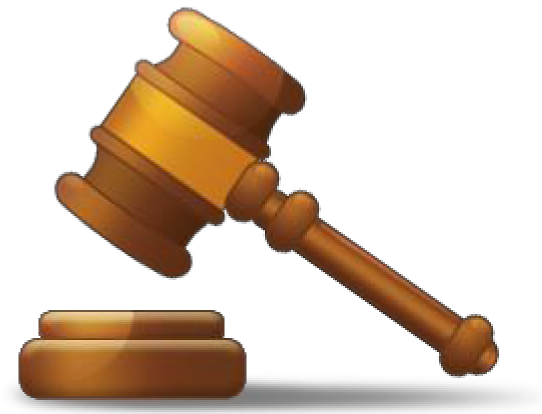
CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
February 24, 2025
7:30 PM

Members of the public can view the Regular City Council Meetings live via the Romulus Public Access Channel 12 and YouTube at www.youtube.com/cityofromulus.

Pledge of Allegiance

Roll Call

1. **Agenda**
   - **A.** Approval of Agenda
2. **Minutes**
   - **A.** Approval of Minutes from the Regular Meeting held on Monday, February 10, 2025, at 7:30 p.m.
   - **B.** Approval of the Minutes from the Special Meeting - Study Session held on Monday, February 10, 2025, at 6:30 p.m. to discuss amendments to the Animal Ordinance, and the Special Meeting - Public Hearing held on Monday, February 10, 2025, at 7:00 p.m. to hear comments or objections to vacating an alley located North of Charles Avenue between Middlebelt Rd & Farnum Avenue.
3. **Petitioner**
4. **Chairperson's Report, John Barden, Mayor Pro-Tem**
   - **A.** Approval of the Chairperson's Report
5. **Mayor's Report – Robert A. McCraight, Mayor**
   - **A.** Clinical Site Agreement Contract with Schoolcraft College
   - **B.** Professional Services Agreement - with ROWE Engineering
   - **C.** ITB 24/25-08 2025 HMA Roads Program Project
   - **D.** Piggyback on Omnia Partners Contract - Zones LLC for Purchase of SQL Server Database Software & Licensing for BS&A Software Server
   - **E.** **FOR YOUR INFORMATION:** Communication from Roberto Scappaticci - RE: GEM, Inc. Emergency Heat Exchanger Replacements at Police Department
6. **Clerk's Report – Ellen L. Craig-Bragg, Clerk**
   - **A.** Second Reading and Final Adoption of Budget Amendment 24/25-14
   - **B.** Study Session and Public Hearing Request for FY 2025-26 Proposed Budgets
   - **C.** Public Hearing request for Monday, March 10, 2025, at 6:00 p.m. - Demolition List 24-01
7. **Treasurer's Report – Stacy Paige, Treasurer**
8. **Public Comment** - Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.
9. **Unfinished Business**
10. **New Business**
11. **Warrant**
    - **A.** Approval of Warrant #: 25-04 for checks presented in the amount of $587,727.16
12. **Communication**
13. **Adjournment**



RULES REGARDING THE PUBLIC ADDRESSING A CITY MEETING

Any member of the public shall have the right to address the City Council, Board or Commission on any item on the agenda under the following conditions:

1. **Individuals requesting to address City Council, a Board or Commission on an agenda item or under public comment must fill out a *"Request to Address"* card provided – listing name, address, phone number and agenda item on which comments are desired to be made and present it to the Clerk or recording secretary.**

2. **When the agenda item is reached, the clerk or recording secretary shall call upon the person or persons who filed the request to speak. A member of the public shall not be permitted to enter into debate with a petitioner.**

3. **Individuals that would like to address City Council under the public comment portion of the agenda, must raise their hand and when recognized by the chair, the person shall approach the microphone and state their name and address.**

4. **Remarks shall be limited to three (3) minutes, subject to being extended an additional three (3) minutes by consent of the chair. There shall be no personal attacks. Remarks shall not contain any profanity, racial, ethnic, religious, sexual or national origin slurs or overtones. Anyone making such remarks shall lose his/her right to address the City Council, Board or Commission.**

5. **No person shall be permitted to address the group on any item more than once at any one meeting without the approval of a majority of the quorum present.**

6. **All of the foregoing does not apply to a person previously granted a hearing at the meeting in question.**

7. **This rule does not permit members of the public to join in debate or discussion with petitioners, members of the body or with other members of the public present at such meeting.**

8. **Once a motion is on the floor, discussion from the public shall no longer be permitted on that agenda item.**

9. **The public may make a request to the Chairperson of the Council on a form provided by the Clerk, to be added to the agenda of a future Council meeting to address a subject that Council would have authority to address. If the Chairperson denies the request, the request may be made to the entire Council under the Public Comment section of the Council's agenda. If the request is granted by a majority of the Council, it will be added as an agenda item at the next regular meeting of the Council.**

The meeting will be held in the City Council Chambers, Romulus City Hall, 11111 South Wayne Road, Romulus, MI 48174. NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA), is asked to contact the Clerk's Office (734-942-7540) 48 hours prior to the meeting – the staff will be pleased to make the necessary arrangements.

City of Romulus

Agenda

Council Meeting Held: **February 24, 2025**

Item No. A.
General Description: Approval of Agenda

Resolution No. ___________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

Minutes

Council Meeting Held: **February 24, 2025**

Item No. A.

General Description: Approval of Minutes from the Regular Meeting held on Monday, February 10, 2025, at 7:30 p.m.

Resolution No. ___________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY | MOTION CARRIED | MOTION FAILED

MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING
February 10, 2025
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
Mayor Pro Tem John Barden called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Roll Call

Present: Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley, William Wadsworth
Absent / Excused: Celeste Roscoe

Administrative Officials in Attendance:
Ellen L. Craig-Bragg, Clerk
Stacy Paige, Treasurer
Administrative Staff in Attendance:
Julie Wojtylko - Chief of Staff; D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Kevin Krause - Economic Development Director; Jeff Kemp - Director of Building & Planning; Donald Straub - Assistant DPW Director; Julie Albert - Director of Assessing & Financial Services; Roger Salwa - Police Captain

1. Agenda

A. Moved by **Tina Talley**, seconded by **Harry Crout** to accept the Agenda as presented.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

2. Minutes

A. **Res. #25-033** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, January 27, 2025, at 7:30 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

B. **Res. #25-034** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Minutes from the Special Meeting - Public Hearing held on Monday, January 27, 2025, at 6:00 p.m. to hear comments or objections to the proposed partial street vacation of Lorman Avenue between Hyde Park Ave. and Loraine Ave. and the Special Meeting - Study Session held on Monday, January 27, 2025, at 6:30 p.m. to discuss the audit presentation for FY ending June 30, 2024.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

3. Petitioner - None

4. Chairperson's Report, John Barden, Mayor Pro-Tem

Res. #25-035 Moved by **Tina Talley**, seconded by **William Wadsworth** to adopt a memorial resolution for the family of Tammy Garrison.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

Res. #25-036 Moved by **Kathy Abdo**, seconded by **William Wadsworth** to adopt a memorial resolution for the family of Mary Ann Ryznar.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

Res. #25-037 Moved by **William Wadsworth**, seconded by **Harry Crout** to adopt a resolution recognizing the years of service to Judge Tina Brooks Green.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

A. Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept the Chairperson's Report.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

5. Mayor's Report – Robert A. McCraight, Mayor

Chief of Staff Julie Wojtylko presented the Mayor's Report

A. **Res. #25-038** Moved by **Tina Talley**, seconded by **Harry Crout** to concur with the Administration and authorize the Mayor and Clerk to enter into the agreement for Software Services with Intech Software Solutions, Inc. for the data migration and licensing of Modus Elections Software at an initial cost of $5,522.00 and annual licensing fee of $4,044.00 for the purpose of assisting the Clerk's Office in appointing, training, and maintaining election inspectors for future elections.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

B. **Res. #25-039** Moved by **Tina Talley**, seconded by **William Wadsworth** to concur with the Administration and award ITB 24/25-069 to Pavement Supply LLC, Osborne Concrete, and Messina Concrete at the prices submitted on the tabulation sheet for two-year fixed pricing for concrete for the City of Romulus Department of Public Works.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

C. **Res. #25-040** Moved by **Tina Talley**, seconded by **Harry Crout** to concur with the Administration and introduce budget amendment 24/25-14 to recognize additional revenues and expenditures related to reimbursable engineering fees.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
General				
Revenue 101-371-682.823	Reimburse – Engineer Fees	$250,000.00	$150,000.00	$400,000.00
Expense 101-371-823.000	Engineering Fees - Reimbursable	$250,000.00	$150,000.00	$400,000.00

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

6. Clerk's Report – Ellen L. Craig-Bragg, Clerk

A. **Res. #25-041** Moved by **William Wadsworth**, seconded by **Tina Talley** to approve the Second Reading and Final Adoption of Budget Amendment 24/25-13 in the amount of $97,800.00 to fund the dispatcher overtime GL to cover costs from July 1, 2024, through June 30, 2025.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

B. **Res. #25-042** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Second Reading and Final Adoption to Chapter 36, Article III, adding Section 36-35 - Detention for purpose of identification to the City of Romulus Code of Ordinance.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

C. **Res. #25-043** Moved by **Tina Talley**, seconded by **William Wadsworth** to approve the Second Reading and Final Adoption of TA-2024-002; a proposed text amendment to Section 3.06, Parking and Storage of Recreation Vehicles, Commercial Vehicles, and Automobiles in Residential Districts, of the City of Romulus Zoning Ordinance.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

D. Moved by **Tina Talley**, seconded by **David Jones** to concur with the recommendation of Kevin Krause, Director of Community Safety and Development, and adopt a resolution establishing a commercial redevelopment district for a parcel of land (DP# 80 040 99 0003 008) described as:
PT OF SE 1/4 SEC 10 T3S R9E BEG S01DEG 29M 29S E 656.29FT FROM E 1/4 COR SEC 10 TH S01DEG 29M 29S E 315.0FT TH S89DEG 17M 41S W 300.0FT TH S01DEG 29M 29S E 23.23FT TH S89DEG 17M 27S W 316.00FT TH N01DEG 29M 29S W 275.0FT TH N89DEG 16M 27S E 316.0FT TH N01DEG 29M 29S W 63.23FT TH N89DEG 17M 41S E 300.0FT POB 4.16 AC

Roll Call Vote: Ayes - Barden, Crout, Jones, Talley, Wadsworth
Nays - Abdo
Motion Carried

E. **Res. #25-045** Moved by **Tina Talley**, seconded by **Kathy Abdo** to adopt a resolution vacating the north-south alley in the Ecorse City Community Subdivision, east of Farnum Avenue, West of Middlebelt Road, and north of Charles Avenue to terminus, abutting Lots 1-8 inclusive, Lots 13-30 inclusive, Lots 31-34, Lots 35-38 Inclusive, Lots 39-43, Lots 44 & 45 combined, Lots 46-48, Lots 49-54 inclusive, and Lots 55-62 located in the N.E. ¼ Section 11 of the City of Romulus, County of Wayne, retaining all utility easement of records and a 20-foot utility easement (10 feet on each side from the centerline of the alley).

Roll Call Vote: Ayes - Barden, Crout, Jones, Roscoe, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige reminded residents that taxes are due February 14th. Taxes can be paid to the City after the 14th, with additional charges, up to February 28th. She is required by statute to send unpaid taxes to the County Treasurer's office on March 1st. She finally reminded residents who are low income or seniors to contact the Senior Center regarding free income tax filing.

8. Public Comment

A representative from the Wayne Co. Sheriff's Office addressed the City Council to introduce herself and explain her role.

9. Unfinished Business – None

10. New Business – None

11. Warrant

A. **Res. #25-046** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 25-3 for checks presented in the amount of $1,844,616.40.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

12. Communication

Councilwoman Talley commented on previous events and gave birthday wishes to Irene Courtney from First Baptist Church.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Harry Crout** to adjourn the meeting at 8:16 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the Regular Meeting of the Romulus City Council held on February 10, 2025.

Ellen L Craig Bragg

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan

City of Romulus

Minutes

Council Meeting Held: **February 24, 2025**

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Study Session held on Monday, February 10, 2025, at 6:30 p.m. to discuss amendments to the Animal Ordinance, and the Special Meeting - Public Hearing held on Monday, February 10, 2025, at 7:00 p.m. to hear comments or objections to vacating an alley located North of Charles Avenue between Middlebelt Rd & Farnum Avenue.

Resolution No. ___________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION
February 10, 2025
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
Mayor Pro Tem John Barden called the meeting to order at 6:30 p.m.

1. **Roll Call**
   Present: Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley, William Wadsworth
   Absent / Excused: Celeste Roscoe

   Administrative Officials in Attendance:
   Ellen L. Craig-Bragg, Clerk
   Stacy Paige, Treasurer
   Administrative Staff in Attendance:
   D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Kevin Krause - Director of Community Safety & Development; David Greco - Prosecuting Attorney; Roger Salwa - Police Captain

2. Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept the Study Session Agenda as presented.

   Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
   Nays - None
   Motion Carried Unanimously

3. **Discussion: Amendments to Ch. 6 - Animal Ordinance**
   Prosecuting Attorney David Greco led the discussion and gave an overview of the reasoning for the study session. He went over each amended section and explained its change. He reminded the Council that the requested amendments do not affect or alter the leash law adopted on January 27th.

4. **Public Comment -** None

5. Moved by **William Wadsworth**, seconded by **Kathy Abdo** to adjourn the Special Meeting - Study Session at 7:08 p.m.

   Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
   Nays - None
   Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the Special Meeting – Study Session of the Romulus City Council held on February 10, 2025.

Ellen L. Craig-Bragg

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan

MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – PUBLIC HEARING
February 10, 2025
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
Mayor Pro Tem John Barden called the meeting to order at 7:09 p.m.

1. **Roll Call**
Present: Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley, William Wadsworth
Absent / Excused: Celeste Roscoe

Administrative Officials in Attendance:
Ellen L. Craig-Bragg, Clerk
Stacy Paige, Treasurer
Administrative Staff in Attendance:
D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Jeff Kemp - Director of Building & Planning; Donald Straub - Assistant DPW Director.

2. Moved by **Tina Talley**, seconded by **Harry Crout** to accept the Public Hearing Agenda as presented.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

3. **Public Hearing Discussion: Alley Vacation between Middlebelt Rd and Farnum Ave.**
Donald Straub, Assistant DPW Director, led the discussion. He informed the Council of a utility sewer line in the alley. It is the position of the department that a utility easement be granted to maintain the sewer line if the alley is vacated. Jeff Kemp, Director of Building & Planning, explained the purpose of the vacation. The petitioner is required to combine parcels for a site plan review approval; however, the alley must be vacated in order to combine the parcels for a proposed development. The developer of the petitioner's planned project will pay for the relocation of the sanitary line in the alley.

4. **Public Comment**
A property owner abutting the alley addressed the City Council in confusion because he was told the alley was vacated 20 years ago and inquired about how the vacation will affect his property.

5. Moved by **Kathy Abdo**, seconded by **Tina Talley** to adjourn the Special Meeting - Public Hearing at 7:21 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Crout, Jones, Talley, Wadsworth
Nays - None
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the Special Meeting – Public Hearing of the Romulus City Council held on February 10, 2025.

Ellen L. Craig-Bragg

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan

City of Romulus

Petitioner

Council Meeting Held: **February 24, 2025**

Item No. 3

General Description: ____

Resolution No.________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

____

____

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

Chairperson's Report, John Barden, Mayor Pro-Tem

Council Meeting Held: **February 24, 2025**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. __________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **February 24, 2025**

Item No. A.

General Description: Clinical Site Agreement Contract with Schoolcraft College

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Resolution No. ________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council

FROM: Mayor Robert A. McCraight

SUBJECT: Clinical Site Agreement Contract with Schoolcraft Community College

DATE: February 19, 2025

I concur with the recommendation of Ken Chapman, Fire Chief, and legal counsel and respectfully request City Council authorize the Mayor and Clerk to enter into the attached Master Educational Affiliation Agreement between Romulus Fire Department and Schoolcraft Community College which will provide clinical training experience for Schoolcraft College EMS students.

Motion by__________, supported by _________, to concur with the administration and authorize the Mayor and Clerk to enter into the attached Master Educational Affiliation Agreement between Romulus Fire Department and Schoolcraft Community College which will provide clinical training experience for Schoolcraft College EMS students.

MEMORANDUM

TO: Mayor McCraight

CC: Julie Wojtylko, Chief of Staff

FROM: Ken Chapman, Fire Chief

SUBJECT: Schoolcraft College Master Educational Affiliation Agreement

DATE: February 7, 2025

Please consider a request for approval of the attached proposed Schoolcraft College Master Educational Affiliation Agreement.

Under this agreement, Romulus Fire Department and Schoolcraft College will provide a clinical training experience for Schoolcraft College EMS students.

The proposed agreement has been reviewed by the City Attorney with issues adressed.

If you have any further questions please contact me directly.

Thank you in advance for your time.

Ken Chapman, Fire Chief

Office: (734)955-8964

MASTER EDUCATIONAL AFFILIATION AGREEMENT

BETWEEN

ROMULUS FIRE DEPARTMENT and SCHOOLCRAFT COLLEGE

This Agreement, entered into as of the 1st day of March 2025, is between **Romulus Fire Department,** (hereinafter referred to as “Clinical Facility”) and Schoolcraft College (hereinafter referred to as “College”).

WHEREAS the Clinical Facility is a corporation which provides, either directly or through its hospitals and other health care facilities, medical services to individuals in need of care and is committed to participating in the education of persons seeking to enter the health care professions; and

WHEREAS the College provides classes and curriculums in areas which include the health care professions and seeks to secure opportunities for its students to obtain clinical training in a patient care environment; and

WHEREAS the Clinical Facility and the College each desire to enter into an Agreement which sets forth and describes the terms of clinical education at the Clinical Facility of students enrolled at the College.

NOW THEREFORE, in consideration of the mutual covenants of the parties to this Agreement, and for other good and valuable consideration, the Clinical Facility and the College agree with each other as follows:

ARTICLE 1—TERM & TERMINATION

101—Term

This Agreement shall become effective on the **1st** day of **March 2025**, and **shall continue for a term of three (3) years**, unless either party gives written notice to terminate to the other party at least ninety (90) days prior to the commencement of another one-year term.

102—Parties

This Agreement has two parties. Any written notice given under this Agreement by either party shall be directed to the addressee at the address of such addressee as hereinafter set forth, unless prior written notice of a change of address has been furnished, in which case such changed address shall be used.

A. **Romulus Fire Department**
Attention: Ken Chapman
28777 Eureka Rd
Romulus, MI 48174

B. Elizabeth Novak
Assistant Director of Strategic Projects
Schoolcraft College
18600 Haggerty Road
Livonia, MI 48152-2696

Thomas Worthington, M. Ed.D, EMTP, EMSIC
EMT Program Director
Schoolcraft College
18600 Haggerty Road
Livonia, MI 48152-2696

103—Termination of Agreement
Notwithstanding anything else in this Agreement to the contrary, this Agreement may be terminated:

A. By either party, without cause, if written notice of termination is given to the other party at least ninety (90) days before the termination is effective; or

B. By either party, for cause, if written notice of a material breach of this Agreement is given to the breaching party, and the breaching party is allowed at least thirty (30) days after receipt of the notice of breach to cure the breach, after which, if the breach has not been cured, the notifying party may terminate this Agreement immediately, with written notice of the date of termination given to the breaching party in advance of the date of termination.

In any case of termination, whether for cause or not for cause, College's students actually receiving instruction at the Clinical Facility at the time termination of this Agreement becomes effective will be permitted to complete their full program at the Clinical Facility for the term current at the time of termination. In such case, the applicable terms of this Agreement survive and continue in effect as to such students and faculty at the Clinical Facility until the end of that term.

104—Consideration
A. There is no monetary consideration paid by either party to the other. Rather, the parties acknowledge that the program described in this Agreement is mutually beneficial and is the sole consideration.

B. The parties will cooperate in administering the program in a way to increase the benefits realized by both of them, so that College can offer its students clinical education of high quality and the Clinical Facility can have access to health care advances, can further the development of health care professions, and can recruit students for future employment.

ARTICLE 2—DUTIES OF COLLEGE

201—Student and Faculty
College agrees that it shall only permit those persons to attend clinical training at the Clinical Facility who are students enrolled in courses/curriculums at the College during the current term and who have completed each of the prerequisite classes or competencies required by the College's then current Bulletin or Program Description. Further, the College agrees that it will provide adequate numbers of its faculty, each of whom must be trained in the field of the students' studies, to be personally present at the Clinical Facility to direct and supervise the training of their students and to interact with the staff of the Clinical Facility to work toward assuring a beneficial training experience for the students.

202—Confidentiality
Each student and faculty member who participates at the Clinical Facility as a result of a training program authorized pursuant to this Agreement shall be instructed by the College of the absolute need for strict confidentiality as to the identity of, and medical information regarding, patients of the Clinical Facility with whom the students and faculty will come into contact. Similarly, each student and faculty member shall be instructed to respect the privacy of patients and of the Clinical Facility's requirement that all patients, and other persons upon the Clinical Facility's campus, be treated with respect.

203—Physical Examination
College agrees that students and any faculty members placed at the Clinical Facility shall inform the Clinical Facility of their immune status for Varicella Zoster and shall have passed a full

physical examination of a scope and within time periods satisfactory to the Clinical Facility; and that student and faculty member at the time of said physical examination were free from communicable diseases. This includes a current TB skin test performed with Purified Protein Derivative; however, if the person has not been TB tested within the previous 12 months, then the 2-step TB test must be used. College assures that student and faculty member have been immunized against communicable diseases and will present documentation of this fact upon the written request of Clinical Facility, to include at least Rubella, Rubeola, and Hepatitis B.

204—Exposure Plan
College will have in place an exposure plan to implement in case of an accidental exposure to disease. College will educate its students and faculty about the exposure plan. College will also be responsible for educating its students and faculty about Universal Precautions and the importance of utilizing Universal Precautions while treating patients.

