



October 20, 2025

COMMUNITY DEVELOPMENT

ONE CITY SQUARE, SUITE 210

WARREN, MI 48093

(586) 574-4686

Fax (586) 574-4685

www.cityofwarren.org

Mindy Moore, Council Secretary

RE: Proposed Resolution Authorizing and Agreement between the City of Warren and the Salvation Army - MATTS

As part of the 2025-2026 CDBG Program Year Budget, City Council approved the allocation of \$12,000 to provide shelter for homeless persons at The Salvation Army-MATTS facility located in the City of Warren. The City desires to enter into an agreement with The Salvation Army to provide such services. The Salvation Army will be reimbursed for the shelter provided at the MATTS facility at a standardized rate per person assisted per night.

Funding in the amount of \$12,000 is available in the Emergency Shelter Line Item to approve the agreement between the City of Warren and The Salvation Army.

Attached for consideration by Council its October 28, 2025 meeting, you will find a copy of the proposed agreement with the Salvation Army-MATTS, which was reviewed and approved by the City Attorney's Office. The appropriate resolution authorizing execution of the agreement for these services is also attached. If you have any questions regarding this matter, please contact Community Development at (586) 574-4686.

Sincerely,

Signed by:

Tom Bommarito

6F52A3F825A947D...

Tom Bommarito

Community Development Director

Read and Concur:

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori M. Stone

Mayor

Read and Approved as to Form:

Signed by:

Jennifer Pierce

2FBDBAD6C3B94C0...

City Attorney's Office

**RESOLUTION TO APPROVE
AGREEMENT BETWEEN THE CITY OF WARREN AND
THE SALVATION ARMY FOR SHELTER SERVICES**

At a regular meeting of the City Council of the City of Warren, Macomb County, Michigan held on October 28, 2025 at 7:00 p.m. Eastern Time from the Warren Community Center, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____
The following preamble and resolutions were offered by Councilmember
_____ And supported by Councilmember: _____

The City is the recipient of Community Development Block Grant Funds under Title I of the Housing and Community Development Act of 1974 as amended.

The Salvation Army is a nonprofit organization operating a facility in the City of Warren that provides overnight shelter for the homeless; such facility is known as Macomb’s Answer to Temporary Shelter (“MATTS”).

Council approved the allocation of \$12,000 to provide shelter for homeless persons at The Salvation Army – MATTS facility, located at 24140 Mound Road.

The Mayor and the Community Development staff recommend that the City enter into an agreement with The Salvation Army to provide Community Development Funds for shelter to homeless persons at the MATTS facility. Sufficient funding is available for this Agreement with the Salvation Army in the Shelter for the Homeless Line Item.

THEREFORE, IT IS RESOLVED, that the Mayor and City Clerk are authorized to execute an agreement for the period of October 1, 2025 through September 30, 2026 with the Salvation Army for the 2025/26 CDBG Program Year, on terms consistent with the attached contract and in such form approved by the City Attorney.

AYES: Councilmembers _____

NAYES: Councilmembers _____

SONJA BUFFA
City Clerk

**SHELTER AGREEMENT BETWEEN THE SALVATION ARMY
AND CITY OF WARREN FOR 2025/2026 PROGRAM YEAR**

This Agreement is made this _____ day of _____, 2025, between the City of Warren (CITY), a Michigan municipal corporation, whose address is One City Square, Suite 210, Warren, Michigan 48093, and The Salvation Army (SALVATION ARMY), a non-profit corporation whose address is Salvation Army USA Central Territory, 5550 Prairie Stone Parkway, Hoffman Estates, IL 60192, with a local office for the Great Lakes Division at 16130 Northland Drive, Southfield, Michigan, 48075.

The parties stipulate as follows:

1. The CITY is the grant recipient of Community Development Block Grant funds under Title I of the Housing and Community Development Act of 1974, as amended. Federal Award Identification Number B25MC260016 awarded on September 16, 2025. CFDA Number 14.218. "The Funds"
2. The SALVATION ARMY (Unique Entity ID K53KY1DDH4D5), is a nonprofit organization operating a facility in the City of Warren ("MATTS") that provides overnight shelter for the homeless.
3. The CITY has appropriated \$12,000.00 of the Program Funds to provide shelter for homeless persons at the SALVATION ARMY MATTS facility ("Program Assistance").
4. The SALVATION ARMY desires to use Program Funds to provide shelter for homeless persons at the MATTS facility.
5. This Contract is considered a sub-award and will not be used for research and development. There will be no reimbursement for indirect cost related to this award.

For the reasons set forth above, and in consideration of the mutual covenants and promises of the parties, the CITY and the SALVATION ARMY agree as follows:

SECTION 1. SCOPE OF SERVICES.

1. The SALVATION ARMY shall provide income-eligible homeless persons ("Program Recipients") with overnight shelter services ("Unit of Shelter") (at its MATTS facility located at 24140 Mound Road, Warren, Michigan, 48091) A Unit of Shelter for purposes of this agreement shall consist of three meals, a bed for one night, use of shower and laundry facilities, hygiene products, access to a lounge, and case management services for a 24-hour period. All units of shelter and services under this agreement shall be provided at the MATTS Facility.
2. The SALVATION ARMY shall interview each Program Recipient during the time period in which they are receiving shelter. Each Program Recipient must complete an *Income Affidavit* provided by the SALVATION ARMY. The *Income Affidavit* must be signed by the Program Recipient and the SALVATION ARMY representative who interviews the recipient. It must be maintained on file in the SALVATION ARMY Offices. Upon request, the Salvation Army shall send the City's Community Development staff copies of the documents.
3. The SALVATION ARMY shall maintain *Guest Sign-In Sheets*, similar to the example attached as Exhibit A. They must be maintained on file in the SALVATION ARMY Offices and be available to the CITY for review at the City's office.

4. The SALVATION ARMY shall not discriminate in the provision of services on the basis of race, religion, color, sex, national origin, marital status, age, handicap/disability, familial status, height or weight.
5. SALVATION ARMY will maintain active status in the System for Award Management (SAM).

SECTION 2. TERM OF AGREEMENT. The term of this Agreement shall be from October 1, 2025 until the exhaustion of the Contract Amount or September 30, 2026 unless terminated sooner; as provided in this agreement.

SECTION 3. PERSONNEL.

1. The SALVATION ARMY shall provide, at its own expense, all personnel necessary to perform all work and services required under this Agreement.
2. The SALVATION ARMY shall take reasonable precautions in the selection of individuals performing services under this Agreement to ensure their honesty, courtesy, ability, and fitness.
3. Any person employed by the CITY may not be hired by the SALVATION ARMY to perform services under this Agreement, but a CITY employee may perform services as a volunteer. No person shall be considered an employee or independent contractor of the CITY while performing services under this Agreement.
4. All the services required under this Agreement will be performed by the SALVATION ARMY under its supervision, and all personnel engaged in the work shall be fully certified and qualified and shall be permitted under State and local law to perform such services.

SECTION 4. ASSIGNMENTS AND SUBCONTRACTS. The SALVATION ARMY may not assign or subcontract any part of the work to be performed under this Agreement without the prior knowledge and written consent of the CITY. Any assignments shall be mutually agreed upon by the SALVATION ARMY and the CITY, and the assignee will be required to execute an assumption agreement with the CITY. To be valid, such assumption agreement must be approved by the City Council for the City of Warren. In the event that any of the work is assigned or subcontracted, the SALVATION ARMY shall not be relieved from its responsibility to perform under this Agreement.

SECTION 5. COMPENSATION.

1. The SALVATION ARMY shall be reimbursed for actual costs of case management services provided to each shelter guest with a last known address in Warren. The SALVATION ARMY shall submit quarterly invoices to the CITY. The invoices shall include time sheets for each case manager that details the time spent serving Warren clients, as well as paystubs. The invoice shall also indicate the number of units of shelter provided by date. The invoices shall be accompanied by completed Quarterly Reports attached hereto as Exhibit B that will contain summary statistical information on the persons assisted. Invoices and the required reports shall be submitted within twenty (20) days after each quarter ending December 31, March 31, June 30, and September 30.
2. During the term of this Agreement, the total compensation and reimbursement to be paid by the CITY shall not exceed the maximum of \$12,000.00. (Contract Amount)
3. Any income received by the SALVATION ARMY from a Program Recipient for services rendered under the terms of this Agreement shall be considered Program Income. Any Program Income received shall be deducted, in the same period it is received, from the invoices submitted to the CITY. All unaccounted Program Income remaining after the termination or expiration of this Agreement shall be transferred to the CITY.

SECTION 6. INSURANCE.

The SALVATION ARMY shall procure, at its own expense, and keep effective during the term of this Agreement, the insurance specified below, from an insurance company authorized to do business in the State of Michigan and reasonably acceptable to the CITY. The type and amount of insurance required is as follows:

1. Workers Compensation & Employers Liability Insurance in the statutory amounts required by the State of Michigan for all laborers and employees.
2. Comprehensive General Liability Insurance
\$1,000,000 per occurrence
\$2,000,000 General Aggregate for Bodily Injury and Property Damage
3. Comprehensive Motor Vehicle Liability (Non-Owned)
\$500,000 Combined Single Limit for Bodily Injury and Property Damage

The City shall be named as an additional insured on said Comprehensive General and Motor Vehicle Liability Insurance and stated on certificate as follows: **“The City of Warren, City of Warren Municipal Building Authority, City of Warren Downtown Development Authority, and the 37th District Court, all elected, appointed officials, employees and volunteers as individuals acting within the scope of their authority, as an additional insured.”**

Certificates of insurance (or applicable renewal certificates) for the required coverage issued in the name of the SALVATION ARMY shall be delivered to the CITY c/o the Community Development Program, One City Square, Suite 210, Warren, Michigan 48093-5283. These certificates shall clearly indicate that the provisions of the applicable policy are in compliance with the requirements of this section. All insurance policies and certificates must include a waiver of subrogation, and include a provision providing thirty (30) days prior written notice to the CITY of cancellation, material change or reduction of coverage. The insurance limits shall in no way limit the SALVATION ARMY's obligation to provide indemnification for damages or injuries in excess of such coverage.

SECTION 7. TERMINATION FOR CAUSE. If, for any cause, the SALVATION ARMY shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or shall violate any of the provisions of this Agreement, the CITY shall have the right to terminate this Agreement by giving notice to the SALVATION ARMY of such termination and specifying the effective date thereof, at least five (5) days before the effective date of termination. SALVATION ARMY. Shall not be entitled to Program Funds for any expenditure incurred after the Notice of Termination.

Upon termination, the SALVATION ARMY shall not be relieved of liability to the other party for any damages sustained by virtue of any breach of the Agreement. The CITY may withhold payments to the SALVATION ARMY for the purpose of set off until such time as the exact amount of damages due the CITY from the SALVATION ARMY is determined.

SECTION 8. TERMINATION FOR CONVENIENCE OR LOSS OF FUNDING. The CITY may terminate this Agreement at any time for any reason by giving at least thirty (30) days' notice in writing to the SALVATION ARMY. The CITY may also terminate this Agreement in the event any existing or future agreement between the CITY and the Department of Housing and Urban Development (HUD) no longer permits the expenditure of federal funds for this project. The CITY may terminate this Agreement immediately if the grant funding from HUD is terminated (loss of funding).

If the Agreement is terminated for convenience or loss of funding, the SALVATION ARMY will be paid for the services provided and expenses incurred up to the termination, less any amounts that may be withheld for any liability or unfulfilled obligation owed to the CITY. SALVATION ARMY shall not be entitled to Program Funds for any expenditure incurred after the Notice of Termination.

SECTION 9. CONFIDENTIALITY AND RETURN OF DOCUMENTS. Upon termination or expiration of this Agreement, all finished or unfinished documents, data, studies, surveys and reports prepared by the SALVATION ARMY shall be transferred to the CITY. In addition, all reports, forms, and information prepared, used, or collected under this Agreement are confidential and shall not be made available to any individual, group or organization without the prior written approval of the CITY. This section shall survive termination of the Agreement.

SECTION 10. CHANGES. Any changes in services to be performed hereunder, including any increase or decrease in the amount of compensation, shall be mutually agreed upon by the SALVATION ARMY and the CITY, and shall be incorporated into written amendments approved by the City Council for the City of Warren.

SECTION 11. INDEPENDENT CONTRACTOR. While carrying out the terms of this Agreement, the SALVATION ARMY is an independent contractor and not an officer, employee or agent of the CITY. The SALVATION ARMY shall not at any time or in any manner represent that it or any of its members, agents or employees are agents or employees of the CITY. In addition, the SALVATION ARMY shall be responsible for the acts or omissions of its members and employees.

Any involvement by the City of Warren in the implementation and/or administration of this Agreement is for the sole purpose of ensuring compliance with HUD and Community Development Program goals and procedures, and shall not give rise to any employment, agency or contractual relationship with any of the SALVATION ARMY employees or agents or any Program Recipient. This section shall survive termination of the Agreement.

SECTION 12. INDEMNITY. The SALVATION ARMY shall indemnify and hold harmless the City of Warren, and its officers, employees, commissions, boards and agents from any and all liability, claims, suits, demands or judgments for any property damage, personal injury or death arising out of performance of work under this Agreement, or from the violation of any law, ordinance, or regulation by the SALVATION ARMY or any of its members, employees, or agents.

The SALVATION ARMY shall also hold the CITY harmless from and for any employment claim arising from or related to work performed under this Agreement, including, but not limited to claims related to workers' compensation, insurance rights or liabilities, pension rights or liabilities or employment compensation. The SALVATION ARMY shall not be liable for any claim arising from the CITY'S sole gross negligence. This section shall survive termination of the Agreement.

SECTION 13. NOTICES. All invoices or notices under this Agreement shall be made by personal delivery or by first class mail, addressed to the CITY as follows:

Office of Community Development
City of Warren
One City Square, Suite 210
Warren, MI 48093

and to the SALVATION ARMY as follows:

The Salvation Army - MATTS

24140 Mound Road
Warren, MI 48091

SECTION 14. COMPLIANCE WITH LAWS. The SALVATION ARMY shall comply with all applicable laws, ordinances and codes of the federal, state and local government at all times when carrying out the terms of this Agreement including but not limited to maintaining an active registration status with the System for Award Management (SAM).

SECTION 15. HEADINGS AND SEVERABILITY. The headings of the sections in this Agreement are for convenience only and shall not be used to construe or interpret the scope or intent of the Agreement or in any way affect same. If any section or provision of this Agreement shall be found invalid, that provision shall be severable, and the remainder shall have force and effect.

SECTION 16. REPORTS AND INFORMATION.

1. The SALVATION ARMY shall maintain written records that document income eligibility and the number of units of shelter provided through the expenditure of the Program Funds. In addition, these records shall indicate the amount of Program Income the SALVATION ARMY received, if any, from the Program Recipient. These records shall be made available to the CITY or to representatives of HUD.
2. The SALVATION ARMY shall submit, within thirty (30) days of the end of CITY'S program year (June 30), a completed *Annual Report* attached hereto as Exhibit C.
3. Any report or record to be submitted by SALVATION ARMY under this agreement shall be sent to the City at its office, at the expense of SALVATION ARMY.

SECTION 17. FEDERAL AUDIT REQUIREMENTS, RECORDS, AND AUDITS. The SALVATION ARMY shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to this Agreement and such other records as may be deemed necessary by the CITY to assure proper accounting for all project funds, both Federal and Non-Federal shares. The SALVATION ARMY shall allow the CITY or any authorized representative thereof, to inspect or audit these records, at any time upon request. The SALVATION ARMY shall retain the records for five (5) years after the expiration of this Agreement, unless permission to destroy them sooner is granted by the CITY. Financial management systems standards of the SALVATION ARMY, shall be in compliance, 2CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and such other regulations as may be applicable to budgeting, use and reporting of federal funds.

SECTION 18. NONDISCRIMINATION. During the performance of this Agreement, the SALVATION ARMY agrees as follows:

1. The SALVATION ARMY and any of its subcontractors shall not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment or any matter directly or indirectly related to employment because of race, religion, color, sex, national origin, marital status, age, familial status, height, weight, and handicap/disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this covenant may be regarded as a material breach of this Agreement.
The SALVATION ARMY shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, color, sex, national origin, marital status, age, familial status, height, weight, and handicap/disability that is unrelated to the individual's ability to perform the particular job. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or

recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The SALVATION ARMY agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

2. The SALVATION ARMY shall in all solicitation or advertisements for employees placed by or on behalf of the SALVATION ARMY state that all qualified applicants shall receive consideration for employment without regard to race, religion, color, sex, national origin, marital status, age, handicap/disability, familial status, height, and weight.
3. The SALVATION ARMY will cause the forgoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the above provisions shall not apply to contracts for standard commercial supplies or raw materials.

SECTION 19. CONFLICT OF INTEREST - LOBBYING. SALVATION ARMY covenants that no officer, member or employee presently has any interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the activities of this Agreement. SALVATION ARMY further warrants it shall not and has not employed any person to solicit or secure this Agreement with the CITY upon any agreement or arrangement for payment of a commission, percentage, brokerage, or contingent fee, either directly or indirectly, and that if this warranty is breached, the CITY may, at its option, terminate this Agreement without penalty, liability, or obligation, or may, at its election, deduct from any amounts owed to SALVATION ARMY, the amount of any such commission, percentage, brokerage, or contingent fee.

SECTION 20. PATENTS AND COPYRIGHTS. The Federal Government and the City of Warren shall retain rights in any resulting invention in accordance with 37 CFR Part 401, "Rights to Inventions Made by Non-profit Organizations and Small Business Firms Under Government Grant, Contracts and Cooperative Agreements," and any implementing regulations issued by HUD.

The U. S. Department of Housing and Urban Development and the City of Warren reserve a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal or Local Government purposes: (1) The copyright in any work developed under this contract; and (2) Any rights of copyright to which the contractor purchases ownership through this contract.

SECTION 21. CONDITIONS FOR RELIGIOUS ORGANIZATIONS. No Community Development Block Grant funds, including program income received by SALVATION ARMY under this Agreement, may be used to construct, acquire, rehabilitate, maintain, or restore structures or other real property owned by a religious organization. No Program Funds may be used to endorse or promote any religious belief or affiliation. Furthermore, there will be no religious requirement or affiliation requested in order to receive services provided under this Agreement.

SECTION 22. VENUE. All actions arising under this Agreement shall be governed by, subject to, and construed according to the laws of the State of Michigan. Any action arising out of this agreement shall be brought in a Court whose jurisdiction includes and is located in the County of Macomb, Michigan.

SECTION 23. BINDING EFFECT. This agreement shall be binding upon and incur to the benefit of the parties and their successors, assigns and receivers.

SECTION 24. NON-WAIVER. The failure of either party to insist upon the strict performance of any covenant, agreement, term or condition of this contract shall not constitute a waiver of any subsequent breach.

SECTION 25: APPENDIX A OF TITLE VI PLAN. During the performance of this Agreement, SALVATION ARMY agrees as follows:

A. COMPLIANCE WITH REGULATIONS. The contractor shall comply with Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

B. NONDISCRIMINATION. The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials in the discrimination prohibited by Section 21.5 of the Regulation, including employment practices when the contractor covers a program set for in Appendix B of the Regulations.

C. SOLICITATION FOR SUBCONTRACTS, INCLUDING PROCUREMENTS OF MATERIALS AND EQUIPMENT. In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

D. INFORMATION AND REPORTS. The contractor shall provide all information and reports required by the Regulations, or directives issues pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State Highway Department or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the State Highway Department or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

E. SANCTIONS FOR NONCOMPLIANCE. In the event the contractor's noncompliance with the nondiscrimination provisions of this contract, the State Highway Department shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

1. Withholding payments to the contractor under the contract until the contractor complies and/or
2. Cancellation, termination or suspension of the contract, in whole or in part.

F. INCORPORATION OF PROVISIONS. The contractor shall include provisions of paragraphs (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the State Highway Department or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the State Highway Department to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

SIGNATURES

Signed in the presence of:

City of Warren:

By: _____
Lori M. Stone, Mayor

Date: _____

By: _____
Sonja Buffa, City Clerk

Date: _____

The Salvation Army:

By: _____

Date: _____

EXHIBIT A 2025-2026 (MATTS)

Guest Sign-In Sheet

[illegible]

EXHIBIT B 2025-2026
CITY OF WARREN COMMUNITY DEVELOPMENT PROGRAM
THE SALVATION ARMY SHELTER PROGRAM
QUARTERLY REPORT

Reporting period from _____ to _____

1. Number of units of shelter provided during the reporting period: _____
2. Total reimbursement requested for units of shelter provided during the reporting period: \$ _____

3. Total program income received during the reporting period: \$ _____
4. Total number of program recipients assisted during the reporting period (count only once even if they were provided with more than one unit of shelter): _____
5. Number of program recipients in each of the following categories assisted during the reporting period:

___ Female head
___ Of household

___ Very Low Income
___ Low Income
___ Moderate Income

Hispanic or Latino and:

___ White
___ Black/African American
___ Asian
___ American Indian/Alaskan Native
___ Native Hawaiian/Other Pacific
 Islander
___ American Indian/Alaskan Native
 & White
___ Asian & White
___ Black/African American & White
___ American Indian/Alaskan Native
 & Black/African American
___ Other

Not Hispanic or Latino:

___ White
___ Black/African American
___ Asian
___ American Indian/Alaskan Native
___ Native Hawaiian/Other Pacific Islander
___ American Indian/Alaskan Native & White
___ Asian & White
___ Black/African American & White
___ American Indian/Alaskan Native &
 Black/African American
___ Other

Submitted By:

Signature

Date

Name

Phone

EXHIBIT C 2025-2026
CITY OF WARREN COMMUNITY DEVELOPMENT PROGRAM
THE SALVATION ARMY SHELTER PROGRAM
ANNUAL REPORT

Reporting period from _____ to _____

1. Number of units of shelter provided during the year: _____
2. Total reimbursement requested for units of shelter provided during the year: \$ _____
3. Total program income received during the year: \$ _____
4. Total number of program recipients assisted during the year (count only once even if they were provided with more than one unit of shelter): _____
5. Number of program recipients in each of the following categories assisted during the year:

☐ Female head of household	☐ Very Low Income ☐ Low Income ☐ Moderate Income
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Hispanic or Latino and:

☐ White
☐ Black/African American
☐ Asian
☐ American Indian/Alaskan Native
☐ Native Hawaiian/Other Pacific
Islander
☐ American Indian/Alaskan Native
& White
☐ Asian & White
☐ Black/African American & White
☐ American Indian/Alaskan Native
& Black/African American
☐ Other

Not Hispanic or Latino:

☐ White
☐ Black/African American
☐ Asian
☐ American Indian/Alaskan Native
☐ Native Hawaiian/Other Pacific Islander
☐ American Indian/Alaskan Native & White
☐ Asian & White
☐ Black/African American & White
☐ American Indian/Alaskan Native &
Black/African American
☐ Other

Submitted By:

Signature

Date

Name

Phone

MEMORANDUM

DATE: October 20, 2025

TO: Mindy Moore, Council Secretary

RE: Appointees

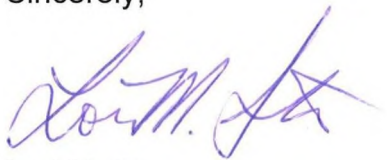
City Council:

Please be advised that the following individual has been appointed to a position within the city:

Name	Title
Matthew Dillenbeck	Deputy Police Commissioner
Gregory Booton	Police Captain of Investigative Services Bureau

Thank you for your attention to this matter.

Sincerely,



Lori M. Stone
Mayor

Cc: Clerk



October 21, 2025

CITY ATTORNEY'S OFFICE

One City Square, Suite 400
WARREN, MI 48093
(586) 574-4671
FAX (586) 574-4530
www.cityofwarren.org

Ms. Mindy Moore
Council Secretary
City of Warren

Re: Proposed Resolution Approving AT&T Service Agreement for Dispatch E911 System

Dear Council Secretary Moore:

Attached please find a proposed resolution to approve a three-year agreement with AT&T Enterprises, LLC for the installation of flexible reach circuits and service for police incoming non-emergency dispatch lines and all outgoing dispatch calls. This service will enable the police department to receive non-emergency dispatch calls into the ATOS 911 System and allow the return of emergency or non-emergency calls that are disconnected or dropped.

The agreement provides the router installation fees and the voice and data service at monthly rates of \$ 1,150.55 for a three-year period. AT&T is currently servicing Macomb County for its flexible reach circuits into the ATOS 911 System and is serving Warren's flexible reach circuit in the old Viper 911 System. The same telephone provider must be used to ensure compatibility between Macomb County and Warren's ATOS Systems for the shared back-up dispatch center.

Funding is available in Account No. 101-1301-85300.

If acceptable, please forward the resolution to Council for consideration at its meeting on Tuesday, October 28, 2025. If you should have any questions, please contact Captain Brent Chisolm at (586) 574-4801.

Signed by:
Respectfully,
Mary Michaels
Mary Michaels
Acting City Attorney

cc: Capt. Brent Chisolm, Warren Police Dept.
Lt. Brandon Roy, Warren Police Dept.
Paula Crabtree, CMIS Administrator, Warren Police Dept.

Approved:
Signed by:
Eric Hawkins
Eric Hawkins
Police Commissioner

Approved:
Signed by:
Lori M. Stone
Lori M. Stone
Mayor

Approved for Funding:
Signed by:
Kristina Battle
Kristina Battle
Budget Director

Signed by:
Craig Treppa
Craig Treppa
Purchasing Agent

**RESOLUTION APPROVING A T & T FLEX IP AND SERVICE AGREEMENT
FOR EMERGENCY BACK-UP DISPATCH CENTER**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on October 28, 2025 at 7 p.m. Eastern _____ Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilpersons _____

ABSENT: Councilpersons _____

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

The City and County of Macomb entered into an inter-local agreement for a County-wide police communication system to improve interoperability among public safety departments within the County.

The County and City share the cost relating to the ATOS 9-1-1 Dispatch Call Handling System.

The Police Commissioner is recommending equipping the City with two flexible IP routers and circuits, and voice and data service from AT&T Enterprises, LLC to enable the City to receive non-emergency calls into the Police Dispatch Center and return disconnected emergency or non-emergency calls, as an added public safety measure.

The proposed agreement is for a three year contract at a monthly rate of \$1,150.55.

THEREFORE, IT IS RESOLVED, that the Mayor and Clerk are authorized to execute the agreement with AT &T for IP Flexible Reach service and continue voice and data service for the City of Warren Police Dispatch Center.

IT IS FURTHER RESOLVED, that payment shall be made from Account No. 101-1301-85300.

AYES: Councilpersons: _____

NAYS: Councilpersons: _____

RESOLUTION DECLARED ADOPTED this 28th day of October, 2025.

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on October 28, 2025.

SONJA BUFFA
City Clerk



CITY CONTROLLERS OFFICE
ONE CITY SQUARE, SUITE 425
WARREN, MI 48093-5289
(586) 574-4600
FAX (586) 574-4614
cityofwarren.org

October 20, 2025

Ms. Mindy Moore
Council Secretary
City of Warren, Michigan

Re: Request for Increase in Budgeted Appropriations – Legal

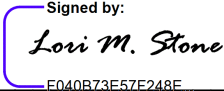
Dear Council Secretary Moore:

The Acting City Attorney has indicated a need to this Council for an additional appropriation of funds the amount of \$75,193.00 to cover the costs associated with adding a new position titled Court Legal Administrative Clerk to the Legal Department's Fiscal 2026 Budget.

A copy of the amending budget resolution is attached for Council action.

Respectfully,

Kristina K Battle
Budget Director

Approved: 
Lori M. Stone, Mayor

cc: Rick Fox
M. Michaels



CITY ATTORNEY'S OFFICE
ONE CITY SQUARE, SUITE 400
WARREN, MICHIGAN 48093-5285
(586) 574-4671
FAX (586) 574-4530
www.cityofwarren.org

October 20, 2025

Ms. Kristina Battle
Budget Director
City of Warren

**RE: REQUEST FOR INCREASE IN APPROPRIATION OF FUNDS
LEGAL DEPARTMENT – 2025/26 BUDGET AMENDMENT**

Dear Ms. Battle:

The Attorney's Office requests an appropriation of funds for a newly created position of Court Legal Administrative Clerk. The job description was approved by the Civil Service Commission on October 8, 2025.

Court Legal Administrative Clerk is a full-time administrative position to primarily service the 37th District Court office. Due to a significant increase in criminal discovery requests and domestic violence notice requirements, we are no longer able to adequately perform with the support of one full-time and one part-time administrative clerk. Our workload requires two full-time positions. A second full-time position will provide scheduling reliability and maintain high-level productivity. It would also relieve the City Hall office from work interruptions and staffing shortages during temporary reassignments to the court office to cover for vacations and time off at the court office. We anticipate the new position will also help to process our high volume of Freedom of Information Act requests. Overall, the new position will increase efficiency at both the Court and City Hall offices.

The pay will mirror the former position of Legal Administrative Clerk. The pay starts at \$50,892 and caps out at \$64,615. It is a civil service position and would be included within UAW 412, Unit 59.

Please let me know if you need any further information.

Very truly yours,

A handwritten signature in black ink that reads "Mary Michaels".

Mary Michaels
Acting City Attorney

MM/j 63389

cc: Richard Fox, Controller

Approved:

I signed by:

A handwritten signature in black ink that reads "Lori M. Stone".

Lori M. Stone
Mayor

F040B73E57F240E...

RESOLUTION AMENDING GENERAL APPROPRIATIONS
FOR FISCAL 2026 BUDGET

A _____ Meeting of the City Council of the City of Warren,
 County of Macomb, Michigan held _____, 2025, at 7:00 o'clock p.m.
 Eastern Daylight Savings Time in the Council Chambers at the Warren Community Center.

PRESENT: Council Members _____

ABSENT: Council Members _____

The following preamble and resolution were offered by Council Member _____,
 and supported by Council Member _____.

WHEREAS, the budget for fiscal year July 1, 2025 to June 30, 2026 was adopted by
 Council on May 13, 2025, and

WHEREAS, the Acting City Attorney has indicated a need to this Council for an
 additional appropriation of funds the amount of \$75,193.00 to cover the costs associated with
 adding a new position titled Court Legal Administrative Clerk to the Legal Department's Fiscal
 2026 Budget,

NOW, THEREFORE, BE IT RESOLVED, that the City Council by amending the
 original General Appropriation Resolution for the Fiscal 2026 Budget, approves the appropriation
 of funds to the following budget line items in the 2026 General Fund Budget in the amount of
 \$75,193.00

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
<u>Transfer to:</u>		
101-1210-70602	Clerical	\$ 45,079
101-1210-71500	Social Security	3,449
101-1210-71900	Employee Insurances	21,255
101-1210-71904	Retiree Health Insurance	902
101-1210-72201	Retirement Fund	<u>4,508</u>
		\$ 75,193
 <u>Transfer from:</u>		
101-0000-39601	General Fund Contingency	\$ 75,193

BE IT FURTHER RESOLVED, that the City Council hereby revises appropriations for the General Fund Budget for fiscal 2026 in the amount of 75,193.00.

AYES: Council Members _____

NAYS: Council Members _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2025.

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)

) SS

COUNTY OF MACOMB)

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council at its meeting held on_____.

SONJA BUFFA



CITY ATTORNEY'S OFFICE
ONE CITY SQUARE, SUITE 400
WARREN, MICHIGAN 48093-5285
(586) 574-4671
FAX (586) 574-4530
www.cityofwarren.org

October 20, 2025

Ms. Kristina Battle
Budget Director
City of Warren

**RE: REQUEST FOR INCREASE IN APPROPRIATION OF FUNDS
LEGAL DEPARTMENT – 2025/26 BUDGET AMENDMENT**

Dear Ms. Battle:

The Attorney's Office requests an appropriation of funds for a newly created position of Court Legal Administrative Clerk. The job description was approved by the Civil Service Commission on October 8, 2025.

Court Legal Administrative Clerk is a full-time administrative position to primarily service the 37th District Court office. Due to a significant increase in criminal discovery requests and domestic violence notice requirements, we are no longer able to adequately perform with the support of one full-time and one part-time administrative clerk. Our workload requires two full-time positions. A second full-time position will provide scheduling reliability and maintain high-level productivity. It would also relieve the City Hall office from work interruptions and staffing shortages during temporary reassignments to the court office to cover for vacations and time off at the court office. We anticipate the new position will also help to process our high volume of Freedom of Information Act requests. Overall, the new position will increase efficiency at both the Court and City Hall offices.

The pay will mirror the former position of Legal Administrative Clerk. The pay starts at \$50,892 and caps out at \$64,615. It is a civil service position and would be included within UAW 412, Unit 59.

Please let me know if you need any further information.

Very truly yours,

A handwritten signature in blue ink that reads "Mary Michaels".

Mary Michaels
Acting City Attorney

MM/j 63389

cc: Richard Fox, Controller

Approved:

A handwritten signature in blue ink that reads "Lori M. Stone".

F040B73E57F240E...
Lori M. Stone
Mayor



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 15, 2025

TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL

SUBJECT: ITB-W-0600; RECOMMENDATION TO EXTEND THE AWARD FOR THE 2026 MOWING SEASON

The Purchasing Division concurs with the Waste Water Treatment Plant and recommends that the award for providing Mowing Services for the 2026 Season be extended to Premier Group Associates, 2221 Bellevue Street, Detroit, MI 48207, in an annual amount not to exceed \$77,959.20.

On December 10, 2024, Warren City Council awarded the second optional one (1) year period (the 2025 season) to Premier Group Associates, for providing mowing services for the Waste Water Treatment Plant, in an annual amount not to exceed \$77,959.20.

This recommendation before your honorable body today, is for the third and final optional one (1) year period, commencing on January 1, 2026, in an annual amount not to exceed \$77,959.20. There is a \$5,000.00 contingency included in the annual amount for any potential additional cuts, as allowed in the agreement, for the 2026 season (see attached 2026 Pricing Sheet).

