



PLANNING DEPARTMENT

ONE CITY SQUARE, SUITE 315

WARREN, MI 48093-5283

(586) 574-4687

Fax (586) 574-4645

www.cityofwarren.org

December 17, 2025

TO: Lori M. Stone, Mayor

FROM: Ronald F. Wuerth, Planning Director

RE: ACTIVE MOBILITY PLAN; The City of Warren, with assistance from The Greenway Collaborative, Inc., prepared a subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. The purpose of this plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. The draft plan can be accessed online at <https://walkbike.info/warren/> and on the Planning Department website at <https://www.cityofwarren.org/departments/planning-department/>. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ASLA, The Greenway Collaborative, Inc.); PANAP250001.

At a public hearing on October 20, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council to ADOPT the Active Mobility Plan.

You will find attached herewith a copy of the resolution, petitioner's letter, staff findings and recommendation, minutes, and draft plan in connection with this matter.

Should you and/or your staff wish to discuss the details of this project or to go over any of the items in this packet, myself and the Planning staff are available for assistance.

Sincerely,

A handwritten signature in blue ink that reads "Ronald F. Wuerth".

Ronald F. Wuerth, AICP
Planning Director

RFW/mzm

Attachments



PLANNING DEPARTMENT

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WARREN, MI 48093-5283

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December 17, 2025

TO: Mindy Moore, Secretary
Warren City Council

FROM: Mayor, Planning Commission, and Planning Director

RE: ACTIVE MOBILITY PLAN; The City of Warren, with assistance from The Greenway Collaborative, Inc., prepared a subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. The purpose of this plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. The draft plan can be accessed online at <https://walkbike.info/warren/> and on the Planning Department website at <https://www.cityofwarren.org/departments/planning-department/>. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ASLA, The Greenway Collaborative, Inc.); PANAP250001.

At a public hearing on October 20, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council to ADOPT the Active Mobility Plan.

You will find attached herewith a copy of the resolution, petitioner's letter, staff findings and recommendation, minutes, and draft plan in connection with this matter.

Please schedule this matter for formal action by the City Council. If you have any questions or need additional information, please contact the Planning Director, Ronald Wuerth.

Thank you for your cooperation in this matter.

Respectfully submitted,

Read and Concur:

Mahmuda Mouri
Commission Secretary

MM/mzm

Attachments

Signed by:

Lori M. Stone

Mayor

5849573E57F248E...

RESOLUTION FOR THE ACTIVE MOBILITY PLAN
(PANAP250001)

A regular meeting of the City Council of the City of Warren, Macomb County, Michigan held on _____, 2026, at 7:00 p.m. Eastern Daylight Savings Time in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan, 48092.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Councilmember _____ and supported by Councilmember _____:

The City of Warren Planning Commission, in accordance with the procedures and requirements of the Michigan Planning Enabling Act, Public Act 33 of 2008 ("the Act"), is in the process of preparing an Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan, as a forward-looking vision to improve walking, biking, and other non-motorized transportation options throughout the City of Warren.

The purpose of the plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. It provides a guide for future investments in infrastructure, programs, and policies to support active mobility. This plan also aims to improve public health, environmental sustainability, transportation equity, and economic development. It aligns with national and regional best practices while offering practical, locally focused solutions for Warren's unique needs.

The Planning Commission, through the certified professional consulting firm, The Greenway Collaborative, Inc., performed studies, surveys, and careful analysis of public interests, present conditions, and future growth trends as the framework for the proposed Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan.

WHEREAS, on January 12, 2021, the City Council by formal motion, APPROVED the City of Warren Master Plan; and

WHEREAS, on February 27, 2024, the City Council made the formal motion to award RFP-W-0909 for furnishing a Non-Motorized Transportation Plan (now known as the Active Mobility Plan) for the City of Warren to The Greenway Collaborative, Inc., per the request of the RFP review panel; and

WHEREAS, on June 28, 2024, Planning Staff mailed the distribution letter to surrounding municipalities, county and regional planning agencies, school districts, utility companies, and railway companies seeking comment on the Active Mobility Plan. The recipients of the letter were directed to the City of Warren website (direct link provided) to view the draft document online. No entity contacted the Planning Department for additional information after the mailing; and

WHEREAS, on July 25, 2024, a steering committee was formed that included the Mayor, City Council President, Planning Commission member, an Environmental Advisory Committee member, and City staff (Planning, Engineering, Parks and Recreation, Police, and Economic Development); and

WHEREAS, there has been significant public outreach throughout the course of this project. Prior to events, posters and lawn signs were placed at City facilities (City Hall, Community Center, Libraries, etc.) and water bills contained the events and survey information. The Communications Department was also utilized to advertise on the City's website and social media. A website, that can be accessed through the Planning Department page of the City's website or accessed directly at <https://walkbike.info/warren/>, has been maintained with the most up-to-date information throughout the process; and

WHEREAS, during the summer of 2024, during the online input phase, 220 surveys and 86 online map comments were provided. During the 2024-2025 online input phase, 225 surveys were completed; and

WHEREAS; the consultants, The Greenway Collaborative, Inc., hosted two (2) pop-up events; August 16, 2024 at the Butcher Park "It's Not Just a Park, It's an Adventure" event and on August 24, 2024 at the Birthday Bash. They engaged with about 30 people at each event; and

WHEREAS, on August 29, 2024, from 6:00 p.m. to 8:00 p.m. at City Hall, in the First Floor Conference Room, an Active Mobility Plan Workshop took place. A short presentation was provided along with opportunities for participants to bring up changes they would like to see. There were 18 people in attendance; and

WHEREAS, on December 11, 2024, from 6:00 p.m. to 8:00 p.m. at Maybelle Burnette Library, there was an Open House Event where there was a presentation and discussion of the preliminary plan. A head count of 20 people was taken; however, there were also online participants; and

WHEREAS, on September 4, 2025, The Greenway Collaborative, Inc. completed their preliminary draft of the plan and it became available for review and comment online at <https://walkbike.info/warren/>; and

WHEREAS, on October 1, 2025, a notice was published in the Warren Weekly, a paper of general circulation in the City of Warren, that the Planning Commission would hold a public hearing on October 20, 2025 in the Council Chambers at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan 48092, to consider a resolution for the Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan; and

WHEREAS, on October 6, 2025, an administrative hearing presentation of the draft document was made to the Planning Commission. Norman Cox, President of The Greenway Collaborative, Inc., presented the draft document along with a PowerPoint presentation. He encouraged the public to provide additional feedback prior the October 20, 2025 Planning Commission meeting. Questions and answers were opened after the presentation; and

WHEREAS, on October 20, 2025, a public hearing was held before the Planning Commission wherein the proposed resolution for the draft Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan, was considered, and the Planning Commission reviewed evidence concerning compliance with all laws and fines; and

WHEREAS, at said hearing on October 20, 2025, the Planning Commission recommended approval of the Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan; and

WHEREAS, on November 17, 2025, email correspondence from The Greenway Collaborative, Inc. was submitted to the Planning Commission containing a summary of the following updates that were made to the draft plan:

Page 29:

- Updated the “*9 Mile Road: Near-Term Option*” map to include a line showing the Stephens Road Greenway, with a note indicating that the Stephens Road Greenway Project has been awarded a SEMCOG grant.

