CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
March 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. Public comments can also be emailed to publiccomment@romulusgov.com

Pledge of Allegiance

Roll Call

1. Agenda

A. Approval of Agenda

2. Minutes

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

B. Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, March 10, 2025, at 6:00 p.m. to discuss Demolition List 24-01; and, the Special Meeting - Executive Session held on Monday, March 10, 2025, at 6:45 p.m. to discuss an attorney opinion.

3. Petitioner

A. Petitioner: Constance Cox Petition: Special Event & Road Closure Request
Recommendation: To approve the Special Event for Sunday, June 1, 2025, from 9:00 a.m. to 5:00 p.m. and the closure of Goddard Road from Sterling St. to Shook Rd. with a 12-foot lane clearance for emergency vehicles.

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. Downtown Activities Street Closures

B. Amendment to Resolution 25-062

C. Brandt Street CDBG Funding Agreement for additional funds for the Brandt Road Project Contingencies

D. RFP 24/25-07 Merriman Smith Vining Wick Wickham Roads SAD Landscaping & Irrigation System - 2 Year Maintenance Contract

E. Piggyback on MiDeal Contract for the Purchase of one (1) Motorola/Avtec Dispatch Console

F. ITB 23/24-15 Upfitting for Police Utility Interceptors Re-Opening for Modification of Award

G. Piggyback on Omnia Partners Zones Contrac 01-152 for Microsoft Office 2024 Software

H. Professional Services Agreement - City of Romulus and Hennessey Engineers, Inc.

I. Piggyback on MiDeal Contract for the Purchase of one (1) 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck

J. ITB 24-25-09 Inkster & Ecorse Water Main Project

K. Piggyback on MiDeal Contract for the Purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes

L. Introduction of Budget Amendment 24/25-15

M. FYI - Wayne County Response Regarding Creekside Lane Taper Requirements on Pennsylvania

6. **Clerk's Report – Ellen L. Craig-Bragg, Clerk**
   - **A.** Second Reading and Final Adoption of Budget Amendment 24/25-14
   - **B.** Study Session Request for Monday, April 14, 2025, at 5:30 p.m. to discuss the Honorary Street Sign Dedication Policy.
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 #: 25-06 for checks presented in the amount of $1,271,143.94.
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: **March 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: **March 24, 2025**

Item No. A.
General Description: Approval of Minutes from the Regular Meeting held on Monday, March 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

March 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
Absent / Excused: Celeste Roscoe, William Wadsworth

Administrative Officials in Attendance:
Robert McCraight, Mayor
Ellen L. Craig-Bragg, Clerk
Stacy Paige, Treasurer
Administrative Staff in Attendance:
D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Stephen Hitchcock - City Attorney; Jennifer Madison - Asst. Technology Services Director; Roger Salwa - Police Captain

1. Agenda

A. Moved by **Tina Talley**, seconded by **Harry Crout** to approve the agenda as presented.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

2. Minutes

A. **Res. #25-059** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve the Minutes from the Regular Meeting held on Monday, February 24, 2025, at 7:30 p.m.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

B. **There were no special meetings held on Monday, February 24, 2025.**

3. Petitioner - None

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

Res. #25-060 Moved by **Harry Crout**, seconded by **Kathy Abdo** to adopt a memorial resolution for the family of Charles Sharrow.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

Res. #25-061 Moved by **Tina Talley**, seconded by **Kathy Abdo** to adopt a memorial resolution for the family of Gerald Wendland.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

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

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

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

A. **Res. #25-062** Moved by **Tina Talley**, seconded by **Harry Crout** to concur with the Administration and approve the appointment of Issam Fakhoury to the TIFA Board to fill the current vacancy with a term expire on March 10, 2029.

Roll Call Vote: Ayes - John Barden, Harry Crout, David Jones, Tina Talley
Nays - Kathy Abdo
Motion Carried.

B. **Res. #25-063** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and consent to piggyback on the MiDeal Contract #07B6600111 with Dell Marketing LP for the purchase of twenty-five (25) Dell computer workstations for a total cost of $23,611.63.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

C. **Res. #25-064** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and introduce Budget Amendment 24/25-14 for the trade-in of three (3) ICP tabulators for three (3) ICP2 Tabulators with a $3,000.00 discount and grant reimbursement of $12,000.00. Additionally, for the mailing out of ballots for the August Primary Election by the statutory deadline before the start of the new fiscal year.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
101-262 Elections				
Expense				
101-262-971.000	Capital Outlay	$-	$16,779.00	$16,779.00
101-262-728.000	Postage	$15,796.00	$10,000.00	$25,796.00
Fund Balance				
101-000-390.000	Fund Balance	$11,894,797.00	$(26,779.00)	$11,868,018.00

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

D. **Res. #25-065** Moved by **Tina Talley**, seconded by **Harry Crout** to concur with the Administration and authorize the Mayor and Clerk to enter into the Intergovernmental Agreement between the City of Romulus and Huron Township for animal control services through July 31, 2026.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

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

A. **Res. #25-066** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the recommendation of the Executive Advisory Committee and appoint Daniel Gadbois to the Romulus Board of Zoning Appeals, effective immediately, with a term to expire on June 30, 2028, in accordance with the Zoning Enabling Act 110 of 2006.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

B. **Res. #25-067** Moved by **Tina Talley**, seconded by **Harry Crout** to approve the Study Session Request from Treasurer Stacy Paige for Monday, March 24, 2025, at 6:45 p.m. to discuss the Quarterly Investment Report.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige thanked the Council for approving her study session request.

8. Public Comment

Clerk Bragg read a written/emailed public comment into the record.
Clerk Bragg also read a response from the City Attorney into the record.
A resident addressed the City Council regarding his disapproval of a Pilot Truck Stop and additional trucking in the City.

9. Unfinished Business

Mayor McCraight responded to statements made under public comment.

10. New Business - None

11. Warrant

A. **Res. #25-068** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #: 25-05 for checks presented in the amount of $1,652,649.88.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

12. Communication

Councilwoman Talley commented on a summer internship opportunity with Senator Camilleri for Romulus students. She also congratulated Reverend Arthur Willis on his pastoral anniversary. She further thanked the City Clerk and City Treasurer for all that they do for the City.
Councilwoman Abdo reminded residents of the Forgotten Harvest Program and thanked anyone who donates to the Rotary Food Box.
Mayor McCraight thanked the Council for being a great partner in moving the City forward.
Clerk Bragg thanked Councilwoman Talley for taking time out to understand the budget process and her contributions to the City.

13. Adjournment

Moved by **Kathy Abdo**, seconded by **Tina Talley** to adjourn the meeting at 8:20 p.m.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
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 March 10, 2025.

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

City of Romulus

Minutes

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

Item No. B.

General Description: Approval of the Minutes from the Special Meeting - Public Hearing held on Monday, March 10, 2025, at 6:00 p.m. to discuss Demolition List 24-01; and, the Special Meeting - Executive Session held on Monday, March 10, 2025, at 6:45 p.m. to discuss an attorney opinion.

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 – PUBLIC HEARING
March 10, 2025
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
Mayor Pro Tem John Barden called the meeting order at 6:00 p.m.

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

Administrative Officials in Attendance:
Robert McCraight, Mayor
Ellen L. Craig-Bragg, Clerk
Stacy Paige, Treasurer
Administrative Staff in Attendance:
D'Sjonaun Hockenhull - Deputy Clerk; Julie Wojtylko - Chief of Staff; Stephen Hitchcock - City Attorney; Jeff Kemp - Director of Building & Planning

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

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
Nays - None
Motion Carried Unanimously.

3. **Public Hearing Discussion: Demolition List 24-01**
Jeff Kemp, Director of Building and Planning, led the discussion. He presented a PowerPoint presentation on the twelve (12) properties on the demolition list. He reviewed each property (picture included), its current state, status of utility connections, and enforcement actions that led to their inclusion on the demolition list.

6577 Washington - Daughter of property owner has power of attorney and didn't know the property was in its current state. She states the property owner has dementia, and she saw the notice when she came to clean up the property. She requested additional time.

35875 Bibbins - Property owner explained that there were attempts to rehabilitate the property, but the contractor failed to pull permits and did no work. The family is currently trying to pursue legal action against the contract and requested more time.

11201 Middlebelt Road – Clerk Bragg read an email from attorneys representing the property owner and mortgage company into the record. They request a stay in the demolition while the matter is disputed in court.

11114 Whitehorn – Clerk Bragg read an email from Metro Realty Group who is in the process of listing the property. A request is made for additional time for potential developers to inspect the property for possible rehabilitation and purchase.

4. **Public Comment -** None

5. Moved by **Kathy Abdo**, seconded by **Tina Talley** to adjourn the Public Hearing at 6:36 p.m.

Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
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 March 10, 2025.

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

MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – EXECUTIVE SESSION
March 10, 2025
Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174
Mayor Pro Tem John Barden called the meeting to order at 6:46 p.m.

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

   Administrative Officials in Attendance:
   Robert McCraight, Mayor
   Ellen L. Craig-Bragg, Clerk
   Stacy Paige, Treasurer
   Administrative Staff in Attendance:
   Deputy Clerk; Chief of Staff; City Attorney; Library Director; Library Board Treasurer
2. Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept Special Meeting - Executive Session Agenda as presented.

   Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
   Nays - None
   Motion Carried Unanimously.
3. Moved by **Kathy Abdo**, seconded by **Harry Crout** to convene into Closed Session to discuss an attorney's opinion.

   Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
   Nays - None
   Motion Carried Unanimously.

4. **Discussion: Attorney Opinion**
   NO BUSINESS WAS CONDUCTED DURING CLOSED SESSION.
5. **Clerk's review closed session minutes, City Clerk**

6. Reconvened into Open Session by roll-call vote.
7. **Public Comment -** None
8. Moved by **Kathy Abdo**, seconded by **Harry Crout** to adjourn Special Meeting - Executive Session at 7:29 p.m.

   Roll Call Vote: Ayes - Kathy Abdo, John Barden, Harry Crout, David Jones, Tina Talley
   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 – Executive Session of the Romulus City Council held on March 10, 2025

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

City of Romulus

Petitioner

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

Item No. A.

General Description: Petitioner: Constance Cox Petition: Special Event & Road Closure Request

Recommendation: To approve the Special Event for Sunday, June 1, 2025, from 9:00 a.m. to 5:00 p.m. and the closure of Goddard Road from Sterling St. to Shook Rd. with a 12-foot lane clearance for emergency vehicles.

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

OFFICE OF THE CITY CLERK

MEMORANDUM

To: **Honorable City Council**

From: **Ellen L. Craig-Bragg, City Clerk**

Cc: **D'Sjonaun Hockenhull, Deputy City Clerk**
Nicole Harris, Police Captain
Ken Chapman, Fire Chief
Roberto Scappaticci, Director of Public Works
Jerry Frayer, DDA Director

Re: **Special Event & Road Closure Request**

BACKGROUND

On March 10, 2025, petitioner Constance Cox filed a request to hold a special event in downtown Romulus on June 1st and the closure of Goddard Road in conjunction with the Event.

The petitioner has received the signatures of all property owners occupying space within the requested closure including CVS.

DEPARTMENT RESPONSE

Public Safety (Police and Fire)

- No objection to the proposed closure as long as there is a plan in place for entry by emergency vehicles. The Fire Department request a 12ft clearance for emergency vehicles.

Public Services (DPW)

- No objection to the proposed street closure.

Economic Development (DDA)

- No objection to the proposed street closure.

CONCLUSION

The recommendation is to approve the special event for Sunday, June 1, 2025, from 9am – 5pm and the closure of Goddard Road between Sterling St. and Shook Road with a 12 ft lane clearance for emergency vehicles.

City of Romulus
Administrative Offices
11111 Wayne Rd. Romulus MI 48174

CITY COUNCIL AGENDA REQUEST FORM

Today's Date: 3/10/2025 Proposed Agenda Date: 3/24/25

Name of person(s) proposing item: Constance Cox
Please Print

Title: SPECIAL event + ROAD Closure

Name of Business / Organization (if applicable) _____

Address: 27696 New CASTLE Rom MI 48174

Contact Number: 313 617 9693 Email Address: C071170@ad.com

Item request is for:
○ Information Only ⊗ Action Item ○ Discussion/Action ○ Report ○ Other

Brief description /summary of the agenda item (as you would like it to appear on the agenda): to get APPROVAL for special event AND Closure of goddard between Sterling + Shook

Does the subject concern a City Department? If so, please include name of department: DDA & DPW

Does the subject concern a City Ordinance? If so, please include the Ordinance name or number. _____

Have you addressed your issue(s) with city/administrative staff? ☐ Yes ☒ No

Desired Outcome: to get APPROVAL for special event

This request must be submitted to the City Clerk no later than the Wednesday prior to the City Council meeting. Council meetings are held on the 1st, 2nd and 4th Mondays at 7:30pm. Items submitted after this deadline, will be scheduled for the following City Council meeting.

Constance Cox
Signature of person submitting agenda item

3/10/2025
Date

cc: Mayor
Mayor Pro Tem
Chief of Staff

SPECIAL EVENT APPLICATION

TEMPORARY USE PERMIT REQUIRED BY CITY CODE OF ORDINANCE

PLEASE CONTACT CLERK'S OFFICE FOR CHARGES PERTAINING TO YOUR EVENT

Please include the following with this application:

- ✔ Copy of State of Michigan License or Permit (If applicable)
- ✔ Copy of Driver's Licenses

OWNER/ASSOCIATED NAMES/CONTACT PERSONS

Name of Business: Constance Cox

Corporation /Other Name:

Business Address: 27696 New Castle St Rom 48174 Suite:

Business Phone: 313 617-9693 Business Fax:

Business E-mail: C071170@aol.com

Business Website:

STATE LICENSES / PERMITS REQUIRED FOR YOUR (IF APPLICABLE, MUST PROVIDE COPY)

Are you required to have a State of Michigan License or Permit for this type of business? ____YES ____NO If yes, please describe:

Type of Permit/license:_____

Permit/Lic #:_____ Date Issued_____ Date Expires_____

AFFIDAVIT AND SIGNATURE

(All Owners/Applicants listed must sign this Application)

I (We) Constance Cox am the OWNER/AGENT of said business making application for this Business Registration Certificate and/or am otherwise an authorized representative of said business. I (We) authorize the verification of the information provided on this application. I (We) am a citizen of the United States of America and otherwise authorized to do business under the laws of the state of Michigan and the United States of America. I (We) depose and state that all of the information provided in the foregoing application is true to the best of my knowledge, information, and belief.

1. **Signature of applicant:** Constance Cox **Date:** 3/10/2025
2. **Signature of applicant:** **Date:**

NOTARY ACKNOWLEDGEMENT

STATE OF: Michigan COUNTY OF: Wayne

On this 10th day of March 2025 before me personally appeared constance cox who being duly sworn, deposes and says that the statements and answers contained therein are true.

1-14-28
My Commission Expires

Notary Public, Wayne County, Michigan

SEAN MULLINS
Notary Public, State of Michigan
County of Wayne
My Commission Expires Jan. 14, 2028
Acting in the County of Wayne

Assessor Use Only
Number of Properties Affected:
Number of Signatures Required:

BLOCK PARTY PETITION

We, the undersigned of the 36567 (Number) block(s) of Goddard (Street) between Sterling (Street) and Shook (Street) request the closing of our street in the City of Romulus on June 1st (Date) from 9:00 am/pm (Time) to 5:00 am/pm. (Time)

ADDRESS	MUST PRINT NAME	SIGNATURE
36567 Goddard	Jillian Camillori	[signature] manager
36547 Goddard	Craig Greca	[signature] owner
36542 Goddard	Brian Bush	[signature]

SIGNATURE OF CIRCULATOR: [signature]

ADDRESS: 27696 Newcastle PHONE NUMBER: [redacted]

EMAIL: [redacted]

(Please use back of this form for additional signatures.)

Completed petition must be submitted with copy of application and flyer to the Office of the Clerk by the Monday the week prior to the next scheduled City Council Meeting.

OFFICE USE ONLY

Rec'don: _____ Approved

Assessor verified on: _____ Y___ N___

Sent to RPD: _____ Y___ N___

Sent to RFD: _____ Y___ N___

Sent to DPW: _____ Y___ N___

DOWNTOWN ROMULUS

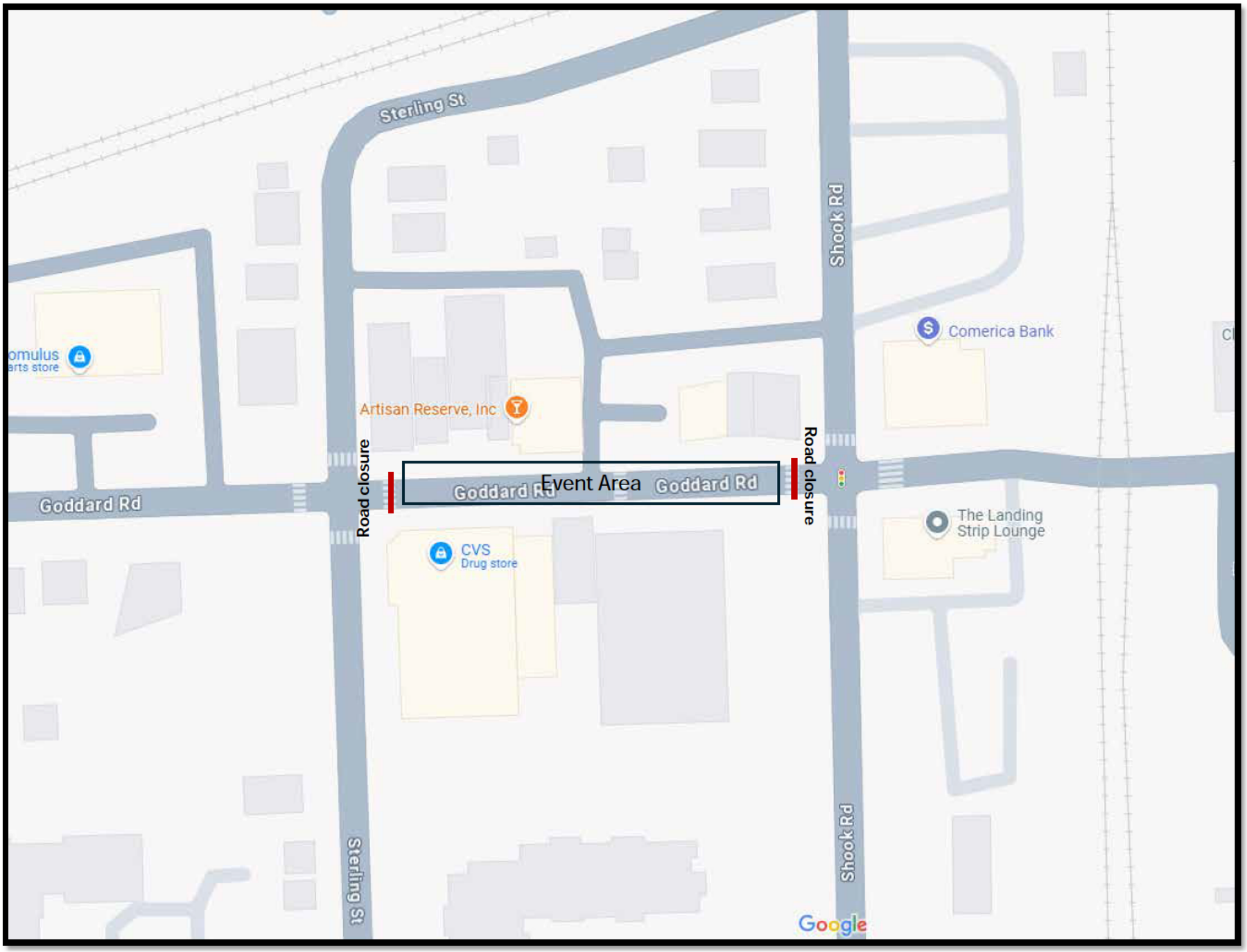
CRAFT/VENDOR SHOW

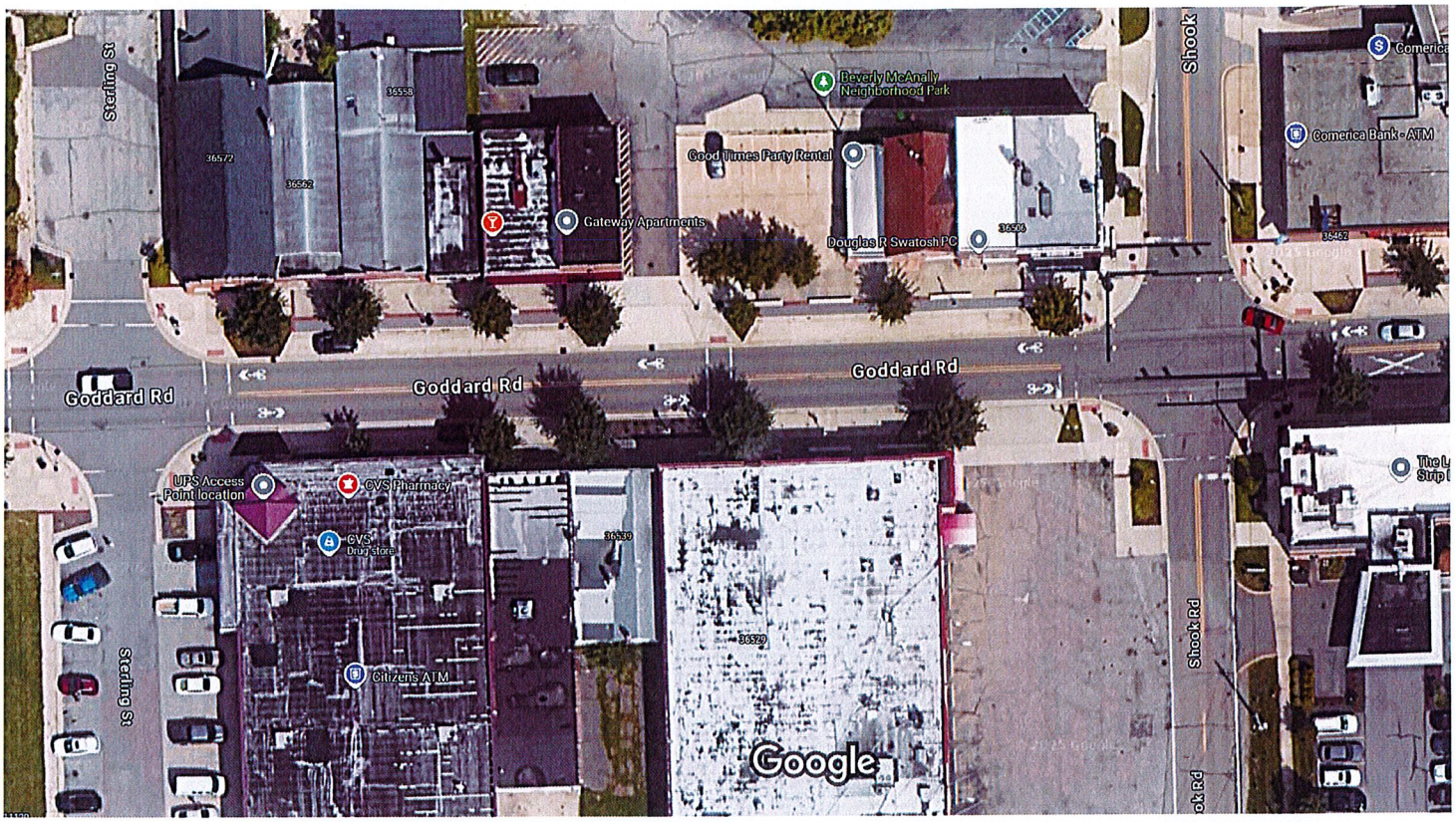
SUNDAY, JUNE 1ST
11AM - 4PM

PRESENTED BY
CONNIE COX &
LOCAL BUSINESSES

LOCAL CRAFTERS &
VENDORS
LOCAL FOOD VENDORS

GODDARD RD
BETWEEN SHOOK &
STERLING
PLENTY OF FREE
PARKING AVAILABLE


Sterling St
Shook Rd
Comerica Bank
omulus
arts store
Artisan Reserve, Inc
Road closure
Event Area
Goddard Rd
Goddard Rd
Goddard Rd
Road closure
The Landing
Strip Lounge
CVS
Drug store
Sterling St
Shook Rd
Google



Imagery ©2025 Airbus, Map data ©2025 20 ft

City of Romulus

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

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

Item No. A.
General Description: Downtown Activities Street Closures

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: Downtown Activities Street Closures

DATE: March 18, 2025

I concur with the recommendation of Jerry Frayer, DDA Director and respectfully request that City Council authorize a no fee permit for the *Summer Music* programs and activities in R-District along with the closure of Hunt Street from Bibbins to the Post Office entrance from 6:00 pm to 10 pm, on Friday, June 13th, July 11th and August 8th, 2025.

Further, I am requesting authorization for the following road closures for the After Sounds in R-District events planned for Eagle Alley on Friday, June 13, 2025, July 11, 2025 and Friday, August 8, 2025 as follows: Goddard Road between Shook Road and Sterling Street beginning at 9:00 p.m. and ending at 12:00 a.m. (June 14th, July 11th, and August 9th) to ensure the safety of all participants.

Two motions are required:

Motion by _____ supported by _____ to concur with the administration and authorize a no fee permit for the *Summer Music* programs and activities in R-District along with the closure of Hunt Street from Bibbins to the Post Office entrance from 6:00 pm to 10 pm, on Friday, June 13th, July 11th and August 8th, 2025.

Motion by _____ supported by _____ to concur with the administration and authorize the following road closures for the After Sounds in R-District events planned for Eagle Alley on Friday, June 13, 2025, July 11, 2025 and Friday, August 8, 2025 as follows: Goddard Road between Shook Road and Sterling Street beginning at 9:00 p.m. and ending at 12:00 a.m. (June 14th, July 11th, and August 9th) to ensure the safety of all participants.

Memo

To: Mayor Robert A. McCraight and Honorable City Council

From: Jerry Frayer, Downtown Development Authority Director

Subject: Downtown Activities and Street Closures

Date: March 14th, 2025

I am respectfully requesting that the Council authorize a no-fee permit for the following downtown activities on the day of Friday, June 13th, July 11th, and August 8th, 2025.

The closure of Hunt Street begins at Bibbins Street, ending at the entrance of the Post Office on Hunt Street beginning at 6:00 p.m. on Friday June 13th, July 11th, and August 8t, 2025,5 and re-opening at 10:00 p.m. Friday, June 13th, July 11th, and August 8th, 2025, for the Sounds in R-District.

After Sounds in R-District, I request the closure of Goddard Road beginning at Shook Road ending at Sterling Street beginning at 9:00 p.m. on Friday June 13th July 11th and August 8th, 2025, and re-opening at 12:00 a.m. Saturday, June 14th July 12th and August 9th, 2025, for the after-party events planned for Eagle Alley activities.

I will be available at the council meeting for questions.

Sounds in "®-District"

Sponsored by the Romulus Downtown Development Authority in DOWNTOWN

A Free Music Series

"Louie Lee"

June 13, 2025

Romulus Alumni Night
Wear your Maroon and White!

Country Hop & Roll

Your Generation

July 11, 2025

Tribute Band

"Larry Lee Back in the Day"

August 8, 2025

Funk, R&B, Motown

Romulus Historical Park

11120 Hunt Street, Romulus, MI 48174

7:00 - 9:30 p.m.

Concerts will be held rain or shine (except in the case of lightning.)

Questions? Contact the Romulus DDA at (734) 955-4531,

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. B.
General Description: Amendment to Resolution 25-062

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

INTER-OFFICE MEMORANDUM

DATE: Thursday, March 13, 2025

TO: Mayor Robert A. McCraight

FROM: Kevin Krause, TIFA Director

SUBJECT: **Amendment to Resolution 25-062**

The Tax Increment Finance Authority (TIFA) shall consist of not less than (11) members appointed by the Mayor and approved by City Council. The Authority meets on the second Wednesday of each month at 11:30 a.m. in the City Council Chambers.

On March 10, 2025, City Council approved the appointment of Issam Fakhoury to the TIFA board with a term to expire on March 10, 2029 (Resolution 25-062). Mr. Fakhoury is replacing the seat previously held by Don Morris whose term expires on November 30, 2027, not March 10, 2029. Therefore, I request your concurrence for the City Council to amend Resolution No. 25-062 for the appointment of Issam Fakhoury to the TIFA Board with a term to expire on **11/30/2027.**

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

Thank you,

CITY OF ROMULUS

RESOLUTION 25-062

At the Regular Meeting of the Romulus City Council of Romulus, Michigan, held on **Monday, March 10, 2025**, the following resolution was offered by Councilwoman **Tina Talley** and seconded by Councilman **Harry Crout**

> ***To concur with the Administration and approve the appointment of Issam Fakhoury the TIFA Board to fill the current vacancy with a term to expire on March 10, 2029.***

Roll Call Vote:
Ayes – ***Abdo, Barden, Crout, Jones, Talley***
Nays – ***None***
Absent/Excused – ***Roscoe, Wadsworth***
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan, certify the foregoing to be a true copy of a resolution duly adopted by the Romulus City Council at a Regular Meeting held on the 10th day of March 2025.

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

CITY OF ROMULUS

RESOLUTION 25-062

At the Regular Meeting of the Romulus City Council of Romulus, Michigan, held on **Monday, March 10, 2025**, the following resolution was offered by Councilwoman **Tina Talley** and seconded by Councilman **Harry Crout**

> ***To concur with the Administration and approve the appointment of Issam Fakhoury the TIFA Board to fill the current vacancy with a term to expire on March 10, 2029.***

Roll Call Vote:
Ayes – ***Abdo, Barden, Crout, Jones, Talley***
Nays – ***None***
Absent/Excused – ***Roscoe, Wadsworth***
Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan, certify the foregoing to be a true copy of a resolution duly adopted by the Romulus City Council at a Regular Meeting held on the 10th day of March 2025.

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

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. C.

General Description: Brandt Street CDBG Funding Agreement for additional funds for the Brandt Road Project Contingencies

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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: Brandt Street CDBG Funding Agreement for additional funds for the Brandt Road Project contingencies

DATE: March 4, 2025

I concur with the recommendation of Maria Lambert, Director of Resident Services/CDBG Director and legal counsel, and respectfully request City Council's approval of the attached Sub-recipient Community Block Grant (CDBG) agreement between the Charter County of Wayne and the City of Romulus for additional funds for the Brandt Road Project contingencies reimbursable to the City of Romulus in the amount of $17,453.00.

Motion by_____, supported by _____, to concur with the administration and approve the attached Sub-recipient Community Block Grant agreement between the Charter County of Wayne and the City of Romulus for additional funds for the Brandt Road Project contingencies reimbursable to the City of Romulus in the amount of $17,453.00.

City of Romulus

Memo

To: Mayor Robert McCraight, Clerk Ellen Craig-Bragg and City Council

From: Maria Lambert, Director of Resident Services/CDBG Director

Subject: Wayne County Sub-recipient Agreement for HUD Community Development Block Grant (CDBG) program with Wayne County for ***additional funds for the Brandt Road Project contingencies.***

Date: March 3, 2025

The 2022-23 Brandt Road reconstruction had an additional $17,453 in contingency costs. Although a draw for these funds was sent in August of 2023, Wayne County is requiring a new contract for these funds before they will reimburse the City of Romulus.

I will be available for questions, or I may be reached before the meeting at (734) 955-4533.