205—Educational Records
College will maintain all educational records and reports relating to the program at the Clinical Facility, and the Clinical Facility will have no responsibility for such records. The Clinical Facility will submit to the College student evaluations as requested by College.

206—Communications
College shall be responsible for providing messages to students while at their training site. College and the Clinical Facility shall each advise students and callers that messages to the students must be forwarded through the College.

ARTICLE 3—STUDENT TRAINING PROGRAMS AT THE CLINICAL FACILITY

301—Program Authorization
Prior to students beginning a training program at the Clinical Facility, the coordinators from both the College and the Clinical Facility shall prepare program authorization documents that specifically provide:

A. Advance written notice to the Clinical Facility's designated individual of the details of the type of student experiences requested.

B. The specific Clinical Facility site(s) requested.

C. The number of students, dates, times, level of students, and names of students and faculty, as well as the course title.

D. Such other requirements as may be levied by either party as a pre-requisite to initiating the specific training program.

E. The overall responsibilities of each party to assure the proper training environment for the students.

F. The Clinical Facility, via a designated individual, shall determine if the request is acceptable and communicate this to the College.

Program authorization documents must be completed and approved by representatives of the parties not less than 30 days prior to the beginning of the stated training term.

302—Health Care
Students and faculty may use the emergency outpatient services of the Clinical Facility for their medical care at the same cost charged to the general public for such services. College will inform each student of the importance of having in force at all times a health insurance policy to

defray the cost of medical care of any illness or injury that may be sustained while the student is participating in any clinical work and also will inform each student of the substantial monetary liability that the student may incur as a result of failure to arrange for such health insurance.

303—Non-Teaching Patients
Nothing in this Agreement prevents the Clinical Facility from honoring the request of any patient to not be a teaching patient or prevents any member of the Clinical Facility medical staff from designating any patient a non-teaching patient.

304—Facilities
The Clinical Facility will make available to program students and faculty the use of its cafeteria, conference rooms, dressing rooms, and library, when not being otherwise used for other Clinical Facility function and as reasonable needed by program faculty and students, without charge, except for food consumed. Students and faculty are responsible for transportation and parking expenses.

305—Students and Faculty Refused by Clinical Facility
Nothing in this Agreement will prevent the Clinical Facility from refusing to accept, or later rejecting from a program at the Clinical Facility, any student or faculty member who was discharged as an employee of the Clinical Facility, removed from or relieved of any responsibilities by the Clinical Facility, or who violates the Clinical Facility rules, regulations, policies or procedures, or for any other cause whatsoever.

ARTICLE 4—INDEMNITY AND INSURANCE

401—Indemnity Provisions
To the fullest extent permitted by law, the CLINICAL FACILITY and the COLLEGE each agrees to defend, pay in behalf of, indemnify, and hold harmless the other, its elected and appointed officials, officers, employees, students, volunteers and others working in behalf of the indemnitee against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the indemnitee, its officers, employees, volunteers of others working in behalf of the indemnitee by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of the negligence of the indemnitor in association with this contract.

402—Insurance
College will require each student or faculty member in training at the Clinical Facility to maintain professional liability and/or personal liability insurance with policy limits satisfactory to the Clinical Facility. In addition, College and the Clinical Facility will maintain comprehensive general liability insurance programs, covering their own potential liability, at all times during the program, with policy limits satisfactory to each other. Each party will provide to the other, upon written request, evidence of whatever liability insurance or defined self-insurance programs that it may carry to fulfill the requirements hereinabove set forth. Each party shall cooperate with and grant the other party written notice of claims received which arise in connection with training programs at the Clinical Facility involving students of the College.

403—Property Damage
The Clinical Facility will not be liable for the loss or damage of the personal property of College's students or faculty at the Clinical Facility.

ARTICLE 5—GENERAL PROVISIONS

501—Compliance with Laws
Each party will be individually responsible for compliance with all laws, including anti-discrimination laws, which may be applicable to their respective activities under the program described in this Agreement.

502—Limitation of Rights Created
This Agreement is intended only to benefit the Clinical Facility and College. They have no intention to create any interests for any other party. Specifically, no interests are intended to be or are, in fact, created for any patient; for any faculty member or student; for any parent, guardian, spouse, or relative of any patient, faculty member or student; for any employer, or prospective or future employer, of any patient, faculty member, or student.

503—Entire Agreement
This document states the entire Agreement between the parties about its subject matter. All past discussions, agreements, and understandings, whether oral or written, whether formal or informal, are superseded by this Agreement.

504—Headings
The headings of Sections and Articles in this document are for convenience of reference only, and are not part of this Agreement.

505—Waivers
No part of this Agreement may be waived except by the further written agreement of the parties. Forbearance in any form from demanding the performance of a duty owed under this Agreement is not a waiver of that duty. Until complete performance of a duty owed under this Agreement, the party to which that duty is owed may invoke any remedy under this Agreement or under law, despite its past forbearance in demanding performance of that duty.

506—Survival of Duties
All duties of the parties to each other described in Articles 2 and 3 of this Agreement survive the termination of this Agreement.

507—Changes to Agreement
No part of this Agreement, including this Section, may be changed, except in writing, through another document signed by both parties.

508—Independent Contractors
The parties mutually acknowledge and agree as follows:

> Students and faculty of the College shall not be deemed to be employees of the Clinical Facility, or any of the hospitals or other training sites provided by the Clinical Facility, for purposes of compensation or fringe benefits, workers' compensation, unemployment compensation, minimum wage laws, or for any other purpose, because of their participation in the educational program. This provision shall not be deemed to prohibit the employment of any such participant by the Clinical Facility under a separate employment agreement or arrangement.

509—Non-Discrimination
In accordance with the parties' practices of being good corporate citizens, each agrees to not discriminate against any student, patient, faculty member, or other persons in the performance of this Agreement on any basis which violates any state or federal anti-discrimination law or regulation.

510—Assignment
This Agreement may be assigned by the Clinical Facility to any successor in interest of the Clinical Facility upon written notification to the College, but may not be assigned by the College without the prior written consent of the Clinical Facility.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by officers duly authorized and empowered by the Clinical Facility and the College to commit same to the terms of this agreement or arrangement.

Romulus Fire Department Attention: Ken Chapman 28777 Eureka Rd Romulus, MI 48174	Schoolcraft College 18600 Haggerty Road Livonia, MI 48152-2696
By:______________________________	By: Elizabeth Novak Elizabeth Novak
Title:______________________________	Title: Assistant Director of Strategic Projects
Date:______________________________	Date: 2/6/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **February 24, 2025**

Item No. B.

General Description: Professional Services Agreement - with ROWE Engineering

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Resolution No. __________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council

FROM: Mayor Robert A. McCraight

SUBJECT: Professional Services Agreement – with ROWE Engineering

DATE: February 11, 2025

I concur with the recommendation of Roberto Scappaticci, DPW Director, and legal counsel, and respectfully request Council authorize the Mayor and Clerk to enter into the attached professional services agreements with ROWE Engineering for four (4) years as an alternate engineering firm on various projects throughout the year.

Motion by__________________, supported by __________________, to concur with the administration and authorize the Mayor and Clerk to enter into the attached professional services agreements with ROWE Engineering for four (4) years as an alternate engineering firm on various projects throughout the year.

CITY OF ROMULUS

DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO: Mayor Robert McCraight

FROM: Roberto J. Scappaticci, DPW Director

CC: Don Straub, Assistant Director of DPW

DATE: February 7th, 2025

SUBJECT: Professional Services Agreement Extension (PSA) – With ROWE Engineering

Mayor,

Based on the previous expiration of the ROWE Engineering contract, the DPW recommends entering into a new professional services agreement for 4 years. Please note, we will be using ROWE as an alternate engineering firm on various projects throughout the year.

In addition, the City Attorney's office, Steve Hitchcock, has approved the contract for execution. At this time, please proceed with the presentation to City Council and signature of the agreement.

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

Sincerely,

____

Roberto J. Scappaticci, DPW Director

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MASTER AGREEMENT
Between
City of Romulus
And
ROWE Professional Services Company
For
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT made as of the July 1, 2024, between the City of Romulus, a Michigan Municipal Corporation with its office located at 11111 Wayne Road, Romulus, Michigan 48174 (CLIENT) and ROWE Professional Services Company, a Michigan Corporation, having an office located at 540 S. Saginaw Street, Ste. 200, Flint, MI 48502 (ENGINEER).

WHEREAS, the City would like to engage the professional services of the ENGINEER on an as needed basis to perform engineering services;

NOW, THEREFORE, CLIENT and ENGINEER, in consideration of their mutual covenants, adequate consideration being acknowledged, hereby agree as follows:

ARTICLE 1 - SERVICES OF ENGINEER

1.01 Scope

A. The services to be provided by ENGINEER will include such of the Basic and Additional Services as more specifically set forth in Exhibit A, and as authorized by CLIENT as provided herein. Specific projects will be detailed in a duly executed Individual Project Supplement. Each Individual Project Supplement will indicate the tasks and functions to be performed.

B. The general format of an Individual Project Supplement is shown in Exhibit A attached.

C. The CLIENT is not obligated to issue Individual Project Supplements, nor is CLIENT limited to the services of ENGINEER, and in fact acknowledgment is made that the CLIENT uses different engineering service companies.

D. ENGINEER shall not be obligated to perform any prospective Individual Project Supplement unless and until CLIENT and ENGINEER agree in writing as to the specifics, compensation and all other relevant matters.

1.02 Individual Project Supplement Procedure

CLIENT and ENGINEER are required to define the work, the compensation, the timeliness and such agreement shall be properly executed by both parties.

ARTICLE 2 - CLIENT'S RESPONSIBILITIES

2.01 General

CLIENT's responsibilities will be dependent upon the particular Project, and will be set forth in a form identical and/or similar to Exhibit B.

ARTICLE 3 - TERM: TIMES FOR RENDERING SERVICES; SUSPENSION

3.01 Term

A. This Agreement shall be effective and applicable to Individual Project Supplements

issued hereunder for four (4) year(s) from the Effective Date of this Agreement.

B. This Agreement may be renewed or extended with or without changes but must be evidenced by written mutually signed amendments.

3.02 Times for Rendering Services

A. Unless stated otherwise, in any Individual Project Supplement, the ENGINEER will perform all services and provide all required materials within a reasonable time.

B. The reasonable time shall be extended where causes beyond the control of the party without fault results in timeliness being delayed. In such event, such party must notify the other in writing as to the cause and the effect.

3.03 Suspension

A. If CLIENT fails to give prompt written authorization or verification of completion of services on a particular Project, ENGINEER may give written notice to CLIENT that failure to act within seven (7) days, engineering services will be suspended under that particular Project until completion by CLIENT.

B. In the event that through no fault of CLIENT or ENGINEER services are having to be extended beyond ninety (90) days, then the parties may sit down and discuss what additional costs have been incurred for such delay that extends beyond ninety (90) days.

ARTICLE 4 - PAYMENT TO ENGINEER

4.01 Payment for Services and Reimbursable Expenses of ENGINEER

CLIENT shall pay ENGINEER as set forth herein and in each Individual Project

4.02 Other Payment Provisions

A. *Payment*. Payment shall be made for all expenses and services due and payable within forty-five (45) days of receipt. Failure to make payment within such time may result in ENGINEER suspending further work.

B. *Disputed Invoices*. If there is a portion of an invoice that is disputed, that portion shall be withheld, and the undisputed portion shall be paid.

C. *Payments Upon Termination.*

1. In the event of termination, all bills current to that time shall be paid within such forty-five (45) days.

D. *Records of ENGINEER'S Costs.* Records shall be kept according to the generally accepted accounting practices for those terms for the particular type of Project that is involved.

E. *Legislative Actions.* In the event there are additional costs initiated through legislative actions, the CLIENT shall be responsible for paying those, such as additional taxes or fees for services of ENGINEER.

ARTICLE 5 - OPINIONS OF COST

5.01 Opinions of Probable Construction Cost

ENGINEER will render its best estimate of costs based upon the experience and qualifications of the ENGINEER. In the event that unknown and unexcepted circumstances vary the costs subsequent to the award of the contract, ENGINEER shall provide revised estimate as soon as reasonably possible.

ARTICLE 6 - GENERAL CONSIDERATIONS

6.01 Standards and Parameters of Performance

A. The standard of care for ENGINEER shall be that which one would expect for a properly licensed ENGINEER for such type of work.

B. ENGINEER shall be responsible for the technical accuracy of its services and documents. In the event of deficiencies, such deficiencies shall be corrected by ENGINEER and at the cost of ENGINEER and not CLIENT.

C. ENGINEER shall serve as CLIENT's prime professional under each Individual Project Supplement. ENGINEER may employ such subconsultants as ENGINEER deems necessary to assist in the performance or furnishing of the services unless that particular subconsultant is rejected by CLIENT.

D. ENGINEER and CLIENT shall comply with all Laws and Regulations in effect at the time each and all Individual Project Supplements, including the requirements, if applicable, that the Michigan Department of Transportation (MDOT) might require, including the use of their form contracts.

E. CLIENT shall render its best efforts in supplying what information it may have for such Project for the ENGINEER.

F. CLIENT shall make all decisions and carry out its responsibilities in a reasonably timely manner.

G. ENGINEER shall be responsible for giving all proper notices to proper parties and obtaining such certifications that may be required for each Project.

H. Construction Costs will be that amount agreed to and where the limit of such Costs may be per each Individual Project Supplement.

I. If ENGINEER provides services for design for construction, the actual construction should be done by a contractor subject to deviation being approved by ENGINEER and CLIENT that might arise from time to time.

J. ENGINEER, its sub-consultants shall abide by all state and federal anti-discrimination laws and Fair Labor Standard Act.

6.02 Authorized Project Representatives

With the signing of an Individual Project Supplement, ENGINEER and CLIENT shall each designate specific individuals to act as the representatives for each respective party.

6.03 Use of Documents

ENGINEER will retain the right to make use of these documents for any other Project, but shall furnish to CLIENT copies of all such documents. CLIENT shall rely upon only those documents that have been signed by ENGINEER. It is understood that the documents provided to CLIENT may not necessarily be applicable to any other Project that CLIENT may foresee in the future.

6.04 Insurance

A. ENGINEER shall procure and maintain insurance as set forth in Exhibit D, "Insurance," with the CLIENT as an additional insured.

B. CLIENT shall require any contractors to maintain general liability and other insurance and include, besides CLIENT, the ENGINEER and any subconsultants as additional insureds.

C. ENGINEER shall deliver to CLIENT certificates of insurance evidencing the coverage indicated in Exhibit D. Such certificates shall be furnished prior to the commencement of any work.

D. CLIENT at any time may request an increase in insurance, and if so, such cost shall be borne by CLIENT.

6.05 Termination

A. The obligation to provide further services under this Agreement or any Individual Project Supplement may be terminated:

1. *For cause,*

a. By either party giving thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement or any Individual Project Supplement hereunder through no fault of the terminating party.

b. By ENGINEER if the Project is delayed for more than ninety (90) days due to no fault of the ENGINEER, or ENGINEER is being asked to do something that is contrary to his responsibilities as licensed.

c. Termination shall not occur if there is a failure, and cure is effectuated within thirty (30) days or such reasonable time it takes to cure such failure.

2. *Without cause,*

a. CLIENT may terminate by providing written notice of the termination to the ENGINEER, which shall be effective upon receipt.

b. In the event of a termination without cause, the CLIENT shall be responsible for the costs incurred up to the date of termination.

6.06 Controlling Law

A. This Agreement is governed by the laws of the State of Michigan.

6.07 Successors, Assigns, and Beneficiaries

A. ENGINEER, its partners, successors, and administrators are bound to the obligations provided under this Agreement and any supplementary agreement to all of the covenants thereunder.

B. Neither CLIENT nor ENGINEER may assign, sublet or transfer any rights under or interest in any monies due under this Agreement without the written consent of the other.

C. Unless expressly provided otherwise in this Agreement, nothing in this Agreement shall be construed to create liability to a third party. There are no third-party beneficiaries.

6.08 Dispute Resolution

A. CLIENT and ENGINEER agree to negotiate all disputes between them in good faith for a period not to exceed thirty (30) days from the date of written notice prior to exercising their rights under the provisions of this Agreement or under law.

B. If there is a dispute that has not been resolved, then such methods as may otherwise be agreed shall be used, and absent that, the court processes.

6.09 Hazardous Environmental Condition

A. CLIENT represents to ENGINEER that to the best of its knowledge there are not any hazardous environmental conditions that have not been set forth in any Individual Project Supplement.

B. In the event there is discovery of any environmental conditions under either state or federal law, ENGINEER shall stop its work, consult with CLIENT on the best means of eradicating the situation. In no event does CLIENT guarantee or indemnify any potential exposure to such discovered hazardous materials.

C. This in fact may result in additional costs to CLIENT, as may be agreed to in writing between the parties relevant to the existence of hazardous materials.

6.10 Allocation of Risks/Indemnification

A. To the fullest extent permitted by law, ENGINEER shall indemnify and hold harmless CLIENT, CLIENT's officers, directors, partners elected officials and employees from and against any and all costs, losses and damages, (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals, and all court or arbitration or dispute resolution costs) caused solely by the negligent acts or omissions of ENGINEER or ENGINEER's officers, directors, partners, employees and ENGINEER's consultants in the performance and furnishing of ENGINEER's services under this Agreement.

B. To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless ENGINEER, consultants, officers, directors, partners, employees and ENGINEER's consultants from and against any and all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or its stated representative designees, but under no circumstances will governmental immunity be waived.

6.11 Notices

Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon date of receipt.

6.12 Applicability of Master Agreement to Individual Project Supplement

The terms and conditions set forth in this Agreement apply to each Individual Project Supplement except as may be in conflict with the Individual Project Supplement, and in such case the Individual Project Supplement shall prevail.

6.13 Survival

Any representations and indemnifications or limitations of liability shall survive its completion or termination of the Project.

6.14 Severability

Any provision or part of this Agreement deemed to be inappropriate or stricken, the remainder shall be done, and if necessary, the language of the court direction shall reform the Agreement to be consistent with the intent of the parties.

6.15 Waiver

Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement. Any waiver must be in writing and signed by the parties.

6.16 Headings

Headings are merely for convenience.

6.17 Non-Exclusive and Non-Limiting Agreement

The parties are, absent conflicts of interest, able to hire or provide services to others.

ARTICLE 7 - DEFINITIONS

7.01 Defined Terms

Wherever used in this Agreement (including the Exhibits hereto and any Individual Project Supplement) and printed with initial or all capital letters, the terms listed below have the meanings indicated, which are applicable to both the singular and plural thereof.

Additional Services. Services to be performed for CLIENT by ENGINEER in addition to that which has previously been set forth in the Individual Project Supplement.

Bid. The offer or proposal of a bidder submitted to the CLIENT.

Bidding Documents. The advertisement or invitation to Bid, instructions to bidders, the Bid form and attachments, the Bid bond, if any, the proposed Contract Documents, and any other written or graphic documents issued prior to and description of the Bid to take place.

Change Order. A document recommended by either CLIENT or ENGINEER which is signed by a Contractor and CLIENT to authorize an addition, deletion or revision in the Work, or an adjustment in the Contract Price or Contract Times also recommended by ENGINEER.

Construction Costs. The cost to CLIENT of those portions of an entire Specific Project designed or specified by ENGINEER. Construction Costs shall be those items that are categorized and labeled within such document prepared by ENGINEER.

Contract Documents. Contract Documents are those documents that include the rights and obligations of the parties engaged in construction and include the Construction Agreement between CLIENT and a Contractor, any graphic instruments or other documents used relevant to explanation and Bid Documents when attached as an Exhibit to the Construction Agreement or otherwise, bonds, any certifications, drawings and specifications, all written amendments, Change Orders, Field Orders and any ENGINEER's written interpretations and clarifications on or after the date of the Effective Date of the Construction Agreement.

Correction Period. That time after Substantial Completion during which a Contractor must correct, at no cost to CLIENT, any Defective Work, normally six (6) years after the date of Substantial Completion or such longer period of time as may be prescribed by Law or Regulations or by the terms of any applicable special guarantee or specific provision of the Contract Documents.

Defective. Defective means any Work that is unsatisfactory, faulty or deficient, in that it does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test, or approval referred to in the Contract Documents, or has been damaged prior to ENGINEER's recommendation of final payment.

Documents. Documents means and shall include data, reports, Drawings, Specifications, Record Drawings and other deliverables, whether in printed or electronic media format, provided or furnished at times by ENGINEER to ENGINEER's subconsultants to CLIENT pursuant to this Agreement.

ENGINEER's Consultants. Individuals or entities having a contract with ENGINEER to furnish services with respect to a Specific Project as ENGINEER's independent professional associates, Consultants, subcontractors or vendors. The term ENGINEER includes ENGINEER's Consultants.

Field Order. A written order issued by ENGINEER which directs minor changes in the Work but which does not involve a change in the Contract Price or Contract Terms.

Individual Project Supplement. A document executed by CLIENT and ENGINEER, including amendments, if any, stating the scope of services, ENGINEER's compensation, times for performance of services and other relevant information for a Specific Project.

Record Drawings. The Drawings as issued for construction on which ENGINEER, upon completion of the Work, has shown changes due to Addenda or Change Orders and other information which ENGINEER considers significant based on record documents furnished by Contractor to ENGINEER and which were annotated by Contractor to show changes made during construction.

Samples. Physical examples of materials, equipment or workmanship that are representative of some portion of the Work and which establish the standards by which such portion of the Work will be judged.

Specifications. That part of the Contract Documents prepared by ENGINEER consisting of written technical descriptions of materials, equipment, systems, standards, and workmanship as applied to the Work to be performed by a Contractor and may include administrative details also.

Substantial Completion. The time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of ENGINEER, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Contract Documents, so that the Work can be utilized for the purposes for which it was intended.

Supplementary Conditions. That part of the Contract Documents which amends or supplements the General Conditions.