Page 38:

- Corrected spelling errors on the map; Ryan Road and Dequindre Road were labeled incorrectly.

Page 41:

- In response to public input received at the October Planning Commission meeting, revised the page to include:
 - Updated page title to “*Conceptual Nature Trails on City Property along Red Run.*”
 - Removal of parking lots and sledding hill.
 - Added roadway, park, and drain labels for clarity.

Page 42:

- Replaced the existing graphic with the most recent preliminary drawing for the proposed bridge over the Red Run Drain.

These revisions reflect public input from recent meetings and staff discussions to improve accuracy and clarity while maintaining the plan's original intent; and

WHEREAS, the Planning Commission of the City of Warren resolves that the draft Active Mobility Plan be submitted to the Council of the City of Warren and said subplan to the 2021 City of Warren Master Plan be recommended for adoption; and

NOW THEREFORE, BE IT RESOLVED, that the Council of the City of Warren hereby adopts the draft Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2026.

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 _____, 2026.

SONJA BUFFA
City Clerk

Drafted by:
Melissa Z. Maisano
City of Warren, Planning Department
One City Square, Suite 315
Warren, Michigan 48093-5285

When recorded return to:
City Clerk
City of Warren
One City Square, Suite 205
Warren, Michigan 48093-5285

RESOLUTION

A regular meeting of the Planning Commission of the City of Warren, Macomb County, Michigan, held on October 20, 2025, at 7:00 p.m. Eastern Daylight Savings Time in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan, 48092.

PRESENT: Sultana Chowdhury, Andrey Duzyj, Michael Holowaty, Syed Hoque,
Mahmuda Mouri, Warren Smith

ABSENT: Delwar Ansar, Merle Boniecki

The following preamble and resolution were offered by Commissioner Holowaty and supported by Commissioner Hoque.

The City of Warren Planning Commission, in accordance with the procedures and requirements of the Michigan Planning Enabling Act, Public Act 33 of 2008 ("the Act"), is in the process of preparing an Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan, as a forward-looking vision to improve walking, biking, and other non-motorized transportation options throughout the City of Warren.

The purpose of the plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. It provides a guide for future investments in infrastructure, programs, and policies to support active mobility. This plan also aims to improve public health, environmental sustainability, transportation equity, and economic development. It aligns with national and regional best practices while offering practical, locally focused solutions for Warren's unique needs.

The Planning Commission, through the certified professional consulting firm, The Greenway Collaborative, Inc., performed studies, surveys, and careful analysis of public interests, present conditions, and future growth trends as the framework for the proposed Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan.

WHEREAS, on January 12, 2021, the City Council by formal motion, APPROVED the City of Warren Master Plan; and

WHEREAS, on February 27, 2024, the City Council made the formal motion to award RFP-W-0909 for furnishing a Non-Motorized Transportation Plan (now known as the Active Mobility Plan) for the City of Warren to The Greenway Collaborative, Inc., per the request of the RFP review panel; and

WHEREAS, on June 28, 2024, Planning Staff mailed the distribution letter to surrounding municipalities, county and regional planning agencies, school districts, utility companies, and railway companies seeking comment on the Active Mobility Plan. The recipients of the letter were directed to the City of Warren website (direct link provided) to view the draft document online. No entity contacted the Planning Department for additional information after the mailing; and

WHEREAS, on July 25, 2024, a steering committee was formed that included the Mayor, City Council President, Planning Commission member, an Environmental Advisory Committee member, and City staff (Planning, Engineering, Parks and Recreation, Police, and Economic Development); and

WHEREAS, there has been significant public outreach throughout the course of this project. Prior to events, posters and lawn signs were placed at City facilities (City Hall, Community Center, Libraries, etc.) and water bills contained the events and survey information. The Communications Department was also utilized to advertise on the City's website and social media. A website, that can be accessed through the Planning Department page of the City's website or accessed directly at <https://walkbike.info/warren/>, has been maintained with the most up-to-date information throughout the process; and

WHEREAS, during the summer of 2024, during the online input phase, 220 surveys and 86 online map comments were provided. During the 2024-2025 online input phase, 225 surveys were completed; and

WHEREAS; the consultants, The Greenway Collaborative, Inc., hosted two (2) pop-up events; August 16, 2024 at the Butcher Park "It's Not Just a Park, It's an Adventure" event and on August 24, 2024 at the Birthday Bash. They engaged with about 30 people at each event; and

WHEREAS, on August 29, 2024, from 6:00 p.m. to 8:00 p.m. at City Hall, in the First Floor Conference Room, an Active Mobility Plan Workshop took place. A short presentation was provided along with opportunities for participants to bring up changes they would like to see. There were 18 people in attendance; and

WHEREAS, on December 11, 2024, from 6:00 p.m. to 8:00 p.m. at Maybelle Burnette Library, there was an Open House Event where there was a presentation and discussion of the preliminary plan. A head count of 20 people was taken; however, there were also online participants; and

WHEREAS, on September 4, 2025, The Greenway Collaborative, Inc. completed their preliminary draft of the plan and it became available for review and comment online at <https://walkbike.info/warren/>; and

WHEREAS, on October 1, 2025, a notice was published in the Warren Weekly, a paper of general circulation in the City of Warren, that the Planning Commission would hold a public hearing on October 20, 2025 in the Council Chambers at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan 48092, to consider a resolution for the Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan; and

WHEREAS, on October 6, 2025, an administrative hearing presentation of the draft document was made to the Planning Commission. Norman Cox, President of The Greenway Collaborative, Inc., presented the draft document along with a PowerPoint presentation. He encouraged the public to provide additional feedback prior the October 20, 2025 Planning Commission meeting. Questions and answers were opened after the presentation; and

WHEREAS, on October 20, 2025, a public hearing was held before the Planning Commission wherein the proposed resolution for the draft Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan, was considered, and the Planning Commission reviewed evidence concerning compliance with all laws and fines; and

WHEREAS, at said hearing on October 20, 2025, the Planning Commission recommended approval of the Active Mobility Plan, a subplan to the 2021 City of Warren Master Plan; and

WHEREAS, on November 17, 2025, email correspondence from The Greenway Collaborative, Inc. was submitted to the Planning Commission containing a summary of the following updates that were made to the draft plan:

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- Updated the “*9 Mile Road: Near-Term Option*” map to include a line showing the Stephens Road Greenway, with a note indicating that the Stephens Road Greenway Project has been awarded a SEMCOG grant.

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Page 42:

- Replaced the existing graphic with the most recent preliminary drawing for the proposed bridge over the Red Run Drain.

These revisions reflect public input from recent meetings and staff discussions to improve accuracy and clarity while maintaining the plan's original intent; and

NOW THEREFORE, BE IT RESOLVED, that the draft Active Mobility Plan be submitted to the Council of the City of Warren and said subplan to the 2021 Master Plan be recommended for adoption.