SUBRECIPIENT AGREEMENT FOR

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

BETWEEN THE

CHARTER COUNTY OF WAYNE

AND

CITY OF ROMULUS

Brandt Rd. Contingency
2022-23

Term July 1, 2022 through June 30, 2025

Catalog of Federal Domestic Assistance (CFDA)
14.218 Community Development Block Grants/Entitlement Grants

THIS SUBRECIPIENT AGREEMENT ("the " Agreement") is made effective as of the 1st day of July, 2022, by and between the Charter County of Wayne, acting through the Community Development Department a Division of the Economic Development Department whose address is the Guardian Building, 500 Griswold, Detroit, Michigan 48226 (hereinafter referred to as the "Recipient or County") and the **City of Romulus, whose address is 11111 Wayne Road, Romulus, MI , 48174 (the "Subrecipient").**

Mutual Understandings

A. Wayne County has entered into an agreement with the U.S. Department of Housing and Urban Development ("**HUD**") to be the recipient of Community Development Block Grant ("**CDBG**") Funds as an "Urban County" pursuant to the Housing and Community Development Act of 1974, as amended (the **"Act**"), Wayne County will receive these Funds to effect the purposes of its CDBG Program, pursuant to which it will make grants to eligible subrecipients to engage in community development activities.

B. The Subrecipient has applied to the Recipient for a grant pursuant to the CDBG Program to provide financing for specific activities outlined in an application submitted to the Recipient for the HUD Program Year 2022 starting July 1, 2022 ("Program Year").

C. The Subrecipient may apply to the Recipient for additional grant Funds pursuant to the CDBG Program that are approved by the Wayne County Community Development Division for specific CDBG-eligible activities as Funds are available.

D. Both the Subrecipient and the Recipient (**"Parties**") by entering into this Agreement are bound in accordance with 24 CFR Part 570.503,

E. The Work to be performed under this Agreement must be completed within twenty-four (24) months of July 1 of the respective HUD Program Year unless otherwise extended through the Recipient's administrative review process.

F. The Parties are entering into this Agreement to memorialize the terms and conditions under which the grant will be made and administered.

G. The exhibits attached to this Agreement are hereby incorporated in and made a part of this Agreement.

Section 1

Definitions

In addition to the words and terms elsewhere defined in this Agreement and the exhibits hereto, the following words and terms as used in this Agreement shall have the following meanings for the purposes of this Agreement unless the context or use indicates another or different meaning or intent. Furthermore, any definition that conflicts with a definition as provided for in any laws, rules, and regulations applicable to Community Development Block Grants and a specific context shall supersede the definition or portion of the definition that conflicts below:

1.01 "**Agreement**" means this document in its final form, including all exhibits, as executed by the County and Subrecipient.

1.02 **"CDBG**" means Community Development Block Grant pursuant to the Housing and Community Development Act of 1974, as amended.

1.03. "**CDBG Funds**" means Community Development Block Grant Funds made available to the County pursuant to the Housing and Community Development Act of 1974, as amended for the purpose of dispensing these Funds for eligible CDBG Activities under this Agreement. **The CDBG Funds contemplated for this Agreement are $17,435.00 (Seventeen Thousand Four Hundred and Thirty Five Dollars).**

1.04. **"City**" means the following:

(i) Any unit of general local government located in Wayne County that is classified as a municipality by the Unites States Bureau of the Census, or

(ii) Any other unit of general local government located in Wayne County that is a town or township.

1.05. **"Closing** or **Closing Date**" shall mean the date and time, which shall be mutually agreed upon by the Subrecipient and the County, at which the Subrecipient shall execute this Agreement and any other documents deemed necessary by the County in connection with this transaction and Project.

1.06. "**Contractor"** shall mean an entity or person paid with CDBG Funds in return for a specific service (e.g., construction, program management). Contractors must be selected through a competitive procurement process by the Subrecipient unless otherwise noted in this Agreement.

1.07. "**Counsel"** shall mean a person admitted to practice law in the State of Michigan and who may be the legal advisor for the County or the Subrecipient.

1.08. **"LMA"** shall mean low and moderate income area benefiting all residents of a primarily residential area in which at least 51% of the residents have incomes at or below 80% of area income.

1.09. **"LMI"** shall mean low and moderate income.

1.10. **"LMH"** shall mean low and moderate housing activities that will be occupied by a household whose income is at or below 80% of area median income.

1.11. **"LMC"** shall mean low and moderate limited clientele activities whose income is at or below 80% of area median income.

1.12 **"LMJ"** shall mean low and moderate job creation and retention LMI benefit national objective addresses activities designed to create or retain permanent jobs, at least 51 percent of which will be made available to or held by LMI persons.

1.13. **"Program Income"** means revenue (i.e., gross income) received by a state, unit of general local government, or Subrecipient that is directly generated from the use of CDBG Funds.

1.14. **"Program Manager"** means the Wayne County staff person currently managing the Wayne County CDBG program.

1.15. **"Recipient"** or **"County"** shall mean the County of Wayne, Michigan.

1.16 **"Records"** shall mean all records, data, notes, reports, discs, and documents in whatever format related to this Agreement and the Work under this Agreement and as further defined in Section 5 of this Agreement.

1.17. **"Regulations"** shall mean the regulations relating to the CDBG Program promulgated by HUD.

1.18. **"Rehabilitation"** shall mean any rehabilitation of residential property to the extent necessary to comply with applicable laws, codes, and other requirements relating to housing safety, quality and habitability, in order to sell, or redevelop such homes and properties. Rehabilitation may include improvements to increase the energy efficiency or conservation of such homes and properties or provide a renewable energy source for such homes and properties.

1.19. **"Subrecipient"** shall mean the **City of Romulus**, a unit of local government or municipality that the County has awarded CDBG Funds to perform eligible activities under the CDBG Program.

Section 2

Statement of Purpose and Eligible Activities of the Housing and Community Development Act

2.01 CDBG Objective

The primary objective of Title I of the Housing and Community Development Act of 1974, as amended, and of the community development program of each grantee, is the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. By executing this Agreement the Subrecipient agrees with the Recipient to provide housing and community development activities in accordance with the objectives of the Act.

2.02 Compliance With CDBG Eligible Activity Requirements

The Subrecipient will be responsible for administering the CDBG Program in a manner satisfactory to the County and consistent with any standards as a condition of providing these Funds. The following is a list of eligible activities for CDBG under this Agreement:

Public services. Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, childcare, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under § 570.207(b)(4)), homebuyer down payment assistance, or recreational needs. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State

in which it is located) in the 12 calendar months before the submission of the action plan;

2.03 National Objectives.

Each eligible activity funded with CDBG Funds must meet one of the three national objectives:

1. Benefits low and moderate income persons

a. (LMA) Area Benefit -- activity provides benefit to area where at least 51% of residents receive low- to moderate-incomes:

1) Area is primarily residential and activity meets LMI needs.
2) Income levels are documented by Census or an approved substitute.
3) Exceptions apply under special circumstances.

b. (LMC) Limited Clientele -- activity benefits a limited number of persons who are at least 51% (LMI) Low and Moderate Income:

1) Persons are presumed to be LMI (abused children, elderly, homeless).
2) Assistance is for LMI persons owning or developing microenterprises.
3) Activity is a job training or placement activity. (Conditions do apply.)

c. (LMH) Housing -- activity provides or improves residential structures to be occupied by LMI persons:

1) At least 51% of units must be occupied by LMI.
2) Exceptions to the 51% rule are possible under limited circumstances.

d. (LMJ) Jobs -- activity creates or retains jobs:

1) At least 51% of the jobs must be held by or available to LMI persons.

2. Aids in the prevention or elimination of slums or blight

The area in which the activity occurs must be designated as slum or blighted. The following tests apply:

a. The delineated area in which the activity occurs must meet a definition of a slum, blighted, deteriorated or deteriorating area under state or local law;

b. The area must also meet either one of the two conditions specified below:
   1) At least 25 percent of the properties throughout the area exhibit the following:
      i. Physical deterioration of buildings/improvements;
      ii. Abandonment of properties;
      iii. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;
      iv. Significant declines in property values or abnormally low property values relative to other areas in the community; or
      v. Known or suspected environmental contamination. •
   2) Public improvements throughout the area are in a general state of deterioration. |

c. Documentation must be maintained by the State on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications

3. Meets a need having a particular urgency (referred to as urgent need).

1) Conditions are a serious and immediate threat to health and welfare and are of recent origin
2) It cannot fund activity on its own as other sources of money are unavailable.

Section 3

Statement of Work/Budget, Payment Guidelines, and Due Diligence Requirements

3.01 Description of Work and Deadlines

The term of this Agreement is July 1, 2022 to June 30, 2025. The work to be performed for the eligible CDBG activities under this Agreement is set forth in the attached Appendix A ("Work") and shall, at the election of Recipient, also conform to any submittals (i.e. RFPs or applications) by Subrecipient to Recipient in the process of receiving the CDBG Funds.

Any Work shall be completed on or before Thirty-four (34) months from July 1 of the respective HUD Program Year unless otherwise extended through Recipient's approved modification process. The Subrecipient agrees that this deadline may be unilaterally shortened by the Recipient, at the Recipient's sole discretion, if a more expeditious schedule is required for the Recipient to comply with any HUD regulations, including, but not limited to, 24 CFR 570.902.

3.02 CDBG Activity Description

The description of each CDBG activity shall be in sufficient detail as to provide a sound basis for the Recipient to effectively monitor performance under this Agreement. Such description will, at minimum, allow for a clear understanding of the need and benefit of the activity and the proposed eligible activity and National Objective. Recipient may ask for a written clarification of the work and CDBG activity at any time during this Agreement before making a payment under this Agreement. If such clarification does not reasonably indicate compliance with CDBG standards, Recipient will not be required to release any payment until a sufficient clarification is provided. The Subrecipient shall submit to the Recipient a budget covering the costs for the CDBG eligible activities.

3.03 Transfer or Reallocation

During the term of this Agreement, Subrecipient may transfer or reallocate the budget covering costs between different eligible activities that were originally set up in the application. However, if an activity was not set up in the original application, then Subrecipient must follow the rules for public hearings to add such new activity. All transfers of eligible activities are limited to transfer within the CDBG Program only and with consent from the County.

3.04 Payment Restrictions

It is expressly agreed and understood that the total amount to be paid by the Recipient under this Agreement shall not exceed the CDBG Funds amount **actually awarded and received by Recipient** for this Agreement as specifically noted in Section 1 (Definitions) of this

Agreement. It is also expressly agreed and understood that all amounts allocated hereunder to the Subrecipient by the Recipient shall be on a reimbursement basis for monies already spent by the Subrecipient or its contractors on approved (or pre-approved in writing if required by 2 CFR 200.407) eligible activities for projects meeting National Objectives. Subrecipient shall have no claim for detrimental reliance or otherwise for expenses it incurs for ineligible activities or projects not meeting National Objectives as interpreted by HUD or for claims for funds that have not been actually awarded to Recipient. All requests for payment reimbursements shall be submitted on a monthly basis with all the required documentations and certifications of the Subrecipient's financial management system in accordance with the standards specified in OMB Circular A-85. All incomplete payment requests will not be processed and will be returned to the Subrecipient to complete.

3.05 Payment Disputes

In the event that there is a disagreement over the eligibility of a payment by Recipient to Subrecipient of CDBG Funds under this Agreement, Recipient will not be required to make any such payment until a clear written ruling by HUD has been obtained. If the payment has already been made and the funds are still in the possession of Subrecipient or its agents, the funds will be returned to Recipient immediately until a written ruling by HUD has been obtained. Recipient may waive this requirement in writing or require another reasonable alternative such as escrow if it deems it in the best interest of the Recipient. In any event, Subrecipient must repay Recipient for any payment made by Recipient to Subrecipient subsequently disallowed by HUD. Such repayment will be with interest and administrative fees if HUD has demanded repayment and Recipient has already paid HUD.

3.06 Timely Execution of Agreement Required

The CDBG Funds are subject to strict timelines for eligible expenditure or they are subject to recapture. Accordingly, strict adherence to deadlines is required to avoid such recapture and penalties. Subrecipients must return properly authorized and executed copies of this Agreement, with any accompanying resolutions required for proper authorization, within 30 days of receipt of the Agreement. Recipient will have the right to re-assign the CDBG

Funds allocated to Subrecipient if Subrecipient does not comply with the provisions of this sub-section and Subrecipient will have no claim against Recipient.

3.07 Due Diligence Requirements

Recipient may require Subrecipient to provide certain documents and documentation to ensure that the work is in compliance with CDBG Requirements and this Agreement. Subrecipient must provide such documentation in a reasonable and timely manner. Recipient may condition any payment under this Agreement on the provision of such documentation. All such requests will be made in writing by the Subrecipient.

Section 4

Contractors

4.01 Using Contractors

Subrecipient may only use a contractor for work performed with CDBG Funds in compliance with all applicable laws, rules, and regulations governing contractors for CDBG projects. Any request for reimbursement for a non-conforming use of contractors will be denied and may also require recoupment by Subrecipient of any compensation of the contractor in violation of any laws, rules, or regulations.

4.02 Contractor Procurement

Contractors must be procured competitively according to Federal Office of Management and Budget (OMB) rules, **24 CFR 85.36, and 2 CFR 200.320**. If the Subrecipient is acquiring goods and services, such as professional consulting, environmental review or planning, totaling no more than **$100,000** then small purchase procurement (24 CFR 85.36(d)(1) and 84.44(e)(2)) can be used which allows Subrecipient to obtain quotes from potential vendors with a detailed description of the goods or services needed without publishing a formal request for proposals or invitation for bids. This method cannot be used if the amount of contract exceeds $100,000 in value. In general, the small purchases

procedures also should not be used to acquire construction Contractors. It is recommended that these acquisitions occur under the sealed bid approach.

4.03 Agreements with Contractors

Subrecipients must enter into written agreements with Contractors.

In order to meet HUD and County CDBG Program requirements, agreements with Contractors must address the following:

1. Scope of services to be provided, consistent with this Agreement.
2. Identification of intended beneficiaries, if applicable.
3. Schedule for work completion.
4. Budget and payment schedule.
5. Provisions for termination for nonperformance or poor performance.
6. Other provisions required regarding:
   a. Equal opportunity
   b. Nondiscrimination
   c. Labor standards
   d. Anti-lobbying
   e. Conflict of interest
7. Provisions for maintenance of workers' compensation insurance.
8. Provisions for maintenance of unemployment, disability and liability insurance as required.
9. Provisions for records retention (min. 4 yrs. from submittal of final expenditure report or conclusion of any audit or litigation).
10. Provision permitting monitoring/auditing by County and Subrecipient.
11. Provision requiring Contractor to abide by the covenants of this Agreement.
12. Provisions requiring appropriate bonds where required or reasonable.

4.04 Limitation on Term of Contractor Agreements

In compliance with federal procurement rules, the term of and agreements between Subrecipient and Contractors may not exceed three years.

Section 5

Records and Reports

5.01 Records Requirements

The Subrecipient shall comply with 24 CFR Part 570.506 and maintain full and complete books, ledgers, journals, accounts, or records wherein are kept all entries reflecting its operation pursuant to this Agreement. The records shall be kept in accordance with generally accepted accounting principles and practices and according to the provisions of the 2 CFR 200 and the provisions of 24 CFR Part 85, as modified by 24 CFR 570.502(a). The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

A. Records providing a full description of each activity undertaken;
B. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
C. Records required to determine the eligibility of activities;
D. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance.
E. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
F. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
G. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

5.02 Retention of Records

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of three (3) years. The retention period begins on the date of the submission of the Recipient's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is

litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the three-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three-year period, whichever occurs later.

5.03 Recipient Right to Examine and Audit

The Recipient, including the Legislative Auditor General, shall have the right to examine and audit all books, records, documents and other supporting data of the Subrecipient, or any consultants or agents rendering services under this Agreement, whether directly or indirectly, which will permit adequate evaluation of the services, the cost, or pricing data submitted by the Subrecipient. The Subrecipient shall include a similar covenant allowing for Recipient audit in any contract it has with a Contractor, consultant or agent whose services will be charged directly or indirectly to the Recipient. This right to audit shall include, but shall not be limited to, the Recipient's right to request, and to be supplied in a timely manner, copies of any and all such books, documents, records and other supporting data. The Recipient may delay payment to the Subrecipient pending the receipt of such records and the results of any related audit without penalty or interest.

5.04 Activity Description Records

The records shall contain a full description of each activity assisted or being assisted with CDBG Funds. This description shall include its location and the amount of CDBG Funds budgeted and expended for the activity; and whether (i) the activity assists persons who qualify as Low-to-Moderate-Income persons; (ii) will aid in the prevention or elimination of blight or slums; (iii) or is designed to alleviate conditions which pose a serious and immediate threat to the health or welfare of the community.

5.05 Program Related Reports

The Subrecipient shall prepare in a timely manner and submit, to the Recipient, all program-related reports required by the Wayne County CDBG Manual. These reports

include, but are not limited to, a year-end report and the Program Income report described in Section 6 below.

Section 6
Program Income

6.01 Treatment of Program Income

Program Income (as defined at 24 CFR 570.500(a) and as further clarified in 2 CFR 200.80 if applicable) generated by activities carried out with CDBG Funds made available under this Agreement may be retained by the Subrecipient upon written permission of Recipient via its authorized director of CDBG Programs if the income is treated as additional CDBG Funds subject to all applicable requirements governing the use of CDBG Funds, the Recipient's Procedures for Reporting Program Income and Direct Benefit Activities. The Recipient's Procedures for Reporting Program Income and Direct Benefit Activities are subject to change with reasonable notice to the Subrecipient. The use of Program Income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. Subrecipient may only use such Program Income during the Agreement period and only for activities permitted under this Agreement and shall reduce requests for additional CDBG Funds by the amount of any such Program Income balance on hand.

6.02 Interest Bearing Account Requirement

Program Income in the form of repayments to, or interest earned on, a revolving fund shall be deposited into an interest-bearing account and any interest earned by such funds accumulating in this account must be remitted annually, at the end of each program year, to the Recipient.

6.03 Remittance Guidelines

Program Income cash balances or investments thereof in excess of one-twelfth of the CDBG Funds amount under this Agreement, except for those needed immediately, those in revolving loan Funds, those resulting from lump-sum draw-downs authorized under 24 CFR Part 570.513, and those invested or held as additional security for a Section 108 loan

guarantee, must be remitted to the Recipient annually, at the end of each program year. The amount to be remitted will be calculated based on the total Program Income balances (with the exceptions noted above) held by the Subrecipient and all of its subrecipients as of the last day of the Recipient's Program Year.

Section 7
Use of Real Property

7.01 Use Restrictions

Without properly authorized permission from the Recipient, the Subrecipient may not change the use of any real property acquired or improved with CDBG Funds in excess of $25,000 from the use for which the acquisition or improvement was made. Permission for an exception to this rule from Recipient will not be given unless the Subrecipient provides affected citizens with reasonable notice of any proposed change and the new use meets one of the objectives of the program earlier set forth and authorized under this Agreement. If such new use does not qualify under those objectives, the new use may be permitted, provided that the CDBG fund is reimbursed for the current fair market value of the property, less any portion of the value attributable to expenditure of non-CDBG Funds.

7.02 Security Requirement

In the event that the Subrecipient intends to perform an activity that involves real property, Wayne County may require a mortgage, note, or other instrument to secure the National Objective.

7.03 Requirement of Notice and Permission for Sale of Property

Subrecipient may not sell any property acquired with CDBG Funds without providing adequate advance written notice to Recipient and obtaining duly authorized written permission from Recipient for such a sale.

Section 8

Compliance with Federal Laws, Rules, and Regulations

8.01 General Compliance With Law and Specifically Federal Law

Subrecipient shall comply with all Regulations including 24 CFR Part 570.502 and the Uniform Administrative Requirements and shall carry out each activity in compliance with all Federal, State and local laws, rules, and regulations, including but not limited to the following:

A. Subrecipient will affirmatively further fair housing and shall comply with the letter and spirit of Title VIII of the Civil Rights Act of 1968, as amended.

B. Subrecipient shall insure that all contracts involving the employment of laborers and mechanics comply with the provisions of the Davis Bacon Act, the Contract Work Hours and Safety Standards Act, the Copeland Anti-Kickback Act, and the Fair Labor Standards Act.

C. Subrecipient shall comply with the National Environmental Policy Act of 1969, and its associated regulations and Executive Orders.

D. Subrecipient shall provide reasonable relocation assistance to any persons displaced as a result of any Work performed under this Agreement. All assistance must meet the requirements of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended.

E. Subrecipient will comply with the Single Audit Act of 1984 and 2 CFR 200.

F. Subrecipient will insure that no CDBG Funds will be expended for acquisition or construction purposes in an area that has been designated as having special flood hazards, unless the community in which the area is situated is participating in a National Flood Insurance Program.

G. Subrecipient shall not discriminate in the sale, leasing, financing, or the provision of brokerage services for housing, because of race, color, religion, sex, national origin or disability.

H. Subrecipient shall not exclude any person from participation in the program on the basis of race, color, national origin, sex, age, or disability.

I. Subrecipient shall not discriminate against any person on the basis of race, color, religion, sex, national origin or disability in all phases of construction during the performance of any federally-assisted construction contracts.

J. Subrecipient agrees that no lead paint shall be used in any residential structure constructed or rehabilitated with CDBG Funds.

K. Subrecipient agrees to all terms of Executive Order 12549 regarding suspension or debarment outlined through 24 CFR Part 570.609 and 24 CFR Part 24 and agrees to execute the Certification Regarding Debarment and Suspension in Appendix D. In addition, the Subrecipient agrees to require all contractors and subcontractors under this Agreement to execute the Certification Regarding Debarment and Suspension in **Appendix D.**

L. The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. [The Recipient may preempt the optional policies.] The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Recipient ordinances, resolutions and policies concerning the displacement of persons from their residences.

M. Subrecipient must comply with the requirements of 2 CFR Part 200 (OMB-87) and any of its provisions or requirements that override any other regulation or circular listed in this Agreement will supersede the requirements of those restrictions in this Agreement.

N. In compliance with 2 CFR, Section 200.338 Subrecipient must make proper disclosures of all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award under this Agreement.

O. Subrecipient is subject to other applicable regulations governing the use of the CDBG Funds, whether set forth herein or not, and any amendments or policy revisions thereto which may become effective during the term of this Agreement.

8.02 Compliance With State and Local Law

Subrecipient is deemed to be aware of all applicable State and Local laws, rules and regulations and must comply with all such laws, rules, and regulations. The laws, rules, and regulations include, but are not limited to:

A. Wayne County Ethics in Public Contracting Ordinance

B. Wayne County Contracting Requirements

C. Wayne County Legislative Auditor General audit requirements.

D. For any property funded by CDBG, state and local regulations governing construction, rehabilitation, and rental of that property.

E. All state and local permitting requirements.

F. All state and local laws regarding participation and inclusion of minority and women owned businesses or individuals.

G. All state and local laws prohibiting business with certain entities.

H. All applicable state and local environmental laws, rules, and regulations.

I. All applicable state and local human and civil rights laws.

Section 9
Suspension and Termination

9.01 Termination For No Cause

The County may terminate this Agreement without cause at any time in accordance with 24 CFR Part 85.43 and 24 CFR Part 85.44, without incurring any further liability, other than as stated in this Article by giving written notice to the Subrecipient of the termination. The notice must specify the effective date, at least 30 days prior to the effective date of the termination, and this Agreement will terminate as if the date were the date originally given for the expiration of this Agreement. If the Agreement is terminated, the County will pay the Subrecipient for the eligible and authorized services rendered prior to notice of termination, as soon as can be authorized. The County will compute the amount of the payment on the basis of the services rendered, and other means which, in the judgment of the County represents a fair value of the services provided, less the amount of any previous payments made. The final payment constitutes full payment. If the Subrecipient accepts the payment, the Agreement is satisfied.

9.02 Termination for Material Breach

The County may terminate this Agreement because the Subrecipient has failed to materially comply with any term of this Agreement, or any award or grant it receives. The grant or award may be suspended or terminated according to the specifications or within the time limit provided in this Agreement. The County may procure, upon such terms and in such manner as the County may deem appropriate, services similar to those terminated, and the Subrecipient shall be liable to the County for any costs to obtain and transition similar services, provided the Subrecipient shall continue the performance of this Agreement to the extent not terminated under the provisions of this Article. In addition to any legal remedies otherwise available to the County by law or equity, the Subrecipient shall be responsible for all additional costs, charges, and damages incurred by the County in connection with the completion of the Agreement. Such expenses shall be deducted

from any monies due or which may become due to the Subrecipient under the Agreement. If such expense exceeds the sum which would have been payable under the Agreement, then the Subrecipient shall pay, on demand, such excess amount to the County. Should a deficiency exist, the County may, to the extent allowed by law, offset such a deficiency against any compensation or reimbursement due or allocated by County or any of its component units to the Subrecipient in any context. All excess re-procurement costs and damages shall not be considered by the parties to be consequential, indirect or incidental, and shall not be excluded by any other terms otherwise included in the Agreement.

9.03 Subrecipient's Duties After Termination

After receipt of a Notice of Termination and except as otherwise directed by the County, the Subrecipient must:

A. Stop work under the Agreement on the date and to the extent specified in the Notice of Termination.

B. Obligate no additional CDBG Funds for payroll costs and other costs beyond the date as the County specifies.

C. No later than the date the termination is effective but sooner if County requests, present all Agreement records and submit to the County all Records as the County specifies, all pertinent keys to files, and carry out such directives as the County may issue concerning the safeguarding or disposition of files and property.

D. Submit within 30 days a final report of receipts and expenditures of CDBG Funds relating to this Agreement.

E. Place no further orders on contracts or subcontracts for materials, services, or facilities, except as may be necessary for completion of such portion of the Work under this Agreement as is not terminated;

F. Terminate all orders and subcontracts to the extent that they relate to the portion of Work so terminated;

G. Submit within 30 days a listing of all creditors, Contractors, lessors, and other parties with which the Subrecipient has incurred financial obligations pursuant to the Agreement.

H. Secure any Work to prevent any damage or waste.

9.04 Records Upon Termination

Upon termination of this Agreement, all Records prepared by the Subrecipient under this Agreement or in anticipation of this Agreement shall, at the option of the County, become County's exclusive property, whether or not in the possession of the Subrecipient. The Records are free from any claim or retention of rights on the part of the Subrecipient except as specifically provided. The Subrecipient must return all properties of the County to County.

9.05 Failure to Deliver Records

Any intentional failure or delay by the Subrecipient to deliver the Records to the County will cause irreparable injury to the County not adequately compensable in damages and for which the County has no adequate remedy at law. The Subrecipient will pay the County $100.00 per day as damages, and not as a penalty, until it delivers the Records to the County. The County may seek and obtain injunctive relief in a court of competent jurisdiction and compel delivery of the Records which the Subrecipient consents to as well as all applicable damages and costs. The County has unrestricted use of the Records for the purpose of completing the services.

9.06 Access to Records Upon Termination

Access to Records prior to delivery must be restricted to authorized representatives of the County and the Subrecipient. The Subrecipient has no right to disclose or use any information gathered in the course of its work without obtaining the written concurrence of the County. All the information must be confidential and handled in such a manner at all times as to preserve confidentiality. The Records as well as any related products and materials are proprietary to the County, having been developed for the County for its own and sole use.

9.07 Assistance to Terminate

In addition, each party will assist the other party in the orderly termination of this Agreement and the transfer of all aspects, tangible or intangible, as may be necessary for the orderly, non-disrupted business continuance of each party. **Section 10**

Reversion of Assets

10.01 Return of Unspent CDBG Funds

Upon expiration of this Agreement, Subrecipient shall transfer to the Recipient any CDBG Funds on hand and any accounts receivable attributable to the use of CDBG Funds at the time of expiration.

10.02 Unused Equipment

In all cases in which equipment acquired, in whole or in part, with CDBG Funds is sold, the proceeds shall be Program Income (prorated to reflect the extent that CDBG Funds were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement may be retained after compensating the Recipient for the current fair market value of the equipment less the percentage of non-CDBG Funds used to acquire the equipment.

Section 11

Expenditure of Community Development Block Grant Funds

11.01 Compliance With CDBG Spending Requirements

The Subrecipient agrees to expend any CDBG Funds received under this Agreement only in compliance with the Housing and Community Development Act of 1974, as amended, and the regulations of the Department of Housing and Urban Development as set forth in Volume 24, CFR Part 570, and in particular, Sections 570.200 through 570.208. The Subrecipient also specifically acknowledges that the Recipient is bound by 24 CFR 570.902, which requires the Recipient to spend its available Funds in a timely manner. The Subrecipient agrees to fully cooperate with the Recipient's efforts to comply with this section, which may require the Subrecipient to either expedite the spending of it CDBG

Funds prior to the date shown in Section 3.01 hereof, or possibly return unspent CDBG Funds to the Recipient. Those regulations are incorporated in this Agreement by reference.

Section 12
Amendment

12.01 Amendment Requirements

This Agreement may be amended by written instruments signed by authorized representatives by both parties. Any amendments or changes to the projects or budget shall be in writing, consistent with the Consolidated Plan and Annual plan of the County on file with HUD, and shall only need the approval of the Director of Community Development of Wayne County, or his/her designee, an authorizing representative of the Subrecipient, and must also comply with the Housing and Community Development Act of 1974, as amended.

Section 13
Indemnification

13.01 General Indemnification and Hold Harmless Requirement

The Subrecipient agrees, to the extent allowed by law, to indemnify and hold harmless the Recipient against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges and expenses (including, without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by or asserted against the Recipient by reason of any of the following occurring during the term of this Agreement or related to this Agreement or its implementation:

A. Any negligent or tortious act, error, or omission held in a court of competent jurisdiction to be attributable, in whole or in part to the Subrecipient, or any of its personnel, employees, consultants, agents or any entities associated, affiliated (directly or indirectly), or subsidiary to the Subrecipient now existing or hereafter created, their agents and employees for whose acts any of them might be liable.

B. Any failure by the Subrecipient, its Contractors, or any of its associates, to perform its obligations either implied or expressed under this Agreement.

13.02 Responsibility for Property Loss

The Subrecipient agrees that it is its responsibility and not the responsibility of the Recipient to safeguard the property and materials that its employees, Contractors, or its associates use in performing this Agreement. The Subrecipient shall hold the Recipient harmless for costs and expenses resulting from any loss of such property and materials used by its employees, Contractors and associates pursuant to the Subrecipient's performance under this Agreement.

13.03 Coverage of the term "Recipient"

For purposes of the hold-harmless provisions, the term "Recipient" shall be deemed to include the County of Wayne and all other associated, affiliated, or subsidiary departments or divisions now existing or hereafter created their agents, Program Manager and employees.

13.04 Independent Contractor Relationship between Recipient and Subrecipient

The relationship of the Subrecipient to the Recipient is and shall continue to be that of an independent contractor and no liability or benefits, such as workers' compensation, pension rights, or liabilities, insurance rights or liabilities, or other provisions or liabilities, arising out of or related to a contract for hire or employer/employee relationship, shall arise or accrue to either party or either party's agent, subcontractor or employee as a result of the performance of this Agreement. No relationship, other than that of independent contractor shall be implied between the parties or either party's agent, employee, or contractor. The Subrecipient agrees to hold the Recipient harmless from any such claims and any related costs or expenses.

13.05 Comprehensive Duty to Defend, Indemnify, and Hold Harmless

To the extent permitted by law, the Subrecipient must defend, indemnify and hold harmless the County, its employees, agents, officer and directors, from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including attorneys' and consultant's fees, investigation and laboratory fees, court costs and litigation expenses, known or unknown, contingent or otherwise, arising out of or related in any way by the Work undertaken by the Subrecipient.