Work Change Directive. A written directive to a Contractor signed by CLIENT, but recommended by ENGINEER, ordering an addition, deletion, or revision in the Work, or responding to unforeseen subsurface or physical conditions under which the Work is to be performed or to emergencies. A Work Change Directive will not change the Contract Price or the Contract Times but is evidence that the parties expect that the change directed or documented by a Work Change Directive will be incorporated in a subsequently issued Change Order following negotiations by the parties as to its effect, if any, on the Contract Price or Contract Times.

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ARTICLE 8 EXHIBITS AND SPECIAL PROVISIONS

8.01 Exhibits A - D

8.02 Total Agreement

This Agreement, consisting of eight (8) pages inclusive, together with the Exhibits identified as included above, constitutes the entire Agreement between CLIENT and ENGINEER and supersedes all prior written or oral agreements. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

This Agreement will be effective on July 1, 2025, (which is the Effective Date of the Agreement).

CLIENT:	ENGINEER:
CITY OF ROMULUS	ROWE Professional Services Company_
By:________________________________	By: ___________________________________
Robert A. McCraight	Jack Wheatley PE
Title: Mayor	Title: Vice President / Dir. of Corp. Marketing
Date Signed: ________________________	Date Signed: ____________________________
Address for giving notices:	Address for giving notices:
11111 S. Wayne Road Romulus, MI 48174	540 S. Saginaw Street, Suite 200 PO Box 3748 Flint, MI 48502

This is **Exhibit A,** consisting of 11 pages, referred to in and part of the **Master Agreement between the CLIENT and ENGINEER for Professional Services** dated
______________________,20__

DESCRIPTION OF ENGINEER SERVICES

Services to be provided under an Individual Project Supplement may include the following:

PART l - BASIC SERVICES

All of the basic services indicated may not be required on all projects.

I. DESCRIPTION OF BASIC ENGINEERING SERVICES - CLIENT SPONSORED PROJECTS

Al.01 Study and Report Phase

A. After authorization to proceed, ENGINEER shall:

I. Consult with CLIENT to clarify and define CLIENT'S requirements for the project and review available data.

2. Advise CLIENT as to the necessity of CLIENT'S providing or obtaining from other data or services of the types described in Exhibit B of the Master Agreement and assist CLIENT in obtaining such data and services.

3. Identify and analyze requirements of governmental authorities having jurisdiction to approve the design of the project and participate in consultations with such authorities.

4. Provide analysis of CLIENT's needs, and review or provide as required, planning surveys, site evaluations and comparative studies of prospective sites and solutions.

5. Provide a general economic analysis of CLIENT's requirements applicable to various alternatives.

6. Prepare a Report containing schematic layout sketches and conceptual design criteria with appropriate exhibits to indicate clearly the considerations involved (including applicable requirements of governmental authorities having jurisdiction as aforesaid) and the alternative solutions available to CLIENT and setting forth ENGINEER's findings and recommendations including traffic control during construction when applicable. This Report will be accompanied by ENGINEER's opinion of probable costs for the Project, including the following which will be separately itemized: Construction Cost, allowance for engineering costs and contingencies, and (on the basis of information furnished by CLIENT) allowances for such other items as charges of all other professionals and consultants, for the cost of land and rights-of-way, for compensation for or damages to properties, for interest and financing charges and for other services to be provided by others for CLIENT pursuant to paragraphs Exhibit B of the Agreement, inclusive.

7. Furnish up to five copies of the Study and Rep01i documents and review them in person with CLIENT.

Al.02 Design Phase

A. After authorization to proceed with the Design Phase, ENGINEER shall:

I. In consultation with CLIENT and on the basis of the accepted Study and Report documents, determine the general scope, extent and character of the Project.

2. Advise CLIENT if additional data or services of the types described in Exhibit B of the Agreement are necessary and assist CLIENT in obtaining such data and services.

3. Provide topographic or other field surveys required for design purposes.

4. Prepare, for incorporation in the Contract Documents, drawing to show the general scope, extent and character of the work to be furnished and performed by Contractor(s) (hereinafter called "Drawings") and Technical Specifications.

5, Provide technical criteria, written descriptions and design data for CLIENT's use in filing application for permits with or obtaining approvals of such gove1mnental authorities as have jurisdiction to approve the design of the Project, and assist CLIENT in consultations with appropriate authorities.

6, Advise CLIENT of any adjustments to the latest opinion of probable Total Project Costs caused by changes in general scope, extent or character or design requirements of the Project or Construction Costs. Furnish CLIENT a revised opinion of probable Total Project or Construction Costs. Furnish to CLIENT a revised opinion of probable Total Project Costs based on the Drawings and Specifications.

7. Prepare for review and approval by CLIENT, its legal counsel and other advisors contract agreement forms, general conditions and supplementary specifications, and (where appropriate) bid forms, invitations to bid and instructions to bidders, and assist in the preparation of other related documents.

8. Furnish up to five copies of the above documents and of the Drawings and Technical Specifications and present and review them in person with CLIENT.

9. Assist CLIENT in advertising for and obtaining bids or negotiating proposals for each separate prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend pre-bid conferences and receive and process deposits for Bidding Documents.

10. Issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.

11. Consult with and advise CLIENT as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)" for those po1tions of the work as to which acceptability is required by the Bidding Documents.

12. Consult with CLIENT concerning and determine the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

13. Attend the bid opening, prepare bid tabulation sheets and assist CLIENT in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment and services.

A.1.03 Construction Phase

A. Upon written authorization from the CLIENT to provide Construction Phase Services, ENGINEER shall:

1. *General Administration of Construction Contract.* ENGINEER shall consult with and advise CLIENT and act as CLIENT's representative as provided in the General Conditions of the Construction Contract. The extent and limitations of the duties, responsibilities and authority of ENGINEER as assigned in said General Conditions shall not be modified, except to the extent provided in this Exhibit, and except as ENGINEER may otherwise agree in writing. All of CLIENT's instructions to Contractor(s) will be issued through ENGINEER who will have authority to act on behalf of CLIENT to the extent provided in said General Conditions and consistent with the Contractor's contract work except as otherwise provided in writing.

2. *Visits to Site and Observation of Construction.* In connection with observations of the work of Contractor(s) while it is in progress:

a. ENGINEER shall make visits to the site at intervals appropriate to the various stages of construction as ENGINEER deems necessary in order to observe as an experienced and qualified ENGINEER the progress and quality of the various aspects of Contractor(s)' work. In addition, ENGINEER shall provide the services of a Resident Project Representative (and assistants as agreed) at the site to assist ENGINEER and to provide more continuous observations, ENGINEER shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and ENGINEER shall keep CLIENT informed of the progress of the work.

b. The resident Project Representative (and any assistants) will be ENGINEER's agent or employee and under ENGINEER's supervision. The duties and responsibilities of the Resident Project Representative (and assistants) are set forth in the General Conditions of the construction contract.

c. The purpose of ENGINEER's visits to and representation by the Resident Project Representative (and assistants, if any) at the site will be to enable ENGINEER to be better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the Construction Phase, and, in addition, by exercise of ENGINEER's efforts as an experienced and qualified ENGINEER, to provide for CLIENT a greater degree of confidence that the completed work of Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents have been implemented and preserved by Contractor(s). On the other hand, ENGINEER shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and perfo1ming their work. Accordingly, ENGINEER can neither guarantee the performance of the construction contracts by their work in accordance with the Contract Documents. But in the event the ENGINEER observes a failure by the Contractor, the ENGINEER's representative shall immediately notify the nature of the failure and copy CLIENT in writing.

3. *Construction Staking.* ENGINEER shall provide engineering surveys to establish reference points for construction, as provided for in the Contract Documents, to enable Contractor(s) to proceed with the layout of the work.

4. *Defective Work.* During such visits and on the basis of such observations, ENGINEER may disapprove of or reject Contractor(s)' work while it is in progress if ENGINEER believes that such work will not produce a completed Project that confo1ms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Contract Documents.

5. *Interpretations and Clarification.* ENGINEER shall issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare and change orders as required.

6. *Shop Drawings and Samples.* ENGINEER shall review Shop Drawings, samples and other data which Contractor(s) are required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents. Such reviews shall not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto.

7. *Substitutes.* ENGINEER shall evaluate and determine the acceptability of substitute materials and equipment proposed by Contractor(s), but subject to the provision of paragraph A3.0l and 5.01.2 of Exhibit A.

8. *Inspections and Tests.* ENGINEER shall have authority, as CLIENT's representative, to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testing, and approvals required by laws, rules, regulations, ordinances, codes, orders or the Contract Documents (but only to determine generally that their content complies with the requirements of, and the results certified indicate compliance with, the Contract Documents).

9. Disputes between CLIENT and Co11tractor. ENGINEER shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work there under and make decisions on all claims of CLIENT and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. ENGINEER shall not be liable for the results of any such interpretations or decisions rendered in good faith.

JO. App/icatio11sfor Payment. Based on ENGINEER's on-site observations as an experienced and qualified ENGINEER, on information provided by the Resident Project Representative and on review of application for payment and the accompanying data and schedules:

a. ENGINEER shall determine the amounts owing to Contractor(s) and recommend in writing payments to Contractor(s) in such amounts. Such recommendations of payment will constitute a representation to CLIENT, based on such observations and review, that the work has progressed to the point indicated, and that, to the best of ENGINEER’s knowledge, information and belief, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of such work as functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents and to any other qualifications stated in the recommendation). In the case of unit price work, ENGINEER's recommendations of payment will include final detem1inations of quantities allowed by the Contract Documents).

b. By recommending any payment ENGINEER will not thereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made by ENGINEER to check the quality or quantity of Contractor(s)' assigned to ENGINEER in this Agreement and the Contract Documents. ENGINEER's review of Contractor(s)' work for the purposes of recommending payments will not impose on ENGINEER responsibility to supervise, direct or control such work or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto or Contractor(s) compliance with laws, rules, regulations, ordinances, codes or orders applicable to their furnishing and performing the work except for gross neglect. It will also not be ordinary care impose responsibility on ENGINEER to make any examination to ascertain how or for what purposes any Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any of the work, materials or equipment has passed to CLIENT free and clear of any lien, claims, security interests or encumbrances, or that there may not be other matters at issue between CLIENT and Contractor that might affect the amount that should be paid.

II. Contractor(s) ' Completion Documents. ENGINEER shall receive and review maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection, tests and approvals which are to be assembled by Contractor(s) in accordance with the Contract Documents (but such review will only be to determine that their content complies with the requirements of, and in the case of ce1iificates of inspection, tests and approvals the results certified indicate compliance with, the Contract Documents); and shall transmit them to CLIENT with written comments.

12. Inspections. ENGINEER shall conduct an inspection to dete1mine if the work is substantially complete and a final inspection to determine if the work is acceptable so that an ENGINEER may recommend, in writing, final payment to Contractor(s) and may give written notice to CLIENT and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendation and notice will be subject to the limitations previously expressed.

13. Record Prints. Prepare a set of reproducible record prints of Drawings showing those changes made during the construction process, based on the marked-up prints, drawings and other data furnished by Contractor(s) to ENGINEER and which ENGINEER considers significant.

14. Limitation of Responsibilities. ENGINEER shall not be responsible for the acts or omissions of any Contractor, or of any subcontractor of supplier, or any of the Contractor(s)' or subcontractor's or supplier's agents or employees or any other persons (except ENGINEER's employees and agents) at the site or otherwise furnishing or performing any of the Contractor(s)' work except as set forth in this Exhibit.

Al .04. Post-Construction Phase.

A. Upon written authorization from CLIENT to begin Post-Construction Phase Services, ENGINEER shall:

I. Provide assistance in connection with the testing and adjusting of Project equipment of systems.

2. Assist CLIENT in training CLIENT's staff to operate and maintain Project, equipment and systems.

3. Assist CLIENT in developing procedures for control of the operation and maintenance of, and record keeping for, equipment and systems for the Specific Project.

4. Together CLIENT, visit the Specific Project to observe any apparent defects in the Work assist CLIENT in consultations and discussions with Contractor concerning c01Tection of any such defects, and make recommendations as to replacement or correction of Defective Work, if present.

5. In company with CLIENT or CLIENT's representative, provide an inspection of the Specific Project within one month before the end of the Correction Period ascertain whether any portion of the Work is subject to correction.

B. The Post-Construction Phase services may commence during the Construction Phase and, if not otherwise modified in the Individual Project Supplement, will terminate at the end of the Correction Period.

II. DESCRIPTION OF BASIC ENGINEERING SERVICES-PRIVATE DEVELOPMENT PROJECTS

The ENGINEER will also further provide the following services for private development projects as requested or directed by the CLIENT.

A2.0l Site Plan and Site Development Reviews

A. Review all site plans forwarded by the CLIENT with respect to general engineering related issues, including such items as availability of water supply, sanitary sewers, storm drainage, and grading. This will be a cursory review to determine that any proposed projects can be built or accommodated in accordance with City standards. More specifically:

1. Review site plans for general development of subdivisions and multiple developments, including review of available water suppl, storm drainage, sanitary sewers, streets, and site grading plans of subdivision lots and multiple developments.

2. Review of site plans for commercial and industrial projects for available water supply, storm drainage, streets, and sanitary sewers; review of collection of stormwater on-site and elevations of buildings as required.

B. Review all detailed site development (engineering construction) plans forwarded by the CLIENT. This will be a more detailed review of the utilities (sanitary sewer, water main, and storm comply with applicable community, county, and state standards and requirements, and with accepted engineering practices, as appropriate.

A2.02 Preconstruction Phase Services.

A. Check Contractor/Project Sponsor submittals, pe1mits and agency approvals received, and other related project documents provided, compare them against the Community's adopted preconstruction requirements to determine when the requirements appear to all have been met, and advise the CLIENT accordingly.

B. Schedule and attend a preconstruction meeting with representatives of the CLIENT, the project sponsor/Contractor(s), and other interested agencies or utility providers, to review and discuss the project, resolve questions and encourage coordination during the construction phase.

A2.03 Construction Phase Services

A. Provide construction observation services to ensure that underground storm, sanitary, and water mains on projects within the City are constructed in general confom1ance with the community standards and the approved project plans. Specifically, provide the services described as:

I. With respect to improvements intended to become a part of public system(s), as detailed in the following paragraphs of this Exhibit A: Al.03.A. 1 through Al.03.A.4, Al.03.A.6 through Al.03.A.9, and Al.03.A.11 through Al.03.A.14.

2. When requested by the CLIENT, ENGINEER also shall provide the services as outlined in paragraphs Al .03, A.5 and/or Al .03.Al0.

B. Provide review comments and recommendations for CLIENT approval of final measure plans and of any required easements for the projects.

C. Provide construction phase services as detailed in A2.03.A and A2.03B, above, with respect to improvements intended to remain private, when requested by the CLIENT.

D. Field check completed projects and/or other sites for general compliance with site plans and/or site development plans when requested.

III. MISCELLANEOUS ENGINEERING SERVICES

A3.01 The ENGINEER will furnish to the CLIENT construction engineering, construction survey, construction inspection, construction administration, and design engineering on any project upon written request.

IV. MEETING/ATTENDANCE

A4.01 The ENGINEER or his representative shall be available and will attend any regular counselor meetings, upon request and will attend any regular Council meeting(s), upon request.

A4.02 When specifically requested by authorized representative(s) of the CLIENT, the ENGINEER or his representative shall attend any special meetings or hearings.

PART 2-ADDITIONAL SERVICES

A.5.01 Additional Services Requiring CLIENT's Authorization in Advance

A. If authorized in writing by CLIENT, ENGINEER shall furnish or obtain from others Additional Services of the types listed below. These services will be paid for by CLIENT as indicated in an Individual Project Supplement.

1. Preparation of applications and suppo1ting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans or advances in connection with a Specific Project; preparation or view of environn1ental assessments

and impact statements; review and evaluation of the effects on the design requirements for a Specific Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of a Specific Project.

2. Services to make measured drawings of or to investigate existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by CLIENT.

3. Services resulting from significant changes in the scope, extent, or character of the portions of a Specific Project designed or specified by ENGINEER or its design requirements including, but not limited to, changes in size, complexity, CLIENT's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date of the Individual Project Supplement or are due to any other causes beyond ENGINEER's control.

4. Services resulting from CLIENT's request to evaluate additional Study and Report Phase alternative solutions beyond those identified in paragraph A.OI.A.6.

5. Services required as a result of CLIENT's providing incomplete or incorrect project information with respect to Exhibit B.

6. Providing renderings or models for CLIENT's use.

7. Undertaking investigations and studies including, but not limited to, detailed consideration of operations, maintenance, and overhead expenses; the preparation of feasibility studies, cash flow and economic evaluations, rate schedules, and appraisals; assistance in obtaining financing for a Specific Project; evaluating processes available for licensing, and assisting CLIENT in obtaining process licensing; detailed quantity surveys or materials, equipment, and labor; and audits or inventories required in com1ection with construction performed by CLIENT.

8. Furnishing services of ENGINEER’s Consultants for other than specified in the Individual Project Supplement.

9. Services attributable to more prime construction contracts than specified in the Individual Project Supplement.

10. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by CLIENT; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other Bidding Documents as a result of such review processes.

11. Preparing additional Bidding Documents or Contract Documents for alternate bids or prices request by CLIENT for the Work or a portion thereof.

12. Determining the acceptability of substitute materials and equipment proposed during the Bidding or Negotiating Phase when substitution prior to the award of contracts is allowed by the Bidding Documents.

13. Assistance in connection with Bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services.

14. Providing construction surveys and staking to enable a Contractor to perform its work other than as required under paragraph Al .03.A3, and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.

15. Providing Construction Phase services beyond the Contract Times set forth in the Individual Project Supplement.

16. Providing assistance in resolving any Hazardous Environmental Condition in compliance with current Laws and Regulations.

17. Preparation of operation and maintenance manuals.

18. Preparing to serve or serving as a consultant or witness for CLIENT in any litigation, arbitration or other dispute resolution process related to a Specific Project.

19. Providing more extensive services required to enable CONSULTANT to issue notices or certifications requested by CLIENT under paragraph 6.01.G of the Agreement or Individual Project Supplement.

20. Services in connection with Work Change Directives and Change Orders to reflect changes requested by CLIENT so as to make the compensation commensurate with the extent of the Additional Services rendered.

21. Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of any Construction Agreement in evaluating and determining the acceptability of a substitution which is found to be inappropriate for a Specific Project or an excessive number of substitutions.

22. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.

23. Additional or extended services during construction made necessary by (a) a significant amount of defective, neglected or delayed Work by a Contractor, or (b) default by a Contractor.

24. Services (other than Basic Services during the Post-Construction Phase) in connection with any partial utilization of any part of the Work on a Specific Project by CLIENT prior to its Substantial Completion.

25. Other services performed or furnished by CONSULTANT not otherwise provided for in this Agreement or an Individual Project Supplement.

AS.02 *Additional Services Not Requiring CLIENT'S Authorization in Advance*

A. CONSULTANT shall perform or furnish, without requesting or receiving specific advance authorization from CLIENT, the Additional Services of the types listed below. CONSULTANT shall advise CLIENT in writing within seven days after beginning any such Additional Services. If CLIENT does not want CONSULTANT to continue to perform or furnish the services, CLIENT shall notify CONSULTANT in writing to cease, and CONSULTANT shall comply.

1. Additional or extended services during construction made necessary by (a) emergencies or acts of God endangering the Work, (b) an occurrence of a Hazardous Environmental Condition, (c) Work damaged by fire or other cause during construction, or (d) acceleration of the progress schedule involving services beyond normal working hours.

Initialed by:

CLIENT _______

ENGINEER _______

This is Attachment 1 to Exhibit A, consisting of 2 pages, referred to in a part of the Master Agreement between the Client and Engineer for Professional Services dated__________________, 20___.

INDIVIDUAL PROJECT SUPPLEMENT NO. [ ]

Dated ____________

To

MASTER AGREEMENT

Between

City of Romulus

and

____

Dated _____________

For

PROFESSIONAL SERVICES

In accordance with paragraph 1.01 of the Continuing Services Agreement between CLIENT and ENGINEER for Professional Services, CLIENT and CONSULTANT agree as follows:

SPECIFIC PROJECT DATA

Title: [Specific Project reference for both parties]

Description: [Describe project client wants to construct or accomplish.]

SERVICES OF CONSULTANT

[Delineate services ___________________________________agrees to furnish or reference attachment.]

CLIENT'S RESPONSIBILITIES

[Delineate what the client is responsible for so that we can deliver our services in a timely, efficient, and quality manner]

TIMES FOR RENDERING SERVICES

[Describe phases and timing or provide a project schedule.]

Phase	Completion Date/Time
______________	______________________
______________	______________________
______________	______________________
______________	______________________

City of Romulus CLIENT		______________________ ENGINEER
______________	(By)	______________
______________	(Title)	______________
______________	(Date)	______________

This is **Exhibit B,** consisting of 3 pages, referenced to in and part of the **Master Agreement between the CLIENT and ENGINEER for Professional Services** dated
____________________,20___.

SCHEDULE OF CLIENT'S RESPONSIBILITIES

Article 2 of the Agreement is amended and supplemented to include the following responsibilities except as stated in an Individual Project Supplement.

B2.01 In addition to other responsibilities of CLIENT as set forth in this Agreement, Client shall:

A. Provide ENGINEER subject to CLIENT's ability and knowledge with all known criteria and full inforn1ation as to Client's requirements for a Specific Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations; furnish copies of all design and construction standards which Client will require to be included in the Drawings and Specifications; and furnish copies of Client's standard forms, conditions, and related documents for ENGINEER to include the Bidding Documents, when applicable.

B. Furnish to ENGINEER any other known available information pertinent to a Specific Project including reports and data relative to previous designs, or investigation at or adjacent to the Site of a Specific Project.