Funds are available in the following Account: 592-1580-93001.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori M. Stone
Mayor

2026 MOWING COST - WWTP					
ZONE	A. FIRST CUT COST ONLY	B. COST PER EACH ADDITIONAL CUT	C. ESTIMATED # OF ADDITIONAL CUTS	D. MULTIPLY COLUMN B x COLUMN C	E. COLUMN A + COLUMN D = TOTAL (FOR BID EVALUATION)
ZONE 1 – WWTP (TO BE CUT BI-WEEKLY)	\$ 993.60	\$ 621.00	12	\$ 7,452.00	\$ 8,445.60
ZONE 2 – WWTP (TO BE CUT BI-WEEKLY)	\$ 993.60	\$ 621.00	12	\$ 7,452.00	\$ 8,445.60
ZONE 3 – WWTP (TO BE CUT BI-WEEKLY)	\$ 496.80	\$ 372.60	12	\$ 4,471.20	\$ 4,968.00
ZONE 4 – WWTP (TO BE CUT BI-WEEKLY)	\$ 745.20	\$ 496.80	12	\$ 5,961.60	\$ 6,706.80
ZONE 5 – WWTP (TO BE CUT WEEKLY)	\$ 496.80	\$ 248.40	23	\$ 5,713.20	\$ 6,210.00
ZONE 6 – WWTP (TO BE CUT WEEKLY)	\$ 496.80	\$ 248.40	23	\$ 5,713.20	\$ 6,210.00
ZONE 7 – WWTP (TO BE CUT WEEKLY)	\$ 372.60	\$ 248.40	23	\$ 5,713.20	\$ 6,085.80
ZONE 8 – East of Knapp St. at Jenny (TO BE CUT WEEKLY)	\$ 496.80	\$ 373.00	23	\$ 8,579.00	\$ 9,075.80
ZONE 9 – NE 9 Mile & Stewart (TO BE CUT WEEKLY)	\$ 248.40	\$ 124.20	23	\$ 2,856.60	\$ 3,105.00
ZONE 10 - 14200 Stephens, Warren, MI 48089 (Greenbelt-entire frontage of property) (TO BE CUT WEEKLY)	\$ 124.20	\$ 124.20	23	\$ 2,856.60	\$ 2,980.80
ZONE 11 - 14217 Nine Mile Road (TO BE CUT WEEKLY)	\$ 124.20	\$ 124.20	23	\$ 2,856.60	\$ 2,980.80
ZONE 12R - 14210 Stephens (TO BE CUT WEEKLY)	\$ 500.00	\$ 315.00	23	\$ 7,245.00	\$ 7,745.00
2026 CONTINGENCY FOR ADDITIONAL CUTS:					\$ 5,000.00
2026 GRAND TOTAL:					\$ 77,959.20



PUBLIC SERVICE DEPARTMENT
WASTE WATER TREATMENT PLANT
32360 Warkop
Warren, Michigan 48093
(586) 264-2530
www.cityofwarren.org

MEMO TO: Mr. Craig Treppa, Purchasing Agent, Office of the Controller

FROM: Donna Dordeski, P.E., WWTP Division Head

SUBJECT: **Recommendation for a one (1) year extension of ITB-W-0600, Lawn Mowing Services at WWTP, Premier Group Associates, for term commencing on 1/1/2026 thru 12/31/2026, in the total award amount not to exceed \$77,959.20.**

DATE: 10/15/2025

The existing 1-year service agreement term with Premier Group Associates, (ITB-W-0600) for lawn mowing service at the WWTP is expiring on December 31, 2025. The WWTP desires to continue utilizing lawn mowing services for the WWTP during the upcoming 2026 lawn maintenance season on the same terms and conditions as the current amended agreement ITB-W-0600.

It is being respectfully requested that the existing agreement for ITB-W-0600, Lawn Mowing Services at WWTP with Premier Group Associates of 2221 Belleuve Street, Detroit, MI 48207, be extended for one (1) additional 1-year term (1/1/2026 thru 12/31/2026), as stipulated in the terms of the current amended award for ITB-W-0600, resulting in a total award amount not to exceed \$77,959.20.

Please take the steps necessary to seek authorization to approve extension of the agreement ITB-W-0600, Lawn Mowing Services at WWTP, to Premier Group Associates, 2221 Belleuve Street, Detroit, MI 48207, for an additional one (1) 1-year term (1/1/2026 thru 12/31/2026), on the same terms and conditions as the current amended award for ITB-W-0600, resulting in the total award amount not to exceed \$77,959.20.

Funds for the requested one (1) 1-year term extension (1/1/2026 thru 12/31/2026) in the amount not to exceed \$77,959.20 will be made available from the 26 FY Budget, WWTP Account 592-1580-93001.

Should you have any questions regarding this request, please do not hesitate to contact me.

Respectfully,

Signed by:

Donna Dordeski

31ADDE98B061415...

Donna Dordeski, P.E.

WWTP Division Head

DD

Attachment: 2026 Pricing Sheet, Premier Group Associates
cc: David Muzzarelli, Public Service Director

RESOLUTION

Document No: ITB-W-0600 Extension 3 of 3

Product or Service: Mowing Services

Requesting Department: Waste Water Treatment Plant

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

On December 10, 2024, City Council awarded the second optional one (1) year period (the 2025 season) to Premier Group Associates, 2221 Bellevue Street, Detroit, MI 48207, for providing mowing services for the Waste Water Treatment Plant in an annual amount not to exceed \$77,959.20.

It has been determined by the Waste Water Treatment Plant that it is in the best interest of the City to extend this award for the third and final optional one (1) year period (the 2026 season), in an annual amount not to exceed \$77,959.20.

Funds are available in the following Account: 592-1580-93001.

IT IS RESOLVED, that this award has been extended to Premier Group Associates, for the third and final optional one (1) year period, commencing on January 1,

2026, in an annual amount not to exceed \$77,959.20. There is a \$5,000.00 contingency included in the annual amount for any potential additional cuts for the 2026 season.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid document

☐ Contract

☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on _____, 2025.

Sonja Buffa
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 20, 2025
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL
SUBJECT: ITB-W-0867; RECOMMENDATION TO EXTEND THE AWARD FOR THE MANAGEMENT AND DISPOSAL OF HOUSEHOLD HAZARDOUS WASTE SERVICES

The Purchasing Division concurs with the Sanitation Division and recommends that City Council approve the extension of award for the bid ITB-W-0867, for the Management and Disposal of Household Hazardous Waste, to ERG Environmental Services (ERG), 13040 Merriman Road, Suite 200, Livonia, MI 48150, in the total amount of \$38,954.06 (see attached pricing and collection summary).

On October 8, 2024, Warren City Council awarded ERG Environmental Services (ERG) for the Management and Disposal of Household Hazardous Waste, for the first optional one (1) year period, for the 2024 collection event, in the total amount of \$27,861.00. There are options to renew the agreement for four (4) additional one (1) year periods, with mutual consent of both parties. This recommendation, before your honorable body today, is for the second optional one (1) year period, for the 2025 collection event.

The total amount being requested is based on the actual collection data from this year's 2025 collection event, which was held on September 6, 2025, with over five-hundred (500) vehicles participating and a total of 24,124 pounds of hazardous waste that was collected.

Funds are available in Sanitation Division Hazardous Waste Collection Account 226-9226-80109.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori M. Stone
Mayor



ERG

ENVIRONMENTAL SERVICES

13040 Merriman Road, Suite 200 • Livonia, Michigan 48150
734.437.9650 • FAX 734.437.9651 • ERGEnvironmental.com

Invoice

Date Oct 14, 2025	Page 1
Invoice Number LIIN035246	

Sold To:

City of Warren
One City Square Ste 425
EMAIL
Warren, MI 48093
Attn: Wendy Sitek

Ship To:

City of Warren
25601 Flanders
Warren, MI

Order No. LIORD37835	Ship Date Sep 06, 2025	Customer No. 7550	Salesperson	PO Number	Terms N30
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Manifest #	Reference	Project# 1HW 090625-A
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Qty.Shp.	UOM	Description	Unit Price	Extended Price
12.00	EA	HHW Mercury Disposal-Per Lbs.	35.0000	420.00
24,023.00	EA	HHW Misc. General Hazard Classes-Per Lbs.	1.2500	30,028.75
89.00	EA	HHW Reactive/Oxidizer/Lith Batt Disposal-Per Lbs.	5.0000	445.00
1.00	EA	Set Up Fee	4,200.0000	4,200.00
Due Date <u>Nov 13, 2025</u>				
Tax & Fee Summary: MI 0.00 EIR 3,860.31				Subtotal Total Fees 35,093.75 3,860.31
Remit To: PO Box 187, Bowling Green, OH 43402 Please include Invoice # and Customer # with Remittance to Ensure Proper Credit				38,954.06 Less payment 0.00 Less pmt. disc 0.00
Amount due				38,954.06



HHW Collection Summary

13040 MERRIMAN ROAD, SUITE 200
LIVONIA, MICHIGAN 48150-1816
734.437.9650 (P) • 734.437.9651 (F)

CITY OF WARREN

Collection Date	September 6, 2025
# of Vehicles	?
Event Location	Warren Recycle Center

Type of Material	# of Containers	Container Size & Type	Total Weight	Unit	Treatment Category*
Flammable Liquid	3	55 Gal Drum	922	lbs	ER
Oil Based Paint	8	Cubic Yard	4,599	lbs	ER
Latex Paint	0	Latex Toter	0	lbs	RC
Aerosol Cans	5	Cubic Yard	2,235	lbs	ER
Acidic Products	1	55 Gal Drum	215	lbs	WT
Caustic/Basic Products	2	55 Gal Drum	386	lbs	WT
Oxidizers	1	5 Gal Pail	81	lbs	ST
Toxic Products	10	Cubic Yard	5,813	lbs	ST
Pesticides	7	Cubic Yard	4,343	lbs	ST/DI
Propane/Fire Extinguishers	1	Crate	384	lbs	RC
Expired Medicines	1	55 Gal Drum	87	lbs	ST/DI
Medical Waste Sharps	1	55 Gal Drum	83	lbs	AUTOCLAVE
Smoke Detectors	1	5 Gal Pail	8	lbs	RC/LF
Reactives	2	5 Gal Pail	8	lbs	DI
Household Batteries	4	55 Gal Drum	3,673	lbs	RC
Lithium Batteries	1	5 Gal Pail	13	lbs	RC
Fluorescent Lamps	4	Pallet	980	lbs	RC
Mercury Devices	1	55 Gal Drum	12	lbs	RC
PCB Ballasts	1	55 Gal Drum	282	lbs	RC
Total Weight for this Collection			24,124	lbs	

*Treatment Categories

RC = Recycling · ST = Stabilization · ER = Energy Recovery · DI = Destructive Incineration · LF = Landfill

**CITY OF WARREN
DIVISION OF SANITATION**

INTER-OFFICE CORRESPONDENCE

DATE: October 20, 2025
TO: Craig Treppa
SUBJECT: ERG Environmental Services
INVOICE LIIN035246 - DATED October 14, 2025

On September 6, 2025, the Sanitation Division hosted our twenty-ninth hazardous waste drop-off day for the residents of Warren.

ERG Environmental Services, 13040 Merriman Road, Livonia, Michigan 48150 was the vendor the City of Warren contracted to perform the event. We had a great turn out from the Warren residents with participation of over 500 vehicles entering the recycle center to dispose of their hazardous waste.

Funds are available in the Hazardous Waste Collection account #226-9226-80109 in this year's fiscal budget. The total for this year's event was \$38,954.06.

Thank You,

Signed by:

B6F26CDAE109407...

Kevin Kitka
Superintendent

RESOLUTION

Document No: ITB-W-0867 Extension 2
Product or Service: Hazardous Waste Disposal
Requesting Department: Sanitation

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

On October 8, 2024, Warren City Council awarded ERG Environmental Services (ERG), 13040 Merriman Road, Suite 200, Livonia, MI 48150, for the Management and Disposal of Household Hazardous Waste, for the first optional one (1) year period, for the 2024 collection event, in the total amount of \$27,861.00. There are options to renew the agreement for four (4) additional one (1) year periods, with mutual consent of both parties.

The Sanitation Division is seeking an extension of award for the second optional one (1) year period, for the 2025 collection event, in the total amount of \$38,954.06.

IT IS RESOLVED, that this award has been extended to ERG Environmental Services (ERG), for the second optional one (1) year period, for the 2025 collection event, in the total amount of \$38,954.06.

Funds are available in the following Account: 226-9226-80109.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

- ☐ Bid document
- ☐ Contract
- ☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County,
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution
adopted by the Council of the City of Warren at its meeting held on
_____, 2025.

Sonja Buffa
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 20, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: INCREASE OF AWARD OF BID ITB-W-1412; TO FURNISH POINTE BLANK A-SERIES BALLISTIC VESTS

The Purchasing Division concurs with the Police Department and recommends that the award to NYE Uniform Co., Inc., 1067 E. Long Lake Road, Troy, MI 48085, to furnish Pointe Blank A-Series Ballistic Vests (ITB-W-1412), be increased, retro-actively, for year one, from a total annual amount not to exceed \$33,174.55 to a total annual amount not to exceed \$53,174.55 (an increase of \$20,000.00).

On April 8, 2025, City Council approved an award to NYE Uniform Co., Inc., for furnishing Pointe Blank A-Series Ballistic Vests, for a three (3) year period, in a total amount not to exceed \$188,972.55 (\$33,174.55 for year one, \$56,699.25 for year two, and \$99,098.75 for year three), commencing on May 1, 2025, with options to renew for two (2) additional one (1) year periods, at year three pricing, with mutual consent of both parties.

Based on an estimated increase of new hires for year one (May 1, 2025 through April 30, 2026), this recommendation before your honorable body today, is for an increase of award, retro-actively, for year one, from a total annual amount not to exceed \$33,174.55 to a total annual amount not to exceed \$53,174.55 (an increase of \$20,000.00).

Funds are available in the following Account: 101-1301-72401.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

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Lori M. Stone
Mayor



October 15, 2025

Craig Treppa, Purchasing
City of Warren Controller's Office
One City Square
Warren, MI 48093

RE: Request to Increase NYE Furnish Pointe Blank Ballistic Vest Bid Award (ITB-W-1412)

Mr. Treppa,

In March of this year, NYE was awarded a bid (ITB-W-1412) to furnish the WPD with ballistic vests for a three year period, in a total amount not to exceed \$188,972.55 (\$33,174.55 year one, \$56,699.25 year two and \$99,098.75 year three). These amounts were based on the number of expiring vests as well as estimates of new hires per year, multiplied by the cost of each vest.

Recently, Commissioner Hawkins requested ballistic vests be ordered for our Animal Control Officers (3), Chaplains (3) and himself (7 Total). These requests were outside our original estimates. Also, our hiring will exceed the original estimates.

Currently, the Department has \$9,124.81 remaining of the \$33,174.55 allotment to get us through year one, which doesn't end until May of 2026. This amount (\$9,124.81) at \$924.99/vest means the Department has enough for ~9 more vests. Speaking with NYE, we currently have seven unpaid invoices incoming, plus the seven for the newly requested vests noted above. In addition, we will continue hiring officers. In speaking with Human Resources Analyst Jacqueline Damron, it appears the best estimate for the number of new hires before May 2026 is ~10. With the addition of a contingency amount, the Department is requesting to raise this year's bid award by \$20,000.

7 - New Vests @ 924.99/ea = \$6,474.93
7 - Current Invoices @ \$924.99/ea = \$6,474.93
~10 - New Hires @ \$924.99/ea = \$9,249.90
Total Estimated Costs = \$22,199.76

\$22,199.76 - \$9,124.81 (Remaining Bid Award) = \$13,074.95
\$13,074.95 + \$6,925.05 (Contingency) = \$20,000

The funds for these purchases have been appropriated in GL Account 101-1301-72401 (Uniforms). Additional analysis of this account will be completed in the weeks and months ahead.

Respectfully,

Signed by:
Brent Chisolm
9203B8FAD4AC476...
Brent Chisolm, Captain
Administrative Services Bureau

RESOLUTION

Document No: ITB-W-1412 Increase of Award

Product or Service: Furnish Ballistic Vests

Requesting Department: Police Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

On April 8, 2025, City Council approved an award to NYE Uniform Co., Inc., 1067 E. Long Lake Road, Troy, MI 48085, for furnishing Pointe Blank A-Series Ballistic Vests, for a three (3) year period, in a total amount not to exceed \$188,972.55 (\$33,174.55 for year one, \$56,699.25 for year two, and \$99,098.75 for year three), commencing on May 1, 2025 with options to renew for two (2) additional one (1) year periods, at year three pricing, with mutual consent of both parties.

The Police Department has determined, that in the best interest of the City, and based on an estimated increase of new hires for year one (May 1, 2025 through April 30, 2026), the award for furnishing ballistic vests shall be increased, retro-actively, for

year one, from a total annual amount not to exceed \$33,174.55 to an annual amount not to exceed \$53,174.55 (an increase of \$20,000.00).

Funds are available in the following Account: 101-1301-72401.

THEREFORE, IT IS RESOLVED, that an increase of award for ITB-W-1412 is hereby accepted by City Council for NYE Uniform Co., Inc., retro-actively, for year one (May 1, 2025 through April 30, 2026), for a total annual amount not to exceed \$53,174.55 (an increase of \$20,000.00).

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

- ☐ Bid document
- ☐ Contract
- ☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2025.

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on _____, 2025.

Sonja Buffa
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 16, 2025

TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL

SUBJECT: ITB-W-1686; RECOMMENDATION OF AWARD TO FURNISH AMMUNITION

The Purchasing Division concurs with the Police Department and recommends that Bid ITB-W-1686; to Furnish Ammunition for the Police Department, in an annual amount not to exceed \$315,869.22, to be split amongst the vendors listed below.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID AMOUNT</u>
Acme Sports, Inc. 800 E. Tipton St. Seymour, IN 47274	New Ammunition per the attached pricing breakdown sheets	\$ 9,285.00
Ares Integrated Resources, LLC. 17254 Library Blvd Ruther Glen, VA 22546	New Ammunition per the attached pricing breakdown sheets	\$ 475.86
CMP Distributors, Inc. 16753 Industrial Parkway Lansing, MI 48906	New Ammunition per the attached pricing breakdown sheets	\$ 123,482.00
Kiesler Police Supply, Inc. 2802 Sable Mill Rd. Jeffersonville, IN 47130	New Ammunition per the attached pricing breakdown sheets	\$ 90,316.36
Vance Outdoors, Inc. 3723 Cleveland Ave. Columbus, OH 43224	New Ammunition per the attached pricing breakdown sheets	\$ 92,310.00
TOTAL:		\$ 315,869.22

On Wednesday, October 8, 2025 at 1:00PM electronic bids were publicly opened for Bid ITB-W-1686; to Furnish Ammunition for the Police Department. Bids were solicited through the BidNet® (MITN) system. Five (5) vendors responded with bids, which are summarized on the attached bid tabulation sheets. The following is a breakdown of the vendors that are being recommended for award, per item, based on the lowest bid qualified bid.

BREAKDOWN OF AMMUNITION RECOMMENDATION	
VENDOR	ITEM #
Acme Sports, Inc.	37
Ares Integrated Resources, LLC.	24, 31
CMP Distributors, Inc.	39-40, 51-54, 57-61
Kiesler Police Supply, Inc.	19-20, 22-23, 25-30, 33-34, 36, 38, 41, 46-47
Vance Outdoors, Inc.	21, 42-45, 48, 50, 55, 62-65
No-Bid Items	1-18, 32, 35, 49, 56

The low bidder for Item #41, Ares Integrated Resources, LLC., offered a substitute product that did not meet the specification, therefore, the recommendation to award this item is to the lowest qualified bidder, Kiesler Police Supply, Inc.

The low bidder for Item #43, Kiesler Police Supply, Inc., offered a substitute product that did not meet the specification, therefore, the recommendation to award this item is to the lowest qualified bidder, Vance Outdoors, Inc.

Based on the above information, it is recommended that the ammunition be split between the five (5) bidding companies, based on the lowest qualified unit pricing submitted per item. These items can be referenced on the attached bid tabulation sheets.

The City is also recommending that the Police Department have the authorization to award an item(s) to the next low, qualified bidder of that item(s) if, for any reason, the primary vendor is unable to provide the ammunition as specified and in the time-frame established in the bid document.

If approved by your honorable body, this award shall commence upon the official date of City Council approval, or on November 25, 2025, whichever occurs later, and have a term of one (1) year.

Funds for this purchase are available in the following Accounts: 261-9261-82215/262-9262-86400/101-1301-82401.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori M. Stone
Mayor

AS-READ BID SUMMARY

City of Warren One City Square Warren MI 48093		BID #: ITB-W-1686 BID DUE DATE: 10/8/2025 DEPT: POLICE
Product or Service: FURNISH AMMUNITION, NEW & RELOADS		
BIDDER		GRAND TOTAL
ACME SPORTS, INC.		\$ 9,285.00
ARES INTEGRATED RESOURCES, LLC.		\$ 323,410.40
CMP DISTRIBUTORS, INC.		\$ 191,956.00
KIESLER POLICE SUPPLY		\$ 251,833.86
VANCE OUTDOORS, INC.		\$ 289,596.00

Acme Sports, Inc. only bid on Item 37.

Ares Integrated Resources, LLC. did not bid on Items 1-19, 29, 32-36, or 49-65.

CMP Distributors, Inc. did not bid on Items 1-27, 29-36, 38, 42-50, or 55-56.

Kiesler Police Supply did not bid on Items 1-18, 24, 31-32, 35, 37, 39, 42, 44, 49-50, 55-56, or 62-65.

Vance Outdoors, Inc. did not bid on Items 1-18, 20, 22-24, 26, 28, 30-32, 34-36, or 41, 46-47, 49, 56, or 58-61.

[illegible]

[illegible]

ITEM B: NEW AMMUNITION (continued):

Shotgun Ammunition

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	5,000	\$ -	\$ -
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	1,000	\$ -	\$ -
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	1,000	\$ -	\$ -
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	5,000	\$ -	\$ -
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	1,000	\$ -	\$ -
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	1,000	\$ -	\$ -
SUB TOTAL SHOTGUN AMMUNITION:								\$ -

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
51	5.560		Toxfree	Simunition FX Marking Round	5359101	10,000	\$ -	\$ -
52	5.560		Toxfree	Simunition FX Marking Round	5359102	10,000	\$ -	\$ -
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	10,000	\$ -	\$ -
54	9mm		Toxfree	Simunition FX Marking Round	5320772	10,000	\$ -	\$ -
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		500	\$ -	\$ -
56	.38 cal			Wad Cutter		250	\$ -	\$ -
57	9mm		Toxfree	Simunition Securibank Loud Cartridges- Safeblank Toxfree Primers SecurBlank Loud Toxfree	5306003	1,000	\$ -	\$ -
58	9mm			Force on Force Marking Round Gen2	FF9B2	10,000	\$ -	\$ -
59	9mm			Force on Force Marking Round Gen2	FF9R2	10,000	\$ -	\$ -
60	5.560			Force on Force Marking Round	FF556B1	10,000	\$ -	\$ -
61	5.560			Force on Force Marking Round	FF556R1	10,000	\$ -	\$ -
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	1,000	\$ -	\$ -
63	.680		Inert	Byrna Training Projectiles		1,000	\$ -	\$ -
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	1,000	\$ -	\$ -
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	2,000	\$ -	\$ -
SUB TOTAL MISCELLANEOUS ROUNDS:								\$ -

ITEM B: TOTAL NEW AMMUNITION (Enter on Page 3 of Bid Form):	\$ 9,285.00
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ITEM C: GRAND TOTAL FOR ITEMS A & B (Enter on Page 3 of Bid Form):	\$ 9,285.00
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Acme Sports, Inc.'s minimum quantity/charge per order is None.

Acme Sports, Inc. did not submit Bid Clarification Sheets.

[illegible]

[illegible]

ITEM B: NEW AMMUNITION (continued):**Shotgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	5,000	\$ 1.15500	\$ 5,775.00
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	1,000	\$ 1.15500	\$ 1,155.00
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	1,000	\$ 1.21275	\$ 1,212.75
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	5,000	\$ 1.21275	\$ 6,063.75
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	1,000	\$ -	\$ -
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	1,000	\$ -	\$ -
SUB TOTAL SHOTGUN AMMUNITION:								\$ 14,206.50

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
51	5.560		Toxfree	Simunition FX Marking Round	5359101	10,000	\$ -	\$ -
52	5.560		Toxfree	Simunition FX Marking Round	5359102	10,000	\$ -	\$ -
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	10,000	\$ -	\$ -
54	9mm		Toxfree	Simunition FX Marking Round	5320772	10,000	\$ -	\$ -
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		500	\$ -	\$ -
56	.38 cal			Wad Cutter		250	\$ -	\$ -
57	9mm		Toxfree	Simunition Securibank Loud Cartridges-Safeblank Toxfree Primers SecurBlank Loud Toxfree	5306003	1,000	\$ -	\$ -
58	9mm			Force on Force Marking Round Gen2	FF9B2	10,000	\$ -	\$ -
59	9mm			Force on Force Marking Round Gen2	FF9R2	10,000	\$ -	\$ -
60	5.560			Force on Force Marking Round	FF556B1	10,000	\$ -	\$ -
61	5.560			Force on Force Marking Round	FF556R1	10,000	\$ -	\$ -
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	1,000	\$ -	\$ -
63	.680		Inert	Byrna Training Projectiles		1,000	\$ -	\$ -
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	1,000	\$ -	\$ -
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	2,000	\$ -	\$ -
SUB TOTAL MISCELLANEOUS ROUNDS:								\$ -

ITEM B: TOTAL NEW AMMUNITION (Enter on Page 3 of Bid Form):	\$ 323,410.40
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ITEM C: GRAND TOTAL FOR ITEMS A & B (Enter on Page 3 of Bid Form):	\$ 323,410.40
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Ares Integrated Resources, LLC.'s minimum quantity/charge per order is None.

Ares Integrated Resources, LLC. bid the following exceptions: 1) Comparables offered for certain line items. All comparables are described in detail on addenda 1 (Bid Clarification Sheet) 2) Line items that could not be sourced or a close comparable could not be found, have been left blank or "Not Available"

ITEM A: RELOADS:**Centerfire Handgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	ADDITIONAL SPECIFICATIONS	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
1	.380 Auto	95	FMJ	Standard Commercial Primer	No Reloads Offered
2	.380 Auto	100	FMJ	Lead-Free Primer	No Reloads Offered
3	.380 Auto	100	FMJ	Reduced Lead	No Reloads Offered
4	.380 Auto	95	FMJ	Remanufactured brass, lead-free Primer, 1100 fps	No Reloads Offered
5	.38 Spl	125	JSP	+P, Lead-Free Primer, 1100 fps	No Reloads Offered
6	.38 Spl	125	JSP	Reduced Lead	No Reloads Offered
7	9mm	147	TMJ	Lead-Free Primer, 1100 fps MUST BE NEW BRASS	No Reloads Offered
8	9mm	147	TMJ	Reduced Lead MUST BE NEW BRASS	No Reloads Offered
9	9mm	147	TMJ	Remanufactured brass, lead-free Primer, 1100 fps	No Reloads Offered
10	.40 S&W	180	CEB	Lead-Free Primer, 1100 fps	No Reloads Offered
11	.40 S&W	180	CEB	Reduced Lead	No Reloads Offered
12	.40 S&W	180	CEB	Remanufactured brass, lead-free Primer, 1100 fps	No Reloads Offered
13	.357 Sig	124	FMJ	Lead-Free Primer, 1250 fps	No Reloads Offered
14	.357 Sig	124	FMJ	Reduced Lead	No Reloads Offered
15	.357 Magnum	158	JSP	Standard Commercial Primer	No Reloads Offered
16	.45 Auto	200	TMJ	Lead-Free Primer MUST BE NEW BRASS	No Reloads Offered
17	.45 Auto	200	TMJ	Reduced Lead MUST BE NEW BRASS	No Reloads Offered
18	.45 Auto	200	TMJ	Remanufactured brass, lead-free Primer, 1100 fps	No Reloads Offered

ITEM B: NEW AMMUNITION:**Centerfire Handgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
19	.380 Auto	95	BEB			Not Available
20	.380 Auto	99	HST	Federal	P380HST1	Federal, Premium Personal Defense, 380 ACP, 99 Grain, HST, 20 Round Box - SKU: P380HST1S
21	.38 Spl	125	JSP	Any Lead Free		Magtech, Sport Shooting, 38 Special, +P, 125 Grain, Jacketed Soft Point, Flat, 50 Round Box - SKU: 38D (Not Lead Free)
22	.38 Spl	129	HST	Federal	P38HST1G	Federal, Hydra-Shok, 38 Special, 129 Grain, Hollow Point, +P, 20 Round Box - SKU: P38HST1
23	.357 Mag.	125	JSP	Any Lead Free		Remington, UMC, 357 Magnum, 125 Grain, Jacketed Soft Point, 50 Round Box - SKU: 23738 (Not Lead Free)
24	.357 Mag.	125	Unicore	Speer	53920	Speer Ammunition, Speer Gold Dot, Personal Protection, 357MAG, 125 Grain, Hollow Point, 20 Round Box - SKU: 23920GD
25	.357 Sig	125	BEB			Winchester Ammunition, Super X Winclean, 357SIG, 125 Grain, Brass Enclosed Base Clean, 50 Round Box - SKU: WC357SIG
26	.357 Sig	125	GDHP	Speer LE Gold Dot	54234	Speer Ammunition, Speer Gold Dot, Personal Protection, 357 SIG, 125 Grain, Hollow Point, 20 Round Box - SKU: 23918GD
27	9 mm	147	BEB			Winchester Ammunition, Super X Winclean, 9MM, 147 Grain, Brass Enclosed Base Clean, 50 Round Box - SKU: WC93
28	9 mm	147	HST	Federal	P9HST2	9mm – Federal LE 147 Grain JHP – 50 Rounds - SKU: P9HST2
29	.40 S&W	155	BEB			Not Available
30	.40 S&W	180	HST	Federal	P40HST1	40 S&W – Federal Premium 180 Grain HST Jacketed Hollow Point – 20 Rounds - SKU: P40HST1S
31	.44 Spl	200	Any	Any		Not Available
32	.44 Mag.	240	Any	Any		Not Available
33	.45 Auto	185	BEB			Not Available
34	.45 Auto	230	HST	Federal	P45HST2	45 Auto – Federal Premium LE 230 Gr HST – 50 Rounds - SKU: P45HST2
35	.45 GAP	185	BEB			Not Available
36	.45 GAP	200	GDHP	Speer LE Gold Dot	53978	Not Available
37	9mm	124	JHP	Sig Sauer Elite V-Crown	E9MMA2-50	Sig Sauer, Elite Defense V-Crown Ammunition, 9MM, 124 Grain, Jacketed Hollow Point, 20 Round Box - SKU: E9MMA2-20
38	9mm	124	BEB			Winchester Ammunition, Super X Winclean, 9MM, 124 Grain, Brass Enclosed Base Clean, 50 Round Box - SKU: WC92

Centerfire Rifle Ammunition

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
39	.223	62	FMJ	Magtech or approved equivalent, No Frontier Ammo		Wyoming Cartridge Co. - .223 REM FMJ - Link: https://www.wyocc.com/223
40	.223	62	FMJ	Any, No Frontier Ammo		Wyoming Cartridge Co. - .223 REM FMJ - Link: https://www.wyocc.com/224
41	.223	62	Bonded	Federal	LE223T3	First Breach - .223 62 GR Spitzer Boat Tail - SKU: FB223-62-SBT
42	.223	62	Bonded	Hornady TAP Barrier	83285	First Breach - .223 62 GR Spitzer Boat Tail - SKU: FB223-62-SBT
43	5.560	55	FMJ	Any, No Frontier Ammo		First Breach - 5.56 55 GR FMJ - SKU: FB556-55-FMJ
44	.308	168	A-Max	Hornady TAP A-Max	80965	Federal, .308 168GR TRU Tactical Tip MatchKing - SKU: T308T

ITEM 8: NEW AMMUNITION (continued):**Shotgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	Federal 12ga 00 Buck Low Recoil - SKU: LE-132-00
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	Federal 12ga 00 Buck Low Recoil - SKU: LE-132-01
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	Federal 12ga Rifled Slug Low Recoil - SKU: LE-127-RS
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	Federal 12ga Rifled Slug Low Recoil - SKU: LE-127-RS
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	Not Available
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	Not Available

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
51	5.560		Toxfree	Simunition FX Marking Round	5359101	Not Available
52	5.560		Toxfree	Simunition FX Marking Round	5359102	Not Available
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	Not Available
54	9mm		Toxfree	Simunition FX Marking Round	5320772	Not Available
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		Not Available
56	.38 cal			Wad Cutter		Not Available
57	9mm		Toxfree	Simunition Securibank Loud Cartridges-Safeblank Toxfree Primers SecurBlank Loud Toxfree	5306003	Not Available
58	9mm			Force on Force Marking Round Gen2	FF9B2	Not Available
59	9mm			Force on Force Marking Round Gen2	FF9R2	Not Available
60	5.560			Force on Force Marking Round	FF556B1	Not Available
61	5.560			Force on Force Marking Round	FF556R1	Not Available
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	Not Available
63	.680		Inert	Byrna Training Projectiles		Not Available
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	Not Available
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	Not Available

Centerfire Handgun Ammunition

[illegible]

[illegible]

ITEM B: NEW AMMUNITION (continued):
Shotgun Ammunition

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	5,000	\$ -	\$ -
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	1,000	\$ -	\$ -
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	1,000	\$ -	\$ -
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	5,000	\$ -	\$ -
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	1,000	\$ -	\$ -
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	1,000	\$ -	\$ -
SUB TOTAL SHOTGUN AMMUNITION:								\$ -

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
51	5.560		Toxfree	Simunition FX Marking Round	5359101	10,000	\$ 0.862	\$ 8,620.00
52	5.560		Toxfree	Simunition FX Marking Round	5359102	10,000	\$ 0.862	\$ 8,620.00
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	10,000	\$ 0.662	\$ 6,620.00
54	9mm		Toxfree	Simunition FX Marking Round	5320772	10,000	\$ 0.662	\$ 6,620.00
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		500	\$ -	\$ -
56	.38 cal			Wad Cutter		250	\$ -	\$ -
57	9mm		Toxfree	Simunition Securibank Loud Cartridges- Safeblank Toxfree Primers SecurBlank Loud Toxfree	5306003	1,000	\$ 0.482	\$ 482.00
58	9mm			Force on Force Marking Round Gen2	FF9B2	10,000	\$ 0.708	\$ 7,080.00
59	9mm			Force on Force Marking Round Gen2	FF9R2	10,000	\$ 0.708	\$ 7,080.00
60	5.560			Force on Force Marking Round	FF556B1	10,000	\$ 0.758	\$ 7,580.00
61	5.560			Force on Force Marking Round	FF556R1	10,000	\$ 0.758	\$ 7,580.00
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	1,000	\$ 3.400	\$ 3,400.00
63	.680		Inert	Byrna Training Projectiles		1,000	\$ 0.878	\$ 878.00
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	1,000	\$ 0.421	\$ 421.00
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	2,000	\$ 3.195	\$ 6,390.00
SUB TOTAL MISCELLANEOUS ROUNDS:								\$ 71,371.00

ITEM B: TOTAL NEW AMMUNITION (Enter on Page 3 of Bid Form):	\$ 191,956.00
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ITEM C: GRAND TOTAL FOR ITEMS A & B (Enter on Page 3 of Bid Form):	\$ 191,956.00
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CMP Distributors' minimum quantity/charge per order is Zero.

CMP Distributors did not submit Bid Clarification Sheets.