Section 14
Insurance

14.01 The Subrecipient shall maintain at all times, at its expense, during the term of this Agreement the following insurance. The Subrecipient will be responsible for requiring the same insurance of its contractors. Any shortfalls in insurance for contractors, specific to services related to this Agreement, will be the responsibility of the Subrecipient. If the Subrecipient maintains insurance through the Michigan Municipal Risk Association or the Michigan Municipal League the County will accept such insurance if it substantively meets the coverage requirements below, as determined by the County Risk Management Division:

A. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than $2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this Contract or the general aggregate limit shall be twice the required occurrence limit.

B. Builder's Risk (Course of Construction) insurance utilizing an "All Risk" (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.

C. Workers' Compensation: insurance as required by the State of Michigan, with Statutory Limits, and Employer's Liability Insurance with limits of no less than $1,000,000 per accident for bodily injury or disease.

D. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if the subrecipient has no owned autos, Code 8 (hired) and 9 (non-owned), with limits no less than $1,000,000 per accident for bodily injury and property damage.

E. Umbrella or Excess Liability Policy in an amount not less than $3,000,000. Umbrella or Excess policy wording shall be at least as broad as the primary or underlying policy(ies) and shall apply both to the Subrecipient's general liability and to its automobile liability insurance and shall be written on an occurrence basis. The County, officials, employees and others as may be specified in any "Special Conditions" shall be named as an additional insured under this policy.

F. Professional Liability (if Design/Build), Insurance appropriate to the Subrecipient's profession, with limits no less than $3,000,000 per occurrence or claim, $3,000,000 aggregate.

G. Contractors' Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than $1,000,000 per occurrence or claim, and $2,000,000 policy aggregate.

If the Subrecipient maintains higher limits than the minimum insurance coverage required in Section 14.01, the Subrecipient shall maintain the coverage for the higher insurance limits for the duration of the Contract.

14.02 Additional Insured Status. The County, its officers, officials, employees, volunteers, and others as may be specified in any "Special Conditions" shall be additional insured's on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Subrecipient including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in

the form of an endorsement to the Subrecipient's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

14.03 Primary Coverage. For any claims related to this Contract, the Subrecipient's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Subrecipient's insurance and shall not contribute with it.

14.04 Notice of Cancellation. Each insurance policy shall state that coverage shall not be canceled, except with notice to the County.

14.05 Waiver of Subrogation. Subrecipient grants to the County a waiver of any right to subrogation which any insurer of the Subrecipient may acquire against the County by virtue of the payment of any loss under such insurance. Subrecipient agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

14.06 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the County. The County may require the Subrecipient to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

14.07 All insurance must be effected under valid and enforceable policies, issued by recognized, responsible insurers qualified to conduct business in Michigan which are well-rated by national rating organizations. All companies providing the coverage required shall be licensed or approved by the Insurance Bureau of the State of Michigan and shall have a policyholder's service rating no lower than A:VII as listed in A.M. Best's Key Rating guide, current edition or interim report.

14.08 Claims-made Policies. If any of the required policies provide coverage on a claims-made basis:

A. The Retroactive Date must be shown and must be before the date of the Contract or the date the Subrecipient starts to perform the services.

B. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the Contract.

C. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the Contract effective date, the Subrecipient must purchase "extended reporting" coverage for a minimum of five (5) years after completion of Contract work.

14.09 Verification of Coverage. Entity shall furnish the County with original certificates and amendatory endorsements, or copies of the applicable policy language effecting coverage required by this Article. The County shall receive and approve all certificates and endorsements before the Subrecipient begins providing services. Failure to obtain the required documents prior to commencement of services shall not waive the Subrecipient's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by the Article, at any time.

14.10 Subcontractors. Subrecipient shall require and verify that all subcontractors maintain insurance satisfying all the stated requirements, and Subrecipient shall ensure that the County is an additional insured on insurance required from subcontractors.

14.11 Special Risks or Circumstances. The County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

14.12 The Subrecipient must submit certificates evidencing the insurance to the Risk Management Division at the time the Subrecipient executes the Contract, and at least fifteen (15) days prior to the expiration dates of expiring policies.

Section 15

Assignment and Subcontract

15.01 Restrictions on Transfer or Assignment

The Subrecipient shall not assign or encumber directly or indirectly any interest whatsoever in this Agreement and shall not transfer any interest therein (whether by assignment or novation), without the prior written consent of the Recipient. Any such consent given in any one instance shall not relieve the Subrecipient of its obligation to obtain the prior written consent of the Recipient to any further assignment.

15.02 Subcontracts

a. Approvals

The Subrecipient shall not enter into any subcontracts with any Contractor, without the written consent of the Recipient prior to the execution of such agreement. Such approval shall not constitute a basis for privity between the Recipient and the Contractor. The Subrecipient agrees to hold harmless the Recipient from any such claims initiated pursuant to any subcontracts it enters into in performance of this Agreement.

b. Monitoring

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Subrecipient shall cause all of the provisions of this Agreement in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement. The Subrecipient further agrees to comply with these "Section

3" requirements as embodied in the following language if applicable to Subrecipient and to include the following language in all contract or subcontracts executed under this Agreement:

> **"The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."**

d. Selection Process

The Subrecipient shall undertake to insure that all contracts and subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements of **24 CFR 85.36**. Executed copies of all contracts and subcontracts shall be forwarded to the Recipient along with documentation concerning the selection process.

15.03 Succession

This Agreement shall inure in all particulars to the parties, their agents, successors and assignees to the extent permitted by law.

Section 16

Conflict of Interest

16.01 Covenant of No Conflict of Interest

The Subrecipient covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services under this Agreement. The Subrecipient further covenants that in the performance of this Agreement, no person having any such interest shall be employed or retained by the Subrecipient.

16.02 Warranty of Non-Solicitation of County Employees

The Subrecipient also warrants that it will not and has not employed any Wayne County employee to solicit or secure this Agreement upon any agreement or arrangement for payment of a commission, percentage, brokerage, or contingent fee, either directly or indirectly, and that if this warranty is breached, the Recipient may, at its option, terminate this Agreement without penalty, liability or obligation, or may, at its election, deduct from any amounts owed to the Subrecipient, the amount of any such commission, percentage, brokerage, or contingent fee.

16.03 Compliance With Conflict of Interest Laws, Rules, and Regulations

The Subrecipient agrees to abide by the provisions of 24 CFR 84.42, 570.611 and 2 CFR 200.318, which include (but are not limited to) the following:

A. No employee, officer or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by federal funds if a conflict of interest, real or apparent, would be involved.

B. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract,

subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Recipient, the Subrecipient, or any designated public agency.

C. Maintaining a written conflict of interest policy in accordance with 2 CFR 200.318 prohibiting Employee and Organizational Conflicts of Interest including non-Federal, State, or local government parent, affiliate, or subsidiary organizations.

Section 17

Notices

17.01 Manner of Notice

All notices, consents, approvals, requests and other communications (called "Notices") required or permitted under this Agreement shall be given in writing and mailed by first-class mail and addressed as follows:

If to the Subrecipient:

City of Romulus
Maria DeVita Lambert
11111 Wayne Road
mlambert@romulusgov.com
734-955-4533

If to the Recipient:

The Charter County of Wayne
Community Development Department
28th Floor, Wayne County Building
500 Griswold
Detroit, Michigan 48226-2831
Attention: Director of Community Development

17.02 Effect of Notice and Requirements

All notices shall be deemed given on the day of mailing. Either party to this Agreement may change its address for the receipt of notices at any time by giving notice to the other as provided. Any notice given by a party must be signed by an authorized representative of such party.

17.03 Special Notices

Notwithstanding the requirement above as to the use of first-class mail, termination notices and change of address notices shall be sent by registered or certified mail, postage prepaid, return receipt requested.

17.04 Point of Contact

Subrecipient shall designate a point of contact who is an authorized employee of Subrecipient to communicate with County regarding this Agreement and the Work ("Point of Contact"). All communications on behalf of Subrecipient to Recipient regarding this Agreement and the Work should include the Point of Contact. County is not obligated to communicate with any individual or entity regarding the Agreement, Work, or CDBG Program that is not an employee or political appointee of Subrecipient.

Section 18
Severability of Provisions

18.01 Provisions Enforceable Despite Disallowed Provisions

If any provision of this Agreement or the application to any person or circumstance shall, to any extent, be judicially determined to be invalid or unenforceable, the remainder of the Agreement or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

Section 19
Jurisdiction

19.01 Jurisdiction and Venue in Wayne County, State of Michigan

This Agreement, and all actions arising hereunder, shall be governed by, subject to, and construed according to the law of the State of Michigan. The Subrecipient agrees consents and submits to the personal jurisdiction of any competent court in Wayne County,

Michigan, for any action arising out of this Agreement. The Subrecipient agrees that service of process at the address and in the manner specified in this Agreement will be sufficient to put the Subrecipient on notice. The Subrecipient also agrees it will not commence any action against the Recipient because of any matter whatsoever arising out of, or relating to, the validity, construction, interpretation and enforcement of this Agreement, in any courts other than those in the County of Wayne, State of Michigan unless original jurisdiction can be had in the United States District Court for the Eastern District of Michigan, Southern Division, the Michigan Supreme Court or the Michigan Court of Appeals.

Section 20
CDBG Certification

20.01 Ongoing Certification Compliance Required

Subrecipient shall execute and comply with all the CDBG Certifications attached as Appendix C to this Agreement. Subrecipient understands it may be required to comply with future certifications as issued.

Section 21
Authorization / Misc

21.01 Proper Authorization

Each party represents and warrants that all corporate actions and all governmental approvals necessary for the authorization, execution, delivery and performance of this Agreement have been taken and that each is ready and capable to perform its obligations. Each party further warrants that the person signing this Agreement is authorized to do so on behalf of its principal and is empowered to bind the principal to this Agreement.

21.02 Signage Requirement

For projects exceeding $25,000, the Subrecipient shall erect a sign on the project site stating that the project is being financed in part by HUD and the Wayne County CDBG Program and providing the appropriate contacts for obtaining information on activities being conducted at the site and for reporting suspected criminal activities. The sign erected on the project site shall comply with all requirements of the state and local law applicable to on-premise outdoor advertising.

21.03 Effectiveness

This Agreement is effective subject to an authorizing resolution by the Wayne County Commission and subsequent execution by the Wayne County Executive or his designee.

[SIGNATURES ON NEXT PAGE]

Section 22

Signature

22.01 Duly Authorized Signatures

The Recipient and the Subrecipient, by and through their duly authorized officers and representatives have executed this Agreement as of the dates below.

SUBRECIPIENT: City of Romulus

By: _____ By: _____

Mayor Robert A. McCraight Clerk Ellen Craig-Bragg

Date: Date:

CHARTER COUNTY OF WAYNE

By: _____

Warren C. Evans
Wayne County Executive

Date:

APPENDIX A

CDBG PROJECTS

Grantee City of Romulus	PY 2022 Grant Amount	Activity Brandt Road Repairs	Amount $17,453.00	Activity Matrix No. 03K	National Objective LMA	Low Mod Area Public Facility Street Improvements	Census Tract 5862-3	Benefit City wide	Performance Measure Low /Mod Area Benefit	Contract No. 22/24/ 03K

*Transfers amounting more than fifteen percent (15%) of total allotment will require a public hearing per the Wayne County Citizen Participation Plan.

APPENDIX B

PROGRAM INCOME

WAYNE COUNTY CDBG PROGRAM INCOME REPORT

COMMUNITY/ENTITY:

GRANT YEAR: July 1, 2022 to June 30, 2025

QUARTER:

COMPLETE HIGHLIGHTED SPACES ONLY

		Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	TOTALS
Beg Bal	$ - (June 30th only)	-	-	-	-	
INCOME SOURCES						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-		-
		-	-	-	-	-
		-	-	-		-
		-	-	-	-	-
Total Income Sources		-	-	-	-	-
EXPENDITURES - Stipulate Contract No. and Activity Name						
Planning Expenditures Summary Only - Attach Detail Listing						
		-	-	-	-	-
Administrative Expenditures Summary Only - Attach Detail Listing						
		-	-	-	-	-
Public Service Expenditures Summary Only - Attach Detail Listing						
		-	-	-		-
		-	-	-	-	-
		-	-	-	-	-
Non-Cap Expenditures Summary - Attach Detail Listing						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-		-
		-	-	-	-	-
TOTAL EXPENDITURES		-	-	-	-	-

Instructions for Completing the Quarterly Program Income Report

Income received by your organization directly generated from the use of Community Development Block Grant (CDBG) Funds, such as revolving loans, lien repayments, and sales from disposition of CDBG property, must be reported to the Wayne County Community Development Division. At the end of each quarter (June, September, December, March), complete and submit this Program Income Form to Wayne County Community Development Division, 500 Griswold 10th floor, Detroit, Michigan, 48226.

Use the Program Income Report in Excel to electronically the amount of Program Income received during the quarter, and the amount received year to date (year beginning July). Also record the amount of Program Income that was spent on an eligible activity during the quarter being reviewed and year to date. The cumulative balance space should reflect the total amount of Program Income on hand at the end of the current reporting period (this would include any unspent Program Income received during the previous reporting period).

There is also a space provided on the form for you to record the source of the Program Income received in the quarter being reviewed. If the Funds are coming from more than one source, please identify how much is coming from each source.

A CDBG Request for Payment with all required supporting documentation for the expenses paid using Program Income must accompany the Program Income Report.
Any form not received by the tenth business day after the end of the quarter review may result in the suspension of payment on vouchers submitted to the County for reimbursement. Make certain the form is signed and dated on the bottom of the form.

Please remember to clear with our office any activity requiring the use of Program Income before Program Income is expended.

Romulus-Brandt Rd

WAYNE COUNTY HUMAN RELATIONS/BUSINESS INCLUSION DIVISION
FIRST TIER SUBCONTRACTOR DESIGNATION FORM
To be completed by Prime Contractors for "First Tier" Subcontractors Only

This form ***MUST*** be completed by all prime contractors receiving a contract, of more than $50,000 (supplies/services) or more than $100,000 (construction), from Wayne County regardless of the dollar amount at which the subcontractor participates.

****THIS FORM MUST BE COMPLETED EVEN IF NO SUBCONTRACTORS WILL BE USED****

1. CONTRACT NUMBER: 22 - 24 - 03K **(Number on Bid Announcement)**

TCM NUMBER: _____-_____-_____ **(Internal use only)**

2. CURRENT AND/OR CUMULATIVE CONTRACT (Check one):

☐ **SUPPLIES/SERVICES** contract **(over $50,000? ☐ YES ☐ NO)**

OR

☒ **CONSTRUCTION** contract **(over $100,000? ☒ YES ☐ NO)**

3. WILL SUBCONTRACTORS BE USED FOR THIS CONTRACT? (Check one)

☐ **YES*** ☒ **NO**

***If you answered "YES", you must complete the next page.**

4. Are there any related parties between the subcontractor(s) and any contract managers for this proposed contract? (Check one) ☐ **YES*** ☒ **NO**

***If you answered "YES", you must complete the next page.**

Prime Company Name: Great Lakes Contracting Solutions LLC		Fed Tax ID: 34-0689355	
Address: 2300 Edinburgh Rd			
City: Waterford	County: Oakland	State: Michigan	Zip: 48328
Phone: (313) 962-0404		Fax: (313962-0400)	
Authorized Contact Person: Philip A. Sakalian		Email: info@greatlakescont.com	

I declare that all of the information contained in this form is complete and accurate to the best of my knowledge and, as signatory, am authorized to bind the contractor.

Print Name: Maria Lambert Title: Director of Resident Services

Signature: Maria Lambert Date: 7-18-23

SUBCONTRACTOR LIST

(MAKE ADDITIONAL COPIES OF THIS PAGE TO LIST ADDITIONAL SUBCONTRACTORS)

Prime Contractor Name _____ **Contract #**_____-_____-_____

Subcontractor #_____ **TCM#**_____-_____-_____ (Internal use only)

Company Name:		Fed Tax ID:
Address:		
City:	County:	State: Zip:
Authorized contact:	Phone: ( )	Fax: ( )
Subcontract Amount: $	% of Contract:	
Work to be performed:		

Are there any related parties between the subcontractor(s) and any contract managers for this proposed contract? (Check one) ☐ YES* ☐ NO

*If there are any related parties, please provide the name(s) and relevant relationship here:
(Attach additional pages as needed)

Name: _____ Relationship: _____

Department: _____ Title: _____

Subcontractor #_____

Company Name:		Fed Tax ID:
Address:		
City:	County:	State: Zip:
Authorized contact:	Phone: ( )	Fax: ( )
Subcontract Amount: $	% of Contract:	
Work to be performed:		

Are there any related parties between the subcontractor(s) and any contract managers for this proposed contract? (Check one) ☐ YES* ☐ NO

*If there are any related parties, please provide the name(s) and relevant relationship here:
(Attach additional pages as needed)

Name: _____ Relationship: _____

Department: _____ Title: _____ _____

APPENDIX C

CERTIFICATIONS

Local Government Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the local government, as the Subrecipient of the jurisdiction, certifies that:

Affirmatively Further Fair Housing -- The Subrecipient understands that the jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard. The local government will fully cooperate with the jurisdiction in this regard.

Anti-Displacement and Relocation Plan – The jurisdiction will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs. The local jurisdiction will fully cooperate with the jurisdiction in this regard.

Drug Free Workplace – The local government will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the local government's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing an ongoing drug-free awareness program to inform employees about -

   (a) The dangers of drug abuse in the workplace;

   (b) The local government's policy of maintaining a drug-free workplace;

   (c) Any available drug counseling, rehabilitation, and employee assistance programs; and

   (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

3. Making it a requirement that each employee to be engaged in the performance of the activities supported by the grant be given a copy of the statement required by paragraph 1;

4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -

   (a) Abide by the terms of the statement; and

(b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the jurisdiction in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -

   (a) Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

   (b) Require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying – As a Subrecipient of the jurisdiction, to the best knowledge and belief of the local government:

1. No Federal appropriated Funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any Funds other than Federal appropriated Funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- As a Subrecipient of the jurisdiction, to the best knowledge of the local government, the consolidated plan of the jurisdiction is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan – As a Subrecipient of the jurisdiction, to the best knowledge of the local government, the housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA Funds are consistent with the consolidated plan.

Section 3 – The local government shall, and as a Subrecipient of the jurisdiction, to the best of the local government's knowledge, the jurisdiction will comply with Section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

_____ _____

Mayor Robert A. McCraight, Certifying Officer Date

_____

Clerk, Ellen Craig-Bragg, Certifying Officer Date

Specific CDBG Certifications

As a Subrecipient to the Entitlement Community, the local government certifies that:

Citizen Participation -- To the best of its knowledge, the entitlement community is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – To the best of its knowledge, the entitlement community's consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income (see CFR 24 Part 570.2 and CFR 24 Part 570).

Following a Plan – To the best of its knowledge, the entitlement community is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- To the best of its knowledge, the entitlement community has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG Funds, and to its best knowledge, the local government certifies that the entitlement community has developed its Action Plan so as to give maximum feasible priority to activities that benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities, which the entitlement community certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;

2. Overall Benefit. To the best of its knowledge, the aggregate use by the entitlement community of CDBG Funds including section 108 guaranteed loans during program year(s) 2010, 2011, 2013 (a period specified by the local government consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. To the best of its knowledge, the entitlement community will not attempt to recover any capital costs of public improvements assisted with CDBG Funds, including Section 108 loan guaranteed Funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

   However, if CDBG Funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG Funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG Funds.

To the best of the local government's knowledge, the jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG Funds, including Section 108, unless CDBG Funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG Funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG Funds if the jurisdiction certifies that it lacks CDBG Funds to cover the assessment.

Excessive Force – The local government, and to its best knowledge, the jurisdiction, has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to, or exit from, a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-Discrimination laws – To the best of its knowledge, the grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint – To the best of its knowledge, the activities of the local government and jurisdiction concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws – The local government, and to the best of its knowledge, the jurisdiction, will comply with applicable laws.

_____ _____

Mayor Robert A. McCraight, Certifying Officer Date

_____

Clerk, Ellen Craig-Bragg, Certifying Officer Date

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.

2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

3. For grantees other than individuals, Alternate I apply. (This is the information to which jurisdictions certify.)

4. For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)

5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).

7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

   Place of Performance (Street address, city, county, state, zip code)

   <NONE>

   Check _X_ if there are workplaces on file that are not identified here; The certification with regard to the drug free workplace required by 24 CFR part 24, subpart F.

9. Definitions of terms in the Non-Procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

   "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

   "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

   "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

   "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

APPENDIX D

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Subrecipient: **City of Romulus**
Agreement: **2022 CDBG Subrecipient Agreement**
Agreement Year: **July 1, 2022 through June 30, 2025**

1. The Subrecipient certifies to the best of its knowledge and belief, that:

   a. The Subrecipient and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal agency;

   b. The Subrecipient and its principals have not, within a three-year period preceding this Agreement, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under public transaction; violation of Federal or State antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

   c. The Subrecipient and its principals are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in 1. B. above; and;

   d. The Subrecipient and its principals have not, within a three-year period preceding this Agreement, had one or more public transactions (Federal, State or local) terminated for cause or default.

2. The certification in this clause is a material representation of fact upon which reliance was placed. When the Recipient determines that the Subrecipient knowingly rendered an erroneous certification, in addition to other remedies available to the Recipient, the Recipient may terminate this Agreement for cause or default.

3. The Subrecipient shall provide immediate written notice to the Recipient if, at any time, Recipient learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "Grantee", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549: 45 CFR Part 76.

5. The Subrecipient agrees that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Recipient.

6. The Subrecipient further agrees that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction", provided by the Recipient, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A Subrecipient may rely upon a certification of a participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A Subrecipient may decide the method and frequency by which it determines the eligibility of its principals. Each Subrecipient may, but is not required to, check the Non-procurement List (of excluded parties).

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a Subrecipient is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. If a Subrecipient is in a covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Recipient, the Recipient may terminate this transaction for cause or default.

EXECUTION

IN WITNESS WHEREOF, the Subrecipient has executed this Certification on the dates set forth below.

WITNESSES:

_____

_____

SUBRECIPIENT

By: _____
Mayor Robert A. McCraight

Dated: _____

WITNESSES:

_____

_____

SUBRECIPIENT

By: _____
Clerk, Ellen Craig-Bragg

Dated: _____

STATE OF MICHIGAN)
)
COUNTY OF WAYNE)

This document was acknowledged before me on _____ by _____, on behalf of _____.

_____
Notary Public,
Wayne County, Michigan
My Commission Expires:_____
Acting in County of _____, Michigan

EXHIBIT E
FFATA FORMS

INFORMATION REQUEST FORM
FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)
200.331 Checklist
COUNTY DEPARTMENT: Community Development
FISCAL YEAR: _____

AWARD ID #	AMOUNT
	$17,435.

Please complete the following information:

Subawardee UEI:_____HN5LT6DXMRA1

Subawardee Name (must match name in SAM) City of Romulus

Subawardee Address:_____11111 Wayne Rd., Romulus, MI 48174

Amount of subaward (obligated amount):$17,435.

Subaward Obligation/Action Date:_____

Identification of whether the award is R&D (yes or no):_____

Subaward Period of Performance Start and End Date _____

Federal Funding Agency ID **Leave Blank**

Federal Funding Agency Name **Leave Blank**

Federal Award Identification Number (FAIN) **Leave Blank**

NAICS code for contracts/CFDA program number for grants:)_____

Subawardee Number:_____

Location of entity (including congressional district):11111 Wayne Rd., Romulus, MI 48174/ District 13

Subawardee Principal Place of Performance (including congressional district):_Brandt Road, Romulus, MI 48174 / District 13

As provided to you by your subawardee, in your subawardee's business or organization's preceding completed fiscal year, did its business or organization (the legal entity to which the DUNS number it provided belongs) receive (1) 80% or more of its annual gross revenues in U.S. fedral contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) $25,000.000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? Please answer **YES** or NO:_____

As provided to you by your subawardee, does the public have access to information about the compensation of the executives in the subawardees's business or organization (the legal entity to which the UEI it provided belongs) through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d) or Section 6104 of the Internal Revenue Code of 1986? Please answer YES or NO:_____

Required Subrecipient Disclosure Under 2 CFR 200

Required information includes:

(1) Federal Award Identification:

a. Subrecipient name (which must match registered name in SAM); **City of Romulus**

b. Subrecipient's UEI number (see 2 CFR 25 Universal Identifier and System for Award Management). **HN5LT6DXMRA1**

c. Federal Award Identification Number (FAIN);

d. **Federal Award Date (see Section 200.39 Federal award date);**

e. Subaward Period of Performance Start and End Date;**7/1/2022-6/30/2025**

f. **Amount of Federal Funds Obligated by this action $17,435.**

g. Total Amount of Federal Funds Obligated to the subrecipient; $17,435.

h. **Total Amount of the Federal Award; $17,435.**

i. **Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA); CDBG Street Improvements**

j. Name of Federal awarding agency, pass-through entity, and contact information for awarding official; U.S. Department of Housing and Urban Development. **Wayne County HUD**

k. CFDA Number and Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement.

l. Identification of whether the award is R&D,

m. Indirect cost rate for the Federal award (including if the de minimus rate is charged per Section 200.414 Indirect (F&A) costs)

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. D.

General Description: RFP 24/25-07 Merriman Smith Vining Wick Wickham Roads SAD Landscaping & Irrigation System - 2 Year Maintenance Contract

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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: RFP 24/25-07 Merriman Smith Vining Wick Wickham Roads SAD Landscaping & Irrigation System – 2 year Maintenance Contract

DATE: March 18, 2025

I concur with the recommendation of Julie Albert, Director of Assessing and Financial Services, and Christina Parker, Purchasing Director, and respectfully request Council award RFP 24/25-07 for a two (2) year maintenance contract for landscaping & irrigation for the Merriman Road Special Assessment District (SAD) to the lowest most responsible bidder, CQC Landscaping for a total cost of $37,920.000.

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted for FY25/26 in the Merriman Road Special Assessment Fund, Maintenance Expense Account #218-000-936.001.

Motion by_____, supported by _____, to concur with the administration and award RFP 24/25-07 for a two (2) year maintenance contract for landscaping & irrigation for the Merriman Road Special Assessment District (SAD) to the lowest most responsible bidder, CQC Landscaping for a total cost of $37,920.000.

MEMORANDUM

DATE: March 13, 2025

TO: Mayor Robert A. McCraight

FROM: Christina Parker, Purchasing Director

SUBJECT: RFP 24/25-07 Merriman Smith Vining Wick Wickham Roads SAD Landscaping & Irrigation System 2 Year Maintenance Contract

Proposals were let for the purpose of entering into a two year contractual services contract for the maintenance of the landscaping and irrigation system located in the Special Assessment District (SAD) located along Merriman, Smith, Vining, Wick, and Wickhams Roads (MSVWW) in the City of Romulus.

In addition to being advertised in the 1/23/2025 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 580 companies of the bid and of them, 50 companies downloaded the bid specifications and 15 companies were informed by email of the bidding opportunity (See Bidder's list attached).

On 2/20/2025, 4 bids were received and publicly opened.

The proposals were scored according to a preassigned scoring system by a review team consisting of the Director of Assessing & Financial Services Department Julie Albert, Director of Community Safety & Development Kevin Krause, and Assistant Director of DPW Donald Straub. The four proposals were scored independently by each of the committee members for responsiveness, experience, qualifications, and contract fees.

I concur with the recommendation of Director of Assessing & Financial Services Department, Julie Albert, to award the the two (2) year maintenance contract for landscaping & irrigation for the Merriman Smith Vining Wick, and Wickham Roads (MSVWW) Special Assement District (SAD) to lowest most responsible bidder, CQC Landscaping for the total award amount of $37,920.00.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition are currently available and have been budgeted for FY25/26 in the Merriman Rd Special Assessment Fund, Maintenance Expense Account (218-000-936.001).

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

Christina Parker

Christina Parker,
Purchasing Director

MEMORANDUM

DATE: March 11, 2025

TO: Christina Parker, Purchasing Director

FROM: Julie Albert, Director of Assessing & Financial Service

SUBJECT: RFP 24/25-07: Merriman Smith Vining Wick & Wickham (MSVWW) Special Assessment District Landscaping & Irrigation System Two Year Maintenance Contract

---

A Request for Proposals for a two-year maintenance contract for landscaping, irrigation, and annual flower planting in the Merriman Smith Vining Wick & Wickham (MSVWW) Special Assessment District was posted on the Bidnet.

The project will include mowing and edging; fertilizer application, weed, pest and disease control; immediate reporting of vandalism and/or safety hazards to the City; planting of annual flowers in (8) beds, spring and fall clean up; irrigation system evaluation, repair, and maintenance; tree, shrub, and hedge pruning; and litter control.

FOUR bids were received: CQC Landscaping, DJ's Landscape Management, Premier Group, and RNA Facility Management. The bid tabulation sheet outlining costs etc is enclosed.

An evaluation committee (Julie Albert, Kevin Krause, and Don Straub) was created to review and rate the proposals. References have been contacted. Three of the references contacted spoke very highly of CQC Landscaping, one of the references did not return my phone call, and one of the references had a disconnected phone line. After reviewing the documents, comments from references, and meeting with Chris Anderson, President of CQC Landscaping of Romulus **we recommend that this RFP be awarded to the lowest bidder, CQC Inc at 36460 Northline, Romulus.**

Please note that this project is funded through a Special Assessment District. Funds for this project will appear in account number 218-000-936.001.

If you have any questions, please feel free to call me at (734) 942-7520.

