



## **DDA OFFICERS**

**Mayor James R. Fouts, Chairman**

**Richard Fox, City Controller, Treasurer**

## **DDA MEMBERS**

**Joseph Vicari, Vice Chair**

**Gregory Jackson**

**Nicholas Lavdas**

**Hank Riberas**

**Michael Wiegand**

**Oscar Zamora**

**Tom Petzold**

## **A REGULAR IN PERSON MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY Wednesday, November 16, 2022, 3:00 p.m.**

### **AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
  - Motion to excuse absent members
- 3. ADOPTION OF AGENDA**
  - Motion to adopt agenda
- 4. AUDIENCE PARTICIPATION**
- 5. APPROVAL OF MINUTES**
  - Motion to approve the October 12, 2022, DDA meeting minutes.
- 6. OLD BUSINESS**
  - A. Request for Funding: Liquid Web (Shumon Hakim)**
    - Motion to approve funding for Liquid Web in the amount of \$6,432.00.
- 7. NEW BUSINESS**
  - A. Historic Building Repairs - Schena Roofing & Sheet Metal (David Muzzarelli)**
    - Motion to hire Schena Roofing & Sheet Metal for roof emergency maintenance in the amount of \$5,860.00.
  - B. ADA Compliance Improvements - HRC (Tina Gapshes)**
    - Motion to hire HRC for ADA compliance Phase I design in the amount of \$7,123.68.
  - C. Beebe Park – Great Lakes Power & Lighting (Tom Bommarito)**
    - Motion to approve hiring Great Lakes Power & Lighting for electrical installation at Beebe Park in the amount of \$14,784.42

**D. Essex Park – Great Lakes Power & Lighting (Tom Bommarito)**

- Motion to approve hiring Great Lakes Power & Lighting for electrical installation at Essex Park in the amount of \$9,954.17

**E. Discussion Regarding Bonds for Fire Stations #1 & #5 & Improvements to the Community Center Stadium (Tom Bommarito)**

**8. APPROVAL OF THE LIST OF BILLS (Attached)**

- Motion to Approve the November 16, 2022 List of Bills

**9. GOOD OF THE ORDER**

**10. Next DDA Regular Meeting is scheduled for Wednesday, December 7 2022, at 3:00 PM.**

**11. ADJOURNMENT**

- Motion to Adjourn

**DDA, TIFA, CED, CDBG and Brownfield**

CITY OF WARREN  
DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF THE BOARD

Meeting held on October 12, 2022

A regular meeting of the City of Warren Downtown Development Authority was called for 3:00 pm on Wednesday, October 12, 2022.

**1. Call to Order**

Mayor James Fouts called the meeting to order at 3:10 pm.

**2. Roll Call**

Mayor James Fouts took roll call of present members.

**Present:**

Mayor James R. Fouts  
Hank Riberas  
Oscar Zamora  
Michael Wiegand  
Joseph Vicari  
Gregory Jackson

**Absent:**

Nicholas Lavdas  
Tom Petzold

**MOTION:**

A motion was made by Mr. Riberas and supported by Mr. Jackson to excuse the absent members from the meeting.

No opposition, the motion passed

**3. Adoption of Agenda**

**MOTION:**

A motion was made by Mr. Jackson and supported by Mr. Zamora to adopt the October 12, 2022, agenda.

No opposition, the motion passed

**Mr. Vicari joined the meeting at this time**

**4. Approval of Minutes (June 8, 2022)**

**MOTION:**

A motion was made by Mr. Riberas and supported by Mr. Wiegand to approve the minutes for the June 8, 2022 DDA meeting.

No opposition, the motion passed

**5. Old Business**

**A. Architect for Fountain (Tom Bommarito)**

Tom Bommarito stated that the fountain in front of City Hall is broken as the pipes are damaged. There are repair possibilities, but he would like to bring in a fountain architect to look at it and consider other ideas along with it, such as a covered area.

**MOTION:**

A motion was made by Mr. Riberas and supported by Mr. Wiegand to bid out for architectural services for the City of Warren Fountain.

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**B. Purchase of Five (5) Staff/Utility Vehicles (Commissioner McAdams)**

Craig Treppa explained that they work with DPW to determine the best vehicles and that Warren prioritizes GM products due to GM's presence in Warren. Most dealerships do not have vehicles with the specifications needed. The State of Michigan and Oakland County conduct cooperative bids that the majority of Michigan use. Any dealer is open to bid, but none from Macomb County have been on the list.

Commissioner McAdams stated that they go online and spec out vehicles based on what is available, specifically option packages geared toward municipal needs that only certain dealerships provide

**MOTION:**



A motion was made by Mr. Zamora and supported by Mr. Riberas to approve the purchase of five (5) 2023 GMC Sierra Pick-up Trucks utilizing the Oakland County Cooperative Contract #005828 (OAK-W-0692) in the amount of \$233,401.00

**ROLL CALL:**

The motion carried as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	No
Mr. Wiegand	Yes
Mr. Jackson	No
Mayor Fouts	Yes

4-2 vote, motion passed.

**C. Loose & Miscellaneous Equipment (Commissioner McAdams)**

Mr. Jackson questioned why this equipment was not part of the bid for the fire truck itself, and approved at the same time.

Commissioner McAdams stated that there was a separate bid because the fire truck manufacturer did not want to deal with equipment, only the truck.

Craig Treppa stated that the original motion could have included mention of the equipment, but it does not make sense to bid out the equipment at the same time as the fire truck because the lead-time on the fire truck is too long

**MOTION:**

A motion was made by Mr. Riberas and supported by Mr. Zamora to approve purchase of loose & miscellaneous equipment for Rosenbauer Fire Engine (ITB-W-0698) in the amount of \$86,657.10

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**D. Grid, Ceiling Tile, & Light Fixture Replacement (Commissioner McAdams)**

Commissioner McAdams stated that the fire department would like to replace the grid, ceiling tiles, and light fixtures at fire stations: 1, 2, 3, 4, & 5. This item was put out to

bid (ITB-W-9676) for these services and we received one bid, Meridian Contracting Group, LLC charging \$144,755.00. The existing stations are very old and need a lot of investment. The newest station is scheduled to be built in 2024; these modernizations will help carry the current stations over until that time.

**MOTION:**

A motion was made by Mr. Vicari, supported by Mr. Zamora, to hire Meridian Contracting Group LLC for the grid, ceiling tile, and light fixture replacements to fire stations 1, 2, 3, 4, & 5 in the amount of \$144,755.00.

Mr. Zamora would like to know if the buildings have secure roofs that will not leak. Commissioner McAdams stated the roofs have already been upgraded.

**ROLL CALL:**

The motion carried as follows:

Mr. Vicari	Yes
Mr. Zamora	Yes
Mr. Wiegand	No
Mr. Riberas	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

5-1 vote, the motion passed

**E. Purchase of Land for Fire Station (Commissioner McAdams)**

Tom Bommarito stated that part of the Fire Station Master Plan is moving the Hoover and Common station to Schoenherr. Warren owns a piece of land on the west side of Schoenherr, just south of 13 mile on Schoenherr. There are two homes and we have negotiated \$250,000 each in order to bring them down and create the space needed. We own about a half-acre, and the land between these two homes will create a space between two office buildings.

Commissioner McAdams stated that one of the office buildings is vacant and the homes are declining, with one vacant and one lease ending soon, so the project will also improve the block.

**MOTION:**

A motion was made by Mr. Jackson and supported by Mr. Riberas to approve the purchase of 30601 and 30619 Schoenherr for the fire station in the amount of \$500,000.00

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes

Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**F. Purchase of 3<sup>rd</sup> EMS Transport Squad Vehicle (Commissioner McAdams)**

Commissioner McAdams stated that the DDA previously approved purchase of 2 squads and now a third has become available. The chip shortage has created a situation where we need to take advantage of whatever comes available.

Mr. Riberas asked if this was critically necessary and Commissioner McAdams stated that the majority of vehicles have over 100,000 emergency miles.

Mr. Knapp stated that the previously approved vehicle 2 is \$4,109 more than originally approved and the amount approved should reflect that

Commissioner McAdams stated the fleet is at 10 with 4 as backup. The lifespan is 5 years in moderate conditions, while Warren is heavy use. The number of calls and population has indicated the number of vehicles needed. At 4 years, the vehicle repair costs exceed the vehicle's worth.

**MOTION:**

A motion was made by Mr. Zamora and supported by Mr. Riberas to approve the purchase of the 3<sup>rd</sup> EMS Transport Squad Vehicle with a down payment, and cover the additional costs of the 2<sup>nd</sup> EMS Transport Squad Vehicle in the total amount of \$306,926.

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**G. Monitors for City Hall (David Muzzarelli)**

Mr. Muzzarelli stated that they were able to get an estimate for replacing all the monitors in each conference room, aside from the 1st Floor, for under \$5,000.00 and in addition to this upgrade he would also like to purchase new chairs. The current chairs were purchased when this building was built. The price for the monitors is \$4,991.00 and the chairs will cost \$29,232.28

**MOTION:**

A motion was made by Mr. Vicari, supported by Mr. Riberas, to approve the purchase of monitors and chairs for City Hall in the amount of \$35,000.00.

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**H. David Barr Sculpture (David Muzzarelli)**

Tom Bommarito stated that, this winter, because the ice rink/fountain is broken, we will be renting a rink and need to move the sculpture centered in the middle of the fountain. He would like to have it permanently relocated to the corner of Stephens and Van Dyke or at the new Civic Center South. The company in question specializes in moving sculptures

David Muzzarelli stated that the company is professional and will take the sculpture apart and store it professionally. Everyone recommended this particular company, and they will help with small repairs on both statues.

**MOTION:**

A motion was made by Mr. Zamora and supported by Mr. Jackson to hire Flatlanders to move/relocate the David Barr Sculpture in the amount of \$9,400.00

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**I. Christmas Lights (David Muzzarelli)**

Mr. Muzzarelli and Mr. Treppa explained to the board that this request has been put out to bid for storing, installing, maintaining, and taking down Christmas lights at City Hall, at the city park in front of City Hall, the large "W" at 13 and Van Dyke, the Warren Community Center, and at Civic Center South. Four bids were received

ranging from \$43,700.00 to \$340,000.00. Landscape services was the lowest bidder at \$43,700.00, they have done this work before, and they do a great job. There is a clause that allows us to use them with preset rates if we come up with other locations where lights need to be installed.

If we wanted to add funds, Mr. Treppa recommends that the board vote not to exceed a certain amount. This would allow the work to be done with already established rates.

In addition to the request for the lights, Mr. Muzzarelli would like to request funding to purchase a used Mosca Panel Tree (30' Christmas Tree + and extra 5 ft. with the star). Wake Forest, NC upgraded to a larger model and they are selling the older one. This panel tree can have additional rings added to make the tree larger. Mr. Muzzarelli stated that this tree would be the showpiece for the holiday season. The price on this tree is \$8,600.00. Purchased new, this tree would cost over \$30,000.00.

Mark Knapp added that the check for the tree would need to be released this Friday and how this action would need to be included in the motion.

**MOTION:**

A motion was made by Mr. Jackson, supported by Mr. Wiegand, to approve the hiring of Landscape Services to store, install, maintain, and take down Christmas lights throughout the City of Warren, as well as the purchase of the Mosca Panel Tree from the Town of Wake Forest with the amount not to exceed \$58,600.00 & with the check for the Christmas tree in the amount of \$8,600.00 to be released immediately after approval.

**ROLL CALL:**

The motion carried unanimously as follows:

Mr. Jackson	Yes
Mr. Wiegand	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

**8. List of Bills**

Tom Bommarito reminded the board that the bond payments were refinanced a couple of years ago; saving money and that the payments will be complete soon.

Mr. Jackson asked for clarification on the \$56,000 bill which was identified as the deposit for the 2<sup>nd</sup> and 3<sup>rd</sup> EMS vehicles. He also inquired about the difference in price between the two vehicles, which Tom Bommarito will look into.

**MOTION:**

A motion was made by Mr. Riberas and supported by Mr. Zamora to approve the October 12, 2022 list of bills

**ROLL CALL:**

The motion carried unanimously.

Mr. Riberas	Yes
Mr. Zamora	Yes
Mr. Vicari	Yes
Mr. Wiegand	Yes
Mr. Jackson	Yes
Mayor Fouts	Yes

No opposition, the motion passed

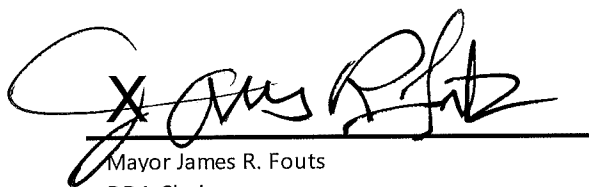
- 9. Next DDA Regular Meeting is scheduled for Wednesday, November 16, 2022, at 3:00 PM, in the 1st Floor Conference Room.**

Tom Bommarito stated that there will be a separate DDA update meeting immediately following the November 16, 2022 meeting


**10. ADJOURMENT****MOTION:**

A motion was made by Mr. Vicari and supported by Mr. Riberas to adjourn.

The meeting adjourned at 4:15 pm.



\_\_\_\_\_  
Mayor James R. Fouts  
DDA Chairman



\_\_\_\_\_  
Thomas Bommarito  
DDA Director

**INFORMATION SYSTEMS**  
ONE CITY SQUARE, SUITE 420  
WARREN, MI 48093-6726  
(586) 574-4612  
[www.cityofwarren.org](http://www.cityofwarren.org)

**To:** Craig Treppa

**From:** Shumon Hakim

**Date:** November 9, 2022

**Re:** Liquidweb web hosting service renewal

I am requesting the renewal of the web hosting services provided by the company Liquidweb. This is an annual renewal that is paid by the DDA. Like many services, the cost has increased and is above \$5,000. I am requesting the option to bypass the bidding process mainly because it will cost more time and money to move the content from one server to another. In addition, this would result in downtime for our websites. All of our domains ([cityofwarren.org](http://cityofwarren.org), [warrenmi.org](http://warrenmi.org), etc) are hosted there as well. Keeping everything in one place makes it easier to manage. We have been working with Liquidweb for over 10 years and never had any issues.

Renewal amount: \$6,432.00

Thank you for your assistance in the matter.



Shumon Hakim  
Information Systems Manager



Liquid Web™

Liquid Web LLC  
2703 Ena Dr.  
Lansing, MI 48917-8585, US  
800-580-4985 Toll Free  
1-517-322-0434 Int.  
Tax ID: 38-3423459  
EU VAT: 372008531  
UK VAT: 369 1389 57  
ZA VAT: 482028321

## Account #163291

City of Warren DDA City of Warren DDA  
City of Warren  
One City Square, Suite 420  
Warren, MI 48093-5288, US

## Invoice #6622492

Invoice Date	November 1, 2022
Due By	December 1, 2022
Status	Unpaid
Service Dates	Nov 1, 2022 - Nov 1, 2023
Total Charges	\$6,432.00
Total Payments	\$0.00
Total Due	\$6,432.00

## Invoice Details

Dedicated Server - Single Intel Xeon CPU - US Central Zone: host2.filmwarren.org [XAGE6T]

DS.1230v5.Bundle: Dedicated Server - Single Intel Xeon CPU - US Central Zone	\$2,784.00
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Server Chassis: Standard - Single PSU - No Hot Swap Bays	\$0.00
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NVMe SSD Storage: No NVMe Storage	\$0.00
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Bandwidth: 5 TB Outbound Bandwidth	\$0.00
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Port Speed: 100M Uplink Port	\$0.00
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Remote Backup: No Remote Backup Needed	\$0.00
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Public IP Addresses: 3 Additional Public IPs	\$180.00
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DDoS Attack Protection: Standard DDoS Attack Protection (up to 2gbps)	\$0.00
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Memory: 16GB DDR4 SDRAM	\$0.00
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Backup Drive: Single SATA HDD (7,200 RPM)	\$0.00
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Drive Size: 4 TB SATA HDD (7,200 RPM)	\$660.00
Primary Storage: 2 x SSD	\$0.00
RAID Level Configuration: Software RAID 1	\$0.00
Drive Size: 1.92 TB SSD	\$1,560.00
Processor: Intel Xeon E3-1230 v5 Quad-Core	\$0.00
Additional Storage: No Additional Storage Array	\$0.00
Control Panel Choice: cPanel/ WHM with Server Secure Plus - Fully Managed	\$0.00
Application Auto Installer: Softaculous	\$0.00
ServerSecure: Server Secure Plus	\$0.00
cPanel License Tier: Premier Fixed 100	\$504.00
Operating System Choice: Linux OS	\$0.00
Linux Antivirus: None	\$0.00
Web Server: Apache	\$0.00
Linux OS: CloudLinux 7	\$264.00
Setup Fee: No setup fee	\$0.00

Subtotal: \$5,952.00

Liquid Web DDoS Attack Protection: ddos10.host2.filmwarren.org [YAXWDU]

DDoS.Server.Protect: Liquid Web DDoS Attack Protection	\$0.00
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Subtotal: \$0.00

Service Total: serversecureplus.protectionremediation.host2.filmwarren.org [YJ5YSP]

ServerSecurePlus: Service Total	\$0.00
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Subtotal: \$0.00

Vulnerability scanning and assessment for Windows and Linux servers: vulnerabilityassess.protectionremediation.host2.filmwarren.org [A9ZR2S]

Vulnerability.Assess: Vulnerability scanning and assessment for Windows and Linux servers	\$0.00
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Vulnerability Scanning and Assessment: Monthly Vulnerability Scanning \$0.00

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Subtotal:	\$0.00
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Acronis Cyber Backups: Acronis Backup - WDGS3K [WDGS3K]	
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AcronisBackup: Acronis Cyber Backups	\$120.00
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Backup Storage Destination: Liquid Web	\$0.00
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Storage Quota: 500 GB	\$360.00
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Subtotal:	\$480.00
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Total Taxes On Invoice:	\$0.00*
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Total Charges On Invoice:	\$6,432.00
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Total Payments for Invoice:	\$0.00
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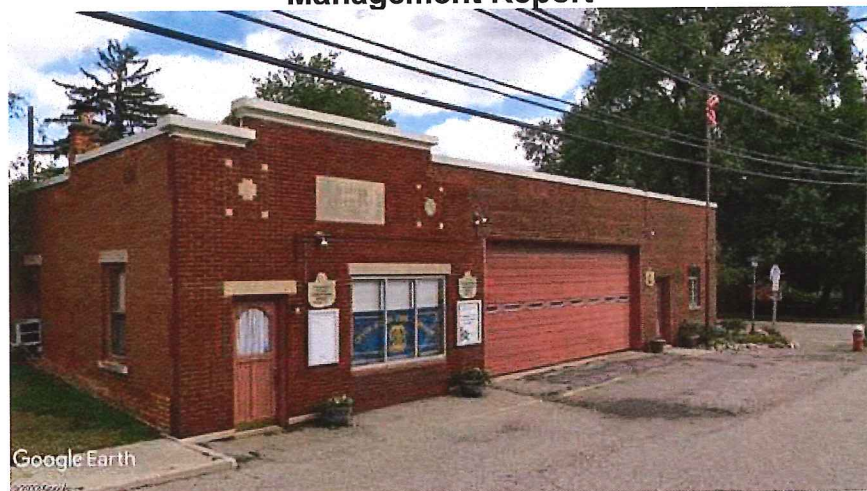
Total Due on Invoice:	\$6,432.00
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\* Applicable sales tax, VAT, or GST has been applied per local, state, and government regulations.

Liquid Web's Terms of Services found at <https://www.liquidweb.com/about-us/policies/> are incorporated herein by reference.



## Management Report



City of Warren  
Beebe Building  
5959 Beebe Avenue, Warren, MI

Prepared For  
City of Warren



Powered By  
 facilitycontrolsystems<sup>tm</sup>

## Site Overview



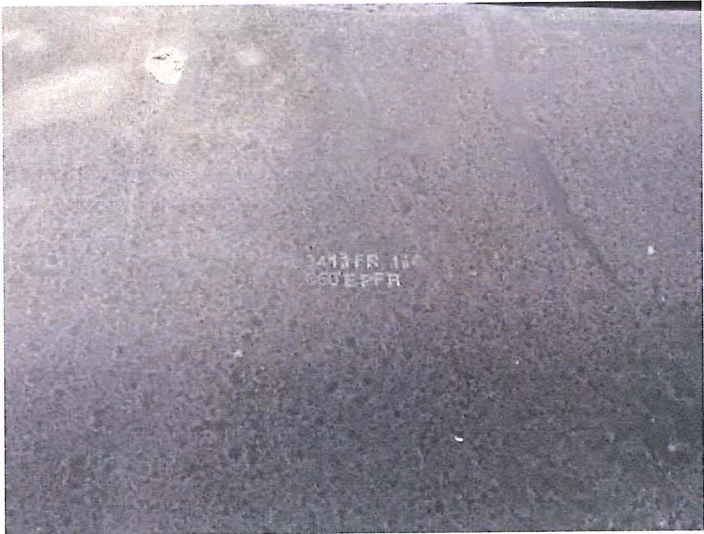
**Total Sections: 3**  
**Total Sq Ft: 3,510**

Map	Name	Sq Ft	Est Install	Grade
1	Section 1	2,900	2000	C
2	Section 2	510	2000	C
3	Section 3	100	2000	C

Beebe Building  
5959 Beebe Avenue  
Warren, MI 48092

Composition

Section: Section 1  
Size: 2900  
Overall Grade: C  
  
Inspection Date: 10/17/2022  
Inspector: Bob Jones



No Test Cut Necessary  
Wood Deck: The existing roof system is an adhered 60 mil EPDM single ply member with a Rigid PolyISO insulation system

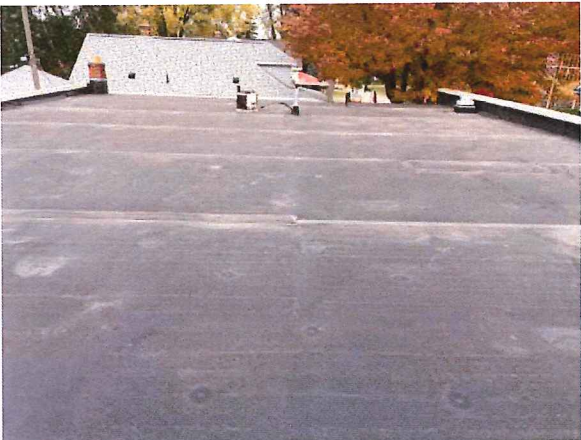
Site Overview	Section 1	Section 2	Section 3	Budget Matrix
Composition	Observations	Deficiencies	Summary	



Beebe Building  
5959 Beebe Avenue  
Warren, MI 48092

Observations

Section: Section 1  
Size: 2900  
Overall Grade: C  
  
Inspection Date: 10/17/2022  
Inspector: Bob Jones



North



South

Site Overview	Section 1	Section 2	Section 3	Budget Matrix
Composition	Observations	Deficiencies	Summary	

## Deficiencies

**Section:** Section 1  
**Size:** 2900  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



### Flat Roofing - Open Field Seams (Emergency)

Quantity: 300 LF

#### Deficiency:

Open membrane seams are typically caused by failing seam adhesives coupled with membrane shrinkage & stress on the seams.

#### Corrective Action:

Clean & prep the area and install a new piece of membrane.



### Flat Roofing - Failing Penetration Flashing (Emergency)

Quantity: 1 EA

#### Deficiency:

Due to overall age, weathering or damage the flashing around the penetration has failed.

#### Corrective Action:

Repair/flash per industry standards to ensure a water tight seal.



### Deficiencies (continued)

Section: Section 1  
Size: 2900  
Overall Grade: C

Inspection Date: 10/17/2022  
Inspector: Bob Jones



#### Flat Roofing - Open Flashing (Emergency)

Quantity: 1 EA

##### Deficiency:

Open flashing can be caused by membrane shrinkage, insufficient counterflashing or aging of the original flashing.

##### Corrective Action:

The flashing will either be removed & new flashing installed, or re-seal the existing flashing.



#### Flat Roofing - Failing Penetration Flashing (Emergency)

Quantity: 3 EA

##### Deficiency:

Due to overall age, weathering or damage the flashing around the penetration has failed.

##### Corrective Action:

Repair/flash per industry standards to ensure a water tight seal.



## Deficiencies (continued)

**Section:** Section 1  
**Size:** 2900  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



### Flat Roofing - Deteriorated Membrane (Emergency)

Quantity: 400 Sq Ft

#### Deficiency:

The existing membrane has deteriorated due to age and or exposure

#### Corrective Action:

Remove membrane as necessary and install new membrane .  
Insulation may require replacement as well



### Flat Roofing - All Repairs Performed (EMERGENCY) (Emergency)

Quantity: 1 EA

#### Deficiency:

Existing damage throughout the roof system, emergency repairs are required

#### Corrective Action:

Perform all necessary emergency repairs and general maintenance to insure proper system function

THE FOLLOWING REPAIR COST IS FOR ALL LISTED  
EMERGENCY REPAIRS ON THIS ROOF SEWCTION

#### Estimated Repair Cost:

\$4,935.00

**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

## Summary

**Section:** Section 1  
**Size:** 2900  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



## Condition Summary

Membrane: C  
 Flashings: D  
 Sheet Metal: C

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Overall: C

### Overall Grade

A = 10 Years or more of service life remaining  
 B = 8-10 Years of service life remaining  
 C = 5-7 Years of service life remaining  
 D = 2-4 Years of service life remaining  
 F = Less than 1 Year of service life remaining

Estimated Replacement: 2027

## Recommendations

The existing roof system is currently in below average condition at this time. With proper repairs and maintenance additional service life can be added to the roof system.

The estimated replacement cost is for budgeting purposes only. A formal proposal is available upon request

Estimated Repair Costs: \$4,935.00

Estimated Replacement Costs: \$51,000.00

**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

## Summary

**Section:** Section 1  
**Size:** 2900  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



### 1 - Section 1 (2,900 Sq Ft ) Grade C

Deficiency	Qty	Emergency	Remedial	Replacement
Open Field Seams	300 LF	\$0.00		
Failing Penetration Flashing	1 EA	\$0.00		
Open Flashing	1 EA	\$0.00		
Failing Penetration Flashing	3 EA	\$0.00		
Deteriorated Membrane	400 Sq Ft	\$0.00		
All Repairs Performed (EMERGEN...	1 EA	\$4,935.00		
Full Replacement	2,900 Sq Ft			\$51,000.00
Total		\$4,935.00	\$0.00	\$51,000.00



Beebe Building  
5959 Beebe Avenue  
Warren, MI 48092

Composition

Section: Section 2  
Size: 510  
Overall Grade: C  
  
Inspection Date: 10/17/2022  
Inspector: Bob Jones



No Test Cut Necessary  
Wood Deck: The existing roof system is an adhered EPDM system with a Rigid PolyISO insulation system

Site Overview	Section 1	Section 2	Section 3	Budget Matrix
Composition				
Observations				
Deficiencies				
Summary				

Beebe Building  
5959 Beebe Avenue  
Warren, MI 48092

Observations

Section: Section 2  
Size: 510  
Overall Grade: C  
  
Inspection Date: 10/17/2022  
Inspector: Bob Jones



North



South

Site Overview	Section 1	Section 2	Section 3	Budget Matrix	Deficiencies	Summary
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**Beebe Building**  
5959 Beebe Avenue  
Warren, MI 48092



## Deficiencies

**Section:** Section 2  
**Size:** 510  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



### Flat Roofing - Metal Edge Flashing Open (Emergency)

Quantity: 30 LF

**Deficiency:**

Roof membrane has separated from metal edge flange or has developed splits.

**Corrective Action:**

Remove loose membrane, resecure the metal edge & install new material that extends onto the roof.



### General - Deteriorated Brick/Tuck-point (Emergency)

Quantity: 1 EA

**Deficiency:**

The existing brick/tuck-point is deteriorated and is creating an issue

**Corrective Action:**

Contact a mason and have the appropriate repairs performed to the brick/tuck-point

**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

### Deficiencies (continued)

**Section:** Section 2  
**Size:** 510  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



#### **Flat Roofing - All Repairs Performed (EMERGENCY)** **(Emergency)**

Quantity: 1 EA

#### **Deficiency:**

Existing damage throughout the roof system, emergency repairs are required

#### **Corrective Action:**

Perform all necessary emergency repairs and general maintenance to insure proper system function

The following repair cost is for all roof related emergency deficiencies on this section. This price does not include the work for the chimney

**Estimated Repair Cost:**  
\$625.00

**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

## Summary

**Section:** Section 2  
**Size:** 510  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



## Condition Summary

Membrane: C  
 Flashings: C  
 Sheet Metal: C

---

Overall: C

## Overall Grade

A = 10 Years or more of service life remaining  
 B = 8-10 Years of service life remaining  
 C = 5-7 Years of service life remaining  
 D = 2-4 Years of service life remaining  
 F = Less than 1 Year of service life remaining

Estimated Replacement: 2027

## Recommendations

The existing roof system is still in decent working condition. It is recommended that the listed roofing repairs be performed at this time. It should be noted that annual yearly maintenance is required and will add life expectancy to the roof system. Please contact a mason and have them repair the failing tuck pointing and such on the chimney.

The estimated replacement cost is for budgeting purposes only. A formal proposal is available upon request

Estimated Repair Costs: \$625.00

Estimated Replacement Costs: \$10,500.00



**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

## Summary

**Section:** Section 2  
**Size:** 510  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



## 2 - Section 2 (510 Sq Ft ) Grade C

Deficiency	Qty	Emergency	Remedial	Replacement
Metal Edge Flashing Open	30 LF	\$0.00		
Deteriorated Brick/Tuck-point	1 EA	\$0.00		
All Repairs Performed (EMERGEN...	1 EA	\$625.00		
Full Replacement	510 Sq Ft			\$10,500.00
Total		\$625.00	\$0.00	\$10,500.00

**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

## Composition

**Section:** Section 3

**Size:** 100

**Overall Grade:** C

**Inspection Date:** 10/17/2022

**Inspector:** Bob Jones



No Test Cut Necessary

Wood Deck: The existing roof system is an adhered EPDM system with a Rigid PolyISO insulation system

Site Overview	Section 1	Section 2	Section 3	Budget Matrix
Composition				
Observations				
Deficiencies				
Summary				

Beebe Building  
5959 Beebe Avenue  
Warren, MI 48092

Observations

Section: Section 3  
Size: 100  
Overall Grade: C  
  
Inspection Date: 10/17/2022  
Inspector: Bob Jones



East



West



## Deficiencies

**Section:** Section 3  
**Size:** 100  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



### Flat Roofing - General Maintenance (Emergency)

Quantity: 1 EA

#### Deficiency:

General maintenance is required on all roof system to insure proper working order and to help prevent future issues

#### Corrective Action:

Clean roof free of debris, check through roof penetrations and make sure they are properly sealed, make sure roof drains are clear for proper water flow, etc...