RESOLUTION adopted at the meeting of October 20, 2025.

AYES: Sultana Chowdhury, Andrey Duzyj, Michael Holowaty, Syed Hoque,
Mahmuda Mouri, Warren Smith

NAYS: NONE

PLANNING COMMISSION OF THE CITY OF WARREN



Warren Smith, Chair



Mahmuda Mouri, Secretary



PLANNING DEPARTMENT

ONE CITY SQUARE, SUITE 315

WARREN, MI 48093-5283

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October 21, 2025

Norman Cox, PLA, ASLA
Carolyn Prudhomme, PLA, ASLA
The Greenway Collaborative, Inc.
102 Nickels Arcade
Ann Arbor, MI 48104

RE: ACTIVE MOBILITY PLAN; The City of Warren, with assistance from The Greenway Collaborative, Inc., prepared a subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. The purpose of this plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. The draft plan can be accessed online at <https://walkbike.info/warren/> and on the Planning Department website at <https://www.cityofwarren.org/departments/planning-department/>. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ASLA, The Greenway Collaborative, Inc.); PANAP250001.

Dear Mr. Cox and Ms. Prudhomme;


At its meeting of October 20, 2025, the City of Warren Planning Commission voted to recommend for **APPROVAL** the above-described Active Mobility Plan, with the Commission's final recommendation to be forwarded to City Council for approval.

If any changes are proposed to the draft plan, please forward the revision(s) to the Planning Department by Tuesday, November 4, 2025 so the proper documentation can be included when the packet is prepared for City Council submission.

The Planning Department will be in touch with more information once City Council schedules a public hearing date.

Should you have any questions, please do not hesitate to contact our office at 586-574-4687.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mahmuda Mouri', written over a horizontal line.

Mahmuda Mouri
Commission Secretary

MM/mzm

cc: Mayor
Ronald F. Wuerth, Planning Director
Mary Michaels, Acting City Attorney
Tina Gapshes, City Engineering
Olivia Girimonte, Civil Engineer
Jason Spiller, Parks and Recreation Director
David Klein, Parks and Recreation Assistant Director

6a.) ACTIVE MOBILITY PLAN (SECOND PUBLIC HEARING); A subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ALSA, The Greenway Collaborative, Inc.)
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October 20, 2025
Page 1

FINDINGS

1. This is the first Active Mobility Plan for the City of Warren. It is a subplan to the 2021 Master Plan.

As stated on page 6, The purpose of the plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. It provides a guide for future investments in infrastructure, programs, and policies to support active mobility. This plan also aims to improve public health, environmental sustainability, transportation equity, and economic development. It aligns with national and regional best practices while offering practical, locally focused solutions for Warren's unique needs.

There has been significant public outreach throughout the course of this project. Prior to events, posters and lawn signs were placed at City facilities (City Hall, Community Center, libraries, etc.) and water bills contained the events and survey information. We also utilized the Communications Department to advertise on the City's website and social media. A website, that can be accessed through the City's website (Planning Department page) or accessed directly <https://walkbike.info/warren/> has been maintained with the most up-to-date information throughout the process.

During the summer of 2024, during the online input phase, 220 surveys and 86 online map comments were provided. During the 2024-2025 Online input phase, 225 surveys were completed.

The consultants, The Greenway Collaborative, Inc., hosted two (2) pop-up events; August 16, 2024 at Butcher Park - It's Not Just a Park, It's an Adventure event and on August 24, 2024 at the Birthday Bash. They engaged with about 30 people at each event.

Additionally, a steering committee was formed that included the Mayor, City Council President, Planning Commission member, an Environmental Advisory Committee member, and City staff (Planning, Engineering, Parks and Recreation, Police, and Economic Development).

6a.) ACTIVE MOBILITY PLAN (SECOND PUBLIC HEARING); A subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ALSA, The Greenway Collaborative, Inc.)
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2. CURRENT STATUS OF THE PLAN:

- a) Consistent with the provision of the Michigan Public Act 33 of 2008, as amended (the Michigan Planning Enabling Act). Section 35 Subplan; adoption and Section 45 extension, addition, revision, or other amendment to Master Plan; adoption; procedures; review and findings were followed during the course of this project.
- b) On October 6, 2025, an administrative hearing presentation of the draft document was made to the Planning Commission. Questions and answers were opened after the presentation. Norm Cox, President of The Greenway Collaborative, Inc. presented the draft document along with a PowerPoint presentation. He encouraged the public to provide additional feedback prior the October 20, 2025 Planning Commission meeting.
- c) On October 1, 2025, notice was given in the Warren Weekly for the October 20, 2025 public hearing before the Planning Commission.
- d) On September 4, 2025, The Greenway Collaborative, Inc. completed their preliminary draft of the project and it became available for review and comment online at <https://walkbike.info/warren/>. A public hearing will take place on October 20, 2025, meeting the 42-day review period pursuant to the Michigan Planning Enabling Act, Public Act 33 of 2008.
- e) On December 11, 2024, from 6:00 pm to 8:00 pm at Maybelle Burnette Library, there was an Open House Event where there was a presentation and discussion of the Preliminary Plan. A head count of 20 people was taken, however there were also online participants.
- f) On August 29, 2024, from 6:00 pm to 8:00 pm at City Hall, in the First Floor Conference Room, an Active Mobility Plan Workshop took place. A short presentation was provided along with opportunities for participants to bring up changes they would like to see. There were 18 people in attendance.
- g) On June 28, 2024, Planning Staff mailed the distribution letter to surrounding municipalities, county and regional planning agencies, school districts, utility companies, and railway companies seeking comment on the Active Mobility Plan. The recipients of the letter were directed to the City of Warren website (direct link provided) to view the draft document online. No entity contacted the Planning Department for additional information after the mailing.

6a.) ACTIVE MOBILITY PLAN (SECOND PUBLIC HEARING); A subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ALSA, The Greenway Collaborative, Inc.)
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- h) On February 27, 2024, the City Council made the formal motion to award RFP-W-0909 for furnishing a non-motorized transportation plan for the City of Warren to The Greenway Collaborative, Inc., per the request of the RFP review panel.

NOTE: The name of the project was re-named to Active Mobility Plan at the first meeting between City staff and The Greenway Collaborative, Inc. staff. However, the details of the RFP remain the same.

- i) On January 12, 2021, the City Council by formal motion, APPROVED the City of Warren Master Plan.

NOTE: The 2021 City of Warren Master Plan contains chapters that provide information related to active mobility such as the *Community Facilities and Services*, *Parks and Recreation*, and *Transportation* chapters. The last chapter, *Integration and Implementation* provides the action plan for several goals related to the public feedback received throughout the master planning process. Under the goal to “create complete neighborhoods” (page 116), one of the action items is to “strengthen connections to the mixed-use nodes with pedestrian and bicycle friendly features”. Under the goal to “design streets that are safe and convenient for all users” (page 118), some of the actions listed are, “adopt a complete streets policy, develop a corridor plan that adopts a complete street model, invest in multimodal infrastructure based on the Transportation Investment Priorities: map, and develop bicycle lanes that are protected from vehicles.” Under the goal to “expand cultural, entertainment, and artistic opportunities” (page 122), one of the actions includes “converting the ITC trail into a multi-lane path”.