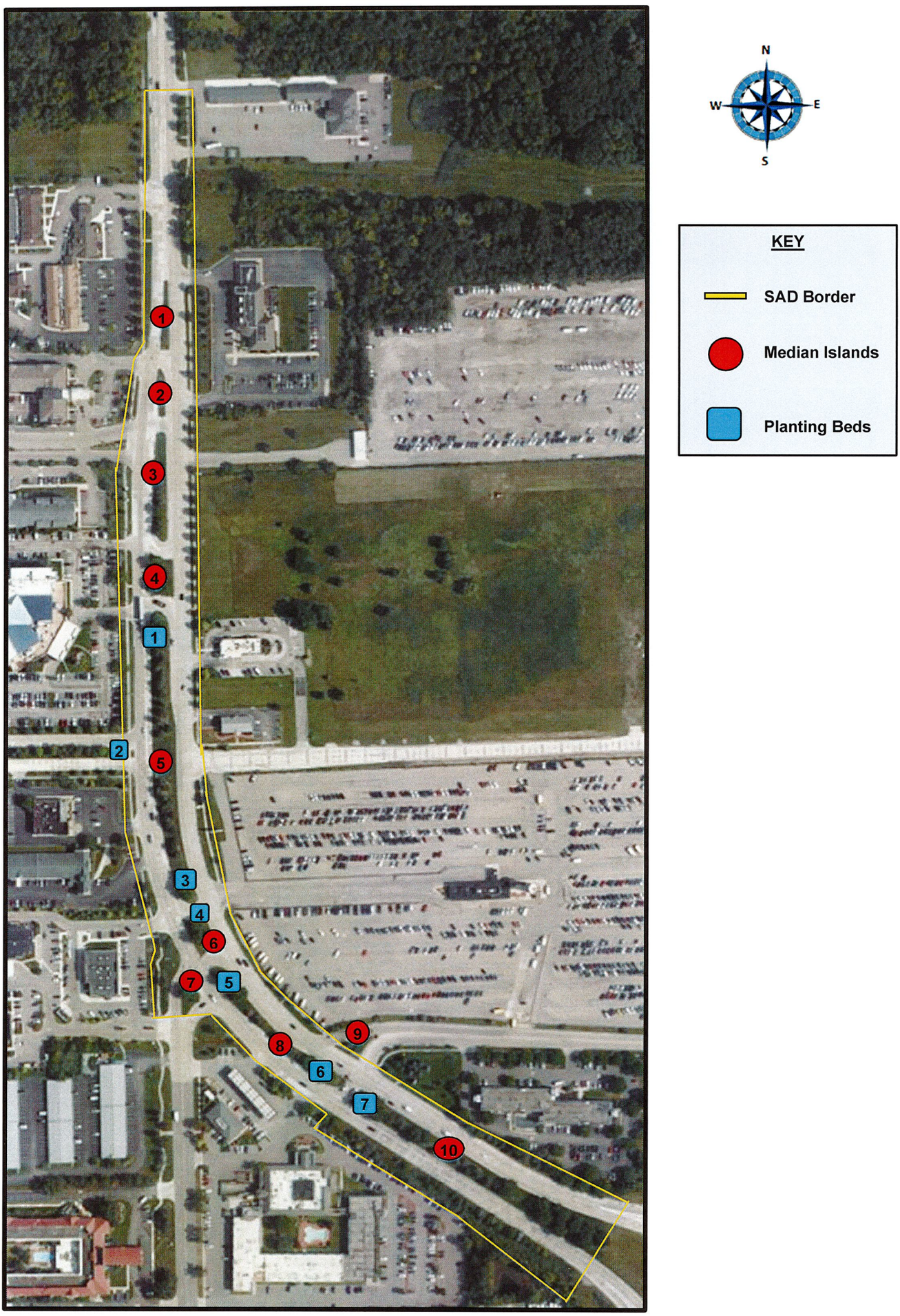
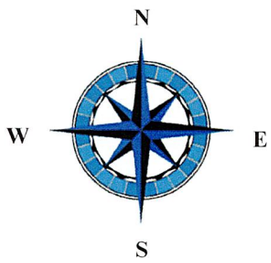


Illustration 1 - Work Site Map – Merriman Road

RFP 24/25-07 Merriman Smith Vining Wick & Wickham Roads SAD Landscaping & Irrigation System Two (2) Year Maintenance Contract SPECIFICATIONS



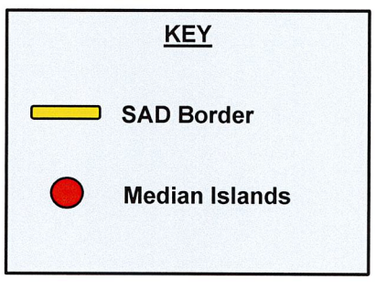
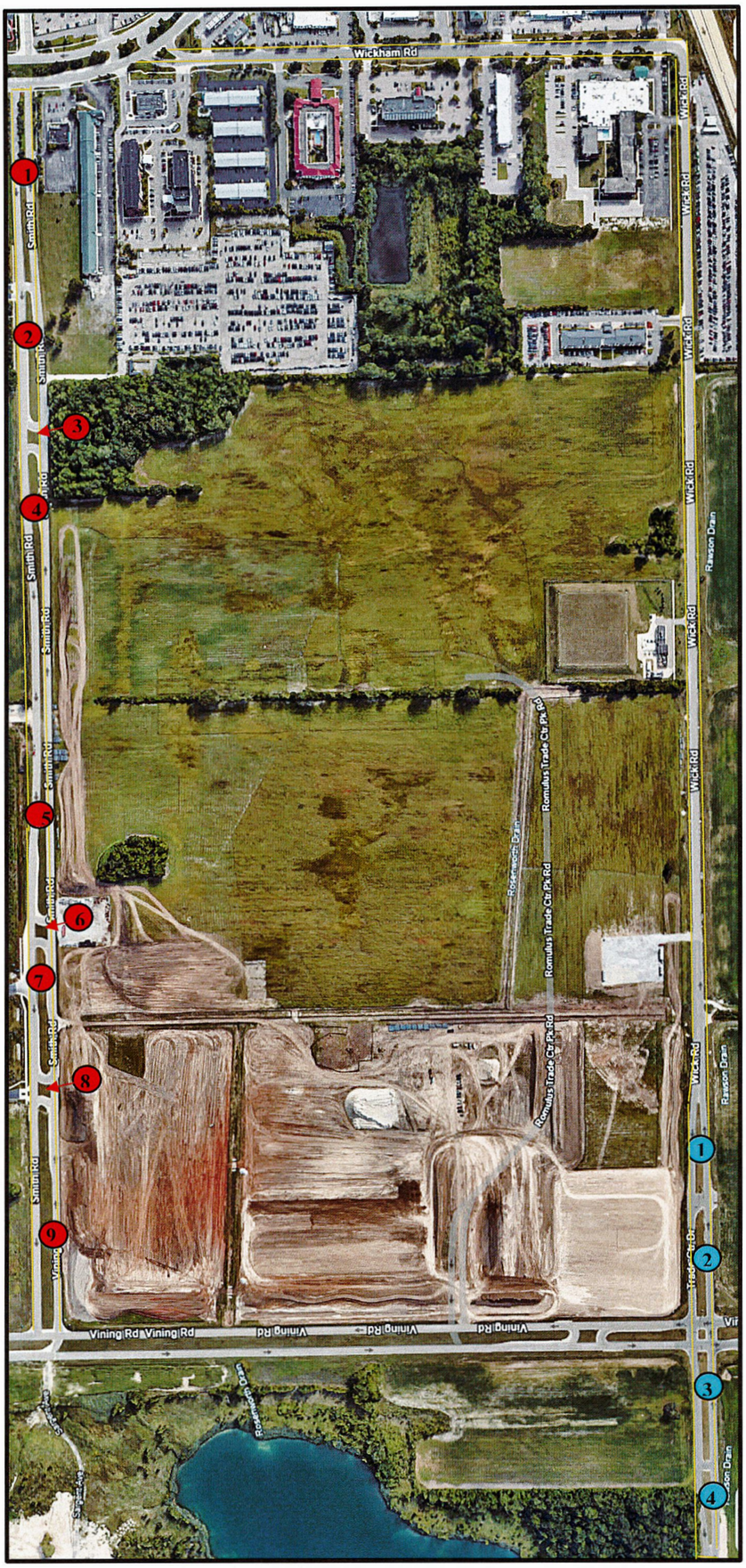
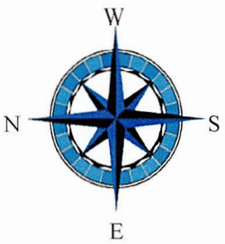


Illustration 2 - Work Site Map
Vining Road





KEY

- SAD Border
- Smith Median Islands
- Wick Median Islands

Illustration 3 - Work Site Map – Smith & Wick Roads

MINUTES OF RFP 24/25-07
Merriman Smith Vining Wick Wickham Roads SAD
Landscaping & Irrigation System 2 Year Maintenance Contract

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on February 20, 2025.

The following were present for the opening:

Christina Parker – Purchasing Director
Gary Harris – Assistant Finance Director
Julie Albert – Director of Assessing & Financial Services

Four (4) sealed bids were received and publicly opened.

RNA Facility Management
Premier Group Associates
CQC INC.
DJ's Landscape Management

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 **RFP 24/25-07 Merriman Smith Vining Wick Wickham Roads SAD Landscaping & Irrigation System 2 Year Maintenance Contract** held on 2/20/2025.

Christina Parker

Christina Parker,
Purchasing Director

COURTESY EMAIL LIST
RFP 24/25-07- Merriman Smith Vining Wick Wickham Roads SAD
Landscaping & Irrigation System Two Year Maintenance Contract

WH Canon
Andrea Dawson, Sales Director
acanon@whcanon.com

Outdoor Experts
Marc Perez
marc@outdoorexpertsinc.com
gayle@outdoorexpertsinc.com

Moneygreen Lawn Maintenance LLC.,
Brian Steffens
Steffs29@yahoo.com

Tommy's Lawn Service
Tommy Dornoff
810 650 6304
tommyslawnservicellc@yahoo.com

Josh's Landscaping
313 300 8309
joshua.basil12@gmail.com

Outdoor Experts Inc.
Marc Perez
734 941 4458 ext 1003
marc@outdoorexpertsinc.com

RNA Property Management
Wayne Bingham
wbingham@rnafm.com

Frank's Lawn and Landscaping
Frank Nasal
michbrick@hotmail.com
.
Teddy's Lawn & Landscape Attn. James Pocklington
12725 Levan
Livonia, MI 48150
jpocklington@Teddyslandscape.com
sharon@teddyslandscape.com

Linda Levesque
Commercial Grounds Services
commercialgrounds@yahoo.com

Enrique Cahue
Diaz Group LLC
enrique@diaz-groupllc.com

Steve Zuziak
734-598-0476
DJ's Landscape Management

Thomas Taylor
Ttune64@yahoo.com

TABULATION SHEET RFP 24/25-07 MSVWW SAD Landscaping & Irrigation System 2 Yr Maint. Contract				
COMPANY	RNA Facility Management	Premier Group Associates	CQC INC.	DJ'S
Attachment I –Exceptions & Alternatives Form is included?	Yes	Yes	Yes	Yes
Attachment II - Contractor's General Questionnaire and Business References Form is included?	Yes	Yes	Yes	Yes
Will a Subcontractor be utilized in the performance of the Contract? Yes or NO	Yes	Yes	Yes	No
Attachment III - Subcontractor Form is included?	Yes	Yes	Yes	Yes
Attachment IV - City of Romulus, Contractual Services Agreement is included?	Yes	Yes	Yes	Yes
Attachment V - Contractor's Statement of Qualifications is included?	Yes	Yes	Yes	Yes
Attachment VI - Vehicle & Equipment Schedule is included?	Yes	Yes	Yes	Yes
Attachment VII - Licenses & Certifications (Any Material Safety Data Sheets (MSDS), State of Michigan Landscape Maintenance and Pesticide Application Business Licenses, Etc.) is included?	Yes	Yes	Yes	Yes
Attachment VIII– Additional Reimbursable Charges is included?	Yes	Yes	Yes	Yes
Attachment IX– Contractor's Maintenance Schedule is included?	Yes	Yes	Yes	Yes
Attachment X– Proposal Option One - Annual Flower Plantings is included?	Yes	Yes	Yes	Yes
Attachment XI– Proposal Option Two – Irrigation System Evaluation & Repair/Maintenance is included?	Yes	Yes	Yes	Yes
Attachment XII– Option Three - Sod Repair/Replacement- Costs is included?	Yes	Yes	Yes	Yes
Monthly Base Landscaping Maintenance Cost:	$ 11,637.00	$ 12,336.00	$ 6,320.00	$ 13,659.84
Total base landscaping maintenance cost for one maintenance season (Six months):	$ 70,038.00	$ 74,015.97	$ 37,920.00	$ 81,959.00
Monthly base Irrigation System maintenance cost:	$ 120.00	$ 100.00	$ 275.00	$ 251.67
Irrigation System base maintenance cost (Six months):	$ 720.00	$ 600.00	$ 1,500.00	$ 1510.00
TOTAL for one maintenance season (six months) for both Landscaping and Irrigation System maintenance:	$ 70,758.00	$ 74,615.97	$ 39,420.00	$ 83,469.00
OPTION ONE – Annual charge for planting & maint of annual flowers/plants:	$ 2,200.00	$ 5,499.20	$ 3,000.00	$ 4,670.00

OPTION TWO – Irrigation system – One time cost for system inspection and quote for repair:	$ 750.00	$ 375.00	$ 275.00	$ 251.67
OPTION TWO – Per hour labor cost rate for irrigation system repairs:	$ 95.00 /hr.	$ 70.00 /hr.	$ 75.00 /hr.	$ 99.75 /hr.
OPTION TWO –Materials Pricing Method *i.e.* Cost + %, List or At Cost?	List Price + %	Cost + 30%	Cost + 10%	Cost + 10% @ $ 99.75hr
OPTION THREE - SOD REPAIR/REPLACEMENT-COST Indicate the number of SQ FT Sod included in Base Charge	# 650 Sq. Ft.	# 500 Sq. Ft.	# 540 Sq. Ft.	# 540 Sq. Ft.
OPTION THREE - Square Foot Cost for Sod	$ 1.25 Sq. Ft.	$ .80 Sq. Ft.	$ 5.95 Sq. Ft.	$ 6.00 Sq. Ft.
INSURANCE?	Yes	Yes	Yes	Yes
BOND?	Yes	Yes	Yes	Yes
Exceptions?	No	No	No	No
Certified?	Yes	Yes	Yes	Yes

PUBLICLY OPENED 3:00P.M. Tuesday, February 20, 2025 IN THE ROMULUS COUNCIL CHAMBERS. THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE
1	Christina Parker	CITY OF ROMULUS	PURCHASING DIRECTOR
2	Gary Harris	CITY OF ROMULUS	ASSISTANT FINANCE DIRECTOR
3	Julie Albert	City of Romulus	Director of Assessing & Financial Services
4			
5			

REQUEST FOR COMPETITIVE BIDS/PROPOSALS

DO NOT FILL THIS FORM IN AND SAVE TO THIS FOLDER!!!!!

- **Save a copy to the Completed forms to your own Department's folder.**
- **Email the *completed* form to Christina Parker**

DEPARTMENT NAME:	**Dept of Assessment**	**DATE:**	**01/28/2025**

Check One: ☐ **ITB – Invitation to Bid** ☒ **RFP – Request for Proposals**

I HEREBY REQUEST THAT COMPETITIVE BIDS/PROPOSALS BE SOLICITED FOR THE FOLLOWING SERVICE S OR MATERIALS: Landscaping and irrigation services for the Merriman, Smith, Vining, Wick & Wickham (MSVWW) SAD

PURPOSE: Maintenance & Beautification

IF REPLACEMENT, WILL EQUIPMENT BE (CHECK ONE IF APPLICABLE):

- ☐ Traded in
- ☐ Sold at auction
- ☐ Transferred for use elsewhere, if so where? _____
- ☐ Used for parts
- ☐ Disposed of

INDICATE BUDGET YEAR/S: **2024/2025 through 2026/2027**

ACCOUNT INFORMATION

ACCOUNT/S NUMBER	$ AMOUNT BUDGETED
218-000-936.001	$ 80,000
	$
	$
	$

SIGNATURE OF DEPARTMENT HEAD: Julie Abbott **DATE:** 01/28/2025

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY

ACCOUNT/S NUMBER	$ FUNDS AVAILABLE
218-000 936 001 as of 1/20/2025	$ 23,002.00 FY 24/25
	$
Additional funds to be budgeted in FY 25/26	$
	$

SIGNATURE OF FINANCE DEPARTMENT: Danny Hann **DATE:** 1/20/2025

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO SOLICIT COMPETITIVE BIDS OR PROPOSALS:

SIGNATURE OF MAYOR: _____ **DATE:** 1-28-25

AVAILABILITY OF FUNDS FOR AWARD

THE CONTRACT/BID SHALL BE AWARDED IN THE AMOUNT OF $ 37,920.00 / Not to exceed budget

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

FINANCE DEPT. APPROVAL: Danny Hann **DATE:** 3/13/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. E.

General Description: Piggyback on MiDeal Contract for the Purchase of one (1) Motorola/Avtec Dispatch Console

---

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 MiDeal Contract #190000001154 for the Purchase of one (1) Motorola/Avtec Dispatch Console

DATE: March 18, 2025

I concur with the recommendation of Nicole Harris, Police Captain, and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #190000001154 with Motoraola Solutions for the purchase of one (1) Motorola/Avtec Dispatch Console in the total amount of $41,737.25.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose are available in the 911 Service Fund, Police Department, Capital Outlay Expense account #261-301-971.000.

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #190000001154 with Motoraola Solutions for the purchase of one (1) Motorola/Avtec Dispatch Console in the total amount of $41,737.25.

MEMORANDUM

DATE: March 7, 2025
TO: Mayor Robert A. Mccraight
FROM: Chrisna Parker, Purchasing Director
SUBJECT: Piggyback MiDeal Contract #190000001544 for the purchase of one (1) Motorola/ Avtec Disptach Console

Captain Nicole Harris has requested the purchase of one (1) Motorola/Avtec Dispatch Console in the total amount of $41,737.25 under the MiDeal Contract #190000001544 awarded to Motorola Solutions, INC.

Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to compete 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."

The Michigan Department of State acted as the host agency for the MiDeal solicitation that resulted in a ten year contract (Contract Number 071B7700117) being awarded to Motorola Solutions with pricing to expire December 2029.

At this time, the Police Department has two dispatch positions. The purchase of the Motorola/Avtec Dispatch Console will add the needed third dispatch EMD position for the PSAP Center. This will also include two (2) years of hardware, software, and on-site warranty services.

It is the recommendation of myself and Captain Nicole Harris to proceed with this purchase. If you concur, please request Council's permission to piggyback on the State of Michigan MiDeal Contract Number #190000001544 with Motorola Solutions for the purchase of one (1) Motorola/Avtec Disptach Console in the total amount of $41,737.25.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose are currently available in the 911 Service Fund, Police Department, Capital Outlay Expense Account (261-301-971.000).

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

Christina Parker

Christina Parker
Purchasing Director

MEMO

To: **Purchasing Director Christina Parker**

From: Captain Nicole Harris

Date: February 27th, 2025

Re: Purchase Request – Piggyback MiDeal 190000001544 One (1) Motorola / Avtec Dispatch Console

---

I am requesting to purchase one (1) Motorola Avtec dispatch console. The funds for this purchase are available in 911 service fund capital outlay GL and was approved in the 24/25 budget.

We currently only have 2 dispatch positions and with the implantation of EMD a third is needed.

Funds verification has been completed and submitted. Please reach out with any questions.

Captain Nicole Harris #48

Romulus Police Department
11165 Olive St.
Romulus, MI 48174
(734) 955-8858
EMAIL: nharris@romulusgov.com

Romulus Police Department 2/8/25

Attn: Captain Nicole Harris

11165 Olive Street

Romulus, MI 48174

Subject: Additional One (1) position Motorola/AVTEC Dispatch Console

Dear Capt. Harris,

Pursuant to our recent meeting and corresponding pre-installation site walk, Mobile Communications America is pleased to present this proposal for an additional AVTEC dispatch operator position.

This solution includes all required equipment and services to accomplish this task. Additionally, we have included two (2) years of hardware, software and on-site warranty response services. This term coincides with the current coverages of the existing console deployment which are up for renewal in April of 2027.

The pricing contained herein complies with Motorola's MiDeal contract number 190000001544.

Please allow 90-120 days, after receipt of order, to deploy this solution.

In closing, we look forward to your favorable consideration of this submission and remain available for any questions that you may have throughout your scrutiny processes.

Respectfully submitted,

Ed Horvath

Mobile Communications America

Ed Horvath

Sr. Account Executive

MCA | Mobile Communications America

MOTOROLA
Authorized Dealer

Date 2/8/25

Proposal for:
Romulus Police Dept.
Attn: Capt. Nicole Harris
11165 Olive St.
Romulus, MI 48174
734-955-8858

nharris@romulusgov.com

Submitted by:
Ed Horvath
Mobile Communications America
41271 Concept Dr.
Plymouth, MI 48170
734-738-0800 Office
313-218-3450 Cell

edhorvath@comsourcemi.com

MOTOROLA/AVTEC ONE (1) POSTION ADD ON DISPATCH CONSOLE

Quantity	Description	List Price	Your Price
1	SFW-SCOUT-EX-T1-SK, Scout EX Console kit		
1	SCOUTPC, MINI PC for console position		
1	ACC-LED-22WS, 22" No-Touch display screen		
1	AVT-USB-FSW-SING, Footswitch		
1	ACCUSB-HJB-NENA, Headset jack		
1	ACCUSB-HUB10, 10 Port USB hub		
1	ACCUSB-MIC, Desktop microphone		
2	ACCUSB-SPK-1, USB Speaker		
1	DSSCOUTCARET1, One additional year of Software Maintenance.		
1	DSHARDWARE, One additional year of Hardware Maintenance.		
1	Project management, installation, optimization and existing system firmware update complete.		
2	On-site warranty response 24 X 7. Two (2) years.		
		Sub-Total	$41,651.50
		Tax	EXEMPT
		Installation	NA
		S/H	$85.75
		Total	**$41,737.25**

NOTE: Pricing complies with Motorola's MiDeal discount #190000001544.

Terms: Net 30 days upon completion
Delivery: 2-3 Months after receipt of order

Sincerely,
Ed Horvath
Ed Horvath
Sr. Account Executive
Mobile Communications America

www.callmc.com

FUNDS VERIFICATION FORM

DEPARTMENT: Police Department
FUND NAME: 911 Service Fund - Capital Outlay
ACCOUNT NUMBER/S: 261-301-971.000
PURPOSE FOR REQUEST: To purchase one (1) Motorola/Avtec Dispatch Console. This will add the needed 3rd dispatch EMD position for the PSAP center and includes the warranty that will be in line with the 2 other Motorola Avtec Consoles.
AMOUNT OF EXPENDITURE: $41,737.25
SIGNATURE OF DEPARTMENT HEAD: Robert D Hannes
FUNDS CURRENTLY AVAILABLE: Available FY 24/25 $90,000.00
FINANCE DEPARTMENT APPROVAL:
DATE: 3/7/2025

C:\Users\gharris\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\GLDTQAAN\FUNDS VERIFICATION FORM Motorola-Avtec Console.doc

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. F.

General Description: ITB 23/24-15 Upfitting for Police Utility Interceptors Re-Opening for Modification of Award

---

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 23/24-15 Up-fitting for Police Utility Interceptors Re-Opening for Modification of Award

DATE: June 4, 2024

I concur with the recommendation of Roger Salwa, Police Captain and Christina Parker, Purchasing Director and respectfully request City Council modify the awarded Bid ITB 23/24-15 to all three qualified bidding companies, Williams Emergency Vehicles & Equipment, Arrowhead Upfitters, and ABS Storage for the upfitting of new 2024/2025 police vehicles. Awarding to all three companies will not cause any increase in the funds budgeted for the upfitting of the new police vehicles.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition are available in the Federal Law Enforcement Fund, Police Department, Expenditures Expense account #266-301-971.000.

Motion by_____, supported by _____ to concur with the administration and modify the awarded Bid ITB 23/24-15 to all three qualified bidding companies, Williams Emergency Vehicles & Equipment, Arrowhead Upfitters, and ABS Storage for the upfitting of new 2024/2025 police vehicles. Awarding to all three companies will not cause any increase in the funds budgeted for the upfitting of the new police vehicles.

MEMORANDUM

DATE: 3/10/2025

TO: Mayor Robert A. McCraight

FROM: Christina Parker, Purchasing Director

SUBJECT: ITB 23/24-15 UPFITTING POLICE UTILITY INTERCEPTORS RE--OPENING FOR MODIFICATION OF AWARDING

Bids were solicited to contract for the Upfitting of new 2024/2025 police vehicles for the City of Romulus, Police Department. On June 30, 2024 ITB 23/24-15 was awarded to Williams Emergency Vehicles & Equipment, in the amount of $18,886.65 per vehicle with pricing approved through 6/30/2025 for any additional vehicles by way of council resolution. Williams was not the lowest bidder, however, their proximity to the city and shorter time frame to complete upfitting (14/44days) is why they were chosen.

In addition to being advertised in the 5/9/2024 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 287 companies of the bid and of them, 13 companies downloaded the bid specifications and 3 companies were informed by email of the bidding opportunity (See Bidder's list attached).

On 5/30/2024, 3 bids were received and publicly opened.

Williams Emergency Vehicles & Equipment has been unable to complete the upfitting in the time frame provided. Captain Roger Salwa is requesting to re-open the bid to modify the award to all qualified bidders.

I concur with the recommendation of Captain Roger Salwa in modifying the award for bid ITB 24/25-15 to all three qualified bidding companies, Williams Emergency Vehicles & Equipment, Arrowhead Upfitters, and ABS Storage. Awarding to all three companies will not cause any increase in the funds budgeted for the upfitting of the new police vehicles. This award modification is a necessity as the upfitting with one contractor is not meeting our needs do to turnaround time. The tabulation has been attached for your reference.

Gary Harris, Assistant Finance Director has verified that funds for this acquisition have been budgeted for and are available in the Federal Law Enforcement Fund, Police Department, Expenditures Expense Account, (266-301-971.000).

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

Christina Parker

Christina Parker,
Purchasing Director

Romulus Police Department

Internal Memorandum

To: Christina parker, Purchasing Director

From: Roger Salwa, Captain

Ref: Upfitting Bid ITB 23-24-15

Date: March 4th, 2025

Upfitting Bid ITB 23-24-15 was awarded to Williams Emergency in June of 2024. I am requesting to reopen this bid and split the award between all three companies that submitted a bid (Williams Emergency, Arrowhead Upfitters, and ABS Storage). This is a necessity as upfitting vehicles with one contractor does not meet our needs.

If you should have any questions, please feel free to contact me directly. If you agree with this request, I would like to add this to the next council meeting for council's approval.

larry@absstorageproducts.com

Larry at ABS

justin@priority1emergency.com

Justin at Priority One

Williams Emergency

Attn: Eric Williams

TX: (734)890-8465

Email: williamsemergency@gmail.com

TABULATION SHEET - ITB 23/24-15 Upfitting Police Utility Interceptors				
COMPANY:	ABS Storage Products, Inc.	Williams Emerg. Vehicles	Arrowhead Upfitters, Inc.	Winder Equipment
# of years upfitting Police Vehicles	16 years	20 years	8	No Bid
Attachment I - Contractor's General Questionnaire & Refs	[x] YES [ ] NO	[x] YES [ ] NO	[x] YES [ ] NO	
Attachment II - **Exceptions to Specifications Form**	[x] YES [ ] NO	[ ] YES [x] NO	[x] YES [ ] NO	
Attachment III – City's Contractual Services Agreement	[x] YES [ ] NO	[x] YES [ ] NO	[x] YES [ ] NO	
Attachment IV – Additional Reimbursable Charges	[ ] YES [x] NO	[x] YES [ ] NO	[ ] YES [x] NO	
Attachment V – Itemized Statement of all Charges	[x] YES [ ] NO	[x] YES [ ] NO	[x] YES [ ] NO	
MAXIMUM UNIT COST	$25,230.50	$18,886.65	$18,000.00	
Parts Warranty & Workmanship Warranty	MFG & 1 year labor	MFG & lifetime of vehicle	See Bid	
Exceptions	[ ] YES [x] NO	[x] YES [ ] NO	[x] YES [ ] NO	
Exceptions taken:		See bid	See Bid	
Payment Terms				
Upfitted Simultaneously or Sequentially?	[x] **Simultaneously** [ ] **Sequentially**	[ ] **Simultaneously** [x] **Sequentially**	[ ] **Simultaneously** [x] **Sequentially**	
# of business days for the changeover	15 days per vehicle	14 days per vehicle	44 days per vehicle	
Option One – Additional Work				
Option One – Part A Additional Police Utility Interceptors after 6/30/25	[x] YES [ ] NO Extension Date:	[ ] YES [ ] NO Extension Date:	[ ] YES [x] NO Extension Date:	
Option One – Part B – Pricing for other than AWD Ford Utility Interceptors	[ ] Method #1 Cost Plus Labor - Parts quoted at cost Labor/hour. $_____ Maximum hours labor billable on each vehicle: [ ]	[ ] Method #1 Cost Plus Labor - Parts quoted at cost Labor/hour. $_____ Maximum hours labor billable on each vehicle: [ ]	[ ] Method #1 Cost Plus Labor - Parts quoted at cost Labor/hour. $_____ Maximum hours labor billable on each vehicle: [ ]	
	[x] Method #2 Parts quoted at ___25___% over cost Labor/hour. $95.00_____ Maximum hours labor billable on each vehicle: [?]	[ ] Method #2 Parts quoted at _____% over cost Labor/hour. $_____ Maximum hours labor billable on each vehicle: [ ]	[x] Method #2 Parts quoted at __30____% over cost Labor/hour. $_75.00_____ Maximum hours labor billable on each vehicle: [ ]	
	[ ] Method #3 Other Description:	[ ] Method #3 Other Description:	[ ] Method #3 Other Description:	
Insurance?	[x] YES [ ] NO	[ ] YES [x] NO Will get if awarded bid	[x] YES [ ] NO	
CERTIFIED?	[x] YES [ ] NO	[ ] YES [x] NO	[x] YES [ ] NO	

PUBLICLY OPENED AT, 2:00:00 PM, Thursday, 5/30/2024 IN THE ROMULUS CITY COUNCIL CHAMBERS.

THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE	
1	Christina Parker	CITY OF ROMULUS	PURCHASING DIRECTOR	
2	Lynn A. Conway	CITY OF ROMULUS	PURCHASING ADVISOR	
3				
4				
5				
6				
7				
8				
9				

MINUTES OF ITB 23/24-15 Upfitting Police Utility Interceptors

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on Thursday,5/30/2024.

The following were present for the opening:

Christina Parker – Purchasing Director
Lynn A. Conway – Purchasing Advisor
Gary Harris – Assistant Finance Director

3 sealed bids were received and publicly opened.

A.B.S. Storage Products, Inc.
8100 W. McNichols
Detroit, MI 48221

Williams Emergency Vehicle
42040 Koppernicke Rd St 405
Canton, MI 48187

Arrow Head Upfitters, Inc.
5431 Davison Road Suite A
Lapeer, MI 48446

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 23/24-15 held on 5/30/2024.

Christina Parker

Christina Parker,
Purchasing Director

REQUEST FOR COMPETITIVE BIDS

DO NOT FILL THIS FORM IN AND SAVE A COPY TO THIS FOLDER!!!!!

- **You can save a copy to the Completed forms from Departments Folder or to your own Department's folder.**
- **Email the *completed* form to Gary Harris**

DEPARTMENT NAME:	Police Department	DATE:	4/5/2024

I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL,

PURPOSE: Up-fitting new 2025 Patrol Vehicles (Minimum of four vehicles)

IF REPLACEMENT, WILL EQUIPMENT BE (CHECK ONE IF APPLICABLE):

- ☐ Traded in
- ☐ Sold at auction
- ☐ Transferred for use elsewhere, if so where? _____
- ☐ Used for parts
- ☐ Disposed of

BUDGET YEAR	FY 24/25

ACCOUNT INFORMATION

ACCOUNT/S NUMBER	$ AMOUNT BUDGETED
266-301-971.000	$ 77,890.00
	$
	$

SIGNATURE OF DEPARTMENT HEAD: Robert D. Hammer	DATE:	4/5/2025

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY

ACCOUNT/S NUMBER	$ FUNDS AVAILABLE
FY 24/25	$
	$
	$

SIGNATURE OF FINANCE DEPARTMENT: Jerry Hamm	DATE:	

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO LET FOR COMPETITIVE BIDS.

SIGNATURE OF MAYOR:	DATE:	6.3.24

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF $ 18,886.00 per vehicle - not to exceed Budget

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

FINANCE DEPT. APPROVAL: Jerry Hamm	DATE:	6/3/2024

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. G.
General Description: Piggyback on Omnia Partners Zones Contrac 01-152 for Microsoft Office 2024 Software

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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 Zones Contract 01-152 for Microsoft Office 2024 Software

DATE: March 18, 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 fifty-three Microsoft Office 2024 Licenses from Zones Inc. for emails, spreadsheets, documents, presentations, certain databases and other applications, at a total cost of $27,624.95.

I, also, concur with the recommendation and respectfully request Council's authorization to continue the annual purchase of licensing and maintenance for the life of the product or until it is no longer able to be budgeted for.

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.

Two motions are required:

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on the Omnia Partners Contract 01-152 for the purchase of fifty-three Microsoft Office 2024 Licenses from Zones Inc. for emails, spreadsheets, documents, presentations, certain databases and other applications, at a total cost of $27,624.95.

