	17,279.35	19,799.80	
Lim	nit					43,000.00	
Re	maining					23,200.20	

Outstanding Invoices

Number	Date	Balance
0118121	6/14/2018	8,639.67
Totai		8,639.67

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

Voice: 248.680.0400 Fax: 248.680.9745

Bill To: Accounts Payable

Anderson, Eckstein & Westrick

51301 Schoenherr Road Shelby Township, MI 48315

INVOICE

Invoice Number: 180944

Invoice Date: May 31, 2018

Page Number: 1

Customer ID	Purchase Order No.	G2 Project No.
AEW001	AEW No. 0160-03-88-0-100	. 170412
Payment Terms	Due Date	Ship Date Shipping Method
Net 30 Days	June 30, 2018	

Quantity	Description	Unit Price	Amount
13.00	Engineering Technician, Regular Hours, each	56.00	728.00
1.00	Engineering Technician, cylinder pick up 5/18, each	56.00	56.00
2.00	Project Manager, project coordination / Engineering Review	140.00	280.00
1.00	Administrative Assistant, per hour	50.00	50.00
1.00	Troxler Nuclear Moisture / Density Gauge, each	35.00	35.00
12.00	Compressive Strength Test Cylinders, each	15.00	180.00
	AEW No. 0160-0388 Grosse Pointe Woods City Hall Parking Lot, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 5/16/18 through 5/17/18		
	Client Contact: Brad Smith		
	·		

Total Invoice Amount

1,329.00

\$

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

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



CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

Invoice

RECEIVED

AUG 1 0 2018

July 19, 2018

Project No: Invoice No:

0160-0399-0 0118486

CITY OF GROSSE POINTE WOODS ACCOUNTS PAYABLE

GROSSE POINTE WOOD, MI 48236-2397

CITY OF GROSSE PTE. WOODS

FY 2017.18

Project

0160-0399-0

2018 WATERMAIN CAPITAL IMPROVEMENT

PO 18-44717 592-537-978-300

Professional Services from May 28, 2018 to June 24, 2018

Fee

Construction Cost

1,243,682.75

Fee Percentage

20025 MACK AVENUE

6.00

Total Fee

74,620.97

Percent Complete

100.00 Total Earned

74,620,97

Previous Fee Billing

64,125.00

Current Fee Billing

10,495.97

Total Fee

10,495.97

Reimbursable Expenses

REIMB. MISC. EXPENSE

6/5/2018

WAYNE COUNTY LAND RESOURCE MANAGEMENT

SESC PERMIT REVIW FEE

150.00

DIVISION

PERMIT PLAN REVIEW

200.00

WAYNE COUNTY PERMIT 6/5/2018

OFFICE

Total Reimbursables

350.00

Total this Invoice

\$10,845.97

350.00

Outstanding Invoices

Number Date **Balance** 0117543 4/30/2018 34,200.00 0118120 6/14/2018 21,375.00 Total 55,575.00

CHECK REQUEST FORM

DATE:	6/5/18
PAYABLE TO:	Wayne County
	Land Resource Management Division of the DPS
	3600 Commerce Court, Building E
	Wayne, M1 48184
AMOUNT:	\$ 150
REASON:	SESC Permit Review Fee
	·
PROJECT # REIMBURSABLE TO:	0160-0399
REQUESTED BY:	Ross Wilberding
~	
APPROVED BY	Willy -
	Supervisor's Signature
•	
SPECIAL REQUEST:	
DATE CHECK NEEDED BY:	6/8/18 or sooner if possible
· · ·	

CHECK REQUEST FORM

DATE:	6/5/18
PAYABLE TO:	Wayne County
ADDRESS:	Wayne County Permit Office
	33809 Michigan Ave
	Wayne, M1 48184
AMOUNT:	\$ 200
REASON:	Wayne County Posnit Plan Review Cost
PROJECT # REIMBURSABLE TO:	·
REQUESTED BY:	Ross Wilberding
APPROVED BY:	Supervisor's Signature
	Superwsor's Signature
SPECIAL REQUEST:	
	6/8/18 or sooner if possible

Anderson, Eckstein & Westrick, Inc.