C. Following ENGINEER's assessment of initially available project information and data and upon ENGINEER's request subject to CLIENT's ability and knowledge, furnish or otherwise make available such additional project related information and data in its possession as is reasonably required to enable ENGINEER to complete its Basic and Additional Services. Such additional information or data would generally include the following:

1. Property descriptions.
2. Zoning, deed and other land use restrictions.
3. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.
4. Explorations and tests of subsurface conditions at or contiguous to the Specific Project Site, drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site, or hydrographic surveys, with appropriate professional interpretation thereof.
5. Environmental assessments, audits, investigations and impact statements, and other relevant environmental or cultural studies as to a Specific Project, the Specific Project Site, and adjacent areas.
6. Data or consultations as required for a Specific Project but not otherwise identified in the Agreement, the Exhibits thereto, or the Individual Project Supplement.

D. Give prompt written notice to ENGINEER whenever Client observes or otherwise becomes aware of a Hazardous Environmental Condition of a nature of extent not identified in the Individual Project Supplement or of any other development that affects the scope or time of performance of ENGINEER's services, or any defect or nonconfo1mance in ENGINEER's services or in the work of any Contractor.

E. Authorize ENGINEER to provide Additional Services as set fo11h in the Individual Project Supplement as required.

F. Arrange for safe access to and make all provisions for ENGINEER to enter upon public and private property as permitted lawfully as required for ENGINEER to perform services under the Individual Project Supplement.

G. Examine all alternate solutions, studies, repm1s, sketches, Drawings, specifications, proposals, and other documents presented by ENGINEER for a Specific Project (including obtaining advice of attorney, insurance counselor, and other advisors or consultants as CLIENT deems appropriate with respect to such examinations) and render in writing timely decisions pertaining thereto.

H. Provide reviews, approvals, and pe1mits from all governmental authorities having jurisdiction to approve all phases of a Specific Project designed or specified by ENGINEER with input and aid of ENGINEER and such reviews, approvals, and consents from others as may be necessa1y for completion of each phase of a Specific Project with input and aid of ENGINEER.

I. Provide, as required for a Specific Project:

1. Accounting, bond and financial advisory and insurance counseling services.
2. Legal services with regard to issues pertaining to a Specific Project as Client requires, a Contractor raises, or ENGINEER reasonably requests.
3. Such auditing services as Client requires to ascertain how or for what purpose a Contractor with ENGINEER's overseeing has used the moneys paid.
4. Placement and payment for advertisements for Bids in appropriate publications.

J. Advise ENGINEER of the identity and scope of services of any independent ENGINEER's employed by Client to perform or furnish services in regard to a Specific Project wherein ___________________________is engaged in the same project, including, but not limited to, cost estimating, project peer review, value engineering, constructability or any other assignment.

K. Furnish to ENGINEER data as to Client's anticipated costs for services to be provided by others for Client so that ENGINEER may make necessary calculations to develop and periodically adjust ENGINEER's opinion of Total Project Costs.

L. If Client designates a construction manager or an individual or entity other than, or in addition to, ENGINEER to represent Client at the Specific Project Site, define and set forth in the Individual Project Supplement the duties, responsibilities, and limitations of authority of such other pai1y and the relation thereof to the duties, responsibilities, and authority of ENGINEER.

M. If more than one prime contract is to be awarded for the Work of a Specific Project designed or specified by ENGINEER, designate in the Individual Project Supplement a person or entity to have authority and responsibility for coordinating the activities among the various prime Contractors, and define and set forth the duties, responsibilities, and limitations of authority of such individual or entity and the relation thereto to the duties, responsibilities, and authority of ENGINEER.

N. Attend the pre-Bid conference, Bid opening, pre-construction conferences, construction progress and other job-related meetings, and Substantial Completion and final payment inspections.

0. Provide the services of an independent testing laboratory to perform all inspections, tests, and

approvals of Samples, materials, and equipment required by the Contract Documents, or to evaluate the performance of materials, equipment, and facilities of Client, prior to their incorporation into the work for a Specific Project with appropriate professional interpretation thereof.

P. Provide inspection or monitoring services by an individual or entity other than ENGINEER (disclose the identity of such individual or entity to ENGINEER) as Client determines necessary to verify:

1. That a contractor is complying with any Laws and Regulations applicable to a Contractor's performing and furnishing the work.
2. That a Contractor is taking all necessary precautions for safety of persons or property and complying with any special provision of the Contract Documents applicable to safety.

Q. Provide ENGINEER with the findings and reports generated by the entities providing services pursuant to paragraphs B2.01.O and P.

Initialed by:

CLIENT ________

ENGINEER ________

This is **Exhibit C,** consisting of 4 pages, referred to in and part of the **Master Agreement between the CLIENT and ENGINEER for Professional Services** dated
____________________, 20__

PAYMENT TO ENGINEER

Article 4 of the Agreement is amended and supplemented to include the following of the parties.

Article 4 - PAYMENT TO ENGINEER

C4.0l Method of Payment of Services and Expenses for CLIENT Sponsored Projects.

A. *Basic Services.* CLIENT shall pay ENGINEER for Basic Services rendered under Part 1 , Section I in Exhibit A, by one of the compensation formats listed in Paragraph C4.01 .A. l, where such format is agreed to by the CLIENT and ENGINEER in an individual Project Supplement. In the absence of such Individual Project Supplement compensation format agreement(s), the compensation format used will be as outlined in Paragraphs C4.0l .A.2. through C4.01.A.5.

I. Compensation Format Options
   a. Time and Materials - full amount of the actual cost incurred, at the rates specified in the current BILLING RATE SCHEDULE (current schedule as of date of this Agreement is attached as Schedule A);
   b. Lump Sum Basis - where the scope and duration of the work may be clearly defined.

2. Study and Report Phase Services. On the basis of ENGINEER's current BILLING RATE SCHEDULE for all Study and Report Phase Services rendered on the Project.

3. Design Phase Services. On the basis of ENGINEER's current BILLING RATE SCHEDULE for all Design Phase Services rendered on the Project.

4. Construction Phase Services. For services of ENGINEER during construction phase furnished under Article Al.03, on the basis of ENGINEER's current BILLING RATE SCHEDULE for services rendered by staff assigned to the Construction Phase.

5. Professional Associates and Consultants. For services and Reimbursable Expenses of independent professional associates and consultants employed by ENGINEER to render Basic Services which rate must be first approved in writing by the CLIENT, the ENGINEER will invoice the CLIENT for payment at cost times 1 .15 for the services.

B. *Additional Services.* CLIENT shall pay ENGINEER for Additional Services rendered under Part 2 in Exhibit A as follows:

I. General. For Additional Services of ENGINEER’s principals and employees engaged directly on the specific Project and rendered pursuant to the Agreement (except services as a consultant or witness under paragraph Part 2, A.5.01.A.1S of Exhibit A), on the basis of ENGINEER’s current BILLING RATE SCHEDULE.

2. Professional Associates and Consultants. For services and Reimbursable Expenses of independent professional associates and consultants employed by ENGINEER to render Additional Services pursuant to the Agreement as which rate must be first approved in w1iting by the CLIENT, the ENGINEER will invoice the CLIENT for payment at cost times 1.15.

3. Serving as a Witness. For services rendered by ENGINEER's principals and employees as consultants or witnesses in any litigation, arbitration or other legal or administrative proceeding in accordance with paragraph Part 2, A.5.0I.A.IS of Exhibit A, of the Agreement, at a mutually agreed upon rate per day or any portion thereof not to exceed the hourly rate previously approved by CLIENT in writing (but compensation for time spent in preparing to appear in any such litigation, arbitration or proceeding will be on the basis provided in paragraph C4.0l.B.1). Compensation for ENGINEER's independent professional associates and consultants will be on the basis provided in paragraph C4.0l.B.2.

C. *For Reimbursable Expenses.* In addition to payment provided for in paragraphs C4.0l.A. and C4.0l.B., CLIENT shall pay ENGINEER the actual costs of all Reimbursable Expenses in connection with all Basic and Additional Services, if the services are not Lump Sum.

D. The te1m "Reimbursable Expenses" has the meaning assigned to it in paragraph C4.07.

C4.02 Method of Payments for Services and Expenses for Private Development Projects

A. *Site plan and Site Development Reviews.* Compensation shall be on the basis of ENGINEER's current BILLING RATE SCHEDULE for services rendered on the review. The project sponsor's deposit, in an amount determined from a standard review fee estimating schedule to be developed and approved by the CLIENT and ENGINEER in writing, shall be collected by the CLIENT prior to forwarding the plans to ENGINEER for review.

B. *Land Divisions.* Compensation shall be on the basis of ENGINEER’s current BILLING RATE SCHEDULE for services rendered on the review.

C. *Preconstruction and Construction Phase Services.* Compensation shall be on the basis of ENGINEER's current BILLING RATE SCHEDULE for services rendered by staff as referenced in Articles 2.02 and 2.03 of Exhibit A. Budget estimates for the project sponsor's deposit, which shall be collected by the CLIENT before initiation of the preconstruction services, shall be determined from a construction deposit estimating schedule to be developed and approved by the CLIENT and ENGINEER in writing, or upon ENGINEER's estimate in writing if Project conditions indicate a revised deposit amount may be required.

D. *Notice of Relationship of Payments to Estimated Project Sponsor Deposit(s).* If it becomes apparent to ENGINEER at any time before the services for which the deposit was made exceed about 80% of the deposit amount, that the requirements for the outlined portions of the project cannot be completed with the remaining funds, the CLIENT will be notified. The CLIENT shall obtain such additional deposit(s) from the project sponsor to cover the estimated costs services to complete the outlined project work, if available, require the project work to be terminated, or a reduction in the remaining services to be rendered by ENGINEER on the project shall be agreed to by the CLIENT and ENGINEER in writing such that the deposit amount will not be exceeded.

E. For services and reimbursable expenses of independent professional associates and consultants employed by ENGINEER to render services under Section II of Exhibit A, the ENGINEER will invoice the CLIENT for payment at cost previously approved in writing by CLIENT times 1.15 for services.

C4.03 Miscellaneous Engineering Services.

A. Miscellaneous day-to-day engineering services as referenced in A1iicle A3.0I of Exhibit A, shall be compensated on the basis of ENGINEER’s current BILLING RATE SCHEDULE, unless othe1wise agreed to in writing by CLIENT and ENGINEER at the time the miscellaneous services are authorized.

C4.04 Meetings/Attendance

A. Attendance at meetings or hearings, when requested by the CLIENT, will be compensated on the basis of the ENGINEER's current BILLING RATE SCHEDULE.

C4.05 Fee Schedule

A. *Amending Fee Schedules.* Schedule A, BILLING RATE SCHEDULE, may be amended by the mutual consent of the CLIENT and ENGINEER upon thirty (30) days’ written notice.

1. Schedule A, BILLING RATE SCHEDULE, will be modified periodically and equitably each year to reflect changes in salary of staff, current equipment costs, and current overhead costs but in accord with financial capability of CLIENT.

B. *Effective Date of Fee Schedule.* Schedule A shall become effective immediately upon the date of the Agreement and shall apply immediately to on-going work and future work.

C4.06 Payments to ENGINEER

ENGINEER shall submit monthly invoices for basic and additional services rendered and for reimbursable expenses incurred. The invoice will be based upon ENGINEER's estimate of the proportion of the total services actually completed at the time of billing for lump sum projects, or actual time and expenses incurred for hourly rate (time and materials) projects. CLIENT shall make prompt monthly payments in response to ENGINEER's monthly invoices.

C4.07 Definitions.

Reimbursable Expenses means the actual expenses incurred by ENGINEER or ENGINEER's independent professional associates or consultants, directly or indirectly in connection with the Project, such as expenses for: transpo11ation and subsistence incidental thereto; obtaining bids or proposals from Contractor(s); providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representatives and their assistants; toll telephone calls and telegrams; reproduction of report; Drawings, Specifications, Bidding Documents and similar Project-related items; and, if authorized in advance by CLIENT, overtime work requiring higher than regular rates. Reimbursable Expenses will also include expenses incurred for highly specialized equipment, including appropriate charge for previously established programs and expenses of photographic production techniques.

Initialed by:

CLIENT ________

ENGINEER ________

This is **Exhibit D,** consisting of 2 pages, referred to in and part of the **Master Agreement between the CLIENT and ENGINEER for Professional Services** dated ______________________,20__

INSURANCE

The ENGINEER shall purchase the following minimum insurance coverage:

A6.05 Insurance

A. Workers' Compensation Insurance: ENGINEER shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan and verify Contractor and all consultants of same and/or ENGINEER have Workers' Compensation including Employer's Liability Coverage.

B. Commercial General Liability Insurance: ENGINEER shall procure and maintain during the life of the blanket purchase order, Commercial General Liability Insurance on an Occurrence Basis with limits of liability not less than $2,000,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury, Bodily Injury and Property Damage, Coverage shall include the following extensions: (I) Contractual Liability; (2) Products and Completed operations Liability with limits of liability not less than $2,000,000; (3) Independent Contractors Coverage; (4) Broad Fann General Liability Extensions or equivalent; (5) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable; (6) per contract aggregate and confirm that the Contractor and any and all CONSULTANTS have similar type coverage or that greater amount ENGINEER feels is adequate and verify Contractor and all CONSULTANTS have adequate and under all instances under such provisions of subparagraph B that the CLIENT is additional insured under same.

C. Motor Vehicle Liability: ENGINEER shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, with limits of liability of not less than $2,000,000 per occurrence combined with single limit Bodily Inju1y and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles and assure Contractor and CONSULTANTS have same.

D. Professional Liability: E1Tors and Omissions on a Claims Made Basis with limits of liability of not less than $2,000,000.

Initialed by:

CLIENT ________

ENGINEER ________

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **February 24, 2025**

Item No. C.

General Description: ITB 24/25-08 2025 HMA Roads Program Project

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Resolution No. ___________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council

FROM: Mayor Robert A. McCraight

SUBJECT: ITB 24/25-08 2025 HMA Roads Program Project #0155-24-0100

DATE: February 11, 2025

I concur with the recommendation of Roberto Scappaticci, DPW Director, and Christina Parker, Purchasing Director and respectfully request Council award ITB 24/25-08 for the 2025 HMA Road Program Project to the lowest, most responsive & responsible bidder, Al's Asphalt Paving in the amount of $1,230,334.50 with a 10% contingency in the amount of $123,033.45 to cover any unforeseen issues that may arise in the field, bringing the total requested amount to $1,353,367.95.

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted and are available in the Local Street Fund, Routine Maintenance, Project Cost Expense account #203-463-980.000.

Motion by__________, supported by __________, to concur with the administration and award ITB 24/25-08 for the 2025 HMA Road Program Project to the lowest, most responsive & responsible bidder, Al's Asphalt Paving in the amount of $1,230,334.50 with a 10% contingency in the amount of $123,033.45 to cover any unforeseen issues that may arise in the field, bringing the total requested amount to $1,353,367.95.

MEMORANDUM

DATE: February 10, 2025

TO: Mayor Robert A. McCraight

FROM: Christina Parker, Purchasing Director

SUBJECT: ITB 24/25-08 2025 HMA Roads Program Project #0155-24-0100

Bids were solicited to contract for the 2025 HMA Roads Program Project for the City of Romulus, Department of Public Works.

In addition to being advertised in the 1/16/2025 issue of The Associated Newspaper Eagle, bid documents were made available to down load from the MITN Purchasing Group page of BidNet Direct at www.mitn.info. The MITN System notified 798 companies of the bid and of them, 87 companies downloaded the bid specifications.

On 1/28/2025, 9 bids were received and publicly opened.

I concur with the recommendation of Director, Roberto Scappaticci to award the contract for HMA Roads Program Project to the lowest, most responsive & responsible bidder, Al's Asphalt Paving in the amount of $1,230,334.50. Additionally a 10 percent contingency in the amount of $123,033.45 is requested to cover any unforeseen issues that may arise in the field, bringing the total requested award to $1,353,367.95.

Assistant Finance Director, Gary Harris has verified that funds for this acquisition have been budgeted for and are available in the Local Street Fund, Routine Maintenance, Project Cost Expense Account, (203-463-980.000).

If I can be of any further assistance to you regarding this matter, please contact me.

Christina Parker

Christina Parker,
Purchasing Director

CITY OF ROMULUS
DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO: **Christina Parker, Purchasing Director**

FROM: **Roberto J. Scappaticci, DPW Director**

CC: **Don Straub, DPW Assistant Director**

DATE: **February 5th, 2025**

SUBJECT: **2025 Hot Mixed Asphalt (HMA) Road Paving Program - Bid Recommendation for award ITB 24/25-08**

The DPW is in receipt of bid results for the 2025 HMA (Hot Mix Asphalt) road paving program, ITB 24/25-08. A total of 9 contracting companies submitted proposals for the work. The project includes road reconstruction on streets within the Beverly Park Subdivision (North of Beverly & East of Middlebelt), Ronald Street (East of Wayne Road), as well as Chip Seal on the streets within the Middlebelt Park Subdivision (North of Pennsylvania and west of Middlebelt).

The low bid contractor for this project was Al's Asphalt Paving in the amount of $1,230,334.50. Please see the attached recommendation from OHM for the lowest qualified bidder. In addition, the DPW has used this contractor in past and the results were favorable.

At this time, the DPW would like to recommend that the project bid be awarded to **Al's Asphalt Paving, Inc.** in the amount of **$1,230,334.50.** In addition, we would like to receive approval for 10% contingency for any unforeseen issues that may arise in the field. Funds for this purchase are secured in the following account number; **FY 24/25 203-463-980.000.**

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

February 4, 2025

Mr. Roberto Scappaticci
DPW Director
City of Romulus
12600 Wayne Road
Romulus, Michigan 48174

Regarding:
OHM Job No. 0155-24-0100
City of Romulus – ITB 24/25-08
2025 HMA (Hot Mixed Asphalt) Road Program Project
Bid Results

Dear Mr. Scappaticci:

A total of nine bids for the above-referenced project were received on January 28, 2025. The work includes road reconstruction on streets within the Beverly Park Subdivision and Ronald Street as well as Chip Seal on the streets within the Middlebelt Park Subdivision. The results of the bidders are listed below. A detailed bid tabulation is attached that includes the total bid price of all bidders and an itemized breakdown of the bids.

Contractor	Total Bid Amount
Al's Asphalt Paving Inc.	$1,230,334.50
Hutch Paving	$1,264,609.10
Asphalt Specialist, LLC	$1,410,235.90
Nagle Paving Company	$1,434,574.58
Pro-Line Asphalt Paving Corporation	$1,473,662.00
Cadillac Asphalt	$1,521,947.93
Florence Cement Company	$1,525,163.98
Ajax Paving Industries, Inc.	$1,835,278.29
Best Asphalt Inc	$2,165,962.89

This project required bidders to submit a statement of qualifications, including project references. A review of the low three bidders was performed and below is a summary of findings.

Al's Asphalt Paving Inc. is an HMA paving contractor and has completed successful work in the City of Taylor, City of Ferndale, the City of Dearborn, and the City of Wyandotte. Their project references included HMA roadway and parking lot paving projects. Al's performs the own HMA paving and listed subcontractors Highway Maintenance for chip seal work and Jasso Brothers for concrete work

Hutch Paving, Inc. is an HMA paving contractor and has performed work in the City of Farmington Hills, the Village of Carleton, the City of Rochester, and the City of Hamtramck. Project references included HMA roadway and parking lot paving projects. Hutch performs the own HMA paving and listed subcontractors Highway Maintenance for chip seal work and State Barricade for traffic control.

Asphalt Specialist, LLC is an HMA paving contractor and has performed work in the City of Rochester, City of Sterling Heights, the City of Troy, and the City of Birmingham. Their project references included similar HMA roadway projects. ASI listed subcontractors Highway Maintenance for chip seal work and GM and Sons for concrete work.

We would be happy to coordinate with the City to obtain additional information and references from the bidders if deemed necessary.

Upon award of the contract by the City, OHM will deliver the contracts to the contractor for signature and preparation of the appropriate bonds and insurances. Once the contractor has returned the signed books with the appropriate bonds and insurances, OHM will return the contracts to the City for execution.

If you have any questions or require additional information, please feel free to contact this office.