Motion by_____, supported by _____, to concur with the administration and consent to continue the annual purchase of licensing and maintenance for the life of the product or until it is no longer able to be budgeted for.

With Pride
1970
With Unity
CITY OF ROMULUS
Industry and its citizens
working together

MEMORANDUM

DATE: March 14, 2025
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback on OMNIA Partners Zones Contract 01-152 for Microsoft Office 2024 Software

---

Technology Services Director, Steve Dudek, has requested to piggyback on OMNIA Partners Contract 01-152 to purchase a total of fifty-three (53) Microsoft Office 2024 Licenses to upgrade the current Microsoft Office Software used by the City of Romulus for emails, spreadsheets, documents, presentations, certain databases, and other applications from Zones Inc.

Please be informed that the requirement of the City of Romulus Purchasing Ordinance to solicit competitive bids for this purchase is exempt under the exception to competition clause allowing piggybacking on a contract solicited and awarded by another agency and as further outlined in subsection 39-11(d)(10) of the ordinance:

> "The city's procurement by competitively 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."

OMNIA Partners 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 the lead agency using applicable procurement. This competitively bid OMNIA contract for Technology Solutions, Products, & Services was awarded to Zones, LLC December 1, 2022 and will expire November 30, 2030. Purchases of products on this contract will grant the city a discounted percentage off the list price. The prices offered under this national extendable contract are significantly lower priced than we could obtain on our own.

It is the recommendation of myself and Technology Services Director Steve 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 the fifty-three (53) Microsoft Office 2024 Licenses from Zones Inc. for a total cost of $27,624.95.

We are also requesting council to approve the continued annual purchase of licensing and maintenance for the life of the product or until it is no longer able to be budgeted for.

Gary Harris, Assistant Finance Director, has verified that funds for this purpose are currently available in the Technology Services, 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: Request for Purchase of Microsoft Office 2024 Software

DATE: March 14, 2025

I am requesting to get the purchase of a replacement of five Microsoft Office 2024 LTSC Professional Plus licenses and forty-nine Microsoft Office 2024 LTSC Standard licenses approved. The total cost of the licenses will be $27,624.95.

Microsoft Office is the productivity software suite used by the City of Romulus for the purposes as a series of software tools used for email, spreadsheets, documents, presentations, certain databases, and other applications.

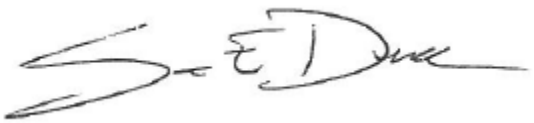
We would be piggybacking off of the Omnia Partners contract 01-152-Zones with Zones, Inc. for the purchase of these items.

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 CS4419711

Created: Mar 6, 2025

Valid Until: Mar 17, 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
Office LTSC Professional Plus 2024 (NCE COM BAS PER 1TM)				
Office LTSC Professional Plus 2024 (NCE COM BAS PER 1TM)		+ 5 Licenses(s)		
Setup fee			$673.99 / Licenses	$3,369.95
Office LTSC Standard 2024 (NCE COM BAS PER 1TM)				
Office LTSC Standard 2024 (NCE COM BAS PER 1TM)		+ 49 Licenses(s)		
Setup fee			$495.00 / Licenses	$24,255.00
Total:				$27,624.95
Tax Total:				$0.00
Order Total:				$27,624.95

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 a total of fifty-three Microsoft Office 2024 licenses needed to upgrade the current Microsoft Office software installed on computers.
AMOUNT OF EXPENDITURE: $27,624.95
SIGNATURE OF DEPARTMENT HEAD:
FUNDS CURRENTLY AVAILABLE: $83,538.73
FINANCE DEPARTMENT APPROVAL: Gary Harris
DATE: 03-14-2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. H.
General Description: Professional Services Agreement - City of Romulus and Hennessey Engineers, Inc.

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 – City of Romulus and Hennessey Engineers, Inc.

DATE: 3/20/2025

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 four (4) year professional services agreement with Hennessey Engineers as an alternate engineering firm on various project for the DPW throughout the year.

Motion by_____, supported by _____, to concur with the administration and authorize the Mayor and Clerk to enter into the attached four (4) year professional services agreement with Hennessey Engineers as an alternate engineering firm on various project for the DPW 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: **March 18th, 2025**

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

Dear Mayor,

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

In addition, the City Attorney's office, Steve Hitchcock, has approved the contract execution with minor changes. At this time, please proceed with 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

y:\admin documents\psa's\hennessy\letter to council.doc

MASTER AGREEMENT
Between
City of Romulus
And
Hennessey Engineers, Inc.
For
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT made as of the 1st day of January 2025, between the City of Romulus, a Michigan Municipal Corporation with its office located at 11111 Wayne Road, Romulus, Michigan 48174 (CLIENT) and Hennessey Engineers, Inc., a Michigan Corporation, having an office located 13500 Reeck Road, Southgate, Michigan.

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 Three (3) 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 Supplement.

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 unexpected 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 (MOOT) 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 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 January 1, 2025 (which is the Effective Date of the Agreement).

CLIENT:
CITY OF ROMULUS

By: _____
Robert McCraight
Title: Mayor

Date Signed: _____

Address for giving notices:

11111 S. Wayne Road
Romulus, MI 48174

By: _____
Ellen L. Craig-Bragg
Title: City Clerk

Date Signed :_____

ENGINEER:
HENNESSEY ENGINEERS, INC.

By: JJ Hennessey
John J. Hennessey, P.E.
Title: Vice President

Date Signed: _____

Address for giving notices:

13500 Reeck Road
Southgate, MI 48195

This is Exhibit A, consisting of 12 pages, referred to in and part of the Master Agreement between the CLIENT

and ENGINEER for Professional Services dated the 1st day of January, 2025

DESCRIPTION OF ENGINEER SERVICES

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

PART I - BASIC SERVICES

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

1. DESCRIPTION OF BASIC ENGINEERING SERVICES - CLIENT SPONSORED PROJECTS

A 1.01 S-1 Water Operator

A. The Engineer Shall:

1. Provide As-Needed assistance with Water Distribution Operator responsibilities for operation of the water distribution system and reporting to EGLE.

2. Assist the City of Romulus Water Department staff with preparation of contingency plans, reliability studies, permit reviews, bacteriological and lead/copper testing.

3. Conduct quarterly meetings with Water Department personal as directed by the CLIENT to check up on operations and report to Director of Public Works.

4. Prepare and/or assist Department staff in preparation of annual Consumer Confidence Report (CCR).

5. The S-1 Water Operator will meet with Water Department personal on as need basis quarterly

A1 .02 Study and Report Phase

A. After authorization to proceed, ENGINEER shall:

1. 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 others 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 Report documents and review them in person with CLIENT.

A 1.03 Design Phase

A. After authorization to proceed with the Design Phase, ENGINEER shall:
1. 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 governmental 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 portions 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.1.04 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 perfom1ing 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 conforms 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 Clarifications. 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 A3.01 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 Contractor. 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.

10. Applications for 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 determinations 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 review 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 lo 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.

11. 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 certificates of inspection, tests and approvals the results certified indicate compliance with, the Contract Documents); and shall transmit them lo CLIENT with written comments.

12. Inspections. ENGINEER shall conduct an inspection to determine 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.

A1 .05 Post-Construction Phase.

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

1. 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 correction 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.

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 supply, 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 that 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, permits 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

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

1. With respect to improvements intended to become a part of public system(s), as detailed in the following paragraphs of this Exhibit A: A 1.03.A. 1 through Al.03.A.4, Al.03.A.6 through Al.03.A.9, and Al.03.A. 11 through A 1.03.A. 14.

2. When requested by the CLIENT, ENGINEER also shall provide the services as outlined in paragraphs Al.03, A.5 and/or At.03.A10.

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

B. 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.

C. 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 supporting 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 environmental 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

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 connection 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 A1.03.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 pal1ial utilization of any pa1t 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.

A5.02 *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 Sel vices. 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 se1vices 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 JJ

This is Exhibit B, consisting of 3 pages, referred to in and part of the Master Agreement between the CLIENT and ENGINEER for Professional Services dated the 1st day of January, 2025

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 information 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 nonconformance in ENGINEER's services or in the work of any Contractor.

E. Authorize ENGINEER to provide Additional Services as set forth 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 pem l itted lawfully as required for ENGINEER to perform services under the Individual Project Supplement.

G. Examine all alternate solutions, studies, reports, 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 permits 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 necessary 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 advertisement 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 Hennessey 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 party 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 fort 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.

O. 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 detelmines 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 propetly 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 JJ

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 the 1st day of January, 2025

PAYMENT TO ENGINEER

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

Article 4 - PAYMENT TO ENGINEER

C4.01 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 C4.0 I.A.I, 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 C4.0I .A.2. through C4.0I.A.5.

1. 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. Quarterly Reoccurring Charges – Professional Services for the S-1 Operation of the Water Distribution system will be billed on a quarterly basis as a Civil Engineer 4.
   c. 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 A 1.03, 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:

1. 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.18 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 writing by the CLIENT, the ENGINEER will invoice the CLIENT for payment at cost times1.15.

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.5.01.A.18 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.I). Compensation for ENGINEER's independent professional associates and consultants will be on the basis provided in paragraph C4.01.B.2.

C. *For Reimbursable Expenses.* In addition to payment provided for in paragraphs C4.0l .A. and C4.0 I.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 term "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 Article A3.01 of Exhibit A, shall be compensated on the basis of ENGINEER's current BILLING RATE SCHEDULE, unless otherwise 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: transportation 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; 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 JJ

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 the 1st day of January, 2025

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: (1) Contractual Liability; (2) Products and Completed operations Liability with limits of liability not less than $2,000,000; (3) Independent Contractors Coverage; (4) Broad Fonn 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 Injury 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: Errors and Omissions on a Claims Made Basis with limits of liability of not less than $2,000,000.

E. Umbrella Liability: Engineer shall procure and maintain during the life of the Master Agreement Umbrella Coverage in the amount of $2,000,000 per occurance.

Initialed by:

CLIENT

ENGINEER JJT

2025 Billing Rate Schedule

HENNESSEY ENGINEERS, INC.
13500 Reeck Road, Southgate, MI 48195 • (734) 759-1600
400 North Main Street, Suite 303, Milford, MI 48381 • (248) 684-1033

HENNESSEY ENGINEERS	JOB TITLE	LABOR CODE	HOURLY RATE
Administrative Group	President	A01	$181.00
	Vice President	A02	$164.00
	Director of QA/QC	A05	$143.00
	Special Project Manager	A06	$106.00
Design Group	Department Head	D01	$146.00
	Civil Engineer 6	D02	$127.00
	Civil Engineer 5	D03	$119.00
	Civil Engineer 4	D04	$114.00
	Civil Engineer 3	D05	$102.00
	Civil Engineer 2	D06	$86.00
	Civil Engineer 1	D07	$81.00
	Architect 3	D08	$91.00
	Architect 2	D09	$83.00
	Architect 1	D10	$73.00
	CAD Operator 2	D11	$83.00
	CAD Operator 1	D12	$76.00
	Field Manager	D14	$96.00
Surveying Group	Department Head	S01	$146.00
	One Person – GPS	GP1	$121.00
	Two-Person Crew	S02	$172.00
	Three-Person Crew	S03	$214.00
	Professional Surveyor	S05	$136.00
	Party Chief	S06	$93.00
	Surveying Tech 2	S07	82.00
	Surveying Tech 1	S08	$73.00
Geotechnical Group	Department Head	G01	$146.00
	Professional Engineer	G02	$119.00
	Hydro-Geologist	G03	$119.00
	Geotechnical Engineer	G04	$96.00
Construction Group	Department Head	C01	$146.00
	Construction Engineer 3	C02	$92.00
	Construction Engineer 2	C03	$82.00
	Construction Engineer 3	C04	$76.00

All overtime work (work over eight hours per day and work on Saturdays, Sundays, and Holidays) will be charged at a rate equal to 1.5 times the straight time hourly rate, except for Principal.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/18/2025

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

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

PRODUCER Charles O. Howey, Jr. Howey & Associates, Inc. 22333 Allen Road Woodhaven, MI 48183 Charles O Howey, Jr (Shared) 734-676-6600	CONTACT NAME: Charles O. Howey, Jr PHONE (A/C, No, Ext): 734-676-6600 FAX (A/C, No): 734-676-1372 E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Continental Casualty	20443
INSURER B : Cincinnati Insurance Co.	10677
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Hennessey Engineers, Inc.
Soil Engineers & Scientists, I
Hennessey and Hami, Inc.
Ruby Land Company
13500 Reeck Road
Southgate, MI 48195

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY							
	CLAIMS-MADE X OCCUR	X		B2072214232	02/14/2025	02/14/2026	EACH OCCURRENCE	$ 2,000,000
	X Contractual Liabi			B2072214232	02/14/2025	02/14/2026	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)	$ 10,000
	POLICY X PRO-JECT X LOC						PERSONAL & ADV INJURY	$ 2,000,000
	OTHER:						GENERAL AGGREGATE	$ 4,000,000
							PRODUCTS - COMP/OP AGG	$ 4,000,000
							Emp Ben.	$ 2/4000000
B	AUTOMOBILE LIABILITY							
	X ANY AUTO			EBA0568845	02/14/2025	02/14/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per person)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB X OCCUR			EXS 0011749	02/14/2025	02/14/2026	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ $0							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N	N / A		EWC0568848	02/04/2025	02/04/2026	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Professional Liab			AEH004316412	02/14/2025	02/14/2026	see notes	3,000,000
B	Leased Equip			EPP0568845	02/14/2025	02/14/2026	see notes	25,000

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

The certificate holder is listed as additional insured with regards to the Commercial General Liability per written contract.

CERTIFICATE HOLDER

CITYROM

City of Romulus
12600 Wayne Rd.
Romulus, MI 48174

CANCELLATION

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

AUTHORIZED REPRESENTATIVE
Charles O Howey, Jr (Shared)

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Cincinnati Ins. Co.,
Policy # EPP0568845
Leased Equipment, $25,000 per item, $500 Ded

Professional Liability & Pollution Incident Liability:
Continental Casualty Co.
Claims Made - $3,000,000
Policy Period Aggregate: $3,000,000
Deductible $25,000
Policy #AEH004316412

GL- SB146968C 10/19 Bkt Addl Insd, w/Products-Completed Operations Coverage and Bkt Waiver - included.
GL- SB146932G 10/19 Bkt Addl Insd, Liab Ext.
GL- CNA80103XX 09/2014 Primary and Non Contributory - Other Ins Condition
GL- SB147052C 06/2016 Notice of Cancellation or Material Coverage Change

AA4172 09/09 BLANKET WAIVER OF SUBROGATION - AUTO
AA288 01/16 CinciPlus Bus Auto Expanded Coverage Endt-Blkt WOS, PNC & AI

WC- WC000313 4/84 Blkt Waiver of Subrogation

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. I.

General Description: Piggyback on MiDeal Contract for the Purchase of one (1) 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck

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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 MiDeal Contract #071B7700178 MiDeal Special #0073-4WDL for Purchase of one (1) 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck

DATE: March 18, 2025

I concur with the recommendation of Christina Parker, Purchasing Director and Roberto Scappaticci, DPW Director, and respectfully request Council authorization to piggyback on MiDeal Contract #071B7700178 MiDeal Special #0073-4WDL with Todd Wenzel Chevrolet for the purchase of one (1) 2024 GMC Sierra 1500 Double Cap 4x4 Pickup Truck for a total cost of $43,990.00.

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Motor Vehicle Capital Outlay, Motor Vehicle & Equipment Expense account #661-572-971.138

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on MiDeal Contract #071B7700178 MiDeal Special #0073-4WDL with Todd Wenzel Chevrolet for the purchase of one (1) 2024 GMC Sierra 1500 Double Cap 4x4 Pickup Truck for a total cost of $43,990.00.

MEMORANDUM

DATE: March 18, 2025
TO: Mayor Robert A. McCraight
FROM: Christina Parker, Purchasing Director
SUBJECT: Piggyback MiDeal Contract #071B7700178 MiDeal Special #0073–4WDL for Purchase of a 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck

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Roberto Scappaticci, Public Works Director, has requested to purchase one (1) 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck to replace current the Foreman's truck for the total cost of $43,990.00 from Todd Wenzel Chevrolet by Piggybacking on the State of Michigan's MiDeal Contract #071 B7700178 MiDeal Special #0073-4WDL. The existing foreman truck will be rotated into the fleet for the new Parks Laborer to be utilized.

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."

It is the recommendation of myself and Roberto Scappaticci, Public Works Director, to proceed with the purchase of this vehicle. If you concur, please request Council's permission to Piggyback on MiDeal Contract #071 B7700178 MiDeal Special #0073-4WDL with Todd Wenzel Chevrolet for the purchase of one (1) 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck for a total cost of $43,990.00.

Gary Harris, Assistant Finance Director, has verified funds for this purpose are currently available in the Motor Vehicle Capital Outlay, Motor Vehicle & Equipment Expense Account (661-572-971.138).

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, Director of Purchasing**

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

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

DATE: **March 14th, 2025**

SUBJECT: **MiDeal 071B7700184 MiDeal Spec# 0073-4WDL Piggyback Purchase Approval of 2024 GMC Sierra 1500 Dbl Cab 4x4 Pickup for Foreman**

Dear Ms. Parker,

I am requesting your approval to piggyback on 2024 vehicle equipment pricing provided to the State of Michigan, MiDeal 071B7700184 to replace our current worn foreman's truck. The pricing for this equipment in the amount of $43,990.00 will be funded from account# 661-572-971.138 for the purchase of a 2024 GMC Sierra 1500 Dbl Cab 4x4 pickup.

The existing foreman's truck will be rotated back into the fleet so our new parks laborer can utilize it.

If you should have any questions regarding this matter please feel free to contact me at 734-955-8752 or rscappaticci@romulusgov.com.

Sincerely,

_____
Roberto J. Scappaticci, Director of Public Works

s:\public works\administrative\admin documents\2025 memos\memo to council - piggyback som foreman's truck.docx

Todd Wenzel Buick GMC and TW Chevrolet
Albert Li | (734) 713-1065 | ali@toddwenzel.com

City of Romulus

Prepared For: Christina LaVeque

(734) 732-1276

claveque@romulusgov.com

[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34)

TODD WENZEL BUICK GMC of WESTLAND

35100 FORD RD
WESTLAND, MI 48185

State of Michigan MiDeal Contract # 071B7700184
MiDeal Spec # 0073-4WDL

City of Romulus Pricing **(MiDeal Pricing)**

2024 GMC Sierra 1500 Dbl Cab 4x4 Pickup

7000# GVWR **5.3L V-8 / 10-Spd Auto** **Dbl Cab w/ 6.5' Box**

Spec 0073 – 2024 GMC Sierra 1500 Double Cab 4wd	**$ 43,381.00**
SBL – Spray-On Bedliner (UTR, RhinoLining)	$ 609.00
Total	**$ 43,990.00**

Options:

6SB – 6" Rectangular Step Bars (Black, GM Accy)	+ $ 984.00

Prices Quoted are for a MiDeal GM Dealer Stock Units.
Available for Immediate Delivery. Subject to Prior Sale.
FOB Romulus, MI

[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (✓ Complete)

Price Summary

PRICE SUMMARY		
		MSRP
	Base Price	$44,300.00
	Total Options	$3,655.00
	Vehicle Subtotal	$47,955.00
	Destination Charge	$1,995.00
	Grand Total	**$49,950.00**

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 24933. Data Updated: Mar 11, 2025 6:47:00 PM PDT.

[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (Complete)

Selected Model and Options

MODEL

CODE	MODEL
TK10753	2024 GMC Sierra 1500 4WD Double Cab 147" Pro

COLORS

CODE	DESCRIPTION
GAZ	Summit White

OPTIONS

CODE	DESCRIPTION
FE9	Emissions, Federal requirements
L84	Engine, 5.3L EcoTec3 V8
MHT	Transmission, 10-speed automatic, (Column shifter) electronically controlled
GU5	Rear axle, 3.23 ratio
1SA	Pro Preferred Equipment Group
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel, Silver
QDV	Tires, 265/70R17 all-terrain, blackwall
XCQ	Tire, spare 265/70R17SL all-season, blackwall
GAZ	Summit White
AZ3	Seats, front 40/20/40 split-bench
H1T	Jet Black, Cloth seat trim
IOR	Audio system, GMC Infotainment System with 7" diagonal color touch-screen, AM/FM stereo
___	Option/package discount
PEB	Pro Value Package
PCI	Convenience Package
Z82	Trailering Package
G80	Auto-locking rear differential
KC4	Cooling, external engine oil cooler
KNP	Cooling, auxiliary external transmission oil cooler
KW7	Alternator, 170 amps
JL1	Trailer brake controller, integrated
DLF	Mirrors, outside heated power-adjustable

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Data Version: 24933. Data Updated: Mar 11, 2025 6:47:00 PM PDT.

[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (✔ Complete)

OPTIONS

CODE	DESCRIPTION
AKO	Glass, deep-tinted
UF2	LED Cargo Area Lighting
QT5	Tailgate, gate function manual with EZ Lift
K34	Cruise control, steering wheel-mounted
KI4	Power outlet, interior power outlet, 120-volt
UBI	USB ports, (2) charge-only, rear
KC9	Power outlet, bed mounted, 120-volt
C49	Defogger, rear-window electric
CTT	Hitch Guidance
	Options Total

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Data Version: 24933. Data Updated: Mar 11, 2025 6:47:00 PM PDT.

[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (✔ Complete)

Standard Equipment

Package	
	GMC Pro Safety includes (UEU) Forward Collision Alert, (UE4) Following Distance Indicator, (UKJ) Front Pedestrian Braking, (TQ5) IntelliBeam, (UHX) Lane Keep Assist with Lane Departure Warning, and (UHY) Automatic Emergency Braking (Includes (T8Z) Buckle to Drive.)
Mechanical	
	Pickup bed (Deleted when (ZW9) pickup bed delete is ordered on Regular Cab models.)
	Engine, TurboMax (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (Not available with (VYU) Snow Plow Prep Package, (ZW9) pickup bed delete, (KC4) external engine oil cooler or (X31) X31 Off-Road Package. Includes (KW5) 220-amp alternator.) (STD)
	Transmission, 8-speed automatic, (Column shifter) electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (Standard and only available with (L3B) TurboMax engine.) (STD)
	GVWR, 7000 lbs. (3175 kg) (Requires Crew Cab or Double Cab 4WD model and (L3B) TurboMax engine. Requires Double Cab 4WD model and (L84) 5.3L EcoTec3 V8 engine.)
	Rear axle, 3.42 ratio (Included and only available with (L3B) TurboMax engine.)
	Push Button Start
	Automatic Stop/Start (Not available with (FHS) E85 FlexFuel capability.)
	Transfer case, single speed, electronic Autotrac with push button control (4WD models only)
	Suspension Package, Standard
	Four wheel drive
	Battery, heavy-duty 730 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L84) 5.3L EcoTec3 V8 engine or (L3B) TurboMax engine.)
	Frame, fully-boxed, hydroformed front section
	Recovery hooks, front, frame-mounted, Black (Included with 4WD models or included on 2WD models with (PQA) 1SA Safety Plus Package or (WPB) Graphite Edition. Available on 2WD models as a free flow option.)
	Cargo tie downs (12), fixed
	Steering, Electric Power Steering (EPS) assist, rack-and-pinion
	Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
	Capless Fuel Fill
	Exhaust, single outlet
	Exhaust, aluminized stainless-steel muffler and tailpipe
Exterior	
	Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel, Silver (STD)
	Tires, 255/70R17 all-season, blackwall (STD)

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Data Version: 24933. Data Updated: Mar 11, 2025 6:47:00 PM PDT.

[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (Complete)

Exterior	
	Tire, spare 255/70R17 all-season, blackwall (Included with (QBN) 255/70R17 all-season, blackwall tires.) (STD)
	Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare
	Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)
	Bumper, front chrome lower (Requires (VJH) rear chrome bumper and (E63) pickup bed. Required with (PQA) 1SA Safety Plus Package on 1SA unless ordered with (WBP) Graphite Edition.)
	Bumper, rear chrome with bumper CornerSteps (Requires (V46) front chrome bumper and (E63) pickup bed.)
	CornerStep, rear bumper
	Grille (Chrome header with flat black grille insert bars)
	Headlamps, LED projectors with Fade-on/Fade-off animation, LED turn signals and Daytime Running Lamps
	IntelliBeam, automatic high beam on/off (Included and only available with (PDI) GMC Pro Safety.)
	Taillamps, LED LED signature taillight and Fade-on/Fade-off animation, incandescent stop, turn and reverse light
	Mirrors, outside manual, Black (Not available on Regular Cab models.)
	Glass, solar absorbing, tinted
	Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
	Tailgate, standard (Deleted with (ZW9) pickup bed delete.)
	Tailgate, gate function manual, no lift assist (Deleted with (ZW9) pickup bed delete or (QK2) GMC MultiPro Tailgate.)
	Tailgate and bed rail protection caps, top
	Tailgate, locking utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete or (QK2) GMC MultiPro Tailgate.)
	Door handles, Black grained
Entertainment	
	Audio system, GMC Infotainment System with 7" diagonal color touch-screen, AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; featuring wireless Android Auto and Apple CarPlay capability for compatible phones (STD)
	Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)
	Bluetooth for phone connectivity to vehicle infotainment system
	Wireless, Apple CarPlay / Wireless Android Auto
	Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)
Interior	
	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

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[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (Complete)

Interior	
	Seat trim, Vinyl
	Seat adjuster, driver 4-way manual
	Seat adjuster, passenger 4-way manual
	Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Not available with Regular Cab model.)
	Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
	Steering column, Tilt-Wheel, manual with wheel locking security feature
	Steering wheel, urethane
	Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
	Driver Information Center, 3.5" diagonal monochromatic display
	Compass, located in instrument cluster
	Exterior Temperature Display, located in radio display
	Brake lining wear indicator
	Windows, power front, drivers express up/down
	Window, power front, passenger express down
	Windows, power rear, express down (Not available on Regular Cab models.)
	Door locks, power
	Remote Keyless Entry
	USB Ports, 2, Charge/Data ports located on instrument panel
	Power outlet, front auxiliary, 12-volt
	Air conditioning, single-zone manual
	Air vents, rear (Not available with Regular Cab model.)
	Mirror, inside rearview, manual tilt
	Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted
	GMC Connected Access capable (Subject to terms. See onstar.com or dealer for details.)
Safety-Interior	
	Automatic Emergency Braking (Included and only available with (PDI) GMC Pro Safety.)
	Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

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[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (✔ Complete)

Safety-Interior	
	OnStar and GMC Connected Services capable (Terms and limitations apply. See onstar.com or dealer for details.)
	HD Rear Vision Camera (Not available with (ZW9) pickup bed delete.)
	Following Distance Indicator (Included and only available with (PDI) GMC Pro Safety.)
	Forward Collision Alert (Included and only available with (PDI) GMC Pro Safety.)
	Lane Keep Assist with Lane Departure Warning (Included and only available with (PDI) GMC Pro Safety.)
	Seat Belt Adjustable Guide Loops, front row only (Included and only available with Crew Cab or Double Cab models.)
	Buckle to Drive (Included and only available with (PDI) GMC Pro Safety.)
	Tire Pressure Monitor System, auto learn includes Tire Fill Alert (does not apply to spare tire)
	Rear Seat Reminder (Requires Crew Cab or Double Cab model.)
	Rear seat belt warning (Requires Crew Cab or Double Cab model.)
	3 Years of OnStar Remote Access. The OnStar Remote Access Plan gives you simplified remote control of your properly equipped vehicle and unlocks a variety of great features in your myGMC mobile app. See dealer for details. (OnStar Remote Access Plan does not include emergency or security services. Fleet customers will get Fleet Remote Access through OnStar Vehicle Insights. See onstar.com for details and limitations. Available on select Apple and Android devices. Service availability, features and functionality vary by vehicle, device, and the plan you are enrolled in. Terms apply. Device data connection required.)
Safety-Mechanical	
	Front Pedestrian Braking (Included and only available with (PDI) GMC Pro Safety.)
	StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist
Safety-Exterior	
	Daytime Running Lamps, LED signature lighting

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[Fleet] 2024 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (34) (Complete)

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: Sierra TurboMax^{TM} engines, 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: Sierra TurboMax^{TM} engines, 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles
Maintenance Note: First Visit: 12 Months/12,000 Miles

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FUNDS VERIFICATION FORM

DEPARTMENT:	DPW
FUND NAME:	Motor Vehicle
ACCOUNT NUMBER/S:	661-~~260~~ 572 -971.138 661 572 971 138
PURPOSE FOR REQUEST:	Purchase of 2024 GMC Sierra 1500 Double Cab 4x4 Pickup Truck for Foreman
AMOUNT OF EXPENDITURE:	$43,990.00
SIGNATURE OF DEPARTMENT HEAD:	
FUNDS CURRENTLY AVAILABLE:	$52,000.00
FINANCE DEPARTMENT APPROVAL:	
DATE:	3/14/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. J.
General Description: ITB 24-25-09 Inkster & Ecorse Water Main 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 24/25-09 Inkster & Ecorse Water Main Project #0155-24-0050

DATE: March 18, 2025

I concur with the recommendation of Christina Parker, Purchasing Director and Roberto Scappaticci, DPW Director and respectfully request Council award Bid ITB 24/25-09 to the lowest, most responsive and responsible bidder, Pamar Enterprise, Inc., for the Inkster and Ecorse Water Main Project, in the amount of $2,667,879.000 with a 10% contingency in the amount of $266,787.90 to cover any unforeseen issues that may arise in the field, bringing the total requested amount to $2,934,666.90.

Gary Harris, Assistant Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Water and Sewer Fund, Water Department, Construction In Progress Expense account #592-591-989.000.

Motion by_____, supported by _____, to concur with the administration and award Bid ITB 24/25-09 to the lowest, most responsive and responsible bidder, Pamar Enterprise, Inc., for the Inkster and Ecorse Water Main Project, in the amount of $2,667,879.000 with a 10% contingency in the amount of $266,787.90 to cover any unforeseen issues that may arise in the field, bringing the total requested amount to $2,934,666.90.

MEMORANDUM

DATE: **March 7, 2025**

TO: **Mayor Robert A. McCraight**

FROM: **Christina Parker, Purchasing Director**

SUBJECT: **ITB 24/25-09 Inkster & Ecorse Water Main Project #0155-24-0050**

Bids were solicited to contract for the Inkster & Ecorse Water Main Project for the City of Romulus, Department of Public Works.

In addition to being advertised in the 1/30/2025 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 882 companies of the bid and of them, 122 companies downloaded the bid specifications.

On 2/18/2025, 6 bids were received and publicly opened.

I concur with the recommendation of Director, Roberto Scappaticci to award the contract for Inkster & Ecorse Water Main Project to the lowest, most responsive & responsible bidder, Pamar Enterprise, Inc., in the amount of $2,667,879.00. Additionally, a 10 percent contingency in the amount of $266,787.90 is requested to cover any unforeseen issues that may arise in the field, bringing the total requested award to $2,934,666.90.

Assistant Finance Director, Gary Harris has verified that funds for this acquisition have been budgeted for and are available in the Water and Sewer Fund, Water Department, Construction In Progress Expense Account, (592-591-989.000).

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: **March 3rd, 2025**

SUBJECT: **Inkster & Ecorse Road Water Main Project - Bid Award ITB 24/25-09**

The DPW is in receipt of bid results for the Inkster & Ecorse Roads Water Main Project, ITB 24/25-09. A total of 6 contracting companies submitted proposals for the work. The project includes the replacement of water main on Inkster Road from Van Born Road to Ecorse Roads. In addition, a small portion of the watermain from Inkster Road to Birchdale Street on Ecorse Road will be replaced as well.