#### Estimated Repair Cost:

\$300.00

**Beebe Building**  
**5959 Beebe Avenue**  
**Warren, MI 48092**

## Summary

**Section:** Section 3  
**Size:** 100  
**Overall Grade:** C

**Inspection Date:** 10/17/2022  
**Inspector:** Bob Jones



## Condition Summary

**Membrane:** C  
**Flashings:** C  
**Sheet Metal:** C

**Overall:** C

## Overall Grade

A = 10 Years or more of service life remaining  
 B = 8-10 Years of service life remaining  
 C = 5-7 Years of service life remaining  
 D = 2-4 Years of service life remaining  
 F = Less than 1 Year of service life remaining

Estimated Replacement: 2027

## Recommendations

The existing roof system is in average condition. It is recommended that preventative maintenance be performed to help insure proper roof function. With annual yearly maintenance additional service life can be added to the current roof system

The estimated replacement cost is for budgeting purposes only. A formal proposal is available upon request

Estimated Repair Costs: \$300.00

Estimated Replacement Costs: \$2,500.00

Beebe Building  
5959 Beebe Avenue  
Warren, MI 48092

Summary

Section: Section 3  
Size: 100  
Overall Grade: C  
  
Inspection Date: 10/17/2022  
Inspector: Bob Jones



3 - Section 3 (100 Sq Ft ) Grade C

Deficiency	Qty	Emergency	Remedial	Replacement
General Maintenance	1 EA	\$300.00		
Full Replacement	100 Sq Ft			\$2,500.00
Total		\$300.00	\$0.00	\$2,500.00



Budget Matrix  
 Beebe Building  
 Warren, MI  
 3510Sq Ft

## Overall Grade

A = 10 Years or more of service life remaining  
 B = 8-10 Years of service life remaining  
 C = 5-7 Years of service life remaining  
 D = 2-4 Years of service life remaining  
 F = Less than 1 Year of service life remaining



		Emergency	Remedial	Replacement
<b>1 - Section 1 (2,900 Sq Ft) Grade C</b>				
<b>Projected Replacement: 2027</b>				
<b>Deficiency</b>	<b>Qty</b>			
Open Field Seams	300 LF	\$0.00		
Failing Penetration Flashing	1 EA	\$0.00		
Open Flashing	1 EA	\$0.00		
Failing Penetration Flashing	3 EA	\$0.00		
Deteriorated Membrane	400 Sq Ft	\$0.00		
All Repairs Performed (EMERGEN...	1 EA	\$4,935.00		
Full Replacement	2,900 Sq Ft			\$51,000.00
<b>Total</b>		<b>\$4,935.00</b>	<b>\$0.00</b>	<b>\$51,000.00</b>
<b>2 - Section 2 (510 Sq Ft) Grade C</b>				
<b>Projected Replacement: 2027</b>				
<b>Deficiency</b>	<b>Qty</b>			
Metal Edge Flashing Open	30 LF	\$0.00		
Deteriorated Brick/Tuck-point	1 EA	\$0.00		
All Repairs Performed (EMERGEN...	1 EA	\$625.00		
Full Replacement	510 Sq Ft			\$10,500.00
<b>Total</b>		<b>\$625.00</b>	<b>\$0.00</b>	<b>\$10,500.00</b>
<b>3 - Section 3 (100 Sq Ft) Grade C</b>				
<b>Projected Replacement: 2027</b>				
<b>Deficiency</b>	<b>Qty</b>			
General Maintenance	1 EA	\$300.00		
Full Replacement	100 Sq Ft			\$2,500.00
<b>Total</b>		<b>\$300.00</b>	<b>\$0.00</b>	<b>\$2,500.00</b>
<b>Budget Totals</b>		<b>\$5,860.00</b>	<b>\$0.00</b>	<b>\$64,000.00</b>

Schena Roofing & Sheet Metal  
 28299 Kehrigh Drive Chesterfield, MI 48047  
 City of Warren  
 Purchasing Department  
 Warren, MI 48093



PROPERTY:  
 Beebe Building  
 5959 Beebe Avenue  
 Warren, MI



### 1 - Section 1 (2,900 Sq Ft) Grade C Projected Replacement: 2027

Deficiency	Qty	Emergency	Remedial
Open Field Seams	300 LF	\$0.00	\$0.0
Failing Penetration Flashing	1 EA	\$0.00	\$0.0
Open Flashing	1 EA	\$0.00	\$0.0
Failing Penetration Flashing	3 EA	\$0.00	\$0.0
Deteriorated Membrane	400 Sq Ft	\$0.00	\$0.0
All Repairs Performed (EMERGENCY)	1 EA	\$4,935.00	\$0.0
Total		\$4,935.00	\$0.00

### 2 - Section 2 (510 Sq Ft) Grade C Projected Replacement: 2027

Deficiency	Qty	Emergency	Remedial
Metal Edge Flashing Open	30 LF	\$0.00	\$0.0
Deteriorated Brick/Tuck-point	1 EA	\$0.00	\$0.0
All Repairs Performed (EMERGENCY)	1 EA	\$625.00	\$0.0
Total		\$625.00	\$0.00



**3 - Section 3 (100 Sq Ft) Grade C Projected Replacement: 2027**

Deficiency	Qty	Emergency	Remedial
General Maintenance	1 EA	\$300.00	\$0.0
Total		\$300.00	\$0.00

DESCRIPTION	AMOUNT
<input type="checkbox"/> Emergency	\$5,860.00
<input type="checkbox"/> Remedial	\$0.00

**PAYMENT TERMS**

**PAYMENT DUE WITHIN 15 DAYS OF INVOICE DATE \* WE ACCEPT ALL MAJOR CREDIT CARDS \***

**AUTHORIZATION TO PROCEED**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ \$ \_\_\_\_\_

Printed Name: \_\_\_\_\_ PO # \_\_\_\_\_

Schena Roofing & Sheet Metal Co., Inc. ("Schena") and the customer identified in the Proposal ("Customer"), collectively referred to as "Parties," agree to the following terms and conditions to this agreement ("Agreement"):

1. **Standard of Care:** Schena represents and warrants that it will perform all work in a workmanlike manner in accordance with standard practices. Customer agrees and acknowledges that wrinkling is a normal condition which may occur with new installation of mechanically attached single-ply membranes, and that most wrinkles will dissipate within the first year of installation. Schena is not liable for any oil canning conditions in sheet-metal installations. Unless excluded in Schena's Proposal, and pursuant to Schena Roofing Warranty Provisions, Schena provides Customer a two-year warranty on workmanship for roof replacements or a one-year warranty on workmanship for service work, BUT EXPRESSLY DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OF IMPLIED IN NATURE, INCLUDING ANY WARRANTY OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. All warranty claims must be submitted to Schena within that respective one-year or two-year period, or is waived. Schena assigns to Customer any warranties furnished by material manufacturers to the extent Schena is permitted to assign such warranties.
2. **Scope of Work:** Schena's scope of work is fully set forth in its Proposal, and will be performed within a reasonable amount of time. Should Schena perform any extra work, should there be any changes to the work, and/or should there be a differing site condition (including unanticipated concealed conditions or conditions of an unusual nature), Schena shall be entitled to an equitable adjustment to the contract sum and time.
3. **Payments:** Customer agrees to pay Schena in full within 15 days of receiving an invoice for the work, unless otherwise agreed to in writing in Schena's proposal. Late payments shall be subject to a time-price differential of 1.5% per month. Should Schena have to initiate any action to collect overdue payments from Customer, Schena shall be entitled to recover from Customer all collection costs and fees, including attorney fees.
4. **Insurance:** Schena represents that it maintains commercial general liability insurance and workers' compensation insurance. Customer shall maintain property insurance, including coverage for fire, tornado, and other necessary insurance. Should any damages be covered by Customer's property insurance, Customer waives any rights to subrogation against Schena.
5. **Governing Law and Forum:** This Agreement shall be interpreted under and governed by Michigan law. Customer hereby waives any claim against Schena in any way related to mold, and agrees that Customer's sole rights against Schena for defective work, including any breach of warranty, is for Schena to cure its defective work within a

reasonable amount of time. Any dispute between the Parties shall exclusively be in state court in Michigan. The Parties agree that any claims Customer has against Schena, whether in contract, warranty, tort, or otherwise, shall be filed in the proper court no later than two years after Schena completes its work on the project, otherwise such claims are hereby waived.

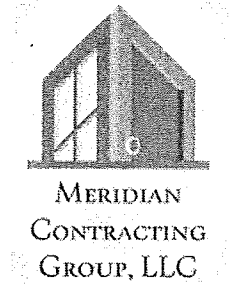
6. Representations: Prior to roof installation, Schena will visually inspect the surface of the roof deck for obvious visual defects, but is not obligated to perform any further inspections. Schena is not responsible for any structural deficiency, quality of construction of others (including compliance with FMG criteria), undulations, fastening, or moisture content of the roof deck or other trades' work design. Schena is not responsible for condensation, moisture migration from the building interior or other building components, location or size of roof drains, or adequacy of drainage or ponding on the roof due to structural conditions. Customer represents and warrants that structures on which Schena is to work are in sound condition and capable of withstanding roofing construction, equipment, and operations. Customer further represents that it is aware that roofing products emit fumes, vapors, and odors during the application process, and Customer shall take all necessary action to protect any person from these emissions.

7. Force Majeure: Schena shall have no liability for failure or delay in performing obligations set forth in this Agreement, and Schena shall not be deemed in breach if such failure or delay is due to natural disasters, strike, lockout, or other industrial or transportation disturbances, law, regulation or ordinance, or any causes beyond the reasonable control of Schena.

8. Indemnity: Customer shall defend and indemnify Schena for any claim, liability, damages, losses, or expenses arising in any way out of Customer's negligence, fault, or breach of contract duties.

9. Integration: This Agreement constitutes the entire agreement between the parties and supersedes any and all other agreements, either oral or written with respect to the subject matter hereof.

Meridian Contracting Group, LLC  
6149 Trilside Dr  
Washington, MI 48094  
pete@meridiangroup1.com



## Estimate

### ADDRESS

City of Warren  
Attn: Dave Muzarelli  
One City Square, Suite 425  
Warren, MI 48093

ESTIMATE # 228

DATE 10/14/2022

EXPIRATION DATE 11/30/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	24 Paint	Painting- Painting work to exterior to 5959 Beebe Ave.  Power wash exterior block and brick area to be painted. scrape areas with loose paint. Spot prime bare areas and apply two coats of Sherwin Williams SuperPaint in color of owners choice.  Carefully scrape loose paint form entry doors as not to damage wood any further. Prime and paint doors in Sherwin Williams Superpaint in owners color choice.  Scrape and prep steel garage door and door frame and steel window angle irons. Spot prime and paint door and framed window angle irons with two coats Sherwin Williams DTM commercial exterior paint. Owner to choose color.  replace rotted wood around wall mounted window air conditioning unit. prime and paint with two coats of Sherwin Williams Super Paint.	1	8,850.00	8,850.00

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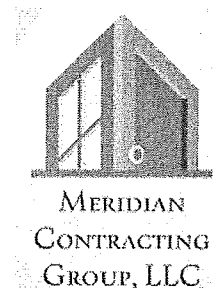
TOTAL

**\$8,850.00**

Accepted By

Accepted Date

Meridian Contracting Group, LLC  
6149 Trailside Dr  
Washington, MI 48094  
pete@meridiangroup1.com



## Estimate

### ADDRESS

City of Warren  
Attn: Dave Muzzareli  
One City Square, Suite 425  
Warren, MI 48093

ESTIMATE # 229

DATE 10/17/2022

EXPIRATION DATE 11/30/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	19 Ceilings & Cover	Ceilings & Coverings- Remove existing, range hood to roof deck in Historical Commision kitchen section of 5959 Beebe Ave. Install 1/2 inch drywall on suspended grid with enough drop to allow for existing lighting electrical drops through at existing locations. Install new surface mount led fixtures onto new drywall ceiling. Tape, mud and sand newly installed drywall. Prime and paint new ceiling only.	1	14,989.00	14,989.00

TOTAL

**\$14,989.00**

Accepted By

Accepted Date

Meridian Contracting Group, LLC  
6149 Trailside Dr  
Washington, MI 48094  
pete@meridiangroup1.com



## Estimate

### ADDRESS

City of Warren  
Attn: Dave Muzzarelli  
One City Square, Suite 425  
Warren, MI 48093

ESTIMATE # 232

DATE 10/20/2022

EXPIRATION DATE 11/30/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	13 Windows & Trim	Windows & Trim	1	18,989.00	18,989.00
		Remove and Replace windows on building located at 5959 Beebe Ave. Warren, MI 48092			
		Replace windows with Andersen 100 composite windows in black. Grids between the glass(external grids optional).  window count. 1- 30"x60" Double Hung 1- 84"x60" Pitcher Window 7- 65"x 48" Slider 2-30"x 18" Fixed Pitcher 1-36"x60" Double Hung.			
		Total of 12. Installed labor and material			

TOTAL

**\$18,989.00**

Accepted By

Accepted Date



October 26, 2022

City of Warren Engineering Division  
One City Square  
Suite 300  
Warren, Michigan 48093

Attn: Tina Gapshe, P.E., City Engineer

Re: City Buildings ADA Compliance Improvements  
Design, Bidding and Construction Administration Proposal

HRC Job No. 20210787

Dear Ms. Gapshe:

As requested, we are providing a proposal to provide Design, Bidding and Construction Administration for the necessary ADA Building improvements for the City of Warren municipal buildings. The buildings in this scope are as follows:

- Police Headquarters - 29900 Civic Center
- 37<sup>th</sup> District Court - 8300 Common (new bldg. is not scheduled until 2024-2025?)
- Sanitation - 25601 Flanders
- DPW - 12801 Stephens
- Water Division - 12821 Stevens
- City Hall - One City Square
- Warren Community Center - 5460 Arden
- Owen Jax Recreation - 8207 E. Nine Mile

HRC provided the original ADA assessments at each of the aforementioned buildings, and from those reports, the City has created a master list of improvements that breaks down work tasks into:

1. Needs To Be Bid Out (*Included in this Work Scope*)
2. Need More Clarification (*Some Items May be Included in this Work Scope*)
3. Can Be Done In-House but May Be Cheaper to Contract Out (*Some Items May be Included in this Work Scope*)
4. Can Be Done In-House but Funds Needed for Materials
5. Can Be Done In-House
6. Completed Tasks
7. No Action Needed

Given that the exact work scope is undefined at this time, we have prepared this proposal to include several Phases to accomplish the work. HRC will assist with initial planning, to prepare contract documents, and to provide bid assistance & construction administration for improvements to the building and site for the following items:

**Phase 1, Initial Planning:**

- Review site/building conditions and existing drawings to determine specific remedies to the identified ADA deficiencies from HRC's ADA Assessment reports for the (8) aforementioned buildings. Includes all items on "Needs To Be Bid Out" list (attached for reference).
- Identify which items from the "Need More Clarification" and "Can Be Done In-House but May Be Cheaper to Contract Out" lists (attached for reference).
- Provide preliminary construction cost estimates for budgetary planning and scheduling purposes.
- Provide phasing plan for proposed improvements.

**Phase 2, Construction Documents:**

- Perform Site Visit to review conditions and obtain photo documentation to use as reference information in preparing bid documents.
- Provide schematic plan sketches to Owner via email (.pdf version) for review and comment. Hold Owner Review Meeting at 75% level of design completion.
- Provide Engineer's Opinion of Probable Construction Cost for the proposed work scope.
- Prepare Contract Documents for competitive bidding through Bidnetdirect.com (front end documents to be prepared by the City's Purchasing Department)
  - Plans and Details
  - Material Specifications
  - Proposal Form
- Submit Contract Documents for permitting with the City of Warren. Application fees to be paid by the City or Contractor as applicable.

**Phase 3, Bidding Assistance:**

- Attend bid walk-thru.
- Respond to bidding questions; issue Addenda as required.
- Review bidder proposals, provide bid tabulation and recommendation of award letter.

**Phase 4, Construction Administration:**

- Attend Pre-Construction Meeting
- Perform periodic site visits to review construction conditions.
- Review and respond to RFI's and Change Orders
- Pay Application Reviews
- Perform Final Inspection Walkthrough and Punch List

**Phase 5, Shop Drawing Review Phase:**

- Review and comment on shop drawings & submittals

**Clarifications:**

HRC includes this section so as to clarify the expectations both for the Owner and HRC.

- It is presumed that the work on each of Phases 2-6 will be authorized and worked on separately. There may be several Design/Construction projects done over several years to accommodate City budgeting and schedule requirements.
- Existing drawings of the building, if provided by the City, will be utilized as backgrounds for the project, along with photographs and field measurements taken during our site visits.
- On behalf of the City, HRC will provide sealed plans for permitting and apply for a Building Permit. Contractor would be responsible to pay fees, if necessary.
- It is presumed that the Phase 1 work on this project will be completed in the City's 2022 fiscal year.
- It is presumed that the Owner will supply an appropriate escort to provide access to all spaces within the buildings.
- Project Construction Observation services have not been included in this scope but we would be happy to provide these as an additional service.

**Fee**

Given the nature of the work as preliminary (and not directly tied to construction), we estimate the Phase 1 work will take approximately **54** hours of staff time to perform the tasks as listed. Further, the estimated budgetary cost to complete Phase 1 will not exceed **\$7,123.68** without prior authorization.



In accordance with our Engineering Services Agreement, our percentage fees for Design and Construction Administration on Phases 2-5 will be based on the Final Construction Cost of the project(s). As a general reference point, HRC's contract %'s for an applicable range of construction costs are as follows:

Construction Cost	Design + Const. Admin. %	Fee
\$1,000,000.00	7.4%	\$ 74,000.00
\$2,000,000.00	6.0%	\$120,000.00
\$5,000,000.00	5.15%	\$257,500.00

Invoices for these services will be provided monthly as the work is completed.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Michael C. MacDonald, P.E.  
Vice President



Adrianna M. Melchior, AIA, LEED AP  
Associate

MCM/amm  
Attachment: Phase 1 Hours Chart; Improvements Task Lists

pc: HRC; File, S. Conigliaro

Your approval, as indicated by your signature below, will constitute an agreement between us for the above services.

Accepted By:  
CITY OF WARREN

Signature: \_\_\_\_\_

Written Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

City of Warren - Multiple Buildings  
Task Description: Initial Planning City Buildings ADA Improvements

Description	Firm Principal	Associate P.M. (Architectural)	Graduate Engineer (Electrical)	Graduate Engineer (Architectural)	Staff Engineer (Site Civil)	Senior Engineer (HVAC)	Fee Subtotals
All Buildings	\$148.81	\$131.92	\$89.71	\$89.71	\$89.71	\$131.92	\$7,123.68
1 Administration; Review Exist. Dwgs.		4					
2 Finalize HRC Task List from (3) Lists		8					
2 Determine Specific Solutions to Task List Items		24					
3 Cost Estimates for Improvements for Budgeting and Phasing		10					
4 Phasing Plan for Improvements		8					
5							
Task Totals	0	54	0	0	0	0	

PERSONNEL	HOURS	RATE	TOTAL
Partner - M.M.	0	No Charge	\$ -
Department Head (Architectural) - A.M.	54	\$131.92	\$ 7,123.68
Graduate Engineer (Electrical) -	0	\$89.71	\$ -
Graduate Engineer (Architectural) -	0	\$89.71	\$ -
Staff Engineer (Site/Civil) -	0	\$89.71	\$ -
Senior Engineer (HVAC) -	0	\$131.92	\$ -
TOTAL DIRECT HOURS	54		

Total Fee \$ 7,123.68

Assumptions  
Initial Planning work will be completed in 2022  
Design/Construction Fees & Permits not included

## **YELLOW = NEEDS TO BE BID OUT**

### **CITY HALL**

#### Priority 1 – Accessible Approach & Entrances

1. Door to Parking Garage from west elevator lobby – the landing on the parking garage side of the door exceeds the maximum slope requirement of 1/4" per foot. (406.4)
2. There is an approximately 2" height difference between sidewalk sections at the gate near the corner of the building for the outside patio at the library on the south side of the building – maximum height difference permitted is 1/2". (302.2)

### **LIBRARY**

#### Priority 2 – Access to Services

1. First Floor - The actual working surface of the self-checkout station across from the front desk is at 38" above floor. Accessible workstation surfaces are to be set between 28" and 34" above the floor. (902.3)
2. Third Floor - The designated ADA counter at the far south in a 2'-9" wide niche is too narrow. Minimum clear width for a side approach service counter is 36", and there must be a 48" wide clear path for a side approach to the counter. (904.4.1)
3. Fourth Floor - There is currently no designated ADA counter for the area to the south of the IT room – this would need to be added or provisions be made for accommodating handicap patrons visiting this department at other adjacent ADA counters. (904.4)

### **DPW**

#### Priority 2 – Access to Services

1. The reception service counter is at 40" above floor. Accessible counters are to be set at 36" maximum above the floor. (904.4)
2. All doors to Toilet Rooms are 2'-8" wide, instead of the required 3'-0" wide. (404.2.2)

#### Priority 3 – Toilet Rooms

1. There are no accessible toilet cubicles in any of the restrooms and toilets do not have grab bars. (604.3.1, 604.5.2 and 609.4)
2. The Men's Shower Area and Shower in the Director's Restroom (previously Women's Locker Room) have a 6" high curb separating them from the rest of the rooms they are in. (303.2, 608)
3. At the Women's Restroom and the Director's Restroom, the two doors in a series do not have the required 48" between the doors in their open position. The outer Director's Restroom door does not have the required 18" latch side clearance at the pull side of the door (404.2.6, 404.2.3)
4. At the Men's Restroom, the door to the room off the hallway does not have the required 54" clearance on the inside of the room at the privacy wall. (404.2.3)
5. The sink at the Director's Restroom does not have knee and toe clearance beneath the sink. (306)

6. At the Men's Restroom and Director's Restroom, the urinal controls are set at 55" +/-, which exceeds the required 48" above the floor. Only one of the urinals at the Men's Restroom is required to be accessible. (605.4)

#### Priority 4 – Additional Access

1. File storage for the Office is located on the mezzanine level. The stair up to the mezzanine level does not comply with accessibility requirements of the Michigan Building Code, Section 1009.
2. Drinking fountain spout at Staff Lounge is set at 42" above the floor – maximum height permitted is 36". (602.4)
3. Main Office kitchenette sink counter is at 36" above the floor – maximum height allowed is 34".

## WATER GARAGE

#### Priority 1 – Accessible Approach & Entrances

1. Slope of the walk leading up to the front Office entrance door exceeds the maximum required slope of 1" per foot. (403.3)
2. The east and west entrance doors both have a step up into the building and do not qualify as an accessible entrance. (303)
3. There is a 6" floor height difference between the Garage and the Office, so amenities in the Office are not accessible to the Garage and vice versa. (303)

#### Priority 2 – Access to Services

1. The reception service counter at the 1st Floor (main entrance) is at 38" above the floor and 44" above the floor at the 2nd Floor tenant space. Accessible counters are to be set at 36" maximum above the floor. (904.4)
2. The door next to the 1st floor reception area does not have the required latch side clearance on either side of the door. (404.2.3.2)
3. Elevator at Office does not have a tactile star at the 1st floor level hoistway jamb sign. (407.2.3.1)

#### Priority 3 – Toilet Rooms

1. There are no fully accessible toilet cubicles in the (6) multi-stall restrooms (in both the Office and Garage Locker Rooms). There is one stall in each of the (6) restrooms that is 3'-6" +/- wide and has grab bars, but these do not have the required clearance around the toilet or the required 60" turning radius inside the cubicle. (604.3.1, 604.5.2 and 609.4)
2. The (4) shower rooms off of the main Office restrooms and the (5) showers at the Men's and Women's Garage Locker Rooms all have a 4" high curb. Also, the main Office shower rooms and the Women's Garage Locker shower cubicle are 3'-4" +/- wide and so do not have the required turning radius inside the spaces. None of the showers have compliant shower controls, seats, or grab bars. (303.2, 603.2.1, 608)
3. At the main Men's and Women's Restrooms at the 2nd Floor Office, the doors to the rooms off the hallway do not have the required 54" clearance on the inside of the room at the privacy walls. (404.2.3.2)

4. The vestibules leading into the Women's and Men's Garage Locker rooms are 48" wide, so do not have the required 60" turning radius inside the spaces. Also, the two doors leading to the Garage from these vestibules does not meet door latch side clearance requirements (54" clear depth required at doors with closers). (304.3, 404.2.3.2)
5. There are thumb turn locks at the (2) single occupant toilet rooms on the 1st Floor at the Office – locking devices that require tight pinching or twisting of the wrist are not permitted. (404.2.6)
6. The two single occupant toilet rooms at the 2nd Floor Office do not qualify as accessible. Clearances around fixtures and at the door, knee/toe clearance at the sinks and turning radius inside the room do not meet requirements. (304, 306, 604.3)

#### Priority 4 – Additional Access

1. File storage for the Office and City's Legal Department is located on the Garage mezzanine level inside a gated fence enclosure. There are two stairs up to this level, neither of which comply with accessibility requirements of the Michigan Building Code, Section 1009. Also, there is an old washing machine in front of the cage gate.
2. The mezzanine accessed from the Office has a floor level that is a step down from the Office 2nd Floor Level. Also, there is partial plywood loosely laid over the grating floor, so the floor surfaces there are not firm and stable. (302.1, 303.2)
3. All of the Office and Garage kitchenette sink counters are at 36" above the floor (typical of 4 locations) – maximum height allowed is 34". (804.4, 308.3.2)

## COMMUNITY CENTER

#### Priority 1 – Accessible Approach & Entrances

1. West Entrance - Slope of the sidewalk adjacent to the parking lot that leads up to the exit doors off the Auditorium exceeds the maximum required slope of 1" per foot at the bottom (1.75"/ft). (403.3)
2. South Main Entrance - Slope of the sidewalk adjacent to the parking lot that leads up to both the main entrance doors and the doors to the Gym entrance slightly exceeds the maximum required slope of 1" per foot at the bottom (1.125"/ft). (403.3)
3. Access to Site Amenities - There are accessible elements at the outdoor play structure to the south of the main parking lot, but no accessible paved path to reach it from the parking lot. Also, the ground surface and edging at the play structure areas are pea gravel with timber ties that project above the ground which do not comply as accessible paths. (502.3, 302.1)

#### Priority 2 – Access to Services

1. Pool (Area 100) - The hot tub does not have a permanent accessible means of entry. An accessible transfer wall is required to be 16"-19" tall and 12"-16" wide, with grab bars mounted to the top of the wall. The existing hot tub enclosure wall is 14" high and 25" wide, with no grab bars. (1109)
2. Pool (Area 100) - The route from the Staff Lockers to the Pool did not have 36" clear width – relocate laundry and equipment bins impeding clearance. (403)



3. Pool (Area 100) - The reception service counters at the Exercise Room and Child Care Room are set at 42" above floor. Accessible counters are to be set at 36" maximum above the floor. (904.4)
4. Northwest Hallway (Area 200/300) - The slope of the main aisles leading from the entry level to the front of the theater exceed the 1:20 slope requirements, so the aisles do not comply as an accessible walking path. Slope also exceed the 1:12 requirements of an accessible ramp, in addition to not having handrails at both sides. (403, 802)
5. Northwest Hallway (Area 200/300) - The stage is accessed via (2) sets of stairs at the seating area which are not accessible – an accessible path to the stage is available through the back-of-house area adjacent. If programs are staged in the theater that require audience members to get on stage, an accessible path should be created from the seating area to the stage. (303, 402.2)
6. Northwest Hallway (Area 200/300) - There is an abandoned reception desk in the main corridor (near the pool locker room entrances) with a guest ledge at 37" – if this desk will be reinstated for use at some point in the future, it would need to have an accessible work surface at 28"-34" above the floor and service counter at 36" maximum. (902.4, 904.3)
7. Library (Area 400) - The actual working surface of the self-checkout station to the left of the front desk is at 38" above floor. Accessible workstation surfaces are to be set between 28" and 34" above the floor. (902.4)
8. North Hallway (Area 500) – 1st & 2nd Floors - The reception service counter at the Parks & Rec office at the 2nd floor is at 42" above floor. Accessible service counters are to be set at 36" maximum above the floor. (904.3)
9. TV Station (Area 500) - The reception service counter at the open Work Room is at 42" above floor. Accessible service counters are to be set at 36" maximum above the floor. (904.3)
10. TV Station (Area 500) - There are several stage setups at the west Studio space that are raised on bases that are a step up from the room floor level. (303)
11. South (Main Entry) Hallway (Area 800) - The two Courtyard areas were covered with snow at the time of the site visit so accessible paths were not able to be reviewed in-depth for compliance. However, it was observed that there is no accessible path (paved flat and level) to the bocci ball courts. (303, 403)

### Priority 3 – Toilet Rooms

1. Pool (Area 100) - The interiors of the vestibules that lead from the main hallway to the Men's and Women's Locker Rooms do not have the required 60" turning radius. Also, the two inner doors do not have the required latch side clearance at the pull side of the doors. (404.2.6, 404.2.3)
2. Pool (Area 100) - The apparent ADA shower stalls at the Men's and Women's Locker Rooms 40" and 42" wide respectively, and 40" deep, which do not comply with accessible shower size requirements (36"x36" max. or 30"x60" min.) and do not have the required 30"x48" clearance on the shower controls. These stalls were not labeled as ADA compliant. The shower at the Staff Locker room also does not meet the size requirements for an ADA shower stall, and the shower head was mounted above the required height of 48". (608, 703, 608.5)
3. Pool (Area 100) - The benches in front of the lockers at both the Women's and Men's Locker Rooms impede knee clearance for either front or side approaches to the lockers, therefore there

- are no accessible lockers. (308) Also, accessible benches are to be 20"-24" deep, and 17"-19" above the floor – the locker benches are 16" deep and 15" off the floor, so do not comply. (903)
4. Pool (Area 100) - Steam Room benches are 16" wide (20"-24" required) and 18" above the floor. Sauna Room benches are 24" deep and 18" above the floor, so these comply. (903)
  5. Northwest Hallway (Area 200/300) - At the Men's and Women's Restrooms, the (4) doors do not have the required 12" latch side clearance at the push side of the door. (404.2.3)
  6. North Hallway (Area 500) – 1st & 2nd Floors - At each of the (4) multi-stall toilet rooms at the 1st and 2nd floors, there is a radiant heater installed at the base of the exterior wall in the ADA toilet stall that impedes the required clearance around the toilets. (604.3)
  7. North Hallway (Area 500) – At the (4) Restrooms (two at 1st floor and two at 2nd floor), the (8) doors do not have the required 12" latch side clearance at the push side of the door. (404.2.3)

#### Priority 4 – Additional Access

1. North Hallway (Area 500) – 1st & 2nd Floors - All the kitchenette type sink counters are at 36" above the floor (1st floor Meeting, Craft Room, Billiards, 2nd floor Parks & Rec Kitchen and Meeting rooms, 2nd floor general Meeting Rooms, and Council offices) – maximum height allowed is 34". (804.4, 308.3.2)
2. North Hallway (Area 500) – 1st & 2nd Floors - The recessed drinking fountain niche at the restrooms is 24" wide – 30" width required. (602.2)
3. TV Station (Area 500) - The kitchenette type sink counters in the Conference Room and across from the studio vestibule are at 36" above the floor – maximum height allowed is 34". (804.4, 308.3.2)
4. East Hallway (Area 600/700) - The kitchenette type sink counter in the Cafeteria is at 36" above the floor – maximum height allowed is 34". (804.4, 308.3.2)

## SANITATION

#### Priority 1 – Accessible Approach & Entrances

1. The Main entrance has a ~6" step up to the door from the sidewalk and the sidewalks leading up to it either exceed the maximum 1:20 slope or have large gaps between paving surfaces making it uneven, so there is no accessible path from street parking on Flanders Ave. to the main entrance. Also, the front vestibule is too small to permit the required latch side clearances and distance between doors to comply with ADA requirements. (303, 402, 403, 404.2.3.2, 404.2.5, 502)

#### Priority 2 – Access to Services

1. There is a ~6" step down at the door leading from the Kitchen into the Garage and the south door leading from the Office into the Garage. (303)
2. The doors to the (3) single occupant Toilet Rooms are 2'-8" wide, instead of the required 3'-0" wide. (404.2.2)

#### Priority 3 – Toilet Rooms

1. There are no fully accessible toilet in any of the restrooms; toilets at all locations (except for the toilet at the garage addition) do not have grab bars. There is also no room inside the

- existing(3) Main Office single occupant toilet rooms to make fixtures compliant or to have the required 60" clear turning space. (304.3, 604.3.1, 604.5.2 and 609.4)
- 2. There is no separate Women's Locker Room or Shower Area.
- 3. At the Men's Restroom, the urinal controls are set at 52" +/-, which exceeds the required 48" above the floor. Only one of the urinals at the Men's Restroom is required to be accessible. (605.4)
- 4. Mirrors over the lavatories at all restrooms (except the toilet room at the garage addition) exceed the maximum 40" above the floor (+/- 54"). (603.3)
- 5. There is no accessible bench in the Men's Locker Room. (903)

#### Priority 4 – Additional Access

- 1. The stair up to the mezzanine level in the garage addition does not comply with accessibility requirements of the Michigan Building Code, Section 1009. This stair also does not have guardrails or handrails.
- 2. Drinking fountain spout at Lounge is set at 41" above the floor—maximum height permitted is 36". (602.4)
- 3. Main Office kitchenette sink counter is at 36" above the floor—maximum height allowed is 34". Also, the paper towel dispenser is set at 57" to the bottom, which exceeds the 48" height requirement. (804.4, 308.3.2)

## OWENS JAX REC CENTER

#### Priority 1 – Accessible Approach & Entrances

- 1. Slope of the sidewalk adjacent to the parking lot that leads up to the main entrance off the parking lot exceeds the maximum required slope of 1" per foot (1-1/8"/ft). (403.3) Also, the landing outside the main entry doors exceeds the maximum slope of 1/4" per foot (3/8"/ft.). (305.2)
- 2. The exterior door at the east Garage Addition is 30" wide and does not have the required 32" clear width for access.
- 3. All of the entrance doors at grade are at the halfway point between the Upper and Lower Levels of the building. None of the doors provides direct access to the Upper or Lower Level—either the stairs or elevator must be used to access both levels