3. THE PRINCIPAL REASONS FOR PREPARING THE ACTIVE MOBILITY PLAN, A SUBPLAN TO THE 2021 MASTER PLAN ARE AS FOLLOWS:

- a) Provide an overview of existing conditions within the City of Warren, which will help when considering the future needs of the residents.
- b) Undertake a survey of City residents to provide an increased awareness of the City’s active and non-motorized needs.
- c) Identify deficiencies and needs which City-level services can address.
- d) Develop policies and programs for supporting active mobility.

6a.) ACTIVE MOBILITY PLAN (SECOND PUBLIC HEARING); A subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ALSA, The Greenway Collaborative, Inc.)
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- e) Include identifying funding and maintenance strategies and ideas that could be implemented for active mobility projects. Provide opportunities for grants and other funding sources.
- f) Prepare a Plan to serve as a functional and practical guide for the development of activity mobility that will create a safer, more economically friendly, and inclusive community for the future of Warren.

6a.) ACTIVE MOBILITY PLAN (SECOND PUBLIC HEARING); A subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ALSA, The Greenway Collaborative, Inc.)
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RECOMMENDATION

The purpose of the public hearing is for the Planning Commission to receive public comment. The Commission, in turn, directs the Planning Department and City Attorney to add any suggested changes.

Therefore, it is recommended that the Active Mobility Plan, a subplan to the 2021 Master Plan, be APPROVED in consideration and forward the Commission's final recommendation to City Council for approval.

MOTION:

A motion was made by Commissioner Duzyj to amend the agenda to remove item 7F, supported by Commissioner Holowaty.

ROLL CALL:

The motion carried as follows:

Commissioner Ansar.....	Yes
Commissioner Duzyj.....	Yes
Commissioner Holowaty.....	Yes
Commissioner Hoque.....	Yes
Vice Chair Boniecki.....	Yes
Chair Smith.....	Yes

Chair Smith – We also need to make a motion to appoint Commissioner Boniecki as Acting Secretary.

MOTION:

A motion was made by Commissioner Duzyj to approve Vice Chair Boniecki as Acting Secretary for this meeting, supported by Commissioner Holowaty. A voice vote was taken and the motion carried unanimously.

MOTION:

A motion was made by Commissioner Duzyj to approve the agenda as amended, supported by Commissioner Holowaty. A voice vote was taken and the motion carried unanimously.

4B. APPROVAL OF MINUTES – SEPTEMBER 22ND, 2025:

MOTION:

A motion was made by Commissioner Holowaty to approve, supported by Commissioner Duzyj. A voice vote was taken and the motion carried unanimously.

5. ADMINISTRATIVE HEARING – ACTIVE MOBILITY PLAN:

Mr. Ron Wuerth – Good evening, Warren Planning Commission, I am your Director, Ron Wuerth. I am proud tonight to introduce the presentation of a new subplan of the City of Warren Master Plan that was approved in 2021. This subplan is called the Active Mobility Plan for the City of Warren.

In 2024, the City Council approved the RFP and awarded it to the consulting group of Greenway Collaborative and Fishbeck Consultants, headlined by Norm Cox and Carolyn Prudhomme. The City Staff included me, Michelle Katopodes, and others. A Steering Committee included Mayor Lori Stone, City Council President Angela Rogensues, Planning Commissioner Syed Houque, and several others. The term Active Mobility means that it is a network of paths used by bicyclists, scooters, walkers, joggers, and those people who utilize accessible vehicles and more.

Bikeways are proposed by way of singular paths to complex designs on major roadway corridors. So, with that said, Michelle Katopodes will provide more details regarding the process that went into designing the citywide network, and Norm Cox will bring it all together and answer any and all questions that the public and the Planning Commission may have. Thank you.

Ms. Michelle Katopodes – Good evening, Planning Commission, my name is Michelle Katopodes and I am the Assistant Planning Director. To continue on with what the Planning Director was saying, beginning at our first meeting that we had between City Staff and the Greenway Collaborative back in May of 2024, we established a biweekly check-in that would take place with a small group of City Staff that would help us review and guide the progress of the document.

I just want to note that there was significant public outreach throughout the course of this project. Prior to any event, we would put posters and lawn signs at different City facilities, such as City Hall, here at the Community Center, and the City Libraries. The Warren water bill flyers were used to advertise project events and survey information. We also utilized the Communications Department to advertise on the City's website and social media.

Additionally, a website was created that can be accessed through the Planning Department page or accessed directly at walkbike.info/warren and this website has been maintained by the Greenway Collaborative with the most up-to-date information throughout this entire process.

Mary Clark CER-6819
October 6th, 2025

Also, during the summer of 2024, during the online input phase, there were 220 surveys and 86 online map comments that were provided, and during the 2024/2025 online input phase, there were 225 surveys completed. On September 4th, 2025, the Greenway Collaborative completed the preliminary draft of the project and it became available for review and comment online at the website I already mentioned.

A public hearing will take place on October 20th at our next Planning meeting, this is pursuant to the Michigan Planning Enabling Act, which will meet the 42-day review period. The Active Mobility Plan is a subplan to the 2021 Master Plan. Tonight, within this review period, Norm Cox, President of the Greenway Collaborative, will present the draft document to the Planning Commission and to the members of the public. We will have questions and answers after the presentation. So, with that, I'll introduce Norm Cox.

Mr. Norm Cox – Thank you, Ron, Michelle, Chairman, Commissioners, I appreciate the opportunity to be here tonight. This is a 178-page report, so we are going to cover a few highlights this evening before we get into any questions. Some of the key takeaways, I think Ron and Michelle kind of covered how this plan came together, and I think the key thing to reiterate is this was a community driven process.

The plan is put together in five chapters really. The first one is an Overview and Process, how we got to the recommendations and some of the key takeaways that we got from the public engagement that drove the design. Chapter two is what we call the Active Mobility Network; these are the physical improvements that we are recommending as part of the plan. Chapter three, the Policies and Programs; the things that happen at the City Staff and the Administrative level that really makes sure this plan comes together and gets implemented. Then the Implementation Strategies to kind of get it put on the ground. Then chapter five, how do we Fund and build this and how do we Maintain it. In the Appendix for those people who really want to get into the details on all the public engagement and all the detailed inventory analysis.

I think we have covered the Acknowledgements pretty well so far; I just again want to thank all the Warren residents who took the time to participate in the events, the pop-up events, and the surveys, really, that is what drove the plan.