The low bid contractor for this project was Pamar Enterprises Inc. in the amount of $2,667,879.00. 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 **Pamar Enterprises Inc.** in the amount of **$2,667,879.00.** 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 24/25 592-591-989.000.**

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

March 2, 2025

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

Regarding:

OHM Job No. 0155-24-0050
City of Romulus – ITB 24/25-09
Inkster and Ecorse Road Water Main Project
Bid Results

Dear Mr. Scappaticci:

A total of six bids for the above-referenced project were received on February 18, 2025. The work includes water main replacement on Inkster Road from Ecorse to Van Born and Ecorse Road from Birchdale to Inkster. 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
Pamar Enterprises Inc.	$2,667,879.00
Inner City Contracting, LLC	$2,905,631.00
Bricco Excavating Company, LLC	$2,912,544.00
Verdeterre	$2,915,418.90
Lawrence M. Clarke, Inc.	$2,961,728.00
Bidigare Contractors, Inc.	$3,179,298.00

This project required bidders to submit a statement of qualifications, including project references meeting the qualifications listed in the Supplemental Instructions to Bidders. Below is a summary of findings based on our review of the references submitted for the low three bidders.

Pamar Enterprises has performed similar work for several communities. References include work in the City of Southfield, Macomb County, City of Novi, and the City of Inkster. They are MDOT pre-qualified, and a majority of the references provided are water main projects. They provided subcontractors for audio video, traffic control, concrete paving, and HMA paving. Pamar does plan to self-perform water main installation including open trench, directional drill, and pipe bursting applications.

Inner City Contracting, LLC has performed similar water main projects for communities including City of Ferndale, City of Grosse Pointe, and City of Linden. They provided subcontractors for audio video, traffic control, concrete paving, restoration, and the directional drilling. Ricochet HDD, LLC was listed as the directional drill subcontractor.

Bricco Excavating Company, LLC has performed similar water main projects for communities including City of Farmington Hills, City of Warren, and City of St. Clair Shores. They provided subcontractors for concrete paving, and the directional drilling. Dynamic HDD was listed as the directional drill subcontractor.

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F 734.522.6427
OHM-Advisors.com

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, P.E.

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

Encl: Bid Tab

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Bid Form for
Inkster and Ecorse Water Main
City of Romulus ITB 24/25-09
OHM Job Number: 0155-24-0100

Item	Description	Quantity	Unit	Pamar Enterprises, Inc. 31604 Pamar Court New Haven, MI 48048 Phone: (586) 749-8593		Inner City Contracting LLC 18715 Grand River Ave Detroit, MI 48223 Phone: (313)272-5031		Bricco Excavating Company, LLC 21201 Meyers Road Oak Park, MI 48237 Phone: (248)547-6963	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
DIVISION 1 - Inkster									
1	Audio Video Route Survey, Inkster	1	LSUM	$ 1,500.00	$ 1,500.00	$ 900.00	$ 900.00	$ 6,500.00	$ 6,500.00
2	Traffic Maintenance and Control, Inkster	1	LSUM	$ 25,000.00	$ 25,000.00	$ 4,640.00	$ 4,640.00	$ 50,000.00	$ 50,000.00
3	Permits and Inspection Fee Allowance, Inkster	1	Dlr	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00
4	Mobilization, Max 5%, Inkster	1	LSUM	$ 95,000.00	$ 95,000.00	$ 50,341.60	$ 50,341.60	$ 100,000.00	$ 100,000.00
5	Exploratory Excavation	30	Ea	$ 350.00	$ 10,500.00	$ 310.80	$ 9,324.00	$ 1,000.00	$ 30,000.00
6	Pavt, Rem	1502	Syd	$ 10.00	$ 15,020.00	$ 12.60	$ 18,925.20	$ 20.00	$ 30,040.00
7	Sidewalk, Rem	20	Syd	$ 16.00	$ 320.00	$ 6.00	$ 120.00	$ 13.00	$ 260.00
8	Erosion Control, Silt Fence	3000	Ft	$ 1.45	$ 4,350.00	$ 2.50	$ 7,500.00	$ 1.50	$ 4,500.00
9	Erosion Control, Filter Bag	45	Ea	$ 125.00	$ 5,625.00	$ 150.00	$ 6,750.00	$ 250.00	$ 11,250.00
10	Aggregate Base, 6 inch, Modified	912	Syd	$ 13.50	$ 12,312.00	$ 21.20	$ 19,334.40	$ 40.00	$ 36,480.00
11	Aggregate Base, 9 inch, Modified	635	Syd	$ 16.50	$ 10,477.50	$ 46.60	$ 29,591.00	$ 49.00	$ 31,115.00
12	Maintenance Aggregate, 21AA	74	Ton	$ 20.00	$ 1,480.00	$ 22.50	$ 1,665.00	$ 85.00	$ 6,290.00
13	Hand Patching	174	Ton	$ 190.00	$ 33,060.00	$ 567.60	$ 98,762.40	$ 190.00	$ 33,060.00
14	Conc Pavt, Nonreinf, 6 inch	72	Syd	$ 54.00	$ 3,888.00	$ 54.00	$ 3,888.00	$ 54.00	$ 3,888.00
15	Conc Pavt, Nonreinf, 10 inch	936	Syd	$ 84.00	$ 78,624.00	$ 84.00	$ 78,624.00	$ 84.00	$ 78,624.00
16	Sidewalk, Conc, 4 inch	175	Sft	$ 16.00	$ 2,800.00	$ 8.60	$ 1,505.00	$ 9.00	$ 1,575.00
17	Remove and Reset Salvaged Mailbox Post	5	Ea	$ 150.00	$ 750.00	$ 200.00	$ 1,000.00	$ 700.00	$ 3,500.00
18	Remove and Reset Salvaged Sign	5	Ea	$ 175.00	$ 875.00	$ 50.00	$ 250.00	$ 700.00	$ 3,500.00
19	Sprinkler Line, Repair	95	Ft	$ 5.00	$ 475.00	$ 12.50	$ 1,187.50	$ 8.00	$ 760.00
20	Restoration, Topsoil, Seed and Mulch	7362	Syd	$ 1.00	$ 7,362.00	$ 14.30	$ 105,276.60	$ 12.00	$ 88,344.00
21	Sprinkler Head, Replace	20	Ea	$ 55.00	$ 1,100.00	$ 150.00	$ 3,000.00	$ 90.00	$ 1,800.00
22	12 inch Water Main, PVC DR-14, Open-Cut	943	Ft	$ 233.00	$ 219,719.00	$ 251.75	$ 237,400.25	$ 180.00	$ 169,740.00
23	12 inch Water Main, Fusible PVC DR-14, Directional Drill	486	Ft	$ 233.00	$ 113,238.00	$ 200.70	$ 97,540.20	$ 195.00	$ 94,770.00
24	12 inch Water Main, Fusible PVC DR-14, Pipe-Burst	3814	Ft	$ 233.00	$ 888,662.00	$ 220.90	$ 842,512.60	$ 195.00	$ 743,730.00
25	8 inch Water Main, CI 54 DI, Open-Cut	176	Ft	$ 213.00	$ 37,488.00	$ 265.45	$ 46,719.20	$ 170.00	$ 29,920.00
26	Gate Well, Rem	13	Ea	$ 650.00	$ 8,450.00	$ 621.60	$ 8,080.80	$ 1,100.00	$ 14,300.00
27	Hydrant, Rem	6	Ea	$ 650.00	$ 3,900.00	$ 310.80	$ 1,864.80	$ 900.00	$ 5,400.00

Bid Form for
Inkster and Ecorse Water Main
City of Romulus ITB 24/25-09
OHM Job Number: 0155-24-0100

Item	Description	Quantity	Unit	Pamar Enterprises, Inc. 31604 Pamar Court New Haven, MI 48048 Phone: (586) 749-8593 Unit Price	Pamar Enterprises, Inc. Amount	Inner City Contracting LLC 18715 Grand River Ave Detroit, MI 48223 Phone: (313)272-5031 Unit Price	Inner City Contracting LLC Amount	Bricco Excavating Company, LLC 21201 Meyers Road Oak Park, MI 48237 Phone: (248)547-6963 Unit Price	Bricco Excavating Company, LLC Amount
28	Abandon Water Main with Flowable Fill	505	Ft	$ 6.00	$ 3,030.00	$ 29.85	$ 15,074.25	$ 4.00	$ 2,020.00
29	Temporary Water Supply System	5300	Ft	$ 5.00	$ 26,500.00	$ 5.25	$ 27,825.00	$ 3.00	$ 15,900.00
30	Water Main, Rem	400	Ft	$ 22.00	$ 8,800.00	$ 11.80	$ 4,720.00	$ 10.00	$ 4,000.00
31	Connect to Existing Water Main	10	Ea	$ 5,000.00	$ 50,000.00	$ 8,014.00	$ 80,140.00	$ 14,000.00	$ 140,000.00
32	Curb Stop and Box, 1 inch	19	Ea	$ 380.00	$ 7,220.00	$ 441.10	$ 8,380.90	$ 600.00	$ 11,400.00
33	Fire Hydrant Assembly	10	Ea	$ 9,500.00	$ 95,000.00	$ 10,332.80	$ 103,328.00	$ 12,000.00	$ 120,000.00
34	Gate Valve and Well, 12 inch	8	Ea	$ 11,000.00	$ 88,000.00	$ 13,347.15	$ 106,777.20	$ 14,000.00	$ 112,000.00
35	Gate Valve and Well, 8 inch	4	Ea	$ 7,500.00	$ 30,000.00	$ 11,936.40	$ 47,745.60	$ 12,000.00	$ 48,000.00
36	Jumper Connect Existing Water Service	17	Ea	$ 450.00	$ 7,650.00	$ 1,210.50	$ 20,578.50	$ 2,000.00	$ 34,000.00
37	Water Service, 1 inch, Short	19	Ea	$ 1,100.00	$ 20,900.00	$ 1,297.00	$ 24,643.00	$ 3,200.00	$ 60,800.00
38	Water Service, Private Replacement	5	Ea	$ 7,800.00	$ 39,000.00	$ 4,399.60	$ 21,998.00	$ 3,500.00	$ 17,500.00
39	Temporary Concrete Barrier	300	Ft	$ 20.00	$ 6,000.00	$ 85.00	$ 25,500.00	$ 95.00	$ 28,500.00
	SUBTOTAL FOR Inkster (Items 1-39)				**$ 1,989,075.50**		**$ 2,188,413.00**		**$ 2,198,466.00**
	DIVISION 2 - Ecorse								
40	Audio Video Route Survey, Ecorse	1	LSUM	$ 500.00	$ 500.00	$ 900.00	$ 900.00	$ 6,500.00	$ 6,500.00
41	Traffic Maintenance and Control, Ecorse	1	LSUM	$ 8,000.00	$ 8,000.00	$ 8,640.00	$ 8,640.00	$ 29,000.00	$ 29,000.00
42	Permits and Inspection Fee Allowance, Ecorse	1	Dlr	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00
43	Mobilization, Max 5%, Ecorse	1	LSUM	$ 30,000.00	$ 30,000.00	$ 20,598.43	$ 20,598.43	$ 34,000.00	$ 34,000.00
44	Exploratory Excavation	5	Ea	$ 350.00	$ 1,750.00	$ 310.80	$ 1,554.00	$ 1,000.00	$ 5,000.00
45	Pavt, Rem	291	Syd	$ 10.00	$ 2,910.00	$ 12.60	$ 3,666.60	$ 22.00	$ 6,402.00
46	Sidewalk, Rem	43	Syd	$ 16.00	$ 688.00	$ 5.60	$ 240.80	$ 13.00	$ 559.00
47	Erosion Control, Silt Fence	1000	Ft	$ 1.45	$ 1,450.00	$ 2.50	$ 2,500.00	$ 1.50	$ 1,500.00
48	Erosion Control, Filter Bag	15	Ea	$ 125.00	$ 1,875.00	$ 150.00	$ 2,250.00	$ 250.00	$ 3,750.00
49	Aggregate Base, 6 inch, Modified	188	Syd	$ 13.50	$ 2,538.00	$ 21.20	$ 3,985.60	$ 40.00	$ 7,520.00
50	Aggregate Base, 9 inch, Modified	145	Syd	$ 16.50	$ 2,392.50	$ 46.15	$ 6,691.75	$ 49.00	$ 7,105.00
51	Maintenance Aggregate, 21AA	22	Ton	$ 20.00	$ 440.00	$ 17.00	$ 374.00	$ 85.00	$ 1,870.00
52	Hand Patching	54	Ton	$ 190.00	$ 10,260.00	$ 567.05	$ 30,620.70	$ 190.00	$ 10,260.00
53	Conc Pavt, Nonreinf, 10 inch	129	Syd	$ 84.00	$ 10,836.00	$ 84.00	$ 10,836.00	$ 84.00	$ 10,836.00

Bid Form for
Inkster and Ecorse Water Main
City of Romulus ITB 24/25-09
OHM Job Number: 0155-24-0100

Item	Description	Quantity	Unit	Pamar Enterprises, Inc. 31604 Pamar Court New Haven, MI 48048 Phone: (586) 749-8593 Unit Price	Amount	Inner City Contracting LLC 18715 Grand River Ave Detroit, MI 48223 Phone: (313)272-5031 Unit Price	Amount	Bricco Excavating Company, LLC 21201 Meyers Road Oak Park, MI 48237 Phone: (248)547-6963 Unit Price	Amount
54	Sidewalk, Conc, 4 inch	380	Sft	$ 16.00	$ 6,080.00	$ 6.00	$ 2,280.00	$ 9.00	$ 3,420.00
55	Remove and Reset Salvaged Mailbox Post	1	Ea	$ 150.00	$ 150.00	$ 200.00	$ 200.00	$ 700.00	$ 700.00
56	Sprinkler Line, Repair	45	Ft	$ 5.00	$ 225.00	$ 62.50	$ 2,812.50	$ 8.00	$ 360.00
57	Restoration, Topsoil, Seed and Mulch	1778	Syd	$ 1.00	$ 1,778.00	$ 14.30	$ 25,425.40	$ 12.00	$ 21,336.00
58	Sprinkler Head, Replace	10	Ea	$ 55.00	$ 550.00	$ 150.00	$ 1,500.00	$ 90.00	$ 900.00
59	12 inch Water Main, PVC DR-14, Open-Cut	309	Ft	$ 253.00	$ 78,177.00	$ 217.16	$ 67,102.44	$ 180.00	$ 55,620.00
60	12 inch Water Main, Fusible PVC DR-14, Directional Drill	1430	Ft	$ 253.00	$ 361,790.00	$ 196.71	$ 281,295.30	$ 187.00	$ 267,410.00
61	8 inch Water Main, CI 54 DI, Open-Cut	98	Ft	$ 213.00	$ 20,874.00	$ 170.66	$ 16,724.68	$ 170.00	$ 16,660.00
62	Gate Well, Rem	3	Ea	$ 650.00	$ 1,950.00	$ 689.35	$ 2,068.05	$ 1,100.00	$ 3,300.00
63	Hydrant, Rem	1	Ea	$ 650.00	$ 650.00	$ 297.50	$ 297.50	$ 900.00	$ 900.00
64	Abandon Water Main with Flowable Fill	1580	Ft	$ 6.00	$ 9,480.00	$ 18.60	$ 29,388.00	$ 4.00	$ 6,320.00
65	Connect to Existing Water Main	5	Ea	$ 5,000.00	$ 25,000.00	$ 9,852.50	$ 49,262.50	$ 14,000.00	$ 70,000.00
66	Curb Stop and Box, 1 inch	2	Ea	$ 380.00	$ 760.00	$ 510.85	$ 1,021.70	$ 600.00	$ 1,200.00
67	Fire Hydrant Assembly	3	Ea	$ 9,500.00	$ 28,500.00	$ 12,731.55	$ 38,194.65	$ 12,000.00	$ 36,000.00
68	Gate Valve and Well, 12 inch	4	Ea	$ 11,000.00	$ 44,000.00	$ 15,659.95	$ 62,639.80	$ 14,000.00	$ 56,000.00
69	Gate Valve and Well, 8 inch	2	Ea	$ 7,500.00	$ 15,000.00	$ 11,936.40	$ 23,872.80	$ 12,000.00	$ 24,000.00
70	Water Service, 1 inch, Short	2	Ea	$ 1,100.00	$ 2,200.00	$ 1,262.40	$ 2,524.80	$ 3,200.00	$ 6,400.00
71	Temporary Concrete Barrier	150	Ft	$ 20.00	$ 3,000.00	$ 85.00	$ 12,750.00	$ 95.00	$ 14,250.00
	SUBTOTAL FOR Ecorse (Items 40-71)				**$ 678,803.50**		**$ 717,218.00**		**$ 714,078.00**
	Total Bid Amount (Items 1-71):				**$ 2,667,879.00**		**$ 2,905,631.00**		**$ 2,912,544.00**

Bid Form for
Inkster and Ecorse Water Main
City of Romulus ITB 24/25-09
OHM Job Number: 0155-24-0100

Item	Description	Quantity	Unit	Verdeterre Contracting, Inc 7994 Belleville Rd Belleville, MI 48111 Phone: (734)697-4166		Lawrence M. Clarke, Inc. 50850 Bemis Road Belleville, MI 48111 Phone: (734)481-1565		Bidigare Contractors, Inc. 939 S. Mill Street Plymouth, MI 48170 Phone: (248)735-1113	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
DIVISION 1 - Inkster									
1	Audio Video Route Survey, Inkster	1	LSUM	$ 7,345.00	$ 7,345.00	$ 10,000.00	$ 10,000.00	$ 900.00	$ 900.00
2	Traffic Maintenance and Control, Inkster	1	LSUM	$ 21,500.00	$ 21,500.00	$ 15,000.00	$ 15,000.00	$ 15,000.00	$ 15,000.00
3	Permits and Inspection Fee Allowance, Inkster	1	Dlr	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00
4	Mobilization, Max 5%, Inkster	1	LSUM	$ 78,500.00	$ 78,500.00	$ 100,000.00	$ 100,000.00	$ 100,000.00	$ 100,000.00
5	Exploratory Excavation	30	Ea	$ 1,350.00	$ 40,500.00	$ 500.00	$ 15,000.00	$ 1.00	$ 30.00
6	Pavt, Rem	1502	Syd	$ 20.00	$ 30,040.00	$ 20.00	$ 30,040.00	$ 20.00	$ 30,040.00
7	Sidewalk, Rem	20	Syd	$ 24.50	$ 490.00	$ 20.00	$ 400.00	$ 15.00	$ 300.00
8	Erosion Control, Silt Fence	3000	Ft	$ 4.00	$ 12,000.00	$ 7.00	$ 21,000.00	$ 3.00	$ 9,000.00
9	Erosion Control, Filter Bag	45	Ea	$ 175.00	$ 7,875.00	$ 150.00	$ 6,750.00	$ 85.00	$ 3,825.00
10	Aggregate Base, 6 inch, Modified	912	Syd	$ 25.50	$ 23,256.00	$ 50.00	$ 45,600.00	$ 21.00	$ 19,152.00
11	Aggregate Base, 9 inch, Modified	635	Syd	$ 29.50	$ 18,732.50	$ 60.00	$ 38,100.00	$ 26.00	$ 16,510.00
12	Maintenance Aggregate, 21AA	74	Ton	$ 38.25	$ 2,830.50	$ 150.00	$ 11,100.00	$ 40.00	$ 2,960.00
13	Hand Patching	174	Ton	$ 225.00	$ 39,150.00	$ 300.00	$ 52,200.00	$ 300.00	$ 52,200.00
14	Conc Pavt, Nonreinf, 6 inch	72	Syd	$ 63.70	$ 4,586.40	$ 64.00	$ 4,608.00	$ 59.00	$ 4,248.00
15	Conc Pavt, Nonreinf, 10 inch	936	Syd	$ 99.00	$ 92,664.00	$ 94.00	$ 87,984.00	$ 91.00	$ 85,176.00
16	Sidewalk, Conc, 4 inch	175	Sft	$ 7.00	$ 1,225.00	$ 10.00	$ 1,750.00	$ 8.00	$ 1,400.00
17	Remove and Reset Salvaged Mailbox Post	5	Ea	$ 335.00	$ 1,675.00	$ 500.00	$ 2,500.00	$ 100.00	$ 500.00
18	Remove and Reset Salvaged Sign	5	Ea	$ 500.00	$ 2,500.00	$ 500.00	$ 2,500.00	$ 100.00	$ 500.00
19	Sprinkler Line, Repair	95	Ft	$ 23.60	$ 2,242.00	$ 20.00	$ 1,900.00	$ 16.00	$ 1,520.00
20	Restoration, Topsoil, Seed and Mulch	7362	Syd	$ 10.30	$ 75,828.60	$ 10.00	$ 73,620.00	$ 21.00	$ 154,602.00
21	Sprinkler Head, Replace	20	Ea	$ 295.00	$ 5,900.00	$ 20.00	$ 400.00	$ 100.00	$ 2,000.00
22	12 inch Water Main, PVC DR-14, Open-Cut	943	Ft	$ 190.00	$ 179,170.00	$ 180.00	$ 169,740.00	$ 250.00	$ 235,750.00
23	12 inch Water Main, Fusible PVC DR-14, Directional Drill	486	Ft	$ 242.50	$ 117,855.00	$ 190.00	$ 92,340.00	$ 250.00	$ 121,500.00
24	12 inch Water Main, Fusible PVC DR-14, Pipe-Burst	3814	Ft	$ 209.50	$ 799,033.00	$ 190.00	$ 724,660.00	$ 250.00	$ 953,500.00
25	8 inch Water Main, CI 54 DI, Open-Cut	176	Ft	$ 210.00	$ 36,960.00	$ 160.00	$ 28,160.00	$ 200.00	$ 35,200.00
26	Gate Well, Rem	13	Ea	$ 740.00	$ 9,620.00	$ 2,500.00	$ 32,500.00	$ 1,100.00	$ 14,300.00
27	Hydrant, Rem	6	Ea	$ 590.00	$ 3,540.00	$ 2,000.00	$ 12,000.00	$ 750.00	$ 4,500.00

Bid Form for
Inkster and Ecorse Water Main
City of Romulus ITB 24/25-09
OHM Job Number: 0155-24-0100

Item	Description	Quantity	Unit	Verdeterre Contracting, Inc 7994 Belleville Rd Belleville, MI 48111 Phone: (734)697-4166 Unit Price	Amount	Lawrence M. Clarke, Inc. 50850 Bemis Road Belleville, MI 48111 Phone: (734)481-1565 Unit Price	Amount	Bidigare Contractors, Inc. 939 S. Mill Street Plymouth, MI 48170 Phone: (248)735-1113 Unit Price	Amount
28	Abandon Water Main with Flowable Fill	505	Ft	$ 25.00	$ 12,625.00	$ 30.00	$ 15,150.00	$ 10.00	$ 5,050.00
29	Temporary Water Supply System	5300	Ft	$ 23.50	$ 124,550.00	$ 25.00	$ 132,500.00	$ 1.00	$ 5,300.00
30	Water Main, Rem	400	Ft	$ 55.00	$ 22,000.00	$ 20.00	$ 8,000.00	$ 17.00	$ 6,800.00
31	Connect to Existing Water Main	10	Ea	$ 3,600.00	$ 36,000.00	$ 11,000.00	$ 110,000.00	$ 5,500.00	$ 55,000.00
32	Curb Stop and Box, 1 inch	19	Ea	$ 800.00	$ 15,200.00	$ 750.00	$ 14,250.00	$ 800.00	$ 15,200.00
33	Fire Hydrant Assembly	10	Ea	$ 8,115.00	$ 81,150.00	$ 10,000.00	$ 100,000.00	$ 11,100.00	$ 111,000.00
34	Gate Valve and Well, 12 inch	8	Ea	$ 10,355.00	$ 82,840.00	$ 13,000.00	$ 104,000.00	$ 16,900.00	$ 135,200.00
35	Gate Valve and Well, 8 inch	4	Ea	$ 8,245.00	$ 32,980.00	$ 10,000.00	$ 40,000.00	$ 11,500.00	$ 46,000.00
36	Jumper Connect Existing Water Service	17	Ea	$ 1,460.00	$ 24,820.00	$ 1,000.00	$ 17,000.00	$ 1,800.00	$ 30,600.00
37	Water Service, 1 inch, Short	19	Ea	$ 3,350.00	$ 63,650.00	$ 2,300.00	$ 43,700.00	$ 2,600.00	$ 49,400.00
38	Water Service, Private Replacement	5	Ea	$ 5,995.00	$ 29,975.00	$ 4,500.00	$ 22,500.00	$ 6,400.00	$ 32,000.00
39	Temporary Concrete Barrier	300	Ft	$ 130.00	$ 39,000.00	$ 50.00	$ 15,000.00	$ 70.00	$ 21,000.00
	SUBTOTAL FOR Inkster (Items 1-39)				**$ 2,204,808.00**		**$ 2,226,952.00**		**$ 2,402,163.00**
	DIVISION 2 - Ecorse								
40	Audio Video Route Survey, Ecorse	1	LSUM	$ 3,950.00	$ 3,950.00	$ 10,000.00	$ 10,000.00	$ 900.00	$ 900.00
41	Traffic Maintenance and Control, Ecorse	1	LSUM	$ 8,350.00	$ 8,350.00	$ 25,000.00	$ 25,000.00	$ 4,000.00	$ 4,000.00
42	Permits and Inspection Fee Allowance, Ecorse	1	Dlr	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00
43	Mobilization, Max 5%, Ecorse	1	LSUM	$ 26,250.00	$ 26,250.00	$ 30,000.00	$ 30,000.00	$ 35,000.00	$ 35,000.00
44	Exploratory Excavation	5	Ea	$ 1,350.00	$ 6,750.00	$ 500.00	$ 2,500.00	$ 1.00	$ 5.00
45	Pavt, Rem	291	Syd	$ 22.50	$ 6,547.50	$ 20.00	$ 5,820.00	$ 20.00	$ 5,820.00
46	Sidewalk, Rem	43	Syd	$ 24.70	$ 1,062.10	$ 20.00	$ 860.00	$ 15.00	$ 645.00
47	Erosion Control, Silt Fence	1000	Ft	$ 4.00	$ 4,000.00	$ 7.00	$ 7,000.00	$ 3.00	$ 3,000.00
48	Erosion Control, Filter Bag	15	Ea	$ 175.00	$ 2,625.00	$ 150.00	$ 2,250.00	$ 85.00	$ 1,275.00
49	Aggregate Base, 6 inch, Modified	188	Syd	$ 22.50	$ 4,230.00	$ 50.00	$ 9,400.00	$ 21.00	$ 3,948.00
50	Aggregate Base, 9 inch, Modified	145	Syd	$ 30.00	$ 4,350.00	$ 60.00	$ 8,700.00	$ 25.00	$ 3,625.00
51	Maintenance Aggregate, 21AA	22	Ton	$ 38.25	$ 841.50	$ 150.00	$ 3,300.00	$ 40.00	$ 880.00
52	Hand Patching	54	Ton	$ 225.00	$ 12,150.00	$ 300.00	$ 16,200.00	$ 300.00	$ 16,200.00
53	Conc Pavt, Nonreinf, 10 inch	129	Syd	$ 99.00	$ 12,771.00	$ 94.00	$ 12,126.00	$ 91.00	$ 11,739.00

Bid Form for
Inkster and Ecorse Water Main
City of Romulus ITB 24/25-09
OHM Job Number: 0155-24-0100

Item	Description	Quantity	Unit	Verdeterre Contracting, Inc 7994 Belleville Rd Belleville, MI 48111 Phone: (734)697-4166		Lawrence M. Clarke, Inc. 50850 Bemis Road Belleville, MI 48111 Phone: (734)481-1565		Bidigare Contractors, Inc. 939 S. Mill Street Plymouth, MI 48170 Phone: (248)735-1113	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
54	Sidewalk, Conc, 4 inch	380	Sft	$ 7.00	$ 2,660.00	$ 10.00	$ 3,800.00	$ 8.00	$ 3,040.00
55	Remove and Reset Salvaged Mailbox Post	1	Ea	$ 335.00	$ 335.00	$ 500.00	$ 500.00	$ 100.00	$ 100.00
56	Sprinkler Line, Repair	45	Ft	$ 23.50	$ 1,057.50	$ 20.00	$ 900.00	$ 16.00	$ 720.00
57	Restoration, Topsoil, Seed and Mulch	1778	Syd	$ 10.00	$ 17,780.00	$ 10.00	$ 17,780.00	$ 21.00	$ 37,338.00
58	Sprinkler Head, Replace	10	Ea	$ 295.00	$ 2,950.00	$ 20.00	$ 200.00	$ 100.00	$ 1,000.00
59	12 inch Water Main, PVC DR-14, Open-Cut	309	Ft	$ 187.50	$ 57,937.50	$ 180.00	$ 55,620.00	$ 250.00	$ 77,250.00
60	12 inch Water Main, Fusible PVC DR-14, Directional Drill	1430	Ft	$ 242.50	$ 346,775.00	$ 190.00	$ 271,700.00	$ 250.00	$ 357,500.00
61	8 inch Water Main, CI 54 DI, Open-Cut	98	Ft	$ 215.60	$ 21,128.80	$ 190.00	$ 18,620.00	$ 200.00	$ 19,600.00
62	Gate Well, Rem	3	Ea	$ 740.00	$ 2,220.00	$ 2,500.00	$ 7,500.00	$ 1,100.00	$ 3,300.00
63	Hydrant, Rem	1	Ea	$ 595.00	$ 595.00	$ 2,000.00	$ 2,000.00	$ 750.00	$ 750.00
64	Abandon Water Main with Flowable Fill	1580	Ft	$ 20.00	$ 31,600.00	$ 30.00	$ 47,400.00	$ 10.00	$ 15,800.00
65	Connect to Existing Water Main	5	Ea	$ 3,600.00	$ 18,000.00	$ 11,000.00	$ 55,000.00	$ 5,500.00	$ 27,500.00
66	Curb Stop and Box, 1 inch	2	Ea	$ 800.00	$ 1,600.00	$ 750.00	$ 1,500.00	$ 800.00	$ 1,600.00
67	Fire Hydrant Assembly	3	Ea	$ 8,115.00	$ 24,345.00	$ 10,000.00	$ 30,000.00	$ 11,100.00	$ 33,300.00
68	Gate Valve and Well, 12 inch	4	Ea	$ 10,350.00	$ 41,400.00	$ 13,000.00	$ 52,000.00	$ 16,900.00	$ 67,600.00
69	Gate Valve and Well, 8 inch	2	Ea	$ 8,245.00	$ 16,490.00	$ 10,000.00	$ 20,000.00	$ 11,500.00	$ 23,000.00
70	Water Service, 1 inch, Short	2	Ea	$ 2,680.00	$ 5,360.00	$ 2,300.00	$ 4,600.00	$ 2,600.00	$ 5,200.00
71	Temporary Concrete Barrier	150	Ft	$ 130.00	$ 19,500.00	$ 50.00	$ 7,500.00	$ 70.00	$ 10,500.00
	SUBTOTAL FOR Ecorse (Items 40-71)				**$ 710,610.90**		**$ 734,776.00**		**$ 777,135.00**
	Total Bid Amount (Items 1-71):				**$ 2,915,418.90**		**$ 2,961,728.00**		**$ 3,179,298.00**

MINUTES OF ITB 24/25-09 Inkster & Ecorse Water Main Project# 0155-24-0050

The public opening of the afore mentioned solicitation was held at 2:00 PM, in the Council Office at Romulus City Hall on Tuesday, 2/18/2025.