Transactions for 5/28/2018 through 6/24/2018

Total Hours

Hours Project Number: 0160-0399-0 2018 WATERMAIN CAPITAL IMPROVEMENT					
Total for					
	d Overhead				
	EARCH/REVIEW				
	NASSIGNED				
Х	293 LOCKWOOD, SCOTT	5/29/2018	1.00		
	Design				
Х	293 LOCKWOOD, SCOTT	5/30/2018	1.00		
	Review plans				
Х	293 LOCKWOOD, SCOTT	6/5/2018	1.50		
	Plans				
Х	293 LOCKWOOD, SCOTT	6/14/2018	1.00		
Х	293 LOCKWOOD, SCOTT	6/18/2018	1.50		
	Revise completion date				
Х	293 LOCKWOOD, SCOTT	6/19/2018	1.00		
	Addendum				
	l for 293		7.00		
X	442 VIGNERON, MICHAEL	5/29/2018	.50		
V	Design Oversight	E/00/0040	F0		
Х	442 VIGNERON, MICHAEL Design Oversight	5/30/2018	.50		
х	442 VIGNERON, MICHAEL	E/24/2049	.50		
^	Design Oversight	5/3 1/20 10	.50		
х	442 VIGNERON, MICHAEL	6/1/2018	.50		
^	Design Oversight	0/1/2010	.50		
Х	442 VIGNERON, MICHAEL	6/4/2018	1.00	•	
^	Design Oversight	0, 1,2010	1.00		
Х	442 VIGNERON, MICHAEL	6/5/2018	2.50		
	Review Final Plans and Spe				
Х	442 VIGNERON, MICHAEL		1.50		
	Addendum / Quantity Chang	ges			
Tota	l for 442	-	7.00		
Total fo	or UNASSIGNED		14.00		
Total for	RESEARCH/REVIEW		14.00		
	RETARIAL				
	NASSIGNED				
Х	391 BICKHAM, BRENDA 5	5/31/2018	1.00		
	Spec				
Х	391 BICKHAM, BRENDA 6	6/19/2018	.50		
Tata	Addendum		4.50		
	l for 391 or UNASSIGNED		1.50		
	SECRETARIAL		1.50 1.50		
25 PRIN			1.50		
	NASSIGNED				
000 Ο ₁		/5/2018	.90		
^	Books	73/2010	.00		
Х		/7/2018	.20		
^	Prints	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,		
Tota	I for 360		1.10		
	523 KAFERLE, KATHLEEN	6/18/2018	.30		
	Spec book				
Tota	l for 523		.30		
Х	664 GRZADZINSKI, SARAH	6/18/2018	.20		
	printed off one half size set				

Project De	etail - JTD		Transactions for 5/28/2018 through 6/24/201	8 Wednesday, July 18, 2018 6:55:11 AM
			Total	
Tota	al for 664		Hours .20	
X	665 ANKAWI, MICHELLE	6/5/2018	.80	
^	Print 6 Full size and 7 1/2		.50	
Х	665 ANKAWI, MICHELLE		.70	
^	Print 6 Sets of plans for pe		.70	
Tota	i for 665	::::::::::::::::::::::::::::::::::::::	1.50	
X	692 VIGNERON, GRIFFIN	6/7/2018	.30	
^	Prints	0/1/2010	.50	
Tota	i for 692		.30	
	or UNASSIGNED		3.40	
Total for			3.40	
	ST PLAN DRAFT		0.40	
	NASSIGNED			
Х	056 ALLEGOET, JEFFREY	5/29/2018	1.00	
, ,	cordinate updates			
Tota	l for 056		1.00	
X	235 PIOTROWSKI, KEVIN	5/29/2018	2.70	
,	Engineering Plans			
Х	235 PIOTROWSKI, KEVIN	5/30/2018	7.50	
	Engineering Plans		,,,,,	
Х	235 PIOTROWSKI, KEVIN	5/31/2018	5.60	
	Engineering Plans			
Х	235 PIOTROWSKI, KEVIN	6/1/2018	8.50	
	Engineering Plans			
Х	235 PIOTROWSKI, KEVIN	6/4/2018	3.50	
	Engineering Plans			
Total	l for 235		27.80	
Total fo	or UNASSIGNED		28.80	
Total for	CONST PLAN DRAFT		28.80	
33 FINAL	_ DRAWINGS			
500 W	ATER MAINS			
Χ	687 CHABOT, SCOTT 6/	18/2018	3.50	
	QA/QC Review of Plans			
Χ	687 CHABOT, SCOTT 6/	19/2018	3.00	
	Addendum #2			
Total	for 687		6.50	
Total fo	or WATER MAINS		6.50	
	FINAL DRAWINGS		6.50	
35 CONS	ST.DESIGN			
	NASSIGNED			
Х	684 WILBERDING, ROSS		3.00	
	Sketching Details and Xsec			
Х	684 WILBERDING, ROSS		3.00	
	Dwg Review and regrading			
Х	684 WILBERDING, ROSS	6/1/2018	4.00	
	Dwg markups			
Х	684 WILBERDING, ROSS	6/4/2018	2.00	
_	Dwg Revisions		40.00	
	for 684		12.00	
	or UNASSIGNED		12.00	
	CONST.DESIGN		12.00	
36 QUAN				
	NASSIGNED	0/4/00:0	4.00	
Х			4.00	
	Revising Final Quantities a	na discrepano		
	for 684		4.00	
	or UNASSIGNED		4.00	
Total for	QUANTITIES		4.00	

