

CITY OF GROSSE POINTE WOODS
Electronic Rescheduled City Council Meeting Agenda
Monday, August 10, 2020
7:00 p.m.

The City Council will be conducting a meeting of the Grosse Pointe Woods City Council by video (Zoom) and telephone conference in accordance with the City of Grosse Pointe Woods City Council resolution adopted May 4, 2020. This notice is being provided to ensure that those wishing to participate in the meeting have an opportunity to do so. Additional instructions are listed below.

Join Zoom Meeting

<https://zoom.us/j/91224177071?pwd=QWh6VGVxRGIKY1lrcW9wWHhRVVIBUT09>

Meeting ID: 912 2417 7071

Passcode: 740904

Join by phone:

Dial by your location

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 912 2417 7071

Passcode: 740904

Facilitator's Statement

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF AGENDA

4.	MINUTES	A.	Council 07/20/20
		B.	Election Commission 07/28/20
		C.	Planning Commission 02/25/20, 06/23/20
		D.	Citizen's Recreation Commission 03/10/20
5.	COMMUNICATIONS	A.	First Responder Hazard Pay/Budget Amendment 1. Memo 08/03/20 – Director of Public Safety 2. Letter of Understanding between the City of Grosse Pointe Woods and the Police Officer's Labor Council 3. Letter of Understanding between the City of Grosse Pointe Woods and the Police Officers Association of Michigan, Patrol Officers Association 4. Letter of Understanding between the City of Grosse Pointe Woods and the Police Officers of Michigan, Communications/Dispatchers Association

		B.	Uniforms – DPW 1. Memo 07/22/20 – Director of Public Services
		C.	Design Engineering For 2020 Construction Projects/ Budget Amendment 1. Memo 07/22/20 – Director of Public Services 2. Letter 07/22/20 – City Engineer
		D.	Milk River Drain Improvements 1. Memo 07/22/20 – City Administrator/Treasurer- Comptroller 2. Letter 07/08/20 w/attachments – M. Gregg, Chair Milk River Intercounty Drain Drainage Board
		E.	Generator Replacement at Robert E. Novitke Municipal Center/Budget Amendment 1. Memo 07/27/20 – Director of Public Services 2. Letter 07/27/20 – City Engineer 3. Tabulation of Bids 07/21/20
		F.	SEMCOG Annual Membership/Budget Amendment 1. Memo 07/22/20 – City Administrator/Treasurer- Comptroller 2. SEMCOG 2019 Invoice #INV00321 07/01/19 3. SEMCOG 2020 Invoice #INV00327 07/01/20
		G.	Request to use Ghesquiere Park – University Liggett Cross Country Meet 1. Application for Community Use of Recreational Facilities 07/20/20 2. Certificate of Liability Insurance 3. Memo 08/07/20 – Recreation Supervisor 4. Email 08/07/20 – Alan Parish 5. Route map
		H.	Request to Use Lake Front Park Tennis Courts – University Liggett 1. Application for Community Use of Recreational Facilities 07/08/20 2. Certificate of Liability Insurance
		I.	Michigan Municipal League (MML) Annual Meeting/Voting Delegates 1. Annual Meeting and Delegate Notice – MML
6.	BIDS/PROPOSALS/ CONTRACTS	A.	Letters of Engagement: City and Municipal Court Auditing Services

			<ol style="list-style-type: none"> 1. Memo 07/22/20 – City Administrator/Treasurer-Comptroller 2. Letter 07/22/20 – Plante & Moran PLLC (City) 3. Letter 07/22/20 – Plante & Moran PLLC (Court) 4. Council Excerpt 06/05/17
		B.	Contract: Towing Services <ol style="list-style-type: none"> 1. Memo 08/03/20 – Director of Public Safety 2. Letter 08/03/20 – City Attorney 3. Proposed Contract – Extension of Agreement with Official Towing 4. Certificate of Liability Insurance 5. Agreement 08/30/10
		C.	Contract: 2020 Concrete Pavement and Parking Repair Program <ol style="list-style-type: none"> 1. Memo 07/29/20 – Director of Public Services 2. Letter 07/29/20 – City Engineer
		D.	Agreement: Court Recording Services <ol style="list-style-type: none"> 1. Letter 07/31/20 – City Attorney 2. Proposed Agreement
7.	CLAIMS/ACCOUNTS	A.	2019 Sewer Open Cut Repair Program <ol style="list-style-type: none"> 1. Fontana Construction Services Pay Estimate No. 4 07/28/20 - \$44,551.10.
		B.	2019 Sewer Structure Rehabilitation <ol style="list-style-type: none"> 1. L. Anthony Construction Co. Pay Estimate No. 11 07/28/20 - \$37,669.95.
		C.	2019 Road Program <ol style="list-style-type: none"> 1. Florence Cement Co Pay Estimate No. 7 07/28/20 - \$21,220.70.
		D.	City Engineer – Anderson, Eckstein & Westrick <ol style="list-style-type: none"> 1. DPW Water & Sewer Barn Invoice No. 0126783 06/30/20 - \$260.00; 2. Vernier Rd Resurfacing – Fairway to ECL Invoice No. 0126900 07/07/20 - \$4,799.75; 3. 2019 Sewer Open Cut Repair Program Invoice No. 0126902 07/07/20 - \$4,619.00; 4. 2019 Sewer Structure Rehabilitation Invoice No. 0126903 07/07/20 - \$10,377.70; 5. Beaufait Rd Reconstruction – Mack to WCL Invoice No. 0126904 07/07/20 - \$4,896.25; 6. Robert E. Novitke Complex Generator Invoice No. 0126906 07/07/20 - \$8,383.90; 7. Bournemouth Wm Replacement Invoice No. 0126910 07/07/20 - \$573.00.
		E.	Milk River Drainage District

			1. County of Wayne Invoice No. 303337 07/15/20 - \$99,590.50.
		F.	City Hall Reconstruction 1. APCOR Construction & Development Application No. 2 07/15/20 - \$258,022.01.
		G.	Legal Services – Metro Act 1. Kitch Drutchas Wagner Valitutti & Sherbrook Invoice No. 473029 06/24/20 - \$990.00.
		H.	City Attorney 1. Charles T. Berschback 07/31/20 - \$7,750.00.

8. NEW BUSINESS/PUBLIC COMMENT

9. CLOSED EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION – CITY OF GROSSE POINTE WOODS VS RANDAZZO

10. ADJOURNMENT

**Lisa Kay Hathaway, MiPMC/MMC
City Clerk**

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

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

Instructions for meeting participation

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

Join Zoom Meeting

<https://zoom.us/j/91224177071?pwd=QWh6VGVxRGIKY1lrcW9wWHhRVVIBUT09>

Meeting ID: 912 2417 7071

Passcode: 740904

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

Dial by your location

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 912 2417 7071

Passcode: 740904

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

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

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

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

Mayor Robert E. Novitke	mayornovitke@comcast.net	586 899-2082
Art Bryant, Council Member	arthurwbryant@gmail.com	313 885-2174
Ken Gafa, Council Member	kgafa@comcast.net	313 580-0027
Vicki Granger, Council Member	grangergpw@aol.com	313 882-9878
Mike Koester, Council Member	koester.gpw@gmail.com	313 655-4190
Todd McConaghy, Council Member	todd.mcconaghygpw@yahoo.com	248 765-0628
Lisa Hathaway, City Clerk	lhathaway@gpwmi.us	313 343-2447

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

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



COUNCIL
07-20-20 - 90

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD REMOTELY ON MONDAY, JULY 20, 2020.

The Facilitator's statement was provided.

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

Roll Call: Mayor Novitke
Council Members: Bryant, Gafa, Granger, McConaghy, McMullen
Absent: Koester

Also Present: City Administrator Smith
City Attorney Berschback
Treasurer/Comptroller Behrens
City Clerk Hathaway
Director of Public Services Schulte

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

Motion carried by the following vote:

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

Motion by Bryant, seconded by Gafa, that Council Member Koester be excused from tonight's meeting as he is attending to a personal matter.

Motion carried by the following vote:

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

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

1. City Council Minutes dated July 13, 2020.

Substitute motion by McMullen, seconded by McConaghy, that the following minutes be approved as corrected:

1. City Council Minutes dated July 13, 2020.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, McConaghy, McMullen, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Bryant, regarding **Retention Agreement – AT&T Cell Tower Negotiations**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting held July 13, 2020, and approve retaining Mike Watz's firm, Kitch Druchas Wagner Valitutti & Sherbrook, to negotiate on behalf of the City a possible new Lease Agreement and additional antennae with AT&T in an amount not to exceed \$10,000.00 at a rate of \$300.00 per hour, and authorize the City Administrator to sign the Retention Agreement.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Gafa, regarding **parade/procession permit application – Full Lotus Yoga**, that the City Council approve the Permit Application from Full Lotus Yoga to conduct a bike procession on July 30, 2020, from 7 p.m. to 8 p.m., contingent upon receipt of appropriate insurance.

Motion carried by the following vote:

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

Motion by Gafa, seconded by Bryant, that the following minutes be approved as submitted:

1. Committee-of-the-Whole Minutes dated July 13, 2020.

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

Motion by Granger, seconded by McConaghy, regarding **claims/accounts**, that the City Council approve payment of Items 6A and 6B as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

A. 2019 Road Program

1. Florence Cement Co Pay Estimate No. 6 05/31/20 - \$50,390.04;
Account Nos:
 - a. 202-451-974.200 - \$2,437.78;
 - b. 203-451-977.804 - \$40,638.92;
 - c. 592-537-975.400 - \$5,200.60;
 - d. 203-451-974.200 - \$2,112.74.

B. Legal Services

1. Rosati, Schultz, Joppich & Amtsbuechler, P.C. 07/10/20 - \$23,336.25; Account No. 101-210-801-300.

Motion carried by the following vote:

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

Nobody wished to be heard under New Business.

Nobody wished to be heard under Public Comment.

Motion by Granger, seconded by Gafa, to adjourn tonight's meeting at 7:09 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor



MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, July 28, 2020, IN THE ABSENT VOTER OFFICE – LOWER LEVEL AT CITY HALL, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

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

Roll Call: Chair/City Clerk Lisa Hathaway
Council Representative Kenn Gafa
City Attorney Chip Berschback

Absent: None

Also Present: Deputy City Clerk Paul Antolin

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

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway
No: None
Absent: None

At 2:02 p.m., the Chair announced the Public Accuracy Test would commence utilizing the test deck for Precinct 1. Testing concluded at 2:31 p.m. After running the test deck and comparing the results tape against the chart of predetermined results, the testing was declared accurate.

Motion by Gafa, seconded by Berschback, that the results of today’s Public Accuracy Test for the August 4, 2020, Election be accepted.

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway
No: None
Absent: None

Motion by Gafa, seconded by Berschback, that today’s meeting minutes be approved.

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway

No: None

Absent: None

Hearing no objections, the following item was discussed:

- The Chair stated that Election Inspector training will be conducted by Zoom for the first time and invited all to attend. The Chair was asked to send the Zoom meeting information to Commission Members.

Nobody wished to be heard under Public Comment.

Motion by Berschback, seconded by Gafa, that the meeting be adjourned at 2:34 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
Chair/City Clerk

*Commission Approved
6/23/20
Am*

PLANNING COMMISSION
02-25-20 - 44



MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON FEBRUARY 25, 2020, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:03 p.m. by Chair Ketels.

Roll Call: Chair Ketels
Planning Commissioners: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Rozycki, Vaughn, Vitale

Absent: None

Also Present: Building Inspector Tutag
Deputy City Clerk Antolin

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

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

Motion carried by the following vote:

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

The Chair recognized Council Representative McConaghy who was in attendance.

Motion by Bailey, seconded by Fuller, regarding **Approval of Minutes**, that the following Minutes be approved as submitted:

1. Planning Commission Minutes dated January 28, 2020.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:05 P.M. FOR A PUBLIC HEARING REGARDING THE APPLICATION OF CROSSPOINTE CHRISTIAN CHURCH, 21336 MACK AVENUE, GROSSE POINTE WOODS, REQUESTING TO CONSTRUCT A 1,900 SQ. FT. ADDITION FOR AN ELEVATOR, ELEVATOR EQUIPMENT ROOM, AND AN OFFICE.

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

- A. PC Excerpt – 01/28/20
- B. Affidavit of Legal Publication – 02/06/20
- C. Affidavit of Property Owners Notified w/list – 02/06/20
- D. GIS Maps (2 pgs)
- E. Memo w/photos (5) – 02/19/20 - Building Official (Tutag)
- F. Proposed Resolutions – Approving & Denying – City Attorney (Berschback)
- G. Memo – 02/01/20 – DPW Director (Schulte)
- H. Memo – 02/12/20 – DPS Director (Kosanke)
- I. Memo – 01/31/20 – Fire Inspector (Provost)
- J. Letter of Request – 01/24/20 – Merritt Ceislak Design (S. Schneeman)
 - (1) Site Plan Review & Special Land Use Permit Application – 11/26/19
 - (2) Site Plan Review Meeting Checklist (3 pgs)
 - (1) Sheet G-000 – 11/25/19
 - (2) Boundary, Topographic, and Tree Survey Sheet 1 of 2
 - (3) Boundary, Topographic, and Tree Survey Sheet 2 of 2
 - (4) Sheet AS-100 - Partial Site and Site Demolition Plans
 - (5) Sheet AS-101 – Enlarged Partial Site and Landscape Plan & Details
 - (6) Sheet AS-301 – Floor Plans
 - (7) Sheet A-601 Exterior Elevations

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn Vitale

NO: None

ABSENT: None

The Building Official provided an overview of his memo dated February 19, 2020, regarding the Special Land Use/Site Plan Review of Crosspointe Christian Church for the construction of an elevator, elevator equipment room, and an office. The Building Official recommended approval.

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

Matt Swiateck, Pastor of Crosspointe Christian Church
Wayne Wagner, lifetime member

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. Nobody wished to be heard.

Motion by Gilezan, seconded by Vaughn, that the public hearing be closed at 7:13 p.m. PASSED UNANIMOUSLY.

Discussion ensued regarding the Commission Members' perspective of the petitioner's request. The architect of Merritt Cieslak Design displayed samples of materials to be used for the project and responded to questions from the Commission.

Motion by Bailey, seconded by Rozycki, regarding Public Hearing – Crosspointe Christian Church, 21336 Mack Avenue, Grosse Pointe Woods, which is requesting to construct a 1,900 sq. ft. addition for an elevator, elevator equipment room, and an office, that the Planning Commission recommends to City Council approval of Crosspointe Christian Church's Special Land Use application and adopt the resolution as presented, including immediate certification of these minutes.

Motion carried by the following vote:

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

The next item was **Continued Discussion: 2020 Plan Implementation Recommendation.**

Commissioners Bailey and Hamborsky provided an overview of the update of 2020 Plan Implementation. The initial focus was on streetscapes. Commissioner Bailey distributed documents recommending specific types of streetscape elements, including benches, planters and bike racks. Discussion ensued regarding responsibility/upkeep, funding and designs of the streetscape elements. It was suggested to submit a budget request to the Treasurer/Comptroller by the end of March to present to Council.

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of January 2020:

- Big Boy's update
- Ordinances regarding solar panels

Commissioner Profeta reported on the January 6, 2020 Council Meeting and Commissioner Vitale reported on the February 3 and 24, 2020 Council Meetings.

March 2020 Council Meetings reporting will be determined.

Under New Business, the following items were discussed:

- A. **2020 Plan** – updates will be provided
- B. **Crosswalk/Pocket Park** – A meeting with Wayne County is scheduled on March 10, 2020. Objective is to introduce 2020 plan to County's Public Works Department by discussing Cross walks, explore options for assisting with the projects, and pursue grants available through the County or other resources, as well as, address speed reduction and how traffic calming would benefit businesses.
- C. **Streetscape** – Discussed earlier in the meeting

Under Public Comment, no one wished to be heard.

PLANNING COMMISSION
02-25-20 - 48

Motion by Profeta, seconded by Bailey, that the Planning Commission Meeting adjourn at 8:33 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

*Commission Approved
7/28/20 JN*

PLANNING COMMISSION
06-23-20 - 49

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY
OF GROSSE POINTE WOODS HELD REMOTELY ON JUNE 23, 2020.

The Facilitator's statement was provided.

The meeting was called to order at 7:04 p.m. by Chair Ketels.

Roll Call: Chair Ketels
Planning Commissioners: Bailey, Fuller, Gilezan, Hamborsky
(voice only), Profeta, Vaughn, Vitale

Absent: Rozycki

Also Present: Mayor Novitke, Council Member McConaghy, Council Member
McMullen, City Attorney Berschback, Building Official Tutag,
Deputy City Clerk/Facilitator Antolin, Recording Clerk Miotto

Motion by Gilezan, seconded by Vaughn, that Commission Member Rozycki be excused
from tonight's meeting.

Motion carried by the following vote:

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

Motion by Bailey, seconded by Vitale, that all items on tonight's agenda be received,
placed on file, and taken in order of appearance, as presented.

Motion carried by the following vote:

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

Motion by Profeta, seconded by Vaughn, regarding **Approval of Minutes**, that the **Regular Planning Commission Minutes of February 25, 2020** be approved as submitted.

Motion carried by the following vote:

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

The next item was the **Request for Special Land Use by Garrido's Bistro & Pastry**, 19605 Mack Avenue, Grosse Pointe Woods, requesting approval of the SDM portion of their liquor license in order to sell wine and beer with food carry outs to patrons.

Motion by Bailey, seconded by Vitale, to schedule a public hearing for a special land use for Garrido's Bistro on July 28, 2020.

Motion carried by the following vote:

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

The next item was the **Annual Report – 2019 Planning Commission** (Draft). Discussion ensued regarding the 2019 Planning Commission Annual Report. The Building Official requested the Planning Commission members to review the draft and provide any feedback to Sue Stewart, in the Building Department, by July 14 (two weeks prior to next Commission meeting).

The next item was discussion regarding the **Colonial Theme Ordinance**. Discussion ensued regarding proposed Ordinance language received from the City Attorney per the direction from the February 10, 2020 Committee-of-the-Whole. At that meeting, there was consensus to direct the City Attorney to collaborate with the Planning Commission regarding proposed modifications to the ordinance. The purpose is to encourage a colonial theme but provide the Planning Commission with suitable flexibility. The proposed modifications are for review and consideration by the Council.

It was agreed that Commissioner Bailey, Commissioner Vitale, and the Building Official would create language around the focus of what the standards need to be for the ordinance. They will include some secondary language on the option for a colonial theme. They will then work with Mr. Berschback and obtain feedback on language to recommend

to the Committee-of-the-Whole. Planning Commission will then present those ideas to City Council for feedback and final approval.

The next item was discussion regarding the **Solar Panel Ordinance**. Discussion ensued regarding considering revisions to Zoning Sec. 50-539 Solar Energy Systems to rescind that section, and adopt a revised Solar Energy System Ordinance.

Motion by Profeta, seconded by Hamborsky, to schedule a public hearing for the Solar Panel Ordinance on July 28, 2020.

Motion carried by the following vote:

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

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of May/June 2020:

- Home damages due to storm including grass fires from downed wires;
- Wayne County discussing streamlining the permit process for outdoor patios and cafes on Mack Avenue;
- Sue Stewart, Executive Assistant in the City Building Department, is retiring. The Building Official requested the Chair of the Planning Commission propose a resolution thanking Sue for her tireless help with the Planning Commission for the last 20 years. A Resolution draft has been requested from the City Clerk and the Commission hopes Sue can attend next the meeting in order for Commission to express their deep appreciation.

Commissioner Hamborsky reported on June 2020 Council Meetings.

Chair Ketels will be reporting on the July 2020 Council Meetings.

Nobody wished to be heard under New Business.

Nobody wished to be heard under Public Comment.

Motion by Vitale, seconded by Gilzean, that the Planning Commission Meeting adjourn at 10:05 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,
Gretchen Miotto
Recording Clerk

Commission Approved
7/14/20



Citizen's Recreation Commission Meeting Minutes

Meeting of the Citizen's Recreation Commission was held on March 10, 2020 at Grosse Pointe Woods, Michigan.

CALLED TO ORDER: 7:04

PRESENT:

Angela Brown
Lindsey Fratarolli
Gib Heim
Barb Janutol
Tom Jerger
Mark Miller
Tony Rennpage
Sarah Seger
Amanda York

ABSENT:

ALSO PRESENT:

Art Bryant

Motion to accept the minutes from February 11, 2020 by Mark Miller and seconded by Gib Heim.

Yes: Brown, Heim, Fratarolli, Janutol, Jerger, Miller, Rennpage, Seger, and York.

No: None

Absent: None

SUPERVISOR'S REPORT: per Art Bryant

- Tickets are now on sale for the Daddy Daughter Dance on March 21st.
- Tickets are also available for the Easter Egg Stroll on April 4th.

COUNCIL MEETING REPORT:

- Ongoing business reported.

OLD BUSINESS:

- The Inside Out Program through the DIA has chosen 4 sites for placing the outdoor art work. They are currently working on adding a few more placings. These placings will need to be ok'd by Council.
 - An ad hoc committee will meet to plan family recreation events to co-inside with the placement of artwork.
 - Contact will be made with the Mack Avenue Business Association, Library and schools regarding their possible input for events.

- The discussion of the Park Improvement Plan has been tabled until it can be added to the Committee of the Whole agenda.

NEW BUSINESS:

A motion was made by Mark Miller and seconded by Gib Heim to request an increase to \$11,000 of the Citizen's Recreation Commission Budget for next year (2020/2021), to accommodate expanded planning and improvements for the Fishing Derby, Winterfest, and activities surrounding the DIA Inside Out Program, due to the increasing popularity of these events.

Yes: Brown, Heim, Fratarolli, Janutol, Jerger, Miller, Rennpage, Seger, and York.

No: None

Absent: None

ADJOURNMENT:

Motion was made to adjourn the meeting by Angela Brown and seconded by Sarah Seger.

Yes: Brown, Heim, Fratarolli, Janutol, Jerger, Miller, Rennpage, Seger, and York.

No: None

Absent: None

Meeting Adjourned at 8:13 pm.

Respectfully submitted by: Barb Janutol, Secretary of the Grosse Pointe Woods Citizen's Recreation Commission.

5A



CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

RECEIVED

AUG - 3 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: August 03, 2020
To: Bruce Smith, City Administrator
From: John G. Kosanke, Director of Public Safety
Subject: First Responder Hazard Pay

The State of Michigan has approved COVID relief funds as part of Senate Bill 690 and part of the budget includes a \$1,000.00 one-time pay out for first responders who worked during the COVID-19 Pandemic. The first responders include police (officers and dispatchers), firefighters and medical personnel. The pay is a way of thanking and acknowledging the difficult situation that first responders were working under on a daily basis.

The city of Grosse Pointe Woods has 34 department members that worked their shifts and performed exemplary service while dealing with a pandemic. I am requesting all 34 members receive the \$1,000.00 one-time pay out. The city would be responsible for paying the money up front and then applying for reimbursement through the state.

This payment would require a budget amendment from the general fund balance budget line 101-000-699.000, Trf f/ Prior Yr Reserves into the following lines:

Salaries & Wages	101-305-702.000	\$ 1,000.00
Salaries & Wages – LT	101-310-702.100	\$ 3,000.00
Salaries & Wages – SGT	101-310-702.200	\$ 6,000.00
Salaries & Wages – PSO	101-310-704.400	\$19,000.00
Salaries & Wages – Dispatch	101-310-702.500	<u>\$ 5,000.00</u>
TOTAL		<u>\$34,000.00</u>

Grant funds received for reimbursement of these expenses from the Department of Treasurer CARES Act would reimburse the general fund balance upon receipt.

Cathrene A. Behrens
Treasurer/Comptroller

Bruce Smith
City Administrator

8/3/2020

LETTER OF UNDERSTANDING

IT IS HEREBY AGREED between the City of Grosse Pointe Woods ("the City") and the Police Officers Labor Council, Command Officers Association ("the Union") as follows:

1. The parties acknowledge that the President has declared a national emergency, and the Governor of Michigan has declared a state of emergency, due to the global pandemic caused by the virus, COVID-19. The parties further acknowledge that the federal and state governments have made available, by way of grants that will be disbursed on a first come, first served basis, funding to provide hazard pay to eligible first responders. The parties further acknowledge that the City will apply for the grant funding for hazard pay if and when the State of Michigan implements an application process.
2. As a result of the above, the City agrees to provide employees with hazard pay subject to the following:
 - Hazard pay will only be provided to those employees who are deemed eligible for hazard pay under the requirements set forth by the State of Michigan.
 - The amount of hazard pay will not exceed One Thousand Dollars (\$1,000.00) per eligible employee.
 - Hazard pay shall be provided on or before September 30, 2020.
3. While the parties recognize that there is no obligation to bargain on the issue of hazard pay and also recognize that there is no obligation on the City to pursue state and federal funding for hazard pay, the City agrees to enter into further discussions with the Union regarding the payment of hazard pay related to COVID-19 in the future should this pandemic continue and should state and/or federal funds for hazard pay become available.
4. The parties expressly agree and acknowledge that the payment of hazard pay pursuant to this Letter of Understanding is on a one-time, non-precedential basis. The parties further expressly agree and acknowledge that this Letter of Understanding shall not be considered as precedent or past practice in future situations.
5. This document represents the parties' complete agreement as to the matters addressed herein, and no other such agreement shall be binding unless in writing and signed by the parties.

THE CITY

By: John A. Broude
Its: Director of Public Safety
Date: 7-30-2020

THE UNION

By: K. W. E. (W. E. E. (W. E. E.))
Its: STEVEN CO. PRESIDENT
Date: 7-30-20

LETTER OF UNDERSTANDING

IT IS HEREBY AGREED between the City of Grosse Pointe Woods ("the City") and the Police Officers Association of Michigan, Patrol Officers Association ("the Union") as follows:

1. The parties acknowledge that the President has declared a national emergency, and the Governor of Michigan has declared a state of emergency, due to the global pandemic caused by the virus, COVID-19. The parties further acknowledge that the federal and state governments have made available, by way of grants that will be disbursed on a first come, first served basis, funding to provide hazard pay to eligible first responders. The parties further acknowledge that the City will apply for the grant funding for hazard pay if and when the State of Michigan implements an application process.
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5. This document represents the parties' complete agreement as to the matters addressed herein, and no other such agreement shall be binding unless in writing and signed by the parties.