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If we get to the Purpose of the Plan, it's really to focus on the high impact achievable network. We want to highlight where to prioritize investments throughout the City and then where we have some more detailed recommendations. For key quarters that we see as a catalyst, not just proof of concept of what we are trying to do but really help from an economic development standpoint what's happening along these corridors.

We also outlined the key policies and programs to support that implementation. So, why this matters, is what we heard from the residents, is they really do want safer streets, better sidewalks, and more bicycle connections. We saw a lot of urgent safety concerns in our analysis that we need to address. We also need to recognize that not everyone has access to automobiles at all times of their lives. There are temporary or permanent ways that people do not have access to automobiles, we want everyone to be able to move around the City with independence and dignity to get to their destinations. We want to support healthy and affordable travel options, we want to get access to jobs, schools, services, and really work to boost the local economy, and I think underline all this is improve the quality of life for the community.

So, this is connected to a much larger vision from the Statewide Iron Belle. This is one of the key gaps that are still remaining in the bicycle element of the Iron Belle Trail. We are fulfilling what is coming out in the SEMCOG Regional Pedestrian and Bicycle Mobility Plan working with the corridors like 9 Mile and improving the entire area. When we do this it strengthens the eligibility for projects for Federal and State grants. For the process and the input, I think the key element to say is this was (inaudible) process. We heard what people wanted, we came back to them and said hey, we heard this and did we interpret what you wanted correctly with the preliminary plan, and we got some feedback from that and then flushed out the plan. This plan has come together over quite a long period of time, but we've been trying to move it one step forward, so there's really no big surprises at the end of this.

We looked at the existing conditions, we did a detailed look at everything, and the only thing I'd like to draw your attention to is, if you look at the two maps on the right, those red blotches down the center lower that's Van Dyke, those are clusters of bicycles and pedestrian crashes. They were kind of key and really building on about what has been talked about with this group on the Van Dyke improvements.

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So, when it comes to developing this Active Mobility Network, like I said, we wanted to build regional connections like the Iron Belle Trail and the 9 Mile corridor. We wanted to target local improvements along the half-mile roads in Red Run, on the half-mile roads where a lot of people currently are walking and biking around the City. We want to enhance safety and accessibility and close the sidewalk gaps and really upgrade and improve some road crossings. We wanted to look at the major roads and see how they change character when they get rebuilt. Then how do we focus on a network that can be developed.

Just to highlight a few of these, with the Iron Belle Trail, this is building on an effort that happened a few years ago that we were involved with, but we heard a number of things from the public about specific things they wanted to see along the ITC corridor as part of the trail, different elements that would make them use this year-round and feel safe and comfortable. The Van Dyke corridor has been talked about quite a bit, but we wanted to give a vision of what that would look like with the current best practices for bicycles and pedestrians along the corridor. Again, this is working to enhance economic development along that corridor. The same goes with 9 Mile, looking at 9 Mile which changes lane configurations and right-of-way quite frequently. How can we get a more consistent three-lane-road cross section that would be safer for automobiles? Then how do we work in pedestrian, bicycle, and transit improvements in the various different scenarios as far as available right away? We look at this as EA Key (sic), it's part of this entire 9 Mile initiative going across the entire region and a way to really kind of foster economic development along that corridor.

The Half-Mile Roads, we looked at a number of different scenarios to improve these for pedestrian and bicycle travel, and I want to use this point to say we've outlined three areas and what ways you can get those on the different half-mile corridors, but this is a Master Plan. Before you ever do anything on these half-mile corridors you would meet with a local residents, layout the different options, the pros and cons, and get their feedback. So, while we had the feedback on the big plan, the next step is always going to have more public engagement.

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If we look at the Riverwalk, it's been a hope to try and improve that riverwalk, so we've kind of built on what the city plans have been talking about and the bridges that are being proposed. There are some things that could be done in the near-term, while longer-term looking to obtain easements to get that implemented.

Sidewalk Gaps were really based on a lot of looking where crashes were, what people told us in the public meetings are key missing gaps and said these areas that are highlighted in green are the areas we should be focusing on first to fix those gaps. We went through and listed all the key gaps.

We did the same with the Crosswalks and Intersections, of what existing signalized intersections need to be improved to make them safer, where do we need some new midblock crosswalks? We talked about the best practices for getting pedestrians safely across the street. I think a key underlined element of this entire proposal is not thinking about how you cross the street on an August afternoon, but how are you crossing that street at 9:00 at night in February when it's dark, to make sure that people can get across the intersections and the crosswalks safely, and think about the most challenging times and plan for those appropriately.

If we look at the Major Roads, really 9 Mile and Van Dyke, the south end of Van Dyke, are the only ones we are looking at putting bicycle facilities within. What are the current curblines with some type of separation? The other major roads, how do we expand what are often now five-foot-wide sidewalks and turn these into more multimode routes along the roadways, in the road right-of-way, and how again do we get people across the road safely and how do we integrate that with transit stops.

The Core Network says, how do we take all these ideas and link many of the key destinations around the City, and there is a variety of solutions, it's not one solution everywhere. Looking at everything from bike routes to some of the big-ticket items like 9 Mile and Iron Belle and some paint and post projects on the half-mile. Trying to make a system where people can get around the community safely, we really want to make this a family-friendly way to get around the network.

We talk a lot about Policies, I think one of the key policies to highlight is the idea of an Active Transportation Advisory Committee that would have citizen representation along with departments and elected officials to say okay, we are going to rebuild this road, this is what the plan calls for, how do we take this idea forward and work with the community to make sure it gets implemented. So as projects come up we are kind of refining and putting them on the ground.

With the Programs, we spent a fair amount of time talking about Enhanced Maintenance Regiment, from working on sidewalk evaluation and snow removal, maintenance came up a lot in the public engagement. You have an incredibly extensive sidewalk system, so how do we go about in a systematic way taking care of that and maintaining it.

For the Active Transportation Amenities, we don't want to just put a sidewalk along the road, we want a pathway that has benches and trees, the type of amenities where people will feel not just safe but comfortable, and have an inviting space doing placemaking along the corridors to make them more beautiful.

How do we integrate those into projects, with Safety? The policies are going to make sure what we build are safe, and the metrics, when it comes to saying we built it, how do we evaluate this year by year, so in 5 years from now we can say this worked, this needs some improvement, and this didn't work and we need to regroup and make sure what we are doing is responding to both the safety needs and what the community is looking for.

Then we get into how to implement this for things like maintaining, repairing, and maintaining the infrastructure. We divided things into near-term, mid-term and long-term, these are our first pass of looking at what should be implemented first. Again, this is our first take. As the City Staff move forward with this, they'll probably refine and move things around but trying to take what is a whole lot of work and break it into magical chunks to make sure we are continuing to make progress on this. So, we did that for the Safe Street Crossing, the near-, mid-, and long-term, the policies and programs in metrics spreading those over, how do we get that framework implemented and how are we doing the public spaces and the amenities.

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And then when we get to Maintenance, we look at some proactive ways of how we are doing maintenance every year, every couple year, every five years or fifteen years, what are the things we need to keep thinking about and what are the things we need to think about seasonally. So, we've outlined a regiment to take care of what we are building so it continues to serve the residents well.