Project De	erali - J I D	Transactions for 5/28/2018 through 6/24/2018	Wednesday, July 18, 2018 6:55:11 AN
		Total Hours	
37 SPEC	DIFICATIONS		
000 UI	NASSIGNED		
Х	684 WILBERDING, ROSS 5/31/2018	.50	
	Spec		
Х	684 WILBERDING, ROSS 6/1/2018	3.00	
	Spec Revisions and Special Provisions		
Х	684 WILBERDING, ROSS 6/4/2018	2.00	
	Compiling the complete spec book		
Х	684 WILBERDING, ROSS 6/5/2018	5.00	
	Last minute spec book corrections and g	generating original and copies	
Tota	l for 684	10.50	
Total for	or UNASSIGNED	10.50	
Total for	SPECIFICATIONS	10.50	
38 CON	TRACT ADMIN		
1U 000	NASSIGNED		
Х	679 DEDENBACH, LYNN 6/6/2018	1.00	
	Update Plan Rack, Project Set-Up		
Х	679 DEDENBACH, LYNN 6/11/2018	1.00	
	Bid Tabulation Set-Up		
Х	679 DEDENBACH, LYNN 6/20/2018	1.00	
	Revise Bid Tab - Addendum Issued		
	l for 679	3.00	
Х	684 WILBERDING, ROSS 6/5/2018	1.50	
	Permits		
Х	684 WILBERDING, ROSS 6/8/2018	.50	
	Permits		
Х	684 WILBERDING, ROSS 6/19/2018	3.50	
	Addendums No 1 & 2		
	for 684	5.50	
Total fo	or UNASSIGNED	8.50	
	CONTRACT ADMIN	8.50	
	ST OBSERV		
	NASSIGNED		
Х	195 DE SANDRE, DAVID 6/7/2018	1.00	
	log in & set up files		
	for 195	1.00	
-	or UNASSIGNED	1.00	
	CONST OBSERV	1.00	
	abor and Overhead	90.20	
xpenses			
	rsable Expenses		
	REIMB. MISC. EXPENSE		
	AP 0088158 6/5/2018 / WAYNE NTY LAND RESOURCE MANAGEMENT		
	SION / SESC PERMIT REVIW FEE		
	AP 0088161 6/5/2018 / WAYNE		
COU	NTY PERMIT OFFICE / PERMIT PLAN		
REV			
	or 520.00		
	Reimbursable Expenses		
otal for E	•		
_	160-0399-0	90.20	
inal Tota	ls	90.20	

v7.6.723 (BMB) - Cost and Billing Page 3 of 3



ANDERSON, ECKSTEIN AND WESTRICK, INC.

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780



JUL 3 1:2018

Invoice No:

July 24, 2018 GITY OF GROSSE DTE WOODS 0118494

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

Project

0160-0407-0

2018 ROAD PROGRAM

Professional Services from May 28, 2018 to June 24, 2018

Construction Cost

Fee Percentage

Total Fee

Percent Complete

2,157,940.09

4.95

106,818.03

100.00 Total Earned

Previous Fee Billing

Current Fee Billing

Total Fee

106,818.03 81,011.27

25,806.76

25,806.76

Total this Invoice

\$25,806.76

Anderson, Eckstein & Westrick, Inc.

Transactions for 4/30/2018 through 6/24/2018

Total Hours

			Hours	
Project No	umber: 0160-0407-0 2018 ROA	D PROGRAM	A	
Total for				
Labor and	Overhead			
23 RESE	EARCH/REVIEW			
000 UI	VASSIGNED			
Х	293 LOCKWOOD, SCOTT	4/30/2018	1.00	
	design and timing			
Х	293 LOCKWOOD, SCOTT	5/2/2018	2.00	
	Review design and costs			
Х	293 LOCKWOOD, SCOTT	5/7/2018	1.50	
	Review addendum			
Х	293 LOCKWOOD, SCOTT	5/9/2018	2.00	
	Review addendum and proj	ect costs		
Х	293 LOCKWOOD, SCOTT	5/10/2018	1.00	
	Cost estimates			
Х	293 LOCKWOOD, SCOTT	5/15/2018	5.00	
	Project quantities and bid o	pening		
Х	293 LOCKWOOD, SCOTT	5/16/2018	2.00	
	Discuss project bids			
Х	293 LOCKWOOD, SCOTT	5/17/2018	1.50	
	estimates			
Х	293 LOCKWOOD, SCOTT	5/18/2018	2.00	
Х	293 LOCKWOOD, SCOTT	5/21/2018	2.30	
	Review bids and discuss wit	th COW		
Х	293 LOCKWOOD, SCOTT	5/22/2018	1.00	
	Estimate revisions removing	Lochmoor		
Х	293 LOCKWOOD, SCOTT		2.00	
	Interview with low bidder			
Х	293 LOCKWOOD, SCOTT	5/25/2018	1.50	
	Discussion regarding contra	ct award reco	mmendation	
X	293 LOCKWOOD, SCOTT	5/29/2018	2.50	
	Bid review and revisions wit	hout Lochmo	or and Letter of recon	mendation
Х	293 LOCKWOOD, SCOTT	5/30/2018	1.00	
	Bid discussion			
Х	293 LOCKWOOD, SCOTT	6/4/2018	3.00	
	Council meeting to discuss I	Road Program	1	
Х	293 LOCKWOOD, SCOTT	6/5/2018	.80	
	review contract award			
Х	293 LOCKWOOD, SCOTT	6/6/2018	.50	
	Discussion about contractor	unit prices		
Total	for 293		32.60	
Х	442 VIGNERON, MICHAEL	5/2/2018	3.50	
	Address Internal Plan Review		/ Discuss Items to ad	to Addendum with RTW
Х	442 VIGNERON, MICHAEL	5/3/2018	.50	
	Review Addendum Items wi	th RTW		
Х	442 VIGNERON, MICHAEL	5/4/2018	.50	
	Review Addendum Items wi	th RTW		
Х	442 VIGNERON, MICHAEL	5/7/2018	.50	
	Addendum Review			
Х	442 VIGNERON, MICHAEL	5/8/2018	2.00	
	Review and Post Addendum	/ Respond to	Bidder Inquiries	
Х	442 VIGNERON, MICHAEL	5/10/2018	1.00	
	Bidder Inquiries			
Х	442 VIGNERON, MICHAEL	5/11/2018	2.00	
	Bidder Inquiries - GM and Se	ons Paving Ap	paratus	