THE CITY

By: John W. Kynan
Its: Director of Public Safety
Date: 7-30-2020

THE UNION

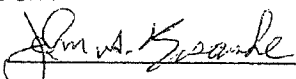
By: [Signature]
Its: PRESIDENT
Date: 7-30-2020

LETTER OF UNDERSTANDING

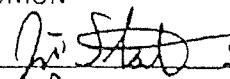
IT IS HEREBY AGREED between the City of Grosse Pointe Woods ("the City") and the Police Officers Association of Michigan, Communications/Dispatchers Association ("the Union") as follows:

1. The parties acknowledge that the President has declared a national emergency, and the Governor of Michigan has declared a state of emergency, due to the global pandemic caused by the virus, COVID-19. The parties further acknowledge that the federal and state governments have made available, by way of grants that will be disbursed on a first come, first served basis, funding to provide hazard pay to eligible first responders. The parties further acknowledge that the City will apply for the grant funding for hazard pay if and when the State of Michigan implements an application process.
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4. The parties expressly agree and acknowledge that the payment of hazard pay pursuant to this Letter of Understanding is on a one-time, non-precedential basis. The parties further expressly agree and acknowledge that this Letter of Understanding shall not be considered as precedent or past practice in future situations.
5. This document represents the parties' complete agreement as to the matters addressed herein, and no other such agreement shall be binding unless in writing and signed by the parties.

THE CITY

By: 
Its: Director of Public Safety
Date: 7-31-2020

THE UNION

By:  STACHOWSKI
Its: POLC Rep
Date: 7/30/2020

5B

MEMO 20- 44

RECEIVED

JUL 29 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: July 22, 2020
SUBJECT: Recommendation – Uniforms

FS

JEM Industries, Inc. has supplied quality winter and summer uniforms to the Department of Public Works and Lake Front Park TPOAM union employees since 2009.

On May 31, 2018, a bid request was posted on the Michigan Intergovernmental Trade Network (MITN) website and an "Invitation to Bid" was forwarded to 102 companies. It was also advertised in the Grosse Pointe News. JEM Industries, Inc. was the only company to place a bid.

The Department of Public Works and Lake Front Park TPOAM union employees are to be supplied uniforms every other fiscal year per their contract. JEM Industries, Inc. has offered to supply uniforms for fiscal year 2020/2021 for a cost of \$476.07 per employee, an increase of \$40.80 from fiscal year 2018/2019. Their service has been satisfactory.

Therefore, I recommend to purchase winter and summer uniforms for the Department of Public Works and Lake Front Park TPOAM union employees between July 1, 2020 and June 30, 2021 from JEM Industries, Inc., 25600 Dequindre, Warren, Michigan 48091 in an amount of \$10,800.00. This is a budgeted item in the 2020/2021 budget included in fringe benefit-clothing allowance accounts: 101-595-725.000 (\$3,000), 202-483-725.000 (\$1,000), 203-483-725.000 (\$1,000), 226-529-725.000 (\$500), 592-545-725.000 (\$4,000), and 640-860-725.000 (\$1,300).

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

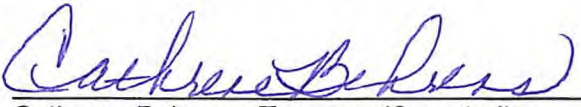
I do not believe any benefit will accrue to the City by seeking additional bids. Approved for Council consideration.


Bruce Smith, City Administrator

7/28/2020
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

5C

TO: Bruce Smith, City Administrator
 FROM: Frank Schulte, Director of Public Services
 DATE: July 22, 2020
 SUBJECT: AEW Fees for 2020/2021 Construction Projects

RECEIVED
 AUG - 7 2020
 CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

During the Construction Committee meeting on February 10, 2020, a discussion was held regarding the proposed 2020/2021 construction projects. The recommended projects included the reconstruction of Oxford Road from Mack to Holiday, replacement of the water mains on Severn (from Mack to Craig), Hollywood (Goethe to Marter), and Christine Court, sewer lining and open cut repairs throughout the city, and the replacement of the Lake Front Park Vehicular Bridge.

Oxford Road from Mack to Holiday is in need of immediate repair based on the road condition rating system known as the Pavement Surface and Evaluation and Rating (PASER) System. All water mains listed above are 50 years old and have had multiple breaks. The replacement of the water main on Christine Court will include a new road. Sewer lining and open cut repairs were discovered from the Saw Grant televising work. The repairs will be on the most critical and high-priority sewers throughout the city. The Lake Front Park Vehicular Bridge is near its life expectancy.

At the Committee of the Whole meeting on July 13, 2020, a discussion was held regarding the reconstruction of Allard Road from Chester to west city limits. Allard Road is in need of repair and was proposed for the 2021/2022 fiscal year budget. A request was made to consider bidding Allard Road as an alternate with Oxford Road for a potential cost savings to the city due to the similarity of work.

I am requesting council at this time to move forward with design engineering fees only for these projects. The first table shows all costs of construction and engineering for the above-mentioned projects. The second table shows design engineering costs to be provided by Anderson, Eckstein and Westrick, Inc. (AEW).

Total Cost of Included Projects

Projects	Total Project	Construction Cost	Engineering Cost
Oxford Road Reconstruction	\$710,000.00	\$592,000.00	\$78,000.00
Water Main Replacements (Severn, Hollywood, and Christine Court)	\$2,277,000.00	\$1,898,000.00	\$379,000.00
Sewer Rehab - Lining	\$525,000.00	\$500,000.00	\$60,000.00
Sewer Rehab - Open Cut	\$925,000.00	\$750,000.00	\$123,000.00
Lake Front Park Vehicular Bridge	\$650,000.00	\$542,000.00	\$108,000.00
Total	\$5,087,000.00	\$4,282,000.00	\$748,000.00

Design Engineering Cost of Projects

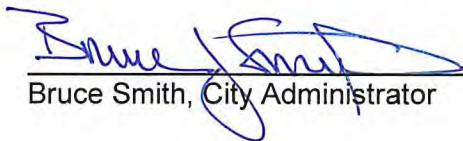
Projects	Account Number	Design Engineering Cost
Oxford Road Reconstruction	# 203-451-977.803	\$40,000.00
Water Main Replacements (Severn, Hollywood, and Christine Court)	# 592-537-977.310	\$108,000.00
Sewer Rehab - Lining	# 592-537-976.001	\$15,000.00
Sewer Rehab - Open Cut	# 592-537-976.001	\$52,000.00
Lake Front Park Vehicular Bridge	# 401-903-977.109	\$38,000.00
Total Design Engineering Cost		\$253,000.00

Attached is a proposal of design services from Anderson, Eckstein and Westrick, Inc. for Grosse Pointe Woods for the above listed construction projects.

The total cost of design engineering is \$253,000.00. To move forward with the above projects for the 2020/2021 construction season, I am recommending that council approve funds for soliciting bids and design engineering that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$253,000.00.

At the last Committee of the Whole, a councilmember proposed considering doing the design engineering for Allard Road and then seek bids on both Allard and Oxford. The Allard Road construction could then be completed in the FY21/22. If Council chose to include this project, it will require a budget amendment and transfer from Prior Year Fund Balance account no. 101-000-699.000 into Local Streets Engineering Construction account no. 203-451-977.803 in the amount of \$54,000.00.

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

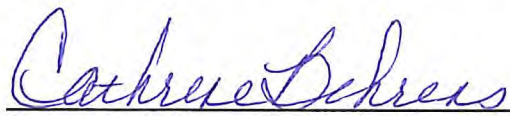


Bruce Smith, City Administrator

Aug. 7, 2020
Date

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller

8/7/2020
Date



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

July 22, 2020

Frank Schulte, DPW Director
 City of Grosse Pointe Woods
 1200 Parkway Drive
 Grosse Pointe Woods, MI 48236

RECEIVED
 AUG - 7 2020
 CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

Reference: **Design Engineering Fees**
 2020-2021 Infrastructure Projects

Dear Mr. Schulte:

The City has selected a number of infrastructure improvement projects to include in this year's budget. Following is a list of several of the projects including cost estimates. Also included for consideration is the Allard Road reconstruction project.

Project Description	Total Cost	Construction	Const Eng	Design Eng
Oxford Reconstruction	\$710,000	\$592,000	\$78,000	\$40,000
Allard Reconstruction*	\$979,000	\$783,200	\$141,800	\$54,000
Water Main Replacements**	\$2,277,000	\$1,898,000	\$271,000	\$108,000
Sewer Rehab- Lining	\$575,000	\$500,000	\$60,000	\$15,000
Sewer Rehab- Open Cut	\$925,000	\$750,000	\$123,000	\$52,000
LFP Bridge Replacement	\$650,000	\$542,000	\$70,000	\$38,000

*Allard could be bid as an alternate with Oxford for consideration by Council in the 2021-2022 budget

**Water Mains include Severn, Hollywood and Christine Court

In order to facilitate timely construction schedules for these projects, we recommend authorization of the Design Engineering costs shown above. Please contact me with any questions or comments.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Scott Lockwood, Exec. Vice President

M:\0160\0160-0290\Gen\Letters\Design Engineering Authorization 20-21 Projects.docx

5D



CITY OF GROSSE POINTE WOODS

Memorandum

RECEIVED

JUL 24 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: July 22, 2020

TO: Mayor and City Council

SUBJECT: Milk River Drain Overrun Funding

The City is in receipt of the attached letter dated July 8, 2020 from Michael R. Gregg, Chairman, Milk River Inter-county Drain Drainage Board, detailed cost overruns for the drain improvement project which commenced in 2016. In 2016 a \$36,270,000 bond was issued through the State Water Pollution Control Revolving Fund (SRF) to be backed through special assessments levied under Chapter 21 of PA 40, the Michigan Drain Code. The City of Harper Woods, the City of St. Clair Shores, the Charter County of Wayne, the State of Michigan and the City of Grosse Pointe Woods are responsible for the below listed percentages of the bond issue as approved by the Milk River Board.

<u>Public Corporation</u>	<u>Percentage Project</u>	<u>Percentage Bond Issue</u>
City of Harper Woods	45.11%	45.81%
City of Grosse Pointe Woods	50.50%	51.28%
City of St. Clair Shores	0.31%	0.00% (Pre-Payment)
County of Wayne	1.21%	0.00% (Pre-Payment)
State of Michigan	<u>2.87%</u>	<u>2.91%</u>
TOTAL	100.00%	100.00%

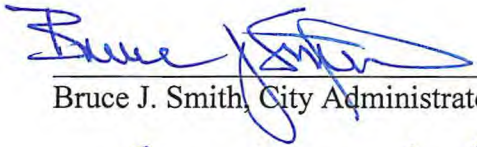
The attached document provides a summary of the cost overruns, \$6,385,000, incurred through the date of the attached letter. The City of Grosse Pointe Woods percentage portion of the overruns is \$3,224,425. The Milk River Drain Board is currently investigating several different options of funding these overruns, one of which includes additional bonding. The cost associated with additional bonding is estimated to be \$182,812.

The City of Grosse Pointe Woods Grosse Gratiot Drain (Milk River Drain) fund balance at June 30, 2019 was \$3,131,386. The table below provides a summary of where we anticipate the fund balance being at fiscal year end June 30, 2020 and June 30, 2021 based upon actual and budgeted amounts.

	FY 2019 – 2020 (Actual)	FY 2020 – 2021 (Budgeted)
Revenues	\$2,905,560	\$2,992,521
Expenditures	\$3,300,522	\$3,750,947
Net Revenue / Expense	(\$394,963)	(\$758,426)

Estimated Remaining Fund Balance	\$2,736,424	\$1,977,998
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The Treasurer/Comptroller and I have been in virtual attendance at the Milk River Drain Board meetings over the past several months as discussions ensued regarding this overrun. It is our opinion that it would be in the best interest of the City to pre-pay a portion of our percentage obligation of \$3,224,425 to decrease both our debt obligation and bonding costs. It would be our recommendation to pre-pay \$1,612,213, 50% of the overrun portion presented in the attached letter. This pre-payment would reduce our expected fund balance to \$365,785 which would be an adequate reserve to cover two months of our operations and maintenance obligation.



Bruce J. Smith, City Administrator



Cathrene Behrens, Treasurer/Comptroller



STATE OF MICHIGAN
DEPARTMENT OF AGRICULTURE
AND RURAL DEVELOPMENT

GRETCHEN WHITMER
GOVERNOR

GARY MCDOWELL
DIRECTOR

July 8, 2020

RECEIVED

JUL 15 2020

Mr. Robert E. Novitke
Mayor
Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Milk River Intercounty Drain

Dear Mayor Novitke:

I am writing to you at the request of the Milk River Intercounty Drain Drainage Board. On August 2, 2016, the Drainage Board, in its capacity as the governing body of the Milk River Intercounty Drain Drainage District (the "Drainage District"), authorized the issuance by the Drainage District of its Milk River Intercounty Drain Bonds, Series 2016 (the "2016 Bonds") to pay part of the costs of improvements to the Milk River Combined Sewer Overflow Retention/Treatment Basin known and designated as the Milk River Intercounty Drain Priority 1B and Select Improvements Project (the "Improvements"). Pursuant to Chapter 21 of the Michigan Drain Code (1956 PA 40), the Drainage Board assessed the cost of the Improvements in the amount of \$36,828,372 at large to the City of Harper Woods, the City of Grosse Pointe Woods, the City of St. Clair Shores, the Charter County of Wayne, on account of drainage to county highways, and the State of Michigan, on account of drainage to state highways, in accordance with the previously approved Final Order of Apportionment.

The 2016 Bonds were issued on September 16, 2016 in the principal amount of \$36,270,000 in anticipation of the collection of special assessments in a like amount and interest thereon from the City of Harper Woods, the City of Grosse Pointe Woods and the State of Michigan. The City of St. Clair Shores and the Charter County of Wayne prepaid their respective assessments prior to the issuance of the 2016 Bonds. The 2016 Bonds were sold to the State Water Pollution Control Revolving Fund ("SRF") at an interest rate of 2.5% per annum over a 20-year term.

Subsequent to the issuance of the 2016 Bonds, the Drainage District incurred cost overruns with respect to the Improvements (a summary of which is enclosed). As a result, it will be necessary for the Drainage District to issue a second series of bonds to pay for the cost overruns. The security for the new bond issue will be the same as for

Mayor Novitke
Page 2
July 8, 2020

the 2016 Bonds – special assessments at large against the same units of government and with the same apportionment of costs among the units of government. It is estimated that the amount of the bond issue to pay for the cost overruns will not exceed \$6,385,000. The Drainage District pursued SRF financing for the cost overrun bonds and was recently advised by the Michigan Department of Environment, Great Lakes and Energy, the administrator of the SRF program, that SRF financing is not available for the new bonds. As a result, the Drainage District will pursue other options to finance the cost overruns.

In order to properly plan for the issuance of the new bonds to pay for the cost overruns and to address any cash flow issues in connection therewith prior to the issuance of the bonds, the Drainage Board would like to know if the City of Grosse Pointe Woods (the "City") is interested in prepaying all or any part of its special assessment for the cost overrun bonds. The City's apportioned share of the cost of the Improvements is 50.50%, which would result in an additional special assessment in the amount of \$3,224,425 in connection with the cost overruns. This amount is subject to adjustment to reflect the amount of the cost overruns as finally determined by the Drainage Board.

Please let me know **on or before August 14, 2020** by email (greggm@michigan.gov) if the City is interested in prepaying all or any part of its assessment in connection with the bonds to be issued to pay the cost overruns. Thank you for your consideration of this matter.

Sincerely,



Michael R. Gregg
Chair, Milk River Intercounty Drain Drainage Board

MRG:ps

Enclosure

xc: Bryan Babcock, City of St. Clair Shores Director of Public Works & Water
Joseph Rheker, City of Harper Woods City Manager
Candice Miller, Macomb County Public Works Commissioner
Elmeka Steele, Wayne County Drain Commissioner

MRICDD PRIORITY 1B SELECT IMPROVEMENTS PROJECT OVERRUNS

DESCRIPTION OF COST	AMOUNT
Engineering	\$ 788,169.00
Construction	\$ 3,841,146.00
Landscaping design and construction	\$ 689,853.00
Basin access hatch design and construction	\$ 195,000.00
RTB Weir Extension Construction	\$ 80,654.00
Hydraulic Modeling	\$ 27,366.00
Bonding Costs	\$ 182,812.00
10% Construction Contingency of Overruns	\$ 580,000.00
TOTAL	\$ 6,385,000.00

NOTE: The above costs are estimated



555 Bnawood Circle
 Suite 333
 Ann Arbor, MI 48108

734-994-9700
 734-994-9710 fax
 www.pfm.com

\$6,385,000

**MILK RIVER INTERCOUNTY DRAIN DRAINAGE DISTRICT
 SELECT IMPROVEMENTS PROJECT
 2020 COMPLETION BONDS**

ESTIMATE OF COST

Estimated Project Cost Remaining:		
Construction cost (Spence Bros. etc.)	\$10,870,117	
Additional contingency	580,500	
Remaining mediation settlement	400,000	
Engineering (Tetra Tech)	927,405	
Landscape design and construction	120,000	
Basin access hatch design and construction	195,000	
Hydraulic Modeling / Flood study	27,366	
Weir Extension construction cost	<u>80,654</u>	\$13,201,042
Estimated Bond Issuance Costs (Series 2020):		
Bond Attorney (inc est. expenses)	\$30,000	
Financial Consultant (inc est. expenses)	29,555	
Credit Rating--1 (if public sale)	16,500	
Official Statement (if public sale)	3,000	
Treasury Filing	1,000	
Est. Underwriter Discount (if public sale)	0.65%	41,503
Est. Bond Insurance Premium (if public sale)		59,750
Contingency		<u>1,005</u>
Estimated Bond Issuance Costs		182,312
TOTAL ESTIMATED PROJECT COSTS		<u>\$13,383,354</u>
Less: SRF draws remaining	\$5,153,744	
Q3 & Q4 supplemental funding	288,142	
Use of Replacement Fund cash	341,790	
Cash balance as of May 31, 2020	1,214,678	
2020 Prepayments	0	6,998,354
ESTIMATED BOND AMOUNT		<u><u>\$6,385,000</u></u>

KB

6/30/20

5E

TO: Bruce Smith, City Administrator

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

DATE: July 27, 2020

SUBJECT: Replacement of Generator at the Robert E. Novitke Complex

During the Construction Committee meeting on February 10, 2020, a discussion was held regarding the proposed 2020 construction projects. Included in discussion was the replacement of the 1973 generator that currently is unable to provide adequate power to the Robert E. Novitke Complex. Over the past five years, the Robert E. Novitke Complex has lost power due to storm and other power outage events forcing it to close on multiple occasions. The new generator is diesel powered and sized to power the entire complex when running heat and air conditioning. There would be no further closers due to loss of electrical service. The location of the new generator would be behind the Public Safety garage.

We requested bids from three companies. On July 21, 2020, only two bids for the replacement of the generator were received.

Motor City Electric Co.	\$ 279,600.00
J. Ranck Electric, Inc.	\$ 423,665.00
Colville Electric Co., LLC	No bid

Motor City Electric Co. submitted the lowest bid in the amount of \$279,600.00.


Based upon the recommendation of AEW, I concur that the contract for the replacement of the generator at the Robert E. Novitke Complex be awarded to Motor City Electric Co., 9440 Grinnell Ave, Detroit, MI 48213 in the amount of \$279,600.00.

On May 14, 2020, Council approved \$16,000.00 for design engineering fees for this project. Therefore, I recommend construction engineering fees that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$4,000.00. I further recommend a construction contingency in an amount not to exceed \$9,400.00 for any unforeseen problems should they arise. The total cost of this project to the City of Grosse Pointe Woods will be \$309,000.00.

This is a budgeted item in the 2020/2021 fiscal year in the Capital Improvement General account no. 420-902-977.101 in the amount of \$230,000.00 and the Capital Improvement Engineering Fees account no. 420-451-974.201 in the amount of \$4,000.00. Due to the bid coming in higher than expected, a budget amendment is required from the Capital Improvement Fund Balance account no. 420-000-390.000 in the amount of \$41,129.00 and the General Fund Balance account no. 101-000-699.000 in the amount of \$17,871.00 into the Capital Improvement General account no. 420-902-977.101.

Generator at the Robert E. Novitke Complex & Engineering Expenses		
Construction	420-902-977.101	\$279,600.00
Construction Contingency	420-902-977.101	\$9,400.00
<i>Design Engineering (previously approved)</i>	<i>420-451-974.201</i>	<i>\$16,000.00</i>
Construction Engineering	420-451-974.201	\$4,000.00
Total Project Cost		\$309,000.00

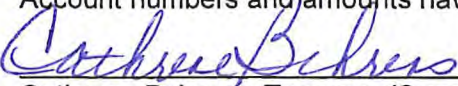
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


Bruce Smith, City Administrator

8/3/2020
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

8/3/20
Date



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

1000 Grandview Road, Grand Rapids, MI 49508
2687000 or 2687001

July 27, 2020

Bruce Smith, City Administrator
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236

Reference: Recommendation of Contract Award
Robert E. Novitke Complex Generator
AEW Project No. 0160-0427

Dear Mr. Smith:

On Tuesday, July 21, 2020, two (2) bids were received for the above referenced project. We have reviewed the bids and have included a summary herewith for your use. The low bidder is Motor City Electric of Detroit, Michigan with a total bid amount of \$279,600.00.

We have completed similar projects in nearby communities. We have also worked with Motor City Electric in nearby communities and they have performed satisfactorily.

Based upon our past experience, availability of funds, and the lowest bid submitted, we recommend the contract for the Robert E. Novitke Complex Generator Project be awarded to Motor City Electric, 9440 Grinnell, Detroit, Michigan 48213 in the amount of \$279,600.00.

In addition, we are recommending additional budget for construction engineering of \$4,000 and a construction contingency of \$9,400. Design engineering was previously approved by council in the amount of \$16,000. Therefore, the total project cost estimate is \$309,000.

If you have any questions, please advise.

Sincerely,

Scott Lockwood, PE

cc: Frank Schulte, DPW Director
Cathy Behrens, Controller

Enclosure

M:\0160\0160-0427\Gen\Letters\200727-L_recaward.docx



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
ROBERT E. NOVITKE COMPLEX GENERATOR

AEW PROJECT NO. 0160-0427

DATE: 7/21/2020
TIME: 10:30AM

Prepared by: Anderson, Eckstein and Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

VENDOR RANKING

<i>RANK</i>	<i>VENDOR NAME</i>		<i>TOTAL BID</i>
1	Motor City Electric Co.	\$	279,600.00
2	J. Ranck Electric, Inc.	\$	423,665.00



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 ROBERT E. NOVITKE COMPLEX GENERATOR

AEW PROJECT NO. 0160-0427

Motor City Electric Co.
 9440 Grinnell
 Detroit, MI 48213

J. Ranck Electric, Inc.
 1993 Gover Parkway
 Mt. Pleasant, MI 48858

Item No.	Description	Units	Estimated Quantity	Motor City Electric Co.		J. Ranck Electric, Inc.	
				Unit Price	Amount	Unit Price	Amount
1.	Mobilization, 5% Max	LS	1	13,980.00	13,980.00	20,000.00	20,000.00
2.	Audio-Visual Record of Construcion Area	LS	1	1,055.00	1,055.00	2,875.00	2,875.00
3.	Tree Removals	LS	1	4,385.00	4,385.00	5,750.00	5,750.00
4.	Remove and Salvage Existing Generator	LS	1	5,650.00	5,650.00	14,404.00	14,404.00
5.	Restore Generator Room	LS	1	7,700.00	7,700.00	15,169.00	15,169.00
6.	Allowance for Generator Room Door and Darnge to Existing Doc	Dlr	5,000	1.00	5,000.00	1.00	5,000.00
7.	Generator Foundation	LS	1	12,340.00	12,340.00	12,885.00	12,885.00
8.	Modify Electrical System	LS	1	27,125.00	27,125.00	241,469.00	241,469.00
9.	200 kW Generator, Complete	LS	1	180,110.00	180,110.00	88,664.00	88,664.00
10.	Automatic Transfer Switch (600 Amp)	LS	1	18,845.00	8,845.00	3,665.00	3,665.00
11.	Automatic Transfer Switch (200 Amp)	LS	1	5,535.00	5,535.00	3,003.00	3,003.00
12.	Arborvitea	Ea	10	443.00	4,430.00 *	546.30	5,463.00
13.	Restoration	LS	1	3,445.00	3,445.00	5,318.00	5,318.00
TOTAL AMOUNT BID				\$	279,600.00	\$	423,665.00

5F



CITY OF GROSSE POINTE WOODS

Memorandum

RECEIVED
JUL 24 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: July 22, 2020
TO: Mayor and City Council
SUBJECT: City Council Budget Amendment

The City of Grosse Pointe Woods has a long standing members in SEMCOG (Southeast Michigan Council of Governments) whose annual membership dues have been historically paid through the Conference of Eastern Wayne. The Conference of Eastern Wayne is no longer funding these membership dues and SEMCOG is now invoicing each community separately for their share of the annual dues. Fiscal year 2019 – 2020 dues have not been paid at this time and funds were not budgeted in fiscal year 2020 – 2021 for this change.

At this time the City owes \$2,321 for fiscal year 2019 – 20 and \$2,365 for fiscal year 2020 – 21, a copy of the invoices are attached. To maintain our membership in SEMCOG I am requesting that the City Council authorize a budget amendment in the amount of \$4,686 from the general fund balance, budget line 101-000-699.000 into budget line 101-101-958.000 Council Membership & Dues.

I am requesting Council authorize the above listed budget amendment and to approve the attached invoices for remittance to the SEMCOG for FY 2019-20 and FY 2020-21.

Thank you.