#### Priority 2 – Access to Services

- 1. The elevator is a Limited Use Limited Application (LULA) Type but is not compliant with ADA standards. The interior cab dimensions do not meet minimum size requirements and the door clear width does not meet the minimum 32" clear requirement. And a key is required for use. (408.4.1)
- 2. The coat room service counter at the Lower Level is at 44" above floor and the Office greeting counter at the Upper Level is 39" above floor. Accessible service counters are to be set at 36" maximum above the floor. (904.3)
- 3. Most of the doors for ancillary spaces (Mechanical Room, Storage Room, etc.) are 30" wide, and do not have the required 32" clear width for access. (404.2.2)

### Priority 3 – Toilet Rooms

1. There are no fully accessible toilet cubicles in any of the(3)restrooms. There is one stall in each of the(2)Lower Level restrooms that is 3'-6"+/-wide and has horizontal grab bars, but these do not have the required clearance around the toilet or the required 60" turning radius inside the cubicle. The Office toilet room also does not have the required clear space around the toilet. (604.3.1, 604.5.2 and 609.4)

### Priority 4 – Additional Access

1. Kitchen sink counter is at 36.75" above the floor—maximum height allowed is 34". (804.4)
2. The light switch inside the coatroom at the Lower Level is set at 61" above the floor. The thermostat at the Lower Level Multipurpose room is set at 62" above the floor. Maximum height allowed for both is 48". (308.3)

## POLICE DEPARTMENT

### Priority 1 – Accessible Approach & Entrances

1. East (ADA) Entrance - There is a ramp leading from the east parking lot up the Police building. Slope of the ramp slightly exceeds the maximum required slope of 1" per foot at the top section only (1.125"/ft). There is an accessible path at the curb ramp that leads from the parking lot to the sidewalk & entrance ramp—there are two landings that exceed the maximum cross slope of 1/4" per foot, and there is a 1" lip at the west edge of the first landing.(403.3, 406.7)

### Priority 2 – Access to Services

1. Basement - There is currently a step up from the Sally Port floor to the floor of the hallway where the west elevator is located (prisoners are transported along this route). And there is excessively sloped concrete at the entry to the east elevator. Height changes at accessible walking paths is limited to 1/2". (302)
2. First Floor – The Main service counter at the Entry Area is higher than therequired36" maximum above the floor. (904.4)
3. Second Floor - The service counters at Guns, Records, Special Investigations and Family are all set at 42" above the floor. Accessible service counters are to be a maximum of36"above the floor. Any counters where transactions are handled would need to be accessible. (904.4)
4. Third Floor - The property counter at the Control Room for the Jail is at 42" above floor and the turntable is at 50" above the floor. Accessible service counters are to be set at 36" maximum above the floor. (904.3)

### Priority 3 – Toilet Rooms

1. First Floor – The Men's and Women's public toilet rooms (off the Lobby)are not fully accessible— toilet cubicles are~42"wide so do not have the required clearances, there are no rear grab bars behind toilets, and paper towel dispensers are set at ~52" above the floor. (304.3,604.3.1, 604.5.2 and 609.4)
2. First Floor - The door to the Women's public toilet room (off the Lobby) does not have the required 18" latch side clearance on the pull side of the door. (404.2.3)



3. Second Floor - All (3) sets of both Men's and Women's restrooms do not have the required 54" clear depth or 18" clear width at the pull side of the room doors. (404.2.3)
4. Second Floor - All (3) sets of both Men's and Women's restrooms are not fully accessible—designated handicap toilet cubicles vary from 41" to 44" wide so do not have the required clearances, and do not have rear grab bars behind toilets.(304.3,604.3.1, 604.5.2 and 609.4)

#### Priority 4 – Additional Access

1. First Floor – Drinking fountain spout at Main Lobby is set at 38" above the floor—maximum height permitted is 36".Also,this fixture is set with the center at 12" off of the right wall adjacent so it does not have the required 30"x48" clear floor access space centered on the fixture.(602.4, 602.2)
2. Second Floor - Spout of drinking fountain (near southeast restrooms) is set at 46" above the floor—maximum height permitted is 36". (602.4)
3. All Areas - All the kitchenette type sink counters are at 36" above the floor (1<sup>st</sup> floor Break Room and Conference Room, 2<sup>nd</sup> floor Record's, Administration Suite and Detective Bureau)—maximum height allowed for accessible sink counters is 34". (804.4, 308.3.2)

## 37<sup>TH</sup> DISTRICT COURT

#### Priority 1 – Accessible Approach & Entrances

1. At the east side of the building, there is a row of designated ADA accessible parking spaces for public use, however, the only accessible entrance in on the west side of the building. There are currently (7) ADA spaces total delineated, none of which are van accessible. All but one of the ADA spaces have the required signage to indicate they are handicap accessible. One van accessible space (8' wide with 8' aisle adjacent or 11' wide with 5' aisle adjacent) is required. (502.2, 502.4, 502.6)
2. There is a sloped sidewalk leading from the parking garage (south of the building) to the main entrance of the Court building. Slope of the walkway exceeds a slope of 6/10" per foot at several sections, therefore it would be considered a ramp. Ramps are required to have handrails at both sides—these ramps only have handrail at one side. Additionally, the south section of ramp would need to have a flat landing at a maximum of 30" rise, there are no landings at this section of the sidewalk. (403.3, 405.2, 405.7, 405.8)

#### Priority 2 – Access to Services

1. Lower Level - The Main service counter at the entry to the Civil Area is 41" above the floor, and the service counter at the Probation Office Area is at 43" above the floor. Maximum height for accessible service counters is 36" above the floor.(904.4)
2. Main Level – The Main service counter next to the elevator is 44" above the floor. Maximum height for accessible service counters is 36" above the floor.(904.4)
3. All Levels - Elevator #1 (Public Elevator)& Elevator #2 (Staff Only Elevator):
  - Call buttons are set between 50" and 52" above the floor. Existing elevator call buttons are permitted to be a maximum of 54" above the floor so these are acceptable. For reference though, new buttons are to be 48" maximum above the floor.(407.4.6, 407.4.7)

- There is no braille or raised lettering at text at buttons as required. And there are no hoistway signs as required.(407.4.7.1, 407.2.3.2)
- Emergency controls are not grouped at the bottom of the interior control panel as required.(407.4.6.4.2)
- There are no audible signals to indicate arrival or car level as required. (407.2.2)
- The emergency phone is located above the required height of 48". (407.4.10,308)
- Refer to general comments on signage for elevator sign requirements.

### Priority 3 – Toilet Rooms

4. Lower Level – The Men's and Women's toilet rooms (off the Lobby) are not fully accessible—these are for Court staff only, but still would need to be accessible. Toilet cubicles are 46-48" wide so do not have the required clearances, and there are no rear grab bars behind toilets. (304.3, 604.3.1, 604.5.2 and 609.4)
5. Lower Level – The toilet cubicles at the Men's and Women's Detention Rooms are not fully accessible—width of cubicles is ~36" wide so they do not have the required clearances, flush controls are mounted behind the sink, there are no grab bars, and sinks do not have knee and toe clearance. Should a disabled person be held in one of these spaces, there would need to be provisions made for accessing the appropriate toilet facilities outside of the Detention Area.
6. Main Level – The Men's and Women's toilet rooms (off the Lobby) are not fully accessible. Toilet cubicles are 47-48" wide so do not have the required clearances, and there are no rear grab bars behind toilets. (304.3, 604.3.1, 604.5.2 and 609.4)
7. Main Level – None of the Jury Restrooms are fully compliant—toilets do not have the required clearances or grab bars, flush handle is not on the open side of the fixture in half of the rooms, there is not enough space to accommodate the required turning radius inside the room, sink faucets have handles that require twisting of the wrist, and mirrors are installed higher than the maximum of 40". Paper towel dispensers in some rooms have been installed higher than the required 44" maximum at obstructed forward reach situations. Typical of (8) restrooms.(304.3, 604.3.1, 604.5, 604.6, 609.4, 309.4, and 308.2.2)
8. Main Level - None of the Judge's private restrooms are fully compliant—toilets do not have the required clearances, there is not enough space to accommodate the required turning radius inside the room, and mirrors are installed higher than the maximum of 40". Also, the showers have a curb at their entrance, do not have the required clear access space for the shower head, and do not meet the size requirements for either a roll-in or transfer type shower. Note: restrooms accessed through a private office and not for public use are not required to have grab bars, or knee/toe clearance at the sink. Typical of (4) restrooms.(604.3.1, 603.3, 608.2, 608.4, 608.6)
9. All Levels – The interiors of the vestibules that lead from the Lobby to the Women's Restrooms at both levels do not have the required 60" turning radius. And the inner and outer doors do not have the required 48" clear between them when in the open position. Also, the two inner doors do not have the required 12" latch side clearance at the push side of the doors and the two outer doors do not have the required 18" latch side clearance at the pull side of the doors. (404.2.6, 404.2.3, 404.2.5)
10. All Levels – The doors that lead from the Lobby into the main Men's Restrooms at both levels do not have the required 54" clearance depth at the pull side of the doors. (404.2.3)

#### Priority 4 – Additional Access

1. Lower Level – The overall height of the counters in the Detention Attorney/Client meeting rooms is 27" above the floor. And there is a 40" tall work counter in the Civil area adjacent to the front counter. Accessible work surface counters are to be set at a minimum of 28" and 34" maximum above the floor. (902.4)
2. Lower Level – The paperwork and file storage racks at the Civil area and at the Court Records Storage area have materials above 48" above the floor—it is presumed that staff members who have issues with reaching items on shelves above this are informed that they can request assistance from other staff members. (308)
3. Lower Level – Controls for the vending machine on the right in the lobby exceed the maximum 48" height requirement.(308.2)

**Red** = Bldg. Needs more clarification from HRC

## **LIBRARY**

### Priority 3 – Toilet Rooms

1. **First Floor - Toilet Room signs should be mounted directly at the latch side of the doors for both the Men's and Women's toilets off of the main room. ((703.4.2))**

## **SANITATION**

### Priority 1 – Accessible Approach & Entrances

1. **There are no striped parking spaces at the site. Handicap ADA Parking spaces have not been delineated at any of the parking areas. There are approximately 8 parking spaces utilized at the east side of the building which would require a minimum of(1) van accessible ADA space. There are approximately 16 parking spaces utilized at the southwest side of the building, which would require an additional (1) van accessible ADA parking space.(502)**
2. **At the east side entrance door, there is a ~6" step up from the parking lot surface to the sidewalk in front of the door. Also, the curb ramp at this sidewalk exceeds the maximum 1:12 slope to qualify as an accessible means of egress.(303,402, 403, 502)**
3. **The (2) exterior doors on the garage addition at the west and north sides both have an approximately 2"step from the paving up to finished floor at the doorways. (303**

### Priority 3 – Toilet Rooms

1. **The(2) showers at the Men's Locker Room have a 6" high curb separating them from the rest of the room. (303.2, 608)**
2. **There is no 60" clear turning space at the Men's Locker area. (304.3)**

## **37<sup>TH</sup> DISTRICT COURT**

### Priority 2 – Access to Services

1. **Main Level - In the file storage area of the Violations Bureau, there is only 23" clear width in front of the last row of storage shelves (adjacent to the stair). Minimum width of accessible routes is 36" clear. Also, the shelves terminate directly at the wall, and there is no turning space for a wheelchair.(403.5, 304.3)**
2. **Main Level - The two doors adjacent to the security check in area that lead to the court clerk's areas at Court Rooms#3 and #4 do not have the required latch side clearance on either side of the doors. (404.2.3)**
3. **Main Level - Courtrooms-typical for all (4) Courts**
  - **Judge's bench, clerk's station, court reporter's station and witness stand are all on raised platforms-these are all required to be on an accessible route in all Courts. Accessible routes have a maximum height change of 1/2" or have levels connected by ramps. There are ramps that connect portions of the platform to the main floor level at**

Courts #2 and #3, but they are too steep to comply as accessible ramps, and do not connect all levels of the platform.(402, 403and 405)

- A clear 36" wide path behind the aforementioned work stations is not maintained in all areas.(403.5)
- Although there is non-permanent chair inside the Jury boxes that can be relocated to make a space for a Juror in a wheelchair, there is not enough clear floor space to access the counter or a turning radius inside the Jury box. (305.3 and 304.3)
- Court #1 Only–there is an excessively sloped floor directly inside the doors to the room from the hallway. There is no flat landing at the doors, and the slope exceeds the maximum 1" per foot slope for ramps. And there are no handrails at this area, which are required at ramps. And there is also a step up into the adjacent Jury Room.(405.2, 405.7, and 405.8)



## Some Items May Be Included in HRC Scope

**Purple** = can be done in house but need further direction/may be cheaper to contract out

### COMMUNITY CENTER

#### Priority 1 – Accessible Approach & Entrances

1. West Entrance - There are 141 parking spaces, which requires a minimum number of (5) ADA spaces. There are currently (7) ADA spaces total in two different areas, one of which is van accessible. The van accessible space, and (2) of the regular ADA spaces do not have the required signage to indicate they are handicap accessible. (502.6)
2. South (Main) Entrance - There are 243 parking spaces, which requires a minimum number of (7) ADA spaces. There are currently (16) ADA spaces total, (4) of which are van accessible. Two of the regular spaces do not have the required signage to indicate they are handicap accessible. (502.6)
3. South (Main) Entrance - The small parking lot at the southeast entrance at the Gym area does not have access aisles specifically designated for the ADA parking spaces there. But there appears to be adequate space to fit aisles as the widths of the parking spaces vary between 10.75' and 16' wide. Also, the entire van accessible space is cross striped like an aisle for no parking which could be confusing to people unfamiliar with the facility. (502.2, 502.3, 502.4)
4. Northeast Entrance (TV Station) - There are 16 parking spaces, which requires a minimum number of (1) ADA spaces. There is currently (1) van accessible ADA space. Slope of the curb ramp at this space exceeds the maximum required slope of 1" per foot at the bottom (1.625"/ft.). (403.3)
5. North Parking at Arden Ave. - There are (2) signs for ADA street parking spaces on Arden Avenue. These spaces are not striped on the pavement to delineate. (502.3)

### OWENS JAX REC CENTER

#### Priority 1 – Accessible Approach & Entrances

1. There are 93 parking spaces, which requires a minimum number of (4) ADA spaces. There are currently (7) ADA spaces total in two different areas, one of which is van accessible. None of the ADA spaces have the required signage to indicate they are handicap accessible. (502.6)

### POLICE DEPARTMENT

#### Priority 1 – Accessible Approach & Entrances

East (ADA) Entrance - At the east side of the building, there is a parking lot for police employees, and a row of ADA accessible parking spaces for public use. There are currently (6) ADA spaces total delineated, none of which are van accessible. All the ADA spaces have the required signage to indicate they are handicap accessible. One van accessible space (8' wide with 8' aisle adjacent

or 11' wide with 5' aisle adjacent) is required. The access aisle that is furthest south at this parking bank is less than the required 5' clear width and it is not cross striped. (502.2, 502.4)

#### Priority 2 – Access to Services

1. All Areas – Most of the interior doors still have knob style door handles, not the required lever style. Knobs require tight grasping, pinching and/or twisting of the wrist. (404.2.7)

### **37<sup>TH</sup> DISTRICT COURT**

#### Priority 4 – Additional Access

1. Main Level - The kitchenette type sink counter at the Violation Bureau is at 36" above the floor—maximum height allowed for accessible sink counters is 34". (804.4, 308.3.2)

# **DARK GREEN = CAN BE DONE IN HOUSE BUT FUNDS NEEDED TO PURCHASE MATERIALS**

## **CITY HALL**

### **Priority 2 – Access to Services**

**First Floor - The required braille is not included on the permanent room sign for the Warren meeting room. (703.3)**

## **LIBRARY**

### **Priority 2 – Access to Services**

- 1. First Floor - The required braille is not included on the permanent room sign for the Warren meeting room. (703.3)**
- 2. Second Floor - The two tables for water bills and other forms on either side of the Cashier area are both at 42" above the floor. Accessible service counters are to be at a maximum of 36" above the floor. (904.4.1)**
- 3. Second Floor - The required braille is not included on the permanent room sign for the Township meeting room. (703.3)**
- 4. Third Floor - The required braille is not included on the permanent room sign for the Van Dyke meeting room. (703.3)**
- 5. Fourth Floor - The required braille is not included on the permanent room signs for the Baseline and Fitzgerald meeting rooms. (703.3)**
- 6. All Floors - Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)**

### **Priority 4 – Additional Access**

- 1. Fourth Floor - The public phone near the Fitzgerald meeting room is set with operable parts at 58" above floor – maximum height is 48". (307.2)**
- 2. All Floors - Storm Shelter Signs at Stairways – permanent signs are required to have raised visual characters of minimum 5/8" height and accompanying braille. (703)**

## **DPW**

### **Priority 1 – Accessible Approach & Entrances**

- 1. Handicap ADA Parking spaces have not been delineated at the Main Office Entrance. (208.2)**

### **Priority 2 – Access to Services**

- 1. All interior doors have knob style door handles, not the required lever style. Knobs require tight grasping, pinching and/or twisting of the wrist. (404.2.7)**

### **Priority 3 – Toilet Rooms**

1. **There are currently no compliant signs to delineate the restrooms – these should be installed with appropriate lettering and braille. (703)**

## **WATER GARAGE**

### **Priority 1 – Accessible Approach & Entrances**

1. **Handicap parking spaces and access aisles**

### **Priority 2 – Access to Services**

1. **A significant number of interior doors have knob style door handles, not the required lever style. Knobs require tight grasping, pinching and/or twisting of the wrist. (404.2.7)**

### **Priority 3 – Toilet Rooms**

1. **Restroom signs are either non-existent or are not compliant with ADA requirements for braille and mounting height – signs should be installed at all restrooms with appropriate lettering and braille and at correct mounting heights. (703)**

### **Priority 4 – Additional Access**

1. **Several of the fire extinguishers have been mounted with handles above 48" above the floor. (308.2)**

## **COMMUNITY CENTER**

### **Priority 2 – Access to Services**

1. **Pool (Area 100) - There is a permanent sign for "Refreshments" at the vending machine area – this should be accompanied by appropriate signage with raised lettering and braille. (703.2, 703.4)**
2. **Northwest Hallway (Area 200/300) - There is a permanent sign for the Historical Museum – this should be accompanied by appropriate signage with raised lettering and braille. (703.2, 703.4)**
3. **Library (Area 400) - There is currently no sign at walking height to delineate the Library – this should be installed with appropriate lettering and braille. (703.2, 703.4)**
4. **Library (Area 400) - The book stacks have materials above 48" above the floor – accessible signage should be provided to indicate that assistance for reaching materials on higher shelves can be requested from Library staff. (308)**
5. **North Hallway (Area 500) – 1st & 2nd Floors - Billiards Room dining tables exceed accessible dining surface height of between 28" and 34" above the floor. (902.4)**
6. **South (Main Entry) Hallway (Area 800) - Exterior doors leading to the two internal Courtyard spaces have thumb turn deadbolts. Locking devices that require tight pinching or twisting of the wrist are not permitted at doors on accessible routes. (404.2.6)**
7. **All Areas - Maximum height of the highest lettering at the building directory signs (all areas) should be set at 60" above the floor. Also, there is no braille at these signs, which would be required. (703.3, 703.4.1)**

8. **All Areas - The braille on all permanent room signs currently designates the room number, not the room name. Room names would also need to also be in braille. (703.3)**

#### Priority 3 – Toilet Rooms

1. **All Areas - None of the designated ADA toilets have the required vertical grab bar on the side wall. (604.5.1)**

#### Priority 4 – Additional Access

1. **Pool (Area 100) - The kitchenette type sink counter in the Party Room is at 36" above the floor – maximum height allowed is 34". (804.4, 308.3.2)**
  2. **Pool (Area 100) - The kitchenette type sink counter in the Day Care Room is at 36" above the floor – maximum height allowed is 34". (804.4, 308.3.2)**
  3. **Northwest Hallway (Area 200/300) - The kitchenette type sink counters in the large Conference Room and Historical Museum Work Room are at 36" above the floor – maximum height allowed is 34". (804.4, 308.3.2)**
  4. **Northwest Hallway (Area 200/300) - There are Dressing rooms at both the main and upper levels adjacent to the Auditorium. In order for the accessible 1st floor Dressing room to be considered equivalent to the 2nd floor rooms, an accessible sink and counter should be added to the 1st floor room.**
  5. **Library (Area 400) – The kitchenette sink counter at the Staff Room is at 36" above the floor – maximum height allowed is 34". (804.4)**
- All Areas - Storm Shelter Signs at all areas – permanent signs are required to have raised visual characters of minimum 5/8" height and accompanying braille. (703.2, 703.4)**

## SANITATION

#### Priority 2 – Access to Services

1. **Several interior doors still have knob style door handles, not the required lever style. Knobs require tight grasping, pinching and/or twisting of the wrist. (404.2.7)**

#### Priority 3 – Toilet Rooms

1. **There are currently no compliant signs to delineate the restrooms–these should be installed with appropriate lettering and braille. (703)**
2. **The restroom at the garage addition does not have a handle on the door to the room.**

## OWENS JAX REC CENTER

#### Priority 2 – Access to Services

1. **Most of the interior doors still have knob style door handles, not the required lever style. Knobs require tight grasping, pinching and/or twisting of the wrist. (404.2.7)The upper level south stair door has a pull handle mounted above 48" above the floor which is also not compliant. (308.2)**

#### Priority 3 – Toilet Rooms



1. None of the designated ADA toilets have the required vertical grab bar on the side wall. (604.5.1)

## POLICE DEPARTMENT

### Priority 2 – Access to Services

1. Second Floor - The ramp up to the Dispatch room from the hallway does not have handrails at both sides as required. (505.2)
2. All Areas - Permanent Room Name Signs, Division or Department Signs, Restroom Signs, and Form Signs in accessible areas are to be set at a maximum height (the highest lettering) at 60" above the floor. Also, all these signs are required to have braille. (703.3, 703.4.1)

### Priority 3 – Toilet Rooms

1. All Areas - None of the restroom signs have raised accessibility pictograms or braille as required. (703)
2. All Areas - None of the "designated" ADA toilets have the required vertical grab bar on the side wall. (604.5.1)

## 37<sup>TH</sup> DISTRICT COURT

### Priority 2 – Access to Services

1. All Levels – Many of the interior doors still have knob style door handles, not the required lever style. Knobs require tight grasping, pinching and/or twisting of the wrist. (404.2.7)
2. All Levels - All permanent Room Name Signs, Division or Department Signs, Restroom Signs, and Directional Signs in accessible areas are to be set at a maximum height (the highest lettering) at 60" above the floor. Also, all these signs are required to have braille. (703.3, 703.4.1)

### Priority 3 – Toilet Rooms

- All Levels - None of the restroom signs have raised accessibility pictograms or braille as required. (703)
2. All Levels - All the restroom sinks (except those in Judge's private restrooms) have exposed piping underneath, with nothing to prevent surface contact (at a person's legs in a wheelchair) as required. (606.6)
3. All Levels - None of the "designated" ADA toilets have the required vertical grab bar on the side wall. (604.5.1)

### Priority 4 – Additional Access

1. Main Levels - There is a Storm Shelter Sign at the door leading to the Jury Room at Court #2 – permanent signs are required to have raised visual characters of minimum 5/8" height and accompanying braille. (703)
2. All Levels - Fire extinguishers in the following locations have been mounted higher than the required maximum of 48" above the floor: Lower Level – Hallway near door to Police Tunnel

and Hallway near Women's Restroom; Main Level–Hallway near Women's Restroom. And although the fire extinguisher in the Lower Level Record's Storage Room is mounted at an accessible height, it is mounted behind a column with a table up against it, so it is obstructed.(308.2,308.3

## **LIGHT GREEN = CAN BE DONE IN HOUSE**

### **LIBRARY**

#### Priority 2 – Access to Services

1. All Floors - Maximum height of the highest lettering at the building directory signs at each floor near the elevator should be set at 60" above the floor. (703.4.1)

#### Priority 3 – Toilet Rooms

1. See references to non-compliant doors in "Access to Services" Section above. (*Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors.* (404.2.9)

#### Priority 4 – Additional Access

1. First Floor - Top row of brochures at display racks to the east of the front desk exceed the maximum height reach for side approach to objects of 48". (308.2)

### **DPW**

#### Priority 2 – Access to Services

1. Door operating pressure at several doors on accessible paths were observed to exceed the maximum required pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

#### Priority 3 – Toilet Rooms

1. Mirrors over the lavatories at all restrooms exceed the maximum 40" above the floor (+/-54"). (603.3)
2. Most paper towel dispensers have been installed with operable parts exceeding the required height of 48" above the floor where there are obstructions below less than 20" deep, and 44" above the floor where obstructions below are greater than 20" deep. (308.2)
2. See references to non-compliant doors in "Access to Services" Section above. (*Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors.* (404.2.9)

#### Priority 4 – Additional Access

1. Top shelf of first aid cabinet exceeds the maximum height reach for side approach to objects of 48". First aid items organized by shelf, so not all items are within reach range. (308.2)
2. Several of the fire extinguishers have been mounted with handles above 48" above the floor. (308.2)
3. The microwave is set at 54" to the controls, which exceeds the 48" height requirement. (804.4, 308.3.2)

## WATER GARAGE

### Priority 2 – Access to Services

1. Door operating pressure at several doors on accessible paths were observed to exceed the maximum required pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

### Priority 3 – Toilet Rooms

1. See references to non-compliant doors in "Access to Services" Section above. (Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

### Priority 4 – Additional Access

1. Top shelf of first aid cabinets exceeds the maximum height reach for side approach to objects of 48". First aid items organized by shelf, so not all items are within reach range. (308.2)
2. There is a defibrillator mounted above the maximum height of 48" above the floor next to the double doors leading into the Garage from the Office, and another sitting on a tabletop outside the Men's Locker Room in the Garage. (308.2)
3. Maximum height of the highest lettering at the employee notice board at Garage next to door to Fleet Maintenance should be set at 60" above the floor. (703.4.1)

## COMMUNITY CENTER

### Priority 1 – Accessible Approach & Entrances

### Priority 2 – Access to Services

1. Pool (Area 100) - Exercise Room did not have the required 30"x48" clear space next to one of each type of all the various cardio and weight equipment. (1104.1, 305) Additionally, some of the exercise equipment was not adjacent to a 36" wide clear accessible route. (403)
2. Northwest Hallway (Area 200/300) - Accessible wheelchair seating space at the Auditorium is only available at the upper level in the back of the theater. ADA requires that wheelchair spaces be dispersed throughout the space to offer a variety of viewing experiences, similar to the rest of the audience.
3. South (Main Entry) Hallway (Area 800) - The AED unit mounted on the wall to the west of the main check in desk is at 60" above the floor – maximum mounting height is 48". (308.3)
4. All Areas - Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

### Priority 3 – Toilet Rooms

1. Pool (Area 100) - Maximum height of the highest lettering at the sign at the restroom inside the Exercise Room should be set at 60" above the floor (text is set at 63"). (703.4)

2. All Areas - See references to non-compliant doors in "Access to Services" Section above. (Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

#### Priority 4 – Additional Access

1. Pool (Area 100) - Top shelf of the first aid cabinet at the Pool Office is at 60" and therefore exceeds the maximum height reach for side approach to objects of 48". First aid items organized by shelf, so not all items are within reach range. (308.2)
2. Pool (Area 100) - The towel hooks outside the Steam Room are mounted at 57" above the floor – maximum accessible height is 48". (308.2)
3. Pool (Area 100) - Maximum height of the highest lettering at the permanent signage display areas (at Pool Office window, viewed from Pool area and wall mounted glass display cases) should be set at 60" above the floor. (703.4.1)
4. Pool (Area 100) - The paper towel dispenser in the Party Room was installed with the dispenser slot at 56" above the floor. Maximum height for reach range is 48". (308.2)
5. Library (Area 400) - The paper towel dispenser in the Staff Room was installed with the dispenser slot at 57" above the floor. Maximum height for reach range is 48". (308.2)
6. South (Main Entry) Hallway (Area 800 - Maximum height of the highest lettering at the display board to the east of the main entry vestibule should be set at 60" above the floor. (703.4.1)

## SANITATION

#### Priority 2 – Access to Services

1. Door operating pressure at several doors on accessible paths were observed to exceed the maximum required pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors.(404.2.9)

#### Priority 3 – Toilet Rooms

1. Most paper towel dispensers have been installed with operable parts exceeding the required height of 48" above the floor where there are obstructions below less than 20" deep, and 44" above the floor where obstructions below are greater than 20" deep. (308.2)
2. See references to non-compliant doors in "Access to Services" Section above. (Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

#### Priority 4 – Additional Access

1. Height of timecard and paperwork ledge in Lounge is at 40" above the floor. Accessible workstation surfaces are to be set between 28" and 34" above the floor. (902.4)
2. Top shelf of first aid cabinet in the office is at 68", which exceeds the maximum height reach for side approach to objects of 48". First aid items organized by shelf, so not all items are within reach range.(308.2)



3. Most of the fire extinguishers have been mounted with handles above 48" above the floor.  
(308.2)

## OWENS JAX REC CENTER

### Priority 2 – Access to Services

1. Door operating pressure at several doors on accessible paths were observed to exceed the maximum required pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors.(404.2.9)

### Priority 3 – Toilet Rooms

1. Maximum height of the braille at the Lower Level toilet room signs is to be 60" above the floor (currently set at 64"). (703.4)
2. At the Lower Level Restrooms, the (2) room doors do not have the required 12" latch side clearance at the push side of the door, and the Women's Room door does not have the required clearance on the pull side of the door(404.2.3)
3. The soap dispenser at the Office toilet room is set at 53" above the floor, which exceeds the maximum height reach for side approach to objects of 48". (308.2)
4. See references to non-compliant doors in "Access to Services" Section above. (Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

### Priority 4 – Additional Access

1. The bottom of the first aid cabinet in the office is at 60", which exceeds the maximum height reach for side approach to objects of 48".(308.2)

## POLICE DEPARTMENT

### Priority 2 – Access to Services

1. Second Floor – The AED unit mounted on the wall in the Detective Bureau is at 60" above the floor–maximum mounting height is 48". (308.3)
2. Second Floor – The buzzer at the Records counter is set at 50" above the floor–maximum mounting height is 48". (308.3)
3. All Areas - Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors.(404.2.9)

### Priority 4 – Additional Access

1. First Floor - The paper towel dispensers in the Break Room and Conference Room were installed with the dispenser slots at 53" above the floor. Maximum height for reach range is 48". (308.2)
2. First Floor - Pistol paperwork drop box in Main Lobby is 61" above the floor to the top of the box–required height for accessible reach range is 48" above the floor. (308.2)

3. First Floor - Maximum height of the highest permanent lettering at the signage display board near the east Lobby doors should be set at 60" above the floor. (703.4.1)
4. Second Floor - The paper towel dispensers in the Detective Bureau and Records area were installed with the dispenser slots at 54" and 52" above the floor respectively. Maximum height for reach range is 48". (308.2)

## **37<sup>TH</sup> DISTRICT COURT**

### **Priority 2 – Access to Services**

1. Main Level - There are chairs along the walls on both sides of the main entrance hallway. Protruding elements on accessible paths are to be limited to extend into the path by 4" maximum. (307.2)
2. All Levels - Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors. (404.2.9)

### **Priority 3 – Toilet Rooms**

1. All Levels - See references to non-compliant doors in "Access to Services" Section above. (*Door operating pressure at multiple doors on accessible paths were observed to exceed the maximum pressure of 5 lbs. at all areas of the building. See Appendix A Floor Plans for the locations of these doors.* (404.2.9)

## **BLUE = COMPLETED TASKS**

### **CITY HALL**

#### **Priority 4 – Additional Access**

1. First Floor - Top row of brochures at display rack near Warren meeting room is at 69" – maximum height reach for side approach to objects is 48". (308.2)

### **LIBRARY**

#### **Priority 2 – Access to Services**

1. First Floor - Maximum height of the highest lettering at the (3) small meeting room signs near the toilet rooms and the atrium side of the door to the computer room should be set at 60" above the floor (braille is set at 63"-64" with the rest of the sign higher). (703.4.1)
2. Second Floor - Maximum height of the highest lettering at the sign to the left of the Clerk's office ADA transaction counter should be set at 60" above the floor (braille is set at 63" with rest of the sign higher). (703.4.1)
3. Second Floor - The designated ADA transaction counter at the mayor's office is blocked with stuff so the counter and approach do not meet accessibility requirements. (904.4) The counter surface at the designated ADA counter to the left of the Township meeting room is also covered with stuff so it does not meet requirements (approach itself meets requirements though). (904.4)
4. Third Floor - At the designated ADA counter to the south of the Van Dyke meeting room, the public access keyboard and monitor are at the higher counter adjacent – these need to be relocated to the ADA counter. (904.4)
5. Third Floor - At the ADA counter to the north of the Van Dyke meeting room, the counter should be reorganized to relocate the computer equipment off the counter for access. (904.4)

#### **Priority 3 – Toilet Rooms**

1. Third Floor - Towel hooks in both the Men's and Women's shower rooms are set at 65" – maximum height is 48". (603.4)

#### **Priority 4 – Additional Access**

1. Second Floor - Top row of brochures at display rack around the corner from the elevators is at 68" – maximum height reach for side approach to objects is 48". (308.2)
2. Second Floor - Top shelf of first aid cabinet at the mail room is at 66" above the floor – maximum height reach for side approach to objects is 48". First aid items organized by shelf, so not all items are within reach range. (308.2)
3. Second Floor - The paper towel dispenser in the break room located to the east of the Cashiers station was installed with the dispenser slot at 52" above the floor, and a table is sitting underneath it. Maximum height for reach range on a side obstructed approach is 44". (308.2.2)
4. Fourth Floor - Top row of brochures at display rack around the corner from the IT room is at 69" – maximum height reach for side approach to objects is 48". (308.2)

## **WATER GARAGE**

### **Priority 1 – Accessible Approach & Entrances**

1. There are handicap parking space signs inside the Garage in front of the hoist area. These do not appear to be actual handicap parking spaces so the signs should be removed.