Project De	etail - JTD	Transactions for 4/30/2018 through 6/24/2018	3 Wednesday, July 18, 2018 7:01:45 AM
		Total Hours	
X	442 VIGNERON, MICHAEL 5/15/2018		
	Review Bids		
	al for 442	10.50	
Х	623 BEHNAM, DANNY 5/15/2018 Review Bid Information	1.00	
Tota	al for 623	1.00	
Total f	or UNASSIGNED	44.10	
Total for	RESEARCH/REVIEW	44.10	
24 SECF	RETARIAL		
000 UI	NASSIGNED		
Х	391 BICKHAM, BRENDA 5/7/2018 Bid Form	.50	
Х	391 BICKHAM, BRENDA 5/8/2018	.50	
	Addendum No 1		
Tota	l for 391	1.00	
Total fo	or UNASSIGNED	1.00	
Total for	SECRETARIAL	1.00	
25 PRIN	TS		
1U 000	NASSIGNED		
Х	665 ANKAWI, MICHELLE 5/9/2018	1.00	
	6 Half amd 4 Full size sets		
Х	665 ANKAWI, MICHELLE 6/21/2018	.80	
	Contract Books		
Tota	l for 665	1.80	
Total fo	or UNASSIGNED	1.80	
Total for	PRINTS	1.80	
30 CON	ST PLAN DRAFT		
1U 000	NASSIGNED		
Х	229 HENNINGS, NANCY 5/7/2018	3.50	•
	Revisions to Anita & lochmoor for adde	ndum	
X	229 HENNINGS, NANCY 5/8/2018	1.00	
	Revisions to Anita		
Total	l for 229	4.50	
Total fo	or UNASSIGNED	4.50	
Total for	CONST PLAN DRAFT	4.50	
35 CON	ST.DESIGN		
1U 000	NASSIGNED		
Х	684 WILBERDING, ROSS 4/30/2018	1.00	
	Wayne County Permits		
Х	684 WILBERDING, ROSS 5/2/2018	5.00	
	Addendum No. 1		
Х	684 WILBERDING, ROSS 5/3/2018	5.00	
	Addendum No. 1		
Х	684 WILBERDING, ROSS 5/4/2018	8.00	
	Addendum No. 1		
Х	684 WILBERDING, ROSS 5/7/2018	7.00	
	Addendum No. 1		
Х	684 WILBERDING, ROSS 5/8/2018	6.50	
	Addendum No. 1		
Х	684 WILBERDING, ROSS 5/9/2018	.50	
	Addendum No. 1		
Total	l for 684	33.00	
Total fo	or UNASSIGNED	33.00	
Total for	CONST.DESIGN	33.00	
38 CON	TRACT ADMIN		
000 UN	NASSIGNED		
Х	195 DE SANDRE, DAVID 5/16/2018	1.00	
	log in plans, south office		

Project De	etail - JTD	Transactions for 4/30/2018 through 6/24/2018	Wednesday, July 18, 2018 7:01:45 AM
		Total Hours	
X	195 DE SANDRE, DAVID 5/17/2018	3 1.00	
Х	195 DE SANDRE, DAVID 5/18/2018	3 1.00	
X	195 DE SANDRE, DAVID 5/25/2018	3 .50	
	Filing plans		
Х	195 DE SANDRE, DAVID 6/1/2018	2.00	
	log in & set up files		
Х	195 DE SANDRE, DAVID 6/19/2018	3 1.00	
	File Plans		
	al for 195	6.50	
Х	293 LOCKWOOD, SCOTT 6/11/20	18 1.50	
	Evaluation of bidder unit prices		
Х	293 LOCKWOOD, SCOTT 6/12/201	18 2.00	
	Letter of recommendation		
Х	293 LOCKWOOD, SCOTT 6/15/201	18 2.00	
	Project award		
Х	293 LOCKWOOD, SCOTT 6/18/201	8 5.00	
	COW and Council for project award		
Х	293 LOCKWOOD, SCOTT 6/19/201	.80	
77 - 4 -	Contract books	44.00	
	al for 293	11.30	
Х	371 SMITH, BRADLEY 5/17/2018	1.00	
T-4-	bid tab review	4.00	
	al for 371	1.00	
Х	,		
7-4-	Review Contract Amounts with Flore		
	al for 442	.20	
Х	679 DEDENBACH, LYNN 4/30/2018	1.00	
V	Bid Tabulation Set-Up	E0	
Х	679 DEDENBACH, LYNN 5/11/2018	.50	
х	Update Plan Rack	1.00	
^	679 DEDENBACH, LYNN 5/14/2018 Revise Bid Tab Set-Up Due to Addend		
х	679 DEDENBACH, LYNN 5/15/2018		
^	Bid Tabulation	2.00	
Tota	al for 679	4.50	
-	684 WILBERDING, ROSS 5/15/2018		
^	Bid Follow Up	3 0.00	y.
х		3 2.50	
^	Update Cost Table, Input bids to MER		
X	684 WILBERDING, ROSS 5/24/2018		
^	Lochmoor Quantity Review for HMC		
Х	684 WILBERDING, ROSS 5/29/2018	3 2.00	
	Reviewing Prices, Rec Letter, Corresp		
Х	684 WILBERDING, ROSS 6/11/2018	-	
	'Foundation of Project Totals' Spread		
Х	684 WILBERDING, ROSS 6/12/2018		
	'Foundation of Project Totals' Spread		
Х	684 WILBERDING, ROSS 6/15/2018		
	Memo of 2018 Road Program		
Х	684 WILBERDING, ROSS 6/21/2018	3 2.50	
	Contract Books		
Tota	il for 684	17.50	
	or UNASSIGNED	41.00	
	CONTRACT ADMIN	41.00	
41 MEE			
	NASSIGNED		
Х	684 WILBERDING, ROSS 5/23/2018	3 2.00	
	Meeting with HMC	•	