Sincerely,
OHM Advisors

Richard R Hobgood

Richard R. Hobgood, P.E.

cc: Christina Parker, Purchasing Director
Don Straub, Assistant DPW Director

Encl: Bid Tab

Tabulation for Bids Received on 1/28/25
2025 HMA Road Program
City of Romulus ITB 24/25-08
OHM Job Number: 0155-24-01000

				Al's Asphalt Paving Inc. 25500 Brest Rd Taylor, MI 48180 Phone: (734) 946-1880		Hutch Paving 3000 E. 10 Mile Rd Warren, MI 48091 Phone: (586) 427-7283		Asphalt Specialist, LLC 1780 Highwood E Pontiac, MI 48340 Phone: (248) 334-4570	
Item	**Description**	**Estimated Quantity**		**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
	DIVISION 1 - Ronald Street								
1	Digital Recorded Video Survey	1	LSUM	$1,200.00	$1,200.00	$12,000.00	$12,000.00	$1,200.00	$1,200.00
2	Mobilization, Max 5%	1	LSUM	$6,100.00	$6,100.00	$5,000.00	$5,000.00	$8,280.00	$8,280.00
3	Pavt, Rem	90	Syd	$35.00	$3,150.00	$25.00	$2,250.00	$40.00	$3,600.00
4	Station Grading	8	Sta	$1,300.00	$10,400.00	$500.00	$4,000.00	$2,055.00	$16,440.00
5	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	$80.00	$640.00	$125.00	$1,000.00	$350.00	$2,800.00
6	Aggregate Base, 6 inch	88	Syd	$50.00	$4,400.00	$15.00	$1,320.00	$16.50	$1,452.00
7	Aggregate Base, Modifided	50	Ton	$30.00	$1,500.00	$38.00	$1,900.00	$52.00	$2,600.00
8	Material, Surplus and Unsuitable, Rem, LM	25	Cyd	$15.00	$375.00	$100.00	$2,500.00	$50.00	$1,250.00
9	HMA Pulverize	2,343	Syd	$3.50	$8,200.50	$2.20	$5,154.60	$2.60	$6,091.80
10	Maintenance Gravel	10	Ton	$15.00	$150.00	$125.00	$1,250.00	$20.00	$200.00
11	HMA Approach	30	Ton	$170.00	$5,100.00	$175.00	$5,250.00	$230.00	$6,900.00
12	HMA, Top	290	Ton	$120.00	$34,800.00	$138.00	$40,020.00	$142.00	$41,180.00
13	HMA, Leveling	290	Ton	$120.00	$34,800.00	$144.00	$41,760.00	$135.00	$39,150.00
14	Driveway, Nonreinf Conc, 6 inch	68	Syd	$75.00	$5,100.00	$15.00	$1,020.00	$70.00	$4,760.00
15	Mailbox Remove, Salvage and Reset	1	Ea	$100.00	$100.00	$150.00	$150.00	$400.00	$400.00
16	Traffic Maintenance and Control	1	LSUM	$3,500.00	$3,500.00	$3,500.00	$3,500.00	$15,000.00	$15,000.00
17	Surface Restoration, Seeding	862	Syd	$9.00	$7,758.00	$6.00	$5,172.00	$15.00	$12,930.00
18	Sprinkler Line, Repair	90	Ft	$9.00	$810.00	$15.00	$1,350.00	$9.00	$810.00
19	Sprinkler Head, Replace	5	Ea	$70.00	$350.00	$50.00	$250.00	$110.00	$550.00
	SUBTOTAL FOR Ronald Street (Items 1-19)				$128,433.50		$134,846.60		$165,593.80
	DIVISION 2 - Middlebelt Park								
20	Digital Recorded Video Survery	1	LSUM	$1,200.00	$1,200.00	$8,000.00	$8,000.00	$1,400.00	$1,400.00
21	Mobilization, Max 5%	1	LSUM	$7,600.50	$7,600.50	$8,000.00	$8,000.00	$10,000.00	$10,000.00
22	Pavt, Rem	90	Syd	$35.00	$3,150.00	$25.00	$2,250.00	$85.00	$7,650.00
23	Erosion Control, Inlet Protection, Fabric Drop	33	Ea	$80.00	$2,640.00	$125.00	$4,125.00	$300.00	$9,900.00
24	Aggregate Base, Modified	100	Ton	$30.00	$3,000.00	$50.00	$5,000.00	$35.00	$3,500.00
25	Dr Structure Cover, Adj, Case 1	7	Ea	$600.00	$4,200.00	$850.00	$5,950.00	$450.00	$3,150.00
26	Hand Patching	200	Ton	$175.00	$35,000.00	$300.00	$60,000.00	$180.00	$36,000.00
27	HMA Approach	8	Ton	$300.00	$2,400.00	$175.00	$1,400.00	$300.00	$2,400.00
28	Seal, Double Chip	12,557	Syd	$6.50	$81,620.50	$7.30	$91,666.10	$7.50	$94,177.50
29	Driveway, Nonreinf Conc, 6 inch	24	Syd	$60.00	$1,440.00	$15.00	$360.00	$70.00	$1,680.00
30	Mailbox Remove, Salvage and Reset	5	Ea	$100.00	$500.00	$150.00	$750.00	$150.00	$750.00
31	Traffic Maintenance and Control	1	LSUM	$7,000.00	$7,000.00	$3,500.00	$3,500.00	$15,100.00	$15,100.00
32	Surface Restoration, Seeding	1,231	Syd	$8.00	$9,848.00	$6.00	$7,386.00	$11.00	$13,541.00
33	Sprinkler Line, Repair	80	Ft	$9.00	$720.00	$25.00	$2,000.00	$9.00	$720.00
34	Sprinkler Head, Replace	10	Ea	$70.00	$700.00	$50.00	$500.00	$110.00	$1,100.00
	SUBTOTAL FOR Middlebelt Park (Items 20-34)				$161,019.00		$200,887.10		$201,068.50

Tabulation for Bids Received on 1/28/25
2025 HMA Road Program
City of Romulus ITB 24/25-08
OHM Job Number: 0155-24-01000

				Al's Asphalt Paving Inc., 25500 Brest Rd, Taylor, MI 48180, Phone: (734) 946-1880		Hutch Paving, 3000 E. 10 Mile Rd, Warren, MI 48091, Phone: (586) 427-7283		Asphalt Specialist, LLC, 1780 Highwood E, Pontiac, MI 48340, Phone: (248) 334-4570	
Item	**Description**	**Estimated Quantity**		**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
	DIVISION 3 - Beverly Park								
35	Digital Recorded Video Survey	1	LSUM	$1,200.00	$1,200.00	$5,000.00	$5,000.00	$1,500.00	$1,500.00
36	Mobilization, Max 5%	1	LSUM	$42,000.00	$42,000.00	$30,000.00	$30,000.00	$23,000.00	$23,000.00
37	Permit Allowance	1	Dlr	$4,500.00	$4,500.00	$4,500.00	$4,500.00	$4,500.00	$4,500.00
38	Misc Preparing Pavt	17	Sta	$300.00	$5,100.00	$1,500.00	$25,500.00	$900.00	$15,300.00
39	Curb and Gutter, Rem	389	Ft	$8.00	$3,112.00	$20.00	$7,780.00	$12.00	$4,668.00
40	Pavt, Rem	4,092	Syd	$3.50	$14,322.00	$20.00	$81,840.00	$10.00	$40,920.00
41	Sidewalk, Rem	39	Syd	$30.00	$1,170.00	$5.00	$195.00	$10.00	$390.00
42	Subgrade Undercutting, Type IV	50	Cyd	$37.00	$1,850.00	$100.00	$5,000.00	$80.00	$4,000.00
43	Station Grading	51	Sta	$1,100.00	$56,100.00	$500.00	$25,500.00	$1,250.00	$63,750.00
44	Erosion Control, Inlet Protection, Fabric Drop	36	Ea	$80.00	$2,880.00	$125.00	$4,500.00	$300.00	$10,800.00
45	Aggregate Base, 6 inch	3,315	Syd	$20.00	$66,300.00	$12.00	$39,780.00	$10.00	$33,150.00
46	Aggregate Base, Modified	200	Ton	$22.00	$4,400.00	$35.00	$7,000.00	$45.00	$9,000.00
47	Material, Surplus and Unsuitable, Rem, LM	122	Cyd	$17.00	$2,074.00	$25.00	$3,050.00	$55.00	$6,710.00
48	HMA Pulverize	11,502	Syd	$3.25	$37,381.50	$1.20	$13,802.40	$1.30	$14,952.60
49	Maintenance Gravel	30	Ton	$10.00	$300.00	$80.00	$2,400.00	$21.00	$630.00
50	Cold Milling HMA Surface	3,712	Syd	$3.00	$11,136.00	$2.00	$7,424.00	$5.00	$18,560.00
51	Hand Patching	150	Ton	$175.00	$26,250.00	$200.00	$30,000.00	$230.00	$34,500.00
52	HMA Approach	597	Ton	$205.00	$122,385.00	$165.00	$98,505.00	$200.00	$119,400.00
53	HMA, Leveling (2" Lift)	1,393	Ton	$122.00	$169,946.00	$137.00	$190,841.00	$135.00	$188,055.00
54	HMA, Top (2" Lift)	1,812	Ton	$124.00	$224,688.00	$143.00	$259,116.00	$142.00	$257,304.00
55	Driveway, Nonreinf Conc, 6 inch	1,034	Syd	$60.00	$62,040.00	$13.50	$13,959.00	$70.00	$72,380.00
56	Curb, Conc, Mountable	389	Ft	$30.00	$11,670.00	$50.00	$19,450.00	$38.00	$14,782.00
57	Detectable Warning Surface	10	Ft	$70.00	$700.00	$50.00	$500.00	$90.00	$900.00
58	Curb Ramp, Conc, 6 inch	120	Sft	$9.00	$1,080.00	$18.00	$2,160.00	$15.00	$1,800.00
59	Mailbox Remove, Salvage and Reset	31	Ea	$100.00	$3,100.00	$150.00	$4,650.00	$100.00	$3,100.00
60	Traffic Maintenance and Control	1	LSUM	$25,000.00	$25,000.00	$15,000.00	$15,000.00	$50,000.00	$50,000.00
61	Surface Restoration, Seeding	4,483	Syd	$7.50	$33,622.50	$6.00	$26,898.00	$9.00	$40,347.00
62	Sprinkler Line, Repair	225	Ft	$9.00	$2,025.00	$10.00	$2,250.00	$9.00	$2,025.00
63	Sprinkler Head, Replace	65	Ea	$70.00	$4,550.00	$35.00	$2,275.00	$110.00	$7,150.00
	SUBTOTAL FOR Beverly Park (Items 35-63)				$940,882.00		$928,875.40		$1,043,573.60
	Total Bid Amount (Items 1-63):				$1,230,334.50		$1,264,609.10		$1,410,235.90

CORRECTIONS

1 Total Adjusted Due to Contractor's Mathematical Error (Total Corrected)

Tabulation for Bids Received on 1/28/25
2025 HMA Road Program
City of Romulus ITB 24/25-08
OHM Job Number: 0155-24-01000

				Nagle Paving Company, 39525 W 13 Mile Rd, Novi, MI 48377, Phone: (248) 553-0600		Pro-Line Asphalt Paving Corporation, 11797 29 Mile Rd, Washington, MI, Phone: (586) 752-7730		Cadillac Asphalt, 2575 S Haggerty Rd Ste 100, Canton, MI 48188, Phone: (248) 215-0359	
Item	**Description**	**Estimated Quantity**		**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
	DIVISION 1 - Ronald Street								
1	Digital Recorded Video Survey	1	LSUM	$900.00	$900.00	$1,200.00	$1,200.00	$825.00	$825.00
2	Mobilization, Max 5%	1	LSUM	$7,000.00	$7,000.00	$8,000.00	$8,000.00	$8,000.00	$8,000.00
3	Pavt, Rem	90	Syd	$45.00	$4,050.00	$15.00	$1,350.00	$21.00	$1,890.00
4	Station Grading	8	Sta	$1,200.00	$9,600.00	$2,500.00	$20,000.00	$2,500.00	$20,000.00
5	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	$125.00	$1,000.00	$175.00	$1,400.00	$175.00	$1,400.00
6	Aggregate Base, 6 inch	88	Syd	$28.50	$2,508.00	$19.00	$1,672.00	$30.00	$2,640.00
7	Aggregate Base, Modifided	50	Ton	$25.00	$1,250.00	$50.00	$2,500.00	$50.00	$2,500.00
8	Material, Surplus and Unsuitable, Rem, LM	25	Cyd	$25.00	$625.00	$45.00	$1,125.00	$120.00	$3,000.00
9	HMA Pulverize	2,343	Syd	$2.10	$4,920.30	$5.00	$11,715.00	$8.00	$18,744.00
10	Maintenance Gravel	10	Ton	$25.00	$250.00	$1.00	$10.00	$2.00	$20.00
11	HMA Approach	30	Ton	$275.00	$8,250.00	$300.00	$9,000.00	$225.00	$6,750.00
12	HMA, Top	290	Ton	$136.00	$39,440.00	$150.00	$43,500.00	$134.00	$38,860.00
13	HMA, Leveling	290	Ton	$129.00	$37,410.00	$140.00	$40,600.00	$132.00	$38,280.00
14	Driveway, Nonreinf Conc, 6 inch	68	Syd	$90.00	$6,120.00	$72.00	$4,896.00	$71.50	$4,862.00
15	Mailbox Remove, Salvage and Reset	1	Ea	$250.00	$250.00	$265.00	$265.00	$265.00	$265.00
16	Traffic Maintenance and Control	1	LSUM	$8,000.00	$8,000.00	$12,000.00	$12,000.00	$12,000.00	$12,000.00
17	Surface Restoration, Seeding	862	Syd	$15.00	$12,930.00	$9.00	$7,758.00	$13.00	$11,206.00
18	Sprinkler Line, Repair	90	Ft	$5.50	$495.00	$10.00	$900.00	$20.00	$1,800.00
19	Sprinkler Head, Replace	5	Ea	$95.00	$475.00	$150.00	$750.00	$225.00	$1,125.00
	SUBTOTAL FOR Ronald Street (Items 1-19)				$145,473.30		$168,641.00		$174,167.00
	DIVISION 2 - Middlebelt Park								
20	Digital Recorded Video Survery	1	LSUM	$2,750.00	$2,750.00	$1,200.00	$1,200.00	$1,650.00	$1,650.00
21	Mobilization, Max 5%	1	LSUM	$10,000.00	$10,000.00	$9,000.00	$9,000.00	$10,000.00	$10,000.00
22	Pavt, Rem	90	Syd	$45.00	$4,050.00	$15.00	$1,350.00	$41.00	$3,690.00
23	Erosion Control, Inlet Protection, Fabric Drop	33	Ea	$125.00	$4,125.00	$175.00	$5,775.00	$350.00	$11,550.00
24	Aggregate Base, Modified	100	Ton	$25.00	$2,500.00	$50.00	$5,000.00	$50.00	$5,000.00
25	Dr Structure Cover, Adj, Case 1	7	Ea	$750.00	$5,250.00	$700.00	$4,900.00	$700.00	$4,900.00
26	Hand Patching	200	Ton	$200.00	$40,000.00	$190.00	$38,000.00	$250.00	$50,000.00
27	HMA Approach	8	Ton	$350.00	$2,800.00	$400.00	$3,200.00	$250.00	$2,000.00
28	Seal, Double Chip	12,557	Syd	$7.14	$89,656.98	$7.00	$87,899.00	$6.49	$81,494.93
29	Driveway, Nonreinf Conc, 6 inch	24	Syd	$90.00	$2,160.00	$72.00	$1,728.00	$71.50	$1,716.00
30	Mailbox Remove, Salvage and Reset	5	Ea	$200.00	$1,000.00	$265.00	$1,325.00	$265.00	$1,325.00
31	Traffic Maintenance and Control	1	LSUM	$20,000.00	$20,000.00	$10,000.00	$10,000.00	$7,000.00	$7,000.00
32	Surface Restoration, Seeding	1,231	Syd	$14.00	$17,234.00	$9.00	$11,079.00	$14.00	$17,234.00
33	Sprinkler Line, Repair	80	Ft	$5.50	$440.00	$10.00	$800.00	$16.00	$1,280.00
34	Sprinkler Head, Replace	10	Ea	$95.00	$950.00	$150.00	$1,500.00	$225.00	$2,250.00
	SUBTOTAL FOR Middlebelt Park (Items 20-34)				$202,915.98		$182,756.00		$201,089.93

Tabulation for Bids Received on 1/28/25
2025 HMA Road Program
City of Romulus ITB 24/25-08
OHM Job Number: 0155-24-01000

				Nagle Paving Company 39525 W 13 Mile Rd Novi, MI 48377 Phone: (248) 553-0600		Pro-Line Asphalt Paving Corporation 11797 29 Mile Rd Washington, MI Phone: (586) 752-7730		Cadillac Asphalt 2575 S Haggerty Rd Ste 100 Canton, MI 48188 Phone: (248) 215-0359	
Item	**Description**	**Estimated Quantity**		**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
	DIVISION 3 - Beverly Park								
35	Digital Recorded Video Survey	1	LSUM	$1,850.00	$1,850.00	$1,200.00	$1,200.00	$1,750.00	$1,750.00
36	Mobilization, Max 5%	1	LSUM	$50,000.00	$50,000.00	$52,000.00	$52,000.00	$45,000.00	$45,000.00
37	Permit Allowance	1	Dlr	$4,500.00	$4,500.00	$4,500.00	$4,500.00	$4,500.00	$4,500.00
38	Misc Preparing Pavt	17	Sta	$2,200.00	$37,400.00	$1,500.00	$25,500.00	$1,565.00	$26,605.00
39	Curb and Gutter, Rem	389	Ft	$18.00	$7,002.00	$25.00	$9,725.00	$25.00	$9,725.00
40	Pavt, Rem	4,092	Syd	$22.50	$92,070.00	$15.00	$61,380.00	$15.00	$61,380.00
41	Sidewalk, Rem	39	Syd	$45.00	$1,755.00	$16.00	$624.00	$16.00	$624.00
42	Subgrade Undercutting, Type IV	50	Cyd	$140.00	$7,000.00	$48.00	$2,400.00	$48.00	$2,400.00
43	Station Grading	51	Sta	$900.00	$45,900.00	$2,500.00	$127,500.00	$2,500.00	$127,500.00
44	Erosion Control, Inlet Protection, Fabric Drop	36	Ea	$125.00	$4,500.00	$175.00	$6,300.00	$175.00	$6,300.00
45	Aggregate Base, 6 inch	3,315	Syd	$20.00	$66,300.00	$18.00	$59,670.00	$18.00	$59,670.00
46	Aggregate Base, Modified	200	Ton	$25.00	$5,000.00	$50.00	$10,000.00	$50.00	$10,000.00
47	Material, Surplus and Unsuitable, Rem, LM	122	Cyd	$25.00	$3,050.00	$45.00	$5,490.00	$45.00	$5,490.00
48	HMA Pulverize	11,502	Syd	$1.30	$14,952.60	$2.00	$23,004.00	$4.75	$54,634.50
49	Maintenance Gravel	30	Ton	$25.00	$750.00	$1.00	$30.00	$2.00	$60.00
50	Cold Milling HMA Surface	3,712	Syd	$3.60	$13,363.20	$5.00	$18,560.00	$3.75	$13,920.00
51	Hand Patching	150	Ton	$200.00	$30,000.00	$190.00	$28,500.00	$10.00	$1,500.00
52	HMA Approach	597	Ton	$200.00	$119,400.00	$190.00	$113,430.00	$200.00	$119,400.00
53	HMA, Leveling (2" Lift)	1,393	Ton	$116.00	$161,588.00	$125.00	$174,125.00	$132.00	$183,876.00
54	HMA, Top (2" Lift)	1,812	Ton	$124.00	$224,688.00	$130.00	$235,560.00	$125.00	$226,500.00
55	Driveway, Nonreinf Conc, 6 inch	1,034	Syd	$77.00	$79,618.00	$72.00	$74,448.00	$71.50	$73,931.00
56	Curb, Conc, Mountable	389	Ft	$40.00	$15,560.00	$40.00	$15,560.00	$40.00	$15,560.00
57	Detectable Warning Surface	10	Ft	$400.00	$4,000.00	$48.00	$480.00	$48.00	$480.00
58	Curb Ramp, Conc, 6 inch	120	Sft	$9.00	$1,080.00	$10.00	$1,200.00	$10.00	$1,200.00
59	Mailbox Remove, Salvage and Reset	31	Ea	$150.00	$4,650.00	$265.00	$8,215.00	$265.00	$8,215.00
60	Traffic Maintenance and Control	1	LSUM	$29,000.00	$29,000.00	$15,000.00	$15,000.00	$7,500.00	$7,500.00
61	Surface Restoration, Seeding	4,483	Syd	$12.00	$53,796.00	$8.00	$35,864.00	$13.50	$60,520.50
62	Sprinkler Line, Repair	225	Ft	$5.50	$1,237.50	$10.00	$2,250.00	$17.00	$3,825.00
63	Sprinkler Head, Replace	65	Ea	$95.00	$6,175.00	$150.00	$9,750.00	$225.00	$14,625.00
	SUBTOTAL FOR Beverly Park (Items 35-63)				$1,086,185.30		$1,122,265.00		$1,146,691.00
	Total Bid Amount (Items 1-63):				$1,434,574.58		$1,473,662.00		$1,521,947.93

CORRECTIONS

1 Total Adjusted Due to Contractor's Mathematical Error (Total Corrected)

Tabulation for Bids Received on 1/28/25
2025 HMA Road Program
City of Romulus ITB 24/25-08
OHM Job Number: 0155-24-01000