Funding Strategies, we talked about some of the key funding sources that are available and, again, a plan that is part of the community plan with public input is one of the key elements of a funding strategy and these are sources. Then we went through and provided some budget level estimates for the key elements in this plan so as we go forward we can begin to add up what they will cost and help frame the grants and such.

And the last bit is the Appendix. Again, if you really want to get into the details there's tons of information supporting how we got to the decisions we did. That's where all the documentation of the public input, so we are very careful if we are going to ask a question, we want to make sure to document it, summarize it and then respond to it, and this tells you what we heard.

I think Michelle covered the Next Steps and the Final Adoption quite well. For those at home, if you do go to the website, you can download the report in its entirety and you can provide some feedback on that. We haven't received a whole lot of feedback so far, but it's been positive what we have heard on this, but we'd really love to hear some more input on this. So, with that, I'll take any questions that you have or that anyone else has.

Commissioner Holowaty – I think this was a very good presentation, I see a lot of good things coming from it. If I understand it's not short-term but long-term (inaudible). I'm sure with the cooperation of all the Departments and Planning and City Council, I'm sure this can be implemented and benefit all the citizens of Warren.

Commissioner Duzyj – This is a whole lot of information to digest and move forward with. There was, at one point and time, and this is within the last I'd say maybe 10 years, there was discussion about a bicycle corridor from the Detroit River Walk all the way to Eight Mile and Van Dyke. It came up because ITC was clear cutting everything that they could find in order to make that happen, are you joining together for some of this for this Iron Belle Trail?

Mr. Norm Cox – That is indeed the Iron Belle Trail that you're talking about. So this plan builds on and reflects the Iron Belle Trail plan that this community was involved in, I'm not sure how many years ago, 8 years ago, and the funding for that has changed a little bit, they now are housing some of the funding for that and the Michigan Trails and Greenway Alliance that just changed a little bit, but this being one of the remaining gaps with this plan, and moving forward, there's a very good chance of getting funding for that along Van Dyke from the zig zag through local roads and up to ITC corridor.

Commissioner Duzyj – How far north are you planning on taking this?

Mr. Norm Cox – This would hook up into Sterling Heights.

Commissioner Duzyj – I remember a while ago that we got a lot of flack about the bicycle lanes and taking out auto lanes in order to facilitate having bicycle lanes on the side. I'm interested to see this directional thing that one-way on one side and the other way on the other side, but then you had one with both trails on one side of the road. How much of the roadway are you eating up with all of this?

Mr. Norm Cox – You're referring to 9 Mile and that would have the two-way separate bike lane, and that would be working within the confines of where you have the existing curbs. We work with our Engineer at Fishbeck to say, how do we make this road, will this comfortably handle the traffic that is currently on it in a three-lane configuration. The traffic volumes say that it does. And one thing I will stress is, a four-lane to a three-lane conversation is considered by Federal Highway Administration a best practice for reducing automobile crashes. Just the three-lane conversation is something you should be doing regardless of if you do any pedestrian and bicycle improvements. It handles traffic much better and safer. That gives us just enough room to squeeze in a two-way separate bicycle lane, we saw that as the best way to kind of get something to fit within the road right-of-way where it's very narrow in a few spots. We couldn't do something like that was proposed on Van Dyke, generally that's preferable to have it one way on each side but this is what we could do within the available road right-of-way and roadway, you have to be very careful on how you would handle the signals to make sure everyone understands what's happening and everyone has clear visibility.

Commissioner Duzyj – I need to go over this a whole lot more than one weekend. Last question, how much do you expect all this cost?

Mr. Norm Cox – I do not have an estimate for the entire thing, that was unfortunately not part of our scope of work. That's why we tried to focus on that core network of, this is what you can focus on right now. Some of these can be integrated into road resurfacing projects, others, like 9 Mile, will probably wait until you start to do things like a sewer or stormwater reconstruction where the road is going to be torn up, and then, as it's put back together, putting in the bicycle and pedestrian improvements are really fairly incidental cost to a big project like that.

Commissioner Duzyj – I'm sure there will be more questions as this goes on. I'm looking forward to the meeting on the 20th, I hope we don't have too many things on the agenda, I think it will be interesting to hear other opinions on all this. Thank you, Mr. Chair.

Chair Smith – Good evening, sir. I think it's a very nice plan, I had a chance to go through it, I had some concerns which you did mention in your plan of having some rest areas and areas where you can work on your bicycle, and bathrooms. I think signage is going to be a big deal for this Mobility Plan, because if you're putting in a roadway and somebody is walking or riding their bicycle, and they want to go somewhere, it would be nice if you knew how far it was that you had to go to get to that point. Even on the Riverwalk, if you have some signage, you talked about having lighting in different places, but this is all stuff that can be built as it goes. You can have the mobility and everything like that, but if you don't know where you're going then. I noticed that they picked out Fitzgerald Rec Center and Civic Center South, but they didn't say anything about Oxen Jax, which is another Rec Center, and they didn't mention some of the libraries. If somebody wants to know where a library is at or how to get to the library there has to be signs.

Mr. Norm Cox – I'll take a look at it and make sure that we have that clear enough. The core network you saw is not the only thing that you'd be developing, that's focusing on first. But getting to all the libraries and all the Rec Centers eventually for wayfinding on the local roadway and the half-mile system is something that we'd like to implement as well. So that was just the initial focus area.

Chair Smith – I understood that, I just wanted to bring that point up.

Mr. Norm Cox – I agree with you completely.

Chair Smith – I want to recognize Councilman Newnan.

Councilman Newnan – I'm looking at the plan itself and there's so much about traffic safety and about how many crashes there are, their hot spot maps. This plan is very good for decreasing the number of people injured and killed each year. I was wondering if you could kind of pick out some of the major reasons why traffic road diets are important. Recently Eastpointe failed to get a road diet for part of 9 Mile, I think it was because of a lack of education. Thank you for letting me ask, is it okay if he pulls out a couple of ideas really quick, if he has them on top of his head?

Chair Smith – As long as we don't take all night.

Councilman Newnan – I'm done, it's one of the key things, and if we don't present it right, you guys won't understand it well enough to pass it along to the community so we can do what's right here.

Chair Smith – That's true, I appreciate it, Councilman Newnan.

Mr. Norm Cox – Just very briefly, I'll cover a few things, we talked about the four- to three-lane conversation on 9 Mile, which is one of the only Major Mile Roads we are talking about adjusting. The advantage of doing a conversation like that is not only for automobile safety, but then, as a pedestrian, if you're crossing in the middle of the road at a mid-walk crosswalk you're crossing one lane of travel going one direction at a time. So, you look for a gap you get into the island in the middle and then you get to the other side. You would coordinate these with bus stops to make sure that people, as they get off the bus, can easily get across the road to the other side safely. Again, everything we are talking about here are based on proven safety counter measures endorsed by the Federal Highway Administration. These are proven elements, best practices, working with the American Association State Highway Transportation Engineers new Bicycle and Pedestrian Guidelines. So, when we talk about doing a particular element, we are not making this up, we are just trying to say here's the problem and here's the best practice to solve those.