Project Detail - JTD Total for 684 Total for UNASSIGNED Total for MEETINGS	Transactions for 4/30/2018 through 6/24/2	2018 Wednesday, July 18, 2018 7:01:45 AN
	Total Hours	
Total for 684	2.00	
Total for UNASSIGNED	2.00	
Total for MEETINGS	2.00	
Total for Labor and Overhead	127.40	
Total for 0160-0407-0	127.40	
Final Totals	127.40	

RECEIVED



ANDERSON, ECKSTEIN AND WESTRICK, INC.

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780 Invoice

PO 43940

July 19, 2018 Project No: Invoice No:

0160-0364-0) 0118476

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

FY 17-18

592.537.975.004 712412018

Project

0160-0364-0

SAW GRANT-WASTEWATER ASSET MGT PLAN

Professional Services from May 28, 2018 to June 24, 2018 Professional Personnel

i iolessionali elsonilei					1
		Hours	Rate	Amount	1-
RESEARCH/REVIEW					1
PRINCIPAL ENGINEER					
LOCKWOOD, SCOTT	5/30/2018	1.00	103.00	103.00	
LOCKWOOD, SCOTT	6/6/2018	1.00	103.00	103.00	
PRINTS					
ENGINEERING AIDE TRAINEE					
ANKAWI, MICHELLE	6/19/2018	.30	40.50	12.15	
Copy Contract Book					
CONTRACT ADMINISTRATION					
GRADUATE ENG/SUR/ARC					
EBERLE, JOSEPH	6/11/2018	.60	83.50	50.10	
Disbursemnt Request					
EBERLE, JOSEPH	6/12/2018	1.20	83.50	100.20	
Disbursemnt Request					
EBERLE, JOSEPH	6/13/2018	1.80	83.50	150.30	
evaluating progress of project	t				
EBERLE, JOSEPH	6/19/2018	1.50	83.50	125.25	
tracking expenses					
EBERLE, JOSEPH	6/20/2018	1.50	83.50	125.25	
submitting DR, Sending execu	uted contract to DEQ				
TEAM LEADER					
MYSLINSKI, CHARLES	5/29/2018	.50	83.50	41.75	
Time, Mileage, Data Transfers	s, Staffing				
MYSLINSKI, CHARLES	6/4/2018	.10	83.50	8.35	
Staffing/Status					
MYSLINSKI, CHARLES	6/6/2018	.50	83.50	41.75	
Site Visit					
MYSLINSKI, CHARLES	6/11/2018	.50	83.50	41.75	
Time, Mileage, Data Transfer,					
MYSLINSKI, CHARLES	6/12/2018	1.00	83.50	83.50	
Site Visit					
MYSLINSKI, CHARLES	6/18/2018	.50	83.50	41.75	
Time, Mileage, Data Transfer,					
MYSLINSKI, CHARLES Staffing/Status	6/20/2018	.50	83.50	41.75	
SMITH, BRADLEY	6/4/2018	1.00	83.50	83.50	
Download, refresh, time shee		1.00	00.50	00.00	
Download, refresh, time shee	is, imicaye, schedule				