Cathrene Behrens
Treasurer/Comptroller

Approved for Council Consideration

Bruce J. Smith
City Administrator



Southeast Michigan Council of Governments
 1001 Woodward Ave
 Suite 1400
 Detroit, MI 48226
 Phone: 313-961-4266

INVOICE

Billed To:
 City of Grosse Pointe Woods
 Lisa Hathaway
 20025 Mack Plaza Dr
 Grosse Pointe Woods, MI 48236-2343

DATE: 7/1/2019
 INVOICE #: INV00321
 DUE DATE: Upon Receipt
 TOTAL DUE: 2,321.00

CUSTOMER ACCOUNT # : 1299

ITEM DESCRIPTION	AMOUNT
2019 Annual Membership Dues	2,321.00
TOTAL THIS INVOICE	2,321.00

ACH (Preferred method of payment)
 Southeast Michigan Council of Governments
 Comerica Bank
 Routing Number: 072000096
 Account Number: 1840109027

REMIT TO:

Southeast Michigan Council of Governments
 1001 Woodward Ave, Suite 1400
 Detroit, MI 48226

A copy of this invoice should accompany your check. Thank you!



Southeast Michigan Council of Governments
 1001 Woodward Ave
 Suite 1400
 Detroit, MI 48226
 Phone: 313-961-4266

INVOICE

Billed To:
 City of Grosse Pointe Woods
 Lisa Hathaway
 20025 Mack Plaza Dr
 Grosse Pointe Woods, MI 48236-2343

DATE: 7/1/2020
 INVOICE #: INV00327
 DUE DATE: Upon Receipt
 TOTAL DUE: 2,365.00

CUSTOMER ACCOUNT # : 1299

ITEM DESCRIPTION	AMOUNT
2020 Annual Membership Dues	2,365.00
TOTAL THIS INVOICE	2,365.00

ACH (Preferred method of payment)
 Southeast Michigan Council of Governments
 Comerica Bank
 Routing Number: 072000096
 Account Number: 1840109027

REMIT TO:
 Southeast Michigan Council of Governments
 1001 Woodward Ave, Suite 1400
 Detroit, MI 48226

A copy of this invoice should accompany your check. Thank you!



City of Grosse Pointe Woods Parks and Recreation Department

20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236
Telephone: 313-343-2408 • Fax: 313-642-5105 • Email: comctr@gpwmi.us

RECEIVED

AUG - 3 2020

59

Application for Community Use of Recreational Facilities

Applications should be submitted 60 days prior to requested use date and must have approval by City Council to use Recreational Facilities.

ORGANIZATION INFORMATION

Date of Application: 07/20/2020 Name of Organization: University Liggett School
 Organization Contact Person: Alan Parish, Director of Athlet. City, State, Zip: GPW, MI 48236
 Phone Number: 313-884-4444 Email: aparish@uls.net

ORGANIZATION TYPE

- Public School in GPW Public School in Grosse Pointe District Private School In GPW
 Non-Profit (provide 501(c)3 number): _____ Other: _____

GPW RESIDENT INFORMATION

Name of GPW Resident: _____ Home Phone: _____
 Address of GPW Resident: _____ Cell Phone: _____
 Email: _____

EVENT DETAILS

- Ghesquiere Baseball Diamond # _____ Ghesquiere Hockey Rink
 Bramcaster Soccer Field Jackson Soccer Field
 Lake Front Park Tennis Court # _____ Other: Circumference of park

Requested Use Date: 10/26/20 Start Time: 3:30 End Time: 6:30

Estimated Total # Attendance: 400 Estimated # of GPW Residents in Attendance: 100

Purpose for which premises to be used: Middle School Cross Country Meet

HOLD HARMLESS AGREEMENT

The undersigned agrees to make financial restitution to the City for any damage to or loss of City property or equipment caused by the above named group or any individual present at this event. Further, the undersigned does hereby release and hold harmless the City of Grosse Pointe Woods, its elected or appointed officials, employees and volunteers from any and all claims or loss resulting in bodily injury or property damages caused by the undersigned or any third party present at this event. Further, the undersigned agrees to financial reimbursement to the City if additional cleanup is necessary by city employees. The City reserves the right to cancel arrangements in case of emergencies with or without notice.

Liability insurance coverage must be submitted in the amount of one million dollars with the application. Such insurance shall state "The City of Grosse Pointe Woods is listed as an additional insured." under "Description of Operations" be in a form acceptable to the City and certificates of such insurance coverage shall be furnished upon request and prior to the use of the facilities. If deemed necessary, the user will provide security coverage as directed, and will also be responsible for associated costs.

I have read and agree to follow the Community Use of Recreational Facilities Guidelines.

AP
Applicant Initials

Applicant Signature _____ Date 07/20/20

OFFICE USE ONLY

Class Type: III Insurance submitted with application: Yes No Insurance rating: _____
 Recommended for approval as submitted: Yes No Signature & Date: [Signature] 7-24-20
 Department Head Date
 Recommended for approval as submitted: Yes No Signature & Date: [Signature] 8/3/2020
 City Administrator Date

Council Approval Date: _____

* Contingent upon compliance with any existing emergency orders on crowd gatherings



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/27/2020

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 Crum-Halsted Agency, Inc. 427 N Kirk Rd Suite 113 Geneva IL 60134		CONTACT NAME: Edith Reyns, CRM CIC CISR PHONE (A/C, No, Ext): (630) 443-7300 E-MAIL ADDRESS: ereyns@crumhalsted.com FAX (A/C, No): (630) 587-9826	
INSURED University Liggett School 1045 Cook Rd Grosse Pointe Woods MI 48236		INSURER(S) AFFORDING COVERAGE INSURER A: Markel Insurance Company NAIC # 39270 INSURER B: Nutmeg Insurance Company NAIC # 39608 INSURER C: INSURER D: <i>John J. P. 2/11/20</i> INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 20/21 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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			8502WSI038943	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1002WSI038944	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			4602WSI038946	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	83WECAG6N5U	07/01/2020	07/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

City of Grosse Pointe Woods is an additional insured for General Liability coverage with respect the insured's use of Ghesquiere for a middle school cross country meet.

CERTIFICATE HOLDER **CANCELLATION**

City of Grosse Pointe Woods 20025 Mack Ave Grosse Pointe Woods MI 48236	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Yvonne A. Roman</i>
---	---

City of Grosse Pointe Woods
Parks and Recreation

Memorandum 2-20

Date: August 7, 2020
To: Bruce Smith, City Administrator
From: Nicole Gerhart, Recreation Supervisor
Subject: Request to use Ghesquiere Park

RECEIVED
AUG - 7 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

The University Liggett is requesting the use of Ghesquiere Park on Monday, October 26, 2020 for a middle school cross-country meet. In addition, in order to prepare the course, the school is requesting access to Ghesquiere Park on Saturday, October 24 and Sunday, October 25. The meet format is similar to the 2019 event.

As stated in an email correspondence:

- The meet is dependent on the restrictions put in place by the Governor at the time.
- The start of the meet will be staggered (example one runner every 5 seconds).
- Max of 70 runners per race- per Michigan High School Athletic Association rules .
- There will be two races (70 boys and 70 girls).

I have no objection to the approval of this request contingent upon meeting the following guidelines:

1. Teams will follow all park rules and MHSAA rules.
2. Teams will clean up trash around the park after use.
3. Teams will submit current rosters.
4. The School System shall provide the City with evidence of at least One Million (\$1,000,000.00) Dollars of liability insurance showing the CITY OF GROSSE POINTE WOODS as an additional named insured of such insurance. The City shall be entitled to notice of any change in such policy. The insurance company issuing this policy shall have an A or better rating.

RECOMMENDED FOR APPROVAL AS SUBMITTED:



City Administrator

8/7/2020

Date

Council approval required

Nicole Gerhart

From: Alan Parish <aparish@uls.net>
Sent: Friday, August 7, 2020 10:16 AM
To: Nicole Gerhart
Subject: Re: Fw: Would like to host a middle school cross country meet at Ghesquiere Park

Thanks Nicole. The plan would be generally the same as 2019. However, because of COVID, I am not sure the meet will be allowed--it will be dependent upon restrictions at the time.

From a cross country meet management standpoint, the start would be staggered, probably one runner every 5 seconds. And then there would be a maximum of 70 runners per race per MHSAA guidelines. So a max of 140 total (70 boys and 70 girls).

On Fri, Aug 7, 2020 at 9:46 AM Nicole Gerhart <ngerhart@gpwmi.us> wrote:

Hi Alan,

Your request for use of Ghesquiere Park for 2020 will be on the council agenda this Monday, August 10.

Just following up that the meet details will be run the same way as last year. Also, this is all depending on the mandates regarding COVID.

Thank you.

Nicole Byron
Recreation Supervisor
City of Grosse Pointe Woods
313-343-2408
nbyron@gpwmi.us

From: Alan Parish <aparish@uls.net>
Sent: Tuesday, July 16, 2019 9:24 AM
To: Nicole Gerhart
Subject: Would like to host a middle school cross country meet at Ghesquiere Park

(A hard copy of this letter has also been mailed to you.)

Dear Mrs. Gerhart,

I write to formally request to host a middle school cross country race at Ghesquiere Park on October 28, 2019. While University Liggett School would serve as host and I would personally serve as meet director, the goal of this meet is to bring schools in the community together in a sense of cooperation.

We desire to host a meet at Ghesquiere, rather than the Liggett campus, for three primary reasons. First of all,

and most importantly, cross country is a sport that ideally takes place on natural surfaces. Ghesquiere provides a location that would enable 99 percent of the race to be on natural grass with minimal concrete sidewalk and road crossings. Secondly, Ghesquiere is a much larger, wider space that would give us the chance to have larger, more competitive races. Finally, a neutral site (rather than taking place at a school) we believe would lead to more cooperation and involvement from all invited schools.

I have spent some time walking and measuring at Ghesquiere, and I have attached a map of the possible course. Middle school cross country meets are typically 3200 meters, or two miles, and the red line on the map shows a 1600 meter loop that would be run twice. I have identified the small field near the parking lot at Bramcaster Road as the best place to have the start and finish lines. The course would need to cross the parking lot entrances to both the Bramcaster and Jackson Avenue, where we would have volunteers stationed. Otherwise the meet would not block any sidewalks or roads and all playing fields and playgrounds could be in use while the meet was in progress.

We would request access to the bathrooms in the center of the park, the use of both parking lots mentioned above for parents, and would also need a location for school buses to park. The large parking lot north of the community center off Mack Avenue would be best for buses.

The size of the meet is flexible based upon your approval and after discussion. At minimum we would like for the meet to include University Liggett School, Grosse Pointe Academy, St. Paul Catholic School, Pierce Middle School, Greenhills School, and Hillel Day School. Previous communication about a possible meet on October 28 at either Liggett or Grosse Pointe Academy took place in late spring with those schools. If we can get approval to compete at Ghesquiere, we would like to invite all local middle schools to either enter teams or individual runners; Brownell, Parcels, and Star of the Sea, and maybe others. The average middle school team size for these schools is about 25 runners. I would envision a maximum of 10 teams, or 250 athletes, along with an estimated 150 other people at the meet (coaches, parents, and families).

The meet would have a girls race at 4:30 followed by a boys race at 5:00. There would be an awards ceremony at 5:45 and everyone would depart the park by sunset, which is projected to be around 6:30 on October 28. Teams would start arriving around 3:30, so we are asking for use of the park for three hours. In addition, we would need access to the park to mark the course on Saturday and Sunday, October 26 and 27.

If there is a rental fee involved, we would charge teams an entry fee to cover it, which is typical for the sport. However, if we could use the park free of charge, we would consider allowing free entry to all visiting teams and athletes, with Liggett covering any other related costs.

There are many other details to discuss if you are willing to entertain this possibility. The ability to host a meet at Ghesquiere is more important than the date, so if October 28 cannot work then anytime in the October 21 to 30 range is possible. Also, I am an experienced meet director and have hosted over 50 cross country meets in the last fifteen years (including some as large as eleven races and 2500 athletes in one day).

Thank you for your consideration and I look forward to speaking with you about this possibility.

Sincerely,

Alan



--
ALAN PARISH
Director of Athletics



1045 Cook Road
Grosse Pointe Woods, MI 48236-2509
aparish@uls.net | 313.884.4444 ex. 370

Property of the City of Grosse Pointe Woods. If you have received this transmission in error, please delete immediately.

--
ALAN PARISH
Director of Athletics



1045 Cook Road



City of Grosse Pointe Woods Parks and Recreation Department

20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236

Telephone: 313-343-2408 • Fax: 313-642-5105 • Email: comctr@gpwwmi.us

Application for Community Use of Recreational Facilities

Applications should be submitted 60 days prior to requested use date and must have approval to use Recreational Facilities.

RECEIVED

AUG - 3 2020

CITY OF GROSSE POINTE WOODS
CLERK'S OFFICE
PARKS AND RECREATION DEPARTMENT

5H

ORGANIZATION INFORMATION

Date of Application: July 8, 2020 Name of Organization: University Liggett School
 Organization Contact Person: Michelle Hicks City, State, Zip: G.P.W., MI 48236
 Phone Number: 313.884.4444 ext. 605 Email: mhicks@uls.org

ORGANIZATION TYPE

- Public School in GPW Public School in Grosse Pointe District Private School In GPW
 Non-Profit (provide 501(c)3 number): Other:

GPW RESIDENT INFORMATION

Name of GPW Resident: Michelle Hicks Home Phone: 313.884.4444 ext 605
 Address of GPW Resident: 1265 Torrey Rd. Cell Phone: _____
 Email: mhicks@uls.org

EVENT DETAILS

Ghesquiere Baseball Diamond # _____ Ghesquiere Hockey Rink
 Bramcaster Soccer Field Jackson Soccer Field
 Lake Front Park Tennis Court # 6 courts Other: _____
 Requested Use Date: various (see email for details) Start Time: 3:30pm End Time: 6:00pm
 Estimated Total # Attendance 35-50 Estimated # of GPW Residents in Attendance: WILL VARY

Purpose for which premises to be used: middle school + upper school tennis matches

HOLD HARMLESS AGREEMENT

The undersigned agrees to make financial restitution to the City for any damage to or loss of City property or equipment caused by the above named group or any individual present at this event. Further, the undersigned does hereby release and hold harmless the City of Grosse Pointe Woods, its elected or appointed officials, employees and volunteers from any and all claims or loss resulting in bodily injury or property damages caused by the undersigned or any third party present at this event. Further, the undersigned agrees to financial reimbursement to the City if additional cleanup is necessary by city employees. The City reserves the right to cancel arrangements in case of emergencies with or without notice.

Liability insurance coverage must be submitted in the amount of one million dollars with the application. Such insurance shall state "The City of Grosse Pointe Woods is listed as an additional insured." under "Description of Operations" be in a form acceptable to the City and certificates of such insurance coverage shall be furnished upon request and prior to the use of the facilities. If deemed necessary, the user will provide security coverage as directed, and will also be responsible for associated costs.

I have read and agree to follow the Community Use of Recreational Facilities Guidelines.

[Signature]
Applicant Initials

Applicant Signature Michelle R. Hicks Date 7-8-2020

OFFICE USE ONLY

Class Type: III Insurance submitted with application: Yes No Insurance rating: [Signature]
 Recommended for approval as submitted : Yes No Signature & Date: [Signature] 7-29-20
 Department Head Date
 Recommended for approval as submitted : Yes No Signature & Date: [Signature] 8/3/2020
 City Administrator Date

Council Approval Date: _____

Nicole Gerhart

From: Hicks, Michelle <MHicks@uls.org>
Sent: Tuesday, July 7, 2020 4:14 PM
To: Nicole Gerhart; Nicole Gerhart
Cc: Alan Parish (External); Rossi, Paul; Mitchell, Anca
Subject: 2020 Fall tennis court use

Hi Nicole,

University Liggett School is requesting the use of six (6) of the Grosse Pointe Woods Lakefront Park tennis courts for the 2020 fall boys' tennis season; beginning, Monday, September 14th – Wednesday, October 22nd, Monday – Thursday from 3:30pm – 6:00pm.

The dates for our "home" middle school matches are:

- 9/29
- 10/1
- 10/7
- 10/12
- 10/15

In addition, we are requesting the use of the courts for our Upper School team on the following dates:

- Tuesday, 8/25 from 8:30am – 2:00pm
- Saturday, 8/29 from 8:30am – 2:00pm
- Saturday, 9/12 from 8:30am – 2:00pm
- Saturday, 9/26 from 8:00am – 3:00pm.

I'll have a copy of Liggett's insurance certificate for the 2020-21 school year sent to you. If additional information is required, please let me know.

Thanks for your consideration and feel free to contact me if you have any questions,
Michelle

Michelle R. Hicks
Athletic Operations Director



1045 Cook Road
Grosse Pointe Woods, MI 48236
mhicks@uls.org | 313.884.4444, Ext. 605

51

Lisa Hathaway

From: Michigan Municipal League <mbach@mml.org>
Sent: Wednesday, July 29, 2020 3:04 PM
To: Lisa Hathaway
Subject: Annual Meeting & Delegate Notice



We love where you live.

Michigan Municipal League Annual Meeting
Here's Your Official Notice

July 29, 2020

Michigan Municipal League Annual Meeting Notice

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

Dear Official:

The Michigan Municipal League Annual Convention will be held as an online virtual conference September 29 - October 2, 2020. The League's "**Annual Meeting**" is scheduled for 3:00 pm on Tuesday, September 29. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each. (See #1 below.)

2. Policy.

A) To vote on the Core Legislative Principles document.

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

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

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 28, 2020**.

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



Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> **no later than August 28, 2020.**

Voting Delegates must have access to a computer with reliable internet connection and a smartphone. Delegates will be sent login information and instructions the week of Convention.

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

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

1. Election of Trustees

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

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus the deadline this year for the League to receive resolutions is **August 28, 2020**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the Resolutions Committee under the Bylaws, which may present it to the membership**

at the Annual Meeting or refer it to the appropriate policy committee for additional action.

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

3. Posting of Proposed Resolutions and Core Legislative Principles

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

The Board of Trustees will meet on Tuesday, September 29 for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Brenda F. Moore
President
Mayor Pro Tem, City of Saginaw



Daniel P. Gilmartin
Executive Director & CEO



Michigan Municipal League | 1675 Green Road, Ann Arbor, MI 48105

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CITY OF GROSSE POINTE WOODS
Office of the City Treasurer/Comptroller

6A

Memorandum

RECEIVED

DATE: August 7, 2020
TO: Mayor Novitke and Council Members
SUBJECT: Plante Moran, PLLC

AUG - 7 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Please find attached letters of engagement the annual audit for fiscal year end 2019 – 2020. The audit is scheduled to begin on September 21, 2020 and will be conducted remotely. In May 2017 the City entered into a five-year contract with Plante Moran for audit services and the letters of engagement are documents City Administration sign to begin the audit process. The pricing listed in the letters of engagement are as follows:

City Annual Financial Report	\$58,500
Municipal Court Audit	\$5,300

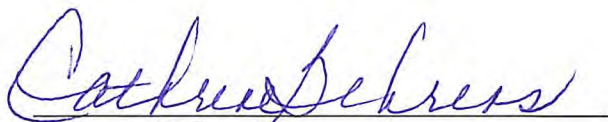
These prices are consistent with the fees listed in the proposal presented in May 2017 with the approval of a three year contract on June 5, 2017 with the option to extend for an additional two years. Funds have been budgeted in fiscal year 2020 – 2021 in the following budget lines:

Audit Fee Distribution	
20-21	
	Budgeted
	Funds
101-223-818.000	44,883
101-136-818.000	5,400
202-482-818.000	4,052
203-482-818.000	4,052
226-528-818.000	3,859
365-993-818.000	6,064
592-536-818.000	12,679
632-854-818.000	4,052
640-851-818.000	2,756
	87,797

Recommendation

It is our recommendation that Council authorize the City Administrator to execute the letters of engagement and extend the contract with Plante Moran through fiscal year end 2022 for the City and the Municipal Court for Fiscal Year 2019-2020.

Respectfully submitted,



Cathrene Behrens
Treasurer/Comptroller



Bruce Smith
City Administrator



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

July 22, 2020

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

Dear Mr. Smith:

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

Scope of Services

We will audit the City's financial statements as of and for the year ended June 30, 2020.

In addition, the other supplemental information accompanying the financial statements, consisting of the additional schedules and disclosures for the nonmajor governmental funds, nonmajor enterprise funds, internal service funds, and fiduciary funds, will be subjected to the auditing procedures applied in our audit of the financial statements.

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

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

Timing of Services

Due to the effects of the Coronavirus pandemic, as an alternative to certain elements of our on-site work, we expect to perform procedures remotely. This work is expected to begin on September 21, 2020. Completion of our procedures and issuance of our report will be dependent upon our ability to obtain sufficient appropriate information and access your staff during these remote procedures. If there are procedures that will require us to be on-site, we will work with you to schedule that work based on and subject to applicable legal requirements and/or guidance regarding worksite safety conditions.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that PM staff expends at our current hourly rates. As stated in the proposal letter from 2017, our fee for the audit for the year ending June 30, 2020 will not exceed \$58,500.

Mr. Bruce Smith
City of Grosse Pointe Woods

2

July 22, 2020

Our fee does not include additional services that may be required as a result of issues related to the Coronavirus pandemic, including accounting and disclosure matters, or those caused by delays in engagement timing or procedures. This additional time will be billed at our current hourly rates.

As indicated above, the audit procedures are expected to begin September 21, 2020. It is our expectation that the trial balance as well as supporting documents will be completed and ready for audit when we start fieldwork. If for any reason there is a delay in the scheduled start date for completion of required schedules, Plante Moran will communicate the impact of that scheduling change on our audit fee to the City Council

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

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

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC



William E. Brickey

Agreed and Accepted

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

City of Grosse Pointe Woods

Mr. Bruce Smith

Date

Title



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

This Professional Services Agreement is part of the engagement letter for audit services dated July 22, 2020 between Plante & Moran, PLLC (referred to herein as "PM") and City of Grosse Pointe Woods (referred to herein as "the City").

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

The City personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit.

This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the City will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. The City will allow PM unrestricted access to personnel within The City from whom PM determines it necessary to obtain audit evidence.

The City represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). The City shall not disclose personal data of data subjects who are entitled to certain rights and protections afforded by applicable federal, state, and foreign privacy and data protection laws ("Personal Data") to PM without prior notification to PM. The City shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

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

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

3. **Objective of an Audit of Financial Statements** – The objective of PM's audit is the expression of an opinion on the City financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the City's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the City management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
4. **Supplementary Information** – In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees

Professional Services Agreement – Audit Services

to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the City of the supplementary information and the auditor's report thereon.

5. **Internal Controls** – The City is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the City's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.
6. **Audit Procedures and Limitations** – PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the City financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the City acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
7. **Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of the City, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the City's governing board, and the City acknowledges and agrees that communication in this manner is sufficient for the City's purposes.

Communication to Group Auditor – In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. The City permits such communication. PM will discuss matters being communicated with those responsible for governance of the City.

8. **Accounting and Financial Records** – The City agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the City financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the City providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the City's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

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

9. **Audit Adjustments** – PM will recommend adjustments to the City's accounting records that PM believes are appropriate. The City management is responsible for adjusting the City accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the City financial statements specified in this agreement.

Professional Services Agreement – Audit Services

- 10. Management Representations** – The City is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the City officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

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

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

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

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

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

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

- 13. Tax Return Preparation** – This engagement does not include preparation of any tax returns or filings. If the City requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.

Professional Services Agreement – Audit Services

- 14. Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of the City, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the City. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of the City.

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

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

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

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

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

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

- 15. Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers to assist with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the City. In order to enable these third party service providers to assist PM in this capacity, the City, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the City's information, including tax return information, to such third party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. The City's consent shall be continuing until the services provided for this engagement agreement are completed.
- 16. Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the City regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. The City acknowledges that the following circumstances may result in an increase in fees:

Professional Services Agreement – Audit Services

- Failure by the City to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Failure by the City to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances, including those created by the Coronavirus pandemic and resulting market conditions;
- Delays by the City causing scheduling changes or disruption of fieldwork, including challenges created by the Coronavirus pandemic resulting from the inaccessibility of City personnel or records;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

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

- 17. Payment Terms** – PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work. The City agrees that in the event PM stops work or terminates this Agreement as a result of the City's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 18. Fee Adjustments** – Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. The City acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
- 19. Conditions of PM Visit to Client Facilities** – the City agrees that PM's services will be provided remotely to the maximum extent possible. In order to facilitate the provision of services remotely, the City agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to the City's facility(ies) are determined by PM in its sole discretion to be necessary for the performance of the engaged services, the City agrees, as a pre-condition to any such in-person visit, to provide to PM for PM's evaluation the City's policies and procedures that the City has implemented and will adhere to relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, the City affirms that it is in compliance with applicable Center for Disease Control and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to the City's facility(ies). the City further affirms that it is in compliance and shall continue to comply with all other applicable laws, regulations, or executive orders relating to COVID-19 or the prevention of the spread thereof (collectively, "COVID-19 Laws") and agrees that it shall continue to comply with COVID-19 Laws throughout any in-person visits by PM to the City's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to the City's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary at its sole discretion. the City agrees and acknowledges that any determination by PM to visit the City's facility(ies) is not and shall not be construed to be or relied on by the City as a determination by PM of the City's compliance with Applicable Preventative Guidance or any COVID-19 Laws.
- 20. Release and Hold Harmless for Biological Agent Liability** – the City acknowledges that there is an inherent risk of exposure to COVID-19 or other infectious diseases associated with any in-person interaction or in-person visit to property. Accordingly, the City, for itself and its successors and assigns, hereby releases PM and each of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") from any and all claims or causes of action that the City has, or hereafter may or shall have, against any of them in connection with, related to, or arising out of

Professional Services Agreement – Audit Services

COVID-19 or other infectious diseases or the transmission thereof associated with a visit by one or more of the PM Persons to any the City facility(ies) or other in-person interaction with the City personnel (collectively hereafter "Biological Agent Liability"). Moreover, the City shall indemnify, defend and hold harmless the PM Persons from and against all claims, liabilities, losses and expenses suffered or incurred by any of them associated with any claim of Biological Agent Liability related to, arising out of or in connection with any visit by any PM Persons to a the City facility(ies) or other in-person interaction with the City personnel.

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

End of Professional Services Agreement – Audit Services



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

July 22, 2020

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

Dear Mr. Smith,:

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

Scope of Services

We will audit the Court's financial statements as of and for the year ended June 30, 2020.