Change is always difficult for four- to three-lane conversions, and we've worked on a number of them, always seem to be counter intuitive, and what do you mean it can be better going from four lanes of traffic to two lanes, and a center turn lane, how can that possibly work. It solves the people zig zagging, weaving in and out of traffic, it's easier to make left turns because you have clear visibility, there's a lot of science and proof behind things of that nature. It's really important when we do get down to the corridor level, and you're promoting this in the community, and notifying all the businesses that we talk about the details of the science behind the recommendations. I'll leave it at that, we are not making this stuff up we are trying to implement the best safety practices that are out there right now.

Chair Smith – Another thing too, about doing the road diet and reducing it down to three lanes, is it slows the traffic down so people coming through Warren can look and they can see businesses instead of flying through and trying to get to their destination.

Mr. Norm Cox – You've listened to my talks before.

Chair Smith – Thank you for the presentation it was very informative, you did a very good job on it.

I noticed that Councilman Magee is here, good evening.

MOTION:

A motion was made by Commissioner Holowaty to receive and file, supported by Commissioner Ansar. A voice vote was taken and the motion carried unanimously.

6. PUBLIC HEARING ITEMS:

Members of the audience who wish to address the Planning Commission this evening for a public hearing item may do so by first checking in with the court reporter to the right of the stage and will have three (3) minutes to speak.

- A. SITE PLAN FOR ACCESSORY BUILDING AND OPEN STORAGE OF MATERIALS AND VEHICLES; located on the north side of Nine Mile Road, approximately 270 ft. west of Schoenherr Road; 13465 Nine Mile Road; Section 26; Joseph Rea/AJS Investment Company, LLC (Lawrence Holman/Holman Management, Inc.); PSP250040.

~~4. APPROVAL OF THE AGENDA:~~

~~MOTION:~~

~~A motion was made by Commissioner Holowaty to approve agenda, supported by Assistant Secretary Chowdhury. A voice vote was taken and the motion carried unanimously.~~

~~5. APPROVAL OF MINUTES – OCTOBER 6TH, 2025:~~

~~MOTION:~~

~~A motion as made by Assistant Secretary Chowdhury to approve, supported by Commissioner Duzyj. A voice vote was taken and the motion carried unanimously.~~

6. PUBLIC HEARING ITEMS:

Members of the audience who wish to address the Planning Commission this evening for a public hearing item may do so by first checking in with the court reporter to the right of the stage and will have three (3) minutes to speak.

- A. ACTIVE MOBILITY PLAN (SECOND PUBLIC HEARING); The City of Warren, with assistance from The Greenway Collaborative, Inc., prepared a subplan to the 2021 Master Plan, pursuant to the Michigan Planning Enabling Act. The Greenway Collaborative, Inc. presented this plan to the Planning Commission on October 6, 2025. The purpose of this plan is to identify barriers, highlight opportunities, and recommend solutions that make walking, biking, and rolling safe and enjoyable for all residents of Warren. The draft plan can be accessed online at <https://walkbike.info/warren/> and on the Planning Department website at <https://www.cityofwarren.org/departments/planning-department/>. City of Warren (Norman Cox PLA, ASLA & Carolyn Prudhomme, PLA, ALSA, The Greenway Collaborative, Inc.); PANAP250001.

PETITIONERS PORTION:

Mr. Norman Cox – We have had it posted now since the very beginning of September on the City's website. At this point we received four comments from the public, they were all positive and we can give the specifics on the things they were mentioning. So far we have heard no negative comments from the public on the website. If there's any questions or follow up after you've had a chance to look at the report in more detail, I'm here to answer any questions.

Secretary Mouri reads a letter sent on 10-20-25.

Hi Ron and Michelle,

Ahead of tonight's Planning Commission Meeting, I wanted to give you a quick update on the online survey collecting public comments.

We received a total of four responses, and all were positive. I've attached a summary of the responses for your reference.

Carolyn Prudhomme, PLA, ASLA
The Greenway Collaborative and WalkBike.Info
102 Nickels Arcade, Ann Arbor, MI 48104
734-668-8848

Are there any specific items that need to be addressed? Please reference the page number below:

- Creating walkable corners potentially on our vacant 10 & Mound corner that our community can walk to and sit on nice benches with greenery along with a small walk to only village or fresh market with few side parking if wanted. Taking a piece of Grosse Pointe Farms innovative community ideas and bringing them to Warren for our community is highly walked and we want to walk instead of drive to simple places that can be around the corner.
- Working with other communities (even those in Oakland and Wayne County) for transit improvements; how car washes affect sidewalks and pedestrian environments; planting more trees alongside pedestrian and bike infrastructure.

What is your top priority? Please tell us what item you would like to see funded and built first.

- Creating safer, family-friendly local routes.
- Maintenance of sidewalks and side streets. Side streets are in terrible shape.
- Top priority has to be transit. Warren needs to be prepared to incorporate and work with a regional transit agency and regional transit improvements. Sidewalks are incredibly important to connect people to transit stops.

Tell us anything else you feel is important:

- Keep our city clean and holding people accountable that choose not to.

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- Designate bike routes. Walking paths.
- Installing sidewalks where there are none; holding businesses accountable for destroying the sidewalks in front of their buildings; public safety and law enforcement officers need to be enforcing speed limits and traffic signals.

And these were sent from some of the zip codes. 48088, 48089, 48091, 48092, 48093.

Mr. Ron Wuerth reads the recommendation of the Staff:

PUBLIC HEARING:

Ms. Amanda Stan – Good evening, my address is 32317 Knapp Avenue, Warren 48093. This is in reference to the Riverwalk that's part of the Active Mobility Plan. My husband and I have been residents of Warren for 20 years, we are here today with our six-year-old son as well. We live in the Trembleton Subdivision that's near 14 Mile and Van Dyke, where part of this Riverwalk would be.

We purchased this home to see the wonderful view of wildlife and the fall colors right outside our living room. Residents have paid a premium for this view and rural atmosphere in the heart of Warren. Residents on Knapp Avenue did not purchase their home to wake up to a parking lot, hear added vehicle noise, to see strangers daily, or to clean up after loitering individuals. Most of these residents are not in favor of this walking path.

Adding a walking path to a quiet subdivision may seem like a harmless or even beneficial idea but we feel that this would unintentionally open the door to increase the homelessness in the area. Currently there's not any reason for any individuals other than residents to be in our subdivision. We are already dealing with strangers drinking, littering, taking drugs, stealing, and even homeless people setting up tents in our area. Police records show that these people have tried numerous times to enter residents' homes throughout the subdivision, steal yard decorations, drive through the woods and dump trash.

Public walking paths, while designed for recreation often become gathering places for individuals who are not part of the community, making it harder to monitor who is frequenting the neighborhood. This will bring an increase to crime, drugs, and homeless in our area while decreasing the safety of our loved ones.