## **POLICE DEPARTMENT**

### **Priority 1 – Accessible Approach & Entrances**

1. East (ADA) Entrance - The main entrance doors on the east façade have automatic openers. The timing on the operators appears to be off, so these should be adjusted for appropriate operation

## **37<sup>TH</sup> DISTRICT COURT**

### **Priority 4 – Additional Access**

1. Main Level – Violations Bureau–time clock with keypad and key box keypad are set at 62” and 60” above the floor respectively–maximum height reach for forward approach to objects is 48”. (308.2)
2. Main Level – The AED unit mounted on the wall in the main hallway is at 63” above the floor–maximum mounting height is 48”. (308.3)
3. Main Level – Microwave at kitchenette in Violation Bureau is set on top of a tall filing cabinet at 52”. Maximum height reach for forward approach is 48” above the floor. (308.2)
4. All Levels - The paper towel dispensers in the following locations were installed higher than the maximum height for reach range at a forward obstructed approach of 48”: Lower Level–break room next to the large Records Storage room; at the Large Conference Room next to Civil; and the Kitchen in the Civil area; Main Level–Violations Bureau Kitchenette. (308.2)

## Un-highlighted = no action needed

### POLICE DEPARTMENT

#### Priority 1 – Accessible Approach & Entrances

1. West Entrance – The main entrance on the west side of the building is not accessible directly from Civic Center Dr.–there is a stair leading from the sidewalk to the plaza around the building. There is no parking on Civic Center Dr.–visitors to the Police Department are encouraged to park in the City Hall Parking Garage directly to the south of the Police Department building. Refer to HRC's City Hall ADA Assessment report for information on the Parking Garage's accessibility.
2. West Entrance - The main entrance doors on the west façade of the building do not have automatic openers. Given that the east entrance is the designated ADA entrance, these west doors are not required to be accessible

#### Priority 2 – Access to Services

1. Basement - The Gun Range was not surveyed as it was indicated that only active duty police officers are permitted to use the range and therefore it would not be required to be accessible. If this policy changes to permit all staff members to utilize the facility, this area should be surveyed for compliance.
2. All Areas - The elevator at the east side of the building was being renovated at the time of the assessment, therefore it was not able to be surveyed. This elevator is not for public use but is used to transport prisoners to the jail on the 3rdLevel from the Sally Port at the Basement Level, therefore it would need have some basic accommodations for people in wheelchairs and with limited mobility, i.e., interior cab dimensions, and accessible walking surfaces. It is presumed that the existing conditions did not fully meet current accessibility requirements, and that this would be addressed as part of the renovation efforts.
3. All Areas - It is our understanding that the interior of the elevator at the west side of the building will be redone soon. It is presumed that the renovations will be done in compliance with ADA requirements as this elevator is able to be used by the public (with supervision).

#### Priority 3 – Toilet Rooms

1. First Floor – It is our understanding that only active duty police officers use the First Floor locker rooms(Men's, Women's, Supervisor's), therefore, these rooms would not be required to be accessible. Many of the fixtures do meet accessibility requirements though, including sinks, urinals, mirrors, soap dispensers, and towel dispensers.
2. First Floor - It is also our understanding that the Youth Detention area at the northwest corner of the building is not being used, therefore, the restrooms at this area are not required to be accessible. If conditions change or if the rooms are repurposed for other uses, this area should be re-evaluated for compliance.



3. Second Floor – Commissioner’s private restroom is not fully compliant—toilet does not have the required clearances and mirror is installed at 48” to the bottom above the floor (maximum is 40”). Note: restrooms accessed through a private office and not for public use are not required to have grab bars, or knee/toe clearance at the sink. (604.3.1, 603.3)
4. Third Floor - It is our understanding that only active duty police officers use the Third Floor, therefore, the restrooms at this level are not generally required to be accessible. However, should there be a disabled person either housed in the jailor visiting a prisoner, there would need to be provisions made for them to access the appropriate toilet facilities.
5. All Areas - See references to non-compliant doors in “Access to Services” Section above

#### Priority 4 – Additional Access

1. Fuel Pump Island – There are two outdoor fuel pumps with dispensers at the north of the building. It is our understanding that City employees (not just Police Department staff) use these pumps to fill their vehicles with gasoline. The controls for the dispenser are set at 65” above the ground, and the island is set on an 8” tall curb. There are also arched bollards in front of both dispensers which obstructs access. Operable parts on new accessible gas pumps are to be set no higher than 48” above the ground. If any City employees need assistance to access these pumps, it is encouraged to provide refueling assistance whenever possible and if/when the pumps are replaced to do so with accessible dispensers and controls.(308.2.2)
2. All Areas – Most of the thermostats have been mounted with controls higher than the required maximum of 48” above the floor. If these are accessed by staff in general, they would need to comply with height requirements.(308.2)

## 37<sup>TH</sup> DISTRICT COURT

#### Priority 1 – Accessible Approach & Entrances

1. The east and south entrance doors have been permanently locked shut due to inability to find repair parts. The adjacent stairway doors at each of the locations are utilized as the exits, but neither of these doors are accessible.
2. Refer to HRC’s Police Department ADA Assessment report for additional information on site accessibility.
3. Refer to HRC’s City Hall ADA Assessment report for information on the Parking Garage’s accessibility

#### Priority 4 – Additional Access

1. Lower Level - The supply shelves at the Craft Room have materials above 48” above the floor—it is presumed that patrons who have issues with reaching items on shelves above this are informed that they can request assistance from staff members. (308)
2. All Levels - Most of the thermostats have been mounted with controls higher than the required maximum of 48” above the floor. If these are accessed by staff in general, they would need to comply with height requirements. (308.2)



N 42 43' 39" ♦ W 82 41' 81"

## Quotation

Date: October 13, 2022

To: City of Warren

Attn: Dylan Clark

**Project:** Add lighting, plugs, and service at park on mound

In accordance with your request we are pleased to quote the electrical installation required for the above referenced project as follows:

- 11 lights included
- 5 plugs included
- 60a service included
- Concrete saw cut and replacement included
- Underground raceway included
- misc electrical material included

**Total: \$14,784.42**

Thank you for the opportunity. If you require additional information please do not hesitate to contact me.

Sincerely,  
Alan Thueme  
Purchasing agent  
Great Lakes Power & Lighting, Inc.  
E-mail: [athueme@greatlakespwr.com](mailto:athueme@greatlakespwr.com)  
Cell Ph: 586-855-0960

	Description	Quantity	Trade Price	Unit	Disc %	Net Cost	Total Material	Unit Labor	Total Hours
1	3/4" STEEL LOCKNUT	16	23.64	C	0.00	23.64	3.78	C	6.00
2	1 1/2" STEEL LOCKNUT	2	76.47	C	0.00	76.47	1.53	C	7.50
3	3/4" PVC	150	99.00	C	0.00	99.00	148.50	C	5.40
4	1 1/2" PVC	40	141.00	C	0.00	141.00	56.40	C	10.20
5	3/4" PVC TERM ADAPTER	16	48.47	C	0.00	48.47	7.76	C	15.00
6	1 1/2" PVC TERM ADAPTER	2	94.84	C	0.00	94.84	1.90	C	24.00
7	3/4" PVC COUPLING	32	25.41	C	0.00	25.41	8.13	C	0.00
8	1 1/2" PVC COUPLING	4	72.82	C	0.00	72.82	2.91	C	0.00
9	3/4" PVC 90 DEG ELBOW	16	191.00	C	0.00	191.00	30.56	C	28.50
10	1 1/2" PVC 90 DEG ELBOW	2	701.00	C	0.00	701.00	14.02	C	51.00
11	#12 THHN BLACK	400	283.30	M	0.00	283.30	113.32	M	7.73
12	273L BELL BOX W/ 3 3/4" HUBS	5	6.60	E	0.00	6.60	33.00	E	0.53
13	245AL WP DUPLEX CVR	5	4.64	E	0.00	4.64	23.20	E	0.11
14	20A 125V DUPLEX REC - IVY (SG)	5	1,510.00	C	0.00	1,510.00	75.50	C	30.00
15	P-3300 7/8 STRUT	10	336.40	C	0.00	336.40	33.64	C	12.00
16	# 8-10x 7/8 PLAS ANCHOR (3/16)	10	4.28	C	0.00	4.28	0.43	C	9.00
17	#10x 1 P/H SELF-TAP SCREW	10	2.90	C	0.00	2.90	0.29	C	4.50
18	5/8"x10' CU CLAD GRD ROD	2	27.36	E	0.00	27.36	54.72	E	1.50
19	TRENCH (6"x3' DEEP)	140	5.00	E	0.00	5.00	700.00	E	0.05
20	LIGHT FIXTURE	7	250.00	E	0.00	250.00	1,750.00	E	1.00
21	CONCRETE BASE	11	100.00	E	0.00	100.00	1,100.00	E	2.00
22	SAWCUT & REPLACE CONCRETE	1	100.00	E	0.00	100.00	100.00	E	8.00
23	PANEL	1	300.00	E	0.00	300.00	300.00	E	5.00
24	METER CAN	1	300.00	E	0.00	300.00	300.00	E	3.00
25	EQUIPMENT SUPPORT	1	100.00	E	0.00	100.00	100.00	E	2.00
26	BOLLARD LIGHT FIXTURE	4	350.00	E	0.00	350.00	1,400.00	E	2.00
	Totals	893					6,359.59		97.09

	Labor Type	Crew	Hours	Rate \$	Total
1	ELECTRICIAN	1.00	97.09	69.00	6,699.21
	Totals	1.00	97.09	69.00	6,699.21

	Final Pricing	Value (\$)	Pct (%)	Alarm
	Database Material (Extension)	6,359.59		
	Material Tax	381.58	6.000	
	Material Total	6,741.17		
	Direct Labor	6,699.21		
	Labor Total	6,699.21		
	Total Cost	13,440.38		
	Database Material Overhead	674.12	10.000	
	Labor Overhead	669.92	10.000	

	Final Pricing	Value (\$)	Pct (%)	Alarm
	Total Overhead	1,344.04	10.000	
	Selling Price	14,784.42		
	Final Price	14,784.42		

PLEASE COMPLETE THE PRICING SHEETS AND SUBMIT THIS FORM WITH YOUR ELECTRONIC BID.  
THERE ARE TWO PAGES TO BE COMPLETED.  
ENTER COMPANY NAME AT THE BOTTOM OF THE SPREADSHEET

ITEM 1 - TWO YEAR COST  
ESTIMATED ANNUAL LABOR COST FOR ELECTRICAL REPAIR SERVICES - LICENSED ELECTRICIAN

DESCRIPTION	HOURLY RATE	ESTIMATED HOURS	TOTAL ESTIMATED LABOR COST (RATE x HOURS)
Regular Business Hours (8:30 am - 5:00 pm Monday-Friday)	69 <sup>00</sup>	200	\$ 13,800 <sup>00</sup>
Evening Hours (after 5:00 pm up to 8:30 am Monday-Friday)	69 <sup>00</sup>	20	\$ 1380 <sup>00</sup>
Weekend Hours (after 5:00 pm Friday thru 8:30 am Monday)	99 <sup>00</sup>	10	\$ 990 <sup>00</sup>
Holiday Hours	130 <sup>00</sup>	5	\$ 650 <sup>00</sup>
TOTAL ANNUAL COST:			\$ 16,820 <sup>00</sup>
TOTAL 2-YEAR COST (TOTAL ANNUAL COST x 2):			\$ 33,640 <sup>00</sup>

ITEM 2 - TWO YEAR COST  
ESTIMATED ANNUAL LABOR COST FOR ELECTRICAL REPAIR SERVICES - ELECTRICAL TECHNICIAN

DESCRIPTION	HOURLY RATE	ESTIMATED HOURS	TOTAL ESTIMATED LABOR COST (RATE x HOURS)
Regular Business Hours (8:30 am - 5:00 pm Monday-Friday)	49 <sup>00</sup>	100	\$ 4900 <sup>00</sup>
Evening Hours (after 5:00 pm up to 8:30 am Monday-Friday)	49 <sup>00</sup>	20	\$ 980 <sup>00</sup>
Weekend Hours (after 5:00 pm Friday thru 8:30 am Monday)	67	10	\$ 670 <sup>00</sup>
Holiday Hours	67	5	\$ 335 <sup>00</sup>
TOTAL ANNUAL COST:			\$ 6885 <sup>00</sup>
TOTAL 2-YEAR COST (TOTAL ANNUAL COST x 2):			\$ 13,770 <sup>00</sup>

ITEM 3 - TWO YEAR COST  
ESTIMATED ANNUAL MATERIAL COST FOR ELECTRICAL REPAIR SERVICES

DESCRIPTION	ESTIMATED MATERIAL COST	PERCENTAGE DISCOUNT (ENTER AS WHOLE NUMBER)	ARE YOU PROPOSING A MARKUP OR DISCOUNT
Enter the markup on your material cost needed for Electrical Repair Work	\$ 20,000.00	10	mark up

ITEM 4 - TWO YEAR COST  
ESTIMATED ANNUAL TRUCK CHARGE FOR ELECTRICAL REPAIR SERVICES

DESCRIPTION	TRUCK CHARGE (EACH)	ESTIMATED ANNUAL TRUCK CHARGES	TOTAL ANNUAL TRUCK CHARGE COST
Truck Charge	65 <sup>00</sup>	100	\$ 6500 <sup>00</sup>

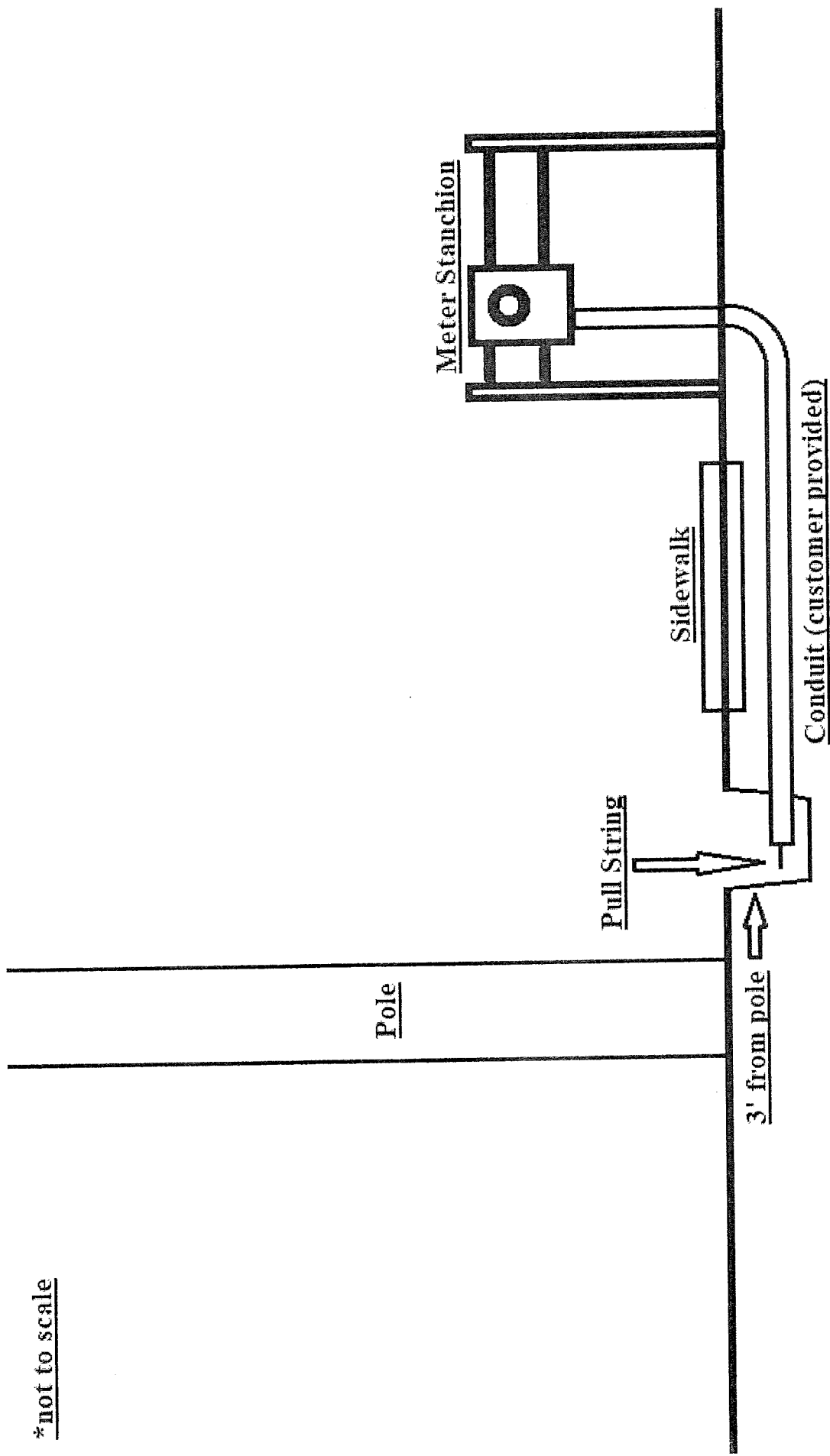
TOTAL ANNUAL COST:	\$ 6500 <sup>=</sup>
TOTAL 2-YEAR COST (TOTAL ANNUAL COST x 2):	\$ 13000 <sup>=</sup>

ITEM 5 - HOURLY RATES FOR YEARS 3-5 ENTER RATES AS AN HOURLY RATE ENTER EITHER "MARKUP" OR "DISCOUNT" IN THE APPROPRIATE CELL ENTER TRUCK CHARGE AS A COST PER TRUCK CHARGE				
DESCRIPTION		YEAR 3	YEAR 4	YEAR 5
Licensed Electrician	Regular Business Hour Rate	71 <sup>=</sup>	73 <sup>=</sup>	75 <sup>=</sup>
Licensed Electrician	Evening Hours Rate	71 <sup>=</sup>	73 <sup>=</sup>	75 <sup>=</sup>
Licensed Electrician	Weekend Hours Rate	102 <sup>=</sup>	104 <sup>=</sup>	106 <sup>=</sup>
Licensed Electrician	Holiday Hours Rate	137 <sup>=</sup>	139 <sup>=</sup>	141 <sup>=</sup>
Electrical Technician	Regular Business Hour Rate	50 <sup>=</sup>	52 <sup>=</sup>	52 <sup>=</sup>
Electrical Technician	Evening Hours Rate	50 <sup>=</sup>	52 <sup>=</sup>	52 <sup>=</sup>
Electrical Technician	Weekend Hours Rate	70 <sup>=</sup>	72 <sup>=</sup>	72 <sup>=</sup>
Electrical Technician	Holiday Hours Rate	95 <sup>=</sup>	97 <sup>=</sup>	97 <sup>=</sup>
Markup/Discount as a percentage	Enter positive # as Markup Enter negative # as Discount	+ 10%	+ 10%	+ 10%
Truck Charge (Each)		\$ 70	\$ 75	\$ 75

COMPANY NAME:	Great Lakes Power & Lighting
---------------	------------------------------



\*not to scale



Beebe Park 31933 Mound Rd

Spotlights on the gazebo, the flag, and the historical marker. A couple landscape lights. 2 outlets in the gazebo, ~2 along the sides, 1 near the flag







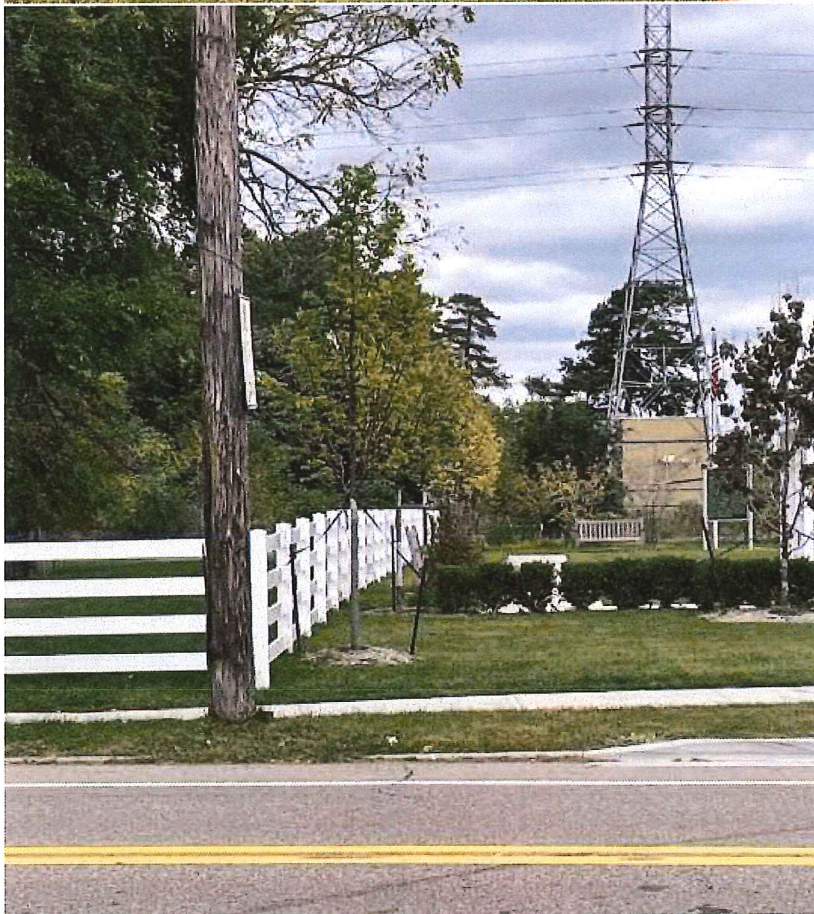
















## Quotation

Date: August 10, 2022

To: City of Warren

Attn: Dylan Clark

**Project:** Add lighting, plugs, and service at park on van dyke park

In accordance with your request we are pleased to quote the electrical installation required for the above referenced project as follows:

- 5 lights included
- 3 plugs included
- 60a service included
- Concrete saw cut and replacement included
- Underground raceway included
- misc electrical material included

**Total: \$9954.17**

Thank you for the opportunity. If you require additional information please do not hesitate to contact me.

Sincerely,  
Alan Thueme  
Purchasing agent  
Great Lakes Power & Lighting, Inc.  
E-mail: [athueme@greatlakespwr.com](mailto:athueme@greatlakespwr.com)  
Cell Ph: 586-855-0960

	Description	Quantity	Trade Price	Unit	Disc %	Net Cost	Total Material	Unit	Labor	Total Hours
1	3/4" STEEL LOCKNUT	16	23.64	C	0.00	23.64	3.78	C	6.00	0.96
2	1 1/2" STEEL LOCKNUT	2	76.47	C	0.00	76.47	1.53	C	7.50	0.15
3	3/4" PVC	150	99.00	C	0.00	99.00	148.50	C	5.40	8.10
4	1 1/2" PVC	40	141.00	C	0.00	141.00	56.40	C	10.20	4.08
5	3/4" PVC TERM ADAPTER	16	48.47	C	0.00	48.47	7.76	C	15.00	2.40
6	1 1/2" PVC TERM ADAPTER	2	94.84	C	0.00	94.84	1.90	C	24.00	0.48
7	3/4" PVC COUPLING	32	25.41	C	0.00	25.41	8.13	C	0.00	0.00
8	1 1/2" PVC COUPLING	4	72.82	C	0.00	72.82	2.91	C	0.00	0.00
9	3/4" PVC 90 DEG ELBOW	16	191.00	C	0.00	191.00	30.56	C	28.50	4.56
10	1 1/2" PVC 90 DEG ELBOW	2	701.00	C	0.00	701.00	14.02	C	51.00	1.02
11	#12 THHN BLACK	400	283.30	M	0.00	283.30	113.32	M	7.73	3.09
12	273L BELL BOX W/ 3 3/4" HUBS	3	6.60	E	0.00	6.60	19.80	E	0.53	1.59
13	245AL WP DUPLEX CVR	3	4.64	E	0.00	4.64	13.92	E	0.11	0.33
14	20A 125V DUPLEX REC - IVY (SG)	3	1,510.00	C	0.00	1,510.00	45.30	C	30.00	0.90
15	P-3300 7/8 STRUT	10	336.40	C	0.00	336.40	33.64	C	12.00	1.20
16	# 8-10x 7/8 PLAS ANCHOR (3/16)	6	4.28	C	0.00	4.28	0.26	C	9.00	0.54
17	#10x 1 P/H SELF-TAP SCREW	6	2.90	C	0.00	2.90	0.17	C	4.50	0.27
18	5/8"x10' CU CLAD GRD ROD	2	27.36	E	0.00	27.36	54.72	E	1.50	3.00
19	TRENCH (6"x3' DEEP)	140	5.00	E	0.00	5.00	700.00	E	0.05	7.00
20	LIGHT FIXTURE	5	250.00	E	0.00	250.00	1,250.00	E	1.00	5.00
21	CONCRETE BASE	5	100.00	E	0.00	100.00	500.00	E	2.00	10.00
22	SAWCUT & REPLACE CONCRETE	1	100.00	E	0.00	100.00	100.00	E	8.00	8.00
23	PANEL	1	300.00	E	0.00	300.00	300.00	E	5.00	5.00
24	METER CAN	1	300.00	E	0.00	300.00	300.00	E	3.00	3.00
25	EQUIPMENT SUPPORT	1	100.00	E	0.00	100.00	100.00	E	2.00	2.00
	Totals	867					3,806.62			72.67

	Labor Type	Crew	Hours	Rate \$	Total
1	ELECTRICIAN	1.00	72.67	69.00	5,014.23
	Totals	1.00	72.67	69.00	5,014.23

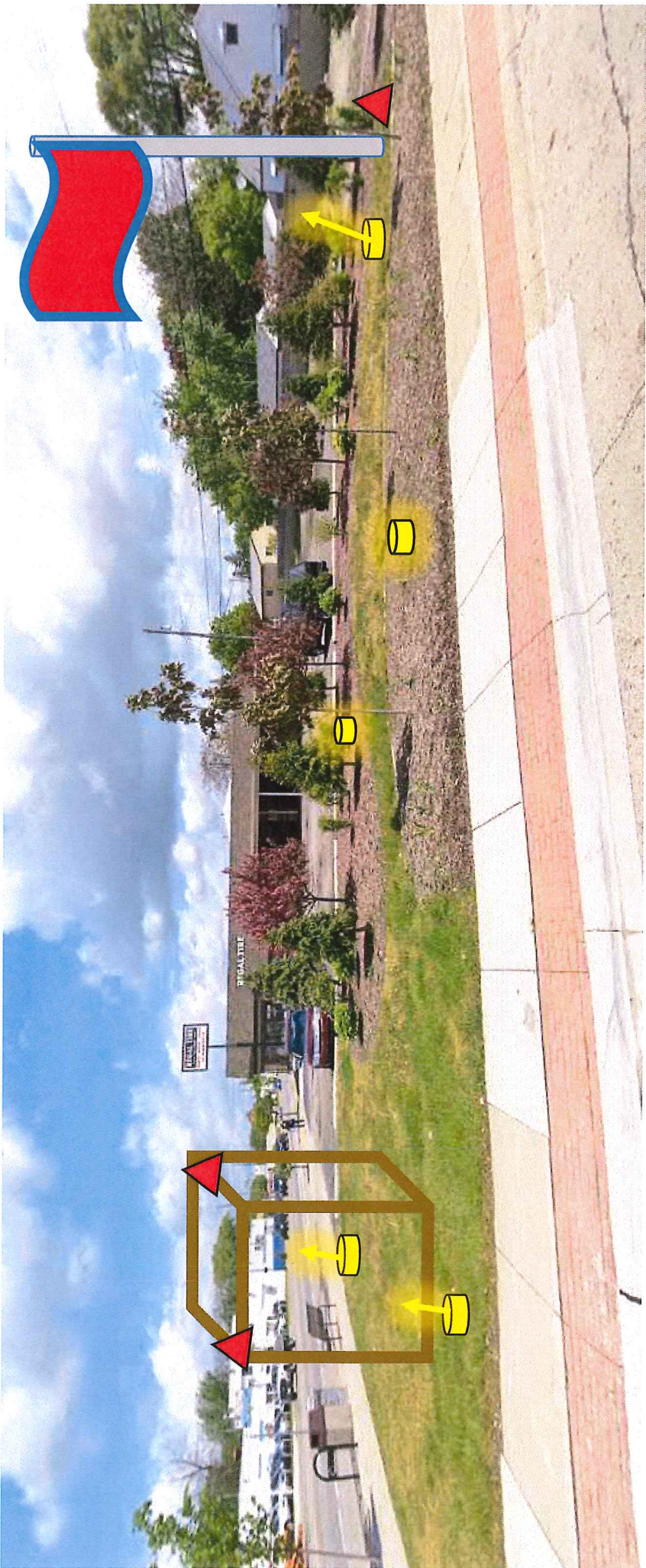
	Final Pricing	Value (\$)	Pct (%)	Alarm
	Database Material (Extension)	3,806.62		
	Material Tax	228.40	6.000	
	Material Total	4,035.02		
	Direct Labor	5,014.23		
	Labor Total	5,014.23		
	Total Cost	9,049.25		
	Database Material Overhead	403.50	10.000	
	Labor Overhead	501.42	10.000	
	Total Overhead	904.92	10.000	

	Final Pricing	Value (\$)	Pct (%)	Alarm
	Selling Price	9,954.17		
	Final Price	9,954.17		

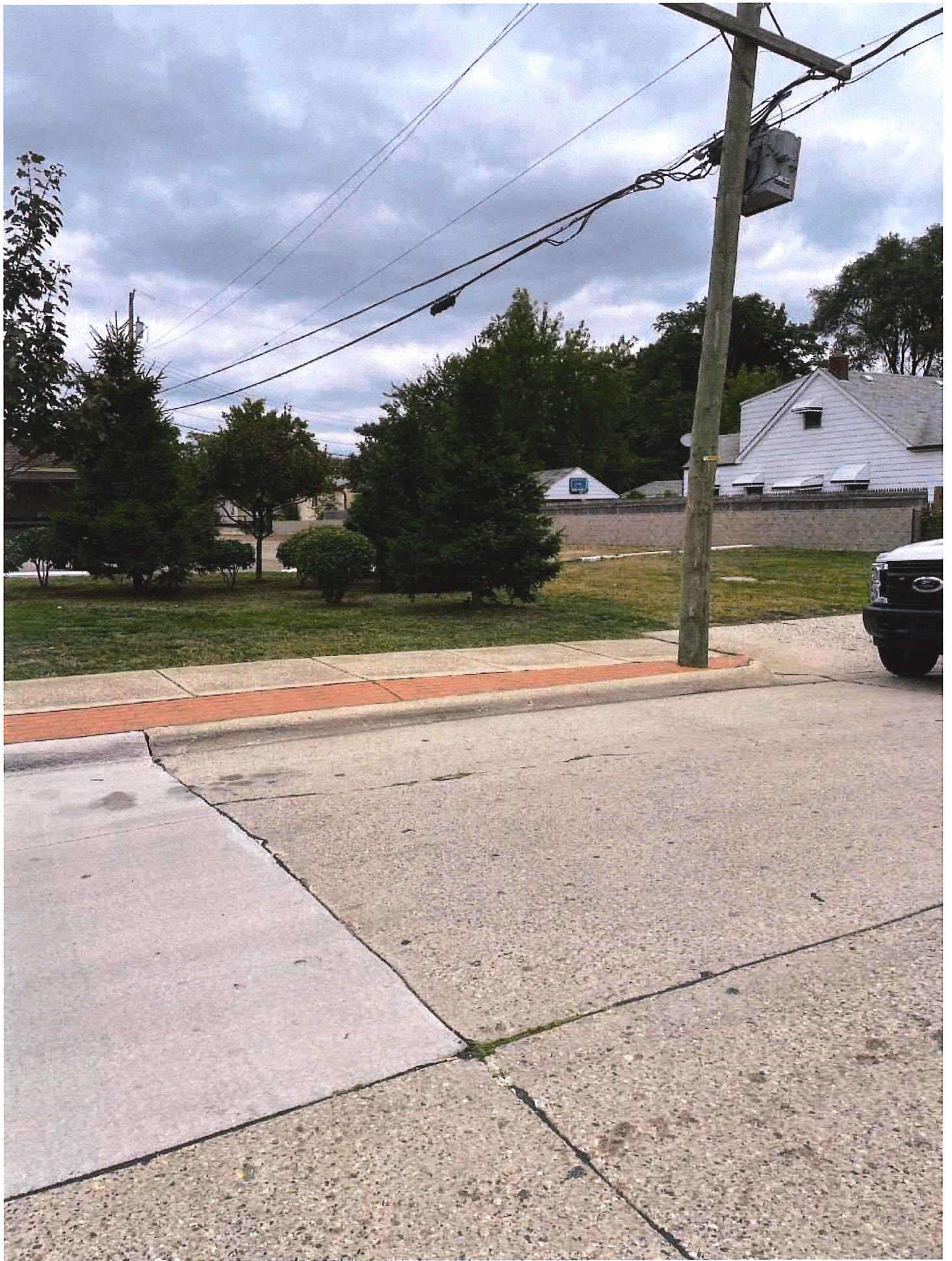
City of Warren - Fitting two pocket parks with lighting, and outlets to utilize for decorating (Christmas lights, etc).