The following were present for the opening:

Christina Parker- Purchasing Director
Audrey Stahrr- OHM

9 sealed bids were received and publicly opened.

Pamar Enterprises Inc.
Inner City Contracting, LLC
Bricco Excavating Company, LLC
Verdeterre
Lawrence M. Clark, Inc.
Bidigare Contractor, 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 24/25-09 on 2/18/25.

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:
Inkster and Ecorse Water Main Replacement

PURPOSE OF PROJECT:

EXPENSE ESTIMATES	PROJECT #	ESTIMATE COST FOR PROJECT
ESTIMATED DESIGN FEES		$
ESTIMATED INSPECTION FEES		$
ESTIMATED CONSTRUCTION ENGINEERING. FEES		$414,000.00
ESTIMATED LAYOUT FEES		$
ESTIMATED CONTRACT AD FEES		$
ESTIMATED CONSTRUCTION TESTING FEES		$
		$
ESTIMATED CONSTRUCTION COSTS		2,800,000.00
ESTIMATED PROJECT TOTAL		3,219,000.00

ESTIMATED PROJECT START DATE:**5/20/2025** | ESTIMATED COMPLETION DATE: **9/30/2025**

BUDGET YEAR AND LINE ITEM/S AND AMOUNT BUDGETED?

24/25
592-591-989.000 $3,219,000.00

SIGNATURE OF DEPARTMENT HEAD: [signature] Date:1/06/2025

FINANCE DEPARTMENT APPROVAL

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

592-591-989.000 – $3,219,000.00 as of 1/6/2025

SIGNATURE OF FINANCE DIRECTOR: [signature] Date: 1/6/2025

ADMINISTRATION APPROVAL

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

SIGNATURE OF MAYOR: [signature] Date: 1-7-25

CITY OF ROMULUS BID NUMBER ASSIGNED | **BID #:**

FINANCE DEPARTMENT VERIFICATION OF FUNDS FOR AWARD

THE RECOMMENDED BID AWARD IS $ 2,667,879. plus 10% Contingency $266,787.90 for total of $2,934,666.90

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

SIGNATURE OF FINANCE DIRECTOR: [signature] Date: 3/7/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. K.

General Description: Piggyback on MiDeal Contract for the Purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes

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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 MiDeal Contract #071B7700117 for the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes

DATE: March 18, 2025

I concur with the recommendation of Ellen Craig-Bragg, City Clerk, and Christina Parker, Purchasing Director, and respectfully request Council's authorization to piggyback on the MiDeal Contract #071B77001117 with Dominion Voting Systems, Inc. for the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes in the amount of $16,779.00.

Gary Harris, Assistant Finance Director, has verified that funds for this acquisition will be available in the General Fund, Elections, Capital Outlay Expense account #101-262-971.000 pending second reading and final approval of budget amendment 24/25-14.

Motion by_____, supported by _____, to concur with the administration and consent to piggyback on the MiDeal Contract #071B77001117 with Dominion Voting Systems, Inc. for the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes in the amount of $16,779.00.

MEMORANDUM

DATE: **March 10, 2025**
TO: **Mayor Robert A. McCraight**
FROM: **Christina Parker, Purchasing Director**
SUBJECT: **Piggyback MiDeal Contract #071B7700117 for the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes**

Ellen Craig-Bragg, City Clerk has requested the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes in the total amount of $16,779.00 under the MiDeal Contract #071B7700117 awarded to Dominion Voting Systems, Inc.

Please be advised that the City is not required to solicit competitive bids for this purchase under the exception to compete 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."

The Michigan Department of State acted as the host agency for the MiDeal solicitation that resulted in a ten year contract (Contract Number 071B7700117) being awarded to Dominion Voting Systems, Inc with pricing to expire February 28, 2027.

It is the recommendation of myself and City Clerk, Ellen Craig Bragg to proceed with this purchase. If you concur, please request Council's permission to piggyback on the State of Michigan MiDeal Contract Number #071B7700117 with Dominion Voting Systems, Inc. for the purchase of three (3) ImageCast Precinct 2 Tabulators and Ballot Boxes in the total amount of $16,779.00.

Gary Harris, Assistant Financial Services Director, has verified that funds for this purpose are currently available in the General Fund, Clerk's Department, Elections, Capital Outlay Expense Account (101-262-971.000). This purchase is eligible for reimbursement up to $12,000.00 under the Physical Security and Election Resiliency Grant under the Help America Vote Act.

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

Christina Parker

Christina Parker
Purchasing Director

MEMORANDUM

To: Maria Farris, Finance Director

From: Ellen Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: March 4, 2025

Re: Piggyback on MiDeal Contract #071B7700117 – Dominion Voting Systems

---

For your review and concurrence, I am requesting approval for Council to consent to a piggyback on MiDeal Contract #071B7700117 for Dominion Voting Systems for the purchase of three (3) ImageCast Precinct 2 Tabulator and Ballot Box in the total amount of $16,779.00.

This purchase is part of a trade-in program through Dominion Voting Systems where municipality can receive a $1,000.00 off the upgrade to the ICP2 Tabulator when an old tabulator is returned. Additionally, this purchase is eligible for reimbursement up to $12,000.00 through the Physical Security and Election Resiliency Grant under the Help America Vote Act.

A budget amendment has been submitted for funding of the purchase.

If you concur, please place this request on the March 10th Council meeting agenda for Council's approval.

P.O. Box #343
Broomfield CO 80038 United States
FED ID#27-0565149

Invoice Date	02/27/2025
Invoice #	DVS158731
Page	1

Bill To:

Romulus City, MI (Wayne County)
Ellen Craig-Bragg
11111 Wayne Road
Romulus MI 48174

Ship To:

Romulus City, MI (Wayne County)
Ellen Craig-Bragg
11111 Wayne Rd.
Romulus MI 48174

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
	USMIROMULU	LPATRICOLA	BEST WAY	Net 30	03/06/2025	68,927

Ordered	Shipped	B/O	Item Description	Discount	Unit Price	Ext. Price
3	3	0	175-000199 ICP2 Kit (w/o Ballot Box)	$0.00	$6,593.00	$19,779.00
0	0	0	Discount (ICP classic buyback)	$0.00	$1,000.00	($3,000.00)

REMIT TO:
Dominion Voting Systems, Inc.
P.O. Box 538214
Atlanta, GA 30353-8214

COURIER ADDRESS:
Dominion Voting Systems, Inc.
Lockbox #538214
1669 Phoenix Parkway, Suite 210
College Park, GA 30349

Subtotal	$16,779.00
Tax	$0.00
Freight	$0.00
Trade Discount	$0.00
Total	**$16,779.00**

Comments: SF0033403

FUNDS VERIFICATION FORM

DEPARTMENT:	CLERK/ELECTIONS
FUND NAME:	CAPITAL OUTLAY
ACCOUNT NUMBER/S:	101-262-971.000
PURPOSE FOR REQUEST:	For the trade-in purchase of three (3) ICP2 Tabulators. **Eligible for grant reimbursement up to $12,000.00
AMOUNT OF EXPENDITURE:	$16,779.00 (*Pending Budget Amendment)*
FUNDS CURRENTLY AVAILABLE:	BA 24/25-14 first reading approved 3/10/2025 : $16,779.00 available upon second reading of BA 24/25-14.
FINANCE DEPARTMENT APPROVAL:	
DATE:	3/14/2025

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. L.
General Description: Introduction of Budget Amendment 24/25-15

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: Introduction of Budget Amendment 24/25-15

DATE: March 18, 2025

I am hereby requesting introduction of Budget Amendment 24/25-15 to use the fund balance and corresponding expenses in Capital Outlay 101-751-971.000 in the amount of $60,000.00 for the purchase of playground equipment at Mary Ann Banks Park.

Motion by_____, supported by _____ to concur with the administration and introduce budget amendment 24/25-15 to use the fund balance and corresponding expenses in Capital Outlay 101-751-971.000 in the amount of $60,000.00 for the purchase of playground equipment at Mary Ann Banks Park.

Memorandum

To: Maria Farris, Finance Director

From: Mike Laskaska, Director of Communication and Community Services

Date: March 13, 2025

Re: Budget Amendment

Attached please find a request for a budget amendment to cover the cost of new playground equipment in Mary Ann Banks Park to be added to the agenda for the March 24, 2025 City Council meeting.

This budget amendment is to transfer funds from 101-000-390.000 to Capital Outlay 101-751-971.00 in the amount of $60,000.00.

If you should have any additional questions, please feel free to reach out.

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
101-751-971.000 Capital Outlay	$ 60,000	101-000-390.000 Fund Balance	$ 60,000
TOTAL	**$ 60,000**	**TOTAL**	**$ 60,000**

PURPOSE:

New playground equipment for Mary Ann Banks Park

DATE: 3/13/2025

Department Head Signature: Maria Farris 3.13.2025

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: Maria Farris, Finance Director

Date: March 13, 2025

Re: Budget Amendment 24/25-15

Attached please find a copy of the requested Budget Amendment 24/25-15 to be added to the agenda for the March 24, 2025, City Council meeting.

This budget amendment is to use fund balance in the amount of $60,000 and corresponding expenses in Capital Outlay 101-751-971.00 in the amount of $60,000.00.

If you should have any additional questions, please feel free to contact me or Gary Harris.

Finance Department

MEMORANDUM

TO: Mayor Robert A. McCraight

FROM: Finance Department

DATE: 3/13/2025

SUBJECT: Budget Amendment 24-25-15 MEF

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT FUND BALANCE	AMENDMENT	AMENDED BUDGET
101-751 General Fund				
Fund Balance				
101-000-390.000	Fund balance	11,868,018	60,000	11,808,018
Expense				
101-751-971.000	Capital Outlay	-	60,000	60,000

Mary Ann Banks Park equipment purchase.

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Rendered in Gum Drop Palette

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

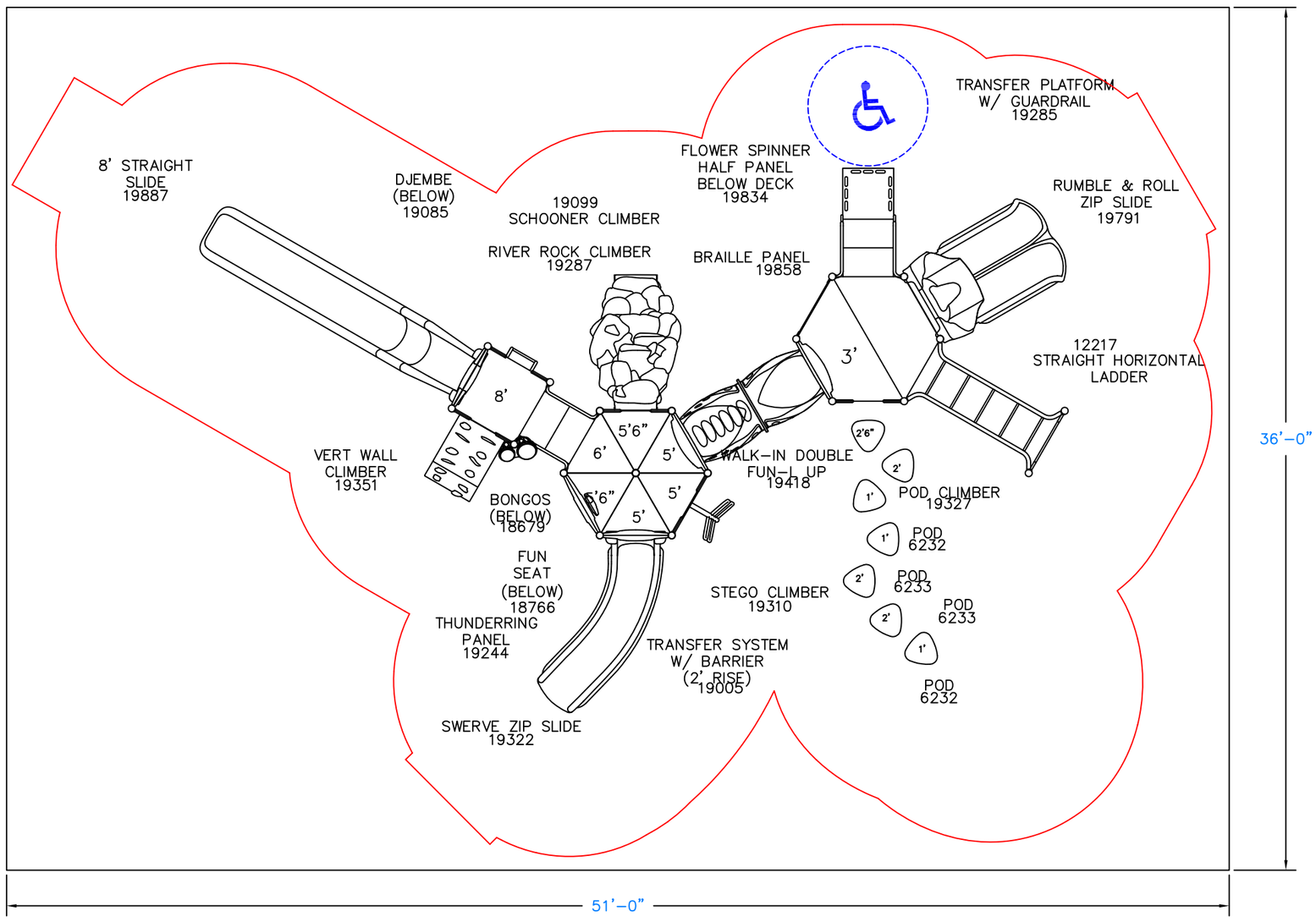
Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Rendered in Gum Drop Palette

GameTime
A PLAYCORE Company
www.gametime.com

City of Romulus
Mary Ann Banks Park

SINCLAIR RECREATION
www.sinclair-rec.com



0 5' 10' 15' 20'

GameTime
A PLAYCORE Company

ISO 9001 CERTIFIED

ISO 14001 CERTIFIED

150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com

City of Romulus
Mary Ann Banks Park
Romulus, MI

Representative
Sinclair Recreation

This Unit includes play events and routes or travel specifically designed for special needs users. It is the opinion of the manufacturer that these play events and routes of travel conform to the accessibility requirements of the ADA (Americans with Disabilities Act)

Total Elevated Play Components	12		
Total Elevated Play Components Accessible By Ramp	-	Required	-
Total Elevated Components Accessible By Transfer	12	Required	6
Total Accessible Ground Level Components Shown	7	Required	4
Total Different Types Of Ground Level Components	4	Required	3

This play equipment is recommended for children ages
5 - 12

Minimum Area Required:
36' x 51'

Scale: Bar

This drawing can be scaled only when in an 18" x 24" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By:
ALW

Date:
3/11/2025

Drawing Name:
Romulus - City of Romulus - Ma

GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

03/11/2025
Quote #
107448-01-01

Mary Ann Banks - 2025 Playground Proposal

CITY OF ROMULUS
Attn: Mike Laskaska
11111 Wayne Road
Romulus, MI 48174
United States
Phone: 734-955-4504
mlaskaska@romulusgov.com

Ship to Zip 48174

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PT24066 - Double Agent	$62,474.00	$62,474.00
		(2) 6232 -- Pod (1'-0")		
		(2) 6233 -- Pod (2'-0")		
		(2) 12024 -- 3 1/2" Uprt Ass'Y Alum 9'		
		(4) 12025 -- 3 1/2" Uprt Ass'Y Alum 10'		
		(3) 12026 -- 3 1/2" Uprt Ass'Y Alum 11'		
		(2) 12027 -- 3 1/2" Uprt Ass'Y Alum 12'		
		(4) 12068 -- 3 1/2"Uprt Ass'Y Alum 13'		
		(1) 12217 -- 2'-6"/3'Horiz Ladder Atth		
		(1) 12928 -- Deck Flat Cap Pkg-45 1/2"		
		(1) 18200 -- 36" Sq Punched Deck P/T 1.3125		
		(6) 18201 -- 36" Tri Punched Deck P/T		
		(1) 18679 -- Bongos		
		(1) 18766 -- Fun Seat 36"		
		(1) 19005 -- Transfer System W/Barrier (2' Rise)		
		(1) 19085 -- Djembe		
		(1) 19099 -- Schooner (7'-6" & 8')		
		(1) 19244 -- Thunderring Panel		
		(1) 19285 -- Transfer Platform W/ Guardrail 3'		
		(1) 19287 -- River Rock Climber		
		(1) 19289 -- Two Piece Hex Deck		
		(1) 19310 -- Stego Climber 5' & 5'6"		
		(1) 19322 -- Swerve Slide		
		(1) 19327 -- Pod Climber		
		(1) 19351 -- Vert Wall 8'		
		(1) 19418 -- Walk-In Double Fun-L Up (Link)		
		(1) 19791 -- Dbl Rumble & Roll 2'-6"/3'		
		(1) 19834 -- Flower Spinner Half Panel		
		(1) 19858 -- Braille Panel		

GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

03/11/2025
Quote #
107448-01-01

Mary Ann Banks - 2025 Playground Proposal

Quantity	Part #	Description	Unit Price	Amount
		(1) 19887 -- 8' Straight Slide		
		(4) G12069 -- 3 1/2"Uprt Ass'Y Galv 14'		
1	INSTALL	Installation - Installation of Double Agent unit into owner prepared area- Does not include removal or disposal of existing equipment, site preparation or excavation, site restoration or landscaping.	$18,250.00	$18,250.00
1836	EWF	GT-Impax - 12" compacted depth engineered wood fiber surfacing	$2.60	$4,773.60
			Sub Total	$85,497.60
			Discount	($28,113.00)
			Estimated Freight	$2,200.00
			Total	**$59,584.60**

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

NOTE: PRICING **DOES NOT** INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal permits or paperwork that may be required.

GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

03/11/2025
Quote #
107448-01-01

Mary Ann Banks - 2025 Playground Proposal

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Please make P.O.s out to GameTime C/O Sinclair Recreation

Signature: _____

Title: _____ Date: _____

Facsimile: _____ Phone: _____

Email: _____ Purchase Amount: $59,584.60

REQUIRED ORDER INFORMATION:

Bill To: _____ Ship To: _____

Contact: _____ Contact: _____

Address: _____ Address: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Tel: _____ Tel: _____

(For Accounts Payable) (To call before delivery)

Email: _____ Email: _____

COLOR SELECTIONS: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.

City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

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

Item No. M.

General Description: FYI - Wayne County Response Regarding Creekside Lane Taper Requirements on Pennsylvania

---

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: **March 14th, 2025**

SUBJECT: **FYI – Wayne County Response Regarding Creekside Lane Taper Requirements on Pennsylvania**

For your information,

The DPW would like to inform City Council that the previously required lane tapers at the Creekside Subdivision are no longer mandated by Wayne County regulations. This information was gathered by Commissioner Wilson from the Wayne County Permit's Office. Consequently, the city will not be pursuing their installation.

The DPW has historically received inquiries from residents of Creekside Subdivision regarding the installation of lane tapers. These inquiries stem from previous discussions and perceived requirements related to traffic control measures within the subdivision. A study was submitted to the county by the developer, evaluating the existing counts at the intersection of Brandt and Pennsylvania and found that the site did not meet warrants for passing or deceleration lanes.

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

Thank you,

Roberto J. Scappaticci, Director of Public Works

s:\public works\administrative\admin documents\2025 memos\fyi creekside lane taper.docx

From:	Lambert, Jill
To:	Lambert, Jill
Subject:	FW: Romulus City Inquiry on Lane Taping Permit
Date:	Wednesday, March 19, 2025 11:38:50 AM
Attachments:	image002.png image001.png

From: Allen Wilson <Awilson1@waynecountymi.gov>
Sent: Wednesday, March 12, 2025 3:15 PM
To: Scappaticci, Roberto <rscappaticci@romulusgov.com>
Subject: FW: Romulus City Inquiry on Lane Taping Permit

Good evening, Director Scappaticci:

Please see the below listed information on the city of Romulus' permit request no. R00-728. The investigation appears to thoroughly address your item of concern regarding the status of the permit concern. If you should have any additional inquiries, please don't hesitate to contact my office. Thank you for all you do!

Yours in service,

Allen R. Wilson, MADR
Wayne County Commissioner
District 11
The Guardian Building
500 Griswold Street, 7th Floor
Detroit, MI. 48226
Office: (313) 224-3613
Cell: (313) 495-1469

From: Sami Khaldi <skhaldi@waynecountymi.gov>
Sent: Wednesday, March 12, 2025 3:07 PM
To: Allen Wilson <Awilson1@waynecountymi.gov>
Cc: District 11 <district11@waynecountymi.gov>; Ashley Mcadoo <Amcadoo@waynecountymi.gov>; Pete Milenkovich <Pmilenko@waynecountymi.gov>; Alan Ko <Ako@waynecountymi.gov>
Subject: RE: Romulus City Inquiry on Lane Taping Permit

Good Afternoon Commissioner,

After searching our records we found out that this project came to Wayne county Permit Office in 2000 and it was assigned the review number R00-728. This project is a city subdivision and the county involvement was only the storm water detention and the Pennsylvania road work. The original plans show that the design engineer proposed a passing lane on Pennsylvania. We have reviewed the work under the county jurisdiction and it was approved. The city issued permit(s) to the developer to construct the subdivision roads and underground utilities. Although the developers' plans were approved, he did not come to the County Permit Office to get a permit to do the work on Pennsylvania road. We know that in 2008 most developers did not continue building homes due to the housing crisis. In 2023 there was a meeting with the city where we were told there is a new builder wants to buy the rest of the vacant lots. We asked the city that the new builder should apply for a permit to construct the driveway and the passing lane but that did not happen. There was a study submitted that evaluated the existing counts at the intersection "Brant and Pennsylvania " and found that the site did not meet warrants for passing or deceleration lanes. Also the driveway was not constructed as it should be. The entrance was not set back 24' from the centerline of the road and with no tappers.

If the City or the HOA wants the passing lane and the deceleration lane and the driveway to be constructed then they have to design them and construct them at their own cost. They have to apply for a permit from the county with all required engineering plans and fees.

If you have any questions, please let us know.

Have a great day.

Sami H. Khaldi, MS CE PE
Director of Engineering and County Highway Engineer
Wayne County Department of Public Services- Engineering Division
734-858-1891
skhaldi@waynecountymi.gov

Public Services

From: Allen Wilson <Awilson1@waynecountymi.gov>
Sent: Tuesday, March 11, 2025 2:46 PM
To: Sami Khaldi <skhaldi@waynecountymi.gov>; Pete Milenkovich <Pmilenko@waynecountymi.gov>
Cc: District 11 <district11@waynecountymi.gov>; Ingrid McCamey <imccamey@waynecountymi.gov>; Ashley Mcadoo <Amcadoo@waynecountymi.gov>
Subject: Re: Romulus City Inquiry on Lane Taping Permit

Thank you. I appreciate it.

Yours in service,

Allen R. Wilson, MADR
Wayne County Commissioner
District 11
The Guardian Building
500 Griswold Street, 7th Floor
Detroit, MI. 48226
Office: (313) 224-3613
Cell: (313) 495-1469

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From: Sami Khaldi <skhaldi@waynecountymi.gov>
Sent: Tuesday, March 11, 2025 2:40:12 PM
To: Allen Wilson <Awilson1@waynecountymi.gov>; Pete Milenkovich <Pmilenko@waynecountymi.gov>
Cc: District 11 <district11@waynecountymi.gov>; Ingrid McCamey <imccamey@waynecountymi.gov>; Ashley Mcadoo <Amcadoo@waynecountymi.gov>
Subject: RE: Romulus City Inquiry on Lane Taping Permit

Good Afternoon Commissioner,

We are working on it and we will provide you with our findings.

Thank you.

Sami H. Khaldi, MS CE PE
Director of Engineering and County Highway Engineer
Wayne County Department of Public Services- Engineering Division
734-858-1891
skhaldi@waynecountymi.gov

Public Services

From: Allen Wilson <Awilson1@waynecountymi.gov>
Sent: Tuesday, March 11, 2025 2:09 PM
To: Sami Khaldi <skhaldi@waynecountymi.gov>; Pete Milenkovich <Pmilenko@waynecountymi.gov>
Cc: District 11 <district11@waynecountymi.gov>; Ingrid McCamey <imccamey@waynecountymi.gov>
Subject: Romulus City Inquiry on Lane Taping Permit

Gentlemen,

Please advise as to the status of service no. ROO-728 as soon as practicable concerning the city of Romulus and Creekside Subdivision. I've been trying to locate information on the permit status for a while. Thank you!

Yours in service,

Allen R. Wilson, MADR
Wayne County Commissioner
District 11
The Guardian Building
500 Griswold Street, 7th Floor
Detroit, MI. 48226
Office: (313) 224-3613
Cell: (313) 495-1469

Get Outlook for iOS

City of Romulus

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

Council Meeting Held: **March 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

CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **3/19/2025**

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

Department: **Clerks Office**

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

TITLE/DESCRIPTION OF ITEM

Second Reading and 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 $26,779.00 for the trade-in of three (3) ICP tabulators for three (3) ICP2 Tabulators with a $3,000.00 discount and grant reimbursement of $12,000.00. Additionally, for the mailing out of ballots for the August Primary Election by the statutory deadline before the start of the new FY.

This budget amendment was introduced at the 3/10/25 Council Meeting.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6A**

BUDGET AMENDMENT FORM

INCREASE		DECREASE	
Account Number /Name	Amount	Account Number /Name	Amount
101-262-971.000 Capital Outlay	$ 16,779	101-000-390.000 Fund Balance	$ 26,779
101-262-728.000 Postage	$ 10,000		
TOTAL	**$ 26,779**	**TOTAL**	**$ 26,779**

PURPOSE:

For the trade-in of three (3) ICP tabulators for three (3) ICP2 Tabulators with a $3,000 discount and grant reimbursement of $12,000.00. Additionally, for the mailing out of ballots for the August Primary Election by the statutory deadline before the start of the new fiscal year.

DATE: 3/4/2025

Department Head Signature: Ellen L Craig Boggs Maria Farris 3.5.20205

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: 3/5/2025 MEF

SUBJECT: Budget Amendment 24/25-14

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BALANCE	AMENDMENT	AMENDED BUDGET
101-262 Elections				
General Expense				
101-262-971.000	Capital Outlay	-	16,779	16,779
101-262-728.000	Postage	15,796	10,000	25,796
Fund balance				
101-000-390.000	Fund balance	11,894,797	(26,779)	11,868,018

For the trade-in of three ICP2 tabulators with a $3000 discount and grant reimbursement of $12,000. Additionally, for the mailing out of ballots for the Primary Election by the statuary deadline before the start of the new fiscal year.

City of Romulus

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

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

Item No. B.

General Description: Study Session Request for Monday, April 14, 2025, at 5:30 p.m. to discuss the Honorary Street Sign Dedication Policy.

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
Home of Opportunity

CITY COUNCIL AGENDA ITEM

REQUEST FORM

Submitted to: **Romulus City Council** Date Submitted: **3/20/2025**

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

Department: **Clerks Office**

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

TITLE/DESCRIPTION OF ITEM

Study Session Request for Monday, April 14, 2025, at 5:30 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

Mayor Pro Tem John Barden is requesting a 30-minute Special Meeting - Study Session for Monday, April 14, 2025, at 5:30 p.m. to discuss amendments to the Honorary Street Sign Dedication Policy.

The date and time are available for this request.

OFFICE USE ONLY

Approved for Council Agenda: ☑

AGENDA ITEM # .**6B**

Outlook

Fw: Re:

From Craig-Bragg, Ellen <ebragg@romulusgov.com>
Date Wed 3/12/2025 5:24 PM
To Hockenhull, D'Sjonaun <dhockenhull@romulusgov.com>

D,

Please place on the next council agenda a study session request for the first meeting in April.

Thanks

Ellen

From: Barden, John <jbarden@romulusgov.com>
Sent: Wednesday, March 12, 2025 3:46 PM
To: Craig-Bragg, Ellen <ebragg@romulusgov.com>
Subject: Re:

You Welcome Ellen

Get Outlook for iOS

From: Craig-Bragg, Ellen <ebragg@romulusgov.com>
Sent: Wednesday, March 12, 2025 3:45:20 PM
To: Barden, John <jbarden@romulusgov.com>
Subject: Re:

Thanks John

Ellen

From: Barden, John <jbarden@romulusgov.com>
Sent: Wednesday, March 12, 2025 3:26 PM
To: Craig-Bragg, Ellen <ebragg@romulusgov.com>
Subject:

Please schedule study session for the street sign.
Thanks
John Barden

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City of Romulus

Treasurer's Report

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

Item No. A.
General Description: Approval of Warrant #: 25-06 for checks presented in the amount of $1,271,143.94.

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: March 24, 2025
Warrant Number: 25-06

TOTAL WARRANT REGISTER **1,271,143.94**

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

CHECK DISBURSEMENT REPORT FOR CITY OF ROMULUS
CHECK DATE FROM 03/06/25 - 03/19/25

.