[illegible]

[illegible]

ITEM B: NEW AMMUNITION (continued):

Shotgun Ammunition

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	5,000	\$ 1.2092	\$ 6,046.00
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	1,000	\$ 0.7792	\$ 779.20
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	1,000	\$ 0.8040	\$ 804.00
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	5,000	\$ 1.0776	\$ 5,388.00
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	1,000	\$ -	\$ -
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	1,000	\$ -	\$ -
SUB TOTAL SHOTGUN AMMUNITION:								\$ 13,017.20

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
51	5.560		Toxfree	Simunition FX Marking Round	5359101	10,000	\$ 0.914	\$ 9,140.00
52	5.560		Toxfree	Simunition FX Marking Round	5359102	10,000	\$ 0.914	\$ 9,140.00
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	10,000	\$ 0.712	\$ 7,120.00
54	9mm		Toxfree	Simunition FX Marking Round	5320772	10,000	\$ 0.712	\$ 7,120.00
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		500	\$ -	\$ -
56	.38 cal			Wad Cutter		250	\$ -	\$ -
57	9mm		Toxfree	Simunition Securibank Loud Cartridges-Safeblank Toxfree Primers SecurBlank Loud Toxfree	5306003	1,000	\$ 0.546	\$ 546.00
58	9mm			Force on Force Marking Round Gen2	FF9B2	10,000	\$ 0.730	\$ 7,300.00
59	9mm			Force on Force Marking Round Gen2	FF9R2	10,000	\$ 0.730	\$ 7,300.00
60	5.560			Force on Force Marking Round	FF556B1	10,000	\$ 0.870	\$ 8,700.00
61	5.560			Force on Force Marking Round	FF556R1	10,000	\$ 0.870	\$ 8,700.00
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	1,000	\$ -	\$ -
63	.680		Inert	Byrna Training Projectiles		1,000	\$ -	\$ -
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	1,000	\$ -	\$ -
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	2,000	\$ -	\$ -
SUB TOTAL MISCELLANEOUS ROUNDS:								\$ 65,066.00

ITEM B: TOTAL NEW AMMUNITION (Enter on Page 3 of Bid Form):	\$ 251,833.86
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ITEM C: GRAND TOTAL FOR ITEMS A & B (Enter on Page 3 of Bid Form):	\$ 251,833.86
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Kiesler Police Supply's minimum quantity per order is 3 cases.

ITEM A: RELOADS:**Centerfire Handgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	ADDITIONAL SPECIFICATIONS	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
1	.380 Auto	95	FMJ	Standard Commercial Primer	NO BID
2	.380 Auto	100	FMJ	Lead-Free Primer	NO BID
3	.380 Auto	100	FMJ	Reduced Lead	NO BID
4	.380 Auto	95	FMJ	Remanufactured brass, lead-free Primer, 1100 fps	NO BID
5	.38 Spl	125	JSP	+P, Lead-Free Primer, 1100 fps	NO BID
6	.38 Spl	125	JSP	Reduced Lead	NO BID
7	9mm	147	TMJ	Lead-Free Primer, 1100 fps MUST BE NEW BRASS	NO BID
8	9mm	147	TMJ	Reduced Lead MUST BE NEW BRASS	NO BID
9	9mm	147	TMJ	Remanufactured brass, lead-free Primer, 1100 fps	NO BID
10	.40 S&W	180	CEB	Lead-Free Primer, 1100 fps	NO BID
11	.40 S&W	180	CEB	Reduced Lead	NO BID
12	.40 S&W	180	CEB	Remanufactured brass, lead-free Primer, 1100 fps	NO BID
13	.357 Sig	124	FMJ	Lead-Free Primer, 1250 fps	NO BID
14	.357 Sig	124	FMJ	Reduced Lead	NO BID
15	.357 Magnum	158	JSP	Standard Commercial Primer	NO BID
16	.45 Auto	200	TMJ	Lead-Free Primer MUST BE NEW BRASS	NO BID
17	.45 Auto	200	TMJ	Reduced Lead MUST BE NEW BRASS	NO BID
18	.45 Auto	200	TMJ	Remanufactured brass, lead-free Primer, 1100 fps	NO BID

ITEM B: NEW AMMUNITION:**Centerfire Handgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
19	.380 Auto	95	BEB			FEDERAL AE380AP \$275.50 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
20	.380 Auto	99	HST	Federal	P380HST1	FEDERAL P380HST1 \$543.80 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
21	.38 Spl	125	JSP	Any Lead Free		SPEER 53833 \$372.50 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
22	.38 Spl	129	HST	Federal	P38HS1G	FEDERAL P38HS1G \$547.68 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
23	.357 Mag.	125	JSP	Any Lead Free		FEDERAL AE357A \$528.20 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
24	.357 Mag.	125	Unicore	Speer	53920	NO BID - DISCONTINUED
25	.357 Sig	125	BEB			SPEER 53919 \$354.70 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
26	.357 Sig	125	GDHP	Speer LE Gold Dot	54234	SPEER 54234 \$435.68 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
27	9 mm	147	BEB			SPEER 53826 \$224.00 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
28	9 mm	147	HST	Federal	P9HST2	FEDERAL P9HST2 \$412.00 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
29	.40 S&W	155	BEB			SPEER 53880 \$319.50 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
30	.40 S&W	180	HST	Federal	P40HST1	FEDERAL P40HST1 \$462.00 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
31	.44 Spl	200	Any	Any		NO BID
32	.44 Mag.	240	Any	Any		NO BID
33	.45 Auto	185	BEB			SPEER 53885 \$383.50 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
34	.45 Auto	230	HST	Federal	P45HST2	FEDERAL P45HST2 \$505.20 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
35	.45 GAP	185	BEB			NO BID
36	.45 GAP	200	GDHP	Speer LE Gold Dot	53978	SPEER 53978 \$529.00 PER 1000 RDS CASE. MUST ORDER BY THE CASE.
37	9mm	124	JHP	Sig Sauer Elite V-Crown	E9MMA2-50	NO BID
38	9mm	124	BEB			SPEER 53824 \$224.00 PER 1000 RDS CASE. MUST ORDER BY THE CASE.

Centerfire Rifle Ammunition

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
39	.223	62	FMJ	Magtech or approved equivalent, No Frontier Ammo		NO BID
40	.223	62	FMJ	Any, No Frontier Ammo		FEDERAL AE223N \$215.50 PER CASE OF 500 RDS. MUST ORDER BY THE CASE.
41	.223	62	Bonded	Federal	LE223T3	FEDERAL LE223T3 \$245.28 PER CASE OF 200 RDS. MUST ORDER BY THE CASE.
42	.223	62	Bonded	Hornady TAP Barrier	83285	NO BID
43	5.560	55	FMJ	Any, No Frontier Ammo		FEDERAL AE223 \$204.00 PER CASE OF 500 RDS. MUST ORDER BY THE CASE.
44	.308	168	A-Max	Hornady TAP A-Max	80965	NO BID

ITEM B: NEW AMMUNITION (continued):**Shotgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	REMINGTON 20620 \$302.30 PER 250 RDS CASE. MUST ORDER BY THE CASE.
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	FEDERAL LE13200 \$194.80 PER 250 RDS CASE. MUST ORDER BY THE CASE.
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	FEDERAL LEB127LRS \$201.00 PER 250 RDS CASE. MUST ORDER BY THE CASE.
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	REMINGTON 20620 \$302.30 PER 250 RDS CASE. MUST ORDER BY THE CASE.
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	NO BID
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	NO BID

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
51	5.560		Toxfree	Simunition FX Marking Round	5359101	Simunition 5359101 \$457.00 per 500 rd case. Must order by the case.
52	5.560		Toxfree	Simunition FX Marking Round	5359102	Simunition 5359102 \$457.00 per 500 rd case. Must order by the case.
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	Simunition 5320771 \$356.00 per 500 rd case. Discontinued order while supplies last. Must order by the case.
54	9mm		Toxfree	Simunition FX Marking Round	5320772	Simunition 5320772 \$356.00 per 500 rd case. Discontinued order while supplies last. Must order by the case.
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		NO BID
56	.38 cal			Wad Cutter		NO BID
57	9mm		Toxfree	Simunition Securibank Loud Cartridges-Safeblank Toxfree Primers Securibank Loud Toxfree	5306003	SIMUMITION 5306003 \$273.00 PER 500 RD CASE. MUST ORDER BY THE CASE.
58	9mm			Force on Force Marking Round Gen2	FF9B2	FORCE ON FORCE FF9B2 \$365.00 PER 500 RD CASE. MUST ORDER BY THE CASE.
59	9mm			Force on Force Marking Round Gen2	FF9R2	FORCE ON FORCE FF9R2 \$365.00 PER 500 RD CASE. MUST ORDER BY THE CASE.
60	5.560			Force on Force Marking Round	FF556B1	FORCE ON FORCE FF556B1 \$435.00 PER 500 RD CASE. MUST ORDER BY THE CASE.
61	5.560			Force on Force Marking Round	FF556R1	FORCE ON FORCE FF556R1 \$435.00 PER 500 RD CASE. MUST ORDER BY THE CASE.
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	NO BID
63	.680		Inert	Byrna Training Projectiles		NO BID
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	NO BID
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	NO BID

Centerfire Handgun Ammunition

[illegible]

[illegible]

ITEM B: NEW AMMUNITION (continued):**Shotgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	5,000	\$ 0.667	\$ 3,335.00
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	1,000	\$ -	\$ -
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	1,000	\$ -	\$ -
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	5,000	\$ 0.731	\$ 3,655.00
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	1,000	\$ -	\$ -
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	1,000	\$ 1.437	\$ 1,437.00
SUB TOTAL SHOTGUN AMMUNITION:								\$ 8,427.00

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	QTY	PRICE/UNIT	TOTAL
51	5.560		Toxfree	Simunition FX Marking Round	5359101	10,000	\$ 0.881	\$ 8,810.00
52	5.560		Toxfree	Simunition FX Marking Round	5359102	10,000	\$ 0.881	\$ 8,810.00
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	10,000	\$ 0.687	\$ 6,870.00
54	9mm		Toxfree	Simunition FX Marking Round	5320772	10,000	\$ 0.687	\$ 6,870.00
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		500	\$ 0.880	\$ 440.00
56	.38 cal			Wad Cutter		250	\$ -	\$ -
57	9mm		Toxfree	Simunition Securibank Loud Cartridges-Safeblank Toxfree Primers SecurBlank Loud Toxfree	5306003	1,000	\$ 0.504	\$ 504.00
58	9mm			Force on Force Marking Round Gen2	FF9B2	10,000	\$ -	\$ -
59	9mm			Force on Force Marking Round Gen2	FF9R2	10,000	\$ -	\$ -
60	5.560			Force on Force Marking Round	FF556B1	10,000	\$ -	\$ -
61	5.560			Force on Force Marking Round	FF556R1	10,000	\$ -	\$ -
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	1,000	\$ 2.980	\$ 2,980.00
63	.680		Inert	Byrna Training Projectiles		1,000	\$ 0.627	\$ 627.00
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	1,000	\$ 0.392	\$ 392.00
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	2,000	\$ 2.980	\$ 5,960.00
SUB TOTAL MISCELLANEOUS ROUNDS:								\$ 42,263.00

ITEM B: TOTAL NEW AMMUNITION (Enter on Page 3 of Bid Form):	\$ 289,596.00
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ITEM C: GRAND TOTAL FOR ITEMS A & B (Enter on Page 3 of Bid Form):	\$ 289,596.00
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Vance Outdoors, Inc.'s minimum quantity per order for Winchester (any mix) is 5 cases.

Vance Outdoors, Inc.'s minimum charge per order for Hornady products (any mix) is \$6,000.00.

Vance Outdoors, Inc. stated that all ammo must be ordered in case lots (except Winchester #38SBLP).

Vance Outdoors, Inc. bid the following exceptions: Item #29 - Winchester doesn't make a 155gr .40cal product, so we bid a 165gr product (Winchester #WC401 - spec sheet attached). Items #53, #54 & #57 - Simunition has discontinued your specified part numbers as they now have new GEN2 versions of all three of these rounds. We've priced you on the GEN2 replacements of the rounds you specified.

ITEM A: RELOADS:**Centerfire Handgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	ADDITIONAL SPECIFICATIONS	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
1	.380 Auto	95	FMJ	Standard Commercial Primer	NO BID
2	.380 Auto	100	FMJ	Lead-Free Primer	NO BID
3	.380 Auto	100	FMJ	Reduced Lead	NO BID
4	.380 Auto	95	FMJ	Remanufactured brass, lead-free Primer, 1100 fps	NO BID
5	.38 Spl	125	JSP	+P, Lead-Free Primer, 1100 fps	NO BID
6	.38 Spl	125	JSP	Reduced Lead	NO BID
7	9mm	147	TMJ	Lead-Free Primer, 1100 fps MUST BE NEW BRASS	NO BID
8	9mm	147	TMJ	Reduced Lead MUST BE NEW BRASS	NO BID
9	9mm	147	TMJ	Remanufactured brass, lead-free Primer, 1100 fps	NO BID
10	.40 S&W	180	CEB	Lead-Free Primer, 1100 fps	NO BID
11	.40 S&W	180	CEB	Reduced Lead	NO BID
12	.40 S&W	180	CEB	Remanufactured brass, lead-free Primer, 1100 fps	NO BID
13	.357 Sig	124	FMJ	Lead-Free Primer, 1250 fps	NO BID
14	.357 Sig	124	FMJ	Reduced Lead	NO BID
15	.357 Magnum	158	JSP	Standard Commercial Primer	NO BID
16	.45 Auto	200	TMJ	Lead-Free Primer MUST BE NEW BRASS	NO BID
17	.45 Auto	200	TMJ	Reduced Lead MUST BE NEW BRASS	NO BID
18	.45 Auto	200	TMJ	Remanufactured brass, lead-free Primer, 1100 fps	NO BID

ITEM B: NEW AMMUNITION:**Centerfire Handgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
19	.380 Auto	95	BEB			Winchester WinClean .380 Auto 95gr BEB, #WC3801 (500 rds/case)
20	.380 Auto	99	HST	Federal	P380HST1	NO BID
21	.38 Spl	125	JSP	Any Lead Free		Winchester WinClean .38Spl 125gr JFP, #WC381 (500 rds/case)
22	.38 Spl	129	HST	Federal	P38HST1G	NO BID
23	.357 Mag.	125	JSP	Any Lead Free		NO BID
24	.357 Mag.	125	Unicore	Speer	53920	NO BID
25	.357 Sig	125	BEB			Winchester WinClean .357SIG 125gr BEB, #WC357SIG (500 rds/case)
26	.357 Sig	125	GDHP	Speer LE Gold Dot	54234	NO BID
27	9 mm	147	BEB			Winchester WinClean 9mm 147gr BEB, #WC93 (500 rds/case)
28	9 mm	147	HST	Federal	P9HST2	NO BID
29	.40 S&W	155	BEB			Winchester WinClean .40S&W 165gr BEB, #WC401 (500 rds/case)
30	.40 S&W	180	HST	Federal	P40HST1	NO BID
31	.44 Spl	200	Any	Any		NO BID
32	.44 Mag.	240	Any	Any		NO BID
33	.45 Auto	185	BEB			Winchester WinClean .45 Auto 185gr BEB, #WC451 (500 rds/case)
34	.45 Auto	230	HST	Federal	P45HST2	NO BID
35	.45 GAP	185	BEB			NO BID
36	.45 GAP	200	GDHP	Speer LE Gold Dot	53978	NO BID
37	9mm	124	JHP	Sig Sauer Elite V-Crown	E9MMA2-50	Sig Sauer Elite V-Crown 9mm 124gr JHP, #E9MMA2-50 (500 rds/case)
38	9mm	124	BEB			Winchester WinClean 9mm 124gr BEB, #WC92 (500 rds/case)

Centerfire Rifle Ammunition

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
39	.223	62	FMJ	Magtech or approved equivalent, No Frontier Ammo		Winchester USA .223Rem 62gr FMJ, #USA223R3 (1,000 rds/case)
40	.223	62	FMJ	Any, No Frontier Ammo		Winchester USA .223Rem 62gr FMJ, #USA223R3 (1,000 rds/case)
41	.223	62	Bonded	Federal	LE223T3	NO BID
42	.223	62	Bonded	Hornady TAP Barrier	83285	Hornady .223Rem 62gr TAP Barrier, #83285 (200 rds/case)
43	5.560	55	FMJ	Any, No Frontier Ammo		Winchester USA 5.56 NATO 55gr FMJ, #WM193K (1,000 rds/case)
44	.308	168	A-Max	Hornady TAP A-Max	80965	Hornady .308Win 168gr A-MAX TAP Precision, #80965 (200 rds/case)

ITEM B: NEW AMMUNITION (continued):**Shotgun Ammunition**

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
45	12 Gauge	9 Pellet	00 Buck	Remington or approved equivalent	20620	Winchester Super-X 12ga 2 3/4" 9-Pellet 00 Buck, #XB1200 (250 rds/case)
46	12 Gauge	9 Pellet	00 Buck	Federal	LE132 00	NO BID
47	12 Gauge	1 oz.	Rifled Slug	Federal	LEB127LRS	NO BID
48	12 Gauge	1 oz.	Rifled Slug	Remington or approved equivalent	20300	Winchester Super-X 12ga 2 3/4" 1oz Rifled Slug, #X12RS15 (250 rds/case)
49	12 Gauge	Blanks	Blanks	Fiocchi 2.75" Blanks	12BLANK	NO BID
50	12 Gauge	Blanks	Blanks	Winchester 2 3/4" Blanks	XBP12	Winchester Super-X 12ga 2 3/4" Black Powder Blank Load, #XBP12 (250 rds/case)

Miscellaneous Rounds

ITEM #	CALIBER	GRAIN	COMPOSITION	MANUFACTURER	PRODUCT #	CLARIFICATION OF BID EXCEPTIONS (PRODUCT BEING BID, QTY PER CASE, MINIMUM ORDER, ETC.)
51	5.560		Toxfree	Simunition FX Marking Round	5359101	Simunition 5.56mm FX Marking Cartridges for M4, Toxfree, Red, #5359101 (500 rds/case)
52	5.560		Toxfree	Simunition FX Marking Round	5359102	Simunition 5.56mm FX Marking Cartridges for M4, Toxfree, Blue, #5359102 (500 rds/case)
53	9 mm		Toxfree	Simunition FX Marking Round	5320771	Simunition 9mm FX GEN2 Marking Cartridges, Toxfree, Red, #5330001 (500 rds/case)
54	9mm		Toxfree	Simunition FX Marking Round	5320772	Simunition 9mm FX GEN2 Marking Cartridges, Toxfree, Blue, #5330002 (500 rds/case)
55	.38 SPL		Blank Smokeless	Winchester or Approved Equivalent		Winchester .38S&Pcl Smkls Powder Blanks, #38SBLP BX (50 rds/box - min order 5 bxs)
56	.38 cal			Wad Cutter		NO BID
57	9mm		Toxfree	Simunition Securibank Loud Cartridges-Safeblank Toxfree Primers Securibank Loud Toxfree	5306003	Simunition 9mm GEN2 Securibank Loud Cartridges, Toxfree, #5306003 (500 rds/case)
58	9mm			Force on Force Marking Round Gen2	FF9B2	NO BID
59	9mm			Force on Force Marking Round Gen2	FF9R2	NO BID
60	5.560			Force on Force Marking Round	FF556B1	NO BID
61	5.560			Force on Force Marking Round	FF556R1	NO BID
62	.680		Pepper	Byrna Pepper Projectiles	JB68315	Byrna Pepper Projectiles, #JB68315 (25 rds/container)
63	.680		Inert	Byrna Training Projectiles		Byrna Pro Training Inert Projectiles, #IP68302 (95 rds/container)
64	.680		Kinetic	Byrna Kinetic Projectiles	SP68302	Byrna Kinetic Projectiles, #SP68302 (95 rds/container)
65	12 ga		Kinetic	Byrna Kinetic Shotgun Round	SS61301	Byrna Kinetic 12ga Shotgun Round, #SS61301 (10 rds/box)



29900 CIVIC CENTER BLVD.
WARREN, MI 48093
(586) 574-4700
FAX (586) 574-4862
www.cityofwarren.org

October 13, 2025

Craig Treppa, Purchasing
City of Warren Controller's Office
One City Square
Warren, MI 48093

RE: Acceptance of Furnish Ammunition Bid (ITB-W-1686)

Mr. Treppa,

Recently, the City of Warren's Bid # ITB-W-1686 (2025-2026 Furnish Ammunition) closed and its results have been reviewed. The police department recommends primary awards to the following companies for the listed items and for the listed amounts:

Acme Sports, Inc. Item # 37 - in the amount of \$9,285.00.

Ares Integrated Resources, LLC: Items # 24, 31 - in the amount of \$475.86.

CMP Distributors, Inc. Items # 39-40, 51-54, 57-61 - in the amount of \$123,482.00.

Kiesler Police Supply: Items # 19-20, 22-23, 25-30, 33-34, 36, 38, 41, 46-47 - in the amount of \$90,316.36.

Vance Outdoors, Inc. Items # 21, 42-45, 48, 50, 55, 62-65 - in the amount of \$92,310.00.

No bids on item #s 1-18, 32, 35, 49, 56.

The above information is based upon the lowest bid per item (with specific exceptions listed below). I am recommending the bids are awarded as stated above. If the primary vendor, in any circumstance, is unable to provide the ammunition in a timely manner as stated in the bid, we shall have the authority to go to the 2nd lowest bidder.

* Item #41 - Ares Integrated Resources, LLC offered a substitution for Item #41. The item does not meet the exact requested specification and I would request the bid be disqualified and awarded to the second lowest bidder; Kiesler Police Supply.

*Item #43 - Kiesler Police Supply offered a substitution for Item #43. The item does not meet the exact requested specification and I would request the bid be disqualified and awarded to the second lowest bidder; Vance Outdoors, Inc.



WARREN POLICE DEPARTMENT

29900 CIVIC CENTER BLVD.
WARREN, MI 48093
(586) 574-4700
FAX (586) 574-4862
www.cityofwarren.org

The funds for these purchases will be utilized from the following General Ledger accounts:

- 261-9261-82215
- 262-9262-86400
- 101-1301-82401

Respectfully,

Signed by:

Brent Chisolm

9203B4FAD4AC476...

Brent Chisolm, Captain
Administrative Services Bureau

RESOLUTION

Document No: ITB-W-1686
Product or Service: Ammunition
Requesting Department: Police

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

Electronic bids were accepted, publicly opened and read on October 8, 2025 at 1:00 p.m. Local Time.

The following bids have been received by City Council:

BIDDER:

AMOUNT:

Please see attached bid tabulation

The bids of Acme Sports, Inc., 800 E. Tipton St., Seymour, IN 47274, Ares Integrated Resources, LLC., 17254 Library Blvd., Ruther Glen, VA 22546, CMP Distributors, Inc., 16753 Industrial Parkway, Lansing, MI 48906, Kiesler Police Supply, Inc., 2802 Sable Mill Rd., Jeffersonville, IN 47130, and Vance Outdoors, Inc., 3723 Cleveland, OH 43224, have been determined to be the low responsible and cost-effective bids for award, for a one (1) year period, in total annual amount not to exceed \$315,869.22, at the unit prices per the bid tabulation sheets.

Funds are available in Accounts: 261-9261-82215, 262-9262-86400, 101-1301-82401.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID AMOUNT</u>
Acme Sports, Inc. 800 E. Tipton St. Seymour, IN 47274	New Ammunition per the attached pricing breakdown sheets	\$ 9,285.00
Ares Integrated Resources, LLC. 17254 Library Blvd Ruther Glen, VA 22546	New Ammunition per the attached pricing breakdown sheets	\$ 475.86
CMP Distributors, Inc. 16753 Industrial Parkway Lansing, MI 48906	New Ammunition per the attached pricing breakdown sheets	\$ 123,482.00
Kiesler Police Supply, Inc. 2802 Sable Mill Rd. Jeffersonville, IN 47130	New Ammunition per the attached pricing breakdown sheets	\$ 90,316.36
Vance Outdoors, Inc. 3723 Cleveland Ave. Columbus, OH 43224	New Ammunition per the attached pricing breakdown sheets	\$ 92,310.00
TOTAL:		\$ 315,869.22

BREAKDOWN OF AMMUNITION RECOMMENDATION	
<u>VENDOR</u>	<u>ITEM #</u>
Acme Sports, Inc.	37
Ares Integrated Resources, LLC.	24, 31
CMP Distributors, Inc.	39-40, 51-54, 57-61
Kiesler Police Supply, Inc.	19-20, 22-23, 25-30, 33-34, 36, 38, 41, 46-47
Vance Outdoors, Inc.	21, 42-45, 48, 50, 55, 62-65
No-Bid Items	1-18, 32, 35, 49, 56

IT IS RESOLVED, that the bids of Acme Sports, Inc., Ares Integrated Resources, LLC., CMP Distributors, Inc., Kiesler Police Supply, Inc., and Vance Outdoors, Inc., are hereby accepted by City Council.

IT IS FURTHER RESOLVED, that the award shall commence on November 25, 2025, or the official date of City Council approval, whichever occurs later, for a one (1) year period, in the total annual amount not to exceed \$315,869.22, to be split amongst the awarded vendors.

IT IS FURTHER RESOLVED, that the Police Department has the authorization to award an item(s) to the next low, qualified bidder of that item(s) if, for any reason, the primary vendor is unable to provide the ammunition as specified and in the time-frame established in the bid document.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid document

☐ Contract

☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonya Buffa, duly elected City Clerk for the City of Warren, Macomb County,
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution
adopted by the Council of the City of Warren at its meeting held on
_____, 2025.

Sonja Buffa
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 14, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1694; RECOMMENDATION OF AWARD TO FURNISH ONE-HUNDRED (100) RIFLES AND ACCESSORIES

The Purchasing Division concurs with the Police Department and recommends that Bid ITB-W-1694; to Furnish One-hundred (100) Rifles and Accessories, be awarded to the low, responsible, and cost-effective bidder, Acme Sports, Inc., 800 East Tipton Street, Seymour, IN 47274, in the total amount of \$131,820.00.

On Wednesday, October 1, 2025 at 1:00 PM local time, electronic bids to furnish one-hundred (100) rifles and accessories were publicly opened. Bids were solicited through the BidNet® (MITN) system. Two (2) vendors responded with a bid, which are detailed on the attached bid tabulation sheets for your review.

For additional information, please contact Captain Brent Chisolm.

Funds are available in the following Account: 101-1301-98402.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori M. Stone
Mayor

AS-READ BID SUMMARY

City of Warren One City Square Warren MI 48093		BID #: ITB-W-1694 BID DUE DATE: 10/1/2025 DEPT: POLICE
Product or Service: FURNISH RIFLES & ACCESSORIES		
BIDDER		GRAND TOTAL
ACME SPORTS, INC.		\$ 131,820.00
VANCE OUTDOORS, INC.		\$ 133,103.00
VANCE OUTDOORS, INC. - ALTERNATE		\$ 132,131.00

ITB-W-1694

ACME SPORTS, INC.
AS-READ BID DETAIL

FURNISH RIFLES
AND ACCESSORIES

ITEM	DESCRIPTION	PRODUCT #	QTY	UNIT PRICE	EXTENDED PRICE
1	SIGM400, 5.56 NATO, SBR, 11.5IN, PRO, BLK, SEMI, FOLD SIGHTS, TELE STOCK, AL MLOK HG, (1) 30RD MAG. THE RIFLE IS TO INCLUDE ONE (1) 30-ROUND MAGAZINE PER RIFLE (A TOTAL OF 100 MAGAZINES)	WRM400-556N-11B-PRO-SBR	100	\$ 919.00	\$ 91,900.00
2	COMPACT RED DOT SIGHT, 1X20MM, QUAD BALLISTIC CIRCLE DOT 2.0, 0.5 MOA ADJ, 1.41 M1913 I-BEAM, BLACK	SOR5105 ROMEO5 GEN II ELITE	100	\$ 175.00	\$ 17,500.00
3	VERTICAL GRIP W/ BARRICADE STOP, M400 TREAD, MLOK, SCREWS, NUTS, BLK	KIT-TRD-GRIP-VERTICAL-BLK	100	\$ 32.50	\$ 3,250.00
4	FOXTROT-MSR, FULL SIZE, RAIL MOUNTED WHITE LIGHT	SOFR1FS0	100	\$ 135.00	\$ 13,500.00
5	BULLDOG EXTREME BLACK TACTICAL RIFLE CASE	BD422	100	\$ 35.00	\$ 3,500.00
6	MAGPUL PMAG GEN M3 5.56MM 30-ROUND BLACK (ADDITIONAL MAGAZINES)	MAG557-BLK	200	\$ 10.85	\$ 2,170.00
GRAND TOTAL:					\$ 131,820.00

ITB-W-1694

VANCE OUTDOORS, INC.
AS-READ BID DETAIL

FURNISH RIFLES
AND ACCESSORIES

ITEM	DESCRIPTION	PRODUCT #	QTY	UNIT PRICE	EXTENDED PRICE
1	SIGM400, 5.56 NATO, SBR, 11.5IN, PRO, BLK, SEMI, FOLD SIGHTS, TELE STOCK, AL MLOK HG, (1) 30RD MAG. THE RIFLE IS TO INCLUDE ONE (1) 30-ROUND MAGAZINE PER RIFLE (A TOTAL OF 100 MAGAZINES)	WRM400-556N-11B-PRO-SBR	100	\$ 935.57	\$ 93,557.00
2	COMPACT RED DOT SIGHT, 1X20MM, QUAD BALLISTIC CIRCLE DOT 2.0, 0.5 MOA ADJ, 1.41 M1913 I-BEAM, BLACK	SOR5105 ROMEO5 GEN II ELITE	100	\$ 176.38	\$ 17,638.00
3	VERTICAL GRIP W/ BARRICADE STOP, M400 TREAD, MLOK, SCREWS, NUTS, BLK	KIT-TRD-GRIP-VERTICAL-BLK	100	\$ 31.81	\$ 3,181.00
4	FOXTROT-MSR, FULL SIZE, RAIL MOUNTED WHITE LIGHT	SOFR1FS0	100	\$ 133.27	\$ 13,327.00
5	BULLDOG EXTREME BLACK TACTICAL RIFLE CASE	BD422	100	\$ 33.16	\$ 3,316.00
6	MAGPUL PMAG GEN M3 5.56MM 30-ROUND BLACK (ADDITIONAL MAGAZINES)	MAG557-BLK	200	\$ 10.42	\$ 2,084.00
GRAND TOTAL:					\$ 133,103.00

ITB-W-1694

VANCE OUTDOORS, INC. - ALTERNATE
AS-READ BID DETAIL

FURNISH RIFLES
AND ACCESSORIES

ITEM	DESCRIPTION	PRODUCT #	QTY	UNIT PRICE	EXTENDED PRICE
1	SIGM400, 5.56 NATO, SBR, 11.5IN, PRO, BLK, SEMI, FOLD SIGHTS, TELE STOCK, AL MLOK HG, (1) 30RD MAG. THE RIFLE IS TO INCLUDE ONE (1) 30-ROUND MAGAZINE PER RIFLE (A TOTAL OF 100 MAGAZINES)	WRM400-556N-11B-PRO-SBR	100	\$ 935.57	\$ 93,557.00
2	COMPACT RED DOT SIGHT, 1X20MM, QUAD BALLISTIC CIRCLE DOT 2.0, 0.5 MOA ADJ, 1.41 M1913 I-BEAM, BLACK	SOR5105 ROMEO5 GEN II ELITE	100	\$ 176.38	\$ 17,638.00
3	VERTICAL GRIP, MLOK, HARDWARE	KIT-MLOK-3325	100	\$ 22.09	\$ 2,209.00
4	FOXTROT-MSR, FULL SIZE, RAIL MOUNTED WHITE LIGHT	SOFR1FS0	100	\$ 133.27	\$ 13,327.00
5	BULLDOG EXTREME BLACK TACTICAL RIFLE CASE	BD422	100	\$ 33.16	\$ 3,316.00
6	MAGPUL PMAG GEN M3 5.56MM 30-ROUND BLACK (ADDITIONAL MAGAZINES)	MAG557-BLK	200	\$ 10.42	\$ 2,084.00
GRAND TOTAL:					\$ 132,131.00

Vance Outdoors, Inc. bid an alternate product for Item 3, as shown above.



WARREN POLICE DEPARTMENT

29900 CIVIC CENTER BLVD.
WARREN, MI 48093
(586) 574-4700
FAX (586) 574-4862
www.cityofwarren.org

October 9, 2025

Craig Treppa, Purchasing
City of Warren Controller's Office
One City Square
Warren, MI 48093

RE: Request to Award Bid - Acme Sports Inc.

Dear Mr. Treppa,

The Police Department recently submitted a bid regarding the purchase of patrol rifles (ITB-W-1694). On October 1, 2025 the bid closed and Acme Sports Inc. was the low bidder.

The department has a long history with Acme Sports as a vendor. Therefore, the department would like to move forward with the purchase of these rifles from Acme Sports utilizing GL Account #101-1301-98402 (Police Equipment). The final price for this purchase will be \$131,820.00.

Respectfully Submitted,

Signed by:

Brent Chisolm

9203B4FAD4AC476...
Captain Brent Chisolm
Administration Bureau

RESOLUTION

Document No: ITB-W-1694

Product or Service: Furnish Rifles & Accessories

Requesting Department: Police

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

Electronic bids were accepted, publicly opened and read on Wednesday, October 1, 2025 at 1:00pm Local Time.

The following bids have been received by City Council:

BIDDER:

AMOUNT:

Please see attached bid tabulation

The bid of Acme Sports, Inc., 800 East Tipton Street, Seymour, IN 47274, has been determined to be the low, responsible and cost-effective bidder to furnish rifles and accessories, in the total amount of \$131,820.00.

Funds are available in account number: 101-1301-98402.

IT IS RESOLVED, that the bid of Acme Sports, Inc. is hereby accepted by City Council for the purchase of rifles and accessories, in the total amount of \$131,820.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid document

☐ Contract

☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County,
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution
adopted by the Council of the City of Warren at its meeting held on
_____, 2025.

Sonja Buffa
City Clerk



Ms. Mindy Moore
Council Secretary
City of Warren

October 21, 2025

CITY ATTORNEY'S OFFICE
One City Square, Suite 400
WARREN, MI 48093
(586) 574-4671
FAX (586) 574-4530
www.cityofwarren.org

**Re: Resolution Approving Memorandum of Understanding Regarding
Benefits and Employment Terms for Deputy Police Commissioner**

Dear Ms. Moore:

Attached please find a resolution and memorandum of understanding ("MOU") to accompany Mayor Stone's notice of appointment of Matthew Dillenbeck as Deputy Police Commissioner.

The memorandum establishes the right of the deputy police commissioner to receive the fringe benefits under the Police Command Officer's Association (WPCOA), specific to law enforcement, such as gun and uniform allowances. As an appointee, the position would otherwise be subject to the UAW Local 412, Unit 35, in accordance with Council resolution dated April 13, 1999. The longstanding practice is to approve a separate resolution for the police commissioner and deputy commissioner to allow them to have benefits specific to law enforcement under the WPCOA agreement.

As noted in the MOU, the deputy police commissioner is an "at-will" position, although the Deputy Commissioner would have the option to retire if eligible before being removed, or may return to his most recent collective bargained position of police lieutenant. Captain Dillenbeck's appointment as Deputy Police Commissioner will take effect October 31, 2025, following the retirement of Deputy Commissioner William Rushton. Council approved the retirement of (DC) Charles Rushton from the Warren police department on July 25, 2023, before the WPCOA change to retirement eligibility, which took effect on August 29, 2025.