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

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

Timing of Services

Due to the effects of the Coronavirus pandemic, as an alternative to certain elements of our on-site work, we expect to perform procedures remotely. This work is expected to begin on September 21, 2020. Completion of our procedures and issuance of our report will be dependent upon our ability to obtain sufficient appropriate information and access your staff during these remote procedures. If there are procedures that will require us to be on-site, we will work with you to schedule that work based on and subject to applicable legal requirements and/or guidance regarding worksite safety conditions.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that PM staff expends at our current hourly rates. As stated in the proposal letter, our fee for the audit for the year ending June 30, 2020 will not exceed \$5,300.

Our fee does not include additional services that may be required as a result of issues related to the Coronavirus pandemic, including accounting and disclosure matters, or those caused by delays in engagement timing or procedures. This additional time will be billed at our current hourly rates.

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

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

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC



William E. Brickey

Agreed and Accepted

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

City of Grosse Pointe Woods Municipal Court

Bruce Smith

Date

Title

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

This Professional Services Agreement is part of the engagement letter for audit services dated July 22, 2020 between Plante & Moran, PLLC (referred to herein as "PM") and City of Grosse Pointe Woods Municipal Court (referred to herein as "the Court").

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

the Court personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit.

This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the Court will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. the Court will allow PM unrestricted access to personnel within the Court from whom PM determines it necessary to obtain audit evidence.

the Court represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). the Court shall not disclose personal data of data subjects who are entitled to certain rights and protections afforded by applicable federal, state, and foreign privacy and data protection laws ("Personal Data") to PM without prior notification to PM. the Court shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

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

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

3. **Objective of an Audit of Financial Statements** – The objective of PM's audit is the expression of an opinion on the Court financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the Court's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the Court management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.

Professional Services Agreement – Audit Services

4. **Supplementary Information** – In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the Court of the supplementary information and the auditor's report thereon.
5. **Internal Controls** – the Court is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the Court's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the Court's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.
6. **Audit Procedures and Limitations** – PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the Court financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the Court acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
7. **Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of the Court, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the Court's governing board, and the Court acknowledges and agrees that communication in this manner is sufficient for the Court's purposes.

Communication to Group Auditor – In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. the Court permits such communication. PM will discuss matters being communicated with those responsible for governance of the Court.

8. **Accounting and Financial Records** – the Court agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the Court financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the Court providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the Court's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

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

9. **Audit Adjustments** – PM will recommend adjustments to the Court's accounting records that PM believes are appropriate. the Court management is responsible for adjusting the Court accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded

Professional Services Agreement – Audit Services

adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the Court financial statements specified in this agreement.

- 10. Management Representations** – the Court is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the Court officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

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

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

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

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

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

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

Professional Services Agreement – Audit Services

13. Tax Return Preparation – This engagement does not include preparation of any tax returns or filings. If the Court requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.

14. Confidentiality, Ownership, and Retention of Workpapers – During the course of this engagement, PM and PM staff may have access to proprietary information of the Court, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the Court. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of the Court.

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

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

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

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

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

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

15. Consent to Disclosures to Service Providers – In some circumstances, PM may use third-party service providers to assist with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the Court. In order to enable these third party service providers to assist PM in this capacity, the Court, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the Court's information, including tax return information, to such third party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. the Court's consent shall be continuing until the services provided for this engagement agreement are completed.

Professional Services Agreement – Audit Services

16. Fee Quotes – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the Court regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. the Court acknowledges that the following circumstances may result in an increase in fees:

- Failure by the Court to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Failure by the Court to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances, including those created by the Coronavirus pandemic and resulting market conditions;
- Delays by the Court causing scheduling changes or disruption of fieldwork, including challenges created by the Coronavirus pandemic resulting from the inaccessibility of Court personnel or records;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

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

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

18. Fee Adjustments – Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. the Court acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.

19. Conditions of PM Visit to Client Facilities – Court agrees that PM's services will be provided remotely to the maximum extent possible. In order to facilitate the provision of services remotely, Court agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Court's facility(ies) are determined by PM in its sole discretion to be necessary for the performance of the engaged services, Court agrees, as a pre-condition to any such in-person visit, to provide to PM for PM's evaluation Court's policies and procedures that Court has implemented and will adhere to relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Court affirms that it is in compliance with applicable Center for Disease Control and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Court's facility(ies). Court further affirms that it is in compliance and shall continue to comply with all other applicable laws, regulations, or executive orders relating to COVID-19 or the prevention of the spread thereof (collectively, "COVID-19 Laws") and agrees that it shall continue to comply with COVID-19 Laws throughout any in-person visits by PM to Court's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Court's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary at its sole discretion. Court agrees and acknowledges that any determination by PM to visit Court's facility(ies) is not and shall not be construed to be or relied on by Court as a determination by PM of Court's compliance with Applicable Preventative Guidance or any COVID-19 Laws.

Professional Services Agreement – Audit Services

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

End of Professional Services Agreement – Audit Services

Motion by McConaghy, seconded by Shetler, regarding **contract: Plante Moran Audit/Budget Amendment**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting held May 8, 2017, and approve a contract with Plante Moran to prepare the City's Comprehensive Annual Financial Reports and related Federal Awards Programs for fiscal years ending June 30, 2017, through June 30, 2019, a three-year extension, with an option for two additional years, as presented, to include the Municipal Court audit at the rates presented; and that the Agreement include clauses permitting Plante Moran to terminate the Agreement with cause and the City to terminate the Agreement with or without cause; funds for the City audit to be taken from the accounts identified in the Treasurer/Comptroller's memo dated June 5, 2017; to approve a budget amendment in the amount of \$5,000 into Account No. 101-136-818.000 from the General Fund Account No. 101-000-395.000; and, to authorize the City Administrator to sign said auditing Agreements for the City and for the Municipal Court.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

6B



**CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY**

RECEIVED
AUG - 3 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: August 03, 2020
To: Bruce Smith, City Administrator
From: John G. Kosanke, Director of Public Safety
Subject: Request for Extension of Towing Contract

[Handwritten signature] 8/3/2020

For the past ten years under contract, the City has utilized the towing services of Official Towing located in St. Clair Shores. The original five-year contract began in 2010 and was extended in 2015 for an additional five years. The current contract with Official Towing will expire on September 01, 2020.

It should be noted that any costs of towing are charged to the person whose car is towed and not paid for by the City. Official Towing is part of a larger company and has access to other large tow vehicles and a sufficient size fleet and storage yard.

Official Towing has consistently provided the City with good service, available equipment, adequate storage facilities, and quick response time. It is my recommendation that the current contract, with all the terms and conditions currently in place, be considered for another five-year extension which would expire on September 01, 2025. It is also the recommendation of the Public Safety Department Supervisors that Official Towing continue under contract as they are very pleased with the service they provide.

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids and that the City Council authorize the City Administrator to enter into an agreement with Official Towing for an extension up to five years from September 02, 2020 through September 01, 2025.

Thank you for your consideration.

CHARLES T. BERSCHBACK

Attorney and Counselor at Law
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080
blbwlaw@yahoo.com

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

August 3, 2020

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

RECEIVED
AUG - 3 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RE: Official Towing Agreement

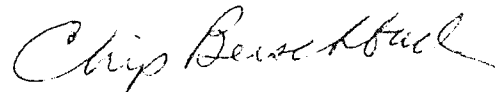
Dear Mayor and Council:

This agenda item relates to the proposed extension of the agreement with Official Towing to provide towing services in Grosse Pointe Woods. There was an initial five year contract signed for a five year term from 2010 – 2015. That was extended for an additional five year term through September 2020. Administration has indicated that services provided by Official Towing have been exemplary.

The Council has several options regarding this extension. The Council could choose to rebid this, although it is not required to do so and the City Administrator has indicated that he does not believe any benefit would accrue to the City to seek bids. The recommendation from Administration is for an additional five year term and the Council could renew this for any number of years. Also keep in mind that the agreement provides that either party could cancel the contract with 60 days notice.

It would be the prerogative of the City Council to approve the towing contract with Official Towing through an extension for five years, from September 1, 2020 through August 31, 2025 and authorize the City Administrator to sign the agreement subject to updating of insurance certificates and review and approval by the City Attorney.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr

EXTENSION OF AGREEMENT WITH OFFICIAL TOWING

This Agreement is entered into this ____ day of _____, 2020 between the City of Grosse Pointe Woods ("City") and Official Towing ("Official") located at 19801 Pleasant, St. Clair Shores, Michigan 48080.

WHEREAS, Grosse Pointe Woods City Council entered into a five year agreement with Official Towing to tow vehicles within the City, and;

WHEREAS, City Council extended the agreement for an additional five years through September 1, 2020 at a Council meeting on June 15, 2015, and;

WHEREAS, City Administration has recommended a further extension of the agreement.

NOW THEREFORE IT IS AGREED AS FOLLOWS:

1. The agreement dated August 30, 2010 which was extended through September 1, 2020, is hereby extended again for a period of ____ years and shall now run through September 1, _____. All terms and conditions of the August 30, 2010 agreement shall remain in full force and effect.

2. Official will provide the City with updated certificates of liability insurance.

WITNESS:

CITY OF GROSSE POINTE WOODS

By: _____
Bruce J. Smith, City Administrator

OFFICIAL TOWING

By: _____

Its: _____

Client#: 8147

OFFTOW

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/04/2020

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

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

PRODUCER
ZERVOS GROUP, INC.
24724 Farmbrook
P O Box 2067
Southfield, MI 48037-2067

CONTACT NAME: Michael Zervos / Molly Brink
PHONE (A/C, No, Ext): 248 355-4411
FAX (A/C, No): 248 355-2175
E-MAIL ADDRESS: molly@zervosgroup.com

RECEIVED
AUG - 4 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

INSURED
OFFICIAL TOWING, INC.
19801 Pleasant St.
St. Clair Shores, MI 48080

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

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.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Umbrella Liab, Workers Compensation, and Garagekeepers.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Grosse Pointe Woods is included as Additional Insured per written contract with respects to the General Liability coverage for the work performed by the Named Insured for the Certificate Holder.

Table with columns: CERTIFICATE HOLDER, CANCELLATION. Certificate holder: City of Grosse Pointe Woods. 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: Michael G. Zervos.

AGREEMENT

This Agreement entered into this 30th day of August, 2010 between the City of Grosse Pointe Woods ("CITY") and Official Towing ("OFFICIAL") located at 19801 Pleasant, St. Clair Shores, MI 48080.

WHEREAS, the Grosse Pointe Woods City Council on August 2, 2010, did award to OFFICIAL a contract to tow vehicles within the City of Grosse Pointe Woods, and;

WHEREAS, the parties are desirous of clarifying their respective duties and responsibilities pursuant to the contract and upon such terms and conditions as herein set forth.

IT IS AGREED:

1. Award of Contract. OFFICIAL is hereby awarded a non-exclusive contract to perform the following services for the CITY:

AS SPECIFIED AND DETAILED IN THE ATTACHED EXHIBITS

- A. Bid Specifications – pages 3, 4 and 5.
- B. Bid Sheet – pages 6 and 7.
- C. Equipment Specifications – page 8.
- D. Licensing and Dispatch Information.
- E. Attachment A – Insurance – pages 10, 11 and 12.
- F. Hold Harmless Agreement.
- G. Insurance Certificate Submittal.

Incorporated by reference and made a part of this Agreement.

2. Trial Period. The parties agree that OFFICIAL will have a thirty (30) day trial period beginning September 1, 2010. A satisfactory completion of that 30 day trial period, if it occurs, shall be evidenced by a written memorandum from the City Administrator that the trial period was satisfactory.

3. Duration of Contract. This contract will be for a period from September 1, 2010 to midnight on August 31, 2015.

4. Availability of Service. OFFICIAL will provide the services described in the contract to the CITY seven (7) days per week, twenty-four (24) hours per day for the term of this Agreement.

5. Rates. The rates to be charged by OFFICIAL are determined in attached Exhibit A. The CITY shall not be liable to OFFICIAL in the event OFFICIAL is unable to collect its fees pursuant to this Agreement from any person or entity liable therefore.

6. Record of Receipts. With each impounded and/or towed vehicle, OFFICIAL will provide the CITY a record of all services rendered during the period for which payment is made. The records supplied to the CITY shall contain the following information:

- a. The date the service was rendered;
- b. The nature of the service rendered and;
- c. The name, address, and telephone number to whom the service was rendered.

7. Inspection of books and records by CITY. The CITY shall have the right to inspect OFFICIAL's books and records (as they pertain to service charges and impound records under this Agreement) on OFFICIAL's premises during normal business hours.

8. Compliance with City Ordinances. OFFICIAL shall be required to comply with all City Ordinances and pertinent state laws during the terms of this Agreement. The facility from which OFFICIAL will conduct the business of this Agreement shall comply with all local zoning and ordinance requirements. In addition, OFFICIAL shall be prohibited from engaging in the business of selling, trading, or disposing of automobile parts from the premises from which the services of the this Agreement are rendered.

9. Termination of Contract. In the event the CITY determines that OFFICIAL is in breach of this Agreement for causes other than as specified in paragraph 1, it shall so notify OFFICIAL in writing mailed or delivered to OFFICIAL's place of business. OFFICIAL shall then be granted ten (10) days to correct its breach. Failure to do so will authorize the CITY to terminate the Agreement.

Notwithstanding anything to the contrary, the contract may be cancelled by either the CITY or OFFICIAL by giving sixty (60) days notice in writing to the City Administrator.

10. Insurance. OFFICIAL will supply the CITY with evidence that it is adequately insured for the following:

- a. Personal property damage;
- b. Personal liability;
- c. Theft and vandalism to tow and/or stored vehicles and;
- d. Workers compensation and any other requirements under attachment A, pages 10 through 12.

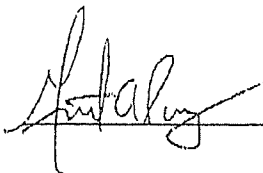
11. City Indemnification. OFFICIAL does hereby agree to indemnify and hold harmless the CITY from any actions, suits, debts, judgments, damages and/or claims arising out of OFFICIAL's performance of this Agreement. This indemnity will not, however, extend to any acts performed by OFFICIAL wherein OFFICIAL was directed by the CITY and where such direction or authorization given by the CITY is determined to be illegal by a court of competent jurisdiction.

12. Favored nations. It is agreed that OFFICIAL will grant the CITY the same price, service, and/or benefits of any kind or nature, whatsoever, which OFFICIAL grants to any other governmental entity, whether such grant occurs before or after the date of this Agreement.

IN WITNESS WHEREOF the parties hereto have set their hands and seals on the date first written above.

WITNESS:




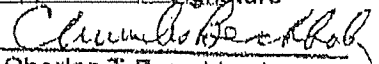


CITY OF GROSSE POINTE WOODS


By: SKIP FINCHAM
Acting City Administrator

OFFICIAL TOWING


By: PAUL OTT
Its: Vice President

Approved for Signature

Charles T. Berschback
Acting City Attorney

6C

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services *FS*

DATE: July 29, 2020

SUBJECT: Recommendation – 2020 Concrete Pavement and Parking Repair Program
AEW Project No. 0160-0428

RECEIVED
AUG - 3 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

During the Construction Committee meeting on February 10, 2020, a discussion was held regarding the proposed 2020/2021 construction projects. Included in discussion was the miscellaneous concrete program, which included needed repairs in various parking bays throughout the city.

L. Anthony Construction has offered to extend their contract unit prices from the 2019 Concrete Pavement Repair Program for the 2020 Concrete Pavement and Parking Repair Program. L. Anthony Construction, Inc. was the lowest qualified bid received on May 21, 2019.

Anderson, Eckstein and Westrick, Inc. (AEW) has recently bid programs of similar size in nearby communities, and L. Anthony Construction's unit prices from 2019 were at or below prices received.

AEW has worked with L. Anthony Construction, Inc. in Grosse Pointe Woods for several years as well as many neighboring communities. They are qualified to perform this type of work and their work is satisfactory.

Based upon the recommendation of AEW, I concur that the contract for the 2020 Concrete Pavement and Parking Repair Program be awarded to L. Anthony Construction, Inc., 11085 Lisa Lane, Shelby Township, Michigan 48316 in the amount of \$661,000.00. I further recommend construction engineering fees not to exceed \$134,000.00. The total project will not exceed \$795,000.00.

This is a budgeted item included in 2020/2021 fiscal year budget in the accounts listed in the table below.

	Amount	Account No.
Construction Major Streets	\$125,000.00	202-451-974.200
Construction Local Streets	\$83,000.00	203-451-974.200
Construction Parking	\$333,000.00	585-561-977.000
Construction Water/Sewer	\$120,000.00	592-537-975.400
Total Construction	\$661,000.00	
Engineering Major Streets	\$25,000.00	202-451-974.201
Engineering Local Streets	\$17,000.00	203-451-974.201
Engineering Parking	\$67,000.00	585-561-978.300
Engineering Water/Sewer	\$25,000.00	592-537-975.401
Total Engineering	\$134,000.00	
Total Project	\$795,000.00	

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


Bruce Smith, City Administrator

8/3/2020
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

8/3/2020
Date



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

51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

July 29, 2020

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

Reference: Contract Unit Price Extension to L. Anthony Construction
2020 Concrete Pavement and Parking Repair Program
AEW Project No. 0160-0428

Dear Mr. Smith:

We understand L. Anthony Construction has requested to extend their contract unit prices from the 2019 Sewer Structure Rehabilitation Project for the proposed 2020 Concrete Pavement and Parking Repair Program.

Our office has bid programs of similar size and L. Anthony's unit prices from 2019 were at or below prices for similar projects in nearby communities. We have worked with L. Anthony contracting for several years in Grosse Pointe Woods as well as many neighboring communities and are satisfied with their past performance.

We do not believe any benefit will accrue to the City by seeking further competitive bids. Therefore, based on available funds and unit prices from the 2019 Sewer Structure Rehabilitation Project we recommend the city award a contract for the **2020 Concrete Pavement and Parking Repair Program** to **L. Anthony Construction Inc.**, 11085 Lisa Ln., Shelby Twp., Mi., 48316 in the amount of **\$661,000.00**.

In addition, engineering costs are estimated at \$134,000.00 for a total project cost estimate of \$795,000.00..

Sincerely,

Scott Lockwood, PE
Executive Vice President

cc: Frank Schulte, DPW Director
Cathy Behrens, Controller

M:\0160\0160-0428\Gen\Letters\Recommendation of unit price extension SL.docx



CHARLES T. BERSCHBACK

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

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

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

July 31, 2020

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

RE: Agreement for Court Reporting Services

Dear Mayor and Council:

Beth Miro has updated the Agreement for the Court Reporter Michele Stabile in the Municipal Court essentially changing the dates from last year. No changes have been made regarding compensation or other paragraphs in the contract. This is for a term of one year effective July 1, 2020. The new Agreement is attached.

It would be the prerogative of Council to approve the Agreement for Court Reporting Services for Michelle Stabile and authorize the City Administrator to sign the contract.

Very truly yours,

CHIP BERSCHBACK

CTB:nmg

Enclosures

cc: Lisa K. Hathaway
Bruce Smith
Cathy Behrens

AGREEMENT FOR COURT REPORTING SERVICES

This Agreement made and entered into this ____ day of August, 2020 (effective July 1, 2020) by and between the CITY OF GROSSE POINTE WOODS, a Municipal Corporation hereinafter referred to as the “City” and MICHELE STABILE, 36016 Farmbrook, Clinton Township, Michigan 48035, hereinafter referred to as the “Contractor”.

IT IS MUTUALLY AGREED BY THE PARTIES AS FOLLOWS:

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

I. DESCRIPTION OF DUTIES:

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

II. COMPENSATION:

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

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

III. MATERIALS:

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

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

IV. ABSENCES:

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

V. TERMINATION:

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

- Two (2) months advance notice in writing is required, except for termination for cause;
- On June 30, 2021;
- Whichever occurs first.

VI. MISCELLANEOUS:

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

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

This agreement is made and entered into on the date and year as shown on page 1. It is effective July 1, 2020.

CONTRACTOR

CITY OF GROSSE POINTE WOODS

By: _____
Michele Stabile

By: _____
Bruce Smith
City Administrator

APPROVED:

Charles T. Berschback
City Attorney
Dated: _____



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

7A

July 28, 2020

RECEIVED

AUG - 4 2020

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

FISCAL YEAR 2019 - 2020

PO #19-45638

592-537-976.002 \$ 23,866.50
\$ 23,866.50

7/29/2020

C Behrens
[Signature] 8/4/2020 *J.K.*

Cathy Behrens
 City of Grosse Pointe Woods
 20025 Mack Avenue
 Grosse Pointe Woods, Michigan 48236-2397

FISCAL YEAR 2020 - 2021

PO #19-45638

592-537-976.002 \$ 20,684.60
\$ 20,684.60

7/29/2020

C Behrens
[Signature] 8/4/2020 *J.K.*

Reference: 2019 Sewer Open Cut Repair Program
 City of Grosse Pointe Woods
 AEW Project No. 0160-0413

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 4 for the above referenced project. For work performed through July 26, 2020 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$44,551.10** to Fontana Construction Services, 6340 Sims Drive, Sterling Heights, MI 48313

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

Sincerely,

Frank D. Varicalli

Frank D. Varicalli
 Project Manager

cc: Bruce Smith, City Administrator
 Frank Schulte, Director of Public Services
 Jeanne Duffy
 Susan Como
 Fontana Construction Services



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

7/28/2020 2:24 PM

FieldManager 5.3c

Contract: .0160-0413, 2019 Sewer Open Cut Repair Program

Estimate No. 4	Estimate Date 7/26/2020	Entered By Michelle Ankawi	Estimate Type Semi-Monthly	Managing Office Anderson, Eckstein and Westrick, Inc.
All Contract Work Completed	Construction Started Date	Prime Contractor Fontana Construction, Inc. 6340 Sims Drive Sterling Heights MI 48313		
Comments Current Contract Amount: \$519,779.00 % Completed: 79%				

Item Usage Summary

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Dr Structure Cover, Catch Basin	Ea	4037050	0110	0110	00	000	3.000	551.00	\$1,653.00
_ Dr Structure Cover, Manhole	Ea	4037050	0115	0115	00	000	1.000	510.00	\$510.00
_ Dr Structure Trap, 10 inch	Ea	4037050	0120	0120	00	000	2.000	330.00	\$660.00
_ Dr Structure, 36 inch dia w/ Sump	Ea	4037050	0135	0135	00	000	2.000	2,600.00	\$5,200.00
_ Dr Structure, Manhole, 48 inch dia	Ea	4037050	0140	0140	00	000	1.000	2,953.00	\$2,953.00
_ Driveway, Conc, Rem	Syd	2047011	0045	0045	00	000	5.800	9.00	\$52.20
_ Full Depth Sawcutting	Ft	6037001	0190	0190	00	000	365.700	2.00	\$731.40
_ Sewer Bulkhead, 6 inch - 12 inch	Ea	4027050	0090	0090	00	000	5.000	200.00	\$1,000.00
_ Sewer, SDR 23.5 PVC, 10 inch, Tr Det B	Ft	4027001	0070	0070	00	000	32.000	191.50	\$6,128.00
Dr Structure Cover, Adj, Case 1, Modifie	Ea	4030004	0095	0095	00	000	2.000	200.00	\$400.00
Dr Structure, Rem	Ea	2030011	0020	0020	00	000	2.000	300.00	\$600.00
Driveway, Nonreinf Conc, 6 inch	Syd	8010005	0200	0200	00	000	5.800	60.00	\$348.00
Lane Tie, Epoxy Anchored	Ea	6030030	0175	0175	00	000	97.000	5.00	\$485.00
Pavt Repr, Nonreinf Conc, 8 inch	Syd	6030044	0180	0180	00	000	263.300	75.00	\$19,747.50
Pavt Repr, Rem	Syd	6030080	0185	0185	00	000	263.300	10.00	\$2,633.00
Sewer, Rem, Less than 24 inch	Ft	2030015	0025	0025	00	000	40.500	15.00	\$607.50
Sidewalk, Conc, 4 inch	Sft	8030044	0225	0225	00	000	128.500	6.00	\$771.00
Sidewalk, Rem	Syd	2040055	0040	0040	00	000	14.300	5.00	\$71.50

Subtotal for Category 0000: \$44,551.10

Subtotal for Project 0160-0413: \$44,551.10

Total Estimated Item Payment: \$44,551.10



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

7/28/2020 2:24 PM

FieldManager 5.3c

Time Charges

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

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0413, 2019 Sewer Open Cut Repair Program	0004	\$44,551.10	\$0.00	\$44,551.10
Voucher Total:				\$44,551.10

Summary

Current Voucher Total:	\$44,551.10	Earnings to date:	\$408,841.00
-Current Retainage:	\$0.00	- Retainage to date:	\$20,000.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$44,551.10	Net Earnings to date:	\$388,841.00
		- Payments to date:	\$344,289.90
		Net Earnings this period:	\$44,551.10

Estimate Certification

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

Frank D. Varicalli, AEW

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 4

7/28/2020 2:24 PM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0160-0413, 2019 Sewer Open Cut Repair Program