				Florence Cement Company 51515 Corridor Shleby Township, MI 48315 Phone: (586) 997-2666		Ajax Paving Industries, Inc. 1957 Crooks Rd Troy, MI 48084 Phone: (248) 244-3300		Best Asphalt Inc. 6334 Beverly Plaza Romulus, MI 48174 Phone: (734) 729-9440	
Item	**Description**	**Estimated Quantity**		**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
	DIVISION 1 - Ronald Street								
1	Digital Recorded Video Survey	1	LSUM	$850.00	$850.00	$825.00	$825.00	$2,500.00	$2,500.00
2	Mobilization, Max 5%	1	LSUM	$8,000.00	$8,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
3	Pavt, Rem	90	Syd	$15.00	$1,350.00	$60.00	$5,400.00	$75.00	$6,750.00
4	Station Grading	8	Sta	$2,500.00	$20,000.00	$2,250.00	$18,000.00	$4,650.00	$37,200.00
5	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	$175.00	$1,400.00	$280.00	$2,240.00	$105.00	$840.00
6	Aggregate Base, 6 inch	88	Syd	$19.00	$1,672.00	$45.00	$3,960.00	$35.00	$3,080.00
7	Aggregate Base, Modifided	50	Ton	$50.00	$2,500.00	$55.00	$2,750.00	$52.00	$2,600.00
8	Material, Surplus and Unsuitable, Rem, LM	25	Cyd	$45.00	$1,125.00	$50.00	$1,250.00	$75.00	$1,875.00
9	HMA Pulverize	2,343	Syd	$1.75	$4,100.25	$5.50	$12,886.50	$4.00	$9,372.00
10	Maintenance Gravel	10	Ton	$1.00	$10.00	$55.00	$550.00	$55.00	$550.00
11	HMA Approach	30	Ton	$295.00	$8,850.00	$570.00	$17,100.00	$250.00	$7,500.00
12	HMA, Top	290	Ton	$141.55	$41,049.50	$115.00	$33,350.00	$186.09	$53,966.10
13	HMA, Leveling	290	Ton	$133.35	$38,671.50	$114.50	$33,205.00	$158.21	$45,880.90
14	Driveway, Nonreinf Conc, 6 inch	68	Syd	$71.50	$4,862.00	$82.15	$5,586.20	$150.00	$10,200.00
15	Mailbox Remove, Salvage and Reset	1	Ea	$265.00	$265.00	$500.00	$500.00	$500.00	$500.00
16	Traffic Maintenance and Control	1	LSUM	$18,630.00	$18,630.00	$47,000.00	$47,000.00	$7,500.00	$7,500.00
17	Surface Restoration, Seeding	862	Syd	$8.00	$6,896.00	$10.00	$8,620.00	$20.00	$17,240.00
18	Sprinkler Line, Repair	90	Ft	$2.75	$247.50	$10.00	$900.00	$10.00	$900.00
19	Sprinkler Head, Replace	5	Ea	$70.00	$350.00	$50.00	$250.00	$100.00	$500.00
	SUBTOTAL FOR Ronald Street (Items 1-19)				$160,828.75		$204,372.70		$218,954.00
	DIVISION 2 - Middlebelt Park								
20	Digital Recorded Video Survery	1	LSUM	$1,650.00	$1,650.00	$1,650.00	$1,650.00	$5,500.00	$5,500.00
21	Mobilization, Max 5%	1	LSUM	$11,000.00	$11,000.00	$15,000.00	$15,000.00	$9,000.00	$9,000.00
22	Pavt, Rem	90	Syd	$15.00	$1,350.00	$60.00	$5,400.00	$75.00	$6,750.00
23	Erosion Control, Inlet Protection, Fabric Drop	33	Ea	$175.00	$5,775.00	$280.00	$9,240.00	$105.00	$3,465.00
24	Aggregate Base, Modified	100	Ton	$50.00	$5,000.00	$45.00	$4,500.00	$52.00	$5,200.00
25	Dr Structure Cover, Adj, Case 1	7	Ea	$700.00	$4,900.00	$2,400.00	$16,800.00	$1,750.00	$12,250.00
26	Hand Patching	200	Ton	$343.50	$68,700.00	$500.00	$100,000.00	$500.00	$100,000.00
27	HMA Approach	8	Ton	$450.30	$3,602.40	$1,800.00	$14,400.00	$500.00	$4,000.00
28	Seal, Double Chip	12,557	Syd	$6.55	$82,248.35	$6.49	$81,494.93	$5.00	$62,785.00
29	Driveway, Nonreinf Conc, 6 inch	24	Syd	$71.50	$1,716.00	$82.15	$1,971.60	$250.00	$6,000.00
30	Mailbox Remove, Salvage and Reset	5	Ea	$265.00	$1,325.00	$500.00	$2,500.00	$350.00	$1,750.00
31	Traffic Maintenance and Control	1	LSUM	$23,300.00	$23,300.00	$40,000.00	$40,000.00	$1.00	$1.00
32	Surface Restoration, Seeding	1,231	Syd	$7.80	$9,601.80	$10.00	$12,310.00	$12.00	$14,772.00
33	Sprinkler Line, Repair	80	Ft	$2.75	$220.00	$10.00	$800.00	$10.00	$800.00
34	Sprinkler Head, Replace	10	Ea	$70.00	$700.00	$50.00	$500.00	$150.00	$1,500.00
	SUBTOTAL FOR Middlebelt Park (Items 20-34)				$221,088.55		$306,566.53		$233,773.00

Tabulation for Bids Received on 1/28/25
2025 HMA Road Program
City of Romulus ITB 24/25-08
OHM Job Number: 0155-24-01000

Item	Description	Estimated Quantity		Florence Cement Company, 51515 Corridor, Shleby Township, MI 48315, Phone: (586) 997-2666 Unit Price	Amount	Ajax Paving Industries, Inc., 1957 Crooks Rd, Troy, MI 48084, Phone: (248) 244-3300 Unit Price	Amount	Best Asphalt Inc., 6334 Beverly Plaza, Romulus, MI 48174, Phone: (734) 729-9440 Unit Price	Amount
	DIVISION 3 - Beverly Park								
35	Digital Recorded Video Survey	1	LSUM	$1,750.00	$1,750.00	$1,750.00	$1,750.00	$6,750.00	$6,750.00
36	Mobilization, Max 5%	1	LSUM	$50,000.00	$50,000.00	$63,500.00	$63,500.00	$45,000.00	$45,000.00
37	Permit Allowance	1	Dlr	$4,500.00	$4,500.00	$4,500.00	$4,500.00	$4,500.00	$4,500.00
38	Misc Preparing Pavt	17	Sta	$1,980.00	$33,660.00	$3,960.00	$67,320.00	$5,000.00	$85,000.00
39	Curb and Gutter, Rem	389	Ft	$25.00	$9,725.00	$15.00	$5,835.00	$50.00	$19,450.00
40	Pavt, Rem	4,092	Syd	$15.00	$61,380.00	$16.00	$65,472.00	$20.00	$81,840.00
41	Sidewalk, Rem	39	Syd	$16.00	$624.00	$26.00	$1,014.00	$55.00	$2,145.00
42	Subgrade Undercutting, Type IV	50	Cyd	$48.00	$2,400.00	$100.00	$5,000.00	$105.00	$5,250.00
43	Station Grading	51	Sta	$2,500.00	$127,500.00	$2,250.00	$114,750.00	$4,650.00	$237,150.00
44	Erosion Control, Inlet Protection, Fabric Drop	36	Ea	$175.00	$6,300.00	$280.00	$10,080.00	$105.00	$3,780.00
45	Aggregate Base, 6 inch	3,315	Syd	$18.00	$59,670.00	$20.00	$66,300.00	$35.00	$116,025.00
46	Aggregate Base, Modified	200	Ton	$50.00	$10,000.00	$55.00	$11,000.00	$52.00	$10,400.00
47	Material, Surplus and Unsuitable, Rem, LM	122	Cyd	$45.00	$5,490.00	$50.00	$6,100.00	$75.00	$9,150.00
48	HMA Pulverize	11,502	Syd	$0.89	$10,236.78	$2.00	$23,004.00	$3.00	$34,506.00
49	Maintenance Gravel	30	Ton	$1.00	$30.00	$55.00	$1,650.00	$55.00	$1,650.00
50	Cold Milling HMA Surface	3,712	Syd	$4.85	$18,003.20	$3.48	$12,917.76	$5.00	$18,560.00
51	Hand Patching	150	Ton	$343.50	$51,525.00	$160.00	$24,000.00	$500.00	$75,000.00
52	HMA Approach	597	Ton	$184.80	$110,325.60	$270.00	$161,190.00	$250.00	$149,250.00
53	HMA, Leveling (2" Lift)	1,393	Ton	$135.50	$188,751.50	$121.00	$168,553.00	$186.09	$259,223.37
54	HMA, Top (2" Lift)	1,812	Ton	$138.50	$250,962.00	$115.50	$209,286.00	$158.21	$286,676.52
55	Driveway, Nonreinf Conc, 6 inch	1,034	Syd	$71.50	$73,931.00	$82.15	$84,943.10	$155.00	$160,270.00
56	Curb, Conc, Mountable	389	Ft	$40.00	$15,560.00	$44.80	$17,427.20	$45.00	$17,505.00
57	Detectable Warning Surface	10	Ft	$48.00	$480.00	$60.00	$600.00	$100.00	$1,000.00
58	Curb Ramp, Conc, 6 inch	120	Sft	$10.00	$1,200.00	$11.50	$1,380.00	$17.50	$2,100.00
59	Mailbox Remove, Salvage and Reset	31	Ea	$265.00	$8,215.00	$500.00	$15,500.00	$350.00	$10,850.00
60	Traffic Maintenance and Control	1	LSUM	$2,400.00	$2,400.00	$130,937.00	$130,937.00	$15,000.00	$15,000.00
61	Surface Restoration, Seeding	4,483	Syd	$7.20	$32,277.60	$10.00	$44,830.00	$10.00	$44,830.00
62	Sprinkler Line, Repair	225	Ft	$8.00	$1,800.00	$10.00	$2,250.00	$10.00	$2,250.00
63	Sprinkler Head, Replace	65	Ea	$70.00	$4,550.00	$50.00	$3,250.00	$125.00	$8,125.00
	SUBTOTAL FOR Beverly Park (Items 35-63)				$1,143,246.68		$1,324,339.06		$1,713,235.89
	Total Bid Amount (Items 1-63):				$1,525,163.98		$1,835,278.29		$2,165,962.89

CORRECTIONS

1 Total Adjusted Due to Contractor's Mathematical Error (Total Corrected)

MINUTES OF ITB 24/25-08 2025 HMA Roads Program Project # 0155-24-0100

The public opening of the afore mentioned solicitation was held at 2:00 PM, in the Council Chambers at Romulus City Hall on Tuesday, 1/28/2025.

The following were present for the opening:

Christina Parker- Purchasing Director
Audrey Stahrr- OHM

9 sealed bids were received and publicly opened.

Al's Asphalt Paving, Inc.
Hutch Paving
Asphalt Specialist, LLC
Nagle Paving Company
Pro-Line Asphalt Paving Corporation
Cadillac Asphalt
Florence Cement Company
Ajax Paving Industries, Inc.
Best Asphalt Inc

A copy of the tabulation sheet is attached.

Respectfully submitted,

Christina Parker

Christina Parker,
Purchasing Director

I, Christina Parker, Purchasing Director for the City of Romulus, do hereby certify the foregoing to be a true copy of the minutes of ITB 24/25-08 on 1/28/25.

Christina Parker

Christina Parker,
Purchasing Director

CONSTRUCTION/ENGINEERING PROJECTS
AUTHORIZATION & REQUEST FOR COMPETITIVE BIDS FORM

ENGINEERING INFORMATION SECTION

DEPARTMENT: **DPW**	DATE: **1/6/2025**

I HEREBY REQUEST APPROVAL TO PROCEED WITH THE ENGINEERING/DESIGN FOR THE FOLLOWING CONSTRUCTION OR ENGINEERING PROJECT:
2025 HMA Road Program

PURPOSE OF PROJECT:

EXPENSE ESTIMATES	PROJECT #	ESTIMATE COST FOR PROJECT
ESTIMATED DESIGN FEES		$
ESTIMATED INSPECTION FEES		$
ESTIMATED CONSTRUCTION ENGINEERING. FEES		$271600
ESTIMATED LAYOUT FEES		$
ESTIMATED CONTRACT AD FEES		$
ESTIMATED CONSTRUCTION TESTING FEES		$
		$
ESTIMATED CONSTRUCTION COSTS		$ 1,798,555.25
ESTIMATED PROJECT TOTAL		$ 2,070,155.25

ESTIMATED PROJECT START DATE:**5/1/2025**	ESTIMATED COMPLETION DATE: **8/30/2025**

BUDGET YEAR AND LINE ITEM/S AND AMOUNT BUDGETED?

24/25
203-463-980.000 2,070,155.25

SIGNATURE OF DEPARTMENT HEAD:		Date:1/06/2025

FINANCE DEPARTMENT APPROVAL

FUNDS CURRENTLY AVAILABLE FOR THIS PROJECT - LIST AMOUNTS BY FUND AND ACCOUNT:

203-463-980.000 - $2,070,155.25 as of 1/6/2025

SIGNATURE OF FINANCE DIRECTOR:		Date: 1/6/2025

ADMINISTRATION APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE THE SOLICITATION OF COMPETITIVE BIDS:

SIGNATURE OF MAYOR:	Date: 1.7.25
CITY OF ROMULUS BID NUMBER ASSIGNED	**BID #:**

FINANCE DEPARTMENT VERIFICATION OF FUNDS FOR AWARD

THE RECOMMENDED BID AWARD IS $ $1,230,334.50 plus 10% contingency of $123,033.45 for a total award of $1,353,367.95

I AFFIRM THAT THE FUNDS ARE AVAILABLE IN THE ABOVE MENTIONED ACCOUNT/S

SIGNATURE OF FINANCE DIRECTOR:		Date: 2/10/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **February 24, 2025**

Item No. D.

General Description: Piggyback on Omnia Partners Contract - Zones LLC for Purchase of SQL Server Database Software & Licensing for BS&A Software Server

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Resolution No. ___________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY MOTION CARRIED MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council

FROM: Mayor Robert A. McCraight

SUBJECT: Piggyback on Omnia Partners Contract 01-152 Zones LLC for the purchase of SQL Server Database Software & Licensing for the BS&A Software Server

DATE: February 11, 2025

I concur with the recommendation of Steve Dudek, Technology Services Director, and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the Omnia Partners Contract 01-152 for the purchase of SQL Server Software and Licensing from Zones, LLC. for a total cost of $37,783.35.

Gary Harris, Assistant Finance Director, has verified that funds for the purchase are currently available in the Technology Services Fund, Capital Outlay-Machinery & Equipment Expense account #664-228-971.138.

Motion by__________, supported by _________, to concur with the administration and consent to piggyback on the Omnia Partners Contract 01-152 for the purchase of SQL Server Software and Licensing from Zones, LLC. for a total cost of $37,783.35.

MEMORANDUM

DATE: February 10, 2025
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on Omnia Partners Contract 01-152 Zones LLC for the purchase of SQL Server Database Software & Licensing for the BS&A Software Server

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Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to competition clause of the Romulus Purchasing Ordinance which allows for the piggybacking on a contract solicited and awarded by another agency and as further outlined in in subsection 39-11(d)(10) of the Ordinance:

> “The city's procurement by competitive sealed bids shall be waived and the city may piggyback on an existing extendable contract, where the materials, services or goods in combination with services are purchased from a state or local governmental agency's bid that has been sufficiently advertised and was the subject of sealed bids so that in the opinion of the purchasing director or their designee the procedure meets the intent of competitive sealed bidding under this chapter.”

Stephen Dudek, Technology Services Director, has requested the purchase of SQL Server Software and Licensing for the database which runs the BS&A Software applications from Zones, LLC by piggybacking on OMNIA Partners Public Sector contract 01-152. This competitively bid OMNIA contract for Technology Solutions, Products, & Services was awarded to Zones, LLC December 1, 2022 and will expire November 30, 2030.

Omnia Partners Public Sector is a nationally approved cooperative purchasing organization for the public sector. All cooperative purchasing contracts available through Omnia Partners, Public Sector are competitively solicited and publicly awarded by a lead agency using applicable procurement laws and regulations.

It is the recommendation of myself and Technology Services Director Stephen Dudek to proceed with this purchase. If you concur, please request Council’s permission to piggyback on the OMNIA Partners Contract 01-152 for the purchase of SQL Server Software and Licensing from Zones, LLC. for a total cost of $37,783.35.

This purchase will upgrade the current server operating the BS&A Financial Systems Software database. The software and licensing are based off the current user count and will be good for a period of 10 years.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose are currently available in the Technology Services Fund, Capital Outlay-Machinery & Equipment Expense Account (664-228-971.138).

If I can be of any further assistance to you regarding this matter, please contact me.

Christina Parker

Christina Parker
Purchasing Director

INTEROFFICE MEMORANDUM

TO: Christina Parker, Purchasing Director

FROM: Stephen E. Dudek, Technology Services Director

SUBJECT: Purchase of SQL Server Database Software for BS&A Software Server

DATE: February 10, 2025

I am requesting to get the purchase of Microsoft SQL Server software and licensing for the database needs for the server that runs the BS&A Software applications. The server hardware has been purchased and this software and licensing are based off of the current user count.

Council originally approved the purchase of the server under Council Resolution #14-415 as part of the acquisition of the BS&A Financial Management Systems Software Solution. This would be purchased off of our existing piggybacked Omnia Partners contract 01-152 with Zones, Inc.

The moneys have been budgeted and approved in the several accounts for various departments budgeted under Capital Outlay – Machinery & Equipment.

If you concur with my recommendation, please present to City Council for their approval.

If you require any additional information, please do not hesitate to contact me.

Thank you,

Stephen E. Dudek
Technology Services Director
City of Romulus

QUOTATION CS4221544

Created: Feb 7, 2025

Valid Until: Feb 20, 2025

Quotation for: CITY OF ROMULUS	ZONES CLOUD
STEPHEN DUDEK Phone: +1 734-942-7540 Email: sdudek@romulusgov.com	1102 15th St SW, Suite 102, Auburn, Washington, United States of America, 98001-6509 Phone: +1 800-408-9663 Email: zonescloud@zones.com

ORDER ITEMS	INCLUDED	ADDITIONAL	PRICE	TOTAL
SQL Server 2022 - 1 User CAL (NCE COM BAS PER 1TM)				
SQL Server 2022 - 1 User CAL (NCE COM BAS PER 1TM)		+ 165 Licenses(s)	$228.99 / Licenses per 10 year(s)	$37,783.35
Total:				$37,783.35
Tax Total:				$0.00
Order Total:				$37,783.35

FUNDS VERIFICATION FORM

DEPARTMENT: Technology Services	
FUND NAME: Technology Services Fund, Capital Outlay – Machinery & Equipment	
ACCOUNT NUMBER/S: 664-228-971.138	
PURPOSE FOR REQUEST: Purchase of SQL Server database software and licensing for upgrade to BS&A Financial Systems Software server based off user count. Good for 10 years.	
AMOUNT OF EXPENDITURE: $37,783.35	
SIGNATURE OF DEPARTMENT HEAD:	
FUNDS CURRENTLY AVAILABLE: $90,730.86	
FINANCE DEPARTMENT APPROVAL:	Gary Harris
DATE: 02-10-2025	

S:\Technology Services\Budget\24-25\SQL Server Licensing for BS&A Server\FUNDS VERIFICATION FORM - SQL Server Database Software and Licensing.docx

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **February 24, 2025**

Item No. E.

General Description: **FOR YOUR INFORMATION:** Communication from Roberto Scappaticci - RE: GEM, Inc. Emergency Heat Exchanger Replacements at Police Department

---

Resolution No. __________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

CITY OF ROMULUS
DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

TO: **The Honorable Romulus City Council**

FROM: **Roberto J. Scappaticci, Director of Public Works**

CC: **Robert A. McCraight, Mayor**
Don Straub, Assistant Director of Public Works

DATE: **February 20th, 2025**

SUBJECT: **FYI – GEM, Inc. Emergency Heat Exchanger Replacements at Police Department**

For your information,

Please note that an emergency repair was required to the heat exchangers at the Police Department. This repair is estimated to cost $3,105.00 for unit 6 and $3,850.00 for unit 7 totaling $6,955.00 to be drawn from account# 205-301-935.000.

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

Thank you,

Roberto J. Scappaticci, Director of Public Works

\\ch-it-file-srv2\shared\public works\administrative\admin documents\2025 memos\fyi emergency repair pd heat exchangers.docx

City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **February 24, 2025**

Item No. A.

General Description: Second Reading and Final Adoption of Budget Amendment 24/25-14

Resolution No. ___________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

[Do

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Harry Crout, Councilman

David Jones, Councilman

City of Romulus

11111 Wayne Road

Romulus, MI 48174

(734) 942-7500

www.romulusgov.com

Romulus
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CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **2/20/2025**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **February 24, 2025**

TITLE/DESCRIPTION OF ITEM
Second Reading & Final Adoption of Budget Amendment 24/25-14

ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☑	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

To approve the second reading and final adoption of budget amendment 24/25-14 in the amount of $150,000.00 to recognize additional revenues and expenditures related to reimbursable engineering fees.

This amendment was introduced at the 2/10/25 Council Meeting.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # **6A**

BUDGET AMENDMENT FORM

INCREASE		INCREASE	
Account Number /Name	Amount	Account Number /Name	Amount
101-371-823.000 Engineering Fees - Reimbursable	$ 150,000	101-371-676.823 Reimburse- Engineer Fees	$ 150,000
TOTAL	**$ 150,000**	**TOTAL**	**$ 150,000**

PURPOSE:
To recognize additional revenues and expenditures related to reimbursable engineering fees

DATE: 1-27-25

Department Head Signature:

MEF
1/28/25

Mayor's Authorization:

THIS FORM IS TO BE USED WHEN THE TOTAL AMOUNT OF EXPENDITURES WITHIN A DEPARTMENT IS REQUESTED TO BE INCREASED. IT REQUIRES PRIOR APPROVAL FROM THE MAYOR AND THE FINANCE DEPARTMENT WILL DETERMINE IF THE FUNDS ARE AVAILABLE EITHER FROM FUND BALANCE/RETAINED EARNINGS OR YOU MAY ALSO REQUEST FUNDS TO BE TRANSFERRED FROM ANOTHER ONE OF YOUR DEPARTMENTAL BUDGETS. THIS REQUEST REQUIRES COUNCIL APPROVAL.

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Finance Department

DATE: January 27, 2025 MEF

SUBJECT: Budget Amendment 24/25 -14

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
General				
Revenue				
101-371-682.823	Reimburse - Engineer Fees	250,000.00	$ 150,000.00	$ 400,000.00
Expense				
101-371-823.000	Engineering Fees - Reimbursable	250,000.00	$ 150,000.00	$ 400,000.00

To recognize additional fees for engineering reimbursements

City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **February 24, 2025**

Item No. B.

General Description: Study Session and Public Hearing Request for FY 2025-26 Proposed Budgets

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Resolution No. ____________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY MOTION CARRIED MOTION FAILED

MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: February 20, 2025

Re: Study Session and Public Hearing Request

Per the budget process outlined in Chapter 9, Section 9.2, and Section 9.3 of the Romulus City Charter, the Finance Department requests two study sessions and a public hearing to discuss the proposed 2025-26 City Budgets.

Two actions are requested from Council:

1. To approve a one-hour and fifteen-minute study session for Monday, April 14, 2025, and Monday, April 28, 2025, beginning at 6:00 p.m. to discuss the proposed 2025-26 City Budgets.

   Note: The Finance Department will update Council on who will be presenting when confirmed by the Romulus Public Library and the 34th District Court.

2. To schedule a public hearing on the proposed 2025-26 City budgets to be held in the Romulus City Hall Council Chambers for Monday, May 12, 2025, at 6:30 p.m. in accordance with Chapter 9, Section 9.3 of the Romulus City Charter.

The date and time are available for these requests.

Memorandum

To: Ellen Craig-Bragg, City Clerk

From: Maria Farris, Finance Director

Date: February 17, 2025

Re: FY 2025-26 Budget Study Sessions & Public Hearing

I am attaching a copy of the FY2025-26 budget calendar. I would like to, respectfully, at this time respectfully request two study sessions with the City Council to discuss the proposed 2025-26 City budgets on April 14, 2025, at 6:00-7:15p.m. and April 28, 2025, at 6:00-7:15p.m.