Project	0160-0364-0	SAW GRANT-WASTE	WATER ASS	SET MGT PLAN	Invoice	0118476
5	SMITH, BRADLEY	6/11/2018	1.00	83.50	83.50	
·	Idr download, refresh, Tin				-	
5	SMITH, BRADLEY	6/18/2018	1.00	83.50	83.50	
	Idr download, refresh, Tim					
5	SMITH, BRADLEY	6/22/2018	2.00	83.50	167.00	
	idr checks					
\	/ARICALLI, FRANK	5/30/2018	.50	83.50	41.75	
	proj.co-ord.dis.w/insp.& co	ontr.				
\	/ARICALLI, FRANK	5/31/2018	1.00	83.50	83.50	
	/ARICALLI, FRANK	6/1/2018	.50	83.50	41.75	
	/ARICALLI, FRANK	6/5/2018	.50	83.50	41.75	
	/ARICALLI, FRANK	6/6/2018	.50	83.50	41.75	
	/ARICALLI, FRANK	6/11/2018	.50	83.50	41.75	
	proj.co-ord.dis.w/insp.& co					
V	ARICALLI, FRANK	6/12/2018	.50	83.50	41.75	
	ARICALLI, FRANK	6/18/2018	.50	83.50	41.75	
	ARICALLI, FRANK	6/19/2018	.50	83.50	41.75	
	'ARICALLI, FRANK	6/20/2018	.50	83.50	41.75	
	'ARICALLI, FRANK	6/21/2018	.50	83.50	41.75	
	ARICALLI, FRANK	6/22/2018	.50	83.50	41.75	
	NEERING AIDE III					
	E SANDRE, DAVID	5/29/2018	1.00	70.00	70.00	
_	download reports	7.27.2010	1.50	. 2.00	, 5.00	
Г	E SANDRE, DAVID	6/4/2018	1.00	70.00	70.00	
	download reports	J. 7/ 20 - 0		. 2.00	, 5.00	
D	E SANDRE, DAVID	6/11/2018	1.00	70.00	70.00	
	download reports	J		. 5.00	, 5.00	
ם	EDENBACH, LYNN	6/6/2018	1.00	70.00	70.00	
	IDR Generate, Review, Filir					
מ	EDENBACH, LYNN	6/11/2018	.50	70.00	35.00	
	Draft Estimate				32.02	
D	EDENBACH, LYNN	6/12/2018	1.00	70.00	70.00	
	Generate & Review IDR's, F					
מ	EDENBACH, LYNN	6/13/2018	1.00	70.00	70.00	
ر	Generate Estimate, Transmi			. 2.40	. 5.50	
MEETING	•					
	OR PROJECT SURVEYOR					
	MEY, CRAIG	5/30/2018	3.00	103.00	309.00	
^	Meeting and prep with GPW		0.00		200.00	
CONSTRI	ICTION OBSERVATION					
	NEERING AIDE III					
	ARCHESI, MARTY	6/20/2018	8.00	70.00	560.00	
101	36" storm sewer jet/vac cle		0.00	70.00	500.00	
ħ.A	ARCHESI, MARTY	6/21/2018	8.00	70.00	560.00	
141	Sewer cleaning and cctv inv		0.00	7 0.00	550.00	
M.	ARCHESI, MARTY	6/22/2018	8.00	70.00	560.00	
101	Sewer cleaning and cctv inv		5.00	7 0.00	500.00	
M	ONTEMAYOR-ESPINOZA,	-	8.00	70.00	560.00	
	ONTENIATOR-ESPINOZA, ARIO	J12912010	0.00	7 0.00	500.00	
,ن	Sewer Cleaning and CCTV					
M	ONTEMAYOR-ESPINOZA,	5/30/2018	9.50	70.00	665.00	
	4RIO	U/UU/EU TU	3.00	, 5.50	555.00	
ے.	Sewer Cleaning and CCTV					
	-	C /D 1 /O O 1 D	0.50	70.00	665.00	
M	ONTEMAYOR-ESPINOZA	5/31/2018	9.50	70.00	000.00	
	ONTEMAYOR-ESPINOZA, ARIO	5/31/2018	9.50	70.00	605.00	

Project	0160-0364-0	SAW GRANT-WAS	TEWATER ASS	ET MGT PLAN	Invoice	0118476
	MONTEMAYOR-ESPINOZA, DARIO	6/1/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/4/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/5/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/6/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/7/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/8/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/11/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/12/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/13/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/14/2018	8.50	70.00	595.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/15/2018	4.00	70.00	280.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/18/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/19/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV MONTEMAYOR-ESPINOZA, DARIO	6/20/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV WALKER, NAKEYA INEERING AIDE II	6/4/2018	8.00	70.00	560.00	
NGINEE	VARICALLI, JOSEPH CB and storm sewer cleaning ERING PLAN REVIEW	6/15/2018 and TV.	4.00	62.00	248.00	
	DUATE ENG/SUR/ARC MILLER, JEFFREY Checking of CCTV AB Updates SE	6/5/2018	3.40	83.50	283.90	
GRA M	DUATE ENG/SUR/ARC MILLER, JEFFREY Setup of demo utility GPS app	6/18/2018 lication for Craig Amey	.50 to show the City	83.50	41.75	
APSET	INEERING AIDE III					
	SVOBODA, JOSEPH revised utility conflict map	6/8/2018	.50	70.00	35.00	