If acceptable, please submit to Council for its meeting on Tuesday, October 28, 2025.

Signed by:
Mary Michaels
Mary Michaels
Acting City Attorney

Approved:
Signed by:
Eric Hawkins
A8DB8E59671B436
Eric Hawkins
Police Commissioner

Approved:
Signed by:
Lori M. Stone
F040B73E67F248E...
Lori M. Stone
Mayor

cc: Jared Garjos, Personnel Director
Captain Matthew Dillenbeck

**RESOLUTION AUTHORIZING
MEMORANDUM OF UNDERSTANDING TO ESTABLISH BENEFITS AND
EMPLOYMENT TERMS OF DEPUTY POLICE COMMISSIONER**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on October 28, 2025, at 7 p.m. Eastern _____ Time, in the Council Chamber of the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilperson _____

ABSENT: Councilperson _____

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____:

Effective October 31, 2025, Mayor Lori Stone appointed Matthew Dillenbeck as the Deputy Police Commissioner.

To account for workplace benefits that are specific to police personnel, the City's longstanding practice has been to approve certain specialized benefits for the Police Commissioner and Deputy Commissioner that are provided to the members of the Warren Police Command Officers Association.

The position would otherwise be subject to the benefits of Local 412, Unit 35 pursuant to Council resolution pertaining to administrative appointments.

The fringe benefits and employment terms for the deputy police commissioner are set forth in the proposed Memorandum of Understanding Regarding Employment Benefits and Terms of Deputy Police Commissioner.

THEREFORE, IT IS RESOLVED, that the Mayor and Clerk are authorized to sign and execute the Memorandum of Understanding Regarding Benefits and Employment Terms of Deputy Police Commissioner, in such form that meets with the satisfaction of the City Attorney.

IT IS FURTHER RESOLVED, that this resolution shall prevail over and supersede any prior resolution to the extent of a conflict.

AYES: Councilperson _____

NAYS: Councilperson _____

RESOLUTION DECLARED ADOPTED this 28th day of October, 2025

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on October 28, 2025.

SONJA BUFFA
City Clerk

**MEMORANDUM OF UNDERSTANDING REGARDING
BENEFITS AND EMPLOYMENT TERMS OF DEPUTY POLICE COMMISSIONER**

This memorandum of understanding is entered into this ____ day of May 2025, by and between the City of Warren ("the City") and Matthew Dillenbeck ("Deputy Police Commissioner").

In consideration of the mutual promises of the parties, as set forth below, the City and the Deputy Police Commissioner agree to the following terms of employment, effective October 31, 2025:

1. Matthew Dillenbeck is appointed to the position of Deputy Police Commissioner by the Mayor to fulfill responsibilities, as next in command to the Police Commissioner. The Deputy Police Commissioner may withdraw or be removed from that position either voluntarily or involuntarily. Prior to being removed, the Deputy Police Commissioner shall have the option to retire, if eligible in accordance with rights of a member of the Warren Police Command Officers Association ("WPCOA"). The Deputy Police Commissioner also shall have the option to return to the former collective bargaining position of police lieutenant, whether his is removed or he withdraws as deputy commissioner. Each party reserves their respective rights under the collective bargaining agreement.
2. The Deputy Police Commissioner shall be compensated in the annual amount of \$152,998.00, subject to wage increases at the same percentage rates and times as members of the WPCOA.
3. The Deputy Police Commissioner reports directly to the Mayor and Police Commissioner, and the Police Commissioner shall assign his daily duties.
4. Except as otherwise provided in this document, the Deputy Police Commissioner shall continue to receive the same fringe benefits as members of the WPCOA, including holiday compensation, except that he shall not be entitled to overtime compensation. The Deputy Police Commissioner may accumulate compensatory time for attending City meetings outside of working hours, computed in the same manner as members of the WPCOA.
5. The Deputy Police Commissioner is issued a police department vehicle for use while employed by the City of Warren as the Deputy Police Commissioner, with an FOB for City gas pumps. The Deputy Police Commissioner shall be on call 24/7 for incident response.
6. In the event that any union within the City of Warren receives a retirement "DROP" or retirement rehire benefit, the Deputy Police Commissioner will be allowed to participate in the plan for a term agreed to by the union, no greater than five years from a voluntary retirement.
7. It is understood that nothing in this agreement is intended to create just cause employment protection for the position of Deputy Police Commissioner, nor to be all-inclusive. The position remains subject to any current or future workplace policy or rule, applicable to the position, or of general applicability to City personnel.

WITNESS:

CITY OF WARREN:

By: _____

Lori M. Stone
Mayor

signatures continued on next page

WITNESS:

CITY OF WARREN:

By:

Sonja Buffa
Its: City Clerk

DEPUTY POLICE COMMISSIONER:

By:

Matthew Dillenbeck
Deputy Police Commissioner

ID

CITY OF WARREN
Office of the Council Secretary

Item 4k

INTER-OFFICE COMMUNICATION

DATE: July 25, 2023

TO: Police and Fire Retirement

SUBJECT: Request of Police and Fire Retirement to approve the retirement of Charles Rushton from the Warren Police Department prior to age 50.

At a regular meeting of the City Council held Tuesday, July 25, 2023, Council made the formal motion to approve the above listed item.

Trusting this information to be of value.



Mindy Moore
Council Secretary

cc: Attorney
Clerk
Human Resources
Mayor



CITY CONTROLLER
ONE CITY SQUARE, SUITE 425
WARREN, MI 48093-6726
(586) 574-4600
www.cityofwarren.org

October 17, 2025

Mindy Moore
Council Secretary

RE: Re-appropriation of FY2025 DDA Capital Funds to FY2026

Dear Council Secretary Moore:

The Controller's Office requests a re-appropriation of funds in FY2026 for DDA items and services budgeted in FY2025 but not completed by June 30, 2025.

Projects comprising the funding amendment include:

- \$3,700,000 ADA Compliance
- \$1,708,253 2 Fire Engine Pumpers
- \$500,000 Security Camera Upgrades
- \$830,000 Community Center
- \$403,000 Police Evidence Lab
- \$250,000 Generator City Hall
- \$150,000 Façade Improvement Program
- \$135,000 Parking Garage Repairs
- \$100,000 Roof – Civic Center Library
- \$85,000 Community Center Conference Room A
- \$80,000 Atrium Decorations
- \$45,000 City Hall Heating & Cooling
- \$25,000 Window Washing – City Hall
- \$10,000 Presentation Hardware – Conference Room
- \$8,021,253 Total

Mindy Moore, Council Secretary

RE Re-appropriation of FY2025 DDA Capital Funds to FY2026

October 17, 2025

Page 2 of 2

The ADA improvements (\$3,700,000) are ongoing items. The funds to be reappropriated includes contract awards of over \$500,000 for ADA compliant park restroom facilities and building improvements at the Police Department, Community Center, Civic Center South and City Hall. Other projects are in various stages of review by the ADA Committee with the assistance of Hubbell, Roth & Clark.

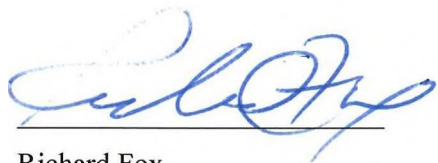
The two (2) Fire Engine Pumpers (\$1,708,253) are still on order with anticipated delivery in the 2026 Fiscal Year. A contract for the Police Evidence Lab (\$403,000) was awarded in July for \$396,450 (with the balance of the original budget left as a contingency). Community Center upgrades/repairs (\$830,000) from the aftermath of flooding has a balance carry over to Fiscal 2026 from the original \$2,000,000. Community Center Conference Room (\$95,000) upgrades in carryover funds for Conference Room A and Presentation Hardware.

Parking Garage Repairs (\$135,000), including elevators, are nearing completion. The funds allocated for City Hall Generator replacement (\$250,000) are anticipated to be committed soon.

The above list accounts from approximately 89% of the total requested reappropriation. The smaller items that make up the balance are all still viable projects achievable in Fiscal 2026. The total requested amendment, for FY2025 re-appropriations to FY2026 is \$8,021,253.

Attached please find a budget amendment for your consideration and approval.

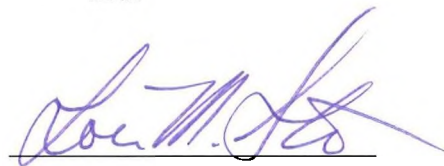
Respectfully,



Richard Fox

City Controller

Concurred:



Lori M. Stone

Mayor

RESOLUTION AMENDING GENERAL APPROPRIATIONS

DDA FISCAL YEAR 2026 BUDGET

A _____ Meeting of the City Council of the City of Warren, County of Macomb, Michigan held _____, 2025, at 7:00 o'clock p.m. Eastern Daylight Savings Time in the Council Chambers of the Warren Community Center.

PRESENT: COUNCIL MEMBERS _____

ABSENT: COUNCIL MEMBERS _____

The following preamble and resolution were offered by Council Member _____, and supported by Council Member _____.

WHEREAS, the Controller's Office has indicated the need to this Council for the re-appropriation of funds in the total amount of \$8,021,253 in order to fund DDA capital improvements budgeted in Fiscal 2025 but not completed by June 30, 2025. This action will move funding from Fiscal 2025 to Fiscal 2026. Re-appropriation is necessary to align the budget with the year in which the capital projects/purchases are expected to be completed.

NOW, THEREFORE, BE IT RESOLVED, that the City Council by amending the original General Appropriation Resolution for the Fiscal 2026 Budget, approves the additional appropriation of funds to the following budget lines in the Downtown Development Authority Fund in the total amount of \$8,021,253.

Account Number

Account Title

Amount

Transfer to:

494-9494-97400

Capital Improvements

\$8,021,253

Transfer from:

494-0000-39000

Fund Balance

\$8,021,253

SONJA BUFFA
City Clerk



DATE: OCTOBER 8, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
FROM: RFP-W-1248 REVIEW PANEL
SUBJECT: REVIEW PANEL RECOMMENDATION TO AWARD THE FURNISHING OF A CLIMATE ACTION PLAN

The RFP-W-1248 Committee recommends that City Council approve an award to Blue Strike Environmental, Inc., 126 Bonifacio Place, Suite G, Monterey, CA 93940 for furnishing a Climate Action Plan (CAP) for the City of Warren in an amount not to exceed \$150,000.00.

OVERVIEW:

On January 17th, 2025, the City of Warren solicited proposals from qualified firms through the BidNet® (MITN) procurement system to furnish a Climate Action Plan to the City.

RFP PROCESS:

On Wednesday, February 19th, 2025, electronic proposals were publicly opened for RFP-W-1248. Twelve (12) firms responded with a proposal. Please see the attached RFP Acknowledgment Document for a list of firms that submitted a proposal. The RFP Committee met to discuss the proposals and made the decision to interview four (4) of the proposing firms. They were:

- Blue Strike Environmental, Inc.
- Fresh Coast Climate Solutions, LLC
- paleBLUEdot, LLC
- Sustainability Solutions Group USA, Inc.

RECOMMENDATION:

After completing the interview sessions with each of the four firms listed above, the RFP-W-1248 Committee made the decision to recommend Blue Strike Environmental, Inc. (Blue Strike), a Women-owned business, for award to furnish a Climate Action Plan for the City of Warren. Blue Strike has completed the following plans recently:

- Scranton, PA – Sustainability & Climate Action Plan
- Fairfield, OH – Sustainability Plan
- Orange County, NC – Climate Action Plan
- Glenview, IL – Sustainability Plan

Blue Strike has teamed up with Public Sector Consultants, also a women-owned public consulting firm that has serviced organizations across the State of Michigan for over forty-five (45) years. Public Service Consultants has completed the following plans recently:

- Kent County, MI – Strategic Plan
- Capital Area Sustainability Partnership, Lansing, East Lansing, Meridian Township – MPSC Low Carbon Infrastructure Planning
- SE MI Council of Governments – Regional Greenhouse Gas Inventory

If approved by your honorable body, Blue Strike will be responsible for the following tasks.

Furnish a Climate Action Plan:

- Task 1 - GHG Inventory & Forecasts
- Task 2: Greenhouse Gas Inventories
- Task 3: Recommended GHG Emission Reduction Targets and GHG Reduction Measures
- Task 4: Model GHG Emission Reductions
- Task 5: Community and Stakeholder Outreach
- Task 6: Prepare Climate Action Plan
- Task 7: Project Administration and Support
- Fixed fee services:
 - Graphic Designer
 - Meeting Supplies & Refreshments
 - Travel
 - Capacity Building & Training Workshop (included)
 - Climate Action Dashboard (included)

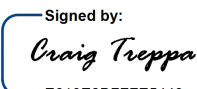
Blue Strike had originally proposed to charge the City of the Capacity Building & Training Workshop (\$2,500.00) and the Climate Action Dashboard (\$12,500.00). After discussions with the City, Blue Strike has agreed to include these two items at no charge to the City.

The Capacity Building & Training Workshop will allow City staff to monitor and track the progress and success of the CAP. It will assist the City in generating GHG inventories. It will also allow the City to coordinate responsibilities moving forward and connect the City's key climate action players.

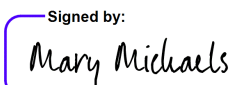
The Climate Action Tracker will facilitate a collaborative process among staff and stakeholders on current and past climate-related efforts across multiple sectors. A more detailed description can be found in the attached Project Approach information submitted by Blue Strike.

Funds are available in the following Account: 101-1400-80100.

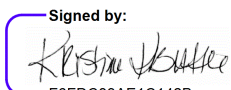
Respectfully Submitted,

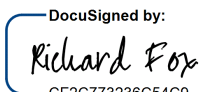
Signed by:

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 Craig Treppa
 Purchasing Agent

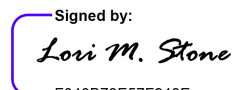
The attached contract has been prepared by the Acting City Attorney, Mary Michaels.

Signed by:

 119806BF52344A1
 Mary Michaels
 Acting City Attorney

Read and Concur,

Signed by:

F6FDC83AE1C142B...
Kris Baffle
Budget Director

DocuSigned by:

CF2C773236C54C9...
Richard Fox
Controller

Signed by:

F040B73E57F248E...
Lori M. Stone
Mayor

REVIEW PANEL MEMBERS:

Henry Newnan, City Councilman
Mary Michaels, Acting City Attorney
Mark Knapp, Assistant City Controller
David Muzzarelli, Public Service Director
Ron Wuerth, Planning Director
Michelle Katopodes, Assistant Planning Director
Jared Gajos, Human Resources Director
Michael Holowaty, Planning Commissioner
Craig Treppa, Purchasing Agent

ACKNOWLEDGEMENT

City of Warren One City Square Warren MI 48093		Bid: RFP-W-1248 Date Due: 2/19/2025 Department: PLANNING
Product or Service: FURNISH A CLIMATE ACTION PLAN		
PROPOSER	SIGNED	ACKNOWLEDGED
AECOM GREAT LAKES, INC.	X	X
BLUE STRIKE ENVIRONMENTAL	X	X
CATALYST PARTNERS, LLC.	X	X
CIS ADVISORY, LLC.	X	X
ENERGY SCIENCES RESOUC E PARTNERS, LLC.	X	X
FISHBECK	DID NOT SUBMIT REQUIRED DOCUMENTATION, THEREFORE, NOT CONSIDERED	
FRESH COAST CLIMATE SOLUTIONS	X	X
PALE BLUE DOT, LLC.	X	X
RAMBOLL	X	X
RESOURCE RECYCLING SYSTEMS	X	X
SUSTAINABILITY SOLUTIONS GROUP USA, INC.	X	X
TETRA TECH, INC.	X	X

	BLUE STRIKE ENVIRONMENTAL						PUBLIC SECTOR CONSULTANTS						
	Rich Swanson Project Lead	Brennen Jensen Stakeholder Lead	Kristin Cushman Senior Advisor	Andrea Green Project Assistant	Anna Bugankova Energy Lead	Cisco Tomasino Climate Lead	Joel Howrani Heeres Director	Senior Consultant	Consultant	Kristin Hofman Content Marketing	Pam Sanders Data Scientist		
TASKS/DELIVERABLES	\$270	\$270	\$170	\$170	\$170	\$170	\$310	\$230	\$165	\$305	\$215	HOURS	FEE
Task 1 - GHG Inventory & Forecasts													\$5,290
Subtask 1.1: Existing Conditions Assessment	5	0	0	10	0	2	0	0	0	0	0	17	\$3,390
Subtask 1.2: Climate Action Tracker	2	0	0	8	0	0	0	0	0	0	0	10	\$1,900
Task 2: Greenhouse Gas Inventories													\$12,560
Subtask 2.1: Community-Wide Emissions Inventory	5	0	0	0	22	8	0	0	0	0	0	35	\$6,450
Subtask 2.2: Municipal Operations Emissions Inventory	5	0	0	0	20	8	0	0	0	0	0	33	\$6,110
Task 3: Recommended GHG Emission Reduction Targets and GHG Reduction Measures													\$13,950
Subtask 3.1: Reduction Targets	2	0	0	0	5	1	0	0	0	0	0	8	\$1,560
Subtask 3.2: Framework Selection	1	0	1	2	1	1	0	0	0	0	0	6	\$1,120
Subtask 3.3: List of Strategies & Measures	8	2	2	8	5	5	10	0	0	0	0	40	\$9,200
Subtask 3.4: Prioritization Methodology	2	0	2	5	1	1	0	0	0	0	0	11	\$2,070
Task 4: Model GHG Emission Reductions													\$3,050
Subtask 4.1: GHG Emissions Forecast	5	0	0	0	5	5	0	0	0	0	0	15	\$3,050
Task 5: Community and Stakeholder Outreach													\$48,540
Subtask 5.1: Outreach Materials	5	10	0	5	0	0	5	10	25	5	0	65	\$14,400
Subtask 5.2: Meetings with Community Groups and Organizations	5	5	0	5	0	0	6	15	10	0	0	46	\$10,510
Subtask 5.3: Community Survey	2	8	0	5	0	0	5	15	10	0	20	65	\$14,500
Subtask 5.4: Presentations to Elected Officials	5	0	0	8	3	3	10	10	0	0	0	39	\$9,130
Task 6: Prepare Climate Action Plan													\$20,510
Subtask 6.1: Implementation Plan	5	2	2	5	2	2	0	0	0	0	0	18	\$3,760
Subtask 6.2: Draft Plan	8	2	2	10	5	2	10	10	0	0	0	49	\$11,330
Subtask 6.3: Review & Feedback Integration	5	0	0	8	0	0	0	0	0	0	0	13	\$2,710
Subtask 6.4: Final Plan	5	0	0	8	0	0	0	0	0	0	0	13	\$2,710
Task 7: Project Administration and Support													\$28,500
Subtask 7.1: Kick-Off Meeting (in-person)	2	0	0	5	2	2	4	4	0	0	0	19	\$4,230
Subtask 7.2: Ongoing Communications / Project Documentation	12	0	0	10	5	5	0	6	6	0	0	44	\$9,010
Subtask 7.3: Biweekly Meetings	20	5	0	15	8	8	6	6	0	0	0	68	\$15,260
FIXED FEES													
Graphic Designer													\$3,000
Meeting Supplies & Refreshments													\$3,500
Travel													\$3,000
Capacity Building & Training Workshop													included
Climate Action Dashboard													included
TOTAL	109	34	9	117	84	53	56	76	51	5	20	614	\$141,900

PROJECT APPROACH



»»» TASK 1: REVIEW EXISTING DOCUMENTS

»»» SUBTASK 1.1: EXISTING CONDITIONS ASSESSMENT

Our team will undertake comprehensive research and data collection in various areas crucial for the development of the CAP. Our approach involves a thorough review of existing City General Plans, codes, policies, programs, and commitments to environmental sustainability and climate resiliency. We will analyze these documents and programs to extract pertinent information and recommendations related to the development of a CAP and GHG emissions reductions.

Furthermore, to ensure the CAP is well-rounded and informed by successful precedents, we will study best practices from cities comparable to Warren in terms of size, scale, and physical context. This will involve analyzing effective climate action plans, mitigation, adaptation measures, financing mechanisms, and community outreach techniques from these cities. Our research will not only cover local and municipal strategies but will also extend to state guidelines, ensuring our strategies align with higher-level directives. Our review will include but not be limited to the following documents, programs, and initiatives:

- 2021 Master Plan
- 2020 Recreation Plan
- Ongoing projects, including Greenspace/Conservation Plan and Active Mobility Plan
- Existing green infrastructure
- Recycling programs
- Municipal facilities (such as wastewater treatment and municipal buildings)
- City land use maps and economic data
- Green Macomb Urban Forest Partnership
- Macomb County Hazard Mitigation Plan
- Southeast Michigan Priority Climate Action Plan
- SEMCOG Healthy Climate Plan
- Michigan Health Climate Plan (EGLE)

»»» SUBTASK 1.2: CLIMATE ACTION TRACKER

A critical component of our approach is the development of a proven tool, a **Climate Action Tracker** (refer to Figure A). Blue Strike's Climate Action Tracker is a comprehensive matrix that will centralize all the acquired knowledge and ongoing initiatives related to emission reductions. This tracker will serve as a dynamic tool for engagement and will incorporate a comparison table that aligns land use goals, policies, codes, etc., with the State's GHG reduction goals, identifying areas that may require updates and modifications. This integration ensures a streamlined approach, allowing for the seamless infusion of diverse strategies into Calabasas's comprehensive planning framework.



BLUE STRIKE BEST PRACTICE: **INTEGRATED PLANS**

Your plan will be integrated. Integration ensures that every initiative complements and enhances your existing planning efforts and avoids duplicating efforts. It also ensures alignment with regional and state level planning for climate-related activities. By creating a cohesive approach, our climate action and adaptation plan works in harmony with your overall development goals, amplifying impact and efficiency.

PROJECT APPROACH



FIGURE A: ROLE OF THE CLIMATE ACTION TRACKER



The Climate Action Tracker will facilitate a collaborative process among staff and stakeholders on current and past climate-related efforts across multiple sectors, enabling consistent progress reporting and effective integration of climate strategies into various city plans. It will evolve as a foundational document, subject to revisions as additional review and analysis occur, providing a consolidated overview of the City's climate action journey. This operational tool, coupled with a comprehensive memo summarizing our findings and recommendations, will ensure that key issues, opportunities, and trends in climate action and adaptation planning are transparently communicated and collaboratively addressed, paving the way for a more sustainable and resilient future for Warren.

FIGURE B: CLIMATE ACTION TRACKER SAMPLE

Focus Area	Strategy	Lead Department	Cost Estimate	Emissions Impact	Priority Score	Performance Metric	Recommended Implementation Year	Recommended Completion Year	Status
Energy	E 11 Install 10 MW solar capacity by 2030 and at least an additional 5 MW by 2040.	Public Works	\$36,800	No emission reduction potential. Only economic and energy saving.	2	# MW solar capacity	2025	2030	Not started
Energy	E 21 Implement a minimum of 16 MWh battery storage capacity for peak shaving by 2030.	Public Works	\$3,800,000		2	# MWh battery storage capacity	2025	2030	In Progress
Energy	E 2.2 Implement a Distributed Energy Resources (DER) program to reduce peak demand.	Public Works	\$0		2	% peak demand reduction	2026	2028	In Progress
Energy	E 31 Work across customer sectors to promote conservation (to use less) and efficiency (to use wisely).	Public Works	\$0	N/A	2	% of energy conserved	2026	2026	In Progress
Buildings	B 11 Assess heating equipment to maintain maximum efficiency of existing NG units and prepare for full replacement as costs for new technology declines for electrification, heat pumps, and ground-source geothermal.	Public Works	\$86,400	18,539,667 MT CO ₂ e cumulatively reduced i.e. included in goal B1	1	Complete assessment of heating equipment, upgrade as feasible	2026	2026	In Progress
Buildings	B 21 Continue upgrading lighting, heating, cooling, and water heating infrastructure in municipal facilities.	Public Works	\$0		1	# of upgrades completed	2025	2027	Not started
Buildings	B 2.2 Actively monitor building energy use through the advanced energy management (AEM) program provided through GCE membership.	Public Works	\$8,000		2	Continued use of AEM program	2026	2029	In Progress
Buildings	B 31 Regularly update programs that support equitable customer adoption of energy efficiency, beneficial electrification, and battery storage for peak shaving when feasible.	Public Works	\$0	No emission impact, only economic and energy reduction.	1	Updates to programs	2026	2026	Not started
Waste Management	WM 11 Reduce emissions associated with maintaining the South Canyon Landfill, and from haul trucks servicing the City.	Public Works	\$0	Potential reduction of approximately 30,000 MT per year	2	% reduction in emissions	2026	2029	In Progress
Waste Management	WM 12 Increase diversion rates by 35% by 2026 and 45% by 2036, against a 2021 baseline, matching state goals.	Public Works	\$60,000		1	% increase in waste diversion rates	2025	2026	In Progress
Waste Management	WM 13 Promote overall waste reduction.	Public Works	\$0		2	% reduction in overall community waste	2025	2031	In Progress
Waste Management	WM 14 Reduce waste associated with City facilities and functions hosted at City facilities.	Public Works/Parks & Recreation	\$10,400		2	% reduction in municipal waste	2027	2029	Not started

TASK 1 DELIVERABLES:

- Existing Conditions Assessment
- Climate Action Tracker

PROJECT APPROACH



»»» TASK 2: GREENHOUSE GAS INVENTORIES

To embark on a greenhouse gas (GHG) reduction strategy, the City must first evaluate its sources of impact. The task of reducing those impacts begins with GHG inventories, which establish a benchmark and set the stage for determining and implementing actions to reduce emissions. Using established data collection methods, we will perform separate GHG inventories for community-wide and municipal operations. Our data collection methods include using a proven and user-friendly data collection spreadsheet and appointing a data contact to oversee the entirety of the data collection process on the City's side.

If the City wishes to forgo the greenhouse gas inventory, our team can leverage MSA-level data to calculate estimates for the City's impacts. However, we strongly recommend the City use the most accurate and recent data available to ensure the CAP is impactful and measurable.



A WORD ON TOOL SELECTION:

If the City is considering Excel-based inventories, our team recommends using our proprietary

Climate and Energy Scenario Analysis (CESA) tool. This Excel-based solution is specifically designed to: 1) generate GHG inventories and forecasts, 2) conduct scenario modeling, and 3) incorporate costs and benefits associated with different reduction strategies within scenarios. CESA aligns seamlessly with the methodologies of the Local Governments for Sustainability (ICLEI) GHG Protocol and the Global Protocol for Community-Scale GHG Emissions Inventory (GPC). Its effectiveness has been proven and adopted by prestigious clients such as the University of Colorado Boulder, George Mason University, Kennesaw State University, the Las Vegas Convention and Visitor Authority (LVCVA), and the City of San Luis Obispo, CA.

Alternatively, Blue Strike is proficient in utilizing other subscription-based tools like ICLEI's ClearPath tool for completing GHG inventories and forecasts. As early testers during ICLEI's initial launch, Blue Strike is confident that this platform can meet the City's needs and streamline the development of future GHG inventories. We have successfully collaborated with ICLEI on inventories for numerous clients, including the City of Fairfield, OH, Orange County, NC, and Scranton, PA.

Other options such as the U.S. Environmental Protection Agency (EPA)'s Local GHG Inventory Tool, GHG Protocol Policy & Action Standard Tool, or the IFC/World Bank APEX tool are also available for exploration. If the City remains undecided on which tool to select, we can provide Warren with a comprehensive evaluation of selected tools, highlighting their advantages, limitations, operational timelines, and other relevant factors. The final decision on the tool will be made in close collaboration with the City.

PROJECT APPROACH



»» SUBTASK 2.1: COMMUNITY-WIDE EMISSIONS INVENTORY

Not all GHG emissions are under the direct financial or operational control of local governments, and therefore care must be taken to draw an appropriate organization boundary for the GHG inventory while also leveraging the unique powers of government to influence actions at the community-wide scale. Sources of GHG emissions are separated into a uniformly recognized categorization of emission ‘Scopes’:

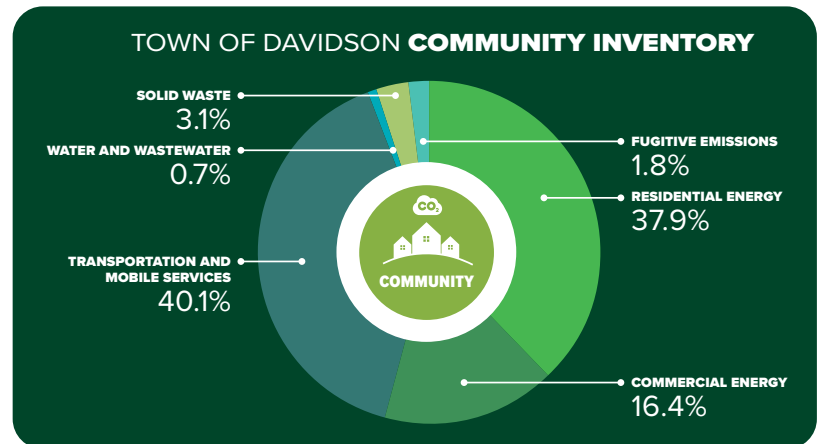


- **SCOPE 1:** Direct, on-site burning of fossil fuels, such as natural gas consumption
- **SCOPE 2:** Emissions from purchased electricity
- **SCOPE 3:** Indirect emissions over which the City may have limited control

Our team has well-established data collection practices. We will create a shared online site where collaboration can take place and information can be readily accessed and shared. This effort will be coordinated by our team with City staff and relevant stakeholders. Our team will work closely with the City to determine what data is relevant, what data is currently available or may be obtained, and what data is unavailable but may be obtained in the future with proper data collection practices. Examples of relevant data for the community-wide inventory include but are not limited to the following:

- Electricity usage - 100% renewable
- Onsite renewable generation (if any)
- Natural gas usage
- Annual solid waste volume
- Population growth trends
- Land management data
- Transportation and travel data

Once activity data is collected, a GHG inventory will be developed to calculate the City baseline emissions. It has been our practice to align with the Local Governments for Sustainability (ICLEI) GHG Protocol as well as the Global Protocol for Community-Scale GHG Emissions Inventory (GPC) methodologies.



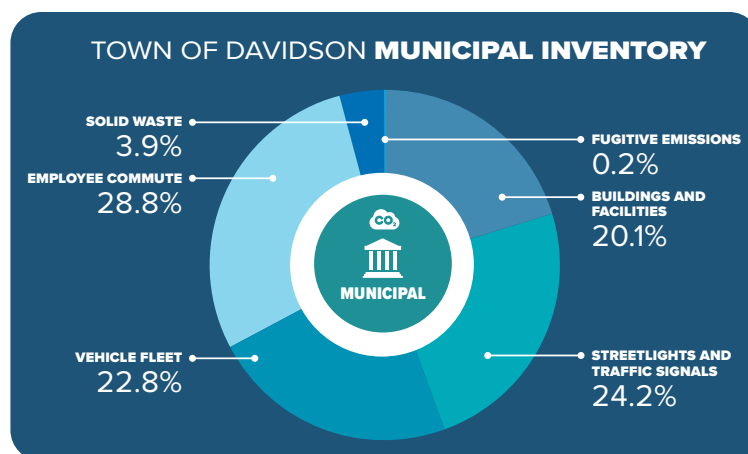
PROJECT APPROACH

»» SUBTASK 2.2: MUNICIPAL OPERATIONS EMISSIONS INVENTORY

Our team will conduct a similar process to develop a Municipal Operations GHG Inventory. Blue Strike will continue to use the Global Protocol for Community-Scale GHG Emissions Inventory (GPC) methodologies for local government inventories to ensure compliant and comparable results. Examples of relevant data needed to complete the municipal operations GHG inventory include but are not limited to:

- Energy data for City buildings and facilities, including LEED certified buildings
- Energy data for street and traffic lights
- Employee commute data
- Liquid fuel and electricity usage in City fleet vehicles

By completing two inventories for the City of Warren, we can more carefully tailor emission reduction strategies based on their audience. Considering the City has more influence over municipal operations, reducing these emissions will likely be more streamline. Meanwhile, strategies to reduce community emissions may involve techniques such as educational outreach, updated building codes, and additional waste management programs.



»» OPTIONAL TASK: CAPACITY BUILDING AND TRAINING WORKSHOP

Following the conclusion of this project, it's important that the City continues to monitor and track the progress and success of the CAP. For this reason, Blue Strike offers a Capacity Building & Training Workshop for City staff to ensure the Warren is well equipped to continue building on their environmental accomplishments long into the future. This workshop will detail the importance of interdepartmental coordination when it comes to sustainability and climate action. Our team will train participants on the selected tool (whether it be the CESA tool, ICLEI ClearPath Tool, etc.) for generating GHG inventories. We will give critical context and background on the importance of GHG inventories and how they are calculated. The workshop will be a time to coordinate responsibilities moving forward, ask questions, and connect the City's key climate action players.

TASK 2 DELIVERABLES:

- Community-Wide GHG Inventory
- Municipal Operations GHG Inventory

PROJECT APPROACH



»»» TASK 3: RECOMMENDED GHG EMISSION REDUCTION TARGETS AND GHG REDUCTION MEASURES

»»» SUBTASK 3.1: REDUCTION TARGETS

Given the results of the GHG inventory completed in Task 2, Blue Strike will assist the City in determining emission reduction targets for community-wide and municipal emissions that are both ambitious and achievable. This process will begin with a review of existing state and county legislation in addition to targets set by neighborhood and comparable communities. This information, along with the GHG inventory will be used to inform the targets. Blue Strike will ensure that all targets are in alignment and are compliant with state and federal regulations.

FIGURE C: REDUCTION TARGET COMPARISON TABLE

	2025	2030	2035	2040	2045	2050
Paris Agreement						Net Zero Carbon
Science Based Targets		50% baseline reduction				Net Zero Carbon
United States		50%-52% reduction from 2005 levels				
State of Michigan		52% below 2005 levels				Carbon Neutral

»»» SUBTASK 3.2: FRAMEWORK SELECTION

Following the completion of the GHG inventory, Blue Strike and the City's project team will discuss a strategic framework for the CAP. Our team has found that establishing this framework early on in the project can keep our discussion focused and within scope. Additionally, the chosen topics will serve as a preliminary framework for the final CAP document. Past projects have included between 4 and 6 framework topics including Transportation & Mobility, Buildings & Energy, Resource Conservation, Resilient Community, Climate Risk, Parks & Natural Systems, and more. We will work closely with the City to determine the most appropriate framework topics given the priorities and needs of the City.

Based on the RFP, we might consider the following categories for Warren's CAP:

1. Energy Efficiency
2. Transportation
3. Waste Management
4. Urban Planning and Green Infrastructure
5. Community Engagement and Education
6. Municipal Operations



PROJECT APPROACH



»» SUBTASK 3.3: LIST OF STRATEGIES & MEASURES

Our team will collaborate closely with the City to devise and refine an array of goals, strategies and actions tailored towards reducing GHG emissions through the reduction targets selected previously, considering factors such as GHG emissions reduction potential, feasibility, metrics, milestones, co-programming opportunities, and regulatory and technical considerations.