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Audio Visual Record of all Construction Influence Areas	1027051		1.000 LS		1.000	1.000	100%	3,245.00000	\$3,245.00
0010	_ Bonds, Insurance & Mobilization Expense- (3% Max)	1027051		1.000 LS		1.000	1.000	100%	14,500.00000	\$14,500.00
0015	_ Tree, Rem	2027050		2.000 Ea		5.000	5.000	250%	500.00000	\$2,500.00
0020	Dr Structure, Rem	2030011		23.000 Ea	2.000	24.000	24.000	104%	300.00000	\$7,200.00
0025	Sewer, Rem, Less than 24 inch	2030015		600.000 Ft	40.500	754.500	754.500	126%	15.00000	\$11,317.50
0030	Sewer, Rem, 24 inch to 48 inch	2030016		60.000 Ft		116.000	116.000	193%	20.00000	\$2,320.00
0035	Curb and Gutter, Rem	2040020		100.000 Ft		0.000			5.00000	
0040	Sidewalk, Rem	2040055		325.000 Syd	14.300	103.100	103.100	32%	5.00000	\$515.50
0045	_ Driveway, Conc, Rem	2047011		275.000 Syd	5.800	133.000	133.000	48%	9.00000	\$1,197.00
0050	_ Subgrade Undercutting, Modified	2057021		100.000 Cyd		20.700	20.700	21%	9.00000	\$186.30
0055	Maintenance Gravel, LM	3060021		250.000 Cyd		122.200	122.200	49%	15.00000	\$1,833.00
0060	Sewer, CI IV, 36 inch, Tr Det B	4020995		60.000 Ft		58.000	58.000	97%	190.00000	\$11,020.00
0065	_ Sewer, Post-Construction, CCTV	4027001		1,350.000 Ft		0.000			10.00000	
0070	_ Sewer, SDR 23.5 PVC, 10 inch, Tr Det B	4027001		400.000 Ft	32.000	498.000	498.000	125%	191.50000	\$95,367.00
0075	_ Sewer, SDR 23.5 PVC, 12 inch, Tr Det B	4027001		175.000 Ft		220.000	220.000	126%	135.00000	\$29,700.00
0080	_ Dr Structure, Tap, 4 inch - 12 inch	4027050		5.000 Ea		5.000	5.000	100%	500.00000	\$2,500.00
0085	_ External Structure Wrap, 18 inch	4027050		36.000 Ea		0.000			520.00000	
0090	_ Sewer Bulkhead, 6 inch - 12 inch	4027050		10.000 Ea	5.000	9.000	9.000	90%	200.00000	\$1,800.00
0095	Dr Structure Cover, Adj, Case 1, Modifie	4030004		11.000 Ea	2.000	12.000	12.000	109%	200.00000	\$2,400.00
0100	Dr Structure Cover, Adj, Case 2	4030006		1.000 Ea		0.000			500.00000	
0105	Dr Structure, Adj, Add Depth	4030280		40.000 Ft		2.000	2.000	5%	1.00000	\$2.00
0110	_ Dr Structure Cover, Catch Basin	4037050		27.000 Ea	3.000	27.000	27.000	100%	551.00000	\$14,877.00
0115	_ Dr Structure Cover, Manhole	4037050		7.000 Ea	1.000	7.000	7.000	100%	510.00000	\$3,570.00
0120	_ Dr Structure Trap, 10 inch	4037050		16.000 Ea	2.000	14.000	14.000	88%	330.00000	\$4,620.00
0125	_ Dr Structure Trap, 12 inch	4037050		6.000 Ea		8.000	8.000	133%	361.00000	\$2,888.00
0130	_ Dr Structure, 24 inch dia w/ Sump	4037050		5.000 Ea		4.000	4.000	80%	1,840.00000	\$7,360.00
0135	_ Dr Structure, 36 inch dia w/ Sump	4037050		18.000 Ea	2.000	19.000	19.000	106%	2,600.00000	\$49,400.00

Contract: .0160-0413

Estimate: 4

Page 1 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 4

7/28/2020 2:24 PM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0140	_ Dr Structure, Manhole, 48 inch dia	4037050	2.000	Ea	1.000	2.000	2.000	100%	2,953.00000	\$5,906.00
0145	Underdrain, Subgrade, 4 inch	4040071	675.000	Ft		218.000	218.000	32%	10.00000	\$2,180.00
0150	HMA, 13A	5010033	30.000	Ton		0.000			270.00000	
0155	_ Cold Patch	5017031	100.000	Ton		0.000			200.00000	
0160	_ Joint, Expansion, E2	6027001	50.000	Ft		5.500	5.500	11%	25.00000	\$137.50
0165	_ Joint, Expansion, ERG, Modified	6027001	50.000	Ft		26.200	26.200	52%	25.00000	\$655.00
0170	Cement	6030005	1.000	Ton		0.000			50.00000	
0175	Lane Tie, Epoxy Anchored	6030030	600.000	Ea	97.000	526.000	526.000	88%	5.00000	\$2,630.00
0180	Pavt Repr, Nonreinf Conc, 8 inch	6030044	1,450.000	Syd	263.300	1,213.400	1,213.400	84%	75.00000	\$91,005.00
0185	Pavt Repr, Rem	6030080	1,600.000	Syd	263.300	1,213.400	1,213.400	76%	10.00000	\$12,134.00
0190	_ Full Depth Sawcutting	6037001	1,200.000	Ft	365.700	1,913.400	1,913.400	159%	2.00000	\$3,826.80
0195	_ Curb Casting	7177050	1.000	Ea		0.000			150.00000	
0200	Driveway, Nonreinf Conc, 6 inch	8010005	275.000	Syd	5.800	101.100	101.100	37%	60.00000	\$6,066.00
0205	Driveway, Nonreinf Conc, 8 inch	8010007	100.000	Syd		0.000			70.00000	
0210	Curb and Gutter, Conc, Det F4	8020038	100.000	Ft		0.000			25.00000	
0215	Detectable Warning Surface	8030010	25.000	Ft		15.000	15.000	60%	40.00000	\$600.00
0220	Sidewalk Ramp, Conc, 4 inch	8030034	200.000	Sft		0.000			7.00000	
0225	Sidewalk, Conc, 4 inch	8030044	2,050.000	Sft	128.500	783.700	783.700	38%	6.00000	\$4,702.20
0230	Sidewalk, Conc, 6 inch	8030046	600.000	Sft		42.500	42.500	7%	6.00000	\$255.00
0235	Sidewalk, Conc, 8 inch	8030048	100.000	Sft		0.000			8.00000	
0240	_ Sidewalk Ramp, Conc, 8 inch	8037010	250.000	Sft		102.800	102.800	41%	9.00000	\$925.20
0245	_ Traffic Control and Maintenance	8127051	1.000	LS		0.750	0.750	75%	10,000.00000	\$7,500.00
0250	_ Surface Restoration, Seeding	8167011	750.000	Syd		0.000			9.00000	
0255	_ Surface Restoration, Sodding	8167011	250.000	Syd		0.000			10.00000	
0260	_ Deliverables - Post CCTV	8267051	1.000	LS		0.000			500.00000	



Construction Pay Estimate Amount Balance Report

Estimate: 4

Anderson, Eckstein and Westrick, Inc.

7/28/2020 2:24 PM

FieldManager 5.3c

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0265	_ Fencing, Remove and Reinstall	8507050	2.000	Ea		0.000			500.00000	

Subtotal for Category 0000: 408841.00

Subtotal for Project 0160-0413: 408841.00

Percentage of Contract Completed(curr): 79%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$44,551.10

Total Amount Earned To Date: \$408,841.00



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS SURVEYORS ARCHITECTS

51301 Schoenherr Road
Shelby Township, MI 48315

586.726.1234
www.aewinc.com

7B

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AUG - 4 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

July 28, 2020

Cathy Behrens
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

FISCAL YEAR 2019 - 2020

PO #19-45446

202-451-974.200	\$	133.03
203-451-974.200	\$	2,793.69
592-537-975.400	\$	3,417.95
592-537-976.002	\$	13,835.43
	\$	<u>20,180.10</u>

7/29/2020

Reference: 2019 Sewer Structure Rehabilitation
Repair Program, City of Grosse Pointe Woods
AEW Project No. 0160-0411

C. Behrens *J.K.*

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 11 for the above referenced project. For work performed through July 26, 2020, we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$37,669.95** be made to L. Anthony Construction Inc., 11085 Lisa Ln., Shelby Twp., MI, 48316

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

Sincerely,

Frank D. Varicalli

Frank D. Varicalli
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
L. Anthony Construction Inc.

FISCAL YEAR 2020 - 2021

PO #19-45446

202-451-974.200	\$	115.30
203-451-974.200	\$	2,421.26
592-537-975.400	\$	2,962.30
592-537-976.002	\$	11,991.00
	\$	<u>17,489.85</u>

7/29/2020

C. Behrens *J.K.*
Bruce Smith
8/4/2020



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

7/28/2020 2:22 PM

FieldManager 5.3c

Contract: .0160-0411, 2019 Sewer Structure Rehabilitation

Estimate No. 11	Estimate Date 7/26/2020	Entered By Michelle Ankawi	Estimate Type Semi-Monthly	Managing Office Anderson, Eckstein and Westrick, Inc.	
All Contract Work Completed		Construction Started Date	Prime Contractor L Anthony Construction 11085 Lisa Lane Shelby Township MI 48316		
Comments Current Contract Amount: \$606,770.00 % Completed: 95%					

Item Usage Summary

Project: 0160-0411, 2019 Sewer Structure Rehabilitation

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Sidewalk, Rem	Syd	2040055	0020	0020	00	000	26.200	5.00	\$131.00
_ Driveway, Conc, Rem	Syd	2047011	0025	0025	00	000	12.100	7.00	\$84.70
Joint, Expansion, E2	Ft	6020207	0115	0115	00	000	25.100	15.00	\$376.50
_ Joint, Expansion, Erg, Modified	Ft	6027001	0120	0120	00	000	13.300	20.00	\$266.00
Lane Tie, Epoxy Anchored	Ea	6030030	0130	0130	00	000	191.000	5.00	\$955.00
Pavt Repr, Nonreinf Conc, 8 inch	Syd	6030044	0135	0135	00	000	495.900	56.00	\$27,770.40
_ Full Depth Sawcutting through Existing P avement, Driveway, or Curb	Ft	6037001	0145	0145	00	000	552.000	1.30	\$717.60
_ Pavt Repr, Rem, Modified	Syd	6037011	0150	0150	00	000	495.900	10.00	\$4,959.00
Driveway, Nonreinf Conc, 6 inch	Syd	8010005	0160	0160	00	000	12.100	54.00	\$653.40
Sidewalk, Conc, 4 inch	Sft	8030044	0175	0175	00	000	235.700	5.50	\$1,296.35
_ Surface Restoration, Seeding	Syd	8167011	0195	0195	00	000	92.000	5.00	\$460.00
Subtotal for Category 0000:									<u>\$37,669.95</u>
Subtotal for Project 0160-0411:									<u>\$37,669.95</u>
Total Estimated Item Payment:									<u>\$37,669.95</u>

Time Charges

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



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

7/28/2020 2:22 PM

FieldManager 5.3c

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0411, 2019 Sewer Structure Rehabilitation	0011	\$37,669.95	\$0.00	\$37,669.95
			Voucher Total:	\$37,669.95

Summary

Current Voucher Total:	\$37,669.95	Earnings to date:	\$573,420.92
-Current Retainage:	\$0.00	- Retainage to date:	\$20,000.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$37,669.95	Net Earnings to date:	\$553,420.92
		- Payments to date:	\$515,750.97
		Net Earnings this period:	\$37,669.95

Estimate Certification

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

Frank Varicalli, AEW, Inc.

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 11

7/28/2020 2:22 PM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0160-0411, 2019 Sewer Structure Rehabilitation

Project: 0160-0411, 2019 Sewer Structure Rehabilitation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	Dr Structure, Rem	2030011	58.000	Ea		54.000	54.000	93%	300.00000	\$16,200.00
0010	Sewer, Rem, Less than 24 inch	2030015	475.000	Ft		605.000	605.000	127%	10.00000	\$6,050.00
0015	Curb and Gutter, Rem	2040020	125.000	Ft		0.000			8.00000	
0020	Sidewalk, Rem	2040055	650.000	Syd	26.200	394.400	394.400	61%	5.00000	\$1,972.00
0025	_ Driveway, Conc, Rem	2047011	375.000	Syd	12.100	293.400	293.400	78%	7.00000	\$2,053.80
0030	_ Subgrade Undercutting, Modified	2057021	50.000	Cyd		0.000			20.00000	
0035	Maintenance Gravel, LM	3060021	500.000	Cyd		175.900	175.900	35%	1.00000	\$175.90
0040	_ Sewer, SDR 23.5 PVC, 10 inch, Tr Det B	4027001	75.000	Ft		244.000	244.000	325%	50.00000	\$12,200.00
0045	_ Sewer, SDR 23.5 PVC, 12 inch, Tr Det B	4027001	400.000	Ft		361.000	361.000	90%	50.00000	\$18,050.00
0050	_ External Structure Wrap, 12 inch	4027050	2.000	Ea		3.000	3.000	150%	350.00000	\$1,050.00
0055	_ External Structure Wrap, 18 inch	4027050	61.000	Ea		0.000			425.00000	
0060	Dr Structure Cover, Adj, Case 1	4030005	1.000	Ea		34.000	34.000	3400%	200.00000	\$6,800.00
0065	Dr Structure Cover, Adj, Case 2	4030006	1.000	Ea		0.000			200.00000	
0070	Dr Structure, 24 inch dia	4030200	21.000	Ea		24.000	24.000	114%	1,750.00000	\$42,000.00
0075	Dr Structure, Adj, Add Depth	4030280	8.000	Ft		63.000	63.000	788%	150.00000	\$9,450.00
0080	Dr Structure, Tap, 12 inch	4030312	3.000	Ea		0.000			500.00000	
0085	_ Catch Basin Trap	4037050	38.000	Ea		23.000	23.000	61%	500.00000	\$11,500.00
0090	_ Dr Structure Cover, Catch Basin	4037050	55.000	Ea		67.000	67.000	122%	500.00000	\$33,500.00
0095	_ Dr Structure Cover, Storm Manhole	4037050	1.000	Ea		19.000	19.000	1900%	500.00000	\$9,500.00
0100	_ Dr Structure, 36 inch dia	4037050	37.000	Ea		28.000	28.000	76%	2,500.00000	\$70,000.00
0105	Underdrain, Subgrade, 4 inch	4040071	850.000	Ft		515.000	515.000	61%	13.00000	\$6,695.00
0110	HMA, 13A	5010033	50.000	Ton		0.000			200.00000	
0115	Joint, Expansion, E2	6020207	50.000	Ft	25.100	181.400	181.400	363%	15.00000	\$2,721.00
0120	_ Joint, Expansion, Erg, Modified	6027001	300.000	Ft	13.300	127.000	127.000	42%	20.00000	\$2,540.00
0125	Cement	6030005	5.000	Ton		0.000			100.00000	
0130	Lane Tie, Epoxy Anchored	6030030	2,300.000	Ea	191.000	1,883.000	1,883.000	82%	5.00000	\$9,415.00
0135	Pavt Repr, Nonreinf Conc, 8 inch	6030044	3,300.000	Syd	495.900	3,887.120	3,887.120	118%	56.00000	\$217,678.72
0140	Pavt Repr, Nonreinf Conc, 9 inch	6030046	100.000	Syd		0.000			60.00000	

Contract: .0160-0411

Estimate: 11

Page 1 of 2



Construction Pay Estimate Amount Balance Report

Estimate: 11

7/28/2020 2:22 PM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: 0160-0411, 2019 Sewer Structure Rehabilitation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0145	_ Full Depth Sawcutting through Existing Pavement, Driveway, or Curb	6037001	8,400.000	Ft	552.000	6,505.500	6,505.500	77%	1.30000	\$8,457.15
0150	_ Pavt Repr, Rem, Modified	6037011	3,400.000	Syd	495.900	3,887.120	3,887.120	114%	10.00000	\$38,871.20
0155	_ Curb Casting	7177050	1.000	Ea		0.000			700.00000	
0160	Driveway, Nonreinf Conc, 6 inch	8010005	375.000	Syd	12.100	287.000	287.000	77%	54.00000	\$15,498.00
0165	Curb and Gutter, Conc, Det F4	8020038	125.000	Ft		0.000			22.00000	
0170	Detectable Warning Surface	8030010	70.000	Ft		35.000	35.000	50%	30.00000	\$1,050.00
0175	Sidewalk, Conc, 4 inch	8030044	4,000.000	Sft	235.700	3,349.300	3,349.300	84%	5.50000	\$18,421.15
0180	Sidewalk, Conc, 6 inch	8030046	1,100.000	Sft		30.000	30.000	3%	6.00000	\$180.00
0185	_ Sidewalk Ramp, Conc, 8 inch	8037010	700.000	Sft		304.000	304.000	43%	8.00000	\$2,432.00
0190	_ Traffic Maintenance and Control	8127051	1.000	LS		1.000	1.000	100%	8,500.00000	\$8,500.00
0195	_ Surface Restoration, Seeding	8167011	500.000	Syd	92.000	92.000	92.000	18%	5.00000	\$460.00

Subtotal for Category 0000: 573420.92

Subtotal for Project 0160-0411: 573420.92

Percentage of Contract Completed(curr): 95%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$37,669.95

Total Amount Earned To Date: \$573,420.92



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS SURVEYORS ARCHITECTS

51301 Schoenherr Road
Shelby Township, MI 48315

586.726.1234
www.aewinc.com

7C

RECEIVED

AUG - 4 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

July 28, 2020

Cathy Behrens
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

FISCAL YEAR 2019 - 2020

PO #19-45496

202-451-974.200	\$	549.97
203-451-977.804	\$	9,168.31
592-537-975.400	\$	1,173.28
203-451-974.200	\$	476.64
	\$	<u>11,368.20</u>
	\$	<u>11,368.20</u>

7/29/2020

Reference: 2019 Road Program
Beaufait Reconstruction and Oxford Resurfacing
City of Grosse Pointe Woods
AEW Project No. 0160-0414

J.K.
BSW 8/4/2020

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 7 for the above referenced project. For work performed through July 26, 2020 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$21,220.70** to Florence Cement Company 51515 Corridor, Shelby Township, MI., 48315

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

Sincerely,


Ross T. Wilberding, PE
Project Manager

FISCAL YEAR 2020 - 2021

PO #19-45496

202-451-974.200	\$	476.65
203-451-977.804	\$	7,945.92
592-537-975.400	\$	1,016.85
203-451-974.200	\$	413.09
	\$	<u>9,852.50</u>
	\$	<u>9,852.50</u>

7/29/2020

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Florence Cement Company

J.K.
BSW 8/4/2020



Construction Pay Estimate Report

Anderson Eckstein and Westrick, Inc.

7/28/2020 2:09 PM

FieldManager 5.3c

Contract: .0160-0414, Beaufait Rd Reconstruction & Oxford Rd Resurfacing

Estimate No. 7	Estimate Date 7/26/2020	Entered By Michelle Ankawi	Estimate Type Semi-Monthly	Managing Office Anderson Eckstein and Westrick, Inc.
All Contract Work Completed	Construction Started Date 8/2/2019	Prime Contractor Florence Cement Company 51515 Corridor Shelby Township MI 48315		
Comments Current Contract Amount: \$1,225,228.00 % Completed: 97%				

Item Usage Summary

Project: Beaufait, Reconstruction (West City Limit to Mack)

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Sidewalk, Clay Brick Pavers, Salv	Sft	8037010	0230	0230	00	000	24.000	10.00	\$240.00
Sodding	Syd	8160055	0280	0280	00	000	1,994.900	5.50	\$10,971.95
Water, Sodding/Seeding	Unit	8160090	0290	0290	00	000	126.300	30.00	\$3,789.00
Subtotal for Category 0000:									\$15,000.95
Subtotal for Project Beaufait:									\$15,000.95

Project: Oxford, Resurfacing (WCL to Jackson)

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Sodding	Syd	8160055	0605	0605	00	000	748.070	5.50	\$4,114.39
Topsoll Surface, Furn, 3 inch	Syd	8160061	0610	0610	00	000	306.670	6.50	\$1,993.36
_ Irrigation Pipe	Ft	8237001	0620	0620	00	000	3.000	4.00	\$12.00
_ Sprinkler Head	Ea	8237050	0625	0625	00	000	1.000	100.00	\$100.00
Subtotal for Category 0000:									\$6,219.75
Subtotal for Project Oxford:									\$6,219.75

Total Estimated Item Payment: \$21,220.70

Time Charges

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



Construction Pay Estimate Report

Anderson Eckstein and Westrick, Inc.

7/28/2020 2:09 PM

FieldManager 5.3c

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
Beaufait, Reconstruction (West City Limit to Mack)	0007	\$15,000.95	\$0.00	\$15,000.95
Oxford, Resurfacing (WCL to Jackson)	0007	\$6,219.75	\$0.00	\$6,219.75
Voucher Total:				\$21,220.70

Summary

Current Voucher Total:	\$21,220.70	Earnings to date:	\$1,183,931.19
-Current Retainage:	\$0.00	- Retainage to date:	\$10,000.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$21,220.70	Net Earnings to date:	\$1,173,931.19
		- Payments to date:	\$1,152,710.49
		Net Earnings this period:	\$21,220.70

Estimate Certification

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



 Ross Wilberding, P.E.

7/28/2020

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 7

7/28/2020 2:09 PM

Anderson Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0160-0414, Beaufait Rd Reconstruction & Oxford Rd Resurfacing

Project: Beaufait, Reconstruction (West City Limit to Mack)

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	Tree, Rem, 19 inch to 36 inch	2020002	1.000	Ea		6.000	6.000	600%	1,200.00000	\$7,200.00
0010	Tree, Rem, 37 inch or Larger	2020003	1.000	Ea		1.000	1.000	100%	3,000.00000	\$3,000.00
0015	Dr Structure, Rem	2030011	8.000	Ea		8.000	8.000	100%	400.00000	\$3,200.00
0020	Sewer, Rem, Less than 24 inch	2030015	275.000	Ft		96.000	96.000	35%	30.00000	\$2,880.00
0025	Pavt, Rem	2040050	5,500.000	Syd		5,176.220	5,176.220	94%	8.00000	\$41,409.76
0030	Sidewalk, Rem	2040055	300.000	Syd		378.440	378.440	126%	13.00000	\$4,919.72
0035	_ Driveway, Rem	2047011	625.000	Syd		583.360	583.360	93%	16.00000	\$9,333.76
0040	_ Station Grading	2057002	17.000	Sta		15.810	15.810	93%	5,000.00000	\$79,050.00
0045	_ Subgrade Undercutting, Modified	2057021	122.500	Cyd		83.060	83.060	68%	60.00000	\$4,983.60
0050	_ Subgrade Undercutting, Special	2057021	0.000	Cyd		0.000			70.00000	
0055	Ero Con, Inlet Protection, Fabric Drop	2080020	11.000	Ea		0.000			100.00000	
0060	Aggregate Base, 6 inch	3020016	5,900.000	Syd		5,281.480	5,281.480	90%	8.00000	\$42,251.84
0065	Maintenance Gravel	3060020	50.000	Ton		26.970	26.970	54%	33.00000	\$890.01
0070	Geotextile, Separator	3080005	5,900.000	Syd		5,281.480	5,281.480	90%	1.00000	\$5,281.48
0075	_ Geogrid	3087011	500.000	Syd		0.000			4.00000	
0080	Sewer, CI IV, 12 inch, Tr Det B	4020987	250.000	Ft		224.000	224.000	90%	80.00000	\$17,920.00
0085	_ External Structure Wrap, 18 inch	4027050	2.000	Ea		1.000	1.000	50%	450.00000	\$450.00
0090	Dr Structure Cover, Adj, Case 1	4030005	2.000	Ea		2.000	2.000	100%	500.00000	\$1,000.00
0095	Dr Structure Cover, Adj, Case 2	4030006	1.000	Ea		0.000			500.00000	
0100	Dr Structure, 24 inch dia	4030200	4.000	Ea		4.000	4.000	100%	1,800.00000	\$7,200.00
0105	Dr Structure, 48 inch dia	4030210	4.000	Ea		4.000	4.000	100%	2,400.00000	\$9,600.00
0110	Dr Structure, Adj, Add Depth	4030280	8.000	Ft		0.000			250.00000	
0115	Dr Structure, Tap, 12 inch	4030312	4.000	Ea		4.000	4.000	100%	450.00000	\$1,800.00
0120	_ Catch Basin Cover, Restricted, GPW	4037050	8.000	Ea		4.000	4.000	50%	500.00000	\$2,000.00
0125	_ Combined Manhole Cover, GPW	4037050	1.000	Ea		2.000	2.000	200%	500.00000	\$1,000.00
0130	_ Dr Structure Trap, 12 inch	4037050	4.000	Ea		3.000	3.000	75%	450.00000	\$1,350.00
0135	_ Gate Well Cover, Adj, Case 1	4037050	2.000	Ea		3.000	3.000	150%	500.00000	\$1,500.00
0140	_ Gate Well Cover, GPW	4037050	2.000	Ea		1.000	1.000	50%	500.00000	\$500.00
0145	Underdrain, Subgrade, 4 inch	4040071	3,600.000	Ft		3,301.500	3,301.500	92%	12.00000	\$39,618.00

Contract: .0160-0414

Estimate: 7

Page 1 of 6



Construction Pay Estimate Amount Balance Report

Estimate: 7

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Anderson Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: Beaufait, Reconstruction (West City Limit to Mack)