Essex Park     23590 Van Dyke Ave

Spot lights on the gazebo and flag, a couple of landscape lights, outlets on the gazebo and near the flag









**WARREN DDA**

**DDA List of Bills 11/16/2022**

Required Formal Approval of the Following:

PAYEE	Vendor Number	DATE OF INVOICE	GL Account #	AMOUNT	Invoice #	PO#	DETAILS
ABC Warehouse	000003	11/3/2022	494-9494-98400	4,991.00	1M4283-0	2322386	Monitors
ISCG	004279	10/14/2022	494-9494-98400	14,616.00	37467	2322387	Chairs
Presidio	004951	10/25/2022	494-9494-98400	433.75	Ending In: 4986	2219535	Phone System Upgrades
AEW	009698	10/12/2022 & 7/18/2022	494-9494-97400	3,785.00	139372 & 0138443	-	Habitat for Humanity Renovation & Live/Work
Landscape Services	013336	8/01/2022, 9/01/2022, 10/1/2022, & 11/01/22	494-9494-80100	54,314.00	212328, 212327, 212339, 211305, 211291, 211290, 210090, 210078, 210077, 213969, 213953, & 213954	2322017	Landscape Maintenance
Hallahan & Associates, P.C.	015071	8/2/2022, 9/2/2022, 10/3/2022 2	494-9494-80100	2,068.56	19797, 19860, 19936	2322543	Tax Appeal Legal Services
Apollo Fire Equipment	018916	10/26/2022 4/29/2022,	494-9494-98400	28,256.10	110402	2322469	Fire Equipment - Bid # ITB-W-0698
Miller, Canfield, Paddock, & Stone, PLC	-	8/1/2022, & 9/1/2022	494-9494-80100	5,062.50	1558237, 1566949, 1569947	-	Professional Services for DDA
Dave Muzzarelli	-	6/26/2022	494-9494-98400	2,209.32	-	-	Reimbursement of Expenses
Michelle Pietrzyk	-	-	494-9494-97400	254,218.61	-	-	30601 Schoenherr
Richard Conflitti	-	-	494-9494-97400	254,299.26	-	-	30619 Schoenherr
<b>TOTAL:</b>				<b>624,254.10</b>			

**DDA List of Bills 09/14/2022**

Approved by Mr. Wiegand and Mr. Zamora

PAYEE	Vendor Number	DATE OF INVOICE	GL Account #	AMOUNT	Invoice #	PO#	DETAILS
Apollo Fire Equipment	000077	6/10/2022 & 6/23/2022	494-9494-98400	53,690.00	109139, 109140, 109229	2220038	Fire Equipment
Presidio	004951	3/29/2022, 4/26/2022 & 5/31/2022	494-9494-98400	13,710.00	Ending In: 1246, 1701, & 2292	2219535	Phone System Upgrades
Vermont Systems	006041	9/15/2022	494-9494-98400	2,625.52	VS004720	2219950	Computer Hardware
H.R.C.	009737	6/29/2022 & 2/11/2022	494-9494-97400	16,034.21	194774 & 194201	Non-PO	Payment No. 328 - Police Evidence Lab & Inv. 201 - W.C.C. Bleacher Structural Assessment
Emergency Vehicles Plus	013226	9/15/2022	494-9494-98400	256,311.00	567374	2322139	2022 Road Rescue Amb.
Eckert's Greenhouse	014141	6/23/2022	494-9494-96123	15,000.00	10-20409	2220548	Planting Fees
WOW! Business	015829	6/2/2022	494-9494-80100	94.72	1	2218791	City of Warren Dog Park
Fishbeck, Thompson, Carr & Huber, Inc.	016061	4/18/2022	494-9494-97400	65,472.00	409896 & 409897	Non-PO	\$1,604.00 - Warren Police Fire Alarm System & \$63,868.00 - Police Dept. Generator Replacement
Planterra Corporation	017360	6/1/2022	494-9494-80100	4,161.61	RC-4648	2217985	Horticulture Services: 6/1/2022 - 5/31/2023
TK Elevator Corporation	018339	6/15/2022	494-0000-21001	6,812.15	1000439125	2118362	ITB-W-0290
Rauhorn Electric, Inc.	018379	4/26/2022	494-0000-21001	51,675.73	21382	Non-PO	PD-20-722 Emergency Generator System Replacement
<b>TOTAL:</b>				<b>485,586.94</b>			



7215 E. 10 MILE RD

CENTERLINE

MI 48015

(586) 755 9090



1M4283-0

DATE

11-03-22



INVOICE

1

1M4283-0

ABC WAREHOUSE

BILL TO

SHIP TO

Sales # / Name

8105744589  
CITY OF WARREN  
1 CITY SQUARE SUITE 200

8105744589  
CITY OF WARREN  
1 CITY SQUARE SUITE 200

7131 JASON PARE

WARREN  
5865744542

MI 480932395

WARREN  
5865744542

MI 480932395

DDA

PO # 2322376

ACCOUNT	P.O. #	DATE SHIPD	TERMS	TYP	ENTR
PO1044			N30	DZ	2684

Special Instructions

## FLAT PANEL DISPLAY NOTICE:

I have been notified that Flat Panel Display televisions require careful handling that is best executed by professionals. ABC has offered and I have elected to decline professional installation and transportation services and will be handling this on my own. I have unboxed and inspected the Flat Panel Display television(s) listed on this invoice and found them to be in good condition. The set is not chipped or cracked and does not have any broken glass. I agree to keep all boxes and packaging in the event the unit needs to be transported in the near future.

DUPLICATE INVOICE

ITEM	BRAND	ITEM DESCRIPTION	UNIT	ORD	SHIP	P/U	DATE	PRICE	EXTENSION
24883	SSG	UN43TU7000 43" UHD LED SMART	EA	3	3	1	01-01-99	297.99	893.97
24882	SSG	UN50TU7000 50" UHD LED SMART	EA	3	3	1	01-01-99	377.99	1133.97
24881	SSG	UN55TU7000 55" UHD LED SMART	EA	2	2	1	01-01-99	377.99	755.98
29063	RMB	DH6HHF/E 6FT HDMI CABLE	EA	10	10	1	01-01-99	14.99	149.90
29064	RMB	DH12HHE 12FT HDMI CABLE	EA	9	9	1	01-01-99	14.99	134.91
24406	LGE	86QNED80UQA 86" UHD LED SMART	EA	1	1	1	01-01-99	1699.97	1699.97
29064	RMB	DH12HHE 12FT HDMI CABLE	EA	1	1	1	01-01-99		
24399	SSG	UN32N5300 32" LED SMART 1080P	EA	1	1	1	01-01-99	222.30	222.30

ACCOUNT NMBR EXP DATE CARD TYP AUTH NMBR REFF NO MERCHANT ID

REMIT TO:

ABC WAREHOUSE  
ONE W. SILVERDOME IND. PARK  
PO BOX 436001  
PONTIAC, MI 48343-6001  
ATTN: ACCOUNTS RECEIVABLE

CASH:	.00	Sales Amount	4991.00
CHECK:	.00	Tax	.00
CR CARD:	.00	Freight	.00
GIFT CARD:	.00		
CHARGE:	4991.00		
OTHER:	.00		
BAL DUE:	.00	<b>TOTAL</b>	<b>4991.00</b>

X

SIGNATURE

(STORE COPY)  
ENT'D NOV 10 2022

Thu Nov 10 08:43:55 2022

494-9494-97400



INVOICE:	37467
PROPOSAL:	120275
PROJECT#:	
DATE:	10/14/22

BILL TO:	INSTALL AT:
CLIENT CITY OF WARREN ONE CITY SQUARE WARREN, MI 48093	CITY OF WARREN ONE CITY SQUARE WARREN, MI 48093

YOUR P/O: 2322387	TERMS: DUE UPON RECEIPT	SALESPERSON:
----------------------	----------------------------	--------------

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
1	1		DEPOSIT FOR CHAIRS ON PO 2322387	\$14,616.00	\$14,616.00
					SUBTOTAL.....: \$ 14,616.00
					AMOUNT TO PAY.....: \$ 14,616.00
494-9494-98400					

# PRESIDIO

Presidio Networked Solutions Group, LLC  
EIN: 76-0515249, DUNS: 15-405-0959  
For questions on this invoice please call:  
Melanie Lazaro  
(p), (f)  
mlazaro@presidio.com

Please send payments  
made payable to:  
Presidio Networked Solutions Group, LLC  
PO Box 677638  
Dallas, TX 75267-7638  
Wire or ACH Payments:  
PNC Bank  
Acct: 8616159745  
ABA 031000053

**INVOICE: 6023422004986**

DATE: 10/25/2022

PAGE: 1 of 1

**BILL TO:** City of Warren  
Casey Graham  
Attn Payables  
One City Square, Suite 425, Purchasing  
Warren, MI 48093

**WORK LOCATION:** City of Warren  
Laura Wilson  
One City Square  
Suite 420  
Warren, MI 48093

**Customer #:** CITYW005  
**Account Manager:** Scott Sutherland  
**Payment Terms:** NET30  
**Title:** CITYW005 Windstream PRI to SIP Migratio (3001222205839) [TM]  
**Comments:** 3001222205839

**Customer PO#:** 2219535  
**Order #:** 3001222205839  
**Quote #:** 2003521062460-01

## Services

Resource	Task	Rate	Hours	OT Rate	OT Hours	Amount
Jeff P Harris	Collaboration Engineer	\$195.00	0.50	\$195.00	0.00	\$97.50
Jeff P Harris	Collaboration Engineer	\$195.00	1.25	\$195.00	0.00	\$243.75
Mike J Kumar	Project Manager	\$185.00	0.25	\$185.00	0.00	\$46.25
Mike J Kumar	Project Manager	\$185.00	0.25	\$185.00	0.00	\$46.25

**Total:** \$433.75

Subtotal:	\$433.75
MICHIGAN, STATE OF Taxes	\$0.00
<b>Amount Due:</b>	<b>\$433.75</b>

494.9494-98400

## Invoice Details

### Invoice Information

Invoice number:	6023422004986	Invoice Date:	10/25/2022
Customer:	City of Warren	Engagement:	CITYW005 Windstream PRI to SIP Migratio (3001222205839) [TM]
Invoice Status	Committed	Invoice currency:	USD

Time												
Date	Resource	Project	Task	Description	Regular Hours	Regular hours written off/up	Rate	OT Hours	OT hours written off/up	OT Rate	Amount written off/up	Time Total
09/28/2022	Jeff P Harris	CITYW005 Windstream PRI to Collaboration Engineer SIP Migration ( 3001222205839) [TM]		status call	0.50	0.000	195.0000	0.00	0.000	195.00	0.00	97.5000
10/12/2022	Jeff P Harris	CITYW005 Windstream PRI to Collaboration Engineer SIP Migration ( 3001222205839) [TM]		carrier status call	1.25	0.000	195.0000	0.00	0.000	195.00	0.00	243.7500
Total:					1.75	0.000		0.00	0.000		0.00	341.2500
09/28/2022	Mike J Kumar	CITYW005 Windstream PRI to Project Manager SIP Migration ( 3001222205839) [TM]		status call	0.25	0.000	185.0000	0.00	0.000	185.00	0.00	46.2500
10/12/2022	Mike J Kumar	CITYW005 Windstream PRI to Project Manager SIP Migration ( 3001222205839) [TM]		Carrier call check in	0.25	0.000	185.0000	0.00	0.000	185.00	0.00	46.2500
Total:					0.50	0.000		0.00	0.000		0.00	92.5000
Time Total:					2.25	0.000		0.00	0.000		0.00	433.7500



## Engineering Division Payment Request

**Date:** October 12, 2022

**To:** Department of Community, Economic & Downtown Development

**From:** Engineering Division

**Re: Payment No.** 333

**Contract:** RFP-W-8755, Professional Engineering Services

**Invoice #** 139372

**Improvement:** Habitat for Humanity Renovation

Design (workslope approved 1/18/22)

**Payee:** Anderson, Eckstein and Westrick, Inc.

**51301 Schoenherr Road**

**Shelby Township, MI 48315**

	This Project	Total Contract
Original Contract Amount (approved 11/18/13)	\$ 27,500.00	
Contract Renewal - No Current Cap		
Current Amended Contract Amount		
Amount this Billing	\$ 1,375.00	\$ 1,375.00
Previously Approved Work to Date	\$ 25,000.00	\$ 3,317,072.23
Total Work Performed as of : 08/28/22	\$ 26,375.00	\$ 3,318,447.23
Total Amount Due this Payment		\$ 1,375.00

Chargeable to:	DDA/TIFA	495-9495-80100	100.00%	\$ 1,375.00
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Chargeable to:	0.00%	\$ -
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Prepared by:

Tina G. Gapshes, P.E.  
City Engineer

Approved for Payment:

Tom Bommarito  
Economic Development Director

cc: Payee



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

**INVOICE**

September 9, 2022

Project No: 0140-0114-0

Invoice No: 0139372

CITY OF WARREN, ENGINEERING DIVISION  
ATTN: RON GAYTA  
ONE CITY SQUARE  
SUITE 300  
WARREN, MI 48093-2390

Project 0140-0114-0 HABITAT FOR HUMANITY RENOVATION  
FOR: PREPARING PLANS AND BID DOCUMENTS FOR BUILDING RENOVATIONS.

Professional Services from August 1, 2022 to August 28, 2022

Phase 01 DESIGN FEE

**Fee**

Construction Cost	500,000.00
Fee Percentage	5.50
Total Fee	27,500.00

Percent Complete

90.00 Total Earned

24,750.00

Previous Fee Billing

23,375.00

Current Fee Billing

1,375.00

**Total Fee**

**1,375.00**

**Total this Phase**

**\$1,375.00**

**Total this Invoice**

**\$1,375.00**

**Outstanding Invoices**

Number	Date	Balance
0138088	6/16/2022	8,250.00
0138442	7/18/2022	9,625.00
0139278	8/19/2022	5,500.00
<b>Total</b>		<b>23,375.00</b>





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

**INVOICE**

July 18, 2022

Project No: 0140-0118-0

Invoice No: 0138443

CITY OF WARREN, ENGINEERING DIVISION  
ATTN: RON GAYTA  
ONE CITY SQUARE  
SUITE 300  
WARREN, MI 48093-2390

Project 0140-0118-0 LIVE / WORK DEVELOPMENT

FOR: SCHEMATIC DESIGN

Professional Services from June 6, 2022 to July 3, 2022

**Professional Personnel**

	Hours	Rate	Amount
ARCHITECT			
SENIOR PROJECT ENG/SUR/ARCH	.50	125.00	62.50
DESIGN DEVELOPMENT			
GRADUATE ENG/SUR/ARCH	45.00	85.00	3,825.00
Totals	45.50		3,887.50
<b>Total Labor</b>			<b>3,887.50</b>

Billing Limits	Current	Prior	To-Date
Total Billings	3,887.50	5,590.00	9,477.50
Limit			8,000.00
<b>Adjustment</b>			<b>(1,477.50)</b>

**Total this Invoice \$2,410.00**

**Outstanding Invoices**

Number	Date	Balance
0137135	5/2/2022	1,470.00
0137569	5/26/2022	825.00
0137927	6/14/2022	3,295.00
<b>Total</b>		<b>5,590.00</b>

**LANDSCAPE SERVICES, INC**

22932 Rasch  
Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com

# Invoice

Invoice #	Account No.
J- 212328	13391
Date	Due Date
10/01/22	10/31/22
Invoice Total:	Paid Amt 0.00
\$1,512.00	Total Due: 1512.00

PO # 2322017  
CITY OF WARREN - DDA - POLICE & COURT  
MS S. TURNER P.O. #2446647  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093  
ITB-W-0303

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - POLICE & COURT  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-30100

Date	Description	Amount
09/07/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00
09/21/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00

Sub Total:	1,512.00
Tax:	0.00
Invoice Total:	\$1,512.00

**Message:**

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ENT'D OCT 14 2022

01333U

Page

1

**LANDSCAPE SERVICES, INC**22932 Rasch  
Clinton Township, MI 48035Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com**Invoice**

Invoice #	Account No.
J- 212327	13390
Date	Due Date
10/01/22	10/31/22
Invoice Total:	Paid Amt 0.00
\$6,238.00	Total Due: 6238.00

PO # 2322017

**CITY OF WARREN - DDA - CITY HALL & CIVIC...**  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093

ITB-W-0303

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - CITY HALL & CIVIC PARK  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-30100

Date	Description	Amount
09/07/22	Bed Maintenance July, August and September	3,119.00
09/21/22	Bed Maintenance July, August and September	3,119.00

Sub Total:	6,238.00
Tax:	0.00
Invoice Total:	\$6,238.00

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ENT'D OCT 14 2022

**LANDSCAPE SERVICES, INC**22932 Rasch  
Clinton Township, MI 48035Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com**Invoice**

Invoice #	Account No.
J- <b>212339</b>	13630
Date	Due Date
<b>10/01/22</b>	10/31/22
<b>Invoice Total:</b>	Paid Amt 0.00
<b>\$4,293.00</b>	Total Due: 4293.00

PO # 2322017

**CITY OF WARREN - DDA - COMMUNITY CENTER**  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093

ITB-W-0303

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - COMMUNITY CENTER  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-70100

Date	Description	Amount
09/08/22	Bed Maintenance July, August and September Warren Community Center 5460 Arden Ave. Warren, MI	1,134.00
09/08/22	Pruning and Trimming September Warren Community Center 5460 Arden Ave. Warren, MI	2,025.00
09/21/22	Bed Maintenance July, August and September Warren Community Center 5460 Arden Ave. Warren, MI	1,134.00

Sub Total:	4,293.00
Tax:	0.00
Invoice Total:	\$4,293.00

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ENT'D OCT 14 2022

**LANDSCAPE SERVICES, INC.**

22932 Rasch

Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600

www.lsimichigan.com

# Invoice

Invoice #	Account No.
J- 211305	13630
Date	Due Date
09/01/22	09/30/22
Invoice Total:	Paid Amt 0.00
\$2,268.00	Total Due: 2268.00

PO # 2322017  
**CITY OF WARREN - DDA - COMMUNITY CENTER**  
 ONE CITY SQUARE, 4TH FLOOR  
 WARREN, MI 48093

ITB-W-0303

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - COMMUNITY CENTER  
 ONE CITY SQUARE, 4TH FLOOR  
 WARREN MI 48093

Service Charge

added to overdue...

494-9494-70100

Date	Description	Amount
08/12/22	Bed Maintenance July, August and September Warren Community Center 5460 Arden Ave. Warren, MI	1,134.00
08/26/22	Bed Maintenance July, August and September Warren Community Center 5460 Arden Ave. Warren, MI	1,134.00

Sub Total:	2,268.00
Tax:	0.00
Invoice Total:	\$2,268.00

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ENT'D OCT 14 2022

**LANDSCAPE SERVICES, INC.**

22932 Rasch

Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600

www.lsimichigan.com

# Invoice

PO # 2322017

**CITY OF WARREN - DDA - POLICE & COURT**

MS S. TURNER P.O. #2116647

ONE CITY SQUARE, 4TH FLOOR

WARREN, MI 48093

ITB-W-0303

Invoice #	Account No.
J- 211291	13391
Date	Due Date
09/01/22	09/30/22
<b>Invoice Total:</b>	<b>Paid Amt</b> 0.00
<b>\$4,752.00</b>	<b>Total Due:</b> 4752.00

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - POLICE & COURT  
 ONE CITY SQUARE, 4TH FLOOR  
 WARREN MI 48093

494-9494-70100

Service Charge

...  
added to overdue...

Date	Description	Amount
08/09/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00
08/24/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00
08/26/22	Pruning and Trimming September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	3,240.00

Sub Total:	4,752.00
Tax:	0.00
Invoice Total:	<b>\$4,752.00</b>

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ENTD OCT 14 2022



**LANDSCAPE SERVICES, INC.**

22932 Rasch

Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600

www.lsimichigan.com

# Invoice

Invoice #	Account No.
J- <b>211290</b>	<b>13390</b>
Date	Due Date
<b>09/01/22</b>	<b>09/30/22</b>
<b>Invoice Total:</b>	Paid Amt <b>0.00</b>
<b>\$7,048.00</b>	Total Due: <b>7048.00</b>

PO # 2322017

**CITY OF WARREN - DDA - CITY HALL & CIVIC...**  
**ONE CITY SQUARE, 4TH FLOOR**  
**WARREN, MI 48093**

ITB-W-0303

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - CITY HALL & CIVIC PARK  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

Service Charge

...  
added to overdue...

444-9494-70100

Date	Description	Amount
08/09/22	Bed Maintenance July, August and September	3,119.00
08/25/22	Bed Maintenance July, August and September	3,119.00
08/25/22	Pruning and Trimming September	810.00

Sub Total:	<b>7,048.00</b>
Tax:	<b>0.00</b>
Invoice Total:	<b>\$7,048.00</b>

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ENT'D OCT 14 2022

**LANDSCAPE SERVICES, INC.**22932 Rasch  
Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600

www.lsimichigan.com

PO # 2322017

**CITY OF WARREN - DDA - COMMUNITY CENTER**  
**ONE CITY SQUARE, 4TH FLOOR**  
**WARREN, MI 48093**

ITB-W-0303

# Invoice

Invoice #	Account No.
J- <b>210090</b>	<b>13630</b>
Date	Due Date
<b>08/01/22</b>	<b>08/31/22</b>
<b>Invoice Total:</b>	Paid Amt <b>0.00</b>
<b>\$2,268.00</b>	Total Due: <b>2268.00</b>

**REMIT TO: LANDSCAPE SERVICES, INC.**Services Rendered At: CITY OF WARREN - DDA - COMMUNITY CENTER  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-80100

Service Charge

...  
added to overdue...

Date	Description	Amount
07/14/22	Bed Maintenance July, August and September Warren Community Center 5460 Arden Ave. Warren, MI	1,134.00
07/28/22	Bed Maintenance July, August and September Warren Community Center 5460 Arden Ave. Warren, MI	1,134.00

Sub Total:	<b>2,268.00</b>
Tax:	<b>0.00</b>
Invoice Total:	<b>\$2,268.00</b>

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ENT'D OCT 14 2022

**LANDSCAPE SERVICES, INC.**22932 Rasch  
Clinton Township, MI 48035Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com

Page

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# Invoice

Invoice #	Account No.
J- <b>210078</b>	<b>13391</b>
Date	Due Date
<b>08/01/22</b>	<b>08/31/22</b>
<b>Invoice Total:</b>	Paid Amt <b>0.00</b>
<b>\$2,268.00</b>	Total Due: <b>2268.00</b>

PO# 2322017

**CITY OF WARREN - DDA - POLICE & COURT**  
**MS S. TURNER P.O. #2116647**  
**ONE CITY SQUARE, 4TH FLOOR**  
**WARREN, MI 48093** **ITB-W-0303****REMIT TO: LANDSCAPE SERVICES, INC.**Services Rendered At: CITY OF WARREN - DDA - POLICE & COURT  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

Service Charge

added to overdue...

494-9494-80100

Date	Description	Amount
07/01/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00
07/14/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00
07/28/22	Bed Maintenance July, August and September Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	756.00

Sub Total:	2,268.00
Tax:	0.00
Invoice Total:	<b>\$2,268.00</b>

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ENT'D OCT 14 2022

LANDSCAPE SERVICES, INC.

22932 Rasch

Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600

www.lsimichigan.com

PO # 2322017

CITY OF WARREN - DDA - CITY HALL & CIVIC...  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093

ITB-W-0303

Services Rendered At: CITY OF WARREN - DDA - CITY HALL & CIVIC PARK  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-30100

REMIT TO: LANDSCAPE SERVICES, INC.

Service Charge

...  
added to overdue...

Page

1

# Invoice

Invoice #	Account No.
J- 210077	13390
Date	Due Date
08/01/22	08/31/22
<b>Invoice Total:</b>	Paid Amt 0.00
<b>\$9,357.00</b>	Total Due: 9357.00

Date	Description	Amount
07/01/22	Bed Maintenance July, August and September	3,119.00
07/14/22	Bed Maintenance July, August and September	3,119.00
07/29/22	Bed Maintenance July, August and September	3,119.00

Sub Total:	9,357.00
Tax:	0.00
Invoice Total:	\$9,357.00

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ENT'D OCT 14 2022

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LANDSCAPE SERVICES, INC  
22932 Rasch  
Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com

PO# 2322017

CITY OF WARREN - DDA - COMMUNITY CENTER  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093

# Invoice

Invoice #	Account No.
J- 213969	13630
Date	Due Date
11/01/22	11/30/22
<b>Invoice Total:</b>	<b>Paid Amt 0.00</b>
<b>\$3,240.00</b>	<b>Total Due: 3240.00</b>

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - COMMUNITY CENTER  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-80100

Date	Description	Amount
10/06/22	Bed Maintenance May, June and October Warren Community Center 5460 Arden Ave. Warren, MI	1,620.00
10/27/22	Bed Maintenance May, June and October Warren Community Center 5460 Arden Ave. Warren, MI	1,620.00

Sub Total:	3,240.00
Tax:	0.00
<b>Invoice Total:</b>	<b>\$3,240.00</b>

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LANDSCAPE SERVICES, INC  
22932 Rasch  
Clinton Township, MI 48035

Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com

# Invoice

Invoice #	Account No.
J- 213953	13390
Date	Due Date
11/01/22	11/30/22
Invoice Total:	Paid Amt 0.00
\$8,910.00	Total Due: 8910.00

PO# 2322017  
CITY OF WARREN - DDA - CITY HALL & CIVIC...  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - CITY HALL & CIVIC PARK  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-30100

Date	Description	Amount
10/05/22	Bed Maintenance May, June and October CITY HALL & CIVIC PARK 1 City Square Warren, MI	4,455.00
10/27/22	Bed Maintenance May, June and October CITY HALL & CIVIC PARK 1 City Square Warren, MI	4,455.00

Sub Total:	8,910.00
Tax:	0.00
Invoice Total:	\$8,910.00

**Message:**

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**LANDSCAPE SERVICES, INC**22932 Rasch  
Clinton Township, MI 48035Phone 586-741-5296 Fax 586-741-4600  
www.lsimichigan.com

# Invoice

Invoice #	Account No.
J- 213954	13391
Date	Due Date
11/01/22	11/30/22
Invoice Total:	Paid Amt 0.00
\$2,160.00	Total Due: 2160.00

**CITY OF WARREN - DDA - POLICE & COURT**MS S. TURNER P.O. #2116647  
ONE CITY SQUARE, 4TH FLOOR  
WARREN, MI 48093

232 2017

REMIT TO: LANDSCAPE SERVICES, INC.

Services Rendered At: CITY OF WARREN - DDA - POLICE & COURT  
ONE CITY SQUARE, 4TH FLOOR  
WARREN MI 48093

494-9494-70100

Date	Description	Amount
10/05/22	Bed Maintenance May, June and October Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	1,080.00
10/25/22	Bed Maintenance May, June and October Warren Police Station and 37th District Court 29900 S. Civic Center Drive Warren, MI	1,080.00

Sub Total:	2,160.00
Tax:	0.00
Invoice Total:	\$2,160.00

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# Hallahan & Associates, P.C.