The non-exhaustive list of areas we will consider to develop the menu of strategies and measures includes:

- Building purchased energy
- Retrofitting permit streamlining
- Composting programs
- Fuel transition programs for vehicles and buildings
- Bike and pedestrian infrastructure expansion
- Solar and solar + storage initiatives, including alternative storage options
- EV fleet conversion acceleration
- Alternative transportation promotion
- EV charging station expansion
- Urban tree canopy growth
- Microgrid and community resiliency projects
- Nature-based solutions and green infrastructure
- Land acquisition for alternative energy or green infrastructure

The process of strategy development will be guided by:

1. Alignment with the City's ongoing initiatives, plans, and future aspirations
2. Input and insights gathered through community and stakeholder engagement processes
3. Incorporation of best practices observed in similar initiatives undertaken by other municipalities
4. Analysis of GHG inventories to identify major emission sources, typically found in on-road transportation, buildings, and energy sectors

The final plan will display the co-benefits of our selected approach, demonstrating the secondary impacts of the CAP on concerns like flooding, air quality, public health, and equity. Figure D provides an example of a goal, strategy, and action for the transportation section, including a priority score and co-benefits for each action.

PROJECT APPROACH

FIGURE D: EXAMPLE OF GOAL, STRATEGY AND ACTION



»» SUBTASK 3.4: PRIORITIZATION METHODOLOGY

Once the menu of strategies is identified, our team will collaborate with the City to prioritize each strategy. This process typically involves ranking a range of factors relevant to and selected by the City using a Prioritization Matrix. Strategies are then analyzed across the range of factors selected. The analysis will utilize the best available information provided by the City, or other sources where necessary. The analysis is intended to provide a high-level review of the potential costs, related GHG reductions and co-benefits, etc. for each strategy. It is designed for context and screening-level measure selection rather than an in-depth evaluation. Scoring factors may include:

PROJECT APPROACH

- **Greenhouse gas reduction potential –**

How effective is this strategy in meeting the City's greenhouse gas reduction target(s)?

- **Potential cost & benefits –**

Does the strategy offer a low, medium, or high return on investment?

- **Implementation Feasibility –**

How easy or challenging is it to implement this strategy?

- **Funding Availability –**

Is it likely to secure funding for this strategy?

- **Co-benefits –**

Does this strategy offer additional benefits like health, cleaner air, or economic growth for example?

- **Alignment with existing initiatives –**

Does this strategy align well with the City's existing policies and initiatives?

- **Equity –**

Does this strategy benefit vulnerable or disadvantaged communities within Warren?

This type of scoring and ranking process will allow the City to determine the most impactful strategies and measures to meet its unique goals and characteristics and align with its priorities, deciding the urgency of each strategy. Figure E shows an example of a high-level analysis of a Prioritization Matrix.

FIGURE E: PRIORITIZATION MATRIX SAMPLE

STRATEGIES	ECONOMIC RESILIENCE (low/medium/high)	QUALITY OF LIFE (yes/no)	CLIMATE EQUITY (yes/no)	GHG REDUCTION (low/medium/high)	COST (low/medium/high)	PRIORITY SCORE
2.1 A - Implement a comprehensive City Electric Vehicle (EV) Transition Plan, focusing on integrating EVs into existing fleets and expanding charging infrastructure.	Low	No	No	High	High	1
3.1 A - Enhance green spaces and outdoor recreational facilities within the community to promote environmental sustainability and improve the quality of life for residents.	High	Yes	Yes	Low	Medium	2

TASK 3 DELIVERABLES:

- Reduction targets
- CAP strategic framework
- List of Strategies & Measures
- Prioritization Matrix

PROJECT APPROACH



TASK 4: MODEL GHG EMISSION REDUCTIONS

SUBTASK 4.1: GHG EMISSIONS FORECAST

Leveraging insights from the GHG inventories, Blue Strike will forecast projected levels of GHG emissions for community-wide activities and municipal operations through 2050. This process will yield a comprehensive Business-as-Usual (BAU) scenario, depicted in Figure F, and an Adjusted Business-as-Usual (ABAU) scenario, illustrated in Figure G. This scenario will encompass the impacts of relevant legislative and executive actions at local, regional, and state levels, allowing for in-depth analysis and strategic planning.

FIGURE F: BUSINESS-AS-USUAL FORECAST

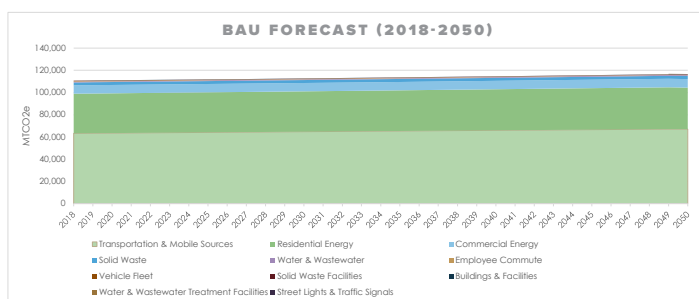
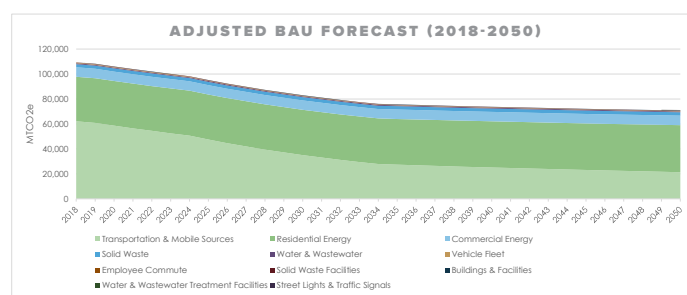


FIGURE G: ADJUSTED BUSINESS-AS-USUAL FORECAST



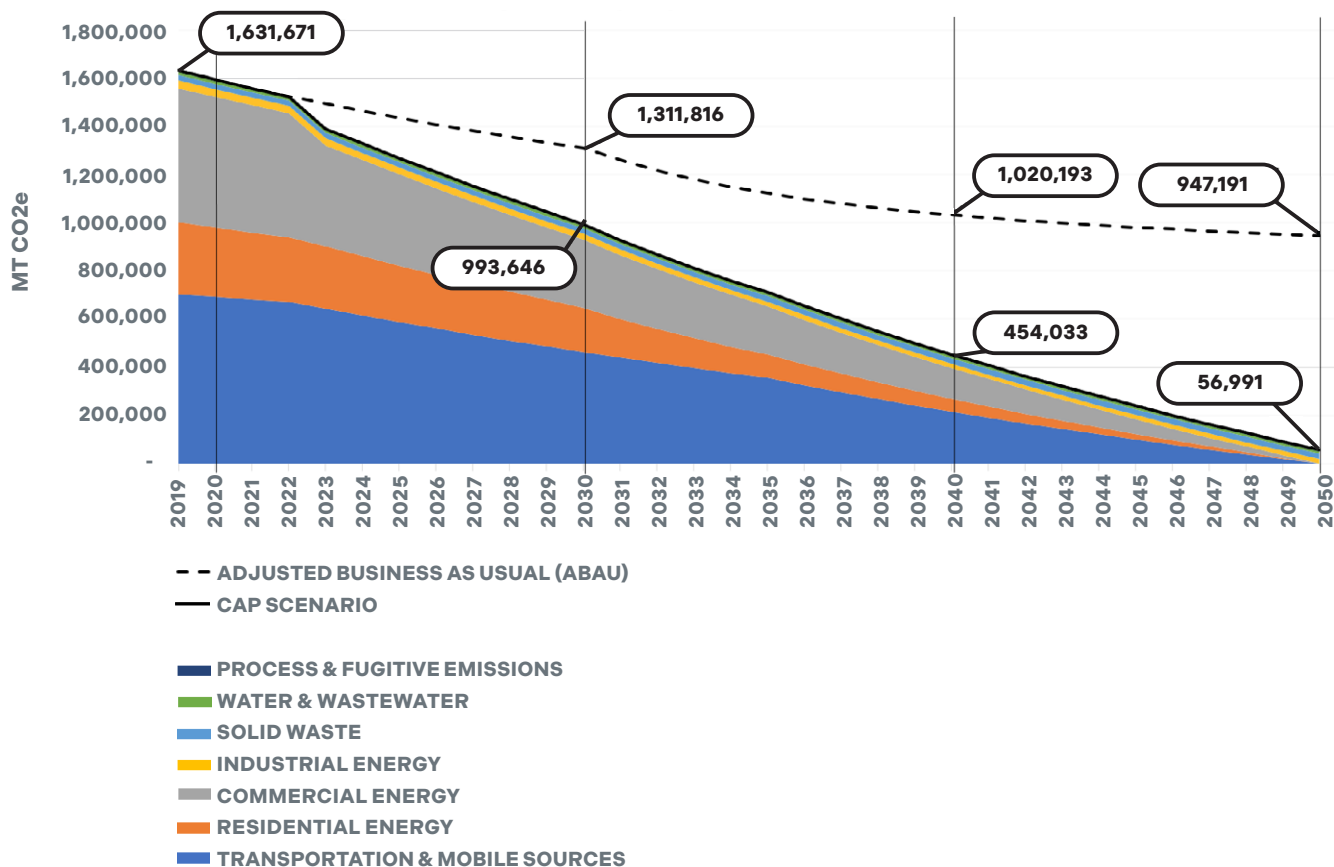
Using the ABAU forecasted emissions estimated for the anticipated years 2030, 2045, and 2050, alongside the selected reduction targets, Blue Strike will assess the emissions gap that the City will need to address to achieve the specified targets. This assessment will inform the development of a reduction scenario aimed at meeting or surpassing the GHG reduction targets.

The next step will involve utilizing the final strategies to quantify the GHG emissions reduction potential for each measure. Throughout this process, we will refine GHG measures to ensure achievable reductions within our defined timeline. This refinement will be accomplished by modeling the GHG emissions reduction potential for each measure against the ABAU forecast. The resulting analysis will demonstrate project emissions reductions by sector and scope. A visual representation similar to Figure H will be produced to illustrate our analysis.

PROJECT APPROACH



FIGURE H: EMISSION REDUCTIONS BY SECTOR



TASK 4 DELIVERABLES:

→ GHG Emissions Forecasts

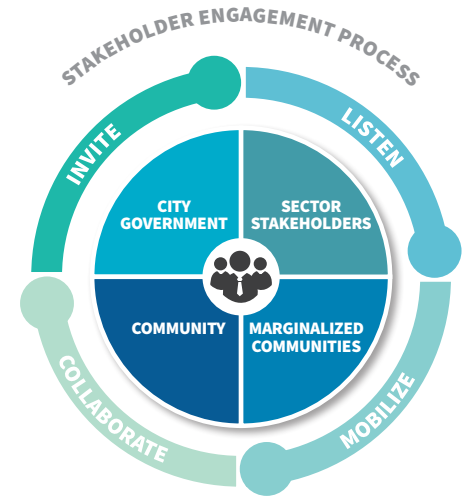
PROJECT APPROACH



»»» TASK 5: COMMUNITY AND STAKEHOLDER OUTREACH

Successful climate action depends on broad community engagement. Our strategy involves four key steps: **Inviting** all stakeholders, **listening** actively and empathetically, **mobilizing** insights into practical actions, and **collaborating** to build strong partnerships. This approach highlights the importance of community-led solutions, especially including those often overlooked in planning. Our goal is to develop a Plan that represents the collective vision and needs of Warren's community, aiming for impactful results.

We will leverage the City's past initiatives to ensure meaningful interactions with both internal and external stakeholder groups. Our team will work to surface the community's viewpoints, evaluate effective strategies, and uncover opportunities for refinement, making certain that it encapsulates the shared aspirations and visions of the community, guaranteeing that the resulting CAP is resonant and locally relevant.



- **STAKEHOLDER IDENTIFICATION:** Working in close collaboration with the City, we will identify the City's key stakeholders. A specific focus will be given to what we call 'Fundamental Stakeholder Groups' (Figure I) due to their significant impact on our project's success, especially as we move into the implementation phase post-planning.
- **OUTREACH ACTIVITIES:** Detailed plans for various outreach methodologies will be laid out, including timing, objectives, format, key participants, potential agendas, and roles of the City and Blue Strike.

FIGURE I: FUNDAMENTAL STAKEHOLDERS GROUPS

GROUP 1: VULNERABLE AND UNDERREPRESENTED COMMUNITIES
Includes those most affected by climate change, such as children, youth, women, people with disabilities, and racial or ethnic minorities. The focus is on identifying these groups and ensuring their voices are heard, especially those previously overlooked in past engagements. Engagement with community leaders who are trusted within these groups will be crucial for effective communication and serving as bridges between the community and our planning efforts.

GROUP 2: CITY GOVERNANCE AND SECTORAL STAKEHOLDERS
Includes stakeholders with a control or influence over the implementation of climate actions in key sectors, often in the private sector. The buy-in is crucial to unlocking climate actions that lie beyond the direct control of the city government.

GROUP 3: INFLUENCERS AND DECISION-MAKERS
Includes influential individuals and groups capable of significantly impacting climate policy. Their support or opposition can shape the success of climate initiatives, necessitating strategic engagement and alignment with the city's climate goals. This group typically includes City Council and influential Community Groups.

PROJECT APPROACH

»»» SUBTASK 5.1: OUTREACH MATERIALS

Blue Strike's in-house Graphic Designer will create simple, elegant, and compelling outreach materials. This could include hardcopy handouts, and digital materials that can be shared on the City's website and social media. We acknowledge that these visuals and graphics will be powerful tools and will be used as public-facing materials for outreach activities.

Below are some examples of graphics we have developed for clients:



BLUE STRIKE BEST PRACTICE: **BRANDED PLANS**

Your plan will be branded. Branding the climate action plan makes it instantly recognizable to the Warren community to foster a strong identity and sense of ownership. We can work with the City's marketing, or project team, to develop a unique graphic for the plan that aligns with existing City design and will help engage the community. All deliverables will be finalized using Warren's unique climate action and resilience branding, to strengthen the project's identity, connection within the community, and enhance its visibility.

PROJECT APPROACH



»»» SUBTASK 5.2: FOCUS GROUPS WITH COMMUNITY GROUPS AND ORGANIZATIONS

We are poised to organize and conduct a sequence of up to three (3) focus groups with selected conservation groups and environmental committees, thoughtfully timed throughout the planning stages to ensure active stakeholder participation. Blue Strike, Public Sector Consultants, and the City will work together to identify the most relevant and impactful groups and organizations to integrate into this project. These might include: City of Warren Environmental Advisory Committee, Michigan Environmental Council, Michigan Trails and Greenway Alliance, Sierra Club, Warren Garden Club, and Wild Ones. We would also engage with City stakeholders to understand other groups to engage. These sessions are designed as effective forums for in-depth conversations, gathering feedback, and fostering joint discussions. The focus of these workshops can vary, addressing specific themes like transportation, energy, and waste management. We will work with the City to determine the most effective approach to these meetings. Blue Strike will create slide decks and any additional materials needed to execute the meetings and provide drafts to the City for initial review. Our team will take notes during the engagements and turn over all materials and information with the City following the conclusion of the project.

»»» SUBTASK 5.3: COMMUNITY SURVEY

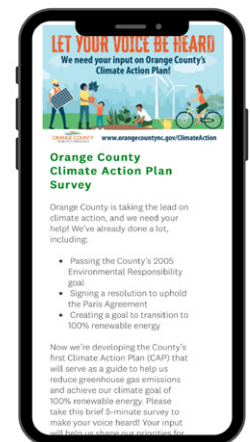
Public Sector Consultants will develop and host one online community survey to solicit broader input in the development of the Plan. The community can provide input on their climate-related concerns, goals, and potential actions for a more sustainable and resilient Warren. The community survey will be marketed (via a weblink and QR code) on the City's website and other outreach materials, and feedback from the survey will be incorporated into the CAP. Depending on the project's needs, our team is equipped to create a tailored survey deployed through well-established platforms like Qualtrics. Our experience includes creating and evaluating similar surveys for recent initiatives in Detroit, MI, Lansing, MI, Orange County, NC, Glenwood Springs, CO, and Fairfield, OH. These surveys' outcomes have significantly shaped the respective final plans.

»»» SUBTASK 5.4: PRESENTATIONS TO ELECTED OFFICIALS

As representatives of the Warren community, support and guidance from the Planning Commission and City Council is imperative for the success of this project. Our team is prepared to attend or present at up to two (2) of these meetings. We will be prepared to present the status of the project to the Commission or City Council at key junctures including in the development of climate action initiatives or the completion of the final CAP. Feedback from these individuals will be invaluable throughout the duration of our work with the City to steer our team toward success and ultimately, an impactful and locally-attuned CAP. Additional meetings and presentations with the Planning Commission or City Council can be requested by the City as they deem necessary.

TASK 5 DELIVERABLES:

- Outreach materials
- Up to three (3) meetings with conservation groups
- Community survey
- Up to two (2) presentations to elected officials



PROJECT APPROACH

»»» TASK 6: PREPARE CLIMATE ACTION PLAN

»»» SUBTASK 6.1: IMPLEMENTATION PLAN

The final CAP will include a detailed, cost-effective implementation plan with steps to evaluate costs and progress over time. The plan will phase strategies to build on one another and include lead agencies, partners, costs, timelines, and funding options, ensuring a coordinated and adaptive approach. The implementation plan for Warren will include the following:

TIMEFRAME. Setting goals and timelines for each initiative will help the City track progress, allocate resources, and understand what's needed for implementation. Our team will work with the City to develop customized goals and timelines, while also scheduling implementation to take advantage of available funding opportunities.

METRICS. We will establish metrics and indicators to track the success of each strategy, allowing for effective monitoring of climate action efforts. Metrics may include vehicle miles traveled, energy use, transportation mode shifts, kW installed, EV adoption, and fuel consumption.

LEAD DEPARTMENT. We will identify the City department or personnel responsible for leading implementation, ensuring accountability and coordination with stakeholders. This will help avoid overlaps and keep efforts aligned with the planned timeline.

FUNDING MECHANISMS. We will identify funding sources for reduction strategies, including local, state, and federal grants, rebates, incentives, and internal funding options like bonds and taxes. Specifically, we would look for opportunities to coordinate implementation with existing grant opportunities, leveraging and maximizing funding. With our experience, including work on the [City of Los Altos CAAP](#), we understand various funding opportunities and will tailor strategies to each project. As an additional service, we can also assist with grant proposals, financial models, and term sheets to help secure funding.



BLUE STRIKE BEST PRACTICE: **ACTIONABLE PLANS**

Your plan will be actionable. The goals developed through the engagement can be realized through crowd-pleasing strategies that provide benefits to everyone in your community. But we go one step further by deriving action steps to support every strategy. These steps have dates for completion, assign responsible departments, and include metrics to recognize success.



PROJECT APPROACH

A sample implementation plan (Figure J) is provided below.

FIGURE J: SAMPLE OF IMPLEMENTATION PLAN

Actions	Implementation Lead	Implementation Partners	KPI	Implementation Date	Estimated Cost	Funding Source(s)	Funding Program(s)
4.1 Develop a phase-out schedule to replace all City-owned fleet vehicles with electric vehicles	Maintenance/Finance	Executive	% of municipal fleet that is electric	2022-2030	\$700,000	BAAQMD	Carl Moyer Program
4.2 Build new City buildings to Net Zero standards	Building	Planning	Number of new municipal buildings	2022-2035	\$10,000	California Energy Commission	CEC grants
4.3 Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades	Building/Planning	SVCE/PG&E	Number of audits performed % reduction in energy use ¹⁰	2022-2030	\$600,000		

»» SUBTASK 6.2: DRAFT PLAN

Following the completion of Tasks 1 through 5, Blue Strike will assemble a draft Climate Action Plan for the City of Warren. The Plan will encapsulate all of the work completed in the previous tasks, as well as outline the selected strategies, their implementation plans, and their impact on the larger emissions reduction targets. This strategic framework will identify responsible parties, equity impacts, funding sources, and progress metrics and be organized into near-, mid-, and long-term goals for both municipal and community-wide action to allow for clear and precise implementation.

Warren’s CAP will include a dedicated chapter on Community Preparedness and Action, equipping residents and business owners with practical strategies to mitigate storm-related risks and enhance resilience. This section will feature storm-ready guides and preparedness resources tailored to local climate threats, offering actionable steps for homeowners and businesses to minimize damage. This section will call out strategies that the community can help implement. This includes flood prevention measures such as rain garden installations and permeable pavement, planting techniques to reduce soil erosion and wind damage, and best practices for extreme weather events like heatwaves, frost conditions, and severe storms. By providing clear, hands-on guidance, this chapter will empower individuals to take proactive steps toward safeguarding their homes, businesses, and neighborhoods against climate-related hazards.

The CAP will include a background section, providing context for the development of the plan, why it is important, and how it will benefit current and future residents. Ultimately, our goal is to clearly define the relationship between mitigation and sustainability efforts like greenspace, land conservation, and green infrastructure, and the pressing issues faced by the community. The CAP will provide a national and global overview of climate change while also providing a detailed and localized roadmap for climate action.



BLUE STRIKE BEST PRACTICE: FUNDED PLANS

Your plan will be funded. While we cannot directly finance your strategies—we wish we could!—we can provide you with state and federal funding options that specifically match each one. Further, we can help design creative internal financing mechanisms, such as revolving funds, public-private partnerships, and revenue-based approaches, among others. Matching climate projects with specific funding mechanisms helps overcome a significant implementation hurdle.

PROJECT APPROACH



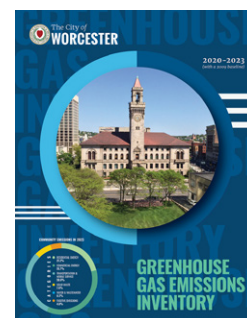
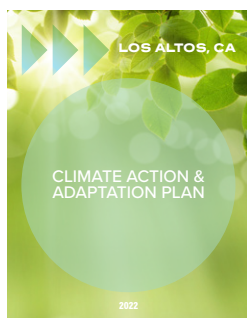
»»» SUBTASK 6.3: REVIEW & FEEDBACK INTEGRATION

The completion of the draft CAP will be followed by a comment period of up to thirty (30) days for the City staff, Commissioners, and City Council to provide feedback. After which, our team will incorporate all recommended changes. A record of all comments will be kept, and a description of how all comments have been addressed will be delivered to the City along with the final CAP.

»»» SUBTASK 6.4: FINAL PLAN

With the help of our Graphic Design Manager, Rose Freidin, the CAP will then be finalized in a graphic-rich and visually appealing document. Rose will work with the City to ensure the Plan's branding aligns with existing City documents. Graphs, maps, photos, and robust graphics will be integrated into the document to ensure a comprehensive understanding for the reader. The CAP will include all necessary contextual information so that our work is accessible and easy to understand by every member of the community. Procedures for updating the document every three and five years will be included in the CAP. The final CAP will be reader-friendly and tell the story of the Warren community using visualizations and graphic design.

The CAP will be delivered in the form of four (4) hard copies as well as a PDF version on a USB drive.



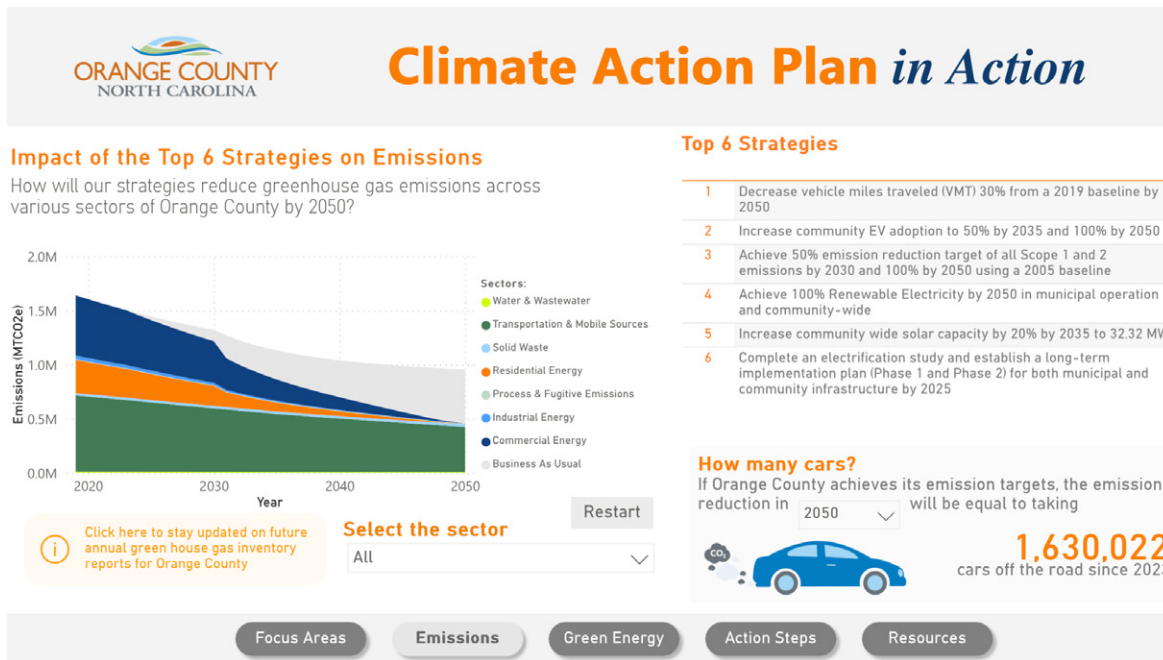
PROJECT APPROACH



OPTIONAL TASK: CLIMATE ACTION DASHBOARD

Our team has demonstrated expertise in data visualization, graphic design, infographic development, and presentation of complex results into an accessible and easy to understand format. Our team excels in developing dashboards using Microsoft Power BI, a tool we regularly employ for showcasing project statuses and facilitating ongoing monitoring. This dynamic CAP Dashboard (Figure K) will serve as a continual window for the public. It will not only track progress towards GHG reduction milestones but will also promote community programs, plans, and resources. Additionally, it will spotlight locations of solar panels, EV chargers, energy-certified businesses and buildings among other climate and energy-related installations. More importantly, it aims to simplify technical concepts from the CAP, presenting them in an appealing and comprehensible way. Drawing from insights gained through the CAP development process, we are set to develop both robust internal planning mechanisms and public-facing dashboards, ensuring consistent and transparent communication with local officials and the community.

FIGURE K: DASHBOARD SAMPLE



TASK 6 DELIVERABLES:

- Draft CAAP
- Feedback Report
- Final CAAP

PROJECT APPROACH



»»» TASK 7: PROJECT ADMINISTRATION AND SUPPORT

»»» SUBTASK 7.1: KICK-OFF MEETING (IN-PERSON)

A kick-off meeting will be scheduled following the completion of the contract in order to confirm the project expectations, goals and the timeline for major deliverables. During this meeting our team will outline our recommended approach, welcome feedback and guidance from City staff, and work through any concerns. Key aspects include establishing roles, responsibilities, chain-of-communication protocols and clarifying goals and expectations for community and stakeholder engagement. We will also identify available data, maps, documents, and other related information. The meeting will cover the approach to early components of emission calculations, including transportation, technical analysis, and leveraging existing plans and policies. Our team will coordinate scheduling, provide a meeting agenda and a presentation, and provide a written summary of what was covered and agreed upon during the meeting. The proposed budget includes costs associated with travel to allow for an in-person kick-off meeting.

»»» SUBTASK 7.2: ONGOING COMMUNICATIONS AND PROJECT DOCUMENTATION

We utilize cloud-based platforms like Google Drive to store all project-related documents, including meeting minutes, draft deliverables, and presentations. This approach ensures transparency and facilitates easy access to data. We offer various communication channels tailored to the City's preferences, ranging from email and conference calls to video conferencing and in-person meetings. Our priority is to respond promptly to queries and concerns, fostering smooth information flow. Additionally, we keep detailed engagement records to track project exchanges, which inform the development of the CAP. Flexibility is key, as we adapt our communication methods to evolving project dynamics. Our aim is to create an inclusive and collaborative environment conducive to the successful implementation of Warren's CAP.

Moreover, we will utilize Monday.com, an advanced project management tool, to enhance communication, task allocation, and progress tracking. Monday.com serves as a centralized hub for project management and collaboration, ensuring all team members stay informed about tasks, deadlines, and priorities. This platform will be accessible to the City at no cost, further promoting transparency and efficiency in project-related activities and communications.

»»» SUBTASK 7.3: BIWEEKLY MEETINGS

Our dedicated climate team ensures availability of our team members to be responsive to the unique needs of your jurisdiction, seamlessly coordinate with City staff, residents, stakeholders and consultant teams as needed, and flexibly adapt to changing conditions while managing to the established scope and budget of each project. To facilitate this, we typically conduct bi-weekly virtual meetings with City staff to review progress, plan upcoming efforts, and ensure the project remains on schedule and within budget. The details and logistics of these meetings will be further discussed with the City.

TASK 7 DELIVERABLES:

→ Kick-Off Meeting

→ Ongoing Communication

→ Biweekly Meetings

RESOLUTION

Document No: RFP-W-1248

Product or Service: Furnish a Climate Action Plan

Requesting Department: Economic Development

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

The City of Warren is interested in obtaining a qualified firm to furnish a Climate Action Plan for the City. Electronic Request for Proposals were accepted, publicly opened and read on Wednesday, February 19th, 2025 at 1 p.m.

The following initial proposals were been received by City Council:

PROPOSERS:

- Aecom Great Lakes, Inc.
- Blue Strike Environmental, Inc.
- Catalyst Partners, LLC.
- CIS Advisory, LLC.
- Energy Sciences Resource Partners, LLC.
- Fishbeck (Did not submit proper paperwork, therefore, not considered)
- Fresh Coast Climate Solutions
- paleBluedot, LLC.
- Ramboll
- Resource Recycling Systems
- Sustainability Solutions Group USA, Inc.
- Tetra Teach

The review panel has recommended Blue Strike Environmental, Inc., 126 Bonifacio Place, Suite G, Monterey, CA 93940 in accordance with RFP-W-12448, to furnish a Climate Action Plan for the City of Warren.

The agreement shall commence upon the contract execution date after the approval of Warren City Council.

Based upon its proposal, it has been determined that Blue Strike Environmental, Inc. possesses the professional and technical skills related to experience, and/or demonstrated responsibility and/or reasonable cost.

IT IS FURTHER RESOLVED, that the fees charged to the City shall not exceed \$150,000.00 without prior approval of the City Council.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

X Proposal Documents
X Contract
X Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on _____, 2025.

Sonja Buffa
City Clerk

**AGREEMENT FOR PROFESSIONAL CLIMATE ACTION PLAN
SERVICES BETWEEN BLUE STRIKE ENVIRONMENTAL, INC.
AND THE CITY OF WARREN**

This Agreement is made on _____, 2025 between the City of Warren, a Michigan municipal corporation, whose address is One City Square, Warren, Michigan and Blue Strike Environmental, Inc. a corporation with a principal place of business at 126 Bonifacio Place, Suite G, Monterey, California 93940 ("Consultant").

The City of Warren wishes to develop cost-effective and practical framework for service and operational approaches for sustaining natural resources and mitigating environmental risks.

To serve this purpose, the City solicited proposals from consultants under the MITN system, Request for Proposals: RFP-W-1248 Furnish a Climate Action Plan ("RFP").

Blue Strike Environmental, Inc. demonstrated the necessary experience and expertise to furnish a climate action plan consistent with City's goals for long-term ecological and climate mitigation and energy efficiency and submitted the most qualified proposal in response to the RFP.

The City of Warren, in reliance upon Blue Strike's RFP, discussions and negotiations, selected the proposal and engage the services of Blue Strike, in accordance with this Agreement.

THEREFORE, in consideration of the mutual promises of the parties as stated below, the City of Warren (City) and Blue Strike Environmental, Inc. ("Blue Strike") agree follows:

SECTION 1. SCOPE OF SERVICES.

Blue Strike shall furnish to the City services set forth in this Agreement and in the Proposal. When referenced in this Agreement, "Proposal" shall include: City of Warren Request for Proposals to Furnish a Climate action Plan RFP-W-1248 ("RFP"); Blue Strike's proposal submitted in response to the RFP, and all addenda, clarifications, supplemental responses in connection with the RFP. The services and deliverables shall be performed or produced to achieve the standards and quality and substance described in the Proposal and Agreement. The terms of the Proposal and Agreement are intended to be supplemental, except in the event of a direct conflict in which case the Agreement will control. The Proposal is incorporated by reference into the Agreement.

Significant contract deliverables in the Proposal include the tasks and subtasks set forth in the Project Approach section of the Proposal, which is attached as Exhibit A and incorporated by reference into this Agreement.

Blue Strike will, at its expense, furnish all personnel, equipment, transportation, software, and materials incidental to the performance of this Agreement. The Compensation will include all such meetings, renderings, computerized, native and print copies as identified in the Proposal. In addition to the meetings included in the Proposal, the Contract Amount will include in-person attendance and presentations at public hearings and a committee meeting before the Warren City Council and Planning Commission, as may requested by the City's Planning Director. The City will attempt to coordinate the Planning Commission Council meetings within same week.

Blue Strike will attend the Kick-off meeting in-person at the City offices, at no additional cost. Bi-weekly virtual meetings and training will be held at no cost.

Blue Strike warrants that all deliverables shall be Blue Strike's original work, and that Blue Strike shall have acquired all rights necessary to compile, develop or assemble its reports or records.

Each task, report or deliverable shall meet with satisfaction of the City's Planning Director and reasonable modifications will be made as reasonably requested to meet the criteria or the Proposal or to account for city operations or practices.

For one year following approved Final Plan that conforms to the Proposal, Blue Strike will perform periodic reviews. upon reasonable request of the City. Upon such review, Blue Strike will recommend amendments, make updates to account for infrastructural changes or significant legal developments, assist with implementation goals or correct the original work product ("Post Plan Services").

SECTION 2. TIME OF PERFORMANCE/PROJECT ADMINISTRATION.

Blue Strike and the City will conduct a meeting to schedule the performance of all Tasks and milestones. Upon mutual acceptance, the schedule will be incorporated by reference and will become a part of this Agreement. It is understood that all activities will be scheduled to ensure that the Services, including Climate Action Plan and implementation solution will be completed and in form that meets with the satisfaction of the Mayor and Warren City Council within 12 months of this Agreement, subject to extensions for good cause.

The City's primary representative will be the City's Planning Director or designee ("the Director"). Blue Strike shall coordinate its activities, tasks and progress of the Services with the Director. The final Climate Action Plan and tasks will be developed to address material concerns and issues that may be directed to Blue Strike by the Warren City Council, Planning Commission or Planning Director, and to achieve the City's desired planning objectives, and climate sustainability goals and visions.