Fund		Amount
Total for fund 101	General Fund	76,105.30
Total for fund 202	Major Street Fund	3,617.13
Total for fund 203	Local Street Fund	10,600.33
Total for fund 205	Public Safety Fund	29,812.88
Total for fund 211	Cable TV	45.73
Total for fund 218	Merriman Rd. Spec. Assess	275.26
Total for fund 219	Street Lighting Fund	56,810.84
Total for fund 226	Garbage & Rubbish Collection Fund	105,346.63
Total for fund 245	Oakwood SAD	82.11
Total for fund 247	Tax Increment Finance Authority	24,962.24
Total for fund 248	Downtown Development Authority	1,255.99
Total for fund 260	Michigan Indigent Defense Fund	5,235.30
Total for fund 261	911 Service Fund	879.24
Total for fund 265	Drug Law Enforcement Fund	433.25
Total for fund 266	Law Enforcement-Federal	5,375.00
Total for fund 271	Library Fund	6,654.80
Total for fund 592	Water & Sewer Fund	881,146.96
Total for fund 661	Motor Vehicle	8,341.45
Total for fund 664	Technology Services	7,666.23
Total for fund 676	Retiree's Ins. Benefits	10,354.88
Total for fund 701	Revolving Fund	3,045.75
Total for fund 703	Current Tax	714.39
Total for fund 704	Imprest Payroll Fund	30,636.28
Total for fund 705	Delq. Pers. Prop. Fund	1,745.97
TOTAL - ALL FUNDS		**1,271,143.94**

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank POOL POOLED CASH						
03/06/2025	POOL	88540	1311	DTE ENERGY	ELECTRICITY FOR DPW POLE BARN 12600 WAYN	375.00
03/07/2025	POOL	88541	1980	COMCAST	ACCT # 8529 10 214 0290387, UNIT COURTES	25.98
03/07/2025	POOL	88542	0772	DTE ENERGY	FEB 2025 STREET LIGHTING	60,355.15
03/07/2025	POOL	88543	1293	PIRTEK METRO DETROIT	24/25 BLANKET PO FOR HYDRAULIC TUBING -	216.12
03/13/2025	POOL	88544	4460	W. KENYON & ASSOCIATES, LLC	KEYCODES FOR EMPLOYEE DISC TRAINING	5,075.00
03/19/2025	POOL	1996(E)	1468	CITY OF ROMULUS	11147 HUNT WATER BILL, 2/1/25-2/28/25	17.71
03/19/2025	POOL	1997(E)	1468	CITY OF ROMULUS	37230 NORTHLINE WATER BILL 2/1/25-2/28/2	94.35
03/19/2025	POOL	1998(E)	1468	CITY OF ROMULUS	11165 OLIVE B WATER BILL 2/1/25-2/28/25	61.41
03/19/2025	POOL	1999(E)	1468	CITY OF ROMULUS	11165 OLIVE A WATER BILL 2/1/25-2/28/25	69.39
03/19/2025	POOL	2000(E)	1468	CITY OF ROMULUS	11189 SHOOK WATER BILL 2/1/25-2/28/25	17.71
03/19/2025	POOL	2001(E)	1468	CITY OF ROMULUS	36525 BIBBINS WATER BILL, 2/1/25-2/28/25	120.70
03/19/2025	POOL	2002(E)	1468	CITY OF ROMULUS	12300 WAYNE WATER BILL 2/1/25-2/28/25	134.18
03/19/2025	POOL	2003(E)	1468	CITY OF ROMULUS	11111 WAYNE WATER BILL 2/1/25-2/28/25	158.07
03/19/2025	POOL	2004(E)	1468	CITY OF ROMULUS	7221 MIDDLEBELT WATER BILL 2/1/25-2/28/2	126.20
03/19/2025	POOL	2005(E)	1468	CITY OF ROMULUS	12600 WAYNE WATER BILL 2/1/25-2/28/25	257.80
03/19/2025	POOL	2006(E)	1468	CITY OF ROMULUS	28777 EUREKA WATER BILL 2/1/25-2/28/25	150.10
03/19/2025	POOL	2007(E)	1468	CITY OF ROMULUS	6900 WAYNE WATER BILL 2/1/25-2/28/25	94.35
03/19/2025	POOL	2008(E)	1468	CITY OF ROMULUS	11121 WAYNE WATER BILL 2/1/25-2/28/25	112.75
03/19/2025	POOL	2009(E)	1468	CITY OF ROMULUS	11131 WAYNE WATER BILL 2/1/25-2/28/25	134.18
03/19/2025	POOL	2010(E)	1468	CITY OF ROMULUS	35255 GODDARD 2/1/25-2/28/25	29.56
03/19/2025	POOL	2011(E)	1468	CITY OF ROMULUS	11129 WAYNE, NEW 34TH DIST. COURT 2/1/25	325.11
03/19/2025	POOL	2012(E)	0581	COMERICA COMM. CARD SERV.	JERRY FRAYER FEB 2025 COMERICA CARD PURC	20.00
					KEVIN KRAUSE COMERICA CARD PURCHASES FOR	595.09
					ROBERTO SCAPPATICCI COMERICA CARD PURCHA	3,260.00
					ROBERT PFANNES COMERICA CARD PURCHASES F	190.93
					NICOLE HARRIS COMERICA CARD PURCHASES FO	2,310.60
					ELLEN CRAIG-BRAGG COMERICA CARD PURCHASE	2,320.71
					KEN CHAPMAN COMERICA CARD PURCHASES FOR	979.00
					J. WOJTYLKO COMERICA CARD PURCHASES FOR	2,960.29
					STACY PAIGE JANUARY 2025 COMERICA CARD P	283.42
						12,920.04
03/19/2025	POOL	2013(E)	0020	DELTA DENTAL PLAN OF MICHIGAN	MARCH 2025 DELTA DENTAL INSURANCE	26,093.78
03/19/2025	POOL	2014(E)	0012	DTE ENERGY	6900 WAYNE - FIRE STATION #3 1/31/25-3/3	60.74
					OAKWOOD STORM SEWER PUMP STATION - 15409	82.11
					38205 BARTH - EMERGENCY SIREN 1/31/25-3/	30.26
					11147 HUNT - HISTORICAL PAVILLION - 2/4	68.93
					12055 WAYNE - BIRD HOUSE 2/4/25-3/5/25	10.48
					10202 SHOOK RD - CEMETERY - 2/4/25-3/5/	42.24
					VINING RD HOT BOX - 34155 GODDARD - 2/4/	749.84
					16869 BRANDT - CREEKSIDE PUMP STATION 2/	58.59
					12300 WAYNE - ANIMAL SHELTER 2/4/25-3/5/	609.84
					6241 DEXTER - BOICE PARK 2/4/25-3/5/25	45.69
					7506 MERRIMAN - LANDSCAPING SERVICE PERI	275.26
					7219 MIDDLEBELT - FIRE #2 2/1/25-3/4/25	979.88
					37230 NORTHLINE- FS #1 2/4/25-3/5/25	175.97
					11189 SHOOK - CHAMBER BLDG 2/4/25-3/5/25	279.49
					9755 OZGA - ELMER JOHNSON PARK 2/4/25-3/	62.22
					11120 HUNT - SCHOOL HOUSE @ HISTORICAL P	56.49
					38834 HURON RIVER DR - WATER PUMP 2/7/25	62.91
					6061 COLUMBUS - FERNANDEZ PARK 2/8/25-3/	17.65
					28777 EUREKA - FS #4, - 2/12/25-3/12/25	1,212.54
						4,881.13
03/19/2025	POOL	2015(E)	0012	DTE ENERGY	31558 GODDARD - WATER PUMP 2/4/25-3/5/25	1,627.14
03/19/2025	POOL	2016(E)	0891	HOME DEPOT	24/25 BLANKET PO FOR MISC SUPPLIES - DPW	6.84
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	6.97
					24/25 BLANKET PO FOR MISC SUPPLIES - DPW	207.76
					KEYS & KEY RINGS	14.48
						236.05
03/19/2025	POOL	2017(E)	3992	INVOICE CLOUD INC.	INVERTED PO FOR MONTHLY FEES FOR CREDIT	789.00
03/19/2025	POOL	2018(E)	2947	NATIONAL VISION ADMINISTRATORS, LLC	VISION COVERAGE FOR MARCH 2025	2,839.92
03/19/2025	POOL	2019(E)	3740	NAVIA BENEFIT SOLUTIONS - LOCKBOX	NAVIA FOR FEBRUARY 2025	200.00
03/19/2025	POOL	2020(E)	1014	THE HARTFORD-PRIORITY ACCOUNTS	MARCH 2025 VOLUNTARY LIFE BENEFIT	962.97
					MARCH 2025 HARTFORD INSURANCE CUST # 008	10,258.24
						11,221.21
03/19/2025	POOL	88545	2981	ACTRON SECURITY ALARM SYSTEMS. INC	PIGGYBACK GSA GL-07F-173CA SECURITY PUNC	7,192.13

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/19/2025	POOL	88546	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	1,389.70
					ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	2,670.20
						4,059.90
03/19/2025	POOL	88547	1279	AJAX MATERIALS CORPORATION	ITB 21/22-10 UPM COLD PATCH FOR 24/25 FY	1,288.00
03/19/2025	POOL	88548	3336	ALLIE BROTHERS, INC	UNIFORM ITEMS	43.96
					UNIFORM CAMERA MOUNT ADDED TO PROVIDED V	350.00
					UNIFORM ITEMS	183.33
					UNIFORM ITEMS	183.33
					UNIFORM ITEMS	163.19
						923.81
03/19/2025	POOL	88549	2804	AMAZON CAPITAL SERVICES	GARAGE SALE MYSTERIES, PUMPKIN SPICE CAF	1,225.67
					33FT TINSEL GARLAND	75.74
					VELCRO STICKY HOOK AND LOOP FASTENERS	32.61
					CASINO SLOT MACHINE BOOKS	22.96
					4 YEAR B2B OFFICE PROTECTION PLAN	42.99
						1,399.97
03/19/2025	POOL	88550	4027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - PLANNING DEPT.	109.66
					13" & 17" ACRYLIC TABLE TOP PLEXIGLASS	48.43
					APPLE IPAD, ANTI-THEFT TABLET KIOSK	352.46
					NOTE PADS FOR FINANCE	7.69
					FIRE DEPARTMENT: MILWAUKEE BATTERIES, RA	760.32
					OFFICE SUPPLIES - PLANNING DEPT.	117.12
					STAPLER, INKS FOR STAMPS	28.58
					WEED BARRIER FOR WINDMILL PROJECT	80.79
					OFFICE SUPPLIES	137.88
					OFFICE SUPPLIES	27.75
					MOTHER DAUGHTER PAR TEA SUPPLIES & DECOR	153.33
					MOBILE PHONE ACCESSORIES - TECHNOLOGY SU	23.47
					MISC SUPPLIES: PATROL, EVIDENCE ROOM, &	100.97
						1,948.45
03/19/2025	POOL	88551	0178	AMERI-TIME LLC	RENEWAL MAINTENANCE AGREEMENT FOR TIME R	264.00
03/19/2025	POOL	88552	MISC	ANN SZLINIS	ANN SZLINIS - APRIL 2025 RETIREE HEALTHC	353.23
03/19/2025	POOL	88553	2903	APPLIED INNOVATION	MARCH 25 BASE RATE FEB 25 ADDIT PAGES	844.72
03/19/2025	POOL	88554	0529	ASSOCIATED NEWSPAPERS OF MICHIGAN	ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	71.25
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	47.50
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	59.38
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	77.19
					ITB 22/23-11 ASSOC. NEWS 7/1/24 TO 12/31	47.50
						302.82
03/19/2025	POOL	88555	1081	ATCHINSON FORD SALES, INC.	24/25 BLANKET PO MISC VEHICLE REPAIRS -	71.81
03/19/2025	POOL	88556	3649	AUTO VALUE OF ROMULUS	24/25 BLANKET PO FOR MISC MECHANIC PURCH	386.32
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	353.16
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	479.69
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	454.04
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	36.87
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	80.70
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	79.95
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	50.16
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	2.79
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	37.02
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	12.03
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	5.99
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	129.99
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	18.51
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	139.29
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	216.22
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	128.80
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	64.89
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	36.69
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	57.72
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	407.43
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	170.72
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	29.52
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	21.06
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	25.58

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	124.86	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	322.00	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	458.50	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	154.51	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	18.89	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	24.98	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	404.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	30.18	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	95.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	21.19	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	22.36	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	15.99	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	12.36	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	37.64	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	83.16	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	6.79	
					24/25 BLANKET PO FOR MISC MECHANIC PURCH	(220.80)	
						5,038.73	
03/19/2025	POOL	88557	3649	VOID			V
03/19/2025	POOL	88558	1683	BAKER & TAYLOR	ACCOUNT # 251637 L154147 2 B00000	84.92	
					ACCOUNT # 251637 L154147 2 B00000	182.50	
					ACCOUNT # 251637 L154147 2 B00000	667.02	
						934.44	
03/19/2025	POOL	88559	4325	BAKER AND ASSOCIATES	MICHAEL BAKER ECORSE ROAD CORRIDOR VIISI	20,825.00	
03/19/2025	POOL	88560	3429	BAYSCAN TECHNOLOGIES	BLUE RAY CASE ONE TIME	422.88	
03/19/2025	POOL	88561	0064	BOUND TREE MEDICAL LLC	24/25 BLANKET PO - MEDICAL SUPPLIES AND	214.49	
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	901.03	
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	584.12	
					24/25 BLANKET PO - MEDICAL SUPPLIES AND	865.06	
						2,564.70	
03/19/2025	POOL	88562	MISC	CANDY HOAGG	ANIMAL BOND SPAY / NEUTER REFUND 2 CATS	100.00	
03/19/2025	POOL	88563	1270	CARLISLE WORTMAN ASSOCIATES	SIGN ORDINANCE JAN 2025	2,367.50	
					GENERAL CONSULTATION JAN 25	70.00	
					SIGN ORDINANCE FEB 2025	410.00	
					DDA ATTORNEY FEES FOR FEBRUARY 2025	420.00	
						3,267.50	
03/19/2025	POOL	88564	0007	CHAUNICE LITTLE	REFUND PEEWEE BASKETBALL WINTER PROGRAM	70.00	
03/19/2025	POOL	88565	3679	CHERYL MCGUIRE	CBOA MEETING MINUTES	190.00	
03/19/2025	POOL	88566	0086	CINTAS FAS	24/25 BLANKET PO FOR PRISONER MEDICINE C	75.49	
03/19/2025	POOL	88567	1468	CITY OF ROMULUS	36554 GODDARD WATER TAP	4,968.00	
03/19/2025	POOL	88568	3869	COLLABORATIVE SUMMER LIBRARY PROGRA	LIBRARIES ARE LIFE SHIRTS	269.80	
03/19/2025	POOL	88569	4215	COMMERCIAL REAL ESTATE EXCHANGE, IN	MONTHLY REAL ESTATE CONSULTING FY 24/25	139.00	
03/19/2025	POOL	88570	MISC	CONSTANCE AYRES	ANIMAL BOND SPAY / NEUTER REFUND 4/1/25	50.00	
03/19/2025	POOL	88571	4283	COVETRUS NORTH AMERICA	KETAMINE INJECTION 100 MG/ML, 10 ML VIAL	187.68	
03/19/2025	POOL	88572	MISC	CRAIG COFFEY	ANIMAL BOND SPAY / NEUTER REFUND 1/19/25	50.00	
03/19/2025	POOL	88573	0008	D & G BUILDING CO.	TAP REFUND CONTRACTOR TAPPED ON SITE INS	2,967.00	
03/19/2025	POOL	88574	MISC	D & G BUILDING COMPANY	KADE GARAGE JOB COMPLETE ESCROW WITHDRAW	28,271.36	
03/19/2025	POOL	88575	3209	DETROIT METRO AIRPORT CENTER LLC	BD BOND REFUND 11301 METRO AIRPORT CTR 1	500.00	
03/19/2025	POOL	88576	3253	DORRIS BENNETT	MARCH 2025 RETIREE HEALTH INS REIMBURSEM	453.02	
03/19/2025	POOL	88577	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	MARCH 2025 EXCESS FLOW	210,401.40	
					CREDIT - OCT 2024	(73,970.10)	
						136,431.30	
03/19/2025	POOL	88578	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	APRIL 1, 2025 SRF BOND PAYMENTS	488,505.38	
03/19/2025	POOL	88579	2594	DOWNRIVER UTILITY WASTEWATER AUTHOR	WASTEWATER DISPOSAL CHARGES JAN 2025	104,345.13	
03/19/2025	POOL	88580	0012	DTE ENERGY	29800 SUPERIOR HOT BOX 1/30/25-3/2/25	614.12	
03/19/2025	POOL	88581	0012	DTE ENERGY	FEDEX HOT BOX ELECTRIC 2/1/25-3/4/25	70.52	
03/19/2025	POOL	88582	0772	DTE ENERGY	MUNICIPAL COMPLEX FEB 2025	10,459.55	
03/19/2025	POOL	88583	3766	DUKE'S ROOT CONTROL, INC.	PIGGYBACK - UNDERGROUND INFRASTRUCTURE S	43,899.00	
03/19/2025	POOL	88584	3298	ELECTROCYCLE, INC	24/25 BLANKET PO FOR TECH SERVICE ELECTO	53.00	
03/19/2025	POOL	88585	MISC	ERIKA BUNKLEY	REFUND SENIOR ROOM RENTAL 2/22/25	100.00	
03/19/2025	POOL	88586	3475	FERGUSON WATERWORKS #3386	INVENTORY ORDER COPPER & CURB STOPS	775.00	
					INVENTORY ORDER COPPER & CURB STOPS	(7.00)	
						768.00	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/19/2025	POOL	88587	3053	FIRST CHOICE COFFEE SERVICES	24/25 BLANKET PO FOR WATER PURIFIER AT P	62.95
					24/25 BLANKET PO FOR WATER PURIFIER AT P	62.95
						125.90
03/19/2025	POOL	88588	3829	FOSTER BLUE WATER OIL, LLC	24/25 INVERTED PO - ITB 19/20-21 2 YEA	1,790.36
03/19/2025	POOL	88589	3209	FRANKLIN FLOYD A III - VICTORIA L	BD BOND REFUND 37147 WICK	1,845.75
03/19/2025	POOL	88590	0885	FREDERICK FONEY	2024 Win Tax Refund 80 077 14 0038 000	20.60
03/19/2025	POOL	88591	0885	FREDERICK FONEY	2024 Win Tax Refund 80 077 14 0012 000	7.27
03/19/2025	POOL	88592	0885	FREDERICK FONEY	2024 Win Tax Refund 80 077 14 0010 300	7.27
03/19/2025	POOL	88593	0951	GANDOL INC	REPAIR DOOR CLOSURE AT SENIOR CENTER	626.00
03/19/2025	POOL	88594	4273	GEM, INC.	DPW -AIR FLOW ISSUE - VAV6 & VAV2	600.00
03/19/2025	POOL	88595	0128	GIARMARCO, MULLINS, & HORTON, PC	70085-045B MOTOWN SPORTS JAN 25	630.00
03/19/2025	POOL	88596	2625	GLG PRINT	COR ITB 21/22-11 24/25 WATER BILL PRINTI	2,104.93
03/19/2025	POOL	88597	0338	GRAINGER INC.	24/25 BLANKET PO - FOR MISCELLANEOUS PUR	10.14
					24/25 BLANKET PO - FOR MISCELLANEOUS PUR	140.24
						150.38
03/19/2025	POOL	88598	4307	GRECO LAW PLLC	LEGAL SERVICES FOR FEBRUARY 2025	13,974.85
03/19/2025	POOL	88599	2995	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES RENDERED THROUGH F	2,486.80
03/19/2025	POOL	88600	1150	HERITAGE-CRYSTAL CLEAN LLC	20 GALLON DRUM USED PARTS CLEANER MAINT	325.16
03/19/2025	POOL	88601	2789	HILLARD'S GLASS, INC.	FIRE CHEIF 1 - WINSHIELD REPAIR 2017 EXP	75.00
03/19/2025	POOL	88602	1420	HYDROCORP, INC.	24/25 INVERTED PO - ITB 17/18-25 COMMER	6,805.00
03/19/2025	POOL	88603	4206	IMAGE PRINTING	ENVELOPES, CITY RETURN ADDRESS	410.00
03/19/2025	POOL	88604	0141	JACK DOHENY COMPANIES INC	24/25 BLANKET PO - MECHANICS AND WATER D	25.00
03/19/2025	POOL	88605	3785	JEFFREY E. BOWDICH	MIDC SERVICE HOURS ATTORNEY JEFFREY BOWD	2,299.50
03/19/2025	POOL	88606	MISC	JEROME FRAYER	MDA MEETING - MEAL	10.00
03/19/2025	POOL	88607	MISC	JESSICA WILHOITE	MAMC INSTITUTE REIMBURSEMENT	137.73
03/19/2025	POOL	88608	MISC	JOHN COFFEY	ANIMAL BOND SPAY / NEUTER REFUND 1/19/25	50.00
03/19/2025	POOL	88609	0885	JOHNSON ANDRE - APRIL	2024 Sum Tax Refund 80 077 10 0031 000	18.00
03/19/2025	POOL	88610	3721	KELLER THOMA PC	CLIENT 005018, GENERAL; PROFESSIONAL SER	435.00
03/19/2025	POOL	88611	MISC	LETICIA HORRY	REFUND SENIOR ROOM RENTAL 3/15/25	100.00
03/19/2025	POOL	88612	4461	LUCAS COLOR CARD	SIMPLEX PRINT VARIABLE DATA	704.45
03/19/2025	POOL	88613	1680	LUSTER CLEANERS, INC	24/25 BLANKET PO FOR PRISONER BLANKET CL	160.00
03/19/2025	POOL	88614	3592	MACEO	MACEO DUES 2025	75.00
03/19/2025	POOL	88615	4172	MACQUEEN EQUIPMENT, LLC	SWEEPER RENTAL REPAIRS	2,747.02
03/19/2025	POOL	88616	2666	MAURER'S TEXTILE RENTAL SERVICES	24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					24/25 INVERTED PO - ITB 21/22-17 UNIFORM	24.86
					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	28.66
					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	28.66
					24/25 INVERTED PO FOR EMPLOYEE UNIFORM E	1.57
						504.16
03/19/2025	POOL	88617	0088	MESSENGER PRINTING SERVICE INC.	LETTERS SENT TO RESIDENTS FOR WATER SERV	3,062.84
					AP VENDOR CHECKS 88401- 94500 5000 CHECK	814.50
						3,877.34
03/19/2025	POOL	88618	3988	METRO ALARM SYSTEMS LLC	FIRE MONITORING SERVICES & ANNUAL FIRE I	197.94
					FIRE MONITORING SERVICES & ANNUAL FIRE I	98.97
						296.91
03/19/2025	POOL	88619	0963	MICHIGAN ASSOC. OF MUNICIPAL CLERKS	REGISTRATION FOR 2025 SUMMER CONFERENCE	575.00
					REGISTRATION FOR 2025 SUMMER CONFERENCE	575.00
						1,150.00
03/19/2025	POOL	88620	0903	MICHIGAN DEPARTMENT OF TREASURY	DISBURSE 2024 C.T. FOR FEB 16-28, 2025	70.34
03/19/2025	POOL	88621	3204	MICHIGAN LIBRARY ASSOCIATION	MLA CONNECTION REGISTRATION WEBSITE ACCE	25.00
03/19/2025	POOL	88622	0286	MICHIGAN MUNICIPAL LEAGUE	MML DUES /LEGAL DEFENSE FUND 1/1/25-12/3	8,800.00
03/19/2025	POOL	88623	1104	MICHIGAN STATE POLICE	24/25 BLANKET PO-SEX OFFENDER REGISTRATI	60.00
					24/25 BLANKET PO FOR LIVESCAN USAGE 07/1	84.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						144.00
03/19/2025	POOL	88624	0444	MICHIGAN WATER ENVIRONMENT ASSOC	MWEA MEMBERSHIP DUES FOR DON STRAUB FROM	100.00
03/19/2025	POOL	88625	0427	MIDWEST TAPE	CUSTOMER # 2000005771 BOOKS	259.65
03/19/2025	POOL	88626	MISC	NICOLE HARRIS	MACP CONFRENCE MEALS	85.61
03/19/2025	POOL	88627	0442	NORTHSIDE TRUE VALUE HARDWARE	Inventory Order	334.64
03/19/2025	POOL	88628	3917	NYE UNIFORM CO	ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	109.98
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	189.48
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	164.97
					ITB 23/24-12 24/25 INVERTED FIREFIGHTER	555.97
					ITB 23/24-12 INVERTED FIREFIGHTER UNIFOR	225.47
						1,245.87
03/19/2025	POOL	88629	4316	OCCMED CONNECT	REQUIRED EMPLOYEE VACCINATION	110.00
03/19/2025	POOL	88630	MISC	OLIVIA NOWAK	ANIMAL BOND SPAY / NEUTER REFUND 2 DOGS	100.00
03/19/2025	POOL	88631	1491	ON DUTY GEAR LLC	ITB-19/20-07 ARMOR EXPRESS RAZOR LEVEL I	6,575.00
					ITB-19/20-07 ARMOR EXPRESS RAZOR LEVEL I	2,680.00
						9,255.00
03/19/2025	POOL	88632	0266	OSBORNE CONCRETE COMPANY INC.	24/25 BLANKET PO FOR MISC.CONCRETE PURCH	3.00
03/19/2025	POOL	88633	3280	OSBURN INDUSTRIES, INC.	ITB 22/23-20 GRAVEL, SAND & LIMESTONE	3,402.69
					ITB 22/23-20 GRAVEL, SAND & LIMESTONE	7,279.26
					ITB 22/23-20 GRAVEL, SAND & LIMESTONE	5,781.70
					ITB 22/23-20 GRAVEL, SAND & LIMESTONE	1,010.80
						17,474.45
03/19/2025	POOL	88634	0148	PARAGON LABORATORIES, INC.	FIRE STATION #4 WO#400334	184.00
03/19/2025	POOL	88635	0984	PARKWAY SERVICES, INC.	RED SCHOOL HOUSE PORTAJOHNS 3/4/2025-4/3	180.00
03/19/2025	POOL	88636	1293	PIRTEK METRO DETROIT	24/25 BLANKET PO FOR HYDRAULIC TUBING -	116.27
03/19/2025	POOL	88637	4242	PPM TREE SERVICE & ARBOR CARE LLC	ITB 22/23-18 TREE AND STUMP REMOVAL @ 92	1,800.00
03/19/2025	POOL	88638	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
						550.00
03/19/2025	POOL	88639	0234	PRIORITY ONE EMERGENCY	INSTALLATION OF RADIO SYSTEM INTO NEW RE	819.97
03/19/2025	POOL	88640	MISC	RAINEY WESTMORELAND	MAMC INSTITUTE REIMBURSEMENT	174.30
03/19/2025	POOL	88641	1952	RITTER GIS, INC.	24/25 GIS SUPPORT SERVICES FOR FD OPS -	340.00
					24/25 INVERTED- GIS SUPPORT SERVICES 7/0	4,738.75
						5,078.75
03/19/2025	POOL	88642	0681	ROMULUS COMMUNITY SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	704.33
03/19/2025	POOL	88643	MISC	ROMULUS PUBLIC LIBRARY	PETTY CASH REPLENISHMENT FOR 9/24/24 - 3	132.70
03/19/2025	POOL	88644	0189	ROSE PEST SOLUTIONS	LIBRARY PEST CONTROL 2/25/25	81.00
03/19/2025	POOL	88645	2305	ROSEMARY MAZZOLA	JAN - MAR 2025 PRESCRIPTION REIMBURSEMEN	30.00
03/19/2025	POOL	88646	1551	S & F FOODS, INC.	24/25 BLANKET PO FOR PRISONER FOOD	75.00
03/19/2025	POOL	88647	3209	SAAD M ANSARI	BD BOND REFUND 11036 WAHRMAN	200.00
03/19/2025	POOL	88648	4469	SMART INTERDICTION LLC	2-DAY CRIMINAL PATROL TRAINING SEMINAR 3	295.00
03/19/2025	POOL	88649	2999	STANDARD FUSEE CORPORATION	30 MINUTE SPIKELESS FLARES	3,204.73
03/19/2025	POOL	88650	4040	STAPLES	COMMUNITY DEVELOPMENT OFFICE SUPPLIES	35.04
					PAPER, COPY CASE 8 1/2"X11" 20 LB	369.90
					OFFICE SUPPLIES	90.43
						495.37
03/19/2025	POOL	88651	1127	STATE OF MICHIGAN	WAYNE ROAD SIDEWALK PROJECT	8,316.52
03/19/2025	POOL	88652	2343	STATE OF MICHIGAN	BOILER INSPECTIONS FOR CITY BUILDINGS	225.00
03/19/2025	POOL	88653	2518	STATE OF MICHIGAN	24/25 BLANKET PO -MDHHS - QUALITY ASSURA	2,315.46
03/19/2025	POOL	88654	0503	STERICYCLE, INC.	24/25 BLANKET STERICYCLE SHARPS PICK UP	22.22
03/19/2025	POOL	88655	3057	THE ACCUMED GROUP	C-1659 FEB 2025 EMS/FIRE SERVICES	5,453.41
03/19/2025	POOL	88656	4104	THE KAPLAN LAW FIRM	MIDC SERVICE HOURS JOSHUA KAPLAN	1,134.00
03/19/2025	POOL	88657	3780	THE NUNLEY LAW GROUP, PLLC	MIDC SERVICE HOURS FOR ROYCE NUNLEY	1,801.80
03/19/2025	POOL	88658	MISC	THERESA CHRISTIAN	ANIMAL BOND SPAY / NEUTER REFUND 3/1/25	100.00
03/19/2025	POOL	88659	4450	TIMECLOCK PLUS LLC	SCHEDULE ANYWHERE EMPLOYEE LICENSE PRORA	372.43
03/19/2025	POOL	88660	3593	TOSHIBA BUSINESS SOLUTIONS	MONTHLY COPY CHARGES FY 24/25	410.91
					MONTHLY COPY CHARGES FY 24/25	18.00
						428.91

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/19/2025	POOL	88661	4042	TRUSTED JOURNEY	24/25 BLANKET PO FOR ANIMAL DISPOSAL	168.18
03/19/2025	POOL	88662	2951	UNIQUE MANAGEMENT SERVICES, INC.	FEBRUARY PLACEMENTS	93.20
03/19/2025	POOL	88663	0672	UNITED RENTALS	HARNESS FOR GENERATOR AT PUMP STATIONS	2,855.00
03/19/2025	POOL	88664	4007	VEGMICHIGAN	CHILDREND PROGRAM & FOOD SAMPLING	150.00
03/19/2025	POOL	88665	3368	VERIZON CONNECT FLEET USA LLC	24/25 INVERTED PO- NETWORKFLEET GSA HARD	621.40
03/19/2025	POOL	88666	0670	VERIZON WIRELESS	342127256-00001 FEB 25 - MAR 25 ALL DEPA	3,857.89
03/19/2025	POOL	88667	MISC	VIRGINIA ROBERTS	ANIMAL BOND SPAY / NEUTER REFUND 4/1/25	50.00
03/19/2025	POOL	88668	4466	WALTERS BAR	YOUTH BOWLING LEAGUE	840.00
					MOTHER SON BOWLING EVENT	516.00
						1,356.00
03/19/2025	POOL	88669	0106	WAYNE COUNTY	500373, MAR 2025 FIXED SEWAGE ROUGE VALL	36,127.33
03/19/2025	POOL	88670	0885	WAYNE COUNTY LAND BANK	DISBURSE 2024 C.T. FOR FEB 16-28, 2025	590.91
03/19/2025	POOL	88671	1074	WAYNE COUNTY REGISTER OF DEEDS	WATER MAIN EASEMENT ESCROW	36.00
					STORM MAINTENANCE AGREEMENT ESCROW WITHD	30.00
						66.00
03/19/2025	POOL	88672	0936	WAYNE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY DISBURSEMEN	1,041.64
03/19/2025	POOL	88673	0065	WAYNE LAWN & GARDEN CENTER, INC.	24/25 BLANKET PO FOR MECH & GROUNDS - DP	38.83
					24/25 BLANKET PO FOR MECH & GROUNDS - DP	186.98
						225.81
03/19/2025	POOL	88674	0233	WESTLAND LOCK & KEY, INC.	REMOVE FRONT DOOR KEY CYLINDER & REPAIR	170.00
03/19/2025	POOL	88675	0651	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR RESIDENT DUMP PASS	206.40
					24/25 INVERTED PO FOR RESIDENT DUMP PASS	309.60
						516.00
03/19/2025	POOL	88676	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO-RESIDENTIAL TRASH PICK	99,101.54
03/19/2025	POOL	88677	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR DUMPSTER CHARGES	1,340.70
03/19/2025	POOL	88678	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR DUMPSTER CHARGES	745.90
03/19/2025	POOL	88679	0659	WM CORPORATE SERVICES, INC	24/25 INVERTED PO FOR DUMPSTER CHARGES	893.80
03/19/2025	POOL	88680	2945	ZONES, LLC	ADOBE PRO LICENSE DPW AND TECH - ADDITIO	300.00

POOL TOTALS:	
Total of 166 Checks:	1,271,143.94
Less 1 Void Checks:	0.00
Total of 165 Disbursements:	1,271,143.94

DTE	24-Dec	25-Jan	25-Feb
CITY HALL - 11111 Wayne	$3,122.30	$3,225.35	$3,096.54
COURT BUILDING - 11131 Wayne	$2,212.25	$2,285.26	$2,194.00
LIBRARY - 11121 Wayne	$980.43	$1,012.78	$972.34
New Court - 11129 Wayne	$4,231.59	$4,371.24	$4,196.68
Total for all municipal complex:	**$10,546.57**	$10,894.63	**$10,459.56**

City of Romulus

Communication

Council Meeting Held: **March 24, 2025**
Item No. 12

Councilperson Abdo: _____

_____

Councilperson Barden: _____

_____

Councilperson Crout: _____

_____

Councilperson Jones: _____

_____

Councilperson Roscoe: _____

_____

Councilperson Talley: _____

_____

Councilperson Wadsworth: _____

_____

City of Romulus

Adjournment

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

Item No. 13

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