Attorneys at Law  
1750 S. Telegraph Road, Suite 202  
Bloomfield Hills, Michigan 48302-0179  
(248) 731-3089

Email

August 2, 2022

City of Warren DDA  
One City Square  
Suite 425 - Purchasing  
Warren, MI 48093

Please include Invoice No.  
with your payment

Invoice No. 19797

\$42,959.74

Professional services rendered through July 31, 2022

2322543

\$ 1,173.51

Purchase Order #232447 (09/15/2021 - 09/14/2022), previously #2218905

494-9494-30100

		Hours	Amount
<u>ARHC BMWRNMI01, LLC - 22-000842</u>			
07/18/22	LMH	Review/analyze Notice of Prehearing General Call and Order of Procedure; update case access chart.	0.20 39.00
Subtotal:		0.20	39.00
<u>Monroe Inns, Inc. - 21-001649</u>			
07/01/22	KMM	Communicate with client; review Respondent's valuation disclosure; begin drafting Respondent's Prehearing Statement.	1.40 273.00
	SAO	Review appraisal and discuss in firm.	0.10 19.50
	LMH	Review/analyze the City's Valuation Disclosure.	0.90 175.50
07/06/22	KMM	Draft/revise Respondent's Prehearing Statement; in-firm discussion with L. Hallahan; further review of Respondent's valuation evidence; communication with client.	0.80 156.00
Subtotal:		3.20	624.00
<u>Windemere Real Estate LLC - 20-001843</u>			
07/04/22	SAO	Received and reviewed workfile from appraiser and prepare for exchange.	0.20 39.00
	LMH	Review of Respondent's workfile.	1.20 234.00
07/27/22	SAO	Communicate in firm with L. Hallahan.	0.50 97.50
	LMH	Communicate in firm with L. Hallahan.	0.50 97.50
Subtotal:		2.40	468.00
<u>Windemere Real Estate LLC - 22-001076</u>			
07/29/22	SAO	Review file status.	0.10 19.50
Subtotal:		0.10	19.50
Subtotal of charges			\$1,150.50
Administrative fee (2%)			\$23.01
Professional services rendered			5.90 \$1,173.51

ENT'D NOV 03 2022

## Timekeeper Summary

Name	Hours	Rate
Laura M. Hallahan	2.80	195.00
Kelsea M. Melcher	2.20	195.00
Seth A. O'Loughlin	0.90	195.00

Amount

Previous balance

\$11,786.20

**AMOUNT DUE****\$12,959.71**

Current	30 Days	60 Days	90 Days	120 Days
1,670.76	0.00	1,690.65	3,471.08	6,127.22

# Hallahan & Associates, P.C.

Attorneys at Law  
1750 S. Telegraph Road, Suite 202  
Bloomfield Hills, Michigan 48302-0179  
(248) 731-3089

Email

September 2, 2022

City of Warren DDA  
One City Square  
Suite 425 - Purchasing  
Warren, MI 48093

Please include Invoice No.  
with your payment

Invoice No. 19860

\$43,019.38

Professional services rendered through August 31, 2022

\$59.67

2322543

Purchase Order #2321447 (09/15/2021 - 09/14/2022), previously #2218905

494-9494-80100

Hours Amount

## Monroe Inns, Inc. - 21-001649

08/25/22	SAO	Received and reviewed notice of prehearing conference and calendar.	0.10	19.50
Subtotal:			0.10	19.50

## Windemere Real Estate LLC - 22-001076

08/16/22	KMM	Received and reviewed Prehearing General Call; update case access chart.	0.20	39.00
Subtotal:			0.20	39.00

<b>Subtotal of charges</b>				\$58.50
Administrative fee (2%)				\$1.17

<b>Professional services rendered</b>	0.30	\$59.67
---------------------------------------	------	---------

## Timekeeper Summary

Name	Hours	Rate
Kelsea M. Melcher	0.20	195.00
Seth A. O'Loughlin	0.10	195.00

<b>Previous balance</b>	\$12,959.71
-------------------------	-------------

<b>AMOUNT DUE</b>	<b>\$13,019.38</b>
-------------------	--------------------

Current	30 Days	60 Days	90 Days	120 Days
59.67	1,670.76	0.00	1,690.65	9,598.30

ENT'D NOV 03 2022

# Hallahan & Associates, P.C.

Attorneys at Law  
1750 S. Telegraph Road, Suite 202  
Bloomfield Hills, Michigan 48302-0179  
(248) 731-3089

Email

October 3, 2022

City of Warren DDA  
One City Square  
Suite 425 - Purchasing  
Warren, MI 48093

Please include Invoice No.  
with your payment

Invoice No. 19936

~~\$13,854.76~~

Professional services rendered through September 14, 2022

2322543

\$ 835.38

Purchase Order #2321447 (09/15/2021 - 09/14/2022), previously #2218905

494 - 9494 - 80100

Hours Amount

## Windemere Real Estate LLC - 20-001843

09/07/22 LMH	Trial Preparation.	1.80	351.00
09/12/22 SAO	Review file and draft email to client regarding case status and timeline for moving forward; communicate with L. Hallahan; review and respond to client email (multiple).	0.70	136.50
09/13/22 LMH	Telephone conference with Jennifer Czeisberger; communicate in firm; telephone conference with Brian Etzel.	0.90	175.50
09/14/22 SAO	Communicate in firm regarding response from Petitioner regarding video hearing; discuss motion to adjourn to video.	0.30	58.50
Subtotal:		3.70	721.50

## Windemere Real Estate LLC - 22-001076

09/13/22 SAO	Communicate in firm regarding case.	0.50	97.50
Subtotal:		0.50	97.50

<b>Subtotal of charges</b>	\$819.00
Administrative fee (2%)	\$16.38
<b>Professional services rendered</b>	4.20 \$835.38

## Timekeeper Summary

Name	Hours	Rate
Laura M. Hallahan	2.70	195.00
Seth A. O'Loughlin	1.50	195.00

Previous balance \$13,019.38

**AMOUNT DUE** \$13,854.76

Current	30 Days	60 Days	90 Days	120 Days
835.38	59.67	1,173.51	497.25	11,288.95

ENT'D NOV 03 2022



018916

## APOLLO FIRE EQUIPMENT

12584 LAKESHORE DR.  
ROMEO, MI 48065

## INVOICE

DATE	INVOICE NO.
10/26/2022	110402

BILL TO
CITY OF WARREN 1 CITY SQUARE PURCHASING SUITE 425 WARREN, MI 48093-5289

SHIP TO
WARREN FIRE DEPT. 23295 SCHOENHERR WARREN, MI 48089 ATTN: ORRIN FERGUSON

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA
2322469	NET 30 DAYS	AP	10/26/2022	UPS

ITEM	DESCRIPTION	QTY.	UNIT PRICE	AMOUNT
A3831	CHIMNEY SNUFFER HEAD, 1" NH WITH 3/4" GHT ADAPTER	1	366.00	366.00
JNF-NJ	1.5" NHF x 2.5" NHM ADAPTER FOR BREAK AND EXTEND	1	90.00	90.00
AA5NF-ND	TFT 1-1/2" NH F x 1" NH M FLAT ADAPTER	1	40.00	40.00
K12FD94	14" RESCUE SAW, 94cc	1	1,900.00	1,900.00
N-5	STANDARD SPRING CLIP	2	14.00	28.00
WIT-Y	YELLOW WEDGE-IT	11	2.10	23.10
90509	SURVIVOR LED W/12 V DC CHARGER, ORANGE	2	153.00	306.00

THANK YOU FOR YOUR BUSINESS.

SALES TAX (6.0%) \$0.00

TOTAL \$28,256.10

Phone #	Fax #	E-mail	Web Site
586-752-1800	586-752-6907	APOLLO@APOLLOFIRE.COM	WWW.APOLLOFIRE.COM

Bid # ITB-W-0698

494-9494-98400

**APOLLO FIRE EQUIPMENT**

12584 LAKESHORE DR.  
ROMEO, MI 48065

**INVOICE**

DATE	INVOICE NO.
10/26/2022	110402

BILL TO
CITY OF WARREN 1 CITY SQUARE PURCHASING SUITE 425 WARREN, MI 48093-5289

SHIP TO
WARREN FIRE DEPT. 23295 SCHOENHERR WARREN, MI 48089 ATTN: ORRIN FERGUSON

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA
2322469	NET 30 DAYS	AP	10/26/2022	UPS

ITEM	DESCRIPTION	QTY.	UNIT PRICE	AMOUNT
535	2-1/2" NST CELLAR NOZZLE	1	630.00	630.00
2499	QUAD STACKED DELUGE TIPS	1	480.00	480.00
3485-2.5	2-1/2" MINI STREAM SHAPER	1	225.00	225.00
ELSS-XLAC	SCENE STAR LED LIGHT HEAD, 20K LUMEN, 240 VOLT	2	1,750.00	3,500.00
FS25X50R25N	50' LENGTH 2-1/2" RED PONN SUPREME HOSE WITH 2-1/2" NST COUPLINGS	8	315.00	2,520.00
DP17X50Y15N	50' LENGTH 1-3/4" NATIONAL DURA PAK YELLOW HOSE WITH DURA SHIELD II. 1-1/2" NST COUPLINGS	2	210.00	420.00
360578	McMASTER CARR 92" SEATBELT STRAP	4	40.00	160.00
332	AMEREX 20lb. CO2	1	575.00	575.00
7100TCDG16A	16" VENT SAW WITH DEPTH GUARD S/N 20213400506	1	2,250.00	2,250.00
LWFG-6	6' FIBERGLASS PIKE POLE WITH ASH CORE	1	135.00	135.00
LWFG-8	8' FIBERGLASS PIKE POLE WITH ASH CORE	1	155.00	155.00
RH-5	5' NEW YORK ROOF HOOK	1	125.00	125.00
SHF-10	10# SLEDGE HAMMER WITH FIBERGLASS HANDLE	1	60.00	60.00
CBWP-51	51" WEDGE POINT PRY BAR	1	78.00	78.00
BC-18	18" BOLT CUTTER	1	72.00	72.00
KTK	K-TOOL KIT COMPLETE	1	198.00	198.00

THANK YOU FOR YOUR BUSINESS.

SALES TAX (6.0%)

**TOTAL**

Phone #	Fax #	E-mail	Web Site
586-752-1800	586-752-6907	APOLLO@APOLLOFIRE.COM	WWW.APOLLOFIRE.COM

**APOLLO FIRE EQUIPMENT**

12584 LAKESHORE DR.  
 ROMEO, MI 48065

**INVOICE**

DATE	INVOICE NO.
10/26/2022	110402

BILL TO
CITY OF WARREN 1 CITY SQUARE PURCHASING SUITE 425 WARREN, MI 48093-5289

SHIP TO
WARREN FIRE DEPT. 23295 SCHOENHERR WARREN, MI 48089 ATTN: ORRIN FERGUSON

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA
2322469	NET 30 DAYS	AP	10/26/2022	UPS

ITEM	DESCRIPTION	QTY.	UNIT PRICE	AMOUNT
FA-6	FLAT HEAD AXE W/FIBERGLASS HANDLE	1	66.00	66.00
SRF-40" W/D	SHEETROCK HOOK, FIBERGLASS ASH CORE, D-HANDLE	1	132.00	132.00
DB6x8	DEBRIS BAG, 22 oz. VINYL	1	219.00	219.00
TN835-B	35" TNT TOOL, 8lb. BLACK FIBERGLASS HANDLE	1	310.00	310.00
10178557	ALTAIR 4XR MULTIGAS DETECTOR S/N 292468	1	1,175.00	1,175.00
6030	30 MINUTE FLARE SIX PACK	1	15.00	15.00
234RD	SMALL ROPE BAG, RED	1	35.00	35.00
442RD	HYDRANT BAG	1	135.00	135.00
H5-150	HOSE STRAP	1	95.00	95.00
M/S-AB	MILWAUKEE STRAP ACCESSORY BAG	1	115.00	115.00
A3835	HYDRANT WRENCH	2	70.00	140.00
A3850	TFT 3 WRENCH SET WITH BRACKET	1	259.00	259.00
A3843	SPANNER HYDRANT WRENCH MOUNTS	1	109.00	109.00
A3813	SPANNER WRENCH	6	36.00	216.00
A3810	(4) STORZ SPANNER WRENCHES WITH BRACKET	1	145.00	145.00
A3090	STORZ SPANNER WRENCH	2	35.00	70.00
AA6NJ-NJ	2.5" DOUBLE MALE	3	37.00	111.00
AA7NJ-NJ	2.5" DOUBLE FEMALE	3	65.00	195.00

THANK YOU FOR YOUR BUSINESS.

SALES TAX (6.0%)

**TOTAL**

Phone #	Fax #	E-mail	Web Site
586-752-1800	586-752-6907	APOLLO@APOLLOFIRE.COM	WWW.APOLLOFIRE.COM

**APOLLO FIRE EQUIPMENT**

12584 LAKESHORE DR.  
ROMEO, MI 48065

**INVOICE**

DATE	INVOICE NO.
10/26/2022	110402

BILL TO
CITY OF WARREN 1 CITY SQUARE PURCHASING SUITE 425 WARREN, MI 48093-5289

SHIP TO
WARREN FIRE DEPT. 23295 SCHOENHERR WARREN, MI 48089 ATTN: ORRIN FERGUSON

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA
2322469	NET 30 DAYS	AP	10/26/2022	UPS

ITEM	DESCRIPTION	QTY.	UNIT PRICE	AMOUNT
AA5NJ-NF	2-1/2" NHF x 1-1/2" NHM ADAPTER	2	40.00	80.00
H-VOI	DETENT VALVE W/GRIP	1	350.00	350.00
	S/N H696402			
FSNYSTACK	NEW YORK STACK TIP	1	140.00	140.00
H-2VPP	PLAYPIPE	1	675.00	675.00
	S/N H695502			
FS-3STACK	NFPA STACK TIP 1.5"	1	180.00	180.00
GF3FIF	G-FORCE NOZZLE, 1.5" NH FEMALE INLET, ONE PIECE NOZZLE W/SLIDE VALVE AND PISTOL GRIP, AUTOMATIC 60-150 GPM @ 75 PSI, FIXED INDICATOR, FIXED MOLDED RUBBER TEETH	6	714.00	4,284.00
	S/N G517128, G517136, G517137, G517142, G517151, G517160			
HL-2V	HANDLINE SERIES 75 PSI AUTOMATIC WITHOUT PISTOL GRIP	3	1,200.00	3,600.00
	S/N H691230, H692287, H692288			
FJ-MX-G	FOAM EXPANSION TUBES FOR 1-1/2" NOZZLES	1	269.00	269.00
	S/N F698145			
UE-060-NF	IN LINE EDUCTOR 1.5" NH	1	800.00	800.00
	S/N U504855			

THANK YOU FOR YOUR BUSINESS.	SALES TAX (6.0%)
	TOTAL

Phone #	Fax #	E-mail	Web Site
586-752-1800	586-752-6907	APOLLO@APOLLOFIRE.COM	WWW.APOLLOFIRE.COM

VENDORS ARE RESPONSIBLE FOR DELIVERING ALL ITEMS F.O.B. DESTINATION. DELIVERY CHARGES ARE TO BE INCLUDED IN THE BID SUBMISSION.					
ITEM	DESCRIPTION	PART #	QTY.	UNIT COST	EXTENDED COST
1	PONN SUPREME 1 3/4"X50FT COATED Blue No Stripe	F317X50B_15N	16	\$ 210.00	\$ 3,360.00
2	PONN SUPREME 2.5"X50FT COATED Red No Stripe	F525X50R_25N	8	\$ 313.00	\$ 2,520.00
3	NATIONAL Dura Pak 1 3/4" x 50' Yellow	DP17X50Y15N	2	\$ 210.00	\$ 420.00
4	SNAPTITE HFX 5'X100FT, 5" STZ, YELLOW	HFX50X100Y50S	10	\$ 800.00	\$ 8,000.00
5	SNAPTITE HFX 5'X50FT, 5" STZ, YELLOW	HFX50X50Y50S	1	\$ 630.00	\$ 630.00
6	SNAPTITE HFX 5'X25FT, 5" STZ, YELLOW	HFX50X25Y50S	1	\$ 475.00	\$ 475.00
7	ZIAMATIC SPRING CLIP O2 BOTTLE	N-5	2	\$ 14.00	\$ 28.00
8	ORION FLARE 6PK	6030	1	\$ 15.00	\$ 15.00
9	R&B ROPE BAG	234RD	1	\$ 35.00	\$ 35.00
10	R&B HYDRANT BAG	442RD	1	\$ 135.00	\$ 135.00
11	R&B HIGHRISE HOSE STRAP	HS-150	1	\$ 95.00	\$ 95.00
12	R&B HIGHRISE HOSE LASSY BAG	MVS-AB	1	\$ 115.00	\$ 115.00
13	STREAMLIGHT SURVIVOR WITH 12V CHARGER	90509	2	\$ 153.00	\$ 306.00
14	HARRINGTON 4"DST TO 2.5NH	H200-40F5-003-25NH	1	\$ 575.00	\$ 575.00
15	TURTLE PLASTICS DOOR WEDGES	WT-Y	11	\$ 2.10	\$ 23.10
16	MSA Evolution 6000 TIC0 Promotion, 2 Batt, Veh Charger	10718428	1	\$ 8,750.00	\$ 8,750.00
17	HUSKY 12X14 SALVAGE COVER	HTV-12X14-100Z	1	\$ 197.00	\$ 197.00
18	HUSKY 12X18 SALVAGE COVER	HTV-12X18-100Z	1	\$ 241.00	\$ 241.00
19	FOLD DA TANK 6XB CANVAS CARRY BAG	DB6XB	1	\$ 219.00	\$ 219.00
20	TFT HYDRANT WRENCH	A3835	2	\$ 70.00	\$ 140.00
21	TFT 3 WRENCH SET WITH BRACKET	A3850	1	\$ 259.00	\$ 259.00
22	TFT 3 WRENCH BRACKET	A3843	1	\$ 109.00	\$ 109.00
23	TFT SPANNER WRENCH	A3813	6	\$ 36.00	\$ 216.00
24	AKRON 2.5"NH TO DUAL 1.5" GATED WYE	1581	3	\$ 757.00	\$ 2,271.00
25	AKRON 2.5" CELLAR NOZZLE	535	1	\$ 630.00	\$ 630.00
26	AKRON QUAD STACKED TIPS	2499	1	\$ 480.00	\$ 480.00
27	AKRON 2.5" STREAM SHAPER	3485	1	\$ 225.00	\$ 225.00
28	AKRON SCENESTAR LIGHT ELSS-XLAC-PL163831-PLMT-L515	ELSS-XLAC-PL163831-PLMT-L515	2	\$ 1,750.00	\$ 3,500.00
29	REMOVED FROM PRICING SHEETS				
30					
31	AMEREX 20LB CO2	332	1	\$ 575.00	\$ 575.00
32	INT TOOL 35" BLB	1N835-B	1	\$ 310.00	\$ 310.00
33	FIREHOOKS UNLIMITED-6' PIKE POLE FIBERGLASS	LWFG-6	1	\$ 135.00	\$ 135.00
34	FIREHOOKS UNLIMITED-8' PIKE POLE FIBERGLASS	LWFG-8	1	\$ 155.00	\$ 155.00
35	FIREHOOKS UNLIMITED-5' NEW YORK ROOF HOOK	RH-5	1	\$ 125.00	\$ 125.00
36	FIREHOOKS UNLIMITED-FIBERGLASS SLEDGE HAMMER	SHF-10	1	\$ 60.00	\$ 60.00
37	FIREHOOKS UNLIMITED- 51" FRYBAR	CBWP-51	1	\$ 78.00	\$ 78.00
38	REMOVED FROM PRICING SHEETS				
39					
40	FIREHOOKS UNLIMITED- 15" BOLT CUTTER	BC-18	1	\$ 72.00	\$ 72.00

CUSTOMER NAME: Apollo Fire



VENDORS ARE RESPONSIBLE FOR DELIVERING ALL ITEMS F.O.B. DESTINATION. DELIVERY CHARGES ARE TO BE INCLUDED IN THE BID SUBMISSION.					
ITEM	DESCRIPTION	PART #	QTY.	UNIT COST	EXTENDED COST
41	REMOVED FROM PRICING SHEETS				
42					
43					
44	FIREHOOKS UNLIMITED- K TOOL KIT	KKIT	1	\$ 198.00	\$ 198.00
45	FIREHOOKS UNLIMITED- 8LB FLATHEAD AXE	FA-6	1	\$ 66.00	\$ 66.00
46	FIREHOOKS UNLIMITED- SHEETROCK HOOD WITH D HANDLE	SRF-40W/D	1	\$ 132.00	\$ 132.00
47	BADAXE 34" BLACK HANDLE	BADAXX-34-MB	1	\$ 375.00	\$ 375.00
48	PARATECH 30" HALLIGAN	72-009600	1	\$ 277.00	\$ 277.00
49	TFT SUPER SPANNER SET	A3810	1	\$ 145.00	\$ 145.00
50	TFT STORITZ SPANNER WRENCH	A3090	2	\$ 35.00	\$ 70.00
51	TFT 2.5" DBL MALE	AA6NJ-NJ	3	\$ 37.00	\$ 111.00
52	TFT 2.5" DBL FEMALE	AA7NJ-NJ	3	\$ 65.00	\$ 195.00
53	TFT 2.5" FEMALE TO 1.5" MALE	AA5NJ-NF	2	\$ 40.00	\$ 80.00
54	TFT DETENT VALVE 1.5-1.5"	H-VOI	1	\$ 350.00	\$ 350.00
55	TFT NEW YORK STACKED TIPS	FSNY STACK	1	\$ 140.00	\$ 140.00
56	TFT 2.5" PLAYPIPE	H-2VPP	1	\$ 675.00	\$ 675.00
57	TFT STACKED TIPS 2.5"	FS-3	1	\$ 180.00	\$ 180.00
58	TFT GFORCE 1.5" 60-150GPM @ 75PSI	GF3F1F	6	\$ 714.00	\$ 4,284.00
59	TFT 2.5" NOZZLE 95-225GPM	HL-2V	3	\$ 1,200.00	\$ 3,600.00
60	TFT FOAM EXPANSION TUBE	FJ-MX-G	1	\$ 269.00	\$ 269.00
61	TFT 60 GPM 1.5" FOAM EDUCTOR	VE-60-NF	1	\$ 800.00	\$ 800.00
62	TFT CHIMNEY SNUFFER 1" NH W/GHT ADAPTOR	A3831	1	\$ 366.00	\$ 366.00
63	TFT 1.5" ROCKER LUG FEMALE TO 2.5" MALE	JNF-NJ	1	\$ 90.00	\$ 90.00
64	TFT 1.5" FEMALE TO 1" MALE ADAPTOR	AA5NF-ND	1	\$ 40.00	\$ 40.00
65	MCMMASTER CARR 92" SEABELT STRAP	360518	4	\$ 40.00	\$ 160.00
66	REMOVED FROM PRICING SHEETS				
67					
68	MSA Alter 4 Gas	10178557	1	\$ 1,175.00	\$ 1,175.00
69	Truckmons Choice 16" Vent Saw	7100ICDG16A	1	\$ 2,250.00	\$ 2,250.00
70	Team Saw K12 Rotary Saw 14"	K12FD94	1	\$ 1,900.00	\$ 1,900.00
71	Vicon 28" Slim Line Cone	16028-H14SL-7	5	\$ 30.00	\$ 150.00
72	Hurst Edraulic 5788E2 Cutter	272788000	1	\$ 11,500.00	\$ 11,500.00
73	Hurst Edraulic 57P555E2 Spreader	271555000	1	\$ 12,800.00	\$ 12,800.00
74	Hurst Edraulic 5788E2 Ram	274085000	1	\$ 8,800.00	\$ 8,800.00
TOTAL COST - LOOSE AND MISC. EQUIPMENT: (Enter on Page 3 of the Bid Form)					\$ 84,657.10

CUSTOMER NAME: Apollo Fire

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.  
A Professional Limited Liability Company  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
(313) 963-6420  
Taxpayer I.D. No. 38-0836500

*Attorney-Client/Attorney Work Product Privileged*

George Dimas  
City of Warren  
29500 Van Dyke Avenue  
Warren, MI 48093

Please reference **Invoice #1558237**  
when remitting payment.

April 29, 2022

For professional services rendered through  
March 31, 2022 in connection with the following—

**Re: Downtown Development Authority for the City of Warren**  
Client/Matter #094427/00038  
Billing Attorney: Scott R. Eldridge

---

FEES BILLED THIS INVOICE.....	\$ 2,400.00
COSTS BILLED THIS INVOICE.....	\$ 0.00
<b>TOTAL AMOUNT DUE.....</b>	<b>\$ 2,400.00</b>

**PAYMENT OPTIONS:**

**CHECK** Payable To: Miller, Canfield, Paddock and Stone  
P. O. Drawer 640348 Detroit, MI 48264-0348

**US WIRE TRANSFER** Comerica Bank ABA#: 072000096  
Swift Code: MNBDUS33 (for international wires only)  
Account: 1840-09284-3

VISA, MC or AMEX accepted: [www.millercanfield.com/payment.html](http://www.millercanfield.com/payment.html)

If wiring funds, please send payment information to [accounting@millercanfield.com](mailto:accounting@millercanfield.com)  
To confirm wire information contact Denise Bailey at (313) 496-7661

494-9494-80100

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.  
A Professional Limited Liability Company  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
(313) 963-6420  
Taxpayer I.D. No. 38-0836500

*Attorney-Client/Attorney Work Product Privileged*

George Dimas  
City of Warren  
29500 Van Dyke Avenue  
Warren, MI 48093

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April 29, 2022

For professional services rendered through  
March 31, 2022 in connection with the following—

**Re: Downtown Development Authority for the City of Warren**  
Client/Matter #094427/00038  
Billing Attorney: Scott R. Eldridge

**FEES DUE THIS MATTER..... \$ 2,400.00**

**TOTAL DUE FOR INVOICE #1558237 ..... \$ 2,400.00**

**INVOICE TIMEKEEPER SUMMARY**

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Value</u>
Garcia, Lawrence T	6.40	375.00	2,400.00
Totals	6.40 Hrs.		\$2,400.00

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.  
A Professional Limited Liability Company  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
(313) 963-6420  
Taxpayer I.D. No. 38-0836500

*Attorney-Client/Attorney Work Product Privileged*

George Dimas  
City of Warren  
29500 Van Dyke Avenue  
Warren, MI 48093

Please reference **Invoice #1566949**  
when remitting payment.

August 1, 2022

For professional services rendered through  
June 30, 2022 in connection with the following—

**Re: Downtown Development Authority for the City of Warren**  
Client/Matter #094427/00038  
Billing Attorney: Scott R. Eldridge

---

FEES BILLED THIS INVOICE.....	\$ 2,062.50
COSTS BILLED THIS INVOICE.....	\$ 0.00
<b>TOTAL AMOUNT DUE.....</b>	<b>\$ 2,062.50</b>

**PAYMENT OPTIONS:**

**CHECK** Payable To: Miller, Canfield, Paddock and Stone  
P. O. Drawer 640348 Detroit, MI 48264-0348

**US WIRE TRANSFER** Comerica Bank ABA#: 072000096  
Swift Code: MNBDUS33 (for international wires only)  
Account: 1840-09284-3

VISA, MC or AMEX accepted: [www.millercanfield.com/payment.html](http://www.millercanfield.com/payment.html)

If wiring funds, please send payment information to [accounting@millercanfield.com](mailto:accounting@millercanfield.com)  
To confirm wire information contact Denise Bailey at (313) 496-7661

494-9494-80100

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.  
A Professional Limited Liability Company  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
(313) 963-6420  
Taxpayer I.D. No. 38-0836500

*Attorney-Client/Attorney Work Product Privileged*

George Dimas  
City of Warren  
29500 Van Dyke Avenue  
Warren, MI 48093

Please reference **Invoice #1566949**  
when remitting payment.

August 1, 2022

For professional services rendered through  
June 30, 2022 in connection with the following—

**Re: Downtown Development Authority for the City of Warren**  
Client/Matter #094427/00038  
Billing Attorney: Scott R. Eldridge

**FEES DUE THIS MATTER..... \$ 2,062.50**

**TOTAL DUE FOR INVOICE #1566949..... \$ 2,062.50**

**INVOICE TIMEKEEPER SUMMARY**

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Value</u>
Garcia, Lawrence T	<u>5.50</u>	375.00	<u>2,062.50</u>
Totals	5.50 Hrs.		\$2,062.50

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.  
 A Professional Limited Liability Company  
 150 West Jefferson, Suite 2500  
 Detroit, Michigan 48226  
 (313) 963-6420  
 Taxpayer I.D. No. 38-0836500

*Attorney-Client/Attorney Work Product Privileged*

George Dimas  
 City of Warren  
 29500 Van Dyke Avenue  
 Warren, MI 48093

Please reference **Invoice #1569947**  
 when remitting payment.

September 1, 2022

For professional services rendered through  
 July 31, 2022 in connection with the following

**Re: Downtown Development Authority for the City of Warren**  
 Client/Matter #094427/00038  
 Billing Attorney: Scott R. Eldridge

---

FEES BILLED THIS INVOICE.....	\$ 600.00
COSTS BILLED THIS INVOICE.....	\$ 0.00
<b>TOTAL AMOUNT DUE.....</b>	<b>\$ 600.00</b>

**PAYMENT OPTIONS:**

**CHECK** Payable To: Miller, Canfield, Paddock and Stone  
 P. O. Drawer 640348 Detroit, MI 48264-0348

**US WIRE TRANSFER** Comerica Bank ABA#: 072000096  
 Swift Code: MNBDUS33 (for international wires only)  
 Account: 1840-09284-3

**VISA, MC or AMEX accepted:** [www.millercanfield.com/payment.html](http://www.millercanfield.com/payment.html)

If wiring funds, please send payment information to [accounting@millercanfield.com](mailto:accounting@millercanfield.com)  
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494-9494-80100



MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.  
 A Professional Limited Liability Company  
 150 West Jefferson, Suite 2500  
 Detroit, Michigan 48226  
 (313) 963-6420  
 Taxpayer I.D. No. 38-0836500

*Attorney-Client/Attorney Work Product Privileged*

George Dimas  
 City of Warren  
 29500 Van Dyke Avenue  
 Warren, MI 48093

Please reference **Invoice #1569947**  
 when remitting payment.

September 1, 2022

For professional services rendered through  
 July 31, 2022 in connection with the following—

**Re: Downtown Development Authority for the City of Warren**  
 Client/Matter #094427/00038  
 Billing Attorney: Scott R. Eldridge

**FEES**

**FEES DUE THIS MATTER..... \$ 600.00**

**TOTAL DUE FOR INVOICE #1569947 ..... \$ 600.00**

**INVOICE TIMEKEEPER SUMMARY**

Timekeeper	Hours	Rate	Value
Garcia, Lawrence T	1.60	375.00	600.00
Totals	1.60 Hrs.		\$600.00



**DIVISION OF BUILDING MAINTENANCE**

ONE CITY SQUARE, SUITE 105  
WARREN, MI 48093-2388  
(586) 574-4508  
FAX (586) 574-4513  
[www.cityofwarren.org](http://www.cityofwarren.org)

October 26, 2022

To: Richard Fox , City Controller

From: Dave Muzzarelli, Superintendent  
Department of Building Maintenance

**RE: Reimbursement of Expenses**

Attached you will find the receipts for Food, Fuel, Tolls, and Lodging accrued during the trip to retrieve the new Christmas Tree for City Hall.

If you have any questions or concerns, please contact my office.

\$2209.32

Sincerely,

A handwritten signature in cursive script, appearing to read "D. Muzzarelli".

Dave Muzzarelli, Superintendent  
Department of Building Maintenance

Amy Moore  
Controller's

A large, stylized handwritten signature in cursive script, appearing to read "Mayor Fox".

# CITY OF WARREN, MICHIGAN

## Travel Expense Report

October 26, 2022

Vendor # \_\_\_\_\_

Date Submitted \_\_\_\_\_

NAME: Dave Muzzarelli

DEPT. Building Maintenance

CONFERENCE \_\_\_\_\_

LOCATION: 353 S. White Street, Wake Forrest, North Carolina 27587

CONFERENCE DATES: FROM \_\_\_\_\_ TO \_\_\_\_\_

DATE OF: DEPARTURE: October 23, 2022

RETURN: October 25, 2022

### TRAVEL EXPENSE

### COST

#### LODGING

No. of Nights: 2 Per Diem \_\_\_\_\_

\$ 280.07

(Lesser of actual cost or per diem allowance)

#### MEALS & INCIDENTAL EXPENSES (including all tips)

No. of Days: 1 Per Diem \_\_\_\_\_

~~\$63.57~~ 57.57

(Lesser of actual cost or per diem allowance)

REGISTRATION FEES, DUES, ETC.

\$ \_\_\_\_\_

TRANSPORTATION - MODE: Penske Rental Truck

\$ 1,371.01

Miles: \_\_\_\_\_

(miles x \$ .625 per mile only when pre-approved in advance from Mayor)

#### OTHER EXPENSES

(List individually)

Tolls \_\_\_\_\_

\$ 40.50

Fuel \_\_\_\_\_

\$ 460.17

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$

TOTAL EXPENSES

~~\$ 2,215.32~~ 2209.32

AMOUNT ADVANCED Check no. \_\_\_\_\_ Dated \_\_\_\_\_

\$ \_\_\_\_\_

ADDITIONAL EXPENSES REQUESTED

\$ \_\_\_\_\_

REFUND TO CITY

\$ \_\_\_\_\_

Original Receipts for transportation, accommodations, registration, meals and other expenses **MUST** accompany expense reports. Purchase of alcoholic beverages will not be reimbursed.

ACCOUNT NO. \_\_\_\_\_

DATE 10/26/22

Payee Signature 

Dept. Head Signature 

Please complete and forward to the City Controller's Office within 10 days of your return.