Project	0160-0364-0	SAW GRANT-WAS	TEWATER ASS	ET MGT PLAN	Invoice	0118476
	SVOBODA, JOSEPH	6/19/2018	.50	70.00	35.00	
	added locations to the utili	ty conflict map				
GIS UP						
ENC	SINEERING AIDE III					
	DOURJALIAN, ANDREW	6/4/2018	4.50	70.00	315.00	
	AB Updates					
	DOURJALIAN, ANDREW	6/5/2018	8.00	70.00	560.00	•
	AB Updates					
	DOURJALIAN, ANDREW	6/6/2018	2.80	70.00	196.00	
	AB Updates					
	DOURJALIAN, ANDREW	6/22/2018	2.30	70.00	161.00	
	AB Updates					
CCTV R						
	ADUATE ENG/SUR/ARC	-				
	MARCUS, PATRICK	6/1/2018	4.00	83.50	334.00	
	Sewer Review					
	MARCUS, PATRICK	6/6/2018	8.00	83.50	668.00	
	Sewer Review					
	MARCUS, PATRICK	6/7/2018	4.00	83.50	334.00	
	Sewer Review	0/0/==/0				
	MARCUS, PATRICK	6/8/2018	5.00	83.50	417.50	
	Sewer Review	04410040	2.22	00.50	504.00	
	MARCUS, PATRICK	6/11/2018	6.00	83.50	501.00	
ı	Sewer review	0/4.0/004.0	0.00	00.50	200.00	
	MARCUS, PATRICK	6/12/2018	8.00	83.50	668.00	
	Sewer review	0/45/0040	4.00	00.50	224.00	
ŀ	MARCUS, PATRICK	6/15/2018	4.00	83.50	334.00	
	Sewer review	6/10/0010	0.00	00.50	167.00	
1	MARCUS, PATRICK	6/18/2018	2.00	83.50	167.00	
	Update gas conflict work so MARCUS, PATRICK	6/21/2018		83.50	167.00	
i	Sewer review	0/21/2010	2.00	03.30	167.00	
,	MARCUS, PATRICK	6/22/2018	6.00	83.50	501.00	
	Sewer review	UIZZIZU 10	0.00	00.00	301.00	
	Totals		285.00		21,081.25	
	Total Labor		200.00		21,001.20	21 001 25
	(Otal Labol					21,081.25
				Total this Inv	oice/	\$21,081.25



ANDERSON, ECKSTEIN AND WESTRICK, INC.

Invoice

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS 51301 Schoenherr Road, Shelby Township, Michigan 48315 Phone (586) 726-1234 Fax (586) 726-8780

July 19, 2018

Project No: Invoice No: 0160-0402-0 0118482

CITY OF GROSSE POINTE WOODS ACCOUNTS PAYABLE 20025 MACK AVENUE

GROSSE POINTE WOOD, MI 48236-2397

Project

0160-0402-0

FY 2018-2019 RATE STUDY

PO 18-44861 592.537.818.000 CBihres

Professional Services from May 28, 2018 to June 24, 2018 **Professional Personnel**

		Hours	Rate	Amount	7126118
STUDIES					
SENIOR PROJECT ENGINE	≣R				
SEIDEL, KYLE	5/29/2018	2.00	103.00	206.00	
Final summary of rates	and FAQs, Paul Sighe phone	call			
SEIDEL, KYLE	5/31/2018	2.00	103.00	206.00	
Preperation for GLWA C	ontract Reopener				
SEIDEL, KYLE	6/5/2018	4.70	103.00	484.10	
Preperation, followup ar	nd meeting for contract reope	ener			
Totals		8.70		896.10	
Total Labo	r				896.10
			Total this I	nvolce	\$896.10





JUL 25,2018
CITY OF GROSSE PTE, WOODS

July 13, 2018

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

Respectfully submitted,

Lynette Hobyak Business Manager

> 38110 Executive Drive, Suite 100 Westland, MI 48185

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

Brune 27/23/18 101. 210.801.301 7/12/2018



July 20, 2018

Invoice 072018

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

> RE: August 2018 Services

For contract assessing services rendered:

Contract Fee (\$68,006 ÷12)..... \$ 5,667.16

TOTAL AMOUNT DUE \$ 5,667.16

Respectfully submitted,

Lynette Hobyak

Business Manager

38110 Executive Drive, Suite 100 Westland, MI 48185

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

101.224.818.000 CBelisus 7/23/2019

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DON R. BERSCHBACK ATTORNEY AND COUNSELOR AT LAW

24053 JEFFERSON AVENUE ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (686) 777-0430

£-MAIL donberschback@yahoo.com

July 31, 2018

AUG - 3 2018
CITY OF GROSSE PTE WOODS

OF COUNSEL CHARLES T. BERSCHBACK

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

RE: July 2018 Billing/DRB

DATE	DESCRIPTION OF SERVICES						
07.09.18	Citizen complaint (.25); attention to CDBG matter (.25)						
07,10,18		Review of court cases and follow up (1.00); election commission meeting and TC follow up (.50); meeting with GT on jail project and follow up work (.50)					
07.16.18	Citizen complaint and PSO investigation (.50); attention to CC items and new business (.75); TCs on court cases (.50); review of street construction contract (.50); attendance at CC meeting (1.00);						
07.19.18	FOIA (.25); citizen complaint work (.25);						
7,23.18	Review of court cases and TC follow up (.75); review of P&M agreement (.50); review of P&M business association agreement and contract for professional services and follow up TCs (1.25); TC with McGraw Morris re. Genna case and follow up to LKH and Director of Public Safety (.50)						
7,24.18	Attention to miscellaneous CC and COW matters (1.00); follow up on court cases and all correspondence and TCs (1.00); work on jail project and drafting of a letter to City Adminstrator (1.00); election commission work (.25); FOIA work (.25); ordinance review (.25)						
7.25.18	Attendance at Municipal Court (2.50); warr resultant TCs (.50); TC with LKH on City b representatives on FOIA and discovery pro- finalization of Memo to BS (.75)	usiness (.25); TCs with F	SO	4.50			
7.26.18	Work on outside litigation and semi annual	report (.50); ordinance v	work (.25)	0.75			
7.31.18	Review of roofing contracts (.50); election review of Cross Construction Company co follow up TCs (.50)			2.50			
	DRB = 20.75 hours x \$170.00	TOTAL: \$	3,527.50				
Breakdown	General Municipal Court Bldg/Planning Comm. MTT	14.00 hours 6.75 hours		ž.			

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE ST. CLAIR SHORES, MICHIGAN 48080-1630

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

CHARLES T. BERSCHBACK

DON R. BERSCHBACK OF COUNSEL

July 31, 2018

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

RE: July Billing/ CTB Only

DATE	DESCRIPTION OF SERVICES	TIME
6.28.18	TC GT, research on sale of City owned property (.25)	0.25
6.29.18	Work on agenda items, Mediation, refuse ordinance, calls (1.50); TC GT, prep of new contract for McKenna re: inspections (.25)	1.75
7.2.18	Reply to miscellaneous emails from staff, review of Milk River minutes (.25); review of COW agenda items and Rocket Fiber agreement, TC BN, TC Neihaus (1.00); review of ordinances re: fees, email to LH, review of Council package (.50); TC GT, review of prior Liggett Cook Road easement, draft of new agreement; TC re: demolition and telecom issue (1.00); attendance at COW and Council meeting (1.50)	4.25
7.3.18	Follow up on agenda item calls (.50); all calls and prep of agreement for Liggett right of way permit, emails and revisions (1.25)	1.75
7.9.18	TC GT 7/6 and 7/9 on AT&T cell tower (.25)	0.25
7.10.18	TC on Municipal Court case, review of file (.25); review of Hawthorne Claim of Appeal and research (.50); TC GT re: Lochmoor, AT&T, Hawthorne, SDD license (.25); TCs LH re: ordinances (.25)	1.25
7.11.18	Prep of new Court Report Services Agreement, all calls and emails (.25); meeting with Bruce on pending items and follow up (1.00)	1.25
7,13,18	TC LH vendor license question, review of Hawthorne motion to stay, filed appearance in Court of Appeals (.25)	0.25
7,16,1 8	Municipal Court file review (.25); work on SDD transfer request, work on AT&T request, TCs LH, GT, review of WCA invoice and TCs (1.00); work on Hawthorne appeal, draft of reply to motion for stay, finalized notice of lien, research on Bond on Appeal; call with neighbor (.75)	2.00

7.17.18	Work on Hawthorne lien and response, TC GT on AT&T (.25)		0.25
7.18.18	Municipal Court (1.50); meeting with various staff (.25); Work or	AT&T File (.25)	2.00
7.19.18	Initial calls and review of CSC FOIA request, review of report (.2	5)	0.25
7,23.18	Hawthorne research on stay and bond (.25)		0.25
7.24.18	TT work, calls and emails with assessor, Sunrise assessment roll (.25); TCs with GT, Municipal Court, TCs attorneys (.25); call with Court Clerk and attorney (.25); emails on Liggett, Rocket Fiber, miscellaneous pending matters, ordinance research (.50)		1.25
7.26.18	Work on AT&T file (.25); preparation for Hawthorne motion, email (.25); initial draft of litigation summary (.25); TCs Municipal Court cases (.25)		1.00
7.27.18	Appearance in Wayne County Circuit Court on Hawthorne case, motion for stay denied, filed Notice of Attorney Fee Lien, follow up with homeowner (3.00); finalized biannual litigation summary (,25)		3,25
7.30.18	TC LH re. FOIA; finalized litigation summary; Hawthorne letters (.25)		0.25
	CTB = 21.50 hours at \$150.00 per hour	\$3,225.00	
	Costs: Recording Fee - Hawthorne Lien TOTAL DUE:	\$18.00 \$3,243.00	
	2 Set 17 Nation Set Set Nation	waym taraa	

TC - Telephone	GT - Gene Tutag	M/C - Mayor and Council
BS - Bruce Smlth	LH - Lisa Hathaway	Det. Bur Detective Bureau
PC - Planning Commission	CB - Cathrene Behrens	ED - Eric Dunlap
JK - Dir, John Kosanke	TT - Tax Tribunal	FS - Frank Schulte

<u>Breakdown</u>

General	18.50 hours
Municipal Court	2.75 hours
Building/Planning Commission	0.00 hours
Tax Tribunal	.25 hours