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0150	HMA Surface, Rem	5010005	3,900.000	Syd		3,495.100	3,495.100	90%	4.00000	\$13,980.40
0155	Conc Pavt w/ Int Curb, Nonreinf, 7 inch	6020162	5,220.000	Syd		5,051.580	5,051.580	97%	50.00000	\$252,579.00
0160	Joint, Expansion, E2	6020207	175.000	Ft		140.200	140.200	80%	30.00000	\$4,206.00
0165	Joint, Expansion, E3	6020208	25.000	Ft		25.000	25.000	100%	25.00000	\$625.00
0170	Joint, Plane-of-Weakness, W	6020211	5,000.000	Ft		3,314.000	3,314.000	66%	2.50000	\$8,285.00
0175	Pavt Gapping	6020215	240.000	Ft		0.000			20.00000	
0180	Joint, Expansion, Erg	6030021	50.000	Ft		50.400	50.400	101%	25.00000	\$1,260.00
0185	Lane Tie, Epoxy Anchored	6030030	200.000	Ea		12.000	12.000	6%	9.00000	\$108.00
0190	Driveway, Nonreinf Conc, 6 inch	8010005	775.000	Syd		763.380	763.380	99%	65.00000	\$49,619.70
0195	_ Driveway Opening, Conc, Det M, Modified	8027001	320.000	Ft		297.500	297.500	93%	4.00000	\$1,190.00
0200	Detectable Warning Surface	8030010	88.000	Ft		91.900	91.900	104%	40.00000	\$3,676.00
0205	Sidewalk Ramp, Conc, 4 inch	8030034	1,000.000	Sft		112.600	112.600	11%	9.00000	\$1,013.40
0210	Sidewalk, Conc, 4 inch	8030044	750.000	Sft		2,241.000	2,241.000	299%	8.00000	\$17,928.00
0215	Sidewalk, Conc, 6 inch	8030046	200.000	Sft		0.000			9.00000	
0220	Sidewalk, Clay Brick Pavers, Rem	8030051	40.000	Sft		18.000	18.000	45%	10.00000	\$180.00
0225	_ Sidewalk Ramp, Conc, 8 inch	8037010	1,050.000	Sft		1,055.870	1,055.870	101%	12.00000	\$12,670.44
0230	_ Sidewalk, Clay Brick Pavers, Salv	8037010	40.000	Sft	24.000	24.000	24.000	60%	10.00000	\$240.00
0235	Rem Curing Compound, for Spec Mrkg	8110321	200.000	Sft		0.000			8.00000	
0240	_ Pavt Mrkg, (binder), For On-Street Parking, 4 inch, White	8117001	30.000	Ft		0.000			10.00000	
0245	Part Width Intersection Construction	8120190	2.000	Ea		0.000			1,000.00000	
0250	_ Sign, Type B, Temp, Prismatic, Furn, Modified	8127010	75.000	Sft		75.000	75.000	100%	6.00000	\$450.00
0255	_ Sign, Type B, Temp, Prismatic, Oper, Modified	8127010	75.000	Sft		75.000	75.000	100%	0.01000	\$0.75
0260	_ Sign, Type B, Temp, Prismatic, Special, Furn, Modified	8127010	75.000	Sft		0.000			12.00000	
0265	_ Sign, Type B, Temp, Prismatic, Special, Oper, Modified	8127010	75.000	Sft		0.000			0.01000	
0270	_ Traffic Control, Minor Street	8127050	1.000	Ea		1.000	1.000	100%	8,000.00000	\$8,000.00
0275	_ Proposed Trees	8157050	2.000	Ea		23.000	23.000	1150%	600.00000	\$13,800.00

Contract: .0160-0414

Estimate: 7

Page 2 of 6



Construction Pay Estimate Amount Balance Report

Estimate: 7

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Anderson Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: Beaufait, Reconstruction (West City Limit to Mack)

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0280	Sodding	8160055	4,200.000	Syd	1,994.900	2,094.120	2,094.120	50%	5.50000	\$11,517.66
0285	Topsoil Surface, Furn, 3 inch	8160061	4,200.000	Syd		2,094.120	2,094.120	50%	6.50000	\$13,611.78
0290	Water, Sodding/Seeding	8160090	225.000	Unit	126.300	126.300	126.300	56%	30.00000	\$3,789.00
0295	Gate Box, Adj, Case 1	8230431	2.000	Ea		0.000			300.00000	
0300	_ Irrigation Pipe	8237001	1,250.000	Ft		483.500	483.500	39%	4.00000	\$1,934.00
0305	_ Sprinkler Head	8237050	60.000	Ea		77.000	77.000	128%	100.00000	\$7,700.00
0310	_ Sprinkler Head, Adj	8237050	60.000	Ea		16.000	16.000	27%	75.00000	\$1,200.00
0670	_ Payment for Additional Work by Florence	1027051	1.000	LS		1.000	1.000	100%	40,000.00000	\$40,000.00
0675	Pavt Repr, Nonreinf Conc, 8 inch	6030044	0.000	Syd		0.000			0.00000	

Subtotal for Category 0000: 757902.30

Subtotal for Project Beaufait: 757902.30

Project: Holiday, Joint Repairs (Holiday & Fairway)

Category: 0000, Joint Repairs

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0655	_ Pavt Joint and Crack Repr, Det 7, Specia	5017001	100.000	Ft		4,154.000	4,154.000	4154%	10.80000	\$44,863.20
0660	_ Hand Patching, Joint Repr	5017031	10.000	Ton		139.190	139.190	1392%	77.00000	\$10,717.63
0665	_ Mobilization for Joint Repr	1027051	1.000	LS		1.000	1.000	100%	10,000.00000	\$10,000.00

Subtotal for Category 0000: 65580.83

Subtotal for Project Holiday: 65580.83



Construction Pay Estimate Amount Balance Report

Estimate: 7

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Anderson Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: Oxford, Resurfacing (WCL to Jackson)

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0315	Mobilization, Max 3%	1500001		1.000 LS		1.000	1.000	100%	38,000.00000	\$38,000.00
0320	Tree, Rem, 19 inch to 36 inch	2020002		1.000 Ea		5.000	5.000	500%	1,200.00000	\$6,000.00
0325	Dr Structure, Abandon	2030010		1.000 Ea		0.000			200.00000	
0330	Dr Structure, Rem	2030011		4.000 Ea		4.000	4.000	100%	400.00000	\$1,600.00
0335	Sewer, Rem, Less than 24 inch	2030015		90.000 Ft		68.000	68.000	76%	30.00000	\$2,040.00
0340	Curb and Gutter, Rem	2040020		500.000 Ft		0.000			20.00000	
0345	Pavt, Rem	2040050		415.000 Syd		482.070	482.070	116%	8.00000	\$3,856.56
0350	Sidewalk, Rem	2040055		115.000 Syd		94.210	94.210	82%	13.00000	\$1,224.73
0355	_ Driveway, Rem	2047011		175.000 Syd		156.150	156.150	89%	16.00000	\$2,498.40
0360	_ Station Grading	2057002		1.000 Sta		1.000	1.000	100%	5,000.00000	\$5,000.00
0365	_ Subgrade Undercutting, Modified	2057021		150.000 Cyd		6.400	6.400	4%	60.00000	\$384.00
0370	_ Subgrade Undercutting, Special	2057021		75.000 Cyd		0.000			70.00000	
0375	Ero Con, Inlet Protection, Fabric Drop	2080020		6.000 Ea		0.000			100.00000	
0380	Aggregate Base, 6 inch	3020016		500.000 Syd		513.680	513.680	103%	8.00000	\$4,109.44
0385	Maintenance Gravel	3060020		150.000 Ton		317.057	317.057	211%	33.00000	\$10,462.88
0390	Geotextile, Separator	3080005		500.000 Syd		513.680	513.680	103%	1.00000	\$513.68
0395	_ Geogrid	3087011		250.000 Syd		0.000			4.00000	
0400	Sewer, CI IV, 12 inch, Tr Det B	4020987		90.000 Ft		68.000	68.000	76%	80.00000	\$5,440.00
0405	_ External Structure Wrap, 18 inch	4027050		7.000 Ea		0.000			450.00000	
0410	Dr Structure Cover, Adj, Case 1	4030005		2.000 Ea		2.000	2.000	100%	500.00000	\$1,000.00
0415	Dr Structure, 24 inch dia	4030200		2.000 Ea		2.000	2.000	100%	1,800.00000	\$3,600.00
0420	Dr Structure, 48 inch dia	4030210		2.000 Ea		2.000	2.000	100%	2,400.00000	\$4,800.00
0425	Dr Structure, Adj, Add Depth	4030280		8.000 Ft		0.000			250.00000	
0430	Dr Structure, Tap, 12 inch	4030312		2.000 Ea		2.000	2.000	100%	450.00000	\$900.00
0435	_ Catch Basin Cover, Restricted, GPW	4037050		4.000 Ea		2.000	2.000	50%	500.00000	\$1,000.00
0440	_ Combined Manhole Cover, GPW	4037050		1.000 Ea		0.000			500.00000	
0445	_ Dr Structure Trap, 12 inch	4037050		2.000 Ea		2.000	2.000	100%	450.00000	\$900.00
0450	_ Storm Manhole Cover, GPW	4037050		1.000 Ea		1.000	1.000	100%	500.00000	\$500.00
0455	Underdrain, Subgrade, 4 inch	4040071		300.000 Ft		114.000	114.000	38%	12.00000	\$1,368.00



Construction Pay Estimate Amount Balance Report

Estimate: 7

7/28/2020 2:09 PM

Anderson Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: Oxford, Resurfacing (WCL to Jackson)

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0460	Pavt, Cleaning	5010001	1.000	LS		1.000	1.000	100%	5,000.00000	\$5,000.00
0465	Joint and Crack, Cleanout	5010015	5,000.000	Ft		0.000			1.00000	
0470	Pavt Joint and Crack Repr, Det 7	5010020	1,200.000	Ft		0.000			12.00000	
0475	Hand Patching	5010025	25.000	Ton		0.000			135.00000	
0480	HMA, 5E1	5010056	440.000	Ton		0.000			130.00000	
0485	_ Cold Milling Pavt	5017011	1,850.000	Syd		1,556.000	1,556.000	84%	10.00000	\$15,560.00
0490	_ Geosynthetic Paving Fabric	5017011	0.000	Syd		0.000			5.00000	
0495	Conc Pavt w/ Int Curb,Nonreinf,7 inch	6020162	450.000	Syd		486.000	486.000	108%	50.00000	\$24,300.00
0500	Joint, Expansion, E2	6020207	25.000	Ft		25.300	25.300	101%	30.00000	\$759.00
0505	Joint, Expansion, E3	6020208	25.000	Ft		12.550	12.550	50%	25.00000	\$313.75
0510	Joint, Plane-of-Weakness, W	6020211	700.000	Ft		1,561.200	1,561.200	223%	2.50000	\$3,903.00
0515	Joint, Expansion, Erg	6030021	75.000	Ft		88.000	88.000	117%	25.00000	\$2,200.00
0520	Lane Tie, Epoxy Anchored	6030030	500.000	Ea		12.000	12.000	2%	9.00000	\$108.00
0525	_ Pavt Repr, Nonreinf Conc, 7 inch, Modified	6037011	500.000	Syd		1,765.270	1,765.270	353%	60.00000	\$105,916.20
0530	_ Pavt Repr, Rem, Modified	6037011	500.000	Syd		1,688.880	1,688.880	338%	30.00000	\$50,666.40
0535	Driveway, Nonreinf Conc, 6 inch	8010005	200.000	Syd		181.670	181.670	91%	65.00000	\$11,808.55
0540	_ Curb and Gutter, Conc, Det F1, Modified	8027001	500.000	Ft		0.000			30.00000	
0545	Detectable Warning Surface	8030010	44.000	Ft		44.000	44.000	100%	40.00000	\$1,760.00
0550	Sidewalk Ramp, Conc, 4 inch	8030034	700.000	Sft		38.800	38.800	6%	9.00000	\$349.20
0555	Sidewalk, Conc, 4 inch	8030044	250.000	Sft		441.600	441.600	177%	8.00000	\$3,532.80
0560	Sidewalk, Conc, 6 inch	8030046	250.000	Sft		0.000			9.00000	
0565	_ Sidewalk Ramp, Conc, 8 inch	8037010	500.000	Sft		520.420	520.420	104%	12.00000	\$6,245.04
0570	Part Width Intersection Construction	8120190	1.000	Ea		0.000			1,000.00000	
0575	_ Sign, Type B, Temp, Prismatic, Furn, Modified	8127010	75.000	Sft		75.000	75.000	100%	6.00000	\$450.00
0580	_ Sign, Type B, Temp, Prismatic, Oper, Modified	8127010	75.000	Sft		75.000	75.000	100%	0.01000	\$0.75
0585	_ Sign, Type B, Temp, Prismatic, Special, Furn, Modified	8127010	75.000	Sft		0.000			12.00000	



Construction Pay Estimate Amount Balance Report

Estimate: 7

7/28/2020 2:09 PM

Anderson Eckstein and Westrick, Inc.

FieldManager 5.3c

Project: Oxford, Resurfacing (WCL to Jackson)

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0590	_ Sign, Type B, Temp, Prismatic, Special, Oper, Modified	8127010	75.000	Sft		0.000			0.01000	
0595	_ Traffic Control, Minor Street	8127050	1.000	Ea		1.000	1.000	100%	8,000.00000	\$8,000.00
0600	_ Proposed Trees	8157050	1.000	Ea		1.000	1.000	100%	600.00000	\$600.00
0605	Sodding	8160055	550.000	Syd	748.070	748.070	748.070	136%	5.50000	\$4,114.39
0610	Topsoil Surface, Furn, 3 inch	8160061	550.000	Syd	306.670	1,161.890	1,161.890	211%	6.50000	\$7,552.29
0615	Water, Sodding/Seeding	8160090	40.000	Unit		212.800	212.800	532%	30.00000	\$6,384.00
0620	_ Irrigation Pipe	8237001	400.000	Ft	3.000	13.000	13.000	3%	4.00000	\$52.00
0625	_ Sprinkler Head	8237050	30.000	Ea	1.000	6.000	6.000	20%	100.00000	\$600.00
0630	_ Sprinkler Head, Adj	8237050	30.000	Ea		0.000			75.00000	
0635	_ Audio Visual Record of Construction Area	8507051	1.000	LS		1.000	1.000	100%	1,075.00000	\$1,075.00
0640	_ Rubbish Pickup	8507051	1.000	LS		1.000	1.000	100%	4,000.00000	\$4,000.00

Subtotal for Category 0000: 360448.06

Subtotal for Project Oxford: 360448.06

Percentage of Contract Completed(curr): 97%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$21,220.70

Total Amount Earned To Date: \$1,183,931.19

7D



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

INVOICE

RECEIVED

JUL 22 2020

June 30, 2020

Project No:

0160-0420-0

Invoice No:

0126783

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

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

FY 2019 - 2020
PO # 19-45539
592-537-978.300
7-17-2020

OK-

Project 0160-0420-0 DPW WATER & SEWER BARN

Professional Services from May 25, 2020 to June 21, 2020

Phase 02 ARCHITECTURAL DESIGN

Fee

Total Fee 13,000.00

Percent Complete

100.00 Total Earned
Previous Fee Billing
Current Fee Billing

13,000.00
12,740.00
260.00

Total Fee

260.00

Total this Phase

\$260.00

Total this Invoice

\$260.00

Outstanding Invoices

Number	Date	Balance
0126615	6/8/2020	1,540.00
Total		1,540.00

Debra
June 21, 2020



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

INVOICE

RECEIVED

JUL 24 2020

July 7, 2020

Project No:

0160-0408-0

Invoice No:

0126900

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

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

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

P.O. 18-45021 (78,000.00)

P.O. 19-45443 (179,903.66)

Professional Services from May 25, 2020 to June 21, 2020

Professional Personnel

	Hours	Rate	Amount
CONSTRUCTION STAKEOUT			
TEAM LEADER			
CAMPBELL, RANDY	.50	83.50	41.75
Prepared construction survey notes.			
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	1.00	103.00	103.00
TEAM LEADER			
MYSLINSKI, CHARLES	1.00	83.50	83.50
Site Visit & Staffing, Status of Project			
MYSLINSKI, CHARLES	.50	83.50	41.75
Staffing, Status			
SMITH, BRADLEY	1.00	83.50	83.50
download, refresh, attachments, mileage, timesheets, schedule			
SMITH, BRADLEY	1.50	83.50	125.25
IDR Checking, filing, projectwise			
ENGINEERING AIDE III			
BARNES, JOYCE	1.00	70.00	70.00
upload new inspector remotely			
MILLER, THOMAS	.50	70.00	35.00
Review IDRs.			
MILLER, THOMAS	.50	70.00	35.00
Upload, print IDRs, Scan and File.			
SWITZER, BRIDGET	.10	70.00	7.00
Follow-up on SB materials, Missing IDRs & Staffing			
SWITZER, BRIDGET	1.10	70.00	77.00
IDR for State Barricade Qtys / Email filing / Project Status Meeting			
SWITZER, BRIDGET	3.20	70.00	224.00
IDR Processing and Inquiries / State Barricade postings and Balancing Mod / Incomplete Work List & WRI requests to Bob Ross / Project Status Meeting			
SWITZER, BRIDGET	.20	70.00	14.00
LCP Tracker Payroll Log and Review			
SWITZER, BRIDGET	1.50	70.00	105.00
Pay Estimate Prep / IDR Review / Material Review / Document Review			
SWITZER, BRIDGET	.40	70.00	28.00
Project Progress Meeting / IDR for MAV Review & Comment			

Project	0160-0408-0	VERNIER RD RESURFACING - FAIRWAY TO ECL	Invoice	0126900
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SWITZER, BRIDGET	.10	70.00	7.00	
Project Status Meeting				
SWITZER, BRIDGET	.30	70.00	21.00	
Wage Rate Interview Inquiry				
SENIOR PROJECT ENGINEER				
VIGNERON, MICHAEL	5.00	103.00	515.00	
Contract Administration				
VIGNERON, MICHAEL	1.00	103.00	103.00	
Contract Administration - Quantities and Closeout				
VIGNERON, MICHAEL	1.00	103.00	103.00	
Contract Administration / Coordination / Staking Request				
CONSTRUCTION OBSERVATION				
GRADUATE ENG/SUR/ARC				
DELAPAZ, CARLIE	8.00	83.50	668.00	
Inspection and IDR/pay items				
ENGINEERING AIDE III				
DIGIROLAMO, PIETRO	2.00	70.00	140.00	
control cabinet supply, install and wiring. traffic signals functioning.				
DIGIROLAMO, PIETRO	1.00	70.00	70.00	
sidewalk and driveway pours				
FOSTER, NATHAN	3.00	70.00	210.00	
Joint sealing behind curbs inspection.				
ROSS, ROBERT	10.50	70.00	735.00	
Punch List, concrete pours				
ENGINEERING AIDE II				
VARICALLI, JOSEPH	5.00	62.00	310.00	
Observed contractor wire panel and remove temporary signals.				
ENGINEERING AIDE I				
GROT, DANIEL	5.00	56.00	280.00	
Inspection				
Totals	55.90		4,235.75	
Total Labor				4,235.75

Unit Billing

2 PERSON CREW-CONSTRUCTION STAKEOUT	4.0 HOURS @ 141.00	564.00	
Total Units		564.00	564.00

Billing Limits

	Current	Prior	To-Date
Total Billings	4,799.75	222,360.15	227,159.90
Limit			257,903.00
Remaining			30,743.10

Total this Invoice \$4,799.75

Outstanding Invoices

Number	Date	Balance
0126655	6/10/2020	587.15
Total		587.15

**FY 2019 - 2020
PO #19-45443
202-451-974.803
07-14-2020**

C. Bedross
Pauline [Signature]
FS 7/21/2020



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

INVOICE

RECEIVED

JUL 24 2020

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

July 7, 2020
 Project No: 0160-0413-0
 Invoice No: 0126902

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

FY 2019 - 2020
PO #19-45637

Project 0160-0413-0 2019 SEWER OPEN CUT REPAIR PROGRAM **592-537-976.001 \$4,619.00**
 P.O. 19-45637 - (106,000) **07-14-2020**

Professional Services from May 25, 2020 to June 21, 2020

Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER	1.50	103.00	154.50
CONTRACT ADMINISTRATION			
TEAM LEADER	5.00	83.50	417.50
ENGINEERING AIDE III	15.60	70.00	1,092.00
ENGINEERING AIDE II	5.00	62.00	310.00
CONSTRUCTION OBSERVATION			
ENGINEERING AIDE III	9.00	70.00	630.00
ENGINEERING AIDE II	32.50	62.00	2,015.00
Totals	68.60		4,619.00
Total Labor			4,619.00

Handwritten signatures and date:
 [Signature]
 [Signature]
 7/21/2020
 F.S.

Billing Limits	Current	Prior	To-Date
Total Billings	4,619.00	72,276.60	76,895.60
Limit			106,000.00
Remaining			29,104.40

Total this Invoice \$4,619.00

Outstanding Invoices

Number	Date	Balance
0125947	4/8/2020	11,886.75
0126657	6/10/2020	8,594.90
Total		20,481.65



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

INVOICE

RECEIVED

JUL 24 2020

July 7, 2020
 Project No: 0160-0411-0
 Invoice No: 0126903

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

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

Project 0160-0411-0 2019 SEWER STRUCTURE REHABILITATION
 P.O. 19-45216 - (43,000)
 P.O. 19-45445 - (111,000)

Professional Services from May 25, 2020 to June 21, 2020

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER	4.00	103.00	412.00
GRADUATE ENG/SUR/ARC	1.50	83.50	125.25
TEAM LEADER	9.50	83.50	793.25
ENGINEERING AIDE III	10.50	70.00	735.00
ENGINEERING AIDE II	4.60	62.00	285.20
CONSTRUCTION OBSERVATION			
ENGINEERING AIDE III	9.00	70.00	630.00
ENGINEERING AIDE II	53.50	62.00	3,317.00
Totals	92.60		6,297.70
Total Labor			6,297.70

Reimbursable Expenses

REIMB. MISC. EXPENSE			
6/21/2020	G2 CONSULTING GROUP, LLC	Invoice# 200858	4,080.00
Total Reimbursables			4,080.00
			4,080.00

Billing Limits

	Current	Prior	To-Date
Total Billings	10,377.70	135,998.48	146,376.18
Limit			154,000.00
Remaining			7,623.82

Total this Invoice \$10,377.70

Outstanding Invoices

Number	Date	Balance
0126656	6/10/2020	13,212.50
Total		13,212.50

FY 2019 - 2020

PO # 19-45445

202-451-974.201 \$93.49
203-451-974.201 \$1,963.35
592-537-975.401 \$1,331.34
592-537-976.001 \$6,989.52

07-14-2020

Anderson
7/21/2020
F.S.

190809

2019 Structure Rehab Program - 2020 Phase
Grosse Pointe, Michigan
AEW No. 0160-0411

6/8/2020

Date	Inspector	Out	Set No.	Quantity	Cylinders				Charges			Invoice		
					3 Day	5 Day	7 Day	28 Day	Other	Reg.	OT	No.	Date	Amount
4/28/20	JM	5/12/20	9	6	5/12/20	5/12/20	5/12/20	6/8/20	-	2.25	-			
5/4/20	JM	5/12/20	10	6	5/12/20	5/12/20	5/12/20	6/8/20	-	1.75	-			
5/5/20	JM	5/12/20	11	6	5/12/20	5/12/20	5/12/20	6/8/20	-	2.50	-			
5/6/20	RV	5/12/20	12	6	5/12/20	5/12/20	5/12/20	6/8/20	-	3.00	-			
5/11/20	MS	5/12/20	13	6	6/8/20	6/8/20	6/8/20	6/8/20	-	2.25	-			
5/12/20	AT	6/8/20	14	6	6/8/20	6/8/20	6/8/20		-	2.50	-			
5/13/20	CM	6/8/20	15	6	6/8/20	6/8/20	6/8/20		-	3.00	-			
5/20/20	KM	6/8/20	16	6	6/8/20	6/8/20	6/8/20		-	2.25	-			
5/21/20	KM	6/8/20	17	6	6/8/20	6/8/20	6/8/20		-	2.00	-			
5/22/20	KB	6/8/20	18	6	6/8/20	6/8/20	6/8/20		-	3.00	-			
5/26/20	KM	6/8/20	19	6	6/8/20	6/8/20	6/8/20		-	2.00	-			
5/27/20	KB	6/8/20	20	6	6/8/20	6/8/20	6/8/20		-	1.00	-			
Subtotal	---	---	---	72	---	---	---	---	---	27.50	---	200858	5/31/20	\$ 4,080.00
Total	---	---	---	72	---	---	---	---	---	27.50	---	---	---	\$ 4,080.00

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

INVOICE

Invoice Number: 200858
 Invoice Date: May 31, 2020
 Page Number: 1

Voice: 248.680.0400
 Fax: 248.680.9745

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

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0411	190809	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	June 30, 2020		

Quantity	Description	Unit Price	Amount
27.50	Engineering Technician, Regular Hours, each	60.00	1,650.00
5.00	Engineering Technician, Regular Hours - Cylinder Pick-Up on 4/29/20, 5/7/20, 5/14/20 and 5/28/20	60.00	300.00
6.00	Project Manager, per hour	150.00	900.00
3.00	Administrative Assistant, per hour	50.00	150.00
72.00	Compressive Strength Test Cylinders, each	15.00	1,080.00
	AEW No. 0160-0411		
	2019 Structure Rehab Program, 2020 Phase - Grosse Pointe, Michigan - Quality Control Observation and Testing Services on 4/28/20 through 5/27/20		
	Client Contact: Brad Smith		

Total Invoice Amount \$ 4,080.00

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

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



CONSULTING GROUP

Headquarters 1866 Woodslee St Troy, MI 48083 P 248.680.0400
Ann Arbor 1350 Eisenhower Pl Ann Arbor, MI 48108 P 734.390.9330
Chicagoland 1185 Heather Dr Lake Zurich, IL 60047 P 847.353.8740

Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Joe Varacelli
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: April 28, 2020
 Report Number: 9
 Weather: P. Sunny 49°F
 Arrival Time: 07:30AM
 Departure Time: 08:45AM

Reinforcing Steel:	J-Hooks 36-inches on-center
Method of Placement:	Direct Discharge
Area of Placement:	Roadway repair at 544 South Rosedale Ct., (WB Lane) Patch size is 13-feet 6-inches by 21-feet 6-inches.
Sample Area:	Roadway repair at 544 South Rosedale Ct.
Remarks:	G2 representative was on-site for the first 11 cyd truck only

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	11.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	11.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:		

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (in) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
08:10AM	4 3/4	5.80	---	---	---	49	67	9	J. Merlotti

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
163420	9-A	May-01-2020	3	1	2	3.98	8.03	12.44	142.6	30700	2470	3	M. Cleve
163421	9-B	May-03-2020	5	1	4	3.98	7.98	12.44	142.4	43780	3520	2	M. Cleve
163422	9-C	May-05-2020	7	1	6	3.98	8.04	12.44	141.8	46540	3740	3	M. Cleve
163423	9-D	May-26-2020	28	3	25	3.97	7.95	12.38	144.9	67640	5460	2	S. Misze
163424	9-E	May-26-2020	28	1	27	3.97	8.01	12.38	143.7	60530	4890	2	S. Misze
163425	9-F	May-26-2020	28	1	27	3.97	7.99	12.38	144.4	60570	4890	3	S. Misze

Defects noted in specimen or caps: None



CONSULTING GROUP

Headquarters 1866 Woodslee St Troy, MI 48083 P 248.680.0400
 Ann Arbor 1350 Eisenhower Pl Ann Arbor, MI 48108 P 734.390.9330
 Chicagoland 1186 Heather Dr Lake Zurich, IL 60047 P 847.353.8740

Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Kevin/Joe
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 4, 2020
 Report Number: 10
 Weather: Sunny 46°F
 Arrival Time: 07:30AM
 Departure Time: 08:40AM

Reinforcing Steel:	J-Hooks 36-inches on-center
Method of Placement:	Front loader bucket
Area of Placement:	GPW DPW Maintenance Building (1200 Parkway Dr.)
Sample Area:	GPW DPW Maintenance Building (1200 Parkway Dr.)
Remarks:	

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	11.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	11.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:		

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (in) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
08:15AM	4	5.50	---	---	---	46	64	10	J. Merlotti

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
163672	10-A	May-07-2020	3	1	2	3.97	8.02	12.38	144.2	39070	3160	2	M. Cleve
163673	10-B	May-09-2020	5	1	4	3.98	8.02	12.41	144.7	42670	3440	3	R. Valliere
163674	10-C	May-11-2020	7	1	6	3.97	8.00	12.38	145.3	52540	4240	2	M. Cleve
163675	10-D	Jun-01-2020	28	1	27	3.97	8.01	12.38	145.5	74520	6020	2	M. Cleve
163676	10-E	Jun-01-2020	28	1	27	3.96	8.01	12.32	145.5	73670	5980	4	M. Cleve
163677	10-F	Jun-01-2020	28	1	27	3.97	7.98	12.38	146.8	72080	5820	3	M. Cleve

Defects noted in specimen or caps: None



CONSULTING GROUP

Headquarters 1866 Woodilee St Troy, MI 48083 P 248.680.0400
Ann Arbor 1350 Eisenhower Pl Ann Arbor, MI 48108 P 734.390.9330
Chicagoland 1186 Heather Dr Lake Zurich, IL 60047 P 847.353.8740

Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
Client: Anderson, Eckstein & Westrick, Inc.
Client Rep: Joe/Kevin
Contractor: L. Anthony Construction
Contractor Rep: Carl
Supplier: McCoig Materials

Project No.: 190809
Molding Date: May 5, 2020
Report Number: 11
Weather: Sunny, 41°F
Arrival Time: 07:30AM
Departure Time: 08:30AM

Table with 2 columns: Field Name, Value. Includes Reinforcing Steel (None), Method of Placement (Direct Discharge), Area of Placement (721 Hampton St. (Sidewalk)), Sample Area (721 Hampton St. (Sidewalk)), and Remarks (Sample 1: 721 Hampton St. (Sidewalk) G2 representative was only on-site for the first 11 cyd truck).