Updated 1/26/2022

Tolls. 40.50

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 6 Collector: 58098

Tue Oct 25, 2022 08:37:43

Class: 5

Toll paid: \$ 6.75

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 4 Collector: 55231

Tue Oct 25, 2022 08:10:12

Class: 5

Toll paid: \$ 6.75

WEST VIRGINIA TURNPIKE

Barrier A Northbound

Lane: 8 Collector: 55202

Tue Oct 25, 2022 07:45:54

Class: 5

Toll paid: \$ 6.75

WEST VIRGINIA TURNPIKE

Barrier A Southbound

Lane: 5 Collector: 52320

Mon Oct 24, 2022 08:30:37

Class: 5

Toll paid: \$ 6.75

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 4 Collector: 58047

Mon Oct 24, 2022 07:38:37

Class: 5

Toll paid: \$ 6.75

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 55231

Mon Oct 24, 2022 08:05:40

Class: 5

Toll paid: \$ 6.75

Certified Oil  
400491  
5991 S. High St. Oh  
Columbus 43207  
614-XXX-XXXX  
Term: 07  
Appr: 207222

Unld\_RegADDS  
PUMP 20  
VOLUME 24.003  
PRICE/G \$3.759  
GAS TOTAL \$90.23

TAX \$0.00  
TOTAL \$90.23

Completion  
Mastercard  
Acct: XXXXXXXXXXXX4582  
Chip Read

USD\$ 90.23

Mastercard  
AID: A00000000041010  
TVR: 0000008000

XXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXX  
TSI: E800  
ARC: Z3

ARQC:  
30458C0340089733  
Chip Read

AUTH: 00-207222  
Approval: 207222  
STAN: 429859  
Batch: 63 Seq: 5

INVOICE: 192023

10/23/2022 7:24:09 PM

Sheetz 490  
2905 Rockford Street  
Mt Airy  
NC 27030

Pump No: 09  
Unleaded @ \$3.419/G  
Volume: 28.736 Gal

Gas Total: \$98.25  
Total \$98.25

Approval: 584882  
CAPTURE

Master Card  
XXXXXXXXXXXX4582  
Chip Read  
Payment Network:  
MASTERCARD

USD\$ 98.25  
Mastercard  
Mode: Issuer  
AID: A00000000041010  
TVR: 0000008000

IAD:  
0110A040012200000000  
00000000000000FF  
TSI: E800  
ARQC:  
213DFE704FB376C4

10/24/2022 17:30:04

0271

Server: MAGGIE O Rec:116  
10/24/22 20:23, Chip T: 39 Term: 5

Outback Steakhouse #4963  
311 Greasy Ridge Road  
Princeton, WV 24740  
(304)487-1971

PURCHASE USD\$63.57

\*\*\*\*\*4582 MC

AUTH: 72228Z APPROVED 991024220097

ENTRY: CHIP READ

Mastercard - A00000000041010

AAC - 4C6D724C5449A3B5

Mode: Issuer

TVR: 8000

IAD: 0110204001620000

E89F00000000000000FF

TSI: E800

ARC: Z3

CHECK:

63.57

Tip guide provided for  
your convenience, mates:

15% 9.98  
18% 11.98  
20% 13.31

TIP:

**Pilot**

STORE 008

25600 US 23

Circleville, OH 43113

(740) 420-8942

10/25/2022

SALE

Transaction #: 99209630

Qty Name	Price	Total
1 Regular Unleaded	110.00	110.00
Pump:		
Gallons: 5	29.818	
Price / Gal:	3.689	
Subtotal	110.00	
Sales Tax	0.00	
Total	110.00	
Received:		110.00
MASTERCARD		
XXXXXXXXXXXX4582		
Approved		
Auth #: 33510Z		

Chip

Auth #:

33510Z



000899209630

Pos: 2 Clerk: 1122 10/25/2022 10:59:08

#ORIGINAL RECEIPT

FUEL  
4460.17

EXXON EXPRESS PAY

FORT CHISWELL  
XXXXXXXXXX7001  
118 FORT CHISWELL RD  
MAX MEADOWS, VA  
24360

10/24/2022 394792511  
09:37:30 AM

XXXXXXXXXXXX4582

Mastercard

INVOICE 075509

AUTH 59090Z

PUMP# 7

Regular 28.867G  
PRICE/GAL \$3.399

FUEL TOTAL \$ 98.12

TOTAL = \$ 98.12

CREDIT \$ 98.12

Customer-activated Purchase/Capture

Site #: 600600004017061

Shift Number 1

Sequence Number 15348

Chip Read

Mastercard

Mode: Issuer

AID: A00000000041010

TVR: 0000008000

IAD: 0110204001620000000000FF

F

TSI: E800

ARC: 80

TC: 4879F42A5400008

APPROVED 59090Z

MEALS - \$ 63.57.

# OUTBACK

STEAKHOUSE®

EAT-EARN-REDEEM  
[www.Dine-Rewards.com](http://www.Dine-Rewards.com)

0271a Table 39 #Party 2  
MAGGIE D SvrCk: 14 7:13p 10/24/22

1 DR PEPPER	3.49
1 BB BUD LT	6.00
1 6 FILET	24.49
1 -ADD GR ONIONS	2.99
1 6 FILET, -loaded mash \$ (1.50)	25.99
COMP 2 OPEN\$ CR,	-2.99

Sub Total: 59.97

TAX: 3.60

10/24 8:23p TOTAL: 63.57

Gross Amount: 66.56

Tip guide provided for  
your convenience, mates:

15% 9.98

18% 11.98

20% 13.31

- 6.00  
57.57

\*\*\*\*\*

FOR CONTACTLESS PAYMENT:  
USE THE OUTBACK APP OR VISIT  
[OUTBACK.COM/PAY](http://OUTBACK.COM/PAY) AND ENTER  
THE FOLLOWING PAYMENT CODE:

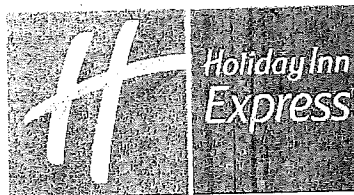
RBZQBQ

Be a hero!

Make a \$1 or \$5 donation to support the  
Red Cross Hurricane Ian relief efforts.



Hotels - # 280.07



75

10-25-22

David Muzzarelli	Folio No. : 258818	Room No. : 224
Warren MI 48093	A/R Number :	Arrival : 10-24-22
United States	Group Code :	Departure : 10-25-22
	Company :	Conf. No. : 24574192
	Membership No. :	Rate Code : APARP
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
10-24-22	*Accommodation	125.10	
10-24-22	State Tax - Room	7.51	
10-24-22	Occupancy Tax - Room	7.51	
10-25-22	MasterCard XXXXXXXXXXXXX4582		140.12
<b>Total</b>		<b>140.12</b>	<b>140.12</b>
<b>Balance</b>		<b>0.00</b>	



122

10-24-22

David Muzzarelli	Folio No. :	Room No. : 313
Sterling Heights MI 48312	A/R Number :	Arrival : 10-23-22
United States	Group Code :	Departure : 10-24-22
	Company : Best Flexible Rate	Conf. No. : 49549419
	Membership No. :	Rate Code : IGCOR
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
10-23-22	*Accommodation	124.95	
10-23-22	Lodging Tax	7.50	
10-23-22	State Tax	7.50	
10-24-22	MasterCard		139.95
<b>Total</b>		<b>139.95</b>	<b>139.95</b>
<b>Balance</b>		<b>0.00</b>	



RentalNet

Last Refreshed: 10:49am 10/26/2022 [Refresh](#)

Welcome, RONALD KORFEL

[Exit](#)

0134-79 HOME DEPOT #2740

Search  [Home](#) [Planner](#) [Reports](#) [Immediate Queues](#) [Tools](#) [Notes](#)

Basic Operations

Check In

[Edit Contract](#) [Exit Contract](#) [Cancel Check In](#) [Signature not available](#) [E Sign](#)

Contract #86909730 | DAVID MUZZARELLI | Personal | Round-Trip | 15 Cube Van

[Email](#) [Manual Sign](#)

## Rental Information

Rental type Personal

Trip type Round-Trip

Duration 3 days

## Pickup

Location [HOME DEPOT #2740 - 0134-79](#)  
37000 VANDYKE AVE  
STERLING HEIGHTS, MI  
48312  
(856) 445-1091

Date Sun 10/23/2022

Time 12:58 PM

## Drop-off

Location [HOME DEPOT #2740 - 0134-79](#)  
37000 VANDYKE AVE  
STERLING HEIGHTS, MI  
48312  
(856) 445-1091

Expected date Wed 10/26/2022

Expected time 12:58 PM

Actual date Wed 10/26/2022

Actual time 10:46 AM

End Bill Date Wed 10/26/2022

End Bill Time 10:46 AM

Travel scope INTRA-STATE

Purchase Order # 

## Customer Information

First name DAVID

Last name MUZZARELLI

Primary phone (586) 873-2747

Email DMUZZARELLI@CITYOFWARREN.ORG

Address 13311 TEAK CT

City STERLING HEIGHTS

State MI

ZIP code 48312

## Driver Information

## Existing Drivers

First Name

Last Name

License State License Expires

[Details](#) DAVID

MUZZARELLI

MI 08/02/2024

## Rental Units

Vehicle type 15 Cube Van

Unit number 91611726

Checkout Check-in

Damage NO NO

Mileage 71579 73005

Fuel level FULL FULL

Balance due

[Payment history](#)**\$-79.46**

## Items for Rent

Truck		\$1218.51
15 Cube Van		\$89.97
Daily Rate	\$29.99 x 3 days	\$89.97
(originally \$29.99)		
Mileage		\$1128.54
Mileage Rate	\$0.7900 x 1426 miles	\$1126.54
(originally \$0.7900)		
Selected Coverage		\$135.00
BASIC		
LDW	\$45.00 x 3 days	\$135.00
Rental subtotal		\$1351.51

## Items for Purchase

Purchase subtotal	\$0
-------------------	-----

## Summary

Total (rental + purchase)	\$1351.51
Fees	\$19.50
Tax <a href="#">See tax &amp; fee details</a>	\$0.00
Total with tax and fees	\$1371.01

## Payment Information

Payment options 

## Payment History

Date	Description	Status	Amount
10/23/2022	THD Payment (CC)	Processed	\$ 1450.47
Total			\$1371.01
Payments			-\$1450.47
Balance due			\$-79.46

[Manual Sign](#) [Edit Contract](#) [Exit Contract](#) [Cancel Check In](#) [Signature not available](#) [E Sign](#)

Mark Knapp

To: Tom Bommai

Tue 11/15/2022 10:05 AM

Cc: F+3 others



30601 & 30619 Schoenherr S...  
212 KB



30601 Schoenherr Purchase ...  
1 MB



30619 Schoenherr-Purchase ...  
1 MB

3 attachments (3 MB)

[Download all](#)

Attached please find copies of the purchase agreements and closing statements for the purchase of properties on Schoenherr for the future Fire Station

The amounts could be placed on the List-of-Bills but there should also be an agenda item formally approving the purchases

The amounts could be slightly different than the closing statements as there is need for some clarification of the pro-ration of costs but the totals represent the maximum amount we will pay (\$254,218.61 for 30601 Schoenherr and \$254,299.26 for 30619 Schoenherr).

Payments will not be released until approval is received from the City Attorney's office.

The payments should be charged to 494-9494-97400

## Buyer's Settlement Statement

Speedy Title & Escrow Services, LLC  
17000 17 Mile Road, Suite 200  
Clinton Township, MI 48038  
Phone: (586)739-2233

**Settlement Date:** November 17, 2022  
**Escrow officer/Closer:** Escrow/Closing Group  
**Order Number:** STR22-75716  
**Buyer:** City of Warren, a Michigan Municipal Organization  
One City Square  
Warren, MI 48093  
**Seller:** Michelle Pietrzyk

**Lender:**  
**Property Location:** 30601 Schoenherr  
Warren, MI 48088

	Buyer	
	Debit	Credit
<b>Financial Consideration</b>		
Sale Price of Property	250,000.00	
Loan Amount		
<b>Prorations/Adjustments</b>		
City/Town Taxes 11/17/22-07/01/23	2,344.96	
County Taxes 11/17/22-12/01/22	7.40	
<b>Escrow/Title Charges</b>		
ERecording Fee to Speedy Title & Escrow Services, LLC	0.00	
Closing Fee to Speedy Title & Escrow Services, LLC	62.50	
ERecording Fee to Speedy Title & Escrow Services, LLC	17.50	
Owner's Title Insurance to Speedy Title & Escrow Services, LLC	676.25	
Coverage: \$250,000.00		
Premium: \$1,352.50		
Version: ALTA Owners Policy (06/17/06)		
Water Escrow to Speedy Title & Escrow Services, LLC		
<b>Recording Charges</b>		
Recording Fees to Macomb County Register of Deeds	35.00	
County Tax Stamps to Macomb County Register of Deeds	137.50	
State Tax Stamps to Macomb County Register of Deeds	937.50	
<b>Subtotals</b>	254,218.61	
<b>Balance Due FROM Buyer</b>		254,218.61
<b>TOTALS</b>	254,218.61	254,218.61

Buyer

City of Warren, a Michigan Municipal Organization

BY: \_\_\_\_\_  
James R. Fouts  
Mayor

BY: \_\_\_\_\_  
Sonja Buffa  
City Clerk

## Buyer's Settlement Statement

Speedy Title & Escrow Services, LLC  
17000 17 Mile Road, Suite 200  
Clinton Township, MI 48038  
Phone: (586)739-2233

Settlement Date: November 17, 2022  
Escrow officer/Closer: Escrow/Closing Group  
Order Number: STR22-75717  
Buyer: City of Warren, a Michigan municipal organization  
30619 Schoenherr  
Warren, MI 48088  
Seller: Richard Conflitti

Lender:  
Property Location: 30619 Schoenherr  
Warren, MI 48088

	Debit	Buyer Credit
<b>Financial Consideration</b>		
Sale Price of Property	250,000.00	
Loan Amount		
<b>Prorations/Adjustments</b>		
City/Town Taxes 11/17/22-07/01/23	2,407.67	
County Taxes 11/17/22-12/01/22	7.59	
<b>Escrow/Title Charges</b>		
ERecording Fee to Speedy Title & Escrow Services, LLC	35.00	
Closing Fee to Speedy Title & Escrow Services, LLC	62.50	
Owner's Title Insurance to Speedy Title & Escrow Services, LLC	676.50	
Coverage: \$250,000.00		
Premium: \$1,353.00		
Version: ALTA Owners Policy (06/17/06)		
<b>Recording Charges</b>		
Recording Fees to Macomb County Register of Deeds	35.00	
County Tax Stamps to Macomb County Register of Deeds	137.50	
State Tax Stamps to Macomb County Register of Deeds	937.50	
<b>Subtotals</b>	254,299.26	
<b>Balance Due FROM Buyer</b>		254,299.26
<b>TOTALS</b>	254,299.26	254,299.26

Buyer  
City of Warren, a Michigan municipal organization

BY: \_\_\_\_\_  
James R. Fouts  
Mayor

BY: \_\_\_\_\_  
Sonja Buffa  
City Clerk





## **WIRE INSTRUCTIONS**

### **IMPORTANT INFORMATION FOLLOWS -PLEASE READ!!!**

Wire Instructions DO NOT change. You should never get two different wire instructions. If you have received wire instructions before this communication or if you receive notification of new wire instructions that are not exact copies of the instruction below, it is an attempt to defraud you. DO NOT wire money to either instruction. IMMEDIATELY and PERSONALLY come to Speedy Title and Escrow Services, LLC. Office and report the incident and get face to face clarification.

#### **DOMESTIC WIRE TRANSFER:**

**Bank United**  
**Phone: (212)705-8634**  
**14817 Oak Lane**  
**Miami Lakes, FL 33016**

\*Transferring funds to close via ACH will not be accepted\*

- **Credit to: Speedy Title and Escrow Services, LLC.**
- **Account Number: 9855148012**
- **ABA/Routing Number: 267090594**

**INTERNATIONAL WIRE TRANSFER:** (US Dollar Only) Senders foreign bank should wire their funds to their United States Correspondent Bank, with the following instructions:

- **Beneficiary Bank Name: Bank United**  
**Miami Lakes, Florida (USA)**
- **Credit to: Speedy Title and Escrow Services, LLC.**
- **Account Number: 9855148012**
- **ABA/Routing Number: 267090594**
- **Receiving Bank SWIFT: BUFB US 3M**

To avoid delay in crediting the wire, please reference the following: File Number, Property Address, and Purchaser's last name.

**To Confirm wire instructions, contact Speedy Title and Escrow Services, LLC at (586)739-2233**  
**17000 17 Mile Rd, Suite 200, Clinton Township, MI 48038**

**CITY OF WARREN**

At a \_\_\_\_\_ meeting of the City Council of the City of Warren, Michigan, held on the \_\_\_\_ day of \_\_\_\_\_, 2022, at \_\_:\_\_.m., Eastern Time, at the Warren Community Center Auditorium in Warren, Michigan there were:

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preambles and resolution were offered by \_\_\_\_\_  
and seconded by \_\_\_\_\_:

**RESOLUTION APPROVING NOTICE OF INTENT  
TO ISSUE DOWNTOWN DEVELOPMENT BONDS AND PUBLICATION OF NOTICE**

WHEREAS, the City Council (the "Council") of the City of Warren, Michigan (the "City"), has established and created a Downtown Development Authority (the "DDA") pursuant to Act No. 57, Public Acts of Michigan, 2018 ("Act 57"); and

WHEREAS, the DDA has identified in its Development and Tax Increment Financing Plan certain improvements as described in **EXHIBIT A** attached hereto (the "DDA Improvement Project"), and to issue Downtown Development Bonds, (the "Bonds") with a pledge of the City limited full faith and credit, pursuant to the terms of Act No. 57, and Act 34, Public Acts of Michigan 2001, as amended ("Act 34"); and

WHEREAS, the City intends to issue its limited tax, general obligation Bonds pursuant to Act 57, in an amount not to exceed \$22,925,000 for the purpose of financing the construction of the DDA Improvement Project; and

WHEREAS, the City may incur substantial expenditures for said DDA Improvement Project prior to issuance of the Bonds and desires to be reimbursed for all or a portion of said expenditures from bond proceeds; and

WHEREAS, it is in the public interest and for the public benefit that the City designate the City Controller as the authorized officer ("Authorized Officer") for the purposes of declaring official intent of the City with respect to expenditures; and

WHEREAS, pursuant to Act 34, it is necessary to publish a Notice of Intent to Issue Bonds for the DDA Improvement Project; and

WHEREAS, there has been prepared and attached hereto as APPENDIX I a form of notice entitled "NOTICE OF INTENT OF THE CITY OF WARREN TO ISSUE DOWNTOWN DEVELOPMENT BONDS AND NOTICE OF RIGHT TO PETITION FOR REFERENDUM THEREON" (the "Notice of Intent"); and

WHEREAS, in order to comply with federal securities regulations, the City must approve the undertaking to provide continuing disclosure.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WARREN, MICHIGAN, AS FOLLOWS:

1. **Approval of Plans:** The preliminary plans and estimates relating to the DDA Improvement Project and identified in **EXHIBIT A** attached hereto are hereby approved and ordered filed with the City Clerk.

2. **Pledge of City's Full Faith and Credit and Tax Increment Revenues:** The City hereby determines to acquire and construct the DDA Improvement Project with an estimated useful life of more than twenty-five (25) years, and to pay for the cost through the issuance of its limited tax, general obligation Bonds, in one or more series, and secured by the Tax Increment Revenues paid to the City by the DDA, pursuant to Act 57, in an amount of not to exceed \$22,925,000. As additional security, the Bonds shall be secured by the limited tax full faith and credit of the City, subject to applicable constitutional and statutory limitations on the taxing power of the City.

3. **Publication and Form of Notice of Intent:** It is hereby determined that the notice provides information sufficient to adequately inform the electors and taxpayers of the City of the nature of the obligations to be undertaken by the City by the issuance of the Bonds and of their right to file a petition requesting a referendum election on the issuance of the Bonds as provided in Act 34, public Acts of Michigan 2001, as amended.

4. **Form of Notice of Intent:** The form and content of the Notice of Intent as set forth in Appendix I, is hereby approved, and the City Clerk is authorized and directed to cause the Notice of Intent to be published once in the *Warren Weekly*, a newspaper of general circulation within the City which is hereby determined to be the newspaper reaching the largest number of electors and taxpayers of the City. The notice shall be inserted in an advertisement at least one-third (1/3) of a page in size in said newspaper.

5. **Referendum Period:** The referendum period within which voters and taxpayers shall have the right to circulate petitions is 45 days after publication of the notice of intention authorized in paragraph 3.

6. **Official Intent:** The City Controller is hereby designated as the City's Authorized Officer and is authorized to declare official intent of the City with respect to reimbursement. This resolution and the expression of intent to seek reimbursement from future bond proceeds is intended to satisfy the requirements of Section 150 of the Internal Revenue Code of 1986, as amended

7. **Individual Declarations of Intent:** Each declaration of official intent shall be substantially in the form set forth in APPENDIX II attached hereto and by this reference incorporated herein, and said form may be modified from time to time on the advice of Bond Counsel to the City and as necessary to conform to requirements of the reimbursement regulations as the same may be adopted by the Internal Revenue Service or amended from time to time, or with the requirements of applicable rulings or regulations relating to tax-exempt borrowings.

8. **Filing Official Intent:** The City Controller is hereby directed to file each declaration of official intent in the office of the Clerk of the City of Warren, which location constitutes the customary location of the records of the City which are available to the general public.

9. **Declarations of Intent Available:** The City Clerk is further directed to assure that each declaration of intent is continuously available during normal business hours of the City on every business day of the period beginning the earlier of 10 days after the date of execution of said declaration of intent and ending on the date of issuance of the Reimbursement Bonds.

10. **Retention of Bond Counsel.** The firm of Clark Hill PLC, attorneys of Detroit, Michigan, is hereby retained to act as bond counsel for the City in connection with the issuance, sale and delivery of the Bonds.

11. **Retention of Financial Consultants.** MFCI, LLC, Milford, Michigan, is hereby retained to act as financial consultant and advisor to the City in connection with the issuance, sale and delivery of the Bonds.

12. **Conflicting Resolutions.** All resolutions and parts of resolutions in conflict with the foregoing are hereby rescinded.

13. **Effective Date.** This Resolution shall become effective immediately upon its adoption and shall be recorded in the minutes of the City as soon as practicable after adoption.

A roll call vote on the foregoing resolution was then taken, and was as follows:

YES: \_\_\_\_\_

\_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

The resolution was declared adopted.

**CITY CLERK'S CERTIFICATE**

The undersigned, being the Clerk of the City of Warren, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the City at a regular meeting held on \_\_\_\_\_, 2022, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records of the proceedings of the City Council in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

\_\_\_\_\_  
**SONJA DJUROVIC BUFFA, CITY CLERK**

**EXHIBIT A**

**2023 CITY OF WARREN DOWNTOWN DEVELOPMENT BOND ISSUE – PROJECT  
DESCRIPTION**

**Location of improvements SEE ATTACHMENT ONE  
and  
General Description of Work:**

**Anticipated Total Bonded Project Cost  
(Including construction costs, contingency,  
financing costs and bond discount): Not to Exceed** **\$22,925,000**

**MAXIMUM AMOUNT OF BONDS TO BE  
ISSUED** **\$22,925,000**

**Period of Usefulness of the Project**

Not less than 25 years from date of completion.



**ATTACHMENT ONE**

**PROJECT DESCRIPTIONS**

**A) LOCATION OF IMPROVEMENTS AND GENERAL DESCRIPTION  
OF FIRE STATIONS, OTHER STRUCTURES AND EQUIPMENT TO BE ACQUIRED**

**[TO BE FURNISHED]**

**B) DESCRIPTION OF EMERGENCY RESPONSE PROTOCOLS FOR  
FIRE IN DDA DISTRICT AND OTHER PARTS OF THE CITY  
WITH WRITTEN BOUNDARIES OF EACH AREA BROKEN DOWN  
BY STREETS SHOWN BELOW**

## APPENDIX I

### NOTICE OF INTENT OF THE CITY OF WARREN TO ISSUE NOT TO EXCEED \$22,925,000 IN DOWNTOWN DEVELOPMENT BONDS AND NOTICE OF RIGHT TO PETITION FOR REFERENDUM THEREON TO THE ELECTORS OF THE CITY OF WARREN

TO ALL ELECTORS AND TAXPAYERS OF  
THE CITY OF WARREN:

PLEASE TAKE NOTICE that the City Council of the City of Warren, Michigan (the "City"), will authorize the issuance of not to exceed \$22,925,000 in Downtown Development Authority Bonds for the purposes of defraying the cost to design, purchase, acquire and construct certain downtown improvements described in Exhibit A attached hereto (the "DDA Improvement Project"). The Bond Resolution provides further that the City will finance all or a portion of the total cost of the DDA Improvement Project by the issuance of one or more series of Downtown Development Authority bonds (the "Bonds") pursuant to the provisions of Act No. 57, Public Acts of Michigan, 2018, ("Act 57") and Act No. 34, Public Acts of Michigan of 2001, as amended ("Act 34"). The maximum amount of the Bonds to be issued in one or more series shall not exceed \$22,925,000, the term of each series of the Bonds shall not exceed 25 years and the Bonds shall bear interest at a rate or rates that will result in a net interest cost of not more than 6% per annum. The maximum DDA Improvement Project cost is estimated not to exceed \$22,925,000.

### SOURCE OF PAYMENT LIMITED FULL FAITH AND CREDIT AND TAXING POWER OF THE CITY OF WARREN WILL BE PLEDGED

NOTICE IS FURTHER GIVEN that the Principal and Interest on the Bonds will be payable primarily from tax increment revenues from increases in property values with the development area of the City's Downtown Development Authority. As additional security, the Bonds shall be secured by the limited tax full faith and credit of the City, subject to applicable constitutional and statutory limitations on the taxing power of the City. Pursuant to such pledge of its full faith and credit, the City will be obligated to levy such ad valorem taxes upon all taxable property in the City as shall be necessary to make bond payments, subject to applicable statutory and constitutional limitations on the taxing power of the City. In addition to its obligation to make payments on the Bonds, the City will agree in the Bond Resolution to pay all costs and expenses of operation and maintenance of the DDA Improvement Project and all expenses of the City incidental to the issuance and payment of the Bonds, to the extent such expenses are not payable from the proceeds of the Bonds.

### RIGHT TO PETITION FOR REFERENDUM

NOTICE IS FURTHER GIVEN to the electors and taxpayers of the City to inform them of the right to petition for a referendum on the question of issuing the Bonds. The City intends to issue the Bonds without a vote of the electors thereon. If, within 45-days after publication of this

notice, a petition for referendum requesting an election on the Bonds, signed by not less than 10% or 15,000 of the registered electors of the City, whichever is less, has been filed with the City Clerk, the Bonds shall not be issued unless and until approved by a majority of the electors of the City voting thereon at a general or special election.

This notice is given by order of the City Council pursuant to Act 34. Further information may be obtained at the office of the City of Warren City Clerk, One City Square, Warren, MI, 48093.

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**SONJA DJUROVIC BUFFA, CITY CLERK  
CITY OF WARREN**

**EXHIBIT A**

**2023 CITY OF WARREN DOWNTOWN DEVELOPMENT BOND ISSUE – PROJECT  
DESCRIPTION**

**Location of improvements SEE ATTACHMENT ONE  
and  
General Description of Work:**

**Anticipated Total Bonded Project Cost  
(Including construction costs, contingency,  
financing costs and bond discount): Not to Exceed \$22,925,000**

**MAXIMUM AMOUNT OF BONDS TO BE  
ISSUED \$22,295,000**

**Period of Usefulness of the Project**

Not less than 25 years from date of completion.

**ATTACHMENT ONE**

**PROJECT DESCRIPTIONS**

**A) LOCATION OF IMPROVEMENTS AND GENERAL DESCRIPTION  
OF FIRE STATIONS, OTHER STRUCTURES AND EQUIPMENT TO BE  
ACQUIRED**

**[TO BE FURNISHED]**

**B) DESCRIPTION OF EMERGENCY RESPONSE PROTOCOLS FOR  
FIRE IN DDA DISTRICT AND OTHER PARTS OF THE CITY  
WITH WRITTEN BOUNDARIES OF EACH AREA BROKEN DOWN  
BY STREETS SHOWN BELOW**

**APPENDIX II  
FORM OF DECLARATION  
OF OFFICIAL INTENT**

I, the undersigned \_\_\_\_\_ of the City of Warren, Michigan, do hereby certify as follows:

1. I am an officer of the City authorized to declare official intent of the City to reimburse expenditures made, prior to the issuance of debt, from the proceeds of said debt.

2. This Declaration relates to the following expenditures (the "Expenditures"):

Amount

General Purpose

3. The Expenditures are with respect to property (the "Property") having:

(A) the following general character, type or purpose: \_\_\_\_\_ ;

(B) the following size, quantity or cost: \_\_\_\_\_ ;  
and

(C) a reasonably expected economic life at least one (1) year.

4. I understand that a substantial deviation between the above description of the Property for which the Expenditures are being made and the actual Property which is acquired or constructed will invalidate this declaration of official intent with the result that any proceeds of tax-exempt debt which are used to reimburse for the Expenditures will not be deemed to have been expended upon such reimbursement.

5. The City intends to reimburse the Expenditures by incurring taxable or tax-exempt debt (the "Reimbursement Obligations").

6. The expected source of funds that will be used to pay the Expenditures is as follows:  
\_\_\_\_\_.

7. The expected source of funds to be used to pay debt service on the Reimbursement Obligation is as follows: \_\_\_\_\_.



8. This declaration of intent is consistent with the budgetary and financial circumstances of the City as of the date hereof in that there are no funds which are now or are reasonably expected to be, (A) allocated on a long-term basis, (B) reserved, or (C) otherwise available pursuant to the City's budget, to pay the Expenditure.

9. The City does not have a pattern of failure to reimburse expenditures for which official intent has been declared in that at least seventy-five percent (75%) of all expenditures made after \_\_\_\_\_, for which the City has declared an intent to reimburse from the proceeds of taxable or tax-exempt debt have been, or are expected to be, so reimbursed.

10. I acknowledge that in the event that the City fails to use the proceeds of Reimbursement Obligations issued within three (3) years of the date hereof to reimburse expenditures the same may adversely affect the ability of the City to use the proceeds of tax-exempt obligations in the future to reimburse for expenditures made prior to the issuance of such obligations.

11. I further acknowledge that unless the Expenditures constitute preliminary expenditures (in the nature of architect services and soil testing but excluding land acquisition) for the Property not in excess of ten percent (10%) of the expected cost of the DDA Improvement Project of which the Property constitutes a part, the Expenditures will be paid within not in excess of two (2) years following the date hereof or, as an alternative, this declaration of intent will be renewed.

12. I further acknowledge that it is expected that the proceeds of Reimbursement Obligations will be used for reimbursement of each Expenditure not later than (A) the date that is one (1) year after the date on which such Expenditure is paid, or (B) the date that is one (1) year after the date on which the Property is placed in service.

13. I further acknowledge that I will assure that the allocation referenced in item 12 (A) will be evidenced by an entry on the records of the City maintained with respect to the Reimbursement Obligations, (B) will specifically identify the Expenditure being reimbursed, and (C) on the advice of the appropriate counsel will be sufficient to relieve the allocated proceeds of the Reimbursement Obligations covered by such entry from any restrictions under the relevant legal documents and applicable state law that apply only to unspent proceeds of Reimbursement Obligations.

14. I further acknowledge that I will assure that except as referenced in item 15 the proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures will not be used, directly or indirectly, (A) to pay debt service on an issue of tax-exempt obligations, (B) to create or increase the balance in a sinking fund established for the payment of debt service on the Reimbursement Obligations or another issue of tax-exempt obligations of the City or to replace funds that have been, are being, or will be so used for reserve or replacement fund purpose, or (C) to reimburse any expenditures or any payment with respect to financing of an expenditure that was originally paid with proceeds of any tax-exempt obligations of the City to any person or entity other than the City.

15. I understand that item 14 does not prohibit the use of those proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures for (A) deposit in a bona fide debt service fund (that is, a fund established to pay debt service on any tax-exempt obligation of the City, other than the Reimbursement Obligation, which is depleted annually except for a reasonable carry over amount not in excess of one (1) year's interest earnings on said fund or one-twelfth (1/12th) of annual debt service), (B) to pay current debt service coming due within the next succeeding one-year period on any tax-exempt obligation of the City, other than the Reimbursement Obligations, or (C) to reimburse for expenditures originally made from the proceeds of a tax-exempt obligation of the City which were not reasonably expected by the City, on the date of issue of such obligation, to be used for such expenditure.

IN WITNESS WHEREOF, the undersigned has executed this declaration of official intent this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_

**CITY OF WARREN  
DOWNTOWN DEVELOPMENT AUTHORITY**

**RESOLUTION SUBMITTING AN ESTIMATE OF ANTICIPATED  
TAX INCREMENT REVENUE TO BE AVAILABLE FOR PAYMENT OF  
BONDS, RECOMMENDING ADOPTION OF BOND RESOLUTION AND  
FORWARDING  
PROPOSED FORM OF BOND RESOLUTION**

Minutes of the Board of Directors of the City of Warren Downtown Development Authority, County of Macomb, Michigan, held at a \_\_\_\_\_ meeting, on \_\_\_\_, 2022 at 3:00 p.m., there were

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The following resolution was offered by Director \_\_\_\_\_ and supported by Director \_\_\_\_\_.