The Planning Director will make available to Blue Strike any plans, records, personnel contact information or any other records necessary for Blue Strike to perform the services and develop its products. Such records shall be used for internal purposes of performing the services for the City, and they shall not be reproduced or disseminated to a third party without the City's permission. Each party shall keep confidential proprietary or sensitive information shared under this Agreement and shall not be disclosed to third parties, except to the extent required by law.

Blue Strike shall implement reasonable safeguards to protect any data provided by the City and shall return or destroy such data upon termination of this Agreement.

SECTION 3. COMPENSATION.

Except as provided below, the total compensation under this Agreement will be up to \$150,000.00, which includes \$8,100.00 for contingencies for additional meetings or requests. Pricing shall be based upon costs included in the Proposal (See Exhibit B), except that Blue Strike shall not charge a fee or costs for the following services:

- A Capacity Building and Training Workshop
- Climate Action Dashboard
- Kick-off meeting
- Biweekly meetings

Pricing shall include all tasks, activities, meetings, copies, renderings, reviews, reports, professional and clerical services, mileage, delivery of studies, reports and all finished and proposed renderings.

Travel costs shall only be reimbursed with advance notice and permission by the Director. Contingencies for unforeseen work beyond the original scope of work may be compensated, with the prior approval of the Planning Director, and provided the contingency cost to not exceed the total Contract Amount of \$150,000, unless approved by the City's Council.

Post-Plan Services shall be compensated at the hourly rates and reimbursable costs itemized in the Proposal, which shall be held firm for one year period following the Final Plan.

Monthly invoices will be submitted to:

City of Warren
Attn: Purchasing Division
One City Square, Suite 425
Warren, Michigan 48093

Invoice shall include an itemized record of work performed and the cost. Payment shall be issued 45 days of an invoice. If any cost or work product is in dispute, the amount attributed to the dispute may be withheld pending resolution. In the event of a dispute, each party agrees to diligently proceed to resolve the matter in a cooperative and prompt manner.

SECTION 4. DOCUMENTS, CONFIDENTIALITY, COPYRIGHTS.

All of the finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared, used or assembled by the Blue Strike in the performance of services under this Agreement are the property of the City, upon payment for the portion of work performed. They shall not be made available to any individual or organization without prior written approval of the City. No reports, plans, data or other documents produced in the whole or in part under this Contract shall be the subject of an application for copyright.

Blue Strike will assign any copyright or intellectual property rights to the City for work-product produced for the City under this Agreement, including master plan, and all renderings, studies, written analysis, reports, or maps or ordinances plans produced in accordance with the Proposal. Upon the payment of all amounts owed to Blue Strike for each part of the Deliverable, the City will own the paid-for Deliverable or portion of Deliverable, and may copy, use, modify, adapt, translate or distribute all such Deliverable within its organization or to third parties without restriction. Nothing herein shall be construed to restrict or constitute an assignment of any of Blue Strike's rights or proprietary interests in its methodologies, techniques, or technology.

SECTION 5. PERSONNEL.

1. This Agreement contemplates the personal coordination and oversight of Rich Swanson, or his designee, who shall coordinate the services and be the primary point of contact on behalf of Blue Strike.

2. Blue Strike has secured, or will secure, at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City, and will be fully qualified and certified if necessary under federal or local law to perform such services.
3. It is understood Blue Strike and its principals, employees, agents, are independent contractors, and not entitled to any fringe benefits, worker's compensation, pension rights, or insurance rights from the City of Warren. It is understood and agreed by the parties that the status of Blue Strike and its employees, officers, subcontractors and agents, shall be that of independent contractors retained on a contractual basis to perform professional or technical services for limited periods of times, and it is not intended, nor shall it be construed, that the consultant or any of its employees, officers, contractors and agents is an employee or officer of the City of Warren.

SECTION 6. CONFLICT OF INTEREST.

Blue Strike covenants that it, its officers, employees, contractors and agents have no interest and shall not acquire any interest, direct or indirect, which would conflict with the performance of services required to be performed under this contract.

SECTION 7. INDEMNITY.

Blue Strike, for itself, its principals, officers, employees and agents, agrees to hold harmless, defend, and indemnify the City, or its officers, directors, committees, employees and agents, and/or any other agency, person or entity providing assistance to the City of Warren, from any and all liability, suits, demands, judgments, and claims for damages for any injury to person or property arising out of or related to the acts or omissions of the BLUE STRIKE or its officers, employees, subcontractors and agents, including, any claim or action based upon an intellectual property infringement or violation for work or services performed by or through BLUE STRIKE shall also save and hold harmless and defend the City, its officers, directors, committees, employees and agents from any employment claim for worker's compensation, insurance rights, pension rights, fringe benefits, or unemployment compensation. These indemnity obligations are in addition to any indemnity obligations in the Proposal shall survive termination, and all such obligations shall survive termination.

SECTION 8. INSURANCE.

Blue Strike shall procure and keep in force at all times during the term of this Agreement, insurance coverage for any property damage, errors or omissions, or personal injury related to or arising from the performance of this agreement, in the limits and types set forth in the Proposal. Blue Strike agrees to name as an Additional Insured the City of Warren and the City of Warren Downtown Development Authority, 37th Judicial District Court and their officers, employees, boards and commissions. Insurance shall include an endorsement waiving subrogation. Coverage shall be non-contributory and primary. Evidence of insurance shall be provided to the City upon Blue Strike's execution of this Agreement.

The insurance shall include a waiver of subrogation, and certificates of insurance shall be submitted to the City prior to the execution of this Contract and thirty (30) days prior to the expiration dates. Said policies may not be canceled or materially changed without thirty (30) days prior notice to the City.

SECTION 9. CHANGES.

The City may, from time to time, request changes in the scope of services of the BLUE STRIKE to be performed hereunder. Such changes, including any increase or decrease in the amount of the Blue Strike's compensation, shall be incorporated into written amendments and approved by the City and Blue Strike.

SECTION 10. TRANSFERS, ASSIGNMENTS, SUBCONTRACTS.

Blue Strike shall not assign, sublet, transfer, or sell any interest in this Agreement without the prior written consent of the City's local governing body. Any work assigned, sublet or transferred shall be subject to the provisions of this Agreement, and shall not relieve BLUE STRIKE of its obligations hereunder.

SECTION 11. TERMINATION.

Either party may terminate this Agreement upon thirty (30) days' advance written notice to the other party by certified mail upon 30 days notice.

If either party breaches a material provision of this Agreement, this Agreement may be terminated if the breach is not cured within 10 days of written notice.

The termination shall take effect immediately upon notice, and Blue Strike will be compensated for all completed work upon furnishing the City with all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, report or any other work product prepared by Blue Strike under this Contract, at the option of the City, shall become its property, and Blue Strike shall relinquish any proprietary right in any such item.

SECTION 12. NOTICES.

Except for notices of default, termination or notices of a legal nature, notices and communications under this Contract may be given by personal delivery or first-class mail or to the electronic address to the parties as follows:

Blue Strike:

Andrea Green
126 Bonifacio Place, Suite G
Monterey, CA 93940
E-mail: andrea@bluestrikeenvironmental.com

City of Warren:

Ron Wuerth, A.I.C.P.
Planning Director
One City Square, Suite 315
Warren, MI 48093
rwuerth@cityofwarren.org

Notice of a legal nature, such as default or termination, shall be sent to the other party by certified mail at the address above. If to the City, a copy of the notice shall be sent to

City Clerk
One City Square
Warren, MI 48093

SECTION 13. HEADINGS AND SEVERABILITY.

The headings of the sections in this Contract are for convenience only and shall not be used to construe or interpret the scope or intent of the Contract or in any way affect the same. If any section or provision shall be found invalid, that provision shall be severable, and the remainder shall have full force and effect.

SECTION 14. COMPLIANCE WITH LOCAL LAWS.

Blue Strike shall perform all services in compliance with applicable laws, ordinances and codes of the Federal, State and Local law.

SECTION 15. NONDISCRIMINATION.

During the performance of this Contract, the Consultant and its subcontractors agree that they will not discriminate against any employee or applicant for employment because of race, religion, sex, color, national origin, age, height, weight, marital status, or handicap that is unrelated to the individual's ability to perform the particular job.

SECTION 16. Electronic Signature/Counterparts. This Agreement may be executed electronically or digitally, and in multiple counterparts, in original or by fax or by delivery of a scanned counterpart in portable document format (PDF) delivered by e-mail or docusign (which shall be deemed received if delivered in accordance with the Michigan Uniform Electronic Transactions Act, MCL §450.831 et seq.) and, when taken together, shall be considered to be an original. On such delivery, the signatures in the facsimile or PDF data file shall be deemed to have the same force and effect as if the manually signed counterpart had been delivered to the other party in person.

WITNESSED BY:

BLUE STRIKE ENVIRONMENTAL, INC.

By: _____

Its: _____

CITY OF WARREN, a Michigan municipal
corporation:

By: _____

Lori M. Stone

Its: Mayor

By: _____

Sonja Buffa

Certificate Of Completion

Envelope Id: 6988160B-EEA8-4487-AC05-7D2076959819

Status: Completed

Subject: RFP-W-1248 Revised Climate Action Plan- Council Item.pdf

Source Envelope:

Document Pages: 33

Signatures: 5

Envelope Originator:

Certificate Pages: 5

Initials: 0

Craig Treppa

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

ctreppa@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Craig Treppa

Location: DocuSign

10/20/2025 7:50:14 AM

ctreppa@cityofwarren.org

Signer Events

Craig Treppa

ctreppa@cityofwarren.org

Purchasing Agent

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Craig Treppa

E610E2D7FFE5449...

Timestamp

Sent: 10/20/2025 7:57:46 AM

Viewed: 10/20/2025 7:58:02 AM

Signed: 10/20/2025 7:58:09 AM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Mary Michaels

mmichaels@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Mary Michaels

119806BF52344A1...

Sent: 10/20/2025 7:58:11 AM

Viewed: 10/20/2025 8:21:46 AM

Signed: 10/20/2025 8:21:57 AM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Accepted: 10/20/2025 8:21:46 AM

ID: 89a8a2fb-56b3-4527-ab38-24e5447cdadc

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle

F6FDC83AE1C142B...

Sent: 10/20/2025 8:21:59 AM

Viewed: 10/20/2025 8:24:07 AM

Signed: 10/20/2025 8:24:30 AM

Signature Adoption: Uploaded Signature Image

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Accepted: 9/11/2025 5:08:41 PM

ID: dc18193c-ac2c-424c-9f48-c0daac7b9f4f

Richard Fox

rfox@cityofwarren.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Sent: 10/20/2025 8:24:32 AM

Viewed: 10/20/2025 10:27:18 AM

Signed: 10/20/2025 10:27:31 AM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Accepted: 10/20/2025 10:27:18 AM

ID: fcc58717-93ec-4712-813a-6bfc728d346a

Signer Events	Signature	Timestamp
Lori M. Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Signed by: <i>Lori M. Stone</i> F040B73E57F248E... Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78	Sent: 10/20/2025 10:27:34 AM Viewed: 10/22/2025 11:48:34 AM Signed: 10/22/2025 11:48:49 AM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Judith Smith jsmith@cityofwarren.org Administrative Coordinator City of Warren Michigan Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/20/2025 7:57:45 AM Viewed: 10/20/2025 11:39:11 AM
Ayasha Bahar abahar@cityofwarren.org Administrative Coordinator City of Warren Michigan Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/20/2025 7:57:45 AM Viewed: 10/22/2025 12:00:14 PM
Mayor Lori M. Stone mayor@cityowarren.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/22/2025 11:48:54 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/20/2025 7:57:45 AM
Certified Delivered	Security Checked	10/22/2025 11:48:34 AM
Signing Complete	Security Checked	10/22/2025 11:48:49 AM
Completed	Security Checked	10/22/2025 11:48:54 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Warren (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Warren:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: dclark@cityofwarren.org

To advise City of Warren of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at dclark@cityofwarren.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Warren

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to dclark@cityofwarren.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Warren

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to dclark@cityofwarren.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify City of Warren as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Warren during the course of your relationship with City of Warren.



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 21, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: SOL-W-1691; RECOMMENDATION OF AWARD TO ADVERTISE AVAILABLE CITY POSITIONS

The Purchasing Division concurs with the Human Resources Director and recommends that City Council waive the bid process and award the sole source provider, Gannett Detroit LocaliQ (formerly Michigan.com), P.O. Box 632097, Cincinnati, OH 45263, the providing of advertising services for open positions within the City of Warren, commencing, retro-actively, from September 15, 2025, through September 14, 2026, in an annual amount not to exceed \$25,000.00.

It is required that all Civil Service positions be posted in a way that they reach a wide area of qualified and diverse applicants. To achieve this, the City utilizes the Detroit News and Detroit Free Press. Gannett Detroit LocaliQ (formerly Michigan.com) is the only direct resource for advertising in the Detroit News and Detroit Free Press. They also post on the jobnetwork.com and over 800 other job opportunity websites, which reach anyone with access to the internet.

The Human Resources Department has worked with Gannett to establish a special rate plan for the first fifty (50) postings that are completed during the first annual period. The total cost for the first fifty (50) postings shall amount to \$15,000.00. The services agreement is attached. The Human Resources Director is requesting an additional \$10,000.00 be approved by your honorable body in the event that additional advertisements are needed.

If approved by your honorable body, the award shall commence, retro-actively, from September 15, 2025 through September 14, 2026, in an amount not to exceed \$25,000.00. The assistant City Attorney has reviewed the service agreement and agrees with its content.

Funds for this purchase are available in the following Account: 101-1220-90000.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori M. Stone
Mayor



CITY ATTORNEY'S OFFICE
ONE CITY SQUARE, SUITE 400
WARREN, MI 48093-5285
(586) 574-4671
FAX (586) 574-4530
www.cityofwarren.org

August 18, 2025

Mr. Jared Gajos
Director of Human Resources
City of Warren

SENT VIA EMAIL

RE: Advertising Commitment and Advertising Services Agreement 2025-26

Dear Mr. Gajos:

Our office has reviewed and approved the above-referenced document as to form and will route for signatures with the attached cover and tracking sheets.

If I may be of need further assistance, please contact Ext. 4678.

Sincerely,



Laura Sullivan
Assistant City Attorney III

LS/ Ltr to J Gajos re review of Advertising Commitment and Advertising Services Agreement ID 114197

Cc: Craig Treppa, Purchasing Director
Jacqueline Damron, Human Resources Analyst

Attachment

CONTRACT/AGREEMENT COVER SHEET

New, Expiration, or Renewal for contract or agreement

(this form must be attached to any contract/agreement that requires clerk signature)

Requesting Department: City Attorney's Office

Please indicate if Contract, or Agreement: Agreement

New, Expiration, Renewal, Modification/Amendment, Termination (or other): Renewal

VENDOR NAME/ADDRESS/PHONE: Internal Contact: Laura Sullivan x 4678

Gannett/USA Today
Attn: Michelle Hartman-Byrnes, Advertising Sales Rep.
1675 Broadway, 23rd Fl
New York, NY 10019
Phone: 614-714-5749
E-mail: mhartman@gannett.com

CONTRACT BID# (if applicable):

DURATION INFORMATION

Date of Service (start and end date of contract/agreement): September 15, 2025 – September 14, 2026

Contract Duration: 1 year

Contract Terms (ex: 2 years, 5 years with 3 year extension agreed upon by both parties etc.): Advertising Commitment: 50 Job Board Postings.

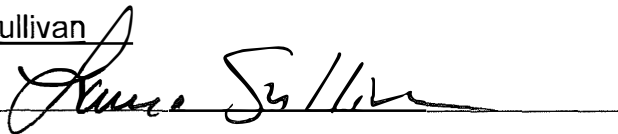
Are there any other terms that may apply (ex. may be canceled by either party with 30-day written notice): Either party may terminate with 30 days' prior notice.

Prior Contract Dates (if applicable): September 15, 2024-September 14, 2025

Department contact for contract/agreement: Laura Sullivan

Name of Person completing cover sheet: Laura Sullivan

Signature of Person completing cover sheet: _____



Date completed form: August 8, 2025

CONTRACT/PROGRAM TRACKING SHEET

Title: Advertising Commitment – Gannett-USA Today

Department: City Attorney's Office

Contact Person: Laura Sullivan

Phone: x 4678

Date Submitted: August 8, 2025

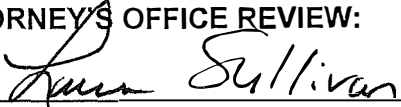
Resolution attached: No

Is funding approval needed: No

CITY COUNCIL APPROVAL:

Date

ATTORNEY'S OFFICE REVIEW:



Approved as to Form

August 7, 2025

Date

MAYOR'S OFFICE:

Lori M. Stone, Mayor

Date

CLERK'S OFFICE:

Sonja Buffa, Clerk

Date

**ALL CONTRACTS SHOULD BE RETURNED TO
ATTORNEY'S OFFICE FOR FILING AND DISTRIBUTION**

Contracts/TRACKING SHEET

ID 114199

ADVERTISING COMMITMENT

This Advertising Commitment, entered into by and between Gannett/LocalIQ ("Publisher") and The City of Warren ("Advertiser") is subject to the terms of the Advertising Services Agreement between Publisher and Advertiser dated as of 9/15/25 (the "Agreement"). Advertiser and Publisher hereby agree to the following Commitment during the period indicated below ("Commitment Term"). If, during or at the conclusion of the Commitment Term, Advertiser desires to make a new Commitment with Publisher, the parties will separately execute a new Advertising Commitment that will be incorporated into this Agreement by reference. Each Advertising Commitment is independent of each other. Capitalized terms used in this Advertising Commitment and not defined herein will have the meanings ascribed to such terms in the Agreement.

Total Spend: \$15,000 (\$5,000 to be billed September 2025, \$5,000 to be billed October 2025 and \$5,000 to be billed November 2025)

The parties agree that the Rates/Fees set forth herein will apply to Advertiser's purchases of the Services below, during the applicable Commitment Term(s). Following the Commitment Term(s), unless the parties execute a new Advertising Commitment, all Services purchased by Advertiser will be billed at Publisher's then-current Rates/Fees for such Services.

1. **Print Advertising (Addendum A):** the Advertiser has hereby agreed to the following rates (size, frequency, cost per inch, cost per insertion): N/A

Print to SEO/directory: \$_____ per ad. Advertiser can opt out at any time upon request. An ad processing fee will be applied based the number of ads during the month.

Print Commitment Term: N/A

2. **Preprint Advertising (Addendum A):** the Advertiser has hereby agreed to the following rates (size, frequency, quantity, distribution): N/A

Preprint Commitment Term: N/A

3. **Digital Display (Addendum A):** The Advertiser has hereby agreed to the following digital display rates (impressions, CPM, CPD, sponsorship). Any ad processing fee will be applied based on the number of ads during the month.

Digital Display Commitment Term: N/A

4. **PIQ & Lead Generation Ads (Addendum A):** The Advertiser has hereby agreed to the following rates: N/A

PIQ Commitment Term: N/A

5. **Digital Marketing Services (Addendum B):** The Digital Marketing Services rates outlined herein are based upon the Company's Digital Marketing Services Rate Card (SEO, PPC, email, social ads, social media management and web development): N/A

Digital marketing services will continue until cancelled. A minimum of 30 days prior written notice of cancellation is required.

Digital Marketing Services Commitment Term: N/A

6. **Branded Content (Addendum C):** the advertiser has hereby agreed to the following package (impressions, CPM): N/A
Branded Content Commitment Term: N/A

7. **GET Creative Services: (Addendum D):** USA TODAY Network's in-house agency services team will provide on-going account management, consultative direction and advertising/marketing deliverables based on overall media spend, if spend qualifications are met.

Fee for GET Creative Services: N/A

GET Creative Commitment Term: N/A

8. **Other Advertising:** (Specialty Magazine, We Print, Direct Mail, Post its, etc.). The rates for Other Advertising outlined herein shall be earned based upon fulfillment of the Advertising Commitment: 50 job boards postings. The remaining posts will be rolled over to renewal agreement.

Other Advertising Commitment Term: 9/15/25-9/15/26

9. **Sponsorship (Addendum E):** The Advertiser has hereby agreed to the following sponsorship benefits of the Event and the Fee: N/A

Sponsorship Commitment Term: N/A

AGREED AND ACCEPTED:

PUBLISHER REPRESENTATIVE

By: Michelle Hartman
 Name: Michelle Hartman
 Title: Recruitment Specialist

ADVERTISER
 THE CITY OF WARREN

By: _____
 Title: Mayor
 By: _____
 Sonja Buffa
 Clerk

ADVERTISING SERVICES AGREEMENT

This Advertising Services Agreement (this "Agreement") is entered into as of the date of later signature below (9/15/25) by and between [GANNETT/LocalIQ, with offices at 1675 Broadway, 23rd Floor, New York, NY 10019 ("Publisher") and City of Warren, with offices at One City Square, Suite 410, Warren, MI, 48093. Subject to the applicable Standard Terms and Conditions (the "Standard Terms") herein, Advertiser desires to procure from Publisher, and Publisher desires to sell to Advertiser, on behalf of itself and/or its affiliates identified in this Agreement, the Services described in this Agreement (each a "Service"). Advertiser may purchase any of the Services described in this Agreement from time to time by submitting insertion order forms to Publisher that reference this Agreement and the applicable Service(s) to be purchased and contain other applicable terms and conditions (each an "Order").

☐

1. Addendums and Orders. In addition to the terms set forth in these Standard Terms, Advertiser's purchases of Services from Publisher under this Agreement are subject to the terms and conditions set forth in the applicable Service-specific addendum to this Agreement (each an "Addendum"). The details regarding Advertiser's purchase of a particular Service (e.g., run dates, ad sizes, etc.) will be described in an Order. Multiple Orders may be executed under this Agreement for a single type of Service.

2. Term. The term of this Agreement will commence as of the Effective Date and shall continue in effect unless and until terminated as set forth herein ("Term").

3. Economic Terms.

3.1. Fees. Fees for each Service purchased by Advertiser hereunder will be calculated based on Publisher's (or its affiliates', if applicable) standard rate card for such Service ("Standard Rates"). Notwithstanding the foregoing, if Advertiser is committing to an annual spend amount or making other firm commitments (e.g., placement, frequency and/or volume commitments), as further specified in Advertising Commitment (each a "Commitment"), Publisher and Advertiser may agree that Advertiser is entitled to discounts off of the Standard Rates on Services purchased in satisfaction of such Commitment. Any such discounts will be reflected in Advertising Commitment (or in adjusted rate cards attached to Advertising Commitment). Publisher and Advertiser may also agree that Advertiser is entitled to Value Add (or "Added Value") on Services purchased. Any such Value Add will be described in the Advertising Commitment. Value Add is not guaranteed and is based upon availability of space. Value Add must be used prior to termination of the Commitment Term or it shall be forfeited. Upon termination or cancellation of this Agreement, for any reason, Value Add shall be forfeited.

3.2 Payment. Publisher will invoice Advertiser on a monthly basis, and payment is due within forty five (45) days of invoice date. If Advertiser fails to timely pay, Publisher may suspend the provision of services hereunder or immediately terminate this Agreement. Advertiser agrees to reimburse Publisher for all expenses incurred by Publisher in connection with the collection of amounts payable, including court costs and attorneys' fees. If this Agreement is terminated due to Advertiser's failure to timely pay, Publisher may rebill the Advertiser for the outstanding balance due at the open or earned contract rate, whichever is applicable, and all discounts shall be forfeited. All deliverables will be the property of Publisher until payment in full is received. Accounts paid by invoice are subject to a 3.99% service fee. An account that is paid by check or ACH will receive a service fee discount equivalent to the 3.99% service fee. Accounts that are paid by credit card will not receive the service fee discount.

3.3 Expenses. All expenses related to the delivery of Advertiser Content or other materials to Publisher and the return of such materials by Publisher (if return is directed in writing by Advertiser) shall be paid by Advertiser. Publisher may dispose of any advertising materials delivered to it unless acceptable prepaid return arrangements have been made.

3.4 Taxes. In the event that any federal, state or local taxes are imposed on Advertiser's use of the Services hereunder, such taxes shall be assumed and paid by Advertiser.

3.5 Late Payment. If any amount is not paid within forty five (45) days of when due, Publisher reserves the right to charge interest at the rate of eighteen percent (18%) per annum or the maximum amount permitted by law (whichever is lower), computed from the original due date until paid.

3.6 Credit Check. The terms of this Agreement may be subject to a satisfactory credit check on Advertiser (and/or Agency, as defined below). Publisher may request advance payment for any advertisement(s) or other material provided by Advertiser or Agency if

periodic credit checks are not satisfactory.

3.7 Billing/Credits. Any claims by Advertiser for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within ninety (90) days of the invoice date or the claim will be waived. In the event Advertiser is entitled to a credit due to overpayment of an invoice, Advertiser must use the credit within ninety (90) days of issuance or the credit will be forfeited. No cash refunds will be provided for any credit earned by the Advertiser. All credits earned will be for the benefit of Advertiser.

4. Advertising Materials.

4.1. Content. Advertiser may, from time to time, provide Publisher with advertising materials, including, without limitation, text, data, video, audio, images, illustrations, and graphics, trademarks, service marks, and logos (collectively, "Advertiser Content") for use in connection with Publisher's distribution of the Services purchased hereunder.

4.2. License. Advertiser hereby grants Publisher and its designees a non-exclusive, irrevocable, worldwide, transferable, sub-licensable right and license (i) to use, reproduce, mirror, distribute, perform and display the Advertiser Content (or any portion thereof) via print and on the websites (mobile and traditional), properties, applications and/or devices described in this Agreement (including any Orders) (collectively, the "Distribution Networks"); (ii) to modify, copy, reformat, transmit and otherwise manipulate the Advertiser Content in connection with such display; and (iii) to use the Advertiser Content and creative, Advertiser's name and logo in connection with providing the Services.

4.3. Clearances. Advertiser will be responsible, at its own cost and expense, for obtaining all clearances, authorizations, permissions, licenses, and releases (collectively, "Clearances") from third parties necessary to enable Publisher to distribute the Advertiser Content under this Section 4, including, without limitation, (i) Clearances for any of the following creative elements appearing in or otherwise displayed via the Advertiser Content: photos, video footage, music (including, without limitation, any synchronization and mechanical licenses), audio tracks, trademarks, service marks, and rights of publicity and other indicia of identity, and (ii) Clearances from any individuals or entities whose trademarks, service marks, other corporate indicia, names, voices, likenesses, and other indicia of identity may appear in any of the Advertiser Content.

4.4. Advertiser Approval Right. To the extent that Publisher and/or its affiliates are developing any creative or other deliverables on behalf of Advertiser under any Order (e.g., Ads, emails, social media campaigns, etc.), Advertiser will have two (2) days from receipt of any such deliverable to review and approve the deliverable. Advertiser must notify Publisher in writing of any rejection of the deliverable within two (2) days after receipt thereof or the deliverable will be deemed approved by Advertiser. Advertiser will not unreasonably withhold its approval. Only one (1) round of revisions shall be provided unless otherwise agreed by Publisher. Additional corrections or modifications will be subject to an additional charge and may result in delays in the service start date.

5. Ownership. All Advertiser Content or other materials furnished by Advertiser for use hereunder will remain the property of Advertiser and, subject to Section 3.3, will be returned upon request. The results of any and all work performed by Publisher, including development of advertising material, creative work, or other content for Advertiser, will be the property of Publisher. Advertiser may not modify such material or authorize the reproduction or use of such material in any medium without Publisher's prior written consent. Unless otherwise agreed by the parties, Advertiser and its affiliates may use such creative content only in the format provided by Publisher.

6. User Information. Any user or usage data or information collected via Publisher's Digital Properties or related to Publisher's Digital Properties, or any information collected from sites operated by Publisher's affiliates under this Agreement, shall be the property of Publisher and/or such affiliates. Advertiser shall have no rights in such information by virtue of this Agreement. Any user or usage data or information collected shall be the property of Publisher.

7. Termination.

7.1. Termination of Agreement. Either party may terminate this Agreement (including all Addendums entered into hereunder) upon written notice to the other party (i) at any time, if there are no current Orders then in effect under any Addendum; (ii) in the event of a material breach of this Agreement or any Order by the other party that remains uncured for a period of thirty (30) days following receipt of written notice of such breach from the non-breaching party; or (iii) if the other party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors, or ceases business as a going concern.

7.2. Termination of Orders. Publisher may terminate any Order for convenience at any time upon thirty (30) days' prior written notice to Advertiser.

7.3. Effect of Termination. Upon any termination of this Agreement, Advertiser shall pay to Publisher all accrued and unpaid fees for Services utilized by Advertiser through the effective date of termination. Sections 3, 4, 5, 6, 7.3, 8, 9, 10, 11 and 12, as well as any other representations, warranties or indemnification obligations under any Addendum will survive any termination of this Agreement.

8. Representations and Warranties; Disclaimer.

8.1. Advertiser Warranties. Advertiser represents and warrants that (i) it has the full right, power and authority to grant the licenses and related rights granted herein and has acquired any and all Clearances that are necessary in connection with Publisher's exercise of such rights and licenses, (ii) Advertiser is in compliance with all U.S. federal and state laws and regulations applicable to its business operations and products and/or services being advertised or promoted, (iii) the Advertiser Content is true and accurate, does not violate any federal, state or local law or federal or state regulation and is not misleading, defamatory, libelous or slanderous, (iv) Publisher's use of the Advertiser Content in connection with providing the Services will not infringe upon or violate the rights or property interests of any third party, including without limitation, any patent, copyright, trademark, trade secret or other intellectual property or proprietary right of any other party, or any right of privacy or publicity, and (v) for digital services, Advertiser will maintain a privacy statement on its principal website ("Privacy Statement") that complies with applicable law and accurately and transparently discloses its privacy practices to users of such website, including any privacy practices implicated by the undertakings contemplated by this Agreement.

8.2. Online gambling and sports betting (if applicable). If Advertiser offers online gambling or sports betting, Advertiser represents and warrant that it is, it has been in the prior 12 months, and it shall be during the Term of this Agreement, in compliance with all U.S. and state laws and regulations, including, but not limited to, each state in which it conducts any online gambling or sports betting, including, but not limited to, not offering domestic or offshore online gambling to U.S. residents when such activity is legally prohibited. Advertiser shall promptly notify Publisher, in writing, if any of the foregoing representations and warranties become untrue.

8.3 Disclaimer. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER PARTY MAKES ANY REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT. ALL SERVICES ARE PROVIDED "AS IS" AND "WITH ALL FAULTS." PUBLISHER, ITS SERVICE PROVIDER AND ANY VENDORS SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO ADVERTISER OR ANY OTHER PERSON WITH RESPECT TO ANY CLAIMS ARISING OUT OF OR IN CONNECTION WITH ANY ADVERTISER CONTENT OR OTHER MATERIALS DISPLAYED ON ADVERTISER'S WEBSITE(S) OR THE FAILURE TO DISPLAY ANY SUCH MATERIALS ON PUBLISHER'S WEBSITE(S). PUBLISHER DOES NOT REPRESENT OR WARRANT THAT ANY SERVICES, ADS OR OTHER MATERIAL WILL BE DISPLAYED ON ANY PUBLISHER WEBSITE WITHOUT INTERRUPTION OR ERROR, AND PUBLISHER WILL NOT BE LIABLE FOR ANY DAMAGES OR LOSSES INCURRED BY ADVERTISER RELATING TO THE UNAVAILABILITY OF THE INTERNET OR WEBSITE(S) ON WHICH ADVERTISER'S ADVERTISEMENTS ARE PUBLISHED. PUBLISHER MAKES NO REPRESENTATIONS OR WARRANTIES RELATING TO THE RESULTS OF SERVICES, INCLUDING WITHOUT LIMITATION, THE NUMBER OF IMPRESSIONS, CLICK-THROUGHS, OR LEADS AND ANY PROMOTIONAL EFFECT OR RETURN ON INVESTMENT.

9. Indemnity.

9.1. Indemnity. Advertiser will indemnify and hold Publisher, Gannett Co., Inc., any other entities that own or operate any of the Distribution Networks and each of their respective subsidiaries, affiliates, officers, directors, employees, agents, vendors, and service providers (each a "Publisher Indemnitee") harmless from and against any and all suits, judgments, proceedings, claims, losses, costs and expenses (including reasonable attorneys' fees) (collectively, "Losses") arising out of a third-party claim resulting from (i) the Advertiser Content and other materials provided by Advertiser, or any websites or content that is linked to from any such Advertiser Content or other materials, including, without limitation, any claim such Advertiser Content or material is libelous or defamatory or violate or infringe the rights of any third party, including any patent, copyright, trademark, trade secret, or other intellectual property or proprietary rights, or any rights of privacy or publicity, or claims based on Advertiser's willful misconduct, negligence or strict liability for a defective product; (ii) violation of or failure to comply with any federal or state laws, rules or regulations applicable to Advertiser's business operations, products and/or services; (iii) any actual or alleged breach of Advertiser's representations, warranties, or obligations under this Agreement; or (iv) Advertiser's Privacy Statement.

9.2. Programmatic Advertising (if applicable). In addition to any other Advertiser indemnification obligations under this Agreement, including without limitation Subsection 9.1 above, Advertiser will indemnify and hold Publisher, Gannett Co., Inc., and/or any other entities that own or operate any of the Distribution Networks and each of their respective subsidiaries, affiliates, officers, directors, employees, agents, vendors, and service providers (each a "Publisher Indemnitee"), harmless from and against any and all Losses arising out of a third-party claims resulting from: (i) any claims for libel, slander or invasion of privacy from Advertiser Content; (ii) any claims arising from Regulated Products (as defined below); and/or (iii) violation of programmatic vendor's policies and procedures.

9.3. For purposes of this Agreement, "**Regulated Products**" means any raw materials, ingredients, pharmaceuticals, 20 fabricated devices, manufactured goods, media, health, finance, identification records, or other 21 goods and services requiring local, state, or federal regulatory compliance.

9.4. Duty to Defend. Advertiser shall defend at its own expense any claim instituted by any person or entity against a Publisher Indemnitee resulting from a claim covered by Section 9.1. The Publisher Indemnitee(s) will have the right, at its or their option, to defend such litigation jointly with Advertiser. Advertiser may not agree to any settlement that imposes any obligation or liability on a Publisher Indemnitee without such indemnitee's prior written consent.

10. Limitation of Liability. EXCEPT FOR THE PARTIES INDEMNIFICATION OBLIGATIONS UNDER THIS AGREEMENT (IF ANY), IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER OR ANY OTHER ENTITY FOR ANY SPECIAL, CONSEQUENTIAL, PUNITIVE, INCIDENTAL, OR INDIRECT DAMAGES, HOWEVER CAUSED, ON ANY THEORY OF LIABILITY, AND WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. PUBLISHER'S LIABILITY ARISING OUT OF THIS AGREEMENT SHALL BE LIMITED TO THE AMOUNT OF FEES PAID OR OWED BY ADVERTISER TO PUBLISHER HEREUNDER DURING THE SIX (6) MONTHS PRECEDING THE EVENT GIVING RISE TO THE CLAIM.