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Table with 3 columns: Materials, Source, Design Weight. Includes Cement (Lafarge Type I/II LA), Fine Agg (2NS Spring Mill 47-003), Coarse Agg (6AA LS Port Inland 71-05), Water (Potable), (Other) (Fly Ash Boral/Monroe), Admix1 (BASF MasterAir AE 200), Admix2 (Premiere Optiflo MR). Also includes Cement Factor, Water/Cement Ratio, Unit Weight, Yield, and Quantities (cu yd).

Specification Requirements

Table with 14 columns: Slump (4.0), Low (6.0), High (8.50), Air Content (5.50), Low (8.50), High (%), 28 Day Strength (3500), psi.

Field Test Data

Table with 10 columns: Time, Slump (in) C143, Entrained Air (%) C231, Entrained Air (%) C173, Unit Weight (pcf) C138, Yield (cu ft) C138, Air Temp (F), MixTemp (F) C1064, Set Number, Field Rep.

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Table with 14 columns: Cylinder Number, Set No., Break Date, Age (days), Field Cure (days), Lab Cure (days), Average Diameter (in), Average Height (in), X-Sectional Area (sq in), Density (pcf), Total Load (lbs), Strength (psi), Break Type, Tech.

Defects noted in specimen or caps: None



CONSULTING GROUP

Headquarters 1866 Woodslee St Troy, MI 48083 P 248.680.0400
 Ann Arbor 1350 Eisenhower Pl Ann Arbor, MI 48108 P 734.390.9330
 Chicagoland 1186 Heather Dr Lake Zurich, IL 60047 P 847.353.8740

Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Kevin
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 6, 2020
 Report Number: 12
 Weather: P. Sunny, 49°F-57°F
 Arrival Time: 11:30AM
 Departure Time: 01:00PM

Reinforcing Steel:	J-Hooks 36-inches on-center
Method of Placement:	Direct Discharge
Area of Placement:	Roadway repair at 2032 Norwood St., (WB Lane) Patch size is 12.6-feet by 12.6-feet by 8 -inches.
Sample Area:	Roadway repair at 2032 Norwood St.
Remarks:	G2 representative was on-site for the first 11 cyd truck only

Mix Design P1-S25M MDOT P1 S25MR

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Type I	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Sand	1330	lb/cu yd	Unit Weight		pcf
Coarse Agg:	6AA LS	1730	lb/cu yd	Yield	27.0+/-0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	GGBFS	132	lb/cu yd	Ordered:	11.0	
Admix1:	Mid-Range WR	7.0	oz/cwt	Placed While On Site:	11.0	
Admix2:	AEA	1.0	oz/cwt	Rejected:	0.0	

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (in) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
12:15PM	4	5.60	---	---	---	57	71	12	R. Valliere

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
163984	12-A	May-09-2020	3	1	2	3.99	8.04	12.50	144.9	31510	2520	2	R. Valliere
163985	12-B	May-11-2020	5	1	4	3.97	8.10	12.38	145.3	47840	3860	3	M. Cleve
163986	12-C	May-13-2020	7	1	6	3.97	8.02	12.38	147.7	50580	4090	3	M. Cleve
163987	12-D	Jun-03-2020	28	1	27	3.96	8.01	12.32	148.0	74420	6040	3	M. Cleve
163988	12-E	Jun-03-2020	28	1	27	3.97	8.04	12.38	147.4	71290	5760	3	M. Cleve
163989	12-F	Jun-03-2020	28	1	27	3.96	8.10	12.32	147.1	68560	5570	2	M. Cleve

Defects noted in specimen or caps: None



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Chicagoland 1185 Heather Dr Lake Zurich, IL 60047 P 847.353.8740

Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Joe Varicali
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 11, 2020
 Report Number: 13
 Weather: Cloudy, 37°F
 Arrival Time: 07:30AM
 Departure Time: 08:30AM

Reinforcing Steel:	None
Method of Placement:	Direct discharge
Area of Placement:	Inside DPW yard - Pavement Repair
Sample Area:	Pavement Repair inside DPW Yard
Remarks:	G2 was on site for the first 11 cyds only

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	11.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	11.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:	0.0	

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (in) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
05:41AM	3	6.20	---	---	---	37	66	13	M. Schlenke

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
164281	13-A	May-14-2020	3	1	2	3.98	8.10	12.44	146.5	36910	2970	3	M. Cleve
164282	13-B	May-16-2020	5	1	4	3.97	8.02	12.38	148.3	52790	4260	4	M. Cleve
164283	13-C	May-18-2020	7	1	6	3.97	8.00	12.38	148.6	59470	4800	2	M. Cleve
164284	13-D	Jun-08-2020	28	1	27	3.98	8.06	12.44	147.3	73620	5920	3	
164285	13-E	Jun-08-2020	28	1	27	3.99	8.01	12.47	148.5	74334	5960	5	
164286	13-F	Jun-08-2020	28	1	27	3.98	8.03	12.44	148.6	72850	5860	3	

Defects noted in specimen or caps: None



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Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Kevin
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 12, 2020
 Report Number: 14
 Weather: P. Cloudy, 33°F-57°F
 Arrival Time: 07:40AM
 Departure Time: 09:40AM

Reinforcing Steel:	None
Method of Placement:	Direct discharge
Area of Placement:	Roadway repairs and driveway approach replacement on Bramcaster Rd.
Sample Area:	Driveway approach on East side of Bramcaster Road between Stanhope St and Littlestone St
Remarks:	

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	11.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	11.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:	0.0	

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content:	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (In) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
08:10AM	4 3/4	5.50	---	---	---	42	66	14	A. Thomas

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
164483	14-A	May-15-2020	3	1	2	3.96	8.04	12.32	147.1	28960	2350	5	M. Cleve
164484	14-B	May-17-2020	5	1	4	3.98	8.03	12.44	145.7	43290	3480	3	M. Cleve
164485	14-C	May-19-2020	7	1	6	3.96	8.01	12.32	147.4	48130	3910	3	M. Cleve
164486	14-D	Jun-09-2020	28	1	27	---	---	---	---	---	---	---	
164487	14-E	Jun-09-2020	28	1	27	---	---	---	---	---	---	---	
164488	14-F	Jun-09-2020	28	1	27	---	---	---	---	---	---	---	

Defects noted in specimen or caps: None



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Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Kevin
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 13, 2020
 Report Number: 15
 Weather: Sunny, 34°F
 Arrival Time: 07:30AM
 Departure Time: 08:30AM

Reinforcing Steel:	None
Method of Placement:	Direct discharge
Area of Placement:	Roadway Repairs and Driveway Approach replacement on Dorthen Ave.
Sample Area:	1537 Dorthen Ave - Driveway Approach
Remarks:	

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	77.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	11.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:	0.0	

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (in) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
08:10AM	5	5.50	---	---	---	34	66	15	C. Martinez

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
164618	15-A	May-16-2020	3	1	2	3.97	8.02	12.38	147.5	34190	2760	3	M. Cleve
164619	15-B	May-18-2020	5	1	4	3.97	8.03	12.38	147.8	48390	3910	2	M. Cleve
164620	15-C	May-20-2020	7	1	6	3.96	8.07	12.32	148.4	48600	3950	2	M. Cleve
164621	15-D	Jun-10-2020	28	1	27	---	---	---	---	---	---	---	
164622	15-E	Jun-10-2020	28	1	27	---	---	---	---	---	---	---	
164623	15-F	Jun-10-2020	28	1	27	---	---	---	---	---	---	---	

Defects noted in specimen or caps: None



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Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
Client: Anderson, Eckstein & Westrick, Inc.
Client Rep: Kevin
Contractor: L. Anthony Construction
Contractor Rep: Carl
Supplier: McCoig Materials

Project No.: 190809
Molding Date: May 20, 2020
Report Number: 16
Weather: Clear, 53°F-62°F
Arrival Time: 07:45AM
Departure Time: 09:00AM

Table with 2 columns: Field Name, Value. Includes Reinforcing Steel, Method of Placement, Area of Placement, Sample Area, and Remarks.

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Table with 4 columns: Materials, Source, Design Weight, and Unit. Lists components like Cement, Aggregates, Water, and Admixtures.

Table with 3 columns: Property, Value, and Unit. Includes Cement Factor, Water/Cement Ratio, Unit Weight, Yield, and Quantities.

Specification Requirements

Table with 14 columns: Slump, Air Content, 28 Day Strength, etc. with values like 4.0, 5.50, 3500, etc.

Field Test Data

Table with 10 columns: Time, Slump, Entrained Air, Unit Weight, Yield, Air Temp, Mix Temp, Set Number, Field Rep.

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Table with 14 columns: Cylinder Number, Set No., Break Date, Age, Field Cure, Lab Cure, Average Diameter, Average Height, X-Sectional Area, Density, Total Load, Strength, Break Type, Tech.

Defects noted in specimen or caps: None



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Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
Client: Anderson, Eckstein & Westrick, Inc.
Client Rep: Kevin
Contractor: L. Anthony Construction
Contractor Rep: Carl
Supplier: McCoig Materials

Project No.: 190809
Molding Date: May 21, 2020
Report Number: 17
Weather: Clear, 54°F-68°F
Arrival Time: 07:30AM
Departure Time: 08:30AM

Table with 2 columns: Field Name, Value. Includes Reinforcing Steel, Method of Placement, Area of Placement, Sample Area, and Remarks.

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Table with 3 columns: Materials, Source, Design Weight. Includes Cement, Aggregates, Water, and Admixtures.

Specification Requirements

Table with 14 columns: Slump, Air Content, 28 Day Strength, etc.

Field Test Data

Table with 10 columns: Time, Slump, Entrained Air, Unit Weight, Yield, Air Temp, Mix Temp, Set Number, Field Rep.

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Table with 14 columns: Cylinder Number, Set No., Break Date, Age, Field Cure, Lab Cure, Average Diameter, Average Height, X-Sectional Area, Density, Total Load, Strength, Break Type, Tech.

Defects noted in specimen or caps: None



AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Matt
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 22, 2020
 Report Number: 18
 Weather: P. Cloudy 57°F
 Arrival Time: 07:45AM
 Departure Time: 08:15AM

Reinforcing Steel:	J Hooks 36-Inches on center
Method of Placement:	Direct discharge
Area of Placement:	Concrete Pavement Repair: Alley behind 20651 Mack Ave.
Sample Area:	Alley at 20651 Mack Avenue
Remarks:	Only 4/6 cylinders were one site when picked up (Cylinders 18E and 18F)

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	99.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	10.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:		

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content:	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (in) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
07:50AM	4 3/4	7.00	---	---	---	57	70	18	K. Beattie

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
165439	18-A	May-27-2020	5	1	4	3.98	8.06	12.44	151.0	39440	3170	5	R. Valliere
165440	18-B	May-29-2020	7	1	6	3.97	8.03	12.38	144.3	40430	3270	3	M. Cleve
165441	18-C	Jun-19-2020	28	1	27	---	---	---	---	---	---	---	
165442	18-D	Jun-19-2020	28	1	27	---	---	---	---	---	---	---	
165947	18-E	---	---	---	---	---	---	---	---	---	---	---	
166249	18-F	---	---	---	---	---	---	---	---	---	---	---	

Defects noted in specimen or caps: None



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Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
 Client: Anderson, Eckstein & Westrick, Inc.
 Client Rep: Joe
 Contractor: L. Anthony Construction
 Contractor Rep: Carl
 Supplier: McCoig Materials

Project No.: 190809
 Molding Date: May 26, 2020
 Report Number: 19
 Weather: Clear, 64°F-83°F
 Arrival Time: 07:45AM
 Departure Time: 08:45AM

Reinforcing Steel:	None
Method of Placement:	Direct Discharge
Area of Placement:	Misc. sections of roadway and sidewalk repair: Sidewalk at 20701 Toles Lane.
Sample Area:	Sidewalk at 20701 Toles Lane
Remarks:	

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Materials	Source	Design Weight		Cement Factor	5.6	sacks
Cement:	Lafarge Type I/II LA	394	lb/cu yd	Water/Cement Ratio	0.45	lb/lb
Fine Agg:	2NS Spring Mill 47-003	1250	lb/cu yd	Unit Weight	141.0	pcf
Coarse Agg:	6AA LS Port Inland 71-05	1810	lb/cu yd	Yield	27.1 +/- 0.3	cu ft
Water:	Potable	237	lb/cu yd	Quantities (cu yd)		
(Other):	Fly Ash Boral/Monroe	132	lb/cu yd	Ordered:	99.0	
Admix1:	BASF MasterAir AE 200	1.0	oz/cwt	Placed While On Site:	10.0	
Admix2:	Premiere Optiflo MR	7.0	oz/cwt	Rejected:	0.0	

Specification Requirements

Slump	4.0	Low	6.0	High	(in)	Air Content	5.50	Low	8.50	High	%	28 Day Strength:	3500	psi
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Field Test Data

Time	Slump (In) C143	Entrained Air (%) C231	Entrained Air (%) C173	Unit Weight (pcf) C138	Yield (cu ft) C138	Air Temp (F)	MixTemp (F) C1064	Set Number	Field Rep
08:00AM	4 3/4	6.60	---	---	---	64	74	19	K. Mischley

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Cylinder Number	Set No.	Break Date	Age (days)	Field Cure (days)	Lab Cure (days)	Average Diameter (in)	Average Height (in)	X-Sectional Area (sq in)	Density (pcf)	Total Load (lbs)	Strength (psi)	Break Type	Tech
165475	19-A	May-29-2020	3	1	2	3.97	8.08	12.38	144.5	30490	2460	3	M. Cleve
165476	19-B	May-31-2020	5	1	4	3.97	8.03	12.38	145.2	39290	3170	3	M. Cleve
165477	19-C	Jun-02-2020	7	1	6	3.97	8.04	12.38	145.1	42960	3470	2	M. Cleve
165478	19-D	Jun-23-2020	28	1	27	---	---	---	---	---	---	---	
165479	19-E	Jun-23-2020	28	1	27	---	---	---	---	---	---	---	
165480	19-F	Jun-23-2020	28	1	27	---	---	---	---	---	---	---	

Defects noted in specimen or caps: None



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Concrete Test Report

AEW No.: 0160-0411

Project Name: 2019 Structure Rehab Program
Client: Anderson, Eckstein & Westrick, Inc.
Client Rep: Matt
Contractor: L. Anthony Construction
Contractor Rep: Carl
Supplier: McCoig Materials

Project No.: 190809
Molding Date: May 27, 2020
Report Number: 20
Weather: Cloudy 77°F
Arrival Time: 08:00AM
Departure Time: 08:30AM

Table with 2 columns: Field Name and Description. Includes Reinforcing Steel (J-Hooks 36-inches on center), Method of Placement (Direct discharge), Area of Placement (Roadway repair at 677 Shoreham Drive (WB)), Sample Area (Roadway repair at 677 Shoreham Drive (WB)), and Remarks.

Mix Design P1-FM MDOT P1 3500 F25 MR 6-in. Slump Max

Table with 3 columns: Materials, Source, Design Weight. Includes Cement, Fine Agg, Coarse Agg, Water, (Other), Admix1, Admix2. Also includes a sub-table for Quantities (cu yd) with rows for Ordered, Placed While On Site, and Rejected.

Specification Requirements

Table with 12 columns: Slump (4.0, Low, 6.0, High), Air Content (5.50, Low, 8.50, High), 28 Day Strength (3500, psi).

Field Test Data

Table with 10 columns: Time, Slump (in) C143, Entrained Air (%) C231, Entrained Air (%) C173, Unit Weight (pcf) C138, Yield (cu ft) C138, Air Temp (F), MixTemp (F) C1064, Set Number, Field Rep.

Laboratory Test Data ASTM C31, C39, and C1231 (6 Items)

Table with 14 columns: Cylinder Number, Set No., Break Date, Age (days), Field Cure (days), Lab Cure (days), Average Diameter (in), Average Height (in), X-Sectional Area (sq in), Density (pcf), Total Load (lbs), Strength (psi), Break Type, Tech.

Defects noted in specimen or caps: None



Time Tickets
2019 Structure Rehab Program - 2020 Phase
0160-0411



2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 STRUCTURE REHAB
G2 Project No. 190809
Client AEW
Date 4-28-20
Travel Time 1 Hour
Time of Arrival 7:30 AM
Lunch -
Time of Departure 8:45 AM
Total Hours 2 Hours 15 Min
Equipment _____
Remarks CONCRETE
Signatures
Client's Rep _____
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
4/28/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 STRUCTURE REHAB
G2 Project No. 190809
Client AEW
Date 5-4-20
Travel Time ~~1 Hour~~ 45 Min
Time of Arrival 7:30 AM
Lunch -
Time of Departure 8:40 AM
Total Hours 1.75 Hours
Equipment _____
Remarks CONCRETE
Signatures
Client's Rep _____
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/4/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 STRUCTURE REHAB
G2 Project No. 190809
Client AEW
Date 5-5-20
Travel Time 30 MIN
Time of Arrival 7:30 AM
Lunch CYLINDER PICK UP (1)
Time of Departure 8:30 AM
Total Hours 2 1/2 Hours
Equipment _____
Remarks CONCRETE
5" 5.6%
66F 41F
Signatures
Client's Rep _____
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/5/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 STRUCTURE REHAB
G2 Project No. 190809
Client AEW
Date 05-06-2020
Travel Time 30 MIN
Time of Arrival 11:30 AM
Lunch CYLINDER PICK UP (1 HR)
Time of Departure 1:00 PM
Total Hours 3 HRS
Equipment CONCRETE
Remarks 4" 5.6%
57F 71F
(AMBLEUT) (MLX)
Signatures
Client's Rep _____
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/6/20



Time Tickets
2019 Structure Rehab Program - 2020 Phase
0160- 0411



2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name Grass Point
G2 Project No. 190809
Client AEW
Date 6-11-2020
Travel Time 1 hr 15 min
Time of Arrival 7:30 am
Lunch 1
Time of Departure 8:40 am
Total Hours 2:15 - 15 min
Equipment Concrete, 1/4"

Remarks 81°F cloudy, mix temp 66°F
3" slump, low air

Signatures
Client's Rep [Signature]
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/11/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 GP Structure
G2 Project No. 190809
Client AEW
Date 5/12
Travel Time 0.5 hr
Time of Arrival 7:40 am
Lunch 1
Time of Departure 8:40
Total Hours 2.5 hr
Equipment 1/4"

Remarks 4 3/4" 5.5%
43°F air
66°F mix

Signatures
Client's Rep [Signature]
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/12/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 Structure Rehab
G2 Project No. 190809
Client AEW
Date 5-20-20
Travel Time 1
Time of Arrival 7:45 AM
Lunch 1
Time of Departure 9:00 AM
Total Hours 2 1/4
Equipment 3.05 AM

Remarks 5 1/4" - Slump
6.2% - Edman A/V
61°F - Core Temp
53°F - ATemp
6x15 Molded

Signatures
Client's Rep [Signature]
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/20/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2019 Structure Rehab
G2 Project No. 190809
Client AEW
Date 5-21-20
Travel Time 1
Time of Arrival 7:30 AM
Lunch 1
Time of Departure 9:30 AM
Total Hours 2
Equipment 7:55 AM

Remarks 4 1/4" - Slump
6.0% - Edman A/V
64°F - Core Temp
54°F - ATemp
6x15 Molded

Signatures
Client's Rep [Signature]
G2 Field Rep [Signature]

2019 Structure Rehab Program - 2020 Phase
5/21/20



Time Tickets
2019 Structure Rehab Program - 2020 Phase
0160- 0411



2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name _____
G2 Project No. _____
Client _____
Date _____
Travel Time _____
Time of Arrival _____
Lunch _____
Time of Departure _____
Total Hours _____
Equipment _____
Remarks _____
Signatures _____
Client's Rep _____
G2 Field Rep _____

2019 Structure Rehab Program - 2020 Phase
5/22/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2570A Structure Rehab
G2 Project No. 190809
Client AFW
Date 5-26-20
Travel Time 1
Time of Arrival 7:45 AM
Lunch _____
Time of Departure 8:45 AM
Total Hours 2
Equipment 8:00 AM
436" Surveys
6.6% Estimating
Remarks 740F Cox Test
640F Temp A
Grp 15 Milled
Signatures MSL
Client's Rep _____
G2 Field Rep _____

2019 Structure Rehab Program - 2020 Phase
5/26/20

2 CONSULTING GROUP
DAILY FIELD TIME TICKET

Project Name 2570A Structure Rehab
G2 Project No. 190809
Client AFW
Date 5-27-2020
Travel Time 20
Time of Arrival 9:00
Lunch _____
Time of Departure 2:30
Total Hours 1 hour
Equipment _____
Remarks MSL 7:50
7:40 7:50
8:00 AM
Signatures MSL
Client's Rep _____
G2 Field Rep _____

2019 Structure Rehab Program - 2020 Phase
5/27/20



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

INVOICE

RECEIVED

JUL 24 2020

**CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT**

July 7, 2020
 Project No: 0160-0414-0
 Invoice No: 0126904

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

Project 0160-0414-0 BEAUFIT ROAD RECONSTRUCTION-MACK TO WCL
 FOR: INCLUDES OXFORD ROAD JACKSON TO HELEN
 P.O. 19-45151 \$85,000
 P.O. 19-45495 - \$180,000

Professional Services from May 25, 2020 to June 21, 2020

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER	7.00	103.00	721.00	
LICENSED ENG/SUR/ARC	9.00	103.00	927.00	
TEAM LEADER	1.50	83.50	125.25	
ENGINEERING AIDE III	14.80	70.00	1,036.00	
ENGINEERING AIDE II	6.00	62.00	372.00	
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE III	10.50	70.00	735.00	
ENGINEERING AIDE I	17.50	56.00	980.00	
Totals	66.30		4,896.25	
Total Labor				4,896.25

Billing Limits	Current	Prior	To-Date
Total Billings	4,896.25	196,237.33	201,133.58
Limit			265,000.00
Remaining			63,866.42

Total this Invoice \$4,896.25

Outstanding Invoices

Number	Date	Balance
0126658	6/10/2020	7,471.00
Total		7,471.00

FY 2019 - 2020

PO # 19-45495

202-451-974.201	\$401.33
203-451-977.803	\$3,290.92
203-451-974.201	\$347.82
592-537-975.401	\$856.18

07-14-2020

[Handwritten Signature]
 7/21/2020
 F.S.



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

INVOICE

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JUL 24 2020

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2807

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

July 7, 2020
 Project No: 0160-0427-0
 Invoice No: 0126906

FY 2019 - 2020
PO # 20-45809
420-451-974.201 \$8,383.90
07-14-2020

Project 0160-0427-0 ROBERT E. NOVITKE COMPLEX GENERATOR
 P.O. 20-45809

Professional Services from May 25, 2020 to June 21, 2020

Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER	10.50	103.00	1,081.50
SECRETARIAL			
SECRETARIAL	2.00	33.00	66.00
PRELIMINARY ENGINEERING			
LICENSED ENG/SUR/ARC	5.50	103.00	566.50
SPECIFICATIONS			
LICENSED ENG/SUR/ARC	1.00	103.00	103.00
CONSTRUCTION DOCUMENTS			
ENGINEERING AIDE I	50.50	56.00	2,828.00
MECHANICAL/ELECTRICAL DESIGN			
SENIOR PROJECT ENGINEER	27.30	103.00	2,811.90
GENERAL			
LICENSED ENG/SUR/ARC	9.00	103.00	927.00
Totals	105.80		8,383.90
Total Labor			8,383.90

Robert E. Novitke
7/21/2020
F.S.