We are asking to secure these dates for budget study sessions and will update the council on who will be presenting it once we receive confirmation from the 34th District Court and the Romulus Public Library.

Additionally, Finance would also like to request a Public Hearing to be held on Monday, May 12, 2025, at 6:30 p.m.

Copies of the Mayor's FY2025-26 Proposed Budgets will be forwarded to City Council by April 1st, as required by City Charter.

U:\budget\FY25-26\Clerk Notification 25-26 budget study sessions

CITY OF ROMULUS
BUDGET CALENDAR

FISCAL YEAR JULY 1, 2025 – JUNE 30, 2026

DATE	DESCRIPTION
January 9, 2025	Administrative Staff meeting – Discuss general guidelines for FY2025/2026 budget preparation including a review of budget manual. Departments are able to begin entering department budgets into BS&A this week for FY2024-25 projections and FY2025/26 Department Requested. ***All departments that charge for services must begin their fee schedule analysis to determine any necessary changes. These are due to the Clerk's Office by February 12, 2025.***
January 15, 2025	Budget requests for FY2025-26 to be submitted to the Department of Public works relative to Building & Grounds (equipment, maintenance and grounds) requests and Motor Vehicle & Equipment requests. Appropriate forms are located on the public drive, Finance Department, Annual Budget Information. Capital Outlay requests are to be submitted to Chief of Staff, Finance Director and Assistant Finance Director.
January 15,2025	As part of the annual review process, Department Heads are to submit any requests for changes in staffing for the FY2025-26 Budget, such as additions and/or requested salary changes for both full-time and part-time to the Human Resources Director (Staffing/Service Improvement form available on public drive).
January 15, 2025	Budget request submittals due to Technology Services department (equipment, software, maintenance, supplies, etc.). Forms to be completed with appropriate accounts numbers, equipment and any associated maintenance costs. The form is available on public drive
January 22, 2025	FY2024-25 Budget projections are to be completed for department specific revenues, overtime, part-time and applicable line item expenditures
February 3, 2025	Budget requests for FY2025-26 relative to staffing that have been reviewed and approved by the Mayor and Chief of Staff will be submitted to the Finance Department for inclusion in the preliminary budget. Please note that these are still subject to change.
February 12, 2025	BS&A System – Department Requested budgets uploaded to the Finance Department and budget review initiated. All budgeted items must be justified, particularly if there is a variance from one year to the next. Departments without budget figures will be left up to the discretion of the Director of Financial Services. All associated forms should be completed and amounts equal. Specific line items are to include a detail list of estimated and proposed expenditures.

CITY OF ROMULUS
BUDGET CALENDAR

FISCAL YEAR JULY 1, 2025 – JUNE 30, 2026

DATE	DESCRIPTION
Feb 13 – Feb 24, 2025	The Mayor, Chief of Staff and Finance Department review current year projections and proposed budgets with Department Heads. Please refer to Department Head schedule in public folder.
Feb 24 – Feb 28, 2025	The Finance Department review current year projections and proposed budgets after all completed budget meetings with the Mayor, Chief of Staff. This will allow time for additional follow-up or updates.
March 1– 31, 2025	Preliminary Budget document is prepared by the Finance Department incorporating changes approved by the Mayor and Chief of Staff necessary to meet fund balance expectations.
April 1, 2025	According to Section 9.2 of the City Charter, a recommended budget is to be submitted to City Council on or before the 1st day of April. Clerk to publish required notices for the FY2025-26 Budget Public Hearing.
April 14 & 28, 2025	Study sessions to be held for the 34th District Court and City budgets with City Council, Mayor and City Department Heads. Each meeting to begin at 6:00 p.m.
May 12, 2025	Public Hearing to be held on the Preliminary Budget @ 6:30 p.m.
May 27 ,2025	FY2025–26 Final Budget Adoption, in accordance with Section 9.4 of the City Charter, and tax levy authorization proposed to support the proposed budget.
July 1, 2025	The FY2025-26 Budget becomes effective.

City of Romulus

Clerk's Report – Ellen L. Craig-Bragg, Clerk

Council Meeting Held: **February 24, 2025**

Item No. C.

General Description: Public Hearing request for Monday, March 10, 2025, at 6:00 p.m. - Demolition List 24-01

Resolution No. ____________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

[Do

Administrative Officials

Robert McCraight, Mayor

Ellen L. Craig-Bragg, City Clerk

Stacy Paige, City Treasurer

City Council

John Barden, Mayor Pro Tem

Tina Talley, Councilwoman

William Wadsworth, Councilman

Celeste Roscoe, Councilwoman

Kathleen Abdo, Councilwoman

Harry Crout, Councilman

David Jones, Councilman

City of Romulus

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Romulus, MI 48174

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CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **2/20/2025**

Submitted by: **Ellen Craig-Bragg, City Clerk**
cc: D'Sjonaun Hockenhull, Deputy City Clerk

Department: **Clerks Office**

Council Meeting of: **February 24, 2025**

TITLE/DESCRIPTION OF ITEM

Public Hearing request for Monday, March 10, 2025, at 6:00 p.m.

ACTION REQUESTED

Contract/Agreement	☐	New/Amended Ordinance	☐
Bid/Piggyback	☐	Public Hearing Request	☐
Budget Amendment	☑	Resolution	☐
Board Appointment	☐	Rezoning	☐
Fee Waiver	☐	Special Meeting Request	☐
Other	☐	Special Land Use Request	☐

RECOMMENDED RESOLUTION/ACTION

Jeff Kemp, Director of Building & Planning, has requested a 30 minute public hearing for Monday, March 10, 2025, at 6:00 p.m. for the purpose of discussing Demolition List 24-01.

The date and time are available for the request.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6C**

MEMORANDUM

TO: Ellen Craig-Bragg, City Clerk

FROM: Jeff Kemp, Director, Building & Planning Department

SUBJECT: **Request for Public Hearing, Demolition List 24-01**

DATE:

We are requesting a 30 minute public hearing for March 10th at 6:00 PM for the purpose of discussing Demolition List 24-01.

The Construction Board of Appeals held a demolition hearing on Tuesday, 2/11/24. The Construction Board of Appeals recommended to Romulus City Council, demolition of the following structures:

A. 34139 Beverly Rd, single-family residential structure, garage, slab

B. 35930 Beverly Rd, single-family residential structure, garage, slab

C. 35875 Bibbins, single-family residential structure

D. 6965 Birchdale, single-family residential structure, (3) - sheds

E. 6355 Cordell, single-family residential structure, garage, shed

F. 35523 Goddard, single-family residential structure, (2) garages

G. 11201 Middlebelt, single-family residential structure with attached garage, shed

H. 29805 Van Born, single-family residential structure

I. 29815 Van Born, single-family residential structure, garage, shed

J. 35854 Vinewood, single-family residential structure, shed, slab

K. 6577 Washington, single-family residential structure, shed

L. 11114 Whitehorn, single-family residential structure, shed

Should City Council concur with the recommendations of the Construction Board of Appeals to approve demolition of the aforementioned structures, it is also requested that an additional item be included on the agenda for a resolution to let bids for a demolition contractor.

Copies of the minutes of the Construction Board of Appeals meeting of 2/11/2024 are attached for your reference. If additional information is needed, please contact this office.

bs

City of Romulus

Treasurer's Report

Council Meeting Held: **February 24, 2025**

Item No. 7.

General Description: ____

____

Resolution No.______

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

Public Comment

Council Meeting Held: **February 24, 2025**

Item No. 8.

General Description: ____

____

Resolution No.______

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

Unfinished Business

Council Meeting Held: **February 24, 2025**

Item No. 9.

General Description: ____

____

Resolution No.______

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY　　MOTION CARRIED　　MOTION FAILED

City of Romulus

New Business

Council Meeting Held: **February 24, 2025**
Item No. 10.

General Description: ____

____

Resolution No.______

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY   MOTION CARRIED   MOTION FAILED

City of Romulus

Warrant

Council Meeting Held: **February 24, 2025**

Item No. A.

General Description: Approval of Warrant #: 25-04 for checks presented in the amount of $587,727.16

Resolution No. ____________________

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

CITY OF ROMULUS
WARRANT REGISTER SUMMARY

Council Meeting Date: February 24, 2025
Warrant Number: 25-04

TOTAL WARRANT REGISTER **587,727.16**

P.O.#	CHECK #	PAYEE	AMOUNT

TOTAL DELETIONS ______
TOTAL ADJUSTED WARRANT (IF ANY DELETIONS) ______

REWARRANTED ITEMS: (not included in above totals)

P.O.#	CHECK #	PAYEE	AMOUNT

______
COUNCIL AUTHORIZATION

______
DATE

The obligations of transfer of funds described on the attached warrant register including the required interfund advances have been authorized by the Council. We hereby authorize the Treasurer of the City of Romulus to disburse funds as listed in payment thereof with the exception of deleted items listed above.

______ MAYOR

______ CLERK

2/19/2025

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 02/06/25 - 02/19/25

.

Fund		Amount
Total for fund 101	General Fund	100,299.27
Total for fund 202	Major Street Fund	3,800.15
Total for fund 203	Local Street Fund	3,139.49
Total for fund 205	Public Safety Fund	32,563.59
Total for fund 211	Cable TV	393.11
Total for fund 218	Merriman Rd. Spec. Assess	264.59
Total for fund 219	Street Lighting Fund	57,261.10
Total for fund 226	Garbage & Rubbish Collection Fund	810.07
Total for fund 245	Oakwood SAD	49.05
Total for fund 247	Tax Increment Finance Authority	6,504.97
Total for fund 248	Downtown Development Authority	1,564.24
Total for fund 260	Michigan Indigent Defense Fund	3,683.40
Total for fund 261	911 Service Fund	9,661.33
Total for fund 265	Drug Law Enforcement Fund	5,812.26
Total for fund 271	Library Fund	9,887.84
Total for fund 592	Water & Sewer Fund	44,127.75
Total for fund 661	Motor Vehicle	6,102.65
Total for fund 664	Technology Services	30,706.92
Total for fund 676	Retiree's Ins. Benefits	12,604.56
Total for fund 701	Revolving Fund	48,156.25
Total for fund 703	Current Tax	99,662.03
Total for fund 704	Imprest Payroll Fund	66,928.00
Total for fund 705	Delq. Pers. Prop. Fund	43,744.54
TOTAL - ALL FUNDS		**587,727.16**

CHECK REGISTER FOR CITY OF ROMULUS
CHECK DATE FROM 02/06/2025 - 02/19/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
Bank POOL POOLED CASH							
02/07/2025	POOL	88201	MISC	CORY HAYNES	EMT LICENSE	40.00	V
02/07/2025	POOL	88202	MISC	CORY HAYNES	EMT LICENSE	40.00	V
02/07/2025	POOL	88203	MISC	CORY HAYNES	EMT LICENSE	40.00	V
02/07/2025	POOL	88204	MISC	CORY HAYNES	EMT LICENSE	40.00	V
02/07/2025	POOL	88205	MISC	CORY HAYNES	EMT LICENSE	40.00	V
02/07/2025	POOL	88206	MISC	CORY HAYNES	EMT LICENSE	40.00	V
02/07/2025	POOL	88207	MISC	CORY HAYNES	EMT LICENSE	40.00	
02/11/2025	POOL	86369	1980	COMCAST	ACCT # 8529 10 214 0290387, UNIT COURTES	25.98	
02/11/2025	POOL	86370	0772	DTE ENERGY	JAN 2025 STREET LIGHTING	60,885.51	
02/11/2025	POOL	86371	0772	DTE ENERGY	MUNICIPAL COMPLEX JAN 2025	10,894.63	
02/14/2025	POOL	86372	0976	ASSOC. OF WAYNE COUNTY CLERKS	AWCC TRAINING IN CANTON, MI	40.00	V
02/14/2025	POOL	86373	0976	ASSOC. OF WAYNE COUNTY CLERKS	AWCC TRAINING IN CANTON, MI	80.00	
02/19/2025	POOL	64(S)	0681	ROMULUS COMMUNITY SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	16,562.69	
					DELINQUENT PERSONAL PROPERTY DISBURSEMEN	(16,562.69)	
						0.00	
02/19/2025	POOL	65(S)	0936	WAYNE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	27,181.85	
					DELINQUENT PERSONAL PROPERTY DISBURSEMEN	(27,181.85)	
						0.00	
02/19/2025	POOL	1963(E)	1468	CITY OF ROMULUS	11147 HUNT WATER BILL, 1/1/25-1/31/25	17.71	
02/19/2025	POOL	1964(E)	1468	CITY OF ROMULUS	37230 NORTHLINE WATER BILL 1/1/25-1/31/2	94.35	
02/19/2025	POOL	1965(E)	1468	CITY OF ROMULUS	11165 OLIVE B WATER BILL 1/1/25-1/31/25	77.36	
02/19/2025	POOL	1966(E)	1468	CITY OF ROMULUS	11165 OLIVE A WATER BILL 1/1/25-1/31/25	77.36	
02/19/2025	POOL	1967(E)	1468	CITY OF ROMULUS	11189 SHOOK WATER BILL 1/1/25-1/31/25	25.68	
02/19/2025	POOL	1968(E)	1468	CITY OF ROMULUS	36525 BIBBINS WATER BILL, 1/1/25-1/31/25	112.75	
02/19/2025	POOL	1969(E)	1468	CITY OF ROMULUS	12300 WAYNE WATER BILL 1/1/25-1/31/25	134.18	
02/19/2025	POOL	1970(E)	1468	CITY OF ROMULUS	11111 WAYNE WATER BILL 1/1/25-1/31/25	158.07	
02/19/2025	POOL	1971(E)	1468	CITY OF ROMULUS	7221 MIDDLEBELT WATER BILL 1/1/25-1/31/2	126.20	
02/19/2025	POOL	1972(E)	1468	CITY OF ROMULUS	12600 WAYNE WATER BILL 1/1/25-1/31/25	241.85	
02/19/2025	POOL	1973(E)	1468	CITY OF ROMULUS	28777 EUREKA WATER BILL 1/1/25-1/31/25	166.03	
02/19/2025	POOL	1974(E)	1468	CITY OF ROMULUS	6900 WAYNE WATER BILL 1/1/25-1/31/25	94.35	
02/19/2025	POOL	1975(E)	1468	CITY OF ROMULUS	11121 WAYNE WATER BILL 1/1/25-1/31/25	104.78	
02/19/2025	POOL	1976(E)	1468	CITY OF ROMULUS	11131 WAYNE WATER BILL 1/1/25-1/31/25	142.15	
02/19/2025	POOL	1977(E)	1468	CITY OF ROMULUS	11129 WAYNE, NEW 34TH DIST. COURT 1/1/25	317.14	
02/19/2025	POOL	1978(E)	1468	CITY OF ROMULUS	35255 GODDARD 1/1/25-1/31/25	29.56	
02/19/2025	POOL	1979(E)	0581	COMERICA COMM. CARD SERV.	MIKE LASKASKA COMERICA CARD PURCHASES FO	388.51	
					MIKE LASKASKA COMERICA CARD PURCHASES FO	331.17	
					JEFF KEMP COMERICA CARD PURCHASES FOR JA	446.97	
					ELLEN CRAIG-BRAGG COMERICA CARD PURCHASE	873.99	
					KEN CHAPMAN COMERICA CARD PURCHASES FOR	2,461.54	
					JERRY FRAYER JAN 2025 COMERICA CARD PURC	2,794.71	
					KEVIN KRAUSE COMERICA CARD PURCHASES FOR	3,901.00	
					ROBERTO SCAPPATICCI COMERICA CARD PURCHA	441.90	
					ROGER SALWA COMERICA CARD PURCHASES FOR	30.00	
					ROBERT PFANNES COMERICA CARD PURCHASES F	90.93	
					NICOLE HARRIS COMERICA CARD PURCHASES FO	304.95	
						12,065.67	
02/19/2025	POOL	1980(E)	0020	DELTA DENTAL PLAN OF MICHIGAN	FEBRUARY 2025 DELTA DENTAL INSURANCE	26,077.08	
02/19/2025	POOL	1981(E)	0012	DTE ENERGY	OAKWOOD STORM SEWER PUMP STATION - 15409	49.05	
					38205 BARTH - EMERGENCY SIREN 1/3/25-1/3	28.36	
					6900 WAYNE - FIRE STATION #3 1/3/25-1/30	56.81	
					7506 MERRIMAN - LANDSCAPING SERVICE PERI	264.59	
					7219 MIDDLEBELT - FIRE #2 1/4/25-1/31/2	865.82	
					6241 DEXTER - BOICE PARK 1/7/25-2/3/25	44.30	
					37230 NORTHLINE- FS #1 1/7/25-2/3/25	120.83	
					12300 WAYNE - ANIMAL SHELTER 1/7/25-2/3/	544.39	
					12055 WAYNE - BIRD HOUSE 1/7/25-2/3/25	10.42	
					10202 SHOOK RD - CEMETERY -1/7/25-2/3/2	38.82	
					VINING RD HOT BOX - 34155 GODDARD - 1/7/	700.24	
					11189 SHOOK - CHAMBER BLDG 1/7/25-2/3/25	398.84	
					9755 OZGA - ELMER JOHNSON PARK 1/7/25-2/	57.24	
					16869 BRANDT - CREEKSIDE PUMP STATION 1/	54.35	
					11147 HUNT - HISTORICAL PAVILLION - 1/7	68.70	
					11120 HUNT - SCHOOL HOUSE @ HISTORICAL P	72.10	
					38834 HURON RIVER DR - WATER PUMP 1/8/25	59.85	
					6061 COLUMBUS - FERNANDEZ PARK 1/10/25-2	24.14	
					10942 WAYNE - WELCOME TO ROMULUS SIGN 1/	20.85	
					28777 EUREKA - FS #4, - 1/11/25-2/11/25	1,171.42	
					12600 WAYNE - DPW - 1/11/25-2/11/25	2,718.95	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					11165 OLIVE - POLICE STATION -1/11/25-2/	2,739.12
					36525 BIBBINS - SR CTR - 1/11/25-2/11/25	1,808.19
					35257 GODDARD - AMBULANCE BUILDING - 1/1	116.39
						12,033.77
02/19/2025	POOL	1982(E)	0012	DTE ENERGY	31558 GODDARD - WATER PUMP 1/7/25-2/3/25	1,394.55
02/19/2025	POOL	1983(E)	0891	HOME DEPOT	24/25 BLANKET PO FOR MISC SUPPLIES - DPW	38.18
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	55.97
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	26.29
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	17.52
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	28.97
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	73.45
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	(23.97)
						216.41
02/19/2025	POOL	1984(E)	3992	INVOICE CLOUD INC.	INVERTED PO FOR MONTHLY FEES FOR CREDIT	709.50
02/19/2025	POOL	1985(E)	2947	NATIONAL VISION ADMINISTRATORS, LLC	VISION COVERAGE FOR FEBRUARY 2025	2,840.58
02/19/2025	POOL	1986(E)	3740	NAVIA BENEFIT SOLUTIONS - LOCKBOX	NAVIA FOR JANUARY 2025	200.00
02/19/2025	POOL	1987(E)	1014	THE HARTFORD-PRIORITY ACCOUNTS	FEBRUARY 2025 HARTFORD INSURANCE CUST #	10,219.74
02/19/2025	POOL	88208	0092	34TH DISTRICT COURT	5TH QTR 2025 G2G FEES FROM OAKLAND CO.	2,078.92
02/19/2025	POOL	88209	3209	ABDULLAH AL MUKIT	BD BOND REFUND 28706 BURNING TREE	1,809.75
02/19/2025	POOL	88210	2942	AIRGAS, INC.	24/25 BLANKET PO FOR AIRGAS INC - FOR OX	38.59
					24/25 BLANKET PO FOR AIRGAS INC - FOR OX	38.59
						77.18
02/19/2025	POOL	88211	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	4,635.80
02/19/2025	POOL	88212	3336	ALLIE BROTHERS, INC	UNIFORM ITEM (EXTRA LH HOLSTER)	114.12
					WESTERN WAYNE SPECIAL OPERATIONS TEAM UN	379.97
					UNIFORM ITEMS	422.15
						916.24
02/19/2025	POOL	88213	2804	AMAZON CAPITAL SERVICES	PIANO FOR BEGINNERS	616.11
					TUSKEGEE AIRMEN, WOMEN OF THE POST	125.06
					ORGANIZED LIFE, TAPE	37.88
					TISSUES	29.14
					DOOR WALL SIGN	10.99
					MONEY KIT/ CRAFTS	138.03
					MONEY KIT BOOK REPLACEMENT	10.70
					SPANISH AUTISM BOOKS	60.43
					KILLADELPHIA VOL. 3	18.48
					TABLET CASE	9.99
					PLASTIC BAGS, ANDROID TABLET	187.97
						1,244.78
02/19/2025	POOL	88214	4027	AMAZON CAPITAL SERVICES	PENS AND CALCULATOR	17.54
					OFFICE SUPPLIES	94.88
					MOTHER AND SON NIGHT OUT SUPPLIES	21.97
					MISC SUPPLIES FOR PATROL & DISPATCH	411.58
					OFFICE SUPPLY ORDER	7.00
					OFFICE SUPPLY ORDER	70.10
					TECHNOLOGY SUPPLIES	407.11
					OFFICE SUPPLIES	136.03
					MOTHER AND SON BACKDROP & DODGE BALLS	116.97
					SAMSUNG GALAXY S24 PHONE CASE	21.59
					BULLETIN BOARD AND OFFICE SUPPLIES	127.99
					BULLETIN BOARD AND OFFICE SUPPLIES	45.50
					AMAZON SUPPLY ORDER 12/18/24	114.89
					BACKFLOW PREVENTER	799.85
					DPW OFFICE SUPPLIES 1/14/25	77.60
					DPW OFFICE ORDER 2-6-25	183.52
					LAPTOP AND MAIL BAGS	39.48
					COMMUNITY DVELOPMENT OFFICE SUPPLIES	77.93
					MISC SUPPLIES: ISB	287.98
					MISC SUPPLIES: COMMAND & PATROL	403.57
					LIGHTS FOR VAC #220 AND NEW FUEL CANS FO	610.41
					MISC SUPPLIES	41.22
					TECHNOLOGY SUPPLIES	(220.00)
						3,894.71