11. Agencies. If Advertiser is using an advertising agency in connection with this Agreement, Advertiser and such agency (the "Agency") shall be jointly and severally liable for compliance with the terms of this Agreement and any Order. Publisher may pursue any applicable remedies in the event of default of this Agreement (including any non-payment) against Advertiser or Agency or both without any requirement of first seeking a remedy from one or the other. This Agreement renders void any statements concerning liability which may appear on correspondence from Agency or Advertiser. Advertiser and Agency further agree that Publisher does not and will not accept orders or space reservations claiming sequential liability. The person or entity signing this Agreement on behalf of Advertiser warrants that such person or entity is duly authorized and has the full power to bind Advertiser to this Agreement and agrees to indemnify and hold Publisher, and their subsidiaries and affiliated companies, and all of their respective employees, officers, directors, agents, successors and assigns, harmless from any and all claims, losses, damages or costs (including reasonable attorneys' fees) arising out of a breach of the foregoing warranty. Advertiser shall be solely responsible for any commission or other payment due to Agency.

12. Miscellaneous.

12.1. Waiver/Severability. The waiver or breach of any provision of this Agreement shall not operate or be construed as a waiver of any other breach of the same or any other term or condition. If any provision of this Agreement is found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision shall be deemed modified to the limited extent required to permit its enforcement in a manner most closely approximating the intention of the parties as expressed herein.

12.2. Assignment. Advertiser may not assign any of its rights and/or obligations hereunder or this Agreement without Publisher's prior written consent. Publisher shall have the right to assign, delegate or transfer, its rights and obligations, under this Agreement, in whole or in part. Publisher shall provide written notice to Advertiser of any such assignment.

12.3. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Michigan, without regard to its conflict of law provisions. Any dispute arising from this Agreement must be resolved in the courts located in Macomb County, Michigan or the US District Court for the Eastern District of Michigan.

12.4. Waiver of Jury Trial. Each party specifically waives any right to trial by jury in any court with respect to any claim against the other arising out of or connected in any way to this Agreement.

12.5. Force Majeure. Neither party will be liable to the other party for delays and/or defaults in its performance or commitments under this Agreement due to causes beyond its reasonable control and without its fault or negligence, including but not limited to acts of God or of the public enemy, fire or explosion, flood, earthquake, actions of the elements, war, riots, embargoes, quarantine, strikes, lockouts, disputes with workers or other labor disturbances, or acts or requests of any governmental authority; and additionally, Publisher shall not be responsible for any failures or damages resulting from facts and circumstances beyond publishers' control, including but not limited to service or delivery issues with freight or the USPS.

12.6. Electronic Contract. The following provision applies if the Agreement is accepted electronically. The Agreement is an electronic contract that sets out the legally binding terms of the Services. Advertiser (or its authorized agent) indicates acceptance of the Agreement by clicking on the "Click to E-Sign" button (or its equivalent if the electronic signature platform being used does not have a specific "Click to E-Sign" button). This action creates an electronic signature that has the same legal force and effect as a handwritten signature on a written contract under any applicable law or regulation and is equally binding. By clicking on the "Click to E-Sign" (or equivalent) button, Advertiser (or its authorized agent) acknowledges reading and accepting the Agreement and represents, warrants and agrees that Advertiser (or its authorized agent) has the power, authority and legal right to enter into the Agreement on behalf of Advertiser.

12.7. Third Party Beneficiaries. The disclaimers and limitations of liability made by Publisher, and the representations and warranties made by Advertiser in this Agreement shall apply to Publisher's vendors, as intended third party beneficiaries of this Agreement.

12.8. Entire Agreement. This Agreement, including any Addenda or Order(s), is the entire agreement of the parties regarding the provision of the Services and supersedes any and all prior written or oral agreements between the parties related to the subject matter hereof. This Agreement may not be modified except in a writing signed by both parties.

12.9. Counterparts. This Agreement may be executed in counterparts, each of which will constitute an original, and all of which will constitute one agreement.

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IN WITNESS WHEREOF, the parties have executed this Agreement, including applicable Addenda, as of the Effective Date.

PUBLISHER Gannett/Local 10 ADVERTISER

By: Michelle Hartman By: _____

Name: Michelle Hartman Name: LORI M. STONE

Title: Recruitment Specialist Title: MAYOR

Date: 2/15/25 Date: _____

By: _____

Name: SONJA BUFFA

Title: CLERK

Date: _____

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Rev: 02.05.2024

ADDENDUM A PRINT AND ONLINE ADVERTISING

If Advertiser is purchasing (i) print advertising ("Print Ads") for display in Publisher's newspaper property(ies) (each a "Newspaper"), or (ii) online display advertising ("Digital Ads" and collectively with Print Ads, "Ads") for distribution on Publisher's digital media property(ies) (e.g., Publisher's website(s), Publisher's tablet or mobile applications, digital display ads associated with the e-edition of Publisher's newspaper, etc.) specified in the applicable Order (each a "Digital Property"), then the additional terms and conditions set forth in this Addendum A and Addendum C will apply to each Order submitted for such Advertising Services.

4. ☐

1. **Rates.** Unless otherwise specified in Advertising Commitment in connection with a Commitment from Advertiser, Advertiser's purchase of Ads for display in the Newspapers, on the Digital Properties will be billed at Publisher's Standard Rates. Advertiser acknowledges that it has been provided a copy of Publisher's standard rate card. The rate card, including any terms and conditions in such rate card, are hereby incorporated into this Agreement by reference, provided that in the event of a conflict between any terms or conditions in the rate card and the terms of this Agreement, the terms of this Agreement will control. Publisher reserves the right to modify its rate card, including increasing its Standard Rates, at any time and from time to time. Publisher will provide Advertiser with at least 30 days' prior written notice of any rate increase. If Advertiser objects to any such increase, it shall have the option to discontinue display of the applicable Ads by giving written notice to Publisher prior to the effective date of such changes. Advertiser's right to discontinue the display of its Ads shall be its sole and exclusive remedy in the event of a rate increase. If Advertiser does not elect to discontinue display of the applicable Ads, then, following the expiration of the notice period, all Ads shall be billed at Publisher's increased rates.

2. **Delivery.**

2.1. **Deadlines.** Advertiser will provide Publisher all applicable Ads by Publisher's standard deadline (as designated by Publisher), in a format suitable for display in the Newspaper(s) or on the applicable Digital Property(ies), as applicable, via a transmission method mutually agreed upon by the parties. Advertiser shall have the right to change any Ads(s) after submission, provided that it submits any such changes to Publisher no later than Publisher's standard deadline (as designated by Publisher). Advertiser shall pay all expenses connected with the delivery of the Ad(s) to Publisher. Changes to any Ads after first publication may result in additional charges, which will be disclosed to Advertiser in advance.

2.2. **Submission of Advertising Materials.** Unless otherwise agreed to by the parties in writing, Advertiser will provide all creative services and necessary text, data, images, illustrations or graphics and/or other materials with respect to the Ads(s). Advertiser will submit the Ad(s) in accordance with the applicable Publisher policies in effect from time to time, including policies regarding artwork specifications, format and submission deadlines.

3. **Ad Serving.** Advertiser grants to Publisher a license to (a) display Advertiser's Ads on the Distribution Network; and (b) modify, copy, reformat, transmit and otherwise manipulate the Ads in connection with such display. Advertisements will be served in accordance with one of the following options:

3.1. **By Publisher.** If Publisher will be responsible for serving the Digital Ads through its own ad servers, then Publisher will track delivery of the Digital Ads through such servers. The parties agree that Publisher's final impression measurements will be used to determine the fees due under this Agreement.

3.2. **By a Third Party.** If a third party ("Third Party") will be responsible for serving the Digital Ads through such Third Party's ad server, and such Third Party will track delivery of the Digital Ads through its server. The Third Party's final audited impression measurements will be used to determine the fees due under this Agreement. If the parties agree to use a Third Party ad server under the terms of this Addendum, Advertiser agrees to provide Publisher with a user login name and password to access the Third Party's impression measurements for purposes of verification of such measurements.

4. **Invoices.** Publisher agrees that Invoices covering the delivery of Ads hereunder will contain: (a) the dates and times upon which Advertiser's Ads were displayed in the Newspapers and/or the Digital Properties, and, if applicable, dates and times upon which the Ads could be accessed on the Digital Properties, (b) where applicable, the number of impressions, and/or click-throughs reported during such dates, and (c) the charge to Advertiser. The invoice shall serve as Publisher's certificate of performance.

5. **Short-Rating.** If Advertiser has made a Commitment in accordance with Advertising Commitment of this Agreement and, at the end of the Commitment Term set forth in Advertising Commitment Advertiser has either (i) purchased less volume (inches/pages/impressions) of Ads than agreed to in the Advertising Commitment or (ii) fallen short of the minimum revenue commitment agreed to in Advertising Commitment, then, if Publisher's Standard Rates are higher than the rates Advertiser was paying

during the Commitment Term, (a) Advertiser will be billed for (and will be obligated to pay) the difference between the Standard Rate and the Commitment Term rate for all Ads that ran during the Commitment Term, and (b) Advertiser will be billed at the Standard Rate (as such Standard Rate may be modified in accordance with Section 1, above) for all Ads run after the Commitment Period.

6. Cancellation.

6.1. Cancellation of Print Ads. Cancellations will not be accepted for Print Ads after the Publisher's standard closing time, as designated by Publisher. Advertiser will be responsible for any production or creative services provided by Publisher regardless of the cancellation of any Print Ads.

6.2. Cancellation of Digital Ads

6.2.1. Cancellation Prior to Initial Distribution. At any time prior to the serving of the first impression of a Digital Ad on a Digital Property under this Agreement, Advertiser may cancel an online advertising campaign on thirty (30) days prior written notice to Publisher.

6.2.2. Cancellation After Initial Distribution Once the first impression of a Digital Ad has been served on any Digital Property, Advertiser may cancel an online advertising campaign by giving Publisher written notice of such cancellation, which cancellation will be deemed effective on the later of: (i) thirty (30) days after serving of the first impression of the applicable campaign; or (ii) fourteen (14) days after providing Publisher with such notice. If Advertiser exercises its right to cancel under this Paragraph 8(b), Advertiser will be responsible for all fees that accrue prior to the cancellation date.

7. Reservation of Rights. Publisher may reject, remove or cancel any Ad, space reservation or position commitment at any time in its sole discretion. Publisher also may edit, reject or remove from its Newspaper(s) and/or Digital Property(ies), at any time, any Ad or other material submitted by Advertiser or its Agency, or place the Ad in any Publisher advertising classification or section that Publisher deems appropriate. Publisher also shall have full latitude with respect to positioning all advertisements in the Newspapers; provided, however, that Publisher will use its reasonable efforts to accommodate Advertiser's positioning requests.

8. Responsibility for Advertisements.

8.1. Technical Quality; Typographical Errors; Incorrect Insertions or Omissions. Publisher is not responsible for any material that is not properly displayed or that cannot be accessed or viewed because the material was not received by Publisher in the proper form, in a timely manner, or in an acceptable technical quality for display on the Digital Property(ies). This Agreement cannot be invalidated, and neither Publisher will be liable for typographical errors, incorrect insertions or incorrect publication or omissions in any Advertiser Content displayed or published pursuant to this Agreement or omitted from display or publication.

8.2. Failure to Display Advertiser Content. Publisher Properties hereunder are not required to display any Advertiser Content or other material for the benefit of any person or entity other than Advertiser. If there is an interruption or omission of the publication of any Advertiser Content or other material contracted to be published hereunder, Publisher may suggest a substitute time period for the publication of the interrupted or omitted Advertiser Content or material or run the Ads in a different position in the Newspaper(s) or on the Digital Property(ies), as determined by Publisher. Alternatively, in cases where Advertiser is paying on a fixed fee basis or has paid in advance, and if no such substitute time period is acceptable to Advertiser in Advertiser's good faith business judgment, Publisher shall provide a "make good" in the form of a reduction in the amount of fees due to Publisher (or credit of fees already paid) equal to the proportionate amount of money assigned to the interrupted or omitted Ad(s). Such substitution in time period or placement or reduction in fees shall be Advertiser's sole and exclusive remedy for any failure to display Ads or other advertising material and Publisher shall have no further liability hereunder for such failure.

8.3 Removal or Change of Content. Publisher, in its sole discretion, may remove or revise its Newspaper(s) and/or Digital Property(ies), including the Newspapers' and/or Digital Properties' content, nature, design, and/or organization, during the term of this Agreement. If any such revision materially alters the value of the Ad(s) to be run by Advertiser, Publisher will notify Advertiser of such revisions. If the parties cannot agree upon a satisfactory substitution for the affected ads due to such revision, Advertiser may cancel this Agreement with respect to the affected Ad(s) and shall not have to pay (or shall receive a refund) for Ads not displayed due to such cancellation. Such cancellation shall be Advertiser's sole and exclusive remedy and Publisher shall have no further liability whatsoever.

9. Pre-Print Policy. All pre-prints must conform to the Publisher's standard pre-print specifications and recommended waste calculations, which will be provided by each Publisher. Inserts must be delivered to the Publisher at least 10 days in advance of distribution date. The Publisher will invoice pre-print billing quantities based on copies actually distributed (i.e., home delivery net sales, single copy total draw, and other circulation). Advertiser agrees to be billed the ordered distribution in the event that out of specification inserts are received.

10. Branded Content Advertising. This section applies if the campaign(s) described in the Agreement contemplate that Publisher will distribute Branded Content (aka "Native Advertising") campaigns on behalf of Advertiser. Branded Content can include short-form content or long-form content, videos, , or social media posts that is published on Publisher's print and/or digital platforms and that is either (i) created by or on behalf of Publisher, at Advertiser's direction, for the purpose of enabling Publisher to run a contextually relevant advertisement on behalf of Advertiser ("Publisher Branded Content"), or (ii) is created or provided by Advertiser or its designee for placement by Publisher in or on its print or digital properties specified herein ("Advertiser Branded Content"). Advertiser, in its sole discretion, will have the right to approve any Publisher Branded Content prior to publication or distribution by Publisher in connection with the campaign described herein, and Publisher, in its sole discretion, will have the right to approve any Advertiser Branded Content prior to publication or distribution by Publisher in connection with such campaign. For clarity, Publisher will not be obligated to publish, via any platform, any Advertiser Branded Content that Publisher determines, in its sole discretion, does not meet Publisher's content guidelines or is otherwise inappropriate for publication. In addition, Publisher reserves the right, in its sole discretion, to include labels in, on and/or around any Branded Content published on behalf of Advertiser hereunder that indicate that the applicable Branded Content was paid for and/or provided by Advertiser.

10.1 FTC Guidelines. Publisher and Advertiser shall each comply with all applicable laws, rules and regulations, including without limitation the FTC's Guides Concerning Endorsements and Testimonials and the FTC's Enforcement Policy for Native Advertising.

10.2 Cancellation of Branded Content Campaign. If Advertiser cancels prior to the start date of the campaign, Advertiser shall be obligated to pay for any fees and costs incurred associated with the Services which have been completed up to the point of cancellation, plus non-cancellable costs and fees which are owed for third party contracts which cannot be cancelled.

11. Pay for Performance / Lead Generation. This section applies to an Advertisement in the Publication or on the Publication's website which include a designated phone number or a tracking code or a click through from the Publication's Site to the Advertiser by which Publication and Advertiser can track and verify readers to respond to and offer in the Advertisement. Any specific qualifications for the lead shall be included in the Insertion Order or on the Advertising Commitment. Publication shall have the right to audit the Advertiser's records to confirm the number of qualified leads generated by the Advertisement. Publication shall be provided with access to the call tracking records and other records maintained by Advertiser. Publication shall be paid a percentage of the revenue generated from the lead or a fee per lead as specified in the Advertising Commitment or Insertion Order. Only unused print and digital inventory will be available for the Advertisements. The frequency, location, and placement of the Advertisements shall be determined by Publisher, in its sole discretion.

12. □

ADDENDUM B LOCALIQ DIGITAL MARKETING SERVICES

If Advertiser is purchasing LocalIQ digital marketing services under this Agreement ("Marketing Services"), then the additional terms and conditions set forth in this Addendum B will apply to each Order Advertiser submits for such Marketing Services. LOCALIQ provides Pay Per Click Service, SEO Service, listings management service, Social Media Service, Web Design/Development/Hosting Service, and/or other Marketing Services including targeted email. LOCALIQ's Marketing Services applicable terms and conditions are at <https://localiq.com/legal/terms-and-condition/online-marketing-services-terms-and-conditions/>. Publisher reserves the right to use other affiliates to provide Marketing Services. For clarity, if Advertiser has not purchased a particular Service described below, then the terms below relating to that Service will not apply to Advertiser.

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1. **Rates/Fees.** The Total Spend and the Rates/Fees for each Service are disclosed on the cover page of this Advertising Commitment. from Advertiser, Advertiser's purchase of Marketing Services will be billed at Publisher's Standard Rates. Advertiser acknowledges that it has been provided a copy of Publisher's standard rate card for Marketing Services. The rate card, including any terms and conditions in such rate card, are hereby incorporated into this Agreement by reference, provided that in the event of a conflict between any terms or conditions in the rate card and the terms of this Agreement, the terms of this Agreement will control. Publisher reserves the right to modify its rate card, including increasing its Standard Rates for Marketing Services, at any time and from time to time. Publisher will provide Advertiser with at least 30 days' prior written notice of any rate increase. If Advertiser objects to any such increase, it shall have the option to discontinue use of the applicable Marketing Services by giving written notice to Publisher prior to the effective date of such changes and Advertiser's right to discontinue the use of particular Marketing Services shall be its sole and exclusive remedy. If Advertiser does not elect to discontinue use of the applicable Marketing Services, then, following the expiration of the notice period, all Marketing Services shall be billed at Publisher's increased rates.

2. **Marketing Services.**

2.1. **Pay Per Click ("PPC") Service.** Publisher will create ads based on the Advertiser Content and will distribute the Ads through the Publisher Distribution Networks. Advertiser will have the opportunity to review and approve all PPC campaigns prior to launch. Advertiser will be solely responsible for all content associated with any PPC campaign. Fees are based upon the number of clicks on ads by users, based on the cost per click ("CPC") rate set forth in the applicable Order.

2.2. **Search Engine Optimization ("SEO") Service.** The SEO Service includes the optimization of the chosen number of keywords (e.g., 5, 10, 15 or custom) and the application of "on page" and "off page" SEO strategies for Advertiser's website, with the goal of obtaining improved ranking in organic search engine results for selected keywords. To the extent Advertiser's website is not hosted by Publisher, Advertiser will provide access to its website to enable Publisher to perform the SEO Service. Notwithstanding the foregoing or anything in this Agreement to the contrary, Advertiser acknowledges that, although Publisher will use reasonable efforts to optimize the ranking of Advertiser's ads based on the selected keywords, Publisher makes no guarantee that Advertiser's search ranking position will be maintained or optimized. Advertiser agrees that Publisher will not be liable for any unfavorable ranking results of Advertiser's ads, whether such unfavorable results arise from the SEO Service or from an act or omission of the applicable search engine.

2.3. **Maps/Reputation Management Service.** This Service is designed to help Advertiser's business listing appear in the "Google Maps/Places" in response to searches for Advertiser's optimized keywords. Advertiser acknowledges that search results and search engine rankings are influenced by several factors, and Publisher does not guarantee any placement in the "Google Maps/Places" or a particular position or rank for Advertiser's website or business listing in any search results.

2.4. **Keywords.** Advertiser acknowledges and agrees that Publisher, in its discretion, may select keywords for the PPC and SEO campaigns and for Maps Reputation Management Services. Publisher will use reasonable efforts to use Customer provided keywords; however, Publisher cannot guarantee that all of the Customer's keywords will be used.

2.5. **Email Marketing Service.** Publisher's Email Service includes the creation of email marketing messages based on the Advertiser Content and transmission of email messages on behalf of Advertiser. Advertiser will have the opportunity to review and approve all email marketing messages prior to the launch of an email marketing campaign under the applicable Order. Publisher will determine the transmittal date and time. The Order will specify (i) whether Publisher or Advertiser determines the recipient list and (ii) the number of recipients and the number of transmittals to the recipient list. Publisher does not make any representations or warranties about deliverability or open rates. Upon request of Publisher, Advertiser will provide its Do-Not-Email list for Publisher's use in deleting addresses on such list from the recipient list. Advertiser represents and warrants that its Do-Not-Email list includes addresses for all recipients who have opted out of receiving emails from Advertiser.

2.6. **Social Media Service.** Publisher's Social Media Service includes the creation and maintenance of Advertiser's social media accounts (e.g., Facebook, Twitter, Instagram, Pinterest etc.) on the sites as agreed upon by Publisher and Advertiser. To the extent Advertiser's social media accounts are already claimed by Advertiser or its representative, Advertiser will provide administrative credentials for such social media outlets to enable Publisher to provide the Social Media Service as contemplated herein. Advertiser shall have the opportunity to review and approve all social media posts, tweets, and other social media statements or content prior to publication of the post, tweet, statement or other content distributed by or on behalf of Advertiser via Advertiser's social media accounts. Advertiser will ensure that all such content complies with applicable law and applicable social media service's terms of service, as such terms of service may be modified from time to time. Advertiser further acknowledges that Publisher does not operate or otherwise control any third-party social media service. Publisher is not responsible or otherwise liable for any inaccuracy on, or unavailability of, any third-party social media service.

2.7. **Web Design/Development/Hosting Service. [Desktop or Mobile]:** Publisher will design, develop, and/or update the Advertiser's website as part of this service. Publisher's Services may include hosting a website for Advertiser, including performing maintenance and controlling the functionality and accessibility of the website. Publisher may perform these Services directly or through a subcontractor. Advertiser is required to provide Publisher with its terms of use and privacy policy to be displayed on its website.

3. **Ancillary Services.** In connection Advertiser's subscription to with one or more of the Marketing Services described above, Publisher may provide the following ancillary Services:

3.1. **Proxy Sites.** Publisher may provide a mirrored version of the Advertiser's website ("Proxy Site"). In order to use the proxy service, (i) Advertiser's website must be operational, functional, and accessible through the Internet, and (ii) the URL visible above the Proxy Site to users clicking on the Advertiser's ad must reflect the website address for the Proxy Site and NOT that of the Advertiser's website. Advertiser agrees that Publisher is in no way responsible for the operation and functionality of the Advertiser's website. Advertiser agrees that it has all rights to the content on the Advertiser's existing website and Advertiser is able to grant the right to Publisher to use the content in connection with the Services.

3.2. **Call Recording Services.** If Advertiser elects to use the Call Recording Service in connection with one or more of the Marketing Services described in Section 1, above, Publisher will, on Advertiser's behalf, record (i) calls between Advertiser and its clients regarding the Services (the "Service Calls") and (ii) incoming calls to Advertiser from prospective clients of Advertiser (the "Inbound Calls") (collectively "Call Recording"). Advertiser acknowledges that the purpose for Call Recording is for auditing this Agreement and

the Services in the Order. Advertiser grants specific permission to Publisher to administer, monitor, use and access Call Recording and the content of the recorded calls as Advertiser's agent. Publisher will provide prompt disclosure in Call Recording that the Service Call or Inbound Call may be recorded ("**Recording Notification**"). Advertiser acknowledges that it is responsible for notifying and/or obtaining the consent to Call Recording from its representatives (including employees, agents and Independent contractors) who may be recorded in a Service Call or Inbound Call. For clarity, Advertiser acknowledges and agrees that Publisher is not responsible to provide any notice in connection with Call Recording other than Recording Notification. Advertiser specifically acknowledges that Publisher is not responsible to provide notice of rights of the Advertiser's clients and prospective clients relating to potentially confidential or privileged communications. Any notice required by law other than Recording Notification is the sole responsibility of the Advertiser.

4. Indemnification for Call Recording. Without limiting Advertiser's indemnification obligations under Section 8.1 of the Agreement, if Advertiser uses the Call Recording service, Advertiser agrees to indemnify and hold the Publisher Indemnitees harmless from and against any and all Losses arising out of a third-party claim resulting from (i) any failure by Advertiser to comply with the requirements of the Health Insurance Portability and Accountability Act of 1996, or (ii) Advertiser's use or misuse of the Call Recording service. Advertiser shall not use the Call Recording service to intimidate, harass, or otherwise violate the privacy or other rights of a caller and a Recorded Person. If Publisher learns about any alleged misuse of the Call Recording service, Publisher reserves the right to terminate the totality of Advertiser use of the Call Recording service without notice or liability.

5. Billing Cycle. When the Advertiser cancels an order early, the Advertiser will be billed through the next billing cycle. For example, if the Advertiser cancels prior to the end of the month, the Advertiser will be billed through the end of the next calendar month. If the Advertiser cancels prior to the end of the four (4) month minimum commitment, the Advertiser will be billed for four (4) full months. Upon cancellation, the Advertiser must notify Publisher in writing if the online advertising should cease, if no notice is provided, advertising will be active through the end of the commitment.

☐
☐

ADDENDUM C BRANDED CONTENT (Native Advertising)

Statement of Work

If Advertiser's Order includes Branded Content the following the terms and conditions set forth below will apply to each Order.

Content Distribution:

Media Company has a tiered distribution strategy to reach readers in multiple ways on desktop and mobile:

- *Editorial tiles on the homepage and section fronts throughout the promotional flight for each content piece.*
- *In-line article placements and run-of site display promotional units will run throughout the promotional flight .*
- *Promotion includes a thumbnail image and headline that drives readers to the Native Advertising. Media Company's team will create versions based on the approved Branded Content.*

Social: Recognizing the importance of social media in Branded Content campaign, the Media Company has a dedicated social media expert in-house who will manage all of Advertiser's social activity. Media Company will deliver social extensions for Advertiser's Branded Content across Facebook. . Media Company can review social Key Performance Indicators (KPI's) specific for Advertiser.

Campaign management:

- **Targeted promotions & dynamic optimization:** In order to drive audience engagement across all pieces of content, Media Company will have a measurement plan in place that includes real time analytics managed through your dedicated program manager. The program manager will seek to dynamically optimize all promotional tactics in real time toward the best possible performing placements across desktop and mobile. All promotional placements will run in relevant content sections (aside from homepage and section fronts) to drive reader response.
- **Reporting:** Media Company will provide content and social reporting.

Use of Branded Content by Advertiser:

- Advertiser may distribute the Branded Content (including videos if applicable) on the below channels as long as there is either attribution (which will be provided by Media Company) or a link back to the Branded Content. If there is a link to the Branded Content attribution is not required. Headlines and images that link back to Media Company do not require attribution. Only when the Branded Content is hosted in its entirety by Advertiser, Advertiser must provide attribution.
- Branded Content can only be hosted in its entirety after the first 30-days, and thereafter may be used on:
 - 1) any Advertiser digital owned asset (website, emails, Advertiser app);
 - 2) any non-owned platform where Advertiser has a presence (i.e., Facebook, Instagram, Twitter, social media sites, etc.); and
 - 3) as part of the content in its advertising brand media campaign.
- Distribution of the Branded Content (including videos) by Advertiser, is subject to the following conditions:
 - 1) Branded Content (including videos) shall be distributed and/or displayed without any edits or modifications; and
 - 2) Advertiser cannot attribute the Branded Content to USA TODAY or imply that the editorial or news staff of USA TODAY was involved in the creation of the articles or video. Advertiser can attribute the Branded Content to "GET Creative, a division of USA TODAY".

Labeling:

Media Company's legally approved label for custom content work is "Story From" which will be included in articles, listicles, video, infographics, Interactives, promotional units, and social media.

Cancellation Prior to Initial Campaign Launch Date:

Up to thirty (30) days prior to the first date of the campaign, Advertiser may cancel the campaign, with at least 30 days prior written notice to Media Company. Should the Advertiser cancel, it shall pay for any fees and costs associated with the Services completed up to the point of cancellation, and all non-cancellable costs and fees which are owed for third party contracts which cannot be cancelled.

Publicity

Advertiser agrees that Publisher may include Advertiser's name (including any trade name, trademark, service mark and logo) and any content produced by Publisher for Advertiser in case studies and for marketing purposes.

ADDENDUM D GET Creative

1. GET Creative Services, Include the following:

- (i) **Assigned Creative Director:** Your campaign will include an assigned Creative Director who will partner closely with you and your team to understand your brand needs and turn them into compelling brand stories.
- (ii) **Assigned Account Manager:** Your campaign will include a dedicated Account Manager to oversee the execution of all deliverables to fulfillment. The Account Manager will set up regular meetings (as needed) to discuss the status of all elements throughout the duration of the campaign.
- (iii) **Timelines:** GET Creative will provide detailed timelines of each deliverable at the start of the campaign. These timelines will vary based on the deliverable type and client review times. All deliverables will be provided for client review and approval. Client will receive up to two rounds of revisions for each deliverable.
- (iv) **Reporting:** USA TODAY will provide reporting on monthly basis.

2. Get Creative Intellectual Property: Client Content and Licensed Images

Any text, images, logos, trademarks, service marks, promotional materials, product or service information, comments, reviews, photos, audio and video clips and other information provided by Client ("Client Content") will remain the property of the Client and will be returned upon request, or no more than ten (10) days from the termination of Client's Marketing Services. Excluding Branded Content, if any, the results of any and all work performed by GET Creative for Client including original creative work, will be property of Client to the extent GET Creative has ownership of or applicable licenses to such content, such that it can transfer ownership or license such creative content to Client, provided that (i) GET Creative shall retain ownership of the design elements of such content, excluding any of Client's trade names, trademarks, service marks or logos or other proprietary elements that may be included within such content, but that predate the creation of the content, and (ii) Client shall receive only the license rights with respect to Licensed Images.

If and to the extent GET Creative provides any licensed graphics images, other than Client Materials in any of the resulting work product from the Marketing Services ("Licensed Images"), Client shall receive a limited, revocable license to use each such Licensed Image solely in the context of the resulting work product of the Marketing Services performed by GET Creative and may not otherwise copy, reproduce, republish, modify, upload, post, translate, distribute, transfer, transmit, display or otherwise distribute, assign, sublicense or transfer any rights in the Licensed Images in any way. Specific Licensed Images may be subject to additional restrictions or requirements, including disclaimers or attribution, or may require additional cost for sensitive uses that cast subjects in an unflattering manner that will be communicated to Client by GET Creative. Client further acknowledges and agrees that its rights in any Licensed Image are revocable, and GET Creative may withdraw such license(s) to any particular Licensed Image at any time, provided further, that so long as you continue to receive Marketing Services, GET Creative shall endeavor to replace any Licensed Image with a similar Licensed Image at no additional cost.

3. Publicity

Advertiser agrees that Publisher may include Advertiser's name (including any trade name, trademark, service mark and logo) and any creative produced by Publisher for Advertiser in case studies and for marketing purposes.

□

ADDENDUM E EVENT SPONSORSHIP

If Advertiser is purchasing a Sponsorship or receiving benefits in connection with a Publisher Event, as specified in the Advertising Commitment or the applicable Order, the terms and conditions below shall apply.

1. **Cancellations.** Sponsorship Fees (i.e., the amount listed on the Advertising Commitment) are non-refundable. Advertiser may not cancel or terminate its sponsorship. If an Event is cancelled by the Publisher and not rescheduled, the Advertiser may receive a refund of a portion of its Sponsorship Fee. The amount refunded will be determined after deducting (i) any non-refundable costs and expenses associated with the Event and (ii) any promotional advertising for the Event that has already been published or displayed. Any trade or complimentary advertising included in the Sponsorship Fee shall be forfeited.

2. **Content and Creative.** Publisher shall be solely responsible for creating all promotional materials (print and digital), signage, or program(s) for the Event or the Program. Advertiser shall be identified as a promotional sponsor of the Event or Program in the promotional materials, signage and program book (if applicable). Publisher has sole discretion to determine the volume, frequency, number of impressions of any advertising for the Event, placement of advertising (print and/or digital) and positioning of Advertiser's name. Publisher has sole discretion to determine if any radio, TV or billboard advertising will be provided.

3. **Limit of Liability.** Publisher is not liable for any interruption, error or omission regarding any advertising (print, online, or other media). Publisher is not liable for cancellation or rescheduling of an Event, due to unavailability of the venue where the Event is being held or due to circumstances beyond its control.

4. **Advertising Value.** The advertising value being provided to Advertiser shall apply solely to advertising and promoting the Event. Unused advertising will expire on the expiration date the sponsorship and will be forfeited. Advertising value cannot be bartered, sold, transferred to, or used, in whole or in part, by any third party. The advertising value may not be used to fulfill any other advertising commitment between Advertiser and Publisher.

5. **Renewal Option.** If the Sponsorship is for an annual Event, program, product, or service, the parties must agree in writing upon the terms of the renewal at least thirty (30) days prior to the end of the current Sponsorship. The renewal terms shall be stated in a new Advertising Commitment or Order.

6. **Insurance.** If the Sponsorship includes the Advertiser attending the Event (as exhibitor or vendor) to market its products and services, the Advertiser shall maintain insurance issued by a company reasonably acceptable to Publisher, for the following insurance: (i) commercial general liability insurance, including coverage for property damage, personal injury, or death in an amount of not less than One Million Dollars (\$1,000,000) per occurrence; (ii) automobile liability insurance in an amount of not less than One Million Dollars (\$1,000,000) per occurrence; (iii) worker's compensation insurance in amounts as statutorily required; (iv) product liability insurance in an amount of not less than \$1,000,000 per occurrence for bodily injury, illness, and property damage combined; and (v) professional liability insurance in amount of not less than One Million Dollars (\$1,000,000) per occurrence. A copy of the certificate(s) of insurance, naming the Publisher, Gannett Co., Inc., and its subsidiaries and affiliates as additional insureds, shall be provided to Publisher prior to the Event.

7. **Publicity.** Any press releases or public announcements regarding the Sponsorship which will include Publisher's name, are subject to Publisher's prior review and approval. Such approval may be granted or denied in Publisher's sole discretion.

October 21, 2025

Craig Treppa, Purchasing Agent
Purchasing Division
City of Warren

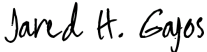
RE: Gannet Detroit Local IQ (Formerly Michigan.com) Sole Source Request

Dear Mr. Treppa:

A significant way that the City is able to reach a wide geographic area online and in print if necessary, is by utilizing the platforms for the Detroit News and Detroit Free Press. Gannet Detroit LocaliQ (Formerly Michigan.com) is the only direct resource for advertising on the platforms for the Detroit News and Detroit Free Press. Utilizing Recruitology and JobCase, LocaliQ also post on thejobnetwork.com, Google and over 800 other job opportunity websites, which reaches anyone with access to the internet. We are requesting the amount of \$25,000 annually to begin September 15, 2025. This amount is will cover the \$15,000 agreement with LocaliQ for 50 prepaid job advertisements at a significantly reduced cost. In the event that Human Resources needs to go outside of the 50 prepaid job advertisements, the additional \$10,000 appropriated would be available. We request your approval for the utilization of Gannet Detroit Local IQ (Formerly Michigan.com) as a sole source for the one-year period of September 15, 2025 through September 14, 2026.

Sincerely,

Signed by:


4879539F8E344BB...