WHEREAS, pursuant to Act No. 57 of the Public Acts of Michigan of 2018, as amended (the "Act"), the City of Warren Downtown Development Authority (the "Authority") has a tax increment plan/development plan (the "Development Plan") to assist in the development and redevelopment of all or a portion of the downtown district and to assist in the payment of all or a part of the costs associated with the activities of the Authority and the implementation of the Development Plan; and

WHEREAS, in order to provide funds to finance the Development Plan, as described in Exhibit A attached hereto, it is necessary for the City to issue its City of Warren Downtown Development Limited Tax Bonds, Series 2023 dated on the date of delivery as authorized by Section 214 of Act 57 (the "2023 Bonds"); and

WHEREAS, the 2023 Bonds will be issued in an amount not to exceed \$22,295,000 which will mature as set forth below: and

WHEREAS, the Authority will authorize the issuance of the not to exceed \$22,295,000 City of Warren Downtown Development Authority Bonds, Series 2023 (the "Bonds"); and

WHEREAS, the Authority wishes to authorize the City Council to take the necessary steps in order to issue such Bonds and has reviewed the necessary estimate of the anticipated tax increment revenues available to pay the Bonds, a copy of which is attached as Appendix A to this Resolution (the "Estimate of Revenues"); and

WHEREAS, the Authority hereby approves the form of bond resolution (the "2023 Bond Resolution"), to accomplish this purpose and recommends the adoption of it by the City Council, a copy of such Bond Resolution is attached to this Resolution as Appendix B.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF WARREN DOWNTOWN DEVELOPMENT AUTHORITY as follows:

1. The Authority hereby approves the Estimate of Revenues attached hereto as Appendix A from the Development Plan.
2. It is recommended that the City Council adopt the Bond Resolution in substantial form attached to this Resolution as Appendix B, subject to any changes recommended by Bond Counsel for the City, is hereby approved.
3. The Authority hereby authorizes the Chief Administrative Officer of the City, if necessary, to file an application for approval to issue the Bonds with the Michigan Department of Treasury and to pay the related fee.

BE IT THEREFORE RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and are hereby rescinded.

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_

This resolution was declared adopted.

---

Director, City of Warren  
Downtown Development  
Authority

**CERTIFICATE**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a Regular meeting of the City of Warren Downtown Development Authority on the \_\_\_\_ day of November, 2023.

---

Director, City of Warren  
Downtown Development  
Authority

## **EXHIBIT A**

### **2023 CITY OF WARREN DOWNTOWN DEVELOPMENT BOND ISSUE – PROJECT DESCRIPTION**

**Location of improvements SEE ATTACHMENT ONE  
and  
General Description of Work:**

**Anticipated Total Bonded Project Cost  
(Including construction costs, contingency,  
financing costs and bond discount): Not to Exceed** **\$22,295,000**

**MAXIMUM AMOUNT OF BONDS TO BE  
ISSUED** **\$22,295,000**

**Period of Usefulness of the Project**

Not less than 25 years from date of completion.



**ATTACHMENT ONE**

**PROJECT DESCRIPTIONS**

## **APPENDIX A**

### **PROJECTED TAX INCREMENT REVENUES AND DEBT SERVICE COVERAGE**

**[PLEASE SEE ATTACHED SCHEDULE]**

**APPENDIX B**  
**[PLEASE SEE ATTACHED BOND RESOLUTION]**

**APPENDIX B**

**CITY OF WARREN**

At a regular meeting of the City Council of the City of Warren, Macomb County, Michigan (the "City"), held in the \_\_\_\_\_, \_\_\_\_\_ in said City, on \_\_, \_\_, 2023 at \_\_:\_\_ .m., \_\_\_\_\_ Time, there were

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**BOND RESOLUTION**

**City of Warren**

**County of Macomb, State of Michigan**

**Downtown Development Authority Bonds, Series 2023**

WHEREAS, the City Council has previously approved a Development Plan and Tax Increment Financing Plan (as amended, the "Plan") for the Downtown Development Area ("Development Area") of the Downtown Development Authority of the City of Warren (the "DDA") pursuant to Act 57, Public Acts of Michigan, 2018, as amended ("Act 57"); and

WHEREAS, the DDA has requested the City to issue its limited tax general obligation bonds to finance all or part of the cost to acquire, construct and equip the projects described in **Exhibit A** (the "Projects") pursuant to Act 57 and pursuant to Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34"),and

WHEREAS, the City of Warren Downtown Development Authority, the Authority has approved this form of bond resolution to be adopted for this purpose; and

WHEREAS, the DDA has advised the City that the DDA anticipates that it will have available the projected tax increment revenues set forth in Appendix A; and

WHEREAS, it is the determination of the City Council that limited tax general obligation bonds in the principal amount of not to exceed Twenty-Two Million Nine Hundred Twenty-Five Thousand Dollars (\$22,925,000) should be issued for the purpose of paying all or part of the cost of the Projects; and

WHEREAS, the bonds to be issued by the City are to be payable primarily from tax increment revenues to be received by the Authority (the "Tax Increment Revenues") pursuant to Act 57 and the Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WARREN, MACOMB COUNTY, MICHIGAN, as follows:

1. **Estimate of Tax Increment Revenues.** The Authority has estimated that the estimated tax increment revenues of the Development Area will be as shown in Appendix A attached hereto and by this reference made a part hereof, which estimate is hereby approved and adopted by this City Council.

2. **Issuance of Bonds.** Bonds aggregating in the principal amount not to exceed Twenty Two Million Nine Hundred Twenty Five Thousand Dollars (\$22,925,000) (the "Bonds") shall be issued and sold pursuant to the provisions of Act 57 and Act 34, and other applicable statutory provisions, for the purpose of acquiring and constructing the project.

3. **Bond Details.** The Bonds shall be known as "City of Warren Downtown Development Authority Bonds, Series 2023" and shall be issued in anticipation of the receipt by the City of the Tax Increment Revenues for each year through and including the year ending June 30, 2043 and shall be dated on the date of issue, or such different date not more than twelve calendar months thereafter as the City Controller shall provide in the Official Notice of Sale or Bond Purchase Agreement. The Bonds shall be fully registered Bonds, both as to principal and interest, in any one or more denominations of \$5,000 or a multiple of \$5,000 numbered from 1 upwards as determined by the City Controller, regardless of rate and maturity date. The total amount of Bonds to be issued shall not exceed \$22,295,000. Subject, however, to adjustment as described under "DECREASE IN AGGREGATE AMOUNT OF THE BONDS", Section 8, if \$22,925,000 in Bonds are to be issued, the Bonds may mature on April 1 in each year as follows:

<u>DATE</u>	<u>PRINCIPAL</u>
04/01/2024	695,000.00
04/01/2025	810,000.00
04/01/2026	835,000.00
04/01/2027	865,000.00
04/01/2028	900,000.00
04/01/2029	930,000.00
04/01/2030	970,000.00
04/01/2031	1,005,000.00
04/01/2032	1,045,000.00
04/01/2033	1,090,000.00
04/01/2034	1,135,000.00
04/01/2035	1,180,000.00
04/01/2036	1,230,000.00
04/01/2037	1,280,000.00
04/01/2038	1,335,000.00
04/01/2039	1,395,000.00
04/01/2040	1,455,000.00
04/01/2041	1,520,000.00
04/01/2042	1,590,000.00

04/01/2043	1,660,000.00
<b>Total</b>	<b>\$ 22,925,000.00</b>

The Bonds shall be in substantially the form attached hereto as APPENDIX C with such changes, additions or deletions as are not inconsistent with this resolution.

4. **Interest Payment and Date of Record.** The Bonds shall bear interest payable October 1, 2023 and each April 1 and October 1 thereafter, until maturity, which interest shall not exceed 6% per annum. Interest shall be paid by check or draft mailed to the registered owner of each Bond as of the applicable date of record, provided, however, that the City Controller may agree with the bond registrar on a different method of payment. If interest is paid differently, the Bond form attached as Appendix B will be revised.

The date of record for each interest payment shall be the 15th day of the calendar month preceding the date such payment is due.

5. **Prior Redemption.** The Bonds shall be subject to redemption prior to maturity as shall be ordered by the City Controller.

6. **Discount.** The Bonds may be offered for sale at a price of not less than 99% of the face amount thereof and the City Controller is authorized, in his or her discretion, to provide for a higher minimum purchase price in the Official Notice of Sale of the Bonds if the Bonds are sold at a competitive sale.

7. **Adjustment of Bond Maturities.** The City Controller is authorized by order in the form attached as APPENDIX C to adjust the amounts of the maturities of the Bonds, as set forth in Section 8.

8. **Decrease in Aggregate Amount of Bonds.** In the event the amount necessary to construct, furnish and equip the Project the Bonds shall be less than \$22,295,000, the City Controller shall decrease the principal amount of the Bonds by any amount to the extent required to avoid the issuance of more Bonds than will be required in light of the amount of Bonds to be issued and proposals received, which decrease may be applied to any one or more of the maturities and the Official Notice of Sale shall so provide or be changed accordingly. In the event the City or the Authority determines to contribute additional amounts toward the of the bonds, the bonds shall further be reduced by the amount of such contribution.

9. **Payment of Bonds; Pledge of Tax Increment Revenues.** The Bonds shall be a general obligation of the City, but shall be payable in the first instance from the Tax Increment Revenues collected by the Authority. Such Tax Increment Revenues and other funds which are the proceeds of Tax Increment Revenues held by the Authority may be used to make such

payments. The Authority has heretofore pledged and the City hereby pledges all of the estimated Tax Increment Revenues (see Appendix A hereto), subject to those Tax Increment Revenues already pledged to the City to permit the City to construct, furnish and equip the Project and for payment of the principal of and interest on the Bonds and a first security interest is granted in the Tax Increment Revenues (to the extent so pledged) to continue until the payment in full of the principal of and interest on the Bonds.

10. (A) **Bond Registrar and Paying Agent/Book Entry Depository Trust.** The City Controller shall designate, and shall enter into an agreement with, a bond registrar and paying agent for the Bonds which shall be a bank or trust company located in the State of Michigan which is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The City Controller from time to time as required may designate a similarly qualified successor bond registrar and paying agent. If so designated the Bonds shall be deposited with a depository trustee designated by the City Controller who shall transfer ownership of interests in the Bonds by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Bonds. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the City Controller after consultation with the depository trustee. The City Controller is authorized to enter into any depository trust agreement on behalf of the City upon such terms and conditions as the City Controller shall deem appropriate and not otherwise prohibited by the terms of this Resolution, which shall be executed by the City Controller. The depository trustee may be the same as the Registrar otherwise named by the City Controller, and the Bonds may be transferred in part by depository trust and in part by transfer of physical certificates as the City Controller may determine.

(B) **Exchange and Transfer of Bonds.**

(i) The Bonds, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for Bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bonds.

(ii) The Bonds shall be transferable upon the books of the City, which shall be kept for that purpose by the bond registrar and paying agent, only upon surrender of such Bonds together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.



(iii) Upon the exchange or transfer of the Bonds, the bond registrar and paying agent on behalf of the City shall cancel the surrendered Bonds and shall authenticate and deliver to the transferee new Bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bonds. If, at the time the bond registrar and paying agent authenticates and delivers new Bonds pursuant to this Section, payment of interest on the Bonds is in default, the bond registrar and paying agent shall endorse upon the new Bonds the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is \_\_\_\_\_, \_\_\_\_."

(iv) The City and the bond registrar and paying agent may deem and treat the person in whose name the Bonds shall be registered upon the books of the City as the absolute owner of such Bonds, whether such Bonds shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Bonds and for all other purposes, and all payments made to any such registered owner, or upon his or her order, in accordance with the provisions of Section 5 of this Resolution shall be valid and effectual to satisfy and discharge the liability upon such Bonds to the extent of the sum or sums so paid, and neither the City nor the bond registrar and paying agent shall be affected by any notice to the contrary. The City agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

(v) For every exchange or transfer of the Bonds, the City or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

(vi) The bond registrar and paying agent shall not be required to transfer or exchange the Bonds or portion of the Bonds which has been selected for redemption.

11. **Mutilated, Lost, Stolen or Destroyed Bonds.** In the event any Bond is mutilated, lost, stolen or destroyed, the Mayor and the City Clerk may, on behalf of the City, execute and deliver, a new Bond having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen or destroyed.

In the case of a mutilated Bond, a replacement Bond shall not be delivered unless and until such mutilated Bond is surrendered to the Bond Registrar. In the case of a lost, stolen or destroyed Bond, a replacement Bond shall not be delivered unless and until the City and the Bond Registrar shall have received such proof of ownership and loss and indemnity as they determine to be sufficient, which shall consist at least of (i) a lost instrument Bond for principal and interest

remaining unpaid on the lost, stolen or destroyed Bond; (ii) an affidavit of the registered owner (or his or her attorney) setting forth ownership of the Bond lost, stolen or destroyed and the circumstances under which it was lost, stolen or destroyed; (iii) the agreement of the owner of the Bond (or his or her attorney) to fully indemnify the City and the Bond Registrar against loss due to the lost, stolen or destroyed Bond and the issuance of any replacement Bond; and (iv) the agreement of the owner of the Bond (or his or her attorney) to pay all expenses of the City and the Bond Registrar in connection with the replacement, including the transfer and exchange costs which otherwise would be paid by the City.

12. **Execution and Delivery.** The Mayor and the City Clerk are hereby authorized and directed to execute the Bonds for and on behalf of the City by manually executing the same or by causing their facsimile signatures to be affixed. If facsimile signatures are used, the Bonds shall be authenticated by the Bond Registrar before delivery. The Bonds shall be sealed with the City's seal or a facsimile thereof shall be imprinted thereon. When so executed and (if facsimile signatures are used) authenticated, the Bonds shall be delivered to the City Controller, who is hereby authorized and directed to deliver the Bonds to the purchaser upon receipt in full of the purchase price for the Bonds.

13. **City's Limited Tax Pledge.** The principal of and interest on the Bonds shall be payable primarily out of the Tax Increment Revenues for each year through and including the year ending June 30, 2043, in anticipation of which the Bonds are to be issued. In addition, the limited tax pledge of the City is to be irrevocably pledged to the prompt payment of the principal of and interest on the Bonds when due. If the foregoing collections of Tax Increment Revenues shall not be sufficient to pay the principal of and the interest on the Bonds as the same shall become due, then moneys sufficient to meet the deficiency shall be advanced from the General Fund of the City, which shall also be deposited in the Bond Payment Fund established under paragraph 14 hereof. The City's ability to raise such funds is subject to applicable constitutional and statutory limitations on the taxing power of the City.

14. **Bond Payment Fund.** All monies paid to the City from tax increment revenues pursuant to the Plan shall be set aside by the City in a separate fund hereby established, to be known as the "Bond Payment Fund." All moneys in the Bond Payment Fund shall be kept in a separate depository account with one or more banks or trust companies where the principal of and interest on the Bonds are payable, and such moneys shall be used solely for the purpose of (i) paying principal of, premium, if any, and interest on the Bonds as well as costs, including the fees and expenses of the Bond Registrar, incidental to the Bonds; and (ii) the fees and expenses of the paying agent or paying agents for the Bonds. All accrued interest and the premium, if any, received from the purchaser of the Bonds shall be deposited in the Bond Payment Fund upon receipt.

15. **Use of Proceeds.** The proceeds of the sale of the Bonds shall be used as follows:

- a. Accrued interest, if any, shall be transferred to the Bond Payment Fund created pursuant to Section 15 above;
- b. Constructing, Furnishing and Equipping the Project described in Exhibit A;
- c. The balance of the proceeds shall be used to pay some or all of the costs of financing including, but not limited to, publication costs, financial consultant fees, bond counsel fees, printing costs, application fees, bond insurance premiums, rating fees and any other fees or costs incurred in connection with the financing.

16. **Investments.** Moneys in the Bond Payment Fund may be continuously invested and reinvested in United States government obligations, obligations the principal and interest on which are unconditionally guaranteed by the United States government, or in interest-bearing time deposits selected by the City Controller which are permissible investments for surplus funds under Act No. 20, Public Acts of Michigan, 1943, as amended. Such investments shall mature, or be subject to redemption at the option of the holder, not later than the dates moneys in such fund will be required to pay the principal of, premium, if any, and interest on the Bonds. Obligations purchased as an investment of moneys in the Bond Payment Fund shall be deemed at all times to be a part of such fund, and the interest accruing thereon and any profit realized from such investment shall be credited to such fund.

17. **Depositories.** All of the banks located in the State of Michigan are hereby designated as permissible depositories of the moneys in the funds established by this Resolution, except that the moneys in the Bond Payment Fund shall only be deposited in such banks where the principal of and interest on the Bonds are payable. The City Controller shall select the depository or depositories to be used from those banks authorized in this Section.

18. **Arbitrage and Tax Covenants.** Notwithstanding any other provision of this resolution, the City covenants that it will not at any time or times:

(a) Permit any proceeds of the Bonds or any other funds of the City or under its control to be used directly or indirectly (i) to acquire any securities or obligations, the acquisition of which would cause any Bond to be an "arbitrage bond" as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), or (ii) in a manner which would result in the exclusion of any Bond from the treatment afforded by Section 103(a) of the Code by reason of the classification of any Bond as a "private activity bond" within the meaning of Section 141(a) of the Code, as a "private loan bond" within the meaning of Section 141(a) of the Code or as an obligation guaranteed by the United States of America within the meaning of Section 149(b) of the Code; or

(b) Take any action, or fail to take any action (including failure to file any required information or other returns with the United States Internal Revenue Service or to rebate amounts to the United States, if required, at or before the time or times required), within its control which action or failure to act would (i) cause the interest on the Bonds to be includible in gross income for federal income tax purposes, cause the interest on the Bonds to be includible in computing any alternative minimum tax (other than the alternative minimum tax applicable to interest on all tax-exempt obligations generally) or cause the proceeds of the Bonds to be used directly or indirectly by an organization described in Section 501(c)(3) of the Code, or (ii) adversely affect the exemption of the Bonds and the interest thereon from the State of Michigan income taxation.

19. **Not Qualified Tax-Exempt Obligations.** The Bonds are not designated as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the provisions of Section 265 of the Code, unless, at the time the Official Notice of Sale is circulated, the Bonds have been determined to be eligible to be so designated on the basis of the City's reasonable expectations at the time of such circulation. In such event, the Official Notice of Sale shall be changed appropriately and the Bond shall there be so designated.

20. **Defeasance or Redemption of Bonds.** If at any time,

- (a) the whole amount of the principal of and interest on all outstanding Bonds shall be paid, or
- (b) (i) sufficient moneys, or Government Obligations (as defined in this Section) not callable prior to maturity, the principal of and interest on which when due and payable will provide sufficient moneys, to pay the whole amount of the principal of and premium, if any, and interest on all outstanding Bonds as and when due at maturity or upon redemption prior to maturity shall be deposited with and held by a trustee or an escrow agent for the purpose of paying the principal of and premium, if any, and interest on such Bonds as and when due, and (ii) in the case of redemption prior to maturity, all outstanding Bonds shall have been duly called for redemption (or irrevocable instructions to call such Bonds for redemption shall have been given)

then, at the time of the payment referred to in clause (a) of this Section or of the deposit referred to in clause (b) of this Section, the City shall be released from all further obligations under this resolution, and any moneys or other assets then held or pledged pursuant to this resolution for the purpose of paying the principal of and interest on the Bonds (other than the moneys deposited with

and held by a trustee or an escrow agent as provided in clause (b) of this Section) shall be released from the conditions of this resolution, paid over to the City and considered excess proceeds of the Bonds. In the event moneys or Government Obligations shall be so deposited and held, the trustee or escrow agent holding such moneys or Government Obligations shall, within 30 days after such moneys or Government Obligations shall have been so deposited, cause a notice signed by it to be given to the registered holders thereof not more than sixty (60) days nor less than forty-five (45) days prior to the redemption setting forth the date or dates, if any, designated for the redemption of the Bonds, (y) a description of the moneys or Government Obligations so held by it, and (z) that the City has been released from its obligations under this resolution. All moneys and Government Obligations so deposited and held shall be held in trust and applied only to the payment of the principal of and premium, if any, and interest on the Bonds at maturity or upon redemption prior to maturity, as the case may be, as provided in this Section.

The trustee or escrow agent referred to in this Section shall (a) be a bank or trust company permitted by law to offer and offering the required services, (b) be appointed by resolution of the City, and (c) at the time of its appointment and so long as it is serving as such, have at least \$25,000,000 of capital and unimpaired surplus. The same bank or trust company may serve as trustee or escrow agent under this Section and as Bond Registrar so long as it is otherwise eligible to serve in each such capacity.

As used in this Section, the term "Government Obligations" means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America.

21. **Filing with Municipal Finance Division.** If necessary, the Mayor of the City is authorized and directed to:

- (a) apply to the Municipal Finance Division of the Michigan Department of Treasury for approval of the sale of the Bonds;
- (b) file with such application all required supporting material; and
- (c) pay all fees required in connection therewith.

22. **Method of Sale:** Depending on the circumstances the City desires the flexibility to sell the Bonds at either a Competitive or Negotiated sale as shall be determined by the City's Controller:

- (a) **Competitive Sale:** If a Competitive Sale is chosen the City hereby authorizes its Bond Counsel to publish an Official Notice of Sale at least seven days prior to the date fixed for receipt of bids for the purchase of the Bonds. The Official Notice of Sale shall be

in substantially the form approved by an Order signed by the City Controller with such changes therein as are not inconsistent with this resolution and as are approved by Bond Counsel. The Bond Counsel and Financial Consultant are hereby designated to act for and on behalf of the City to receive bids for the purchase of the Bonds and to take all other steps necessary in connection with the sale, issuance, transfer and delivery thereof in accordance with the provisions of this resolution.

- (b) **Negotiated Sale:** If a Negotiated Sale is chosen the Bonds may be sold pursuant to a negotiated sale as hereinafter provided if it is determined that such negotiated sale is in the best interests of the City and is calculated to provide the maximum flexibility and cost savings in pricing the Bonds. The City Controller is hereby authorized to negotiate and enter into a bond purchase agreement with an underwriter to be selected by the City Controller to the time of the sale of the Bonds (together, the "Purchaser"), which bond purchase agreement shall set forth the principal amount, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, purchase price to be paid by the Purchaser and compensation to be paid to the Purchaser, as well as such other terms and provisions as the City Controller determines to be necessary or appropriate in connection with the sale of the Bonds. The City Controller of the City is authorized to do all things necessary to effectuate the sale, issuance, delivery, transfer, and exchange of the Bonds in accordance with the provisions of this resolution. In making the determinations in the bond purchase agreement with respect to principal maturities and dates, interest rates, purchase price of the Bonds and compensation to be paid to the Purchasers, the City Controller shall be limited as set forth in this resolution. The City's Bond Counsel and Controller are hereby designated responsibility on behalf of the City to make such filings with the Michigan Department of Treasury or other parties, to seek long-form application for prior approval and necessary waivers to enable the sale and delivery of the Bonds as contemplated herein.
- (c) **Official Statement; Ratings.** The City Controller is hereby authorized and directed to (a) approve the circulation of a preliminary official statement describing the Bonds and to deem the preliminary official statement "final" for purposes of Rule 15c2-12 of the SEC; (b) apply for ratings on the Bonds; and, (c) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

23. **Compliance with SEC Requirements.** This City Council, for and on behalf of the City of Warren, hereby covenants and agrees, for the benefit of the beneficial owners of the Bonds to be issued by the City of Warren, to enter into a written undertaking (the "Undertaking") required by Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be substantially in the form to be attached to the official statement or solicitation of proposals. The Undertaking shall be enforceable by the beneficial owners of the Bonds or by the Underwriter on behalf of such beneficial owners

(provided that the Underwriter's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific enforcement of the City's obligations hereunder and under the Undertaking), and any failure by the City to comply with the provisions of the Undertaking shall not be deemed a default with respect to the Bonds.

The Mayor, City Clerk, City Controller and/or other officer of the City charged with the responsibility for issuing the Bonds shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the terms of the City's Undertaking.

24. **Conflicting Resolutions**. All resolutions and parts of resolutions in conflict with the foregoing are hereby rescinded.

25. **Effective Date**. This Resolution shall become effective upon its adoption and shall be recorded in the minutes of the Council as soon as practicable after adoption.

A roll call vote on the foregoing resolution was then taken, and was as follows:

YES: \_\_\_\_\_

\_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

The resolution was declared adopted.



**CERTIFICATION**

STATE OF MICHIGAN     )  
  ) SS.  
COUNTY OF MACOMB     )

The undersigned, being the City Clerk of the City of Warren, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the City Council at a regular meeting held on \_\_\_\_\_, 2022, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records of the proceedings of the Council in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended), and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

[SEAL]

\_\_\_\_\_  
City Clerk

**APPENDIX A**

**PROJECTED TAX INCREMENT REVENUES  
AND DEBT SERVICE COVERAGE**

**[PLEASE SEE ATTACHED SCHEDULE]**

**APPENDIX B**

**UNITED STATES OF AMERICA-STATE OF MICHIGAN**

**CITY OF WARREN**

**County of Macomb, State of Michigan**

**DOWNTOWN DEVELOPMENT AUTHORITY BOND, SERIES 2023**

<u>RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ISSUANCE</u>	<u>CUSIP</u>
		_____, 1, _____	

REGISTERED OWNER:

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the City of Warren (the "City"), County of Macomb, State of Michigan, hereby acknowledges itself indebted and promises to pay (but only from the sources referred to herein) on the Maturity Date specified above to the Registered Owner specified above or its registered assigns, the Principal Amount specified above upon presentation and surrender of this bond (this "Bond") at the designated office of \_\_\_\_\_, \_\_\_\_\_, Michigan, as paying agent and bond registrar (the "Bond Registrar"), together with the interest thereon to the Registered Owner of this Bond, as shown on the books of the City maintained by the Bond Registrar, on the applicable date of record from the Date of Issuance specified above, or such later date through which interest has been paid, at the Rate per annum specified above, commencing on \_\_\_\_\_, \_\_\_\_\_, and semi-annually thereafter on the first day of \_\_\_\_\_ and \_\_\_\_\_ in each year to and including the Maturity Date. The date of record for each payment of interest shall be the 15th day of the month preceding the date such payment is due. Interest is payable by check or draft mailed by the Bond Registrar to the Registered Owner at the address shown on the books of the City maintained by the Bond Registrar on the applicable date of record and shall be calculated on the basis of a 360-day year consisting of twelve (12) thirty (30) day months.

This Bond is one of a series of bonds of like date and tenor except as to denomination, date of maturity and interest rate, numbered from 1 upwards, aggregating the principal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), issued by the City, pursuant to and in full conformity with the Constitution and statutes of the State of Michigan and especially Act No. 57, Public Acts of Michigan, 2018, as amended ("Act 57") and Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34") to provide funds to be used to acquire and construct two new Fire Stations in the City of Warren.

The Bonds are being issued pursuant to the provisions of Act 57 and Act 34, and are being issued in anticipation of and are primarily payable from tax increment revenues ("Tax Increment

Revenues") to be collected by the Authority for payment to the City, for each year until the principal of and interest on the Bonds has been paid in full.

In addition, the limited tax pledge of the City is to be irrevocably pledged to the prompt payment of the principal of and interest on the Bonds when due. If the foregoing Tax Increment Revenues are insufficient for any reason to make the payment of the principal of and interest on the Bonds when due, then moneys sufficient to meet the deficiency shall be advanced from the General Fund of the City. However, the City's ability to raise such funds is subject to applicable constitutional, statutory and tax limitations.

The Bonds maturing prior to \_\_\_\_\_ 1, \_\_\_\_ shall not be subject to redemption prior to maturity. Bonds on or after \_\_\_\_\_ 1, \_\_\_\_ shall be subject to redemption prior to maturity at the option of the Authority, in any order, in whole or in part on any date on or after \_\_\_\_\_ 1, \_\_\_\_\_. Bonds called for redemption shall be redeemed at par, plus accrued interest to the date fixed for redemption.

With respect to partial redemptions, any portion of a bond outstanding in a denomination larger than the minimum authorized denomination may be redeemed provided such portion as well as the amount not being redeemed each constitute an authorized denomination. In the event that less than the entire principal amount of a bond is called for redemption, upon surrender of the Bond to the bond registrar, the bond registrar shall authenticate and deliver to the registered owner of the Bond a new bond in the principal amount of the principal portion not redeemed.

Notice of redemption shall be sent to the registered holder of each bond being redeemed by first class mail at least thirty (30) days prior to the date fixed for redemption, which notice shall fix the date of record with respect to the redemption if different than otherwise provided in the resolution authorizing the issuance of the bonds. Any defect in such notice shall not affect the validity of the redemption proceedings. Bonds so called for redemption shall not bear interest after the redemption date, provided funds are on hand with the bond registrar to redeem the same.

This Bond shall be transferable on the books of the City maintained by the Bond Registrar with respect to the bonds upon the surrender of this Bond to the Bond Registrar together with an assignment executed by the Registered Owner or his or her duly authorized attorney in form satisfactory to the Bond Registrar. Upon receipt of a properly assigned bond, the Bond Registrar shall authenticate and deliver a new bond or bonds in authorized denominations in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

This Bond may likewise be exchanged for one or more other bonds with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the bond or bonds being exchanged. Such exchange shall be effected by surrender of the bond to be

exchanged to the Bond Registrar with written instructions signed by the Registered Owner of the bond or his or her attorney in form satisfactory to the Bond Registrar. Upon receipt of a bond with proper written instructions the Bond Registrar shall authenticate and deliver a new bond or bonds to the Registered Owner of the bond or his or her properly designated transferee or transferees or attorney.

The Bond Registrar is not required to honor any transfer or exchange of bonds during the fifteen (15) days preceding an interest payment date. Any service charge made by the Bond Registrar for any such registration, transfer or exchange shall be paid for by the City, unless otherwise agreed by the City and the Bond Registrar. The Bond Registrar may, however, require payment by a bondholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

This Bond and the other bonds of this series have NOT been designated as "qualified tax-exempt obligations" for purposes of Paragraph 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit until the certificate of authentication hereon has been duly executed by the Bond Registrar.

It is hereby certified, recited and declared that all things, conditions and acts required to exist, happen and be performed precedent to and in connection with the issuance of this Bond and the other bonds of this series, existed, have happened and have been performed in due time, form and manner as required by the Constitution and statutes of the State of Michigan, and that the total indebtedness of the City, including the series of bonds of which this is one, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the City of Warren, County of Macomb, Michigan, has caused this Bond to be executed in its name with the facsimile signatures of its Mayor and its City Clerk, has caused a facsimile of its seal to be affixed hereto, and has caused this Bond to be authenticated by the Bond Registrar, as the City's authenticating agent, all as of the Date of Issuance set forth above.

**CITY OF WARREN**

By: Mayor

[SEAL]

By: City Clerk

DATE OF AUTHENTICATION:

**BOND REGISTRAR'S CERTIFICATE OF AUTHENTICATION**

This is Bond is one of a series of bonds designated "City of Warren Downtown Development Limited Tax Bonds, Series 2023".

\_\_\_\_\_, Michigan  
as Bond Registrar and Authenticating Agent

By:  
Authorized Representative

## ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ this Bond and all rights hereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_ attorney to transfer this Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature:

\_\_\_\_\_  
Notice: The signature(s) to this assignment must correspond with the name as it appears upon the face of this Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

\_\_\_\_\_  
Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

The transfer agent will not effect transfer of this Bond unless the information concerning the transferee requested below is provided:

Name and Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Include information for all joint owners if bond is held by joint account)

PLEASE INSERT SOCIAL SECURITY NUMBER OR OTHER IDENTIFYING NUMBER OF TRANSFEREE

(Insert number for first named transferee if held by joint account)



**APPENDIX C**

**ORDER ADJUSTING MATURITIES**

**\$ \_\_\_\_\_  
CITY OF WARREN  
County of Macomb, State of Michigan  
DOWNTOWN DEVELOPMENT AUTHORITY  
BONDS, SERIES 2023**

The undersigned, City Controller, as authorized in the Award Order for the above referenced bonds executed by the City Controller on \_\_\_\_\_ 1, \_\_\_\_, hereby establishes the final maturities for said bonds with interest rates thereon, as follows:

Due		
_____ 1	<u>Amount</u>	<u>Rate</u>

Dated: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_,  
City Controller