Billing Limits	Current	Prior	To-Date
Total Billings	8,383.90	1,852.30	10,236.20
Limit			16,000.00
Remaining			5,763.80

Total this Invoice \$8,383.90

Outstanding Invoices

Number	Date	Balance
0126662	6/10/2020	1,852.30
Total		1,852.30



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

INVOICE

RECEIVED

JUL 24 2020

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

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

July 7, 2020
 Project No: 0160-0417-0
 Invoice No: 0126910

Project 0160-0417-0 BOURNEMOUTH WM REPLACEMENT
 P.O. 19-45552 - (\$197,500.00)

FY 2019 - 2020
PO # 19-45552
592-537-977.310 \$573.00
07/14/2020

Professional Services from May 25, 2020 to June 21, 2020

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER	3.00	103.00	309.00
ENGINEERING AIDE III	2.00	70.00	140.00
CONSTRUCTION OBSERVATION			
ENGINEERING AIDE II	2.00	62.00	124.00
Totals	7.00		573.00
Total Labor			573.00

C. Behrens
~~SSA~~ 7/21/2020
 F.S.

Billing Limits

	Current	Prior	To-Date
Total Billings	573.00	63,886.67	64,459.67
Limit			197,500.00
Remaining			133,040.33

Total this Invoice \$573.00

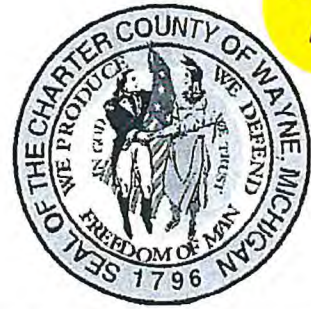
Outstanding Invoices

Number	Date	Balance
0126659	6/10/2020	412.00
Total		412.00

7E

Invoice Number
303337
Invoice Date
07/15/20

COUNTY OF WAYNE
Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226



INVOICE RECEIVED

Send Remittance to:

Wayne County
Department of Environment
400 Monroe, Suite 300
Detroit, Michigan 48226

JUL 16 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT


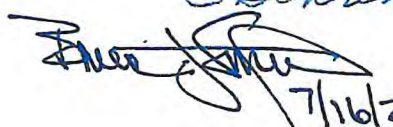
Customer:

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

Customer Number **500012**
Direct Inquiries to:
Telephone (313) 224-7843

Department of Environment

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	08/14/20	FY 2020 QUARTER 4 MILK RIVER DRAINAGE DISTRICT SUPPLEMENTAL FUNDING FOR CONSTRUCTION REVENUE# 830.54724.589000 CASH ACCT# 830.004724	99,590.50

FY 2020-21
 365,445 - 992,200
 7/17/2020


 7/16/2020

Please Pay This Amount => \$ 99,590.50

Return Remittance Copy of Invoice with Payment

Invoice Number **303337** Invoice Date **07/15/20**

RECEIVED

AUG - 3 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

401. 902. 977. 105

7/30/2020

Cherish

[Signature]

AIA DOCUMENT G702 (mod) 8/3/2020

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Grosse Pointe Woods
Attn: Frank Schulte
20025 Mack Plaza Dr
Grosse Pte Woods, MI 48236

PROJECT: GPW City Hall Renovation

APPLICATION NO.: 2
PERIOD TO: 7/15/2020
PROJECT NO.: MI.04.19064
CONTRACT DATE:

DISTRIBUTE TO:
OWNER
ARCHITECT
CONTRACTOR

FROM CONTRACTOR: VIA ARCHITECT:
APCOR Construction & Development
22316 Harper Ave
St Clair Shores, MI 48080

ok - F.S.

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

- 1. ORIGINAL CONTRACT SUM \$ 490,820.00
- 2. Net Change by Change Orders \$ 12,612.00
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 503,432.00
- 4. TOTAL COMPLETED & STORED TO DATE \$ 503,432.00
(Column G on Continuation Sheet)
- 5. RETAINAGE:
 - a. % of Completed Work
(Columns D + E on Continuation Sheet)
 - b. % of Completed Work
(Columns F on Continuation Sheet)
 - Total Retainage (Line 5a + 5b or
Total in Column 1 of Continuation Sheet) \$ 0.00
- 6. TOTAL EARNED LESS RETAINAGE \$ 503,432.00
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 245,409.99
- 8. CURRENT PAYMENT DUE \$ 258,022.01
- 9. BALANCE TO FINISH, PLUS RETAINAGE \$ 0.00
(Line 3 less Line 6)

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

CONTRACTOR: APCOR Construction & Development

By: *[Signature]* Date: 7/15/20
State of: Michigan
County of: Macomb
Subscribed and sworn to before
me this 15th day of July 2020
Notary Public: *[Signature]*
My Commission expires: 8/11/2023

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 258,022.01

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

By: *[Signature]* Date: 7/30/20

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner		
Total approved this Month	12,612.00	
TOTALS	12,612.00	
NET CHANGES by Change Order	12,612.00	



REQUEST FOR PAYMENT DETAIL

Project: MI.04.19064 / GPW City Hall Renovation

Invoice: 2625

Draw: 2

Period Ending Date: 7/15/2020

Item ID	Description	Original Contract	Approved Change Orders	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Retainage Balance	Balance To Finish
00.01.0000	GENERAL CONDITIONS	22,149.00	0.00	22,149.00	8,250.59	13,898.41	0.00	22,149.00	100.00	0.00	0.00
00.02.0000	SITWORK	9,782.00	0.00	9,782.00	4,877.40	4,904.60	0.00	9,782.00	100.00	0.00	0.00
00.03.0000	CONCRETE	525.00	0.00	525.00	0.00	525.00	0.00	525.00	100.00	0.00	0.00
00.04.0000	MASONRY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.05.0000	STEEL	825.00	0.00	825.00	0.00	825.00	0.00	825.00	100.00	0.00	0.00
00.06.0000	WOOD & PLASTICS	154,794.00	0.00	154,794.00	94,259.00	60,535.00	0.00	154,794.00	100.00	0.00	0.00
00.07.0000	THERMAL & MOISTURE	4,846.00	0.00	4,846.00	0.00	4,846.00	0.00	4,846.00	100.00	0.00	0.00
00.08.0000	DOORS & WINDOWS	44,570.00	0.00	44,570.00	0.00	44,570.00	0.00	44,570.00	100.00	0.00	0.00
00.09.0000	FINISHES	49,652.00	0.00	49,652.00	22,162.00	27,490.00	0.00	49,652.00	100.00	0.00	0.00
00.10.0000	SPECIALTIES	13,049.00	0.00	13,049.00	5,059.00	7,990.00	0.00	13,049.00	100.00	0.00	0.00
00.11.0000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.12.0000	FURNISHINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.13.0000	SPECIAL CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.14.0000	CONVEYING SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.15.0000	MECHANICAL	29,113.00	0.00	29,113.00	27,193.00	1,920.00	0.00	29,113.00	100.00	0.00	0.00
00.16.0000	ELECTRICAL	127,297.00	12,612.00	139,909.00	66,500.00	73,409.00	0.00	139,909.00	100.00	0.00	0.00
00.19.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.23.0000	PRE-CONSTRUCTION SERVIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.25.0000	ARCHITECTURAL & ENGINEER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00.99.0030	CONSTRUCTION FEE	34,218.00	0.00	34,218.00	17,109.00	17,109.00	0.00	34,218.00	100.00	0.00	0.00
00.99.0040	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Totals	490,620.00	12,612.00	503,432.00	245,409.99	258,022.01			503,432.00	100.00		
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SWORN STATEMENT

State of Michigan

Invoice No: 2625

County of _____

\$258,022.01

, being duly sworn states the following:

APCOR CONSTRUCTION & DEVELOPMENT is the contractor for an Improvement to the following real property in the County of Wayne, Michigan, described as the following: Grosse Pointe Woods City Hall Renovation

The Following is a statement of each subcontractor and supplier, and labor for whom payment of wages or fringe benefits and withholdings is due but unpaid, with whom the contractor has subcontracted for the performance under the contract with the owner of lessee of property, and the amounts due to the persons as of the date of this statement are correctly and fully set forth opposite their names;

Name, Address and Telephone Number of Subcontractor Supplier or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Balance To Complete	Amount of Laborer Fringe Benefits and Withholdings Due but Unpaid
APCOR Construction 22318 Harper Avenue St. Clair Shores, MI 48080 586-200-1302	Carpentry, drywall, Insulation	\$103,552.08	\$103,552.08	\$0.00	\$0.00	
APCOR Construction 22318 Harper Avenue St. Clair Shores, MI 48080 586-200-1302	Cleaning/Final Cleaning	\$4,904.50	\$4,904.50	\$0.00	\$0.00	
APCOR Construction 22318 Harper Avenue St. Clair Shores, MI 48080 586-200-1302	Blinds	\$4,711.00	\$4,711.00	\$0.00	\$0.00	
Ceilings Unlimited 319 E Kenilworth Royal Oak, MI 48007 248-635-6992	Acoustical Ceilings	13139.53	13139.53	\$0.00	\$0.00	
Eco Greene PO Box 73 Grand Blanc, MI 48480 248-418-1654	Demol/Slabwork	\$4,877.40	\$4,877.40	\$0.00	\$0.00	
Signature Painting 15360 Plamont Macomb, MI 48042 586-530-4530	Painting	\$23,834.30	\$23,834.30	\$0.00	\$0.00	
Ahea Flooring 1395 Wheaton Troy, MI 48060 248-740-1508	Flooring	\$19,177.98	\$19,177.98	\$0.00	\$0.00	
Sonny's Tile 17285 Penrod Clinton Twp, MI 48035 588-280-0284	Ceramic Tile	\$8,822.00	\$8,822.00	\$0.00	\$0.00	
Take One 11601 Maple Ridge Road Medina, NY 14103 800-528-1398	Signage	\$5,851.00	\$5,851.00	\$0.00	\$0.00	
D and D Millwork 8646 E Nine Mile Rd Warren, MI 48089 588-754-6500	Cabinetry & Tops	\$58,810.00	\$58,810.00	\$0.00	\$0.00	
Valor Heating & Cooling 300 North Avenue Mt. Clemens, MI 48043 588-469-2726	HVAC	\$16,643.00	\$16,643.00	\$0.00	\$0.00	
East China Plumbing 3429 Woodfield Blvd East China, MI 48054 588-505-1848	Plumbing	\$6,720.00	\$6,720.00	\$0.00	\$0.00	
Premier Electronics 15819 Boreas Dr	Fire Alarm	\$12,611.50	\$12,611.50	\$0.00	\$0.00	

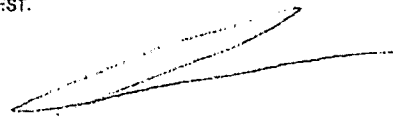
Macomb, MI 48042 588-247-5356						
RK Hoppe PO Box 208 New Hudson, MI 48185 248-437-7071	Doors, Frames, Hardware	\$40,701.25	\$40,701.25	\$0.00	\$0.00	
Safety One Electrical 20935 Country Club Harper Woods, MI 48225	Electrical	\$108,020.15	\$108,020.15	\$0.00	\$0.00	
K&S Ventures 2925 Waterlily Dr. Rochester Hills, MI 48309 248-209-4272	HVAC	\$9,413.00	\$9,413.00	\$0.00	\$0.00	
Groesbeck Glazing 11714 E Nine Mile Warren, MI 48089	Glass	\$2,475.00	\$2,475.00	\$0.00	\$0.00	
		\$444,263.69	\$444,263.69	\$0.00	\$0.00	
APCOR Construction & Development 22316 Harper Ave St. Clair Shores, MI 48080	Supervision, OI&P	\$58,188.31	(\$198,853.70)	\$258,022.01	\$0.00	
TOTAL:		\$503,432.00	\$245,409.99	\$258,022.01	\$0.00	

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

I make this statement as the President of the contractor to represent to the owner or lessee of the property and his or her agents that the property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth in this statement and except for claims of construction liens by laborers that may be provided under section 109 of the construction lien act, 1980 PA 497, MCL 570.1109.

WARNING TO OWNER OR LESSEE: AN OWNER OR LESSEE OF THE PROPERTY MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING UNDER SECTION 109 OF THE CONSTRUCTION LIEN ACT, 1980 PA 497, MCL 570.1109, TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

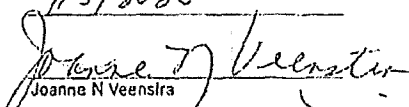
ON RECEIPT OF THIS SWORN STATEMENT, THE OWNER OR LESSEE, OR THE OWNER'S OR LESSEE'S DESIGNEE, MUST GIVE NOTICE OF ITS RECEIPT, EITHER IN WRITING, BY TELEPHONE, OR PERSONALLY, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING UNDER SECTION 109 OR, IF A NOTICE OF FURNISHING IS EXCUSED UNDER SECTION 108 OR 108A, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER NAMED IN THE SWORN STATEMENT. IF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR WHO IS NAMED IN THE SWORN STATEMENT MAKES A REQUEST, THE OWNER, LESSEE, OR DESIGNEE SHALL PROVIDE THE REQUESTER A COPY OF THE SWORN STATEMENT WITHIN 10 BUSINESS DAYS AFTER RECEIVING THE REQUEST.



Andrew W. Pflaum, President

WARNING TO DEPONENT: A PERSON WHO GIVES A FALSE SWORN STATEMENT WITH INTENT TO DEFRAUD IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, 1980 PA 497, MCL.1110.

Subscribed and sworn to before me on

7/5/2020

Joanne N Veensira
County Macomb State of Michigan
My commission Expires: 8/11/2023



FULL CONDITIONAL WAIVER

My / our contract with City of Grosse Pointe Woods to provide for the improvement of the property described as:

MI.4.19064 City of Grosse Pointe Woods City Hall

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

This waiver is conditioned on actual payment of \$258,022.01

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

APCOR Construction and Development
22316 Harper Avenue
St. Clair Shores, MI 48080

(ph) (586) 200-1302

BY: [Signature]

Date: 7/15/20

Its: President

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

Invoice
184



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide for the improvement of the property described as:

MI.04.19004 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Ceilings Unlimited L.L.C.
310 E. Kenilworth
Royal Oak, MI 48067
(ph) 248-635-6992

By: [Signature]

Date: July 11 2020

Its: OWNER

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Eco Green Environmental LLC
P.O. Box 73
Grand Blanc, MI 48480
(phone) 248-418-1654

By: [Signature]

Date: 1-31-2020

Its: [Signature]

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Painting for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/We are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Signature Specialty Coating
15360 Piermont
Macomb, MI 48042
(ph) (586)530-4530

By: [Handwritten Signature]

Its: Owner

Date: June 1, 2020

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Flooring for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Ahee Flooring, Inc.
1395 Wheaton Suite 400
Troy, MI 48063
(ph) (248)740-1508
(fx) (248)740-1509

By: [Signature]

Its: [Signature]

Date: 7/9/00

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Ceramic Tile for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Sonny's Tile Inc.
17265 Penrod
Clinton Township, MI 48035
(ph) (586)260-0294
(fx) (586)792-1622

By: [Signature]
Its: President

Date: 7-9-20

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Interior Signage for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Takeform, LLC
11601 Maple Ridge Road
Medina, NY 14103
(ph) 800-520-1398
(x) 585-790-8880

By: James A. Glass

Date: May 28, 2020

IIs: JAG

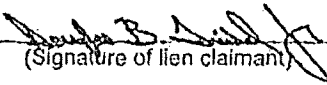
DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

FULL UNCONDITIONAL WAIVER

My/our contract with D&D Planning Design & Millwork LLC to provide
(other contracting party)
Millwork and Fixures _____ for the improvement of the property described as
Grosse Pointe Woods - City Hall Renovation
20025 Mack Plaza Dr, Grosse Pointe Woods, MI 48236 having been

fully paid and satisfied, by signing this waiver, all my/our construction lien rights against such property are hereby waived and released.

If the improvement is provided to property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Douglas B. Friedel Jr
(Printed Name of Lien Claimant)

(Signature of lien claimant)

Signed on: 7/8/2020

Address: 8646 E. 9 Mile Rd
Warren, MI 48098

Telephone: 586.754.6500

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide HVAC for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Valor Heating & Air Condition
30049 Manor Drive
Madison Heights, MI 48071
(ph) (248)765-3217

By: Ron Reed

Date: 7-9-20

Its: owner

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Plumbing for the Improvement of the property described as:

MI.04.19004 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

East China Plumbing LLC
3429 Woodfield Blvd.
East China, MI 48054
(ph) 586-506-1948

By: [Signature]

Date: 5-30-20

Its: [Signature]

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide for the improvement of the property described as:

MI.04.19004 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

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Prenter Electronics Inc.
15810 Baroas Drive
Macomb, MI 48044
(plt) (586)247-5356
(fx) (586)247-5346

By:

Ils:

Date: 5-28-20

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Doors frames and hardware for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/We are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

R.K. Hoppa Corporation
P.O. Box 208
New Hudson, MI 48165
(ph) (248) 437-7071
(fx) (248) 437-7852

Date: 7/8/20

By: Mary Jo [Signature]
Its: Office Manager

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide Electrical for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Safety One Electric Co. LLC
20935 Country Club
Harper Woods, MI 48226
(ph) 313-303-1617

Date: 7/9/2020

By: [Signature]
Its: OWNER / MASTER ELECTRICIAN

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide for the improvement of the property described as:

MI.04.19064 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

K & S Ventures, Inc.
2925 Waterlawn Drive
Rochester Hills, MI 48309
(ph) 248-299-4212
(fx) 248-299-4216

By: [Signature]
Rachel Thornton
Its: Office Manager

Date: 7/9/2020

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.



FULL UNCONDITIONAL WAIVER

My/our contract with APCOR Construction & Development to provide for the improvement of the property described as:

MI.04.19084 GPW City Hall Renovation

has been fully paid and satisfied. By signing this waiver, all my/our construction lien rights against the described property are waived and released.

If the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Groosbeck Glazling Contract Inc
11714 E. Nine Mile Rd.
Warren, MI 48090-2567
(ph) (588)767-0800
(fx) (588)757-0174

By: [Signature]
Its: Vice President

Date: 7-9-20

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION
Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224



RECEIVED

CITY OF GROSSE POINTE WOODS
ATTN: BRUCE J SMITH
CITY ADMINISTRATOR
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48238

JUL 28 2020

JUNE 24, 2020

FILE # 2371.002582
INVOICE # 473029

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RECEIVED

REGARDING: CITY OF GROSSE POINTE WOODS

JUL 27 2020

[Handwritten signature]

OUTSTANDING INVOICES

DATE	INVOICE #	BILLED	PAID	BALANCE DUE
05/31/20	471803	\$1290.00	\$.00	\$1290.00
TOTAL OUTSTANDING INVOICES				\$1,290.00

101.210.812.00
7/27/2020
CBHrus
pd 7/15/20
(CB)

FOR PROFESSIONAL SERVICES RENDERED

05/01/20	MJW	REVIEW E-MAIL FROM CLIENT COUNSEL WITH AT&T MACRO TOWER RENEWAL PROPOSAL FOR REDUCED RENT; CONFERENCE CALL WITH CLIENT REGARDING MKT STATUS AND RECOMMENDATION THAT BEST PLAN IS AN RFP FOR THIS AND ANY OTHER SITES FOR MACRO TOWERS	.70
05/13/20	MJW	REVIEW DETAILED LETTER AND NUMEROUS DOCUMENTS FROM CLIENT REGARDING AT&T CELL TOWER LICENSE RENEWAL; PROPOSE A DETAILED INITIAL NEGOTIATION PLAN IN RESPONSE TO AT&T'S PROPOSAL (2.0 HOURS); PROPOSE AN ALTERNATIVE ATTY FEE ARRANGEMENT (0.5 HOURS/NO CHARGE)	2.00
05/15/20	MJW	DISCUSSION WITH CITY ATTY REGARDING NEGOTIATION PLAN WITH AT&T	.30
05/29/20	MJW	E-MAIL FROM CLIENT REGARDING AT&T CELL TOWER RENEWAL STRATEGY ISSUES; FOLLOW UP WITH PHONE DISCUSSION AND CONFIRM IN E-MAIL MY AVAILABILITY FOR 3 DATES IN JUNE AND JULY TO DISCUSS WITH COUNCIL IN CLOSED SESSION	.30

TOTAL HOURLY CHARGES

\$990.00

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION

Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400

DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS
FILE NUMBER: 2371.002582
INVOICE NO.: 473029

Jun 24, 2020

PAGE 2

-----RECAP-----				
TIMEKEEPER		RATE	HOURS	AMOUNT
MICHAEL J WATZA		300.00	3.30	990.00
	TOTALS		3.30	990.00

CURRENT AMOUNT DUE \$990.00
OUTSTANDING INVOICES *paid 7/15/20* ~~\$1,290.00~~
TOTAL AMOUNT DUE *(CB)* ~~\$2,280.00~~



RECEIVED

AUG - 3 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

CHARLES T. BERSCHBACK

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

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

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

July 31, 2020

Bruce Smith	101-210-801.000	\$3,913.75
City Administrator	101-210-801.100	\$3,061.25
City of Grosse Pointe Woods	101-210-801.200	\$542.50
20025 Mack Plaza	101-210-801.300	<u>\$232.50</u>
Grosse Pointe Woods, MI 48236		\$7,750.00

07-31-2020

RE: July Billing

CBerschback
Bruce Smith
7/31/2020

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
7.1.2020	Meeting with SC (.25); Review of Municipal Court docket, prep of adj. order, TCs (1.75); TC GT, emails LH (.25); TC Anderson, work on SBC file (.25)	2.50
7.6.2020	Review/reply miscellaneous emails, work on pending litigation summary (.50)	0.50
7.7.2020	TC, emails re: Sunrise TT (.25); TCs Municipal Court, DV victims, probation, attorneys (1.00); review of GLWA resolution, staff memo and Exhibit A (.25)	1.50
7.8.2020	Attendance at Municipal Court via Zoom and follow up calls (2.50); TCs LH, emails on FOIA issue (.25); TCs JK and attorney on forfeiture matter (.25); TC Schultz re: SBC; work on litigation summary (0.50)	3.50
7.9.2020	TCs, emails, GT, LH, CB, review of new TT petitions, revisions to litigation summary (.75); review of Municipal Court docket, TCs (1.50); TCs BN, JK, BS (.50)	2.75
7.10.2020	TCs Municipal Court with various defense counsel (.75); review of new TT filings (.25); TC BS, review of EO 147 (.25)	1.25
7.13.2020	Review of Agendas; TC Watzka; TCs GT, TC SL, CB; review of GLWA material (2.50); TCs on Municipal Court cases (.50); TC LH re: EO and voting; (.25) attendance at CC and COW meeting (2.50)	5.75
7.14.2020	PC meeting/ordinance review, work on letters for PC public hearings (2.50); work on AT&T file, emails Watzka (.75); TC CB; TCs Municipal. Court docket (.75); Schultz bill redactions, TC CB (.25)	4.25

7.15.2020	Municipal Court Zoom docket and follow up calls with officers and witnesses (2.50); review of miscellaneous emails, Knubbe letter, TC GPPSS (.50)	3.00
7.16.2020	Review/reply to miscellaneous emails; review of AT&T letter, email with Watza (.50); TCs GT, work on solar panel ordinance (.25); TC CB revise of insurance claim (.25)	1.00
7.17.2020	Review of Municipal Court docket, meeting with JK, call with officer (1.50); meeting with GT and work on solar ordinance (.25); TCs with Mayor and various Council Members, TC FS (.25) TCs LH (.25)	2.25
7.20.2020	Review of SBC issues, prep for Council meeting, TCs on agenda (.50); TCs, emails on GPPSS issue (.25); calls on Municipal Court cases (1.75); TC LH, review of various emails re: FOIA and elections (.50); work on AT&T file, TCs GT (.50); attendance at Council meeting (.25)	3.75
7.21.2020	Review of new LCC law re: off premises consumption, TCs re: PC agenda (.75); review of TT case, email to WCA (.25); TCs Municipal Court (.75); review of AG's brief in SBC case (.25)	2.00
7.22.2020	Municipal Court Zoom hearing, follow up calls, meeting with complaining witness (2.50); review of Petitioners Response to SBC App for Leave to Appeal (.25)	2.75
7.23.2020	Emails with LH, work on FOIA issue and insurance claim issue; TC on ordinance issue; TCs LH, GT, FS (.75); Municipal Court discovery issues; C of O case, DV case (.50)	1.25
7.24.2020	TCs LH, emails (.25)	0.25
7.27.2020	TC WCA, review of contract, draft of letter to M/C (.75); review of Court docket for Aug. 5th and follow up calls (1.25); Prep for PC meeting, review of agenda, TCs, emails re: zoning and repeal procedure, review of Planning Act and TC GT (1.00); email and review of FOIA issue (.25)	3.25
7.28.2020	TC re: pending litigation summary; TC Ketels re: PC agenda item (.25); TCs GT Prestwick, fence ordinance, review of fence opinion (.50); attendance at Election Commission meeting (1.25)	2.00
7.29.2020	TCs GT, email with Sue Como and review of insurance issue (.25); continued review of fence opinion and ordinance, TC, emails GT (.50); JK email, doc review; emails re: Assessor (.25)	1.00
7.30.2020	Prep for, attendance at and followup Skype meetingn with GLWA and Department Heads (1.75); TC BN, GT re: fence case; initial research (.75); review of Court Reporter's contract, initial research on new LCC laws (.25); review of water contract and amendments 1, 2 and 3; memo to file (.50); review of Municipal Court docket and calls (.25); TC LH, B. Miro (.25)	3.75
7.31.2020	Calls on Prestwick, letter to owner (.25); continued review of fence ordinance and revisions (.50); review of LCC laws (.50); Court Reporter contract and letter to M/C (.25); work on GLWA contracts (.25)	1.75

CTB = 50.00 hours at \$155.00 per hour

TOTAL DUE:

\$7,750.00

TC - Telephone
BS - Bruce Smith
PC - Planning Commission
JK - Dir. John Kosanke
DV - Domestic Violence

GT - Gene Tutag
LH - Lisa Hathaway
CB - Cathrene Behrens
TT - Tax Tribunal
SC - Sue Como

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

Breakdown

General	25.25 hours
Municipal Court	19.75 hours
Building/Planning Commission	3.50 hours
Tax Tribunal	1.50 hours