Jared H. Gajos
Human Resources Director

RESOLUTION

Document No: SOL-W-1691

Product or Service: Advertising for Civil Service Position Openings

Requesting Department: Human Resources

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in Council Chambers located at Warren Community Center Auditorium, 5460 Arden Ave, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

Upon performing a diligent inquiry, the Human Resource Director has determined that it is necessary in the interest of the City, to award the advertisements of available City positions to the sole source provider, Gannett Detroit LocaliQ (formerly Michigan.com), P.O. Box 632097, Cincinnati, OH 45263, commencing, retro-actively, from September 15, 2025 through September 14, 2026, in an amount not to exceed \$25,000.00.

The City utilizes Gannett Detroit LocaliQ, the only direct resource for advertising in the Detroit News and Detroit Free Press, in order to reach a wide area of qualified and diverse applicants.

The purchasing agent has conducted a review and concurs with the sole source purchase.

Funds are available in the following Account: 101-1220-90000.

IT IS RESOLVED, that the award to Gannett Detroit LocaliQ (formerly Michigan.com) is hereby accepted for the period commencing, retro-actively, from September 15, 2025 and running through September 14, 2026, or upon City Council approval, whichever occurs later, in an amount not to exceed \$25,000.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☐ Cooperative Bid Document
☒ Contract
☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County,
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution
adopted by the Council of the City of Warren at its meeting held on
_____, 2025.

Sonja Buffa
City Clerk



October 20, 2025

Ms. Mindy Moore
Council Secretary
City of Warren

CITY ATTORNEY'S OFFICE

One City Square, Suite 400
WARREN, MI 48093
(586) 574-4671
Fax (586) 574-4530
www.cityofwarren.org

Re: Proposed Resolution Authorizing Statement of Work with Talent Smart, Inc. for Police Department to Conduct Multi-Agency Emotional Intelligence Training

Dear Council Secretary Moore:

Attached is a Statement of Work to develop the testing and Training platform and registration process for Emotional Intelligence Training program to be hosted by the Warren Police Department.

Police Commissioner Eric Hawkins is developing a program to train police officers from multiple agencies on emotional intelligence in policing. Talent Smart, Inc. will partner with the Police Department to provide the testing and assessment materials and educational curriculum needed to conduct the training and will manage the enrollment and billing.

On November 12, 2024 Council approved the training and resources for Warren Police Officers to become certified in emotional intelligence skills. Warren Police Officers certified as trainers through that initiative will be administering the tests and conducting the training for law enforcement personnel participating in the program. The training will be conducted at the Warren F.O.P. building. Talent Smart will pay \$400 for each in-person session at the F.O.P., and \$195 to the City of Warren for each participant after subtracting the F.O.P. fee.

The Statement of Work is attached for reference. As noted, the training will focus on developing emotional intelligence skills to enhance policing effectiveness.

If acceptable, please submit the attached resolution and corresponding materials to Council for consideration on Tuesday, October 28, 2025. If you should have any questions, please contact me at (586) 574-4585 or mmichaels@cityofwarren.org.

Signed by:
Respectfully,
Mary Michaels
Mary Michaels
Acting City Attorney

MM/vlt Ltr to M Moore – Talent Smart ID 115582

cc: Amy Wolff, Sr. V.P. of Client Solutions, TalentSmart
Kristina Battle, Budget Director
Capt. Brent Chisolm, Warren Police Dept.

Approved:
Signed by:
Eric Hawkins
Eric Hawkins
Police Commissioner

Approved:
Signed by:
Lori M. Stone
Lori M. Stone
Mayor

**RESOLUTION APPROVING STATEMENT OF WORK WITH TALENTSMART, INC.
RELATING TO POLICE DEPARTMENT PROGRAM TO CONDUCT
MULTI-AGENCY EMOTIONAL INTELLIGENCE TRAINING**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on October 28, 2025 at 7 p.m. Eastern _____ Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilpersons _____

ABSENT: Councilpersons _____

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

On November 12, 2024, Council approved the funding for Warren police officers to become certified in emotional intelligence police training through TalentSmart, Inc.

The Mayor and Police Commissioner are recommending that the Warren police department conduct emotional intelligence (EI) training to law enforcement personnel from multiple law enforcement agencies throughout the State.

TalentSmart is the only known proprietor that offers the platform for test and educational materials and to provide marketing, enrollment and billing services in connection with such EI training programs.

Council supports the initiative to foster emotional intelligence in policing methods.

TalentSmart will pay the City \$195 for each enrolled participant, and \$400 a day for the in-person sessions at the F.O.P Hall.

THEREFORE, IT IS RESOLVED, that the Mayor and Clerk are authorized to execute the Statement of Work with TalentSmart, Inc. to develop the testing and

curriculum platform and enrollment and billing for the Emotional Intelligence in Policing program.

IT IS FURTHER RESOLVED, that revenues from the program will be deposited into GL Ledger No. 101-0080-63800.

AYES: Councilpersons: _____

NAYS: Councilpersons: _____

RESOLUTION DECLARED ADOPTED this 28th day of October, 2025.

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on October 28, 2025.

SONJA BUFFA
City Clerk



Sole Source Statement

TalentSmart, Inc. (TalentSmartEQ) is in the business of providing emotional intelligence assessments, training and coaching. **Developing EQ™ in Policing** is available only through TalentSmartEQ. Trainer certification and all trainer and participant materials are not offered through distribution or any other organization.

The intellectual property in the **Developing EQ™ in Policing** training program is covered by all common law, statutory and regulatory rights including but not limited to the content, words, printed materials, technology, methods, websites, assessments, databases, design and images contained therein. All of the TalentSmartEQ proprietary property and all intellectual property of any kind associated therewith, arising therefrom and relating thereto, are the sole property of TalentSmartEQ.

Any use of the TalentSmartEQ training programs(s) and assessments, or any related materials, or TalentSmartEQ Proprietary Property, outside the parameters set forth in TalentSmartEQ's Trainer Agreements is strictly prohibited and will be deemed a material breach and will be a violation of state, federal and common law copyright and/or trademark laws.

TalentSmartEQ's program has four core EQ skills (self-awareness, self-management, social awareness, and relationship management) that contains best practices of adult learning design, such as individual reflection, dyadic and group discussion, video learning, large group plenary, and experiential learning, including the following program features:

1. Hollywood blockbusters to show examples of best and worst EQ moments
 2. Group activities and table discussions that encourage team building and sharing of ideas in a safe learning environment
 3. A debrief of the Emotional Intelligence Appraisal® gives participants a baseline for their EQ skills
 4. 66 strategies from Emotional Intelligence 2.0, to develop EQ, so that actionable and practical development plans can be created
- TalentSmartEQ's content can be customized, tailored, and delivered on multiple topics, such as de-escalation, training (firearms, defensive tactics, duty-to-intervene, defensive driving), leadership, mentoring/officer well-being, and community policing.
 - TalentSmart's TTT certification course can be customized for law enforcement to covers multiple topics, such as de-escalation, training (firearms, defensive tactics, duty-to-intervene, defensive driving), leadership, mentoring/officer well-being, and community policing.

CITY OF WARREN
Office of the Council Secretary

Item 4h

INTER-OFFICE COMMUNICATION

DATE: November 12, 2024

TO: Charles Rushton, Acting Police Commissioner

SUBJECT: Request of the Police Department to award the purchase of Emotional Intelligence Training to TalentSmart, Inc., in the amount of \$38,623.38. CONSIDERATION AND ADOPTION OF A RESOLUTION.

At a Regular meeting of the City Council held Tuesday, November 12, 2024, Council made the formal motion to approve the above listed item.

Trusting this information to be of value.



Mindy Moore
Council Secretary

cc: Attorney
Clerk
Mayor

4h

RESOLUTION

Document No: SOL-W-1361

Product or Service: Emotional Intelligence Training

Requesting Department: Police

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on November 12, 2024 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: Boike, Dwyer, Lafferty, Magee, Moore, Newnan, Rogensues

ABSENT: Councilmembers: None

The following preamble and resolution were offered by Councilmember Moore and supported by Councilmember Boike.

Upon performing a diligent inquiry, the Acting Police Commissioner has determined that it is necessary in the interests of the Police Department, and the City, to acquire Emotional Intelligence Training. Justification for a sole source provider include that the training agency, TalentSmart, Inc., is the sole proprietor of this training program and materials.

IT IS RESOLVED, that the sole source purchase though TalentSmart, Inc., 11526 Sorrento Valley Road, Suite A2, San Diego, CA 92121 is hereby accepted by City Council for the purchase of training, certification and materials in an amount of \$38,623.38.

The Purchasing Agent has conducted a review and concurs with the sole procurement.

Funds are available in the following Account 101-1301-82405 and will be reimbursed using MCOLES CPE Grand Funds.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☐ Contract
☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: Moore, Boike, Dwyer, Lafferty, Magee, Newnan, Rogensues

NAYS: Councilmembers: None

RESOLUTION DECLARED ADOPTED this 12th day of November, 2024.


Mindy Moore
Secretary of the Council



WARREN POLICE DEPARTMENT
29900 CIVIC CENTER BLVD.
WARREN, MI 48093
(586) 574-4700
FAX (586) 574-4362
www.cityofwarren.org

October 22, 2024

Craig Treppa
Warren City Hall
Purchasing
One City Square
Warren, Michigan 48093

**RE: Purchase request for Emotional Intelligence Training, Certification
and Materials Utilizing MCOLES CPE Grant Funds (Warren GL Account
#101-1301-82405)**

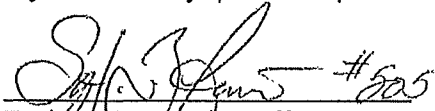
Dear Mr. Treppa,

The Warren Police Department is requesting to utilize **\$38,623.38** in appropriated MCOLES Continuing Professional Education (CPE) grant funds, which support the implementation of required annual in-service training standards for all licensed law enforcement officers in the State of Michigan.

The above listed price is the sum of two verified quotes from TalentSmartEQ listing the total costs for training, licensing and materials. Please see the attached sole source certification letter for additional information regarding TalentSmartEQ's proprietary and intellectual property.

We are requesting to purchase the TalentSmartEQ Emotional Intelligence training, certification and materials with funds from the MCOLES CPE account (**#101-1301-82405**). As you know, this account currently has \$112,500 budgeted for these items.

If you have any questions please contact me at 586-574-4768.


Zachery Lemond, Staff Sergeant
Administrative Services Bureau

TalentSmart^{EQ}

PROGRAM FACT SHEET

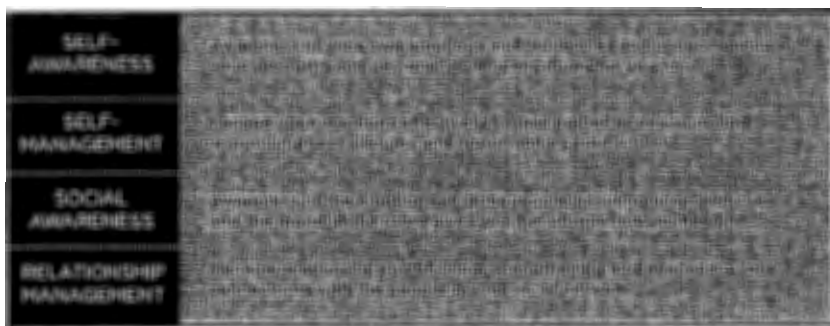
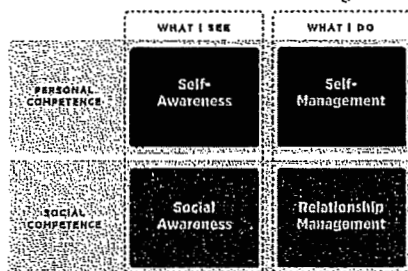
MASTERING
EQ[®]
LEVEL 1

"The daily challenge of dealing effectively with our emotions is critical because our brains are hard-wired to give emotions the upper hand."

Drs. Travis Bradberry and Jean Greaves
Emotional Intelligence 2.0

Emotional Intelligence Matters.

Whether you are aware of them or not, emotions are intertwined in everything you think, do, and say each day on the job, in your career and throughout your life. Emotional intelligence (EQ) is how you handle yourself and others on the job. Your EQ consists of four core skills:



Organizations that embrace EQ development within their workforce experience:

- Better team collaboration and improved productivity
- Keen resilience and effective leadership
- More engagement and increased work satisfaction
- Improved organizational culture

**This program has one purpose...
to elevate your learner's EQ...**

TalentSmart's *Mastering EQ[®] Level 1* will take participants far beyond knowing what EQ is and how they score on their first EQ assessment. In this in-person or virtual session, you'll discover the 66 strategies they can use right away to take their EQ to new heights.

Participant Learning Objectives

1. Discover what EQ is, why it matters in all aspects of life, and how to develop it to be more effective.
2. Increase awareness of emotions and the fundamental role they play at work and in life.
3. Explore the four EQ skills in action: Self-Awareness, Self-Management, Social Awareness, and Relationship Management.
4. Discuss real world examples and experience, what works and what doesn't work, and what to do moving forward.
5. Understand their current level of EQ (strengths and weaknesses) and where to focus their development.
6. Complete an EQ Development Plan to include one EQ goal and specific EQ practice strategies that will help achieve that.

Learning Features Included in the Emotional Intelligence Appraisal[®]

1. Comprehensive EQ scores, analysis, and recommended strategies based on the participants' unique score profiles, and goal-setting functionality.
2. EQ Application & Reflection to maximize the transfer of new insights.
3. 16 EQ lessons that include movies and TV clips with analysis—bringing EQ to life.
4. A scheduled re-test comes with a full change score report and recommended strategies based on new results.

PLAN YOUR TRIP

TalentSmart EQ

Washington D.C.

TRAVEL INFORMATION FOR EQ TRAIN-THE-TRAINER CERTIFICATION

WHAT TO EXPECT

Date & Time:

October 8-9, 2024 (Level 1)

October 10-11, 2024 (Level 2)

Each day, we will begin at 8:30 a.m. and end no later than 5 p.m., except for Friday when we will end by 2 p.m.

Breakfast and lunch will be provided. Breakfast will come in at 8 a.m., in case you would like to get an early start.

Dress: Business casual

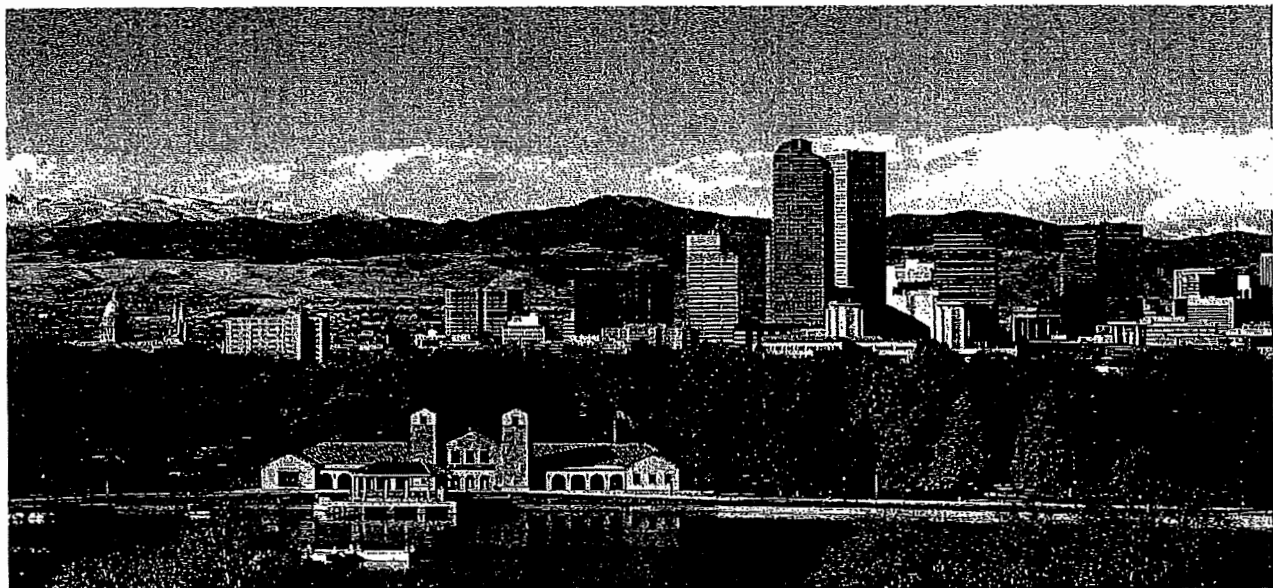
TRANSPORTATION

The hotel is 5 miles from the Ronald Reagan Washington National Airport (DCA) and 28 miles from the Washington Dulles International Airport (IAD). Uber, Lyft and Taxi service are available at both airports.

PROGRAM LOCATION

The Mayflower Hotel
1127 Connecticut Ave NW
Washington, DC 20036
Reservations: (202) 347-3000
TheMayflowerHotel.com

Rooms at The Mayflower Hotel are available on a first-come, first-served basis. There is no block of rooms reserved.



WHITE PAPER

TalentSmartEQ

WORLD'S #1 PROVIDER OF EMOTIONAL INTELLIGENCE

Emotional Intelligence in Law Enforcement

A career in law enforcement today is more complex than ever before. The current law enforcement climate can best be described as dangerous and tense, with brutality cases playing out in the media and plaguing police departments nationwide. Not only that, but the stress of a career in law enforcement comes at an extraordinary price.

A CLOSER LOOK...

Findings from a University at Buffalo study show that law enforcement officers are at a higher risk of a coronary event compared to average national standards; 72% of female officers and 43% of male officers have high cholesterol levels; and police officers as a group have higher-than-average pulse rates and diastolic blood pressure. The same study found that suicide rates were three times higher in police than in other municipal workers¹.

The TalentSmartEQ® Mastering EQ® training program has proven to yield significant improvements in behaviors that are critical to law enforcement organizations. Participants in the TalentSmartEQ Mastering EQ training program experienced a 93% improvement in their ability to handle conflict effectively, a 54% improvement in their ability to communicate clearly and effectively, and a 35% improvement in their ability to keep emotional outbursts from hindering their performance.

THE CASE FOR EQ IN LAW ENFORCEMENT

Law enforcement officers are thrown into dangerous, often traumatic, situations and must be equipped with more than just firearms. They need advanced emotional intelligence (EQ) strategies to help them problem solve in high-stress situations in the field and deal with the



difficult emotions that may come thereafter. Additionally, as representatives of the law, they are expected to serve as ethical citizens for members of the community to emulate.

According to a study of 137 leaders who took TalentSmartEQ's Emotional Intelligence Appraisal®-Me Edition (EIA-Me), researchers found a significant positive correlation between the overall EQ score and overall ethics as measured by a perception of ethical behavior².

Emotional intelligence is your ability to recognize and understand emotions in yourself and others, and to use this awareness to manage your behavior and relationships. EQ is made up of four core skills that pair up under two primary competencies: personal competence and social competence.

Personal Competence

Personal competence is made up of your self-awareness and self-management skills, which focus more on you individually than on your interactions with other people.

WHITE PAPER



WORLD'S #1 PROVIDER OF EMOTIONAL INTELLIGENCE

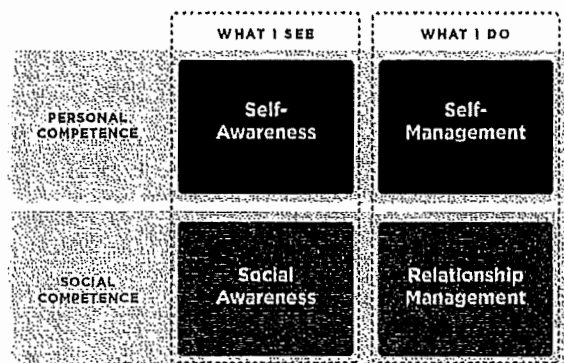
Personal competence is your ability to stay aware of your emotions and manage your behavior and tendencies.

- Self-Awareness is your ability to accurately perceive your emotions and stay aware of them as they happen.
- Self-Management is your ability to use awareness of your emotions to stay flexible and positively direct your behavior.

Social Competence

Social competence is made up of your social awareness and relationship management skills; social competence is your ability to understand other people's moods, behavior, and motives in order to improve the quality of your relationships.

- Social Awareness is your ability to accurately pick up on emotions in other people and understand what is really going on.
- Relationship Management is your ability to use awareness of your emotions and others' emotions to manage interactions successfully.



BRINGING IT ALL TOGETHER...

EQ training for law enforcement officers is not just recommended, it is crucial to the individual and the industry as a whole. The ability to remain calm under extreme stress—and the ability to then process that stress—should be a major talking point during an officer's days at the academy, and at continuing education courses throughout their career.

Helping your law enforcement professionals increase their EQ skills will make them more successful in handling conflict better, staying calm under high-pressure circumstances, maintaining a more efficiently run municipality, and ultimately creating a more peaceful community.

1. University at Buffalo, "Impact of Stress on Police Officers' Physical and Mental Health." ScienceDaily. (September 29, 2008). www.sciencedaily.com/releases/2008/09/080926105029.htm.
2. Ureta, Angie, Smothers, Gaye, & Hanson, Christopher. (2005). "Emotional Intelligence and Perception of Ethical Behavior." University of San Francisco.

For more information about the TalentSmartEQ® Mastering EQ® program, call 1-888-818-SMART, or visit us at www.TalentSmartEQ.com

TalentSmartEQ™

- TalentSmart's EQ program increases awareness and behavioral change by incorporating action plan using 66 EQ strategies and post course online video lessons.
- TalentSmart's EQ assessment is quick and simple – testing four EQ skills with 28 questions, whereas Blue EQ's assessment is very complex – testing 25 different dimensions...it's not digestible or even retainable for the average person.
- TalentSmart's EQ program creates a common EQ language across the entire organization that can be customized for specific employee groups, functions, or roles.

DEVELOPING EQ™ IN POLICING

The TalentSmartEQ Approach: EQ is a Power Skill, Not a Soft Skill!

POWERFUL

Data-driven assessments

Sophisticated, yet simple

Focused on the core skills linked
to performance

PRECISE

Backed by research

Accurate

Delivers individualized action
plan for
each learner

ACTIONABLE

Easy for participants to learn
and apply

Easy for trainers to master and
facilitate

Easy for organizations
to scale



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: OCTOBER 9, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: TRI-W-0803; RECOMMENDATION TO EXTEND THE AWARD FOR THE PURCHASE OF MISCELLANEOUS WIRES, TERMINALS, LIGHTING, AND ELECTRICAL SUPPLIES.

The Purchasing Division concurs with the Department of Public Works (DPW) and recommends that City Council extend the award for the purchase of Miscellaneous Wires, Terminals, Lighting, and Electrical Supplies from Terminal Supply Company, 1800 Thunderbird, Troy, MI 48084, utilizing the Farmington Hills Cooperative contract #FH-22-23-2357, for a one (1) year period in an annual amount not to exceed \$50,000.00.

The City of Farmington Hills was the lead agency for soliciting bids for a vendor to furnish Miscellaneous Wires, Terminals, Lighting, and Electrical Supplies. Farmington Hills awarded this bid to Terminal Supply Company on October 6, 2022 for a one (1) year period, with options to extend for four (4) additional one (1) year periods. This cooperative award allows the City of Warren to piggyback off of the Farmington Hills award at the same terms and conditions.

On September 2, 2025, the Farmington Hills City Council approved the third of four annual extensions with Terminal Supply Company. Prices increased by a total of 2%, which is allowed in the Farmington Hills contract. This recommendation before your honorable body is for City Council to approve the third of four annual extension periods in an amount not to exceed \$50,000.00.

If approved, this term will commence, retro-actively, on October 13, 2025.

Funds are available in the following DPW Account: 101-1442-86300.

Respectfully Submitted,

Signed by:

Shanah Turner

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M. Stone

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Lori M. Stone
Mayor



DEPARTMENT OF CENTRAL SERVICES

EXTENSION NOTICE NO. 3
9/02/2025
OF
AGREEMENT NO. FH- 22-23-2357

Miscellaneous Wire, Terminals, Lighting & Electrical Supplies

NAME & CONTACT INFO VENDOR: TERMINAL SUPPLY COMPANY 1800 Thunderbird Troy, MI 48084 Attn: Scott Leslie and Tom Barankowski <u>Scott.leslie@go2tsc.com</u> <u>Tom.baranowski@go2tsc.com</u>	CONTRACT TERM: October 13, 2022 – October 12, 2023 Renewal Extension 1– October 13, 2023 – October 12, 2024 Renewal Extension 2– October 13, 2024 – October 12, 2025 Renewal Extension 3– October 13, 2025 – October 12, 2026 Renewal Extension 4– October 13, 2026 – October 12, 2027
TERMS: Net 30	BUYER: Nikki Lumpkin (248) 871-2435
F.O.B.: Delivered	COOPERATIVE: N/A

NATURE OF CHANGE(S):

The City of Farmington Hills agrees to extend the contract for Miscellaneous Wire, Terminals, Lighting & Electrical Supplies for a one-year period with the afore listed contractor at an increase of 2% over the unit prices listed in the bid response.

Please note all other terms and conditions remain unchanged.

AUTHORITY/REASON:

Approved by the City Manager on 10/13/2022

TOTAL ESTIMATED AGREEMENT VALUE PER YEAR:

AS NEEDED AS BUDGET IS APPROVED

ACCEPTANCE OF EXTENSION 3

Company: TERMINAL SUPPLY COMPANY

Authorized Signature: _____

Title: President

Printed: Scott Leslie

Date: 9-19-25

DATE: October 9, 2025
TO: Craig Treppa, Purchasing Agent
FROM: Scott Raedel, Superintendent, Division of Public Works
RE: ITB-W-0803 Furnish miscellaneous lights, terminals and wiring connectors

Craig,

The Division of Public Works is recommending the award to supply lights, wires and miscellaneous electrical supplies be extended for one (1) additional year at a two (2) percent increase over last years contract. This award will be given to Terminal Supply Co. through a Farmington Hills Cooperative contract FH-22-23-2357.

This award will be for a one (1) year period (10/13/25 thru 10/12/26), with an option for one (1) additional year. The current agreement is not to exceed \$40,000. However, with the two (2) percent price increase and inflation, we are humbly asking for this contract not to exceed \$50,000.

Funds for this will be paid from DPW account 101-1442-86300.

I will be available to you or City Council for any questions in regards to this award by the Division of Public Works.

Respectfully,

Signed by:

A handwritten signature in black ink that reads "Scott Raedel". The signature is written in a cursive style with a loop at the end of the last name.

2848617D91374D2...

Scott Raedel
Superintendent
Division of Public Works

RESOLUTION

Document No: TRI-W-0803 (FH-22-23-2357) – Extension 3

Product or Service: Electrical Supply

Requesting Department: DPW

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

Pursuant to Section 2-344 of the Code of Ordinances, the City may either participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of any supplies, equipment, goods or services with one (1) or more public procurement units.

On Thursday, October 6, 2022, as the lead agency for soliciting bids, the City Council of Farmington Hills adopted a resolution to award the furnishing of Miscellaneous Wires, Terminals, Lighting, and Electrical Supplies (FH-22-23-2357) to Terminal Supply Company, 1800 Thunderbird, Troy, MI 48084, for a one (1) year period, with options to extend the agreement for four (4) additional one (1) year periods, commencing on October 13, 2022.

On September 2, 2025, The Farmington Hills City Council approved the third of four annual extensions with Terminal Supply Company, with the contractual price increase of 2%.

The Department of Public Works is recommending an award for the third of four annual extension periods, commencing retro-actively on October 13, 2025, in an annual amount not to exceed \$50,000.00, utilizing the Farmington Hills Cooperative contract #FH-22-23-2357.

Funds are available in account number: 101-1442-86300.

IT IS RESOLVED, that the award to Terminal Supply Company is hereby accepted by City Council for a one (1) year period, commencing retro-actively on October 13, 2025, in an annual amount not to exceed \$50,000.00, with the option to extend for one (1) additional one (1) year period, with the price increases of 2% for each annual extension period, with approval of Farmington Hills City Council and Warren City Council.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

- ☐ Proposal Documents
- ☒ Contract
- ☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2025.

Mindy Moore
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County,
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution
adopted by the Council of the City of Warren at its meeting held on
_____, 2025.

Sonja Buffa
City Clerk



October 8, 2025

TO: Warren City Council Secretary

RE: CONSIDERATION AND ADOPTION OF RESOLUTION to Award Bid and Approve Contract for City Project WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657) to the low bidder, Iron Forces LLC, in the low bid amount not to exceed \$65,000.00 and authorizing Mayor and Clerk to execute a Contract.

Electronic bids were received and publicly read aloud on October 1, 2025 for the City project WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657). The project was advertised on the BidNet (MITN) procurement system from September 17, 2025 through October 1, 2025.

The project work includes complete removal, offsite disposal, and replacement of the existing spiral staircase, entry/exit platforms and guardrail located in a confine space. Work also includes performing localized structural reinforced concrete repairs, prefabrication, welding and painting.

Iron Forces LLC is the low bidder, in the total bid amount of \$65,000.00 as can be seen in the attached tabulation of bids.

Based on the review of the bids by the City's WWTP staff, it is recommended that an award for Contract WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657) be made to the low bidder, Iron Forces LLC of 10526 Joy Road, Detroit, MI 48204, in the amount not to exceed \$65,000.00.

The contract form has been forwarded to the City Attorney's Office for review on September 24, 2025.

The availability of the funding for this contract, as stated in the attached City Council resolution, has been confirmed and approved by the Budget Director.

Please place this item on the next available City Council agenda for consideration.

WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657)
Award of Bid and Contract Recommendation
Page 2

Should you have any questions regarding this matter, I can be reached in my office at (586) 264-2530 ext. 8103.

Sincerely,

Read and Concurred:

Read and Concurred:

Signed by:



31ADDE96B061415...

Donna Dordeski, P.E.
WWTP Division Head

DocuSigned by:



A310AB08B8C84DD...

David Muzzarelli
Public Service Director

Signed by:



F6FDC83AE1C142B...

Kristina Battle
Budget Director

Read and Concurred:

Recommended to Council:

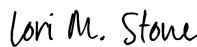
Signed by:



119800BF52344A1...

Mary Michaels
Acting City Attorney

Signed by:



D25EC28DD7A2480...

Lori Stone
Mayor

agc/dd

Attachments: Bid tabulation
 City Council Resolution



WASTE WATER TREATMENT PLANT
32360 Warkop
Warren, Michigan 48093
(586) 264-2530
www.cityofwarren.org

Bid Tabulation Summary:

**WWTP-25-001
Decant Tunnel Spiral Staircase Replacement
(ITB-W-1657)**

Bid Opening Date: October 1, 2025

<u>Bidder:</u>	<u>Total Bid Amount</u>
Iron Forces LLC	\$65,000.00
F.H. Paschen, S.N. Nielsen & Associates LLC	\$504,118.00



Bid Tabulation

City Project WWTP-25-001 (ITB-W-1657)

Decant Tunnel, Spiral Staircase Replacement

Bid Opening: 10/1/2025

				Iron Forces LLC 10526 Joy Rd Detroit, MI 48204		F.H. Paschen, S.N. Nielsen & Associates 407 E. Fort Street, Suite 500 Detroit, MI 48226	
ITEM No.	PAY ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Remove and Replace Spiral Staircase - Item 1	LS	1.0	\$ 37,000.00	\$ 37,000.00	\$ 450,709.00	\$ 450,709.00
2	Steel Guardrail - Item 2	LF	15.0	\$ 350.00	\$ 5,250.00	\$ 490.00	\$ 7,350.00
3A	Removal of Embedment Repair - Type 3A	EA	1.0	\$ 1,000.00	\$ 1,000.00	\$ 870.00	\$ 870.00
3B	Removal of Embedment Repair - Type 3B	EA	3.0	\$ 500.00	\$ 1,500.00	\$ 385.00	\$ 1,155.00
4A	Depth: 1" or Less Concrete Surface Repair- Type 4A	EA	5.0	\$ 250.00	\$ 1,250.00	\$ 410.00	\$ 2,050.00
4B	Depth: 1" to Less Than 3" Concrete Surface Repair- Type BA	EA	15.0	\$ 250.00	\$ 3,750.00	\$ 200.00	\$ 3,000.00
4C	Depth: 1" or Less Concrete Surface Repair- Type 4A	EA	5.0	\$ 500.00	\$ 2,500.00	\$ 1,070.00	\$ 5,350.00
5	Bonds and Insurance Expenses	EA	1.0	\$ 750.00	\$ 750.00	\$ 13,534.00	\$ 13,534.00
6	Mobilization, Demobilization and Site Cleanup	LS	1.0	\$ 2,000.00	\$ 2,000.00	\$ 10,100.00	\$ 10,100.00
7	Unforeseen Conditions Contingency	LS	1.0		\$ 10,000.00		\$ 10,000.00
				TOTAL BID AMOUNT		\$ 65,000.00	\$ 504,118.00

**RESOLUTION TO AWARD BID AND CONTRACT FOR
CITY PROJECT WWTP-25-001
DECANT TUNNEL SPIRAL STAIRCASE REPLACEMENT
ITB-W-1657
TO IRON FORCES LLC**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2025, at 7 p.m. Eastern _____ Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilpersons _____

ABSENT: Councilpersons _____

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

On October 1, 2025, bids were received for City Project WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657), pursuant to the standard electronic bid procedure.

The City Council has received and reviewed the bids as listed on the attached bid tabulation.

The WWTP Division Head and the Senior Facilities Engineer have recommended that the contract for City Project WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657), be awarded to the low bidder Iron Forces LLC in the amount not to exceed \$65,000.00.

Funding for this work is available in the Capital Outlays account 592-9047-98080.

The Contract Documents include the Advertisement, Instructions to Bidders, the Proposal and Legal Status of Bidders, Supplemental Specifications, the Contract, Performance Bond, Payment Bond for Labor, Materials and Equipment Rental, Maintenance and Guarantee Bond, the General Conditions Section – City of Warren Standard Specifications, the Technical Specifications, all Appendices included in the contract documents, and Addenda 1.

THEREFORE, IT IS RESOLVED, pursuant to the recommendation of the WWTP Division Head and the Senior Facilities Engineer, and subject to the execution of a written agreement by the City and to Iron Forces LLC, that the City Council by formal motion approves the award of bid and contract WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657) to the low bidder Iron Forces LLC in the amount not to exceed \$65,000.00.

IT IS FURTHER RESOLVED, that upon approval of the final contract in a form that meets with the approval of the City Attorney, together with all required insurance certificates, bonds and required documents, the Mayor and City Clerk are authorized to execute the contract WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657) to Iron Forces LLC, 10526 Joy Road, Detroit, MI 48204, in an amount not to exceed \$65,000.00, consistent with the terms of the bid for City Project WWTP-25-001, Decant Tunnel Spiral Staircase Replacement (ITB-W-1657), and the City of Warren WWTP Contract Documents.

AYES: Councilpersons: _____

NAYS: Councilpersons: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2025

MINDY MOORE
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)
) SS.
COUNTY OF MACOMB)

I, _____, duly elected City Clerk for the City of Warren,
Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the
resolution adopted by the Council of the City of Warren at its meeting held on
_____, 2025.

SONJA BUFFA
City Clerk