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/19/2025	POOL	88215	2903	APPLIED INNOVATION	FEB 25 BASE RATE JAN 25 ADDIT PAGES	844.72
02/19/2025	POOL	88216	0529	ASSOCIATED NEWSPAPERS OF MICHIGAN	ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	136.56
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	178.13
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	53.44
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	136.56
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	219.69
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	41.56
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	178.13
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	173.61
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	41.56
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	166.25
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	261.25
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	41.56
						1,628.30
02/19/2025	POOL	88217	4453	ATTY PHYLLIS GAYDEN-ROBINSON	MIDC SERVICE HOURS ATTORNEY PHYLLIS GAYD	409.50
					MIDC SERVICE HOURS ATTORNEY PHYLLIS GAYD	764.40
						1,173.90
02/19/2025	POOL	88218	3649	AUTO VALUE OF ROMULUS	24/25 BLANKET PO FOR MISC MECHANIC PURCH	47.40
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	292.18
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	24.68
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	172.38
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	53.68
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	5.99
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	123.19
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	4.09
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	101.87
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	146.09
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	113.88
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	146.18
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	22.58
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	28.96
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	12.03
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	184.00
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	131.37
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	57.38
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	107.39
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	18.47
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	18.47
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	145.09
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	24.00
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(18.00)
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(70.00)
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(123.19)
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(27.00)
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(140.00)
						1,603.16
02/19/2025	POOL	88219	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	213.85
02/19/2025	POOL	88220	0064	BOUND TREE MEDICAL LLC	24/25 BLANKET PO - MEDICAL SUPPLIES AND	400.35
02/19/2025	POOL	88221	0539	BS & A SOFTWARE	COMMUNITY DEVELOPMENT (BUILDING) SYSTEM	3,169.00
02/19/2025	POOL	88222	1980	COMCAST	8529 10 214 0281543 BUSINESS CABLE 2/18/	183.71
02/19/2025	POOL	88223	4215	COMMERCIAL REAL ESTATE EXCHANGE, IN	MONTHLY REAL ESTATE CONSULTING FY 24/25	139.00
02/19/2025	POOL	88224	3060	CONSTANT CONTACT, INC	CONSTANT CONTACT - EMAIL	739.20
02/19/2025	POOL	88225	3546	CORE & MAIN	24/25 BLANKET PO FOR MISC WATER SUPPLIES	1,030.00
02/19/2025	POOL	88226	0885	CORELOGIC	2024 Sum Tax Refund 80 014 03 0239 300	1,086.34
02/19/2025	POOL	88227	MISC	CORELOGIC	2023 Sum Tax Refund 80 141 01 0067 000	754.43
02/19/2025	POOL	88228	MISC	CORELOGIC	2023 Sum Tax Refund 80 009 02 0039 000	1,300.67
02/19/2025	POOL	88229	MISC	CORELOGIC	2023 Sum Tax Refund 80 062 99 0002 002	3,476.07
02/19/2025	POOL	88230	3209	CRAFTSMEN SERVICES INC.	BD BOND REFUND 9346 KAREN	15,009.00
02/19/2025	POOL	88231	0225	CROVA SALES & SERVICE	24/25 BLANKET PO FOR CROVA SALES - DPW	110.50
02/19/2025	POOL	88232	3209	D&G BUILDING CO	BD BOND REFUND 28250 NORTHLINE	31,287.50
02/19/2025	POOL	88233	3253	DORRIS BENNETT	FEBRUARY 2025 RETIREE HEALTH INS REIMBUR	453.02
02/19/2025	POOL	88234	0012	DTE ENERGY	29800 SUPERIOR HOT BOX 1/2/25-1/29/25	657.14
02/19/2025	POOL	88235	0012	DTE ENERGY	FEDEX HOT BOX ELECTRIC 1/4/25-1/31/25	105.27
02/19/2025	POOL	88236	3766	DUKE'S ROOT CONTROL, INC.	FOR CLEANING SEWERS	1,750.00
02/19/2025	POOL	88237	MISC	EARSHA RIGGIN	SENIOR CENTER RENTAL 2/14/25	100.00
02/19/2025	POOL	88238	0379	FLAGS USA LLC	INVENTORY ORDER-RESTOCK CITY FLAGS FOR C	1,944.00
02/19/2025	POOL	88239	3829	FOSTER BLUE WATER OIL, LLC	24/25 INVERTED PO - ITB 19/20-21 2 YEA	1,874.35
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	95.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					24/25 INVERTED PO - ITB 19/20-21 2 YEA	60.00
						2,029.35
02/19/2025	POOL	88240	0951	GANDOL INC	REPAIR DOOR HANDLE TO MAIN ENTRANCE TO C	30.00
02/19/2025	POOL	88241	4273	GEM, INC.	FY 24/25 HVAC MAINTENANCE SERVICE	25,026.00
					FIRE STATION 2 - NEW UNIT REPLACEMENT	4,296.05
						29,322.05
02/19/2025	POOL	88242	0875	GENERAL FUND	AFLAC JAN 2025 3% ADMIIN FEE	227.00
					COLONIAL LIFE JAN 2025 2% ADMIN FEE	5.92
						232.92
02/19/2025	POOL	88243	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-014B DDA MATTERS DECEMBER 24	75.00
					70085-014B DDA MATTERS JAN 25	195.00
						270.00
02/19/2025	POOL	88244	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-011B CLERKS OFFICE DEC 2024	487.50
					70085-005B HR JAN 25	825.00
					70085-068B LIBRARY DEC 24 - JAN 25	1,942.50
					70085-004B GENERAL JAN 25	12,187.50
					70085-000B DOWNRIVER SEWER JAN 25	975.00
					70085-081B CAMPBELL INC - LAWSUIT JAN 25	75.00
					70085-008B DPW DEPARTMENT JAN 25	2,370.00
					70085-006B LEGAL SERVICES POLICE DEPT JAN 25	375.00
						19,237.50
02/19/2025	POOL	88245	2625	GLG PRINT	COR ITB 21/22-11 24/25 WATER BILL PRINTI	2,611.41
02/19/2025	POOL	88246	0631	GORDON FOOD SERVICE, INC.	SUPPLIES FOR THE CWW/DCC MIXER 2/14/2025	12.98
02/19/2025	POOL	88247	0338	GRAINGER INC.	24/25 BLANKET PO - GRAINGER - MISC. MAI	13.24
					24/25 BLANKET PO - FOR MISCELLANEOUS PUR	173.43
						186.67
02/19/2025	POOL	88248	1313	GRAND ARBOR SUPPLY	NEW SAFETY EQUIPMENT FOR TREE TRIMMING	811.06
02/19/2025	POOL	88249	4307	GRECO LAW PLLC	LEGAL SERVICES FOR JANUARY 2025	19,478.98
02/19/2025	POOL	88250	2995	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES RENDERED THROUGH J	437.58
02/19/2025	POOL	88251	4206	IMAGE PRINTING	DOOR TAGS FOR WATER DEPARTMENT	120.00
02/19/2025	POOL	88252	MISC	JAMES POTTER	ANIMAL BOND SPAY / NEUTER REFUND 1/10/25	50.00
02/19/2025	POOL	88253	MISC	JESTIN WILDER	SENIOR CENTER RENTAL 2/16/25	150.00
02/19/2025	POOL	88254	4411	JOHN GRAZIANI	MIDC SERVICE HOURS ATTORNEY JOHN GRAZIAN	210.00
02/19/2025	POOL	88255	MISC	JOHNSON RASHOD - NATAKI	2024 Sum Tax Refund 80 144 03 0085 000	22.13
02/19/2025	POOL	88256	MISC	JONATHAN MCKINNEY	CDL LICENSE RENEWAL	55.00
02/19/2025	POOL	88257	4261	KANOPY INC	84 TICKETS - 2 CREDITS	79.90
02/19/2025	POOL	88258	3721	KELLER THOMA PC	CLIENT 005018, GENERAL; PROFESSIONAL SER	75.00
02/19/2025	POOL	88259	3736	KRZYSKE BROS CO	REPAIR DOORS ON SALT DOME	72.97
02/19/2025	POOL	88260	3775	LAW OFFICE OF DANIEL A. BITAR, PLLC	MIDC PROGRAM SERVICE DANIEL BITAR	2,299.50
02/19/2025	POOL	88261	0886	LCAA C/O DEERFIELD TOWNSHIP	CLASS FOR 2026 ASSESSOR CERTIFICATION	60.00
02/19/2025	POOL	88262	1688	MAPS BY WAGNER, LLC	ANNUAL MAPS SUBSCRIPTION 01/01/2025 TO 1	100.00
02/19/2025	POOL	88263	MISC	MARK CORTES	CDL LICENSE RENEWAL REIMBURSEMENT	38.00
02/19/2025	POOL	88264	2666	MAURER'S TEXTILE RENTAL SERVICES	24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.22
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.22
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	28.62
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	28.62
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	141.22
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	30.91
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	28.06
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
						606.40
02/19/2025	POOL	88265	4195	MEDICAL PRIORITY CONSULTANTS, INC	PROQA 302845 COURSE TRAINING 11/21/24	179.00
02/19/2025	POOL	88266	3988	METRO ALARM SYSTEMS LLC	MONTHLY MONITORING	32.99
					FIRE MONITORING SERVICES & ANNUAL FIRE I	98.97

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						131.96
02/19/2025	POOL	88267	3204	MICHIGAN LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL THRU 1/31/26	85.00
02/19/2025	POOL	88268	0096	MICHIGAN MUNICIPAL LEAGUE	POLICY PREMIUM 7/1/24 - 7/1/25 5000050-2	37,177.00
02/19/2025	POOL	88269	1104	MICHIGAN STATE POLICE	24/25 BLANKET PO-SEX OFFENDER REGISTRATI	60.00
02/19/2025	POOL	88270	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	1,172.68
					CUSTOMER # 2000005771 BOOKS	173.96
					CUSTOMER # 2000005771 BOOKS	32.98
					CUSTOMER # 2000005771 BOOKS	38.23
					CUSTOMER # 2000005771 BOOKS	83.21
						1,501.06
02/19/2025	POOL	88271	3209	MOORE SONS PLUMBING	BD PAYMENT REFUND 37565 WESTVALE	15.00
02/19/2025	POOL	88272	0068	MUCHMORE HARRINGTON SMALLEY & ASSOC	24/25 INVERTED PO FOR LEGISLATIVE SERVIC	4,000.00
02/19/2025	POOL	88273	3564	NORMAN CATERING AND EVENTS	BREAKFAST WITH SANTA 2024	445.00
02/19/2025	POOL	88274	3041	NORTHSTAR MAT SERVICE	ACCOUNT # 1862-11121	68.15
02/19/2025	POOL	88275	3917	NYE UNIFORM CO	ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	326.48
					ITB 23/24-12 24/25 INVERTED FIREFIGHTER	433.48
					ITB 23/24-12 24/25 INVERTED FIREFIGHTER	413.48
					ITB 23/24-12 24/25 INVERTED FIREFIGHTER	433.48
						1,606.92
02/19/2025	POOL	88276	2088	OAKLAND COUNTY	24/25 QUARTERLY CLEMIS MEMBERSHIP, PART	9,283.34
					CLEMIS LEADS ONLINE YR 2 OF 5 SERVICE DA	3,271.00
					CLEMIS LEADS ONLINE PAST DUE INVOICE FRO	2,541.26
						15,095.60
02/19/2025	POOL	88277	4316	OCCMED CONNECT	DRUG SCREENING FOR BUS DRIVER	106.00
					24/25 BLANKET PO EMPLOYEE PROCESSING FOR	242.00
						348.00
02/19/2025	POOL	88278	4202	OPG-3, INC.	LASERFICHE SELF-HOSTED SUBSCRIPTION RENE	26,223.95
02/19/2025	POOL	88279	0736	ORCHARD, HILTZ & MCCLIMENT	ESCROW DTE GAS REPLACEMENT	4,306.50
					ESCROW DTE GAS REPLACEMENT	1,708.00
					ESCROW KADE PROPERTIES	242.00
					ESCROW KADE PROPERTIES	442.00
					ESCROW CONS SERV SELF STORAGE	9,172.00
					ESCROW FEDEX DISTRIBUTION	1,270.00
					ESCROW FEDEX DISTRIBUTION	2,547.50
					ESCROW YALDO PARKING LOT	601.25
					ESCROW CONC SERV ROM TRADE CENTER	7,247.00
						27,536.25
02/19/2025	POOL	88280	0984	PARKWAY SERVICES, INC.	RED SCHOOL HOUSE PORTAJOHNS 2/4/2025-3/3	180.00
					HISTORICAL PARK HC PORTAJOHN (2/12/2025-	200.00
						380.00
02/19/2025	POOL	88281	1293	PIRTEK METRO DETROIT	24/25 BLANKET PO FOR HYDRAULIC TUBING -	216.12
					24/25 BLANKET PO FOR HYDRAULIC TUBING -	216.12
						432.24
02/19/2025	POOL	88282	3959	PRETTY FACE CLEANING SERVICES	11189 SHOOK RD CLEANING- FY 24/25	150.00
					GROWTH WORKS 34TH DISTRICT COURT	200.00
					GROWTH WORKS 34TH DISTRICT COURT	200.00
					11189 SHOOK RD CLEANING- FY 24/25	150.00
						700.00
02/19/2025	POOL	88283	0234	PRIORITY ONE EMERGENCY	GRILL LIGHT NEEDED FOR UTILITY #1 FIRE	143.99
02/19/2025	POOL	88284	3867	QUADIENT INC	INSERT FEEDERS - STANDARD MAINTENANCE	243.75
02/19/2025	POOL	88285	MISC	RICHARD BELL	SENIOR CENTER RENTAL 2/8/25	100.00
02/19/2025	POOL	88286	0189	ROSE PEST SOLUTIONS	LIBRARY PEST CONTROL 1/21/25	74.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	57.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	85.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	74.00
					24/25 INVERTED PO FOR ROSE PEST SOLUTIO	85.00
						523.00
02/19/2025	POOL	88287	0706	SAM'S CLUB DIRECT	SUPPLIES FOR MICHAEL BAKER STUDY SESSION	44.74
02/19/2025	POOL	88288	2419	SCADA	TROUBLESHOOT LOW TEMPERATURE ALARM AT EU	519.00
					INSTALL THERMOSTAT AT EUREKA HOTBOX	759.50
						1,278.50
02/19/2025	POOL	88289	0968	SCHOOLCRAFT COLLEGE	PPCT RE-CERTIFICATION ON 1/29/25 - 1/31/	750.00
					CRIME SCENE EVIDENCE TECH INVOICE FROM 1	2,400.00
						3,150.00
02/19/2025	POOL	88290	0204	SERVICE ELECTRIC SUPPLY INC	24/25 BLANKET PO FOR - MISC. BUILDING RE	16.73
02/19/2025	POOL	88291	0696	SOUTHERN WAYNE CTY REGIONAL CHAMBER	DESTINATION DOWNRIVER YEARLY FEE 2025	5,000.00
02/19/2025	POOL	88292	1545	SOUTHPOINTE RADIATOR	TRUCK 220 - CLEAN FILTER	521.44
02/19/2025	POOL	88293	4040	STAPLES	Inventory Order	611.88
					8.5 X 11 COPY PAPER LIBRARY	73.98
					PAPER, COPY CASE 8 1/2"X11" 20 LB	369.90
						1,055.76
02/19/2025	POOL	88294	0763	STATE OF MICHIGAN	2/5/2025 WHEEL LOAD WEIGHER CALIBRATION	217.50
02/19/2025	POOL	88295	1127	STATE OF MICHIGAN	WAYNE ROAD SIDEWALK PROJECT	11,027.18
02/19/2025	POOL	88296	1127	STATE OF MICHIGAN	DISBURSE 2024 C.T FOR JAN 16-31, 2025	40.37
02/19/2025	POOL	88297	1127	STATE OF MICHIGAN	DISBURSE 2024 C.T FOR JAN 16-31, 2025	92,541.89
02/19/2025	POOL	88298	0503	STERICYCLE, INC.	24/25 BLANKET STERICYCLE SHARPS PICK UP	22.22
02/19/2025	POOL	88299	4034	SUPERIOR MEDICAL WASTE DISPOSAL	MEDICAL WASTE DISPOSAL CONTRACT FY 24/25	180.00
02/19/2025	POOL	88300	3057	THE ACCUMED GROUP	C-1659 JAN 2025 EMS/FIRE SERVICES	2,538.42
02/19/2025	POOL	88301	4450	TIMECLOCK PLUS LLC	SCHEDULE ANYWHERE EMPLOYEE LICENSE OVERA	36.00
02/19/2025	POOL	88302	MISC	TOEBE CONSTRUCTION	REF HYDRANT DEP#70408566	2,532.22
02/19/2025	POOL	88303	3593	TOSHIBA BUSINESS SOLUTIONS	MONTHLY COPY CHARGES FY 24/25	18.00
					MONTHLY COPY CHARGES FY 24/25	18.00
					MONTHLY COPY CHARGES FY 24/25	110.21
					MONTHLY COPY CHARGES FY 24/25	1,389.99
					MONTHLY COPY CHARGES FY 24/25	1,389.99
					MONTHLY COPY CHARGES FY 24/25	112.50
					MONTHLY COPY CHARGES FY 24/25	18.00
					MONTHLY COPY CHARGES FY 24/25	18.00
					MONTHLY COPY CHARGES FY 24/25	410.91
					MONTHLY COPY CHARGES FY 24/25	410.91
					MONTHLY COPY CHARGES FY 24/25	410.91
					MONTHLY COPY CHARGES FY 24/25	410.91
					MONTHLY COPY CHARGES FY 24/25	18.00
					MONTHLY COPY CHARGES FY 24/25	410.91
					MONTHLY COPY CHARGES FY 24/25	120.74
					MONTHLY COPY CHARGES FY 24/25	1,389.99
						6,657.97
02/19/2025	POOL	88304	3446	ULINE, INC.	PROPERTY AND EVIDENCE SUPPLIES	502.99
02/19/2025	POOL	88305	3368	VERIZON CONNECT FLEET USA LLC	24/25 INVERTED PO- NETWORKFLEET GSA HARD	621.40
02/19/2025	POOL	88306	0657	WAYNE COUNTY	10/24 PRISONERS HOUSING MAINTENANCE CHAR	1,610.00
					11/24 PRISONERS HOUSING MAINTENANCE CHAR	1,890.00
						3,500.00
02/19/2025	POOL	88307	0106	WAYNE COUNTY DEPT OF ENVIRONMENT	FY 2022 DRAIN ASSESSMENT	30,955.73
02/19/2025	POOL	88308	0885	WAYNE COUNTY LAND BANK	DISBURSE 2024 C.T. FOR JAN 16-31, 2025	440.13
02/19/2025	POOL	88309	0877	WAYNE COUNTY TREASURER'S ASSOC.	2025 MEMBERSHIP DUES JANUARY 1 THRU DECE	100.00
02/19/2025	POOL	88310	0065	WAYNE LAWN & GARDEN CENTER, INC.	24/25 BLANKET PO FOR MECH & GROUNDS - DP	339.51
02/19/2025	POOL	88311	0809	WEST METRO DOOR INC.	REPLACE FAULTY OPENER	2,220.00
					24/25 BLANKET PO - MISC MAINT & BLDG SUP	250.00
						2,470.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/19/2025	POOL	88312	0233	WESTLAND LOCK & KEY, INC.	24/25 BLANKET PO FOR BUILDING MAINT - DP	50.00
02/19/2025	POOL	88313	0651	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR RESIDENT DUMP PASS	430.00
					24/25 INVERTED PO FOR RESIDENT DUMP PASS	378.40
						808.40
02/19/2025	POOL	88314	2656	WOLVERINE FREIGHTLINER - WESTSIDE	24/25 BLANKET PO FOR MECHANICS PARTS	93.10
					24/25 BLANKET PO FOR MECHANICS PARTS	70.50
						163.60
02/19/2025	POOL	88315	0647	ZEP SALES & SERVICE	SEWER CLEANING	819.74
02/19/2025	POOL	88316	2945	ZONES, LLC	4 IDRAC8 PERPETUAL DIGITAL LICENSES FOR	1,080.00

POOL TOTALS:	
Total of 148 Checks:	588,007.16
Less 7 Void Checks:	280.00
Total of 141 Disbursements:	587,727.16

DTE	24-Nov	24-Dec	25-Jan
CITY HALL - 11111 Wayne	$3,076.28	$3,122.30	$3,225.35
COURT BUILDING - 11131 Wayne	$2,179.65	$2,212.25	$2,285.26
LIBRARY - 11121 Wayne	$965.98	$980.43	$1,012.78
New Court - 11129 Wayne	$4,169.23	$4,231.59	$4,371.24
Total for all municipal complex:	**$10,391.14**	**$10,546.57**	**$10,894.63**

City of Romulus

Communication

Council Meeting Held: **February 24, 2025**
Item No. 11

Councilperson Abdo: ______________________________

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Councilperson Barden: ______________________________

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Councilperson Crout: ______________________________

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Councilperson Jones: ______________________________

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Councilperson Roscoe: ______________________________

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Councilperson Talley: ______________________________

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Councilperson Wadsworth: ______________________________

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City of Romulus

Adjournment

Council Meeting Held: **February 24, 2025**

Item No. 12

General Description: ____

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Resolution No.______

Moved by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Seconded by:	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

Ayes:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Nays:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth
Abstain:	All	Abdo	Barden	Crout	Jones	Roscoe	Talley	Wadsworth

MOTION CARRIED UNANIMOUSLY

MOTION CARRIED

MOTION FAILED