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Adding this walking path will increase traffic. My son loves to ride his bike up and down our quiet dead-end street where there's no sidewalk and many neighbors also enjoy walking their dogs here. However, we've seen an uptick of vehicles speeding through our subdivision looking for an exit to 14 Mile. We don't want to bring any more traffic to our neighborhood with an open invitation putting our residents into danger.

These reasons not only undermine the safety of privacy that the residents of a quiet subdivision value but can also reduce property values and increase concerns about letting our children play outdoors. Rather than enhancing our neighborhood we feel that this walking path can disrupt our peace. Thank you.

Ms. Antoinette Freije – Good evening everyone, I live two doors down from Amanda and her family, I'm at 32357 Knapp Avenue. My confusion is, I applied for a zero deferred loan from the City of Warren, they turned around and told me I'm ineligible because I'm in a flood zone. So why would you go build in a flood zone, and if you tell me it's not a flood zone, then I'm going back to the City to find out why I can't get approved.

And as she stated, the view is beautiful, the deer are beautiful, we have turkey's, we have every little critter you can find. If you start playing with that, they are going to end up on 14 Mile and 15 Mile Road causing major accidents. Right now, they've got about 40 acres. If you tear down any of the trees or any of that natural, we are going to have the stench from the Water Treatment Plant that will kill us. It's already not so good, and years ago I thought the City gave credit to those living in that area, but based on my taxes today there is no credit.

The last time, I believe, you tried to do something about the smell, the buzz from whatever it was drove me crazy. I called the City, and I walked outside, and the gentleman on the phone said to me I can't hear you, there's too much noise. I said I've been listening to that on and off for a week, this is what I'm calling about, and within 10 minutes it was turned off, and I've not heard it since. I don't know if that was some kind of air cleaner or it was just a bad part in something, but they did turn it off and it hasn't come on since.

As a resident in that neighborhood for 38 years the whole reason we live there is because we feel we are in the country but yet we are still in the city. We don't have sidewalks right now on our end of the street, if they want someone to walk then maybe they should put sidewalks, we don't need across the street to be destroyed. We would appreciate your consideration in this matter. Thank you.

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Ms. Tina Sittaro – I've lived on that street for 30 years, and this is where I choose to have my house for the rest of my life. The scene across the street is just absolutely amazing. We have very friendly deer that come up to our houses and eat our Hostas and stuff. That was my child's playground across the street, because our backyards are very small, by the way I live at 32229 Knapp, which is on the other side of Jenny, south of Jenny.

We've had a lot of problems over in the field, we've had homeless people set tents up, and we've had homeless people trying to break into neighbor's houses at 1:30 in the morning. The gentleman that did it did get arrested within the last year, I'm not sure if he's in jail or not, but he tried to break into my neighbors, who is an older gentleman, two doors down from us. We have a lot of older people on our street, in their late 70's and early 80's, and you guys want to have this park across the street with walking paths and build a parking lot in front of our houses. We bought the house to look across the street at the beautiful wildlife that we have.

We don't want cars in the parking lot all hours of the night, which we have now. They park on the side street in the winter, go to the sledding hill, trash the sledding hill with beer bottles, bonfires, and this and that, which is not allowed out there. There is no trespassing signs and they don't listen to that; they just go across the street at three o'clock in the morning, they are all in the middle of our street screaming and hollering. They've all been on the hill, and they did what they had to do, and now they are drunk or whatever they are.

My feeling of this is I don't feel it's a good thing. We don't need strangers in our neighborhood; we've been there, we've done that, we got the homeless out of the neighborhood, they are still living underneath the bridge at 13 Mile and Van Dyke. I don't know if you guys have been out looking around at different things, but there's quite a few homeless people that live under the bridge there. We finally got them out of our field. There was a family last year, a mother, a father, 4 children, youngest being 2 years old, and a grandpa setting up tents in the field because they got kicked out of their hotel.

We don't need the riff-raff in our neighborhood. We have a nice quiet neighborhood we all look out for each other, like I said, we have a lot of older people that live there. Our neighborhood is like family, and for you guys to bring in a park with strangers coming in there, the older people are going to fear for their life.

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I don't know what else to say, I personally don't feel like it's a good idea. I don't want to be coming home at night and there's people sitting in this parking lot across the street from our house scaring the hell out of me because I don't know who they are. We know every car that comes up and down that street because we've lived there so long. That's all I had to say. Thank you.

Commissioner Duzyj – I've got some questions on this and I'm not ready to make a motion on it as of yet. Can I ask Mr. Cox a couple of questions?

Chair Smith – If you make a motion then we can have discussion, if the motion has to change we can change it.

Commissioner Duzyj – Fair enough, no problem.

MOTION:

A motion was made by Commissioner Holowaty to approve, supported by Commission Hoque.

COMMISSIONERS PORTION:

Commissioner Duzyj – You had four people respond positively to all this and we just had four people that are not really happy about this entire development you want to do. What do you have to say about this?

Mr. Norman Cox – I believe the residents are referring to the illustration that shows on page 41, which says proposed nature trail and sledding hill near Bates Park. That is an illustration that actually preceded this plan, that had been developed by the City, so we had incorporated that into the plan because that was something that had already been kind of a proposal so we included it in there. The things we have heard, as far as public input, along the Red Run and other nature areas, we heard a lot of people say they want to have access to more nature areas, access to trails that aren't necessarily paved, kind of more woodchip and natural surface trail in access to the Red Run. I think we note there that easements would be required for a lot of the areas and that is kind of a long-term vision. The illustration that is on 41 is actually dealing with the public land and improvements to that. So that is how that illustration got into the plan.

Commissioner Duzyj – My original thought on all this was going to be to fix up Nine Mile Road, to fix up Van Dyke and slow the traffic down, is this really a necessary thing to do in Bates Park?

Mr. Norman Cox – We took this as something that was already proposed, it seemed to fit the public input desire to have those types of facilities to be incorporated into the plan. I understand the concerns of those folks that live along Knapp Road and the issues that they brought up here as far as that and the path. As far as the specifics of that plan, it's not something that I could speak to in particular, because, again, it was an existing plan that had been put together that we had incorporated into this.

Commissioner Duzyj – I think the Active Mobility Plan is a decent idea but once it goes off into the parks, I've been in that area, it's nice, I have a problem with the extent of it, and I'd really like to see you get together with the neighborhood and the community there and show them exactly what, when, where, why and how. I think that would be very important and would go a long way making this a feasible alternative to whatever was planned out there before.

I'm having a problem trying to support this because I've been up and down through there 100's of times and it is nice. I like what we've done with a couple of places along Red Run but to take this park and destroy it, basically, because that's what's going to happen, is not my idea of good planning. I'm having a hard time trying to support that, based on just that, that's one.

Question two, have you gotten in touch with the businesses along the thoroughfare that you're looking to switch from five lanes to two or three and so on, have you talked to the business community about how they feel about all this?

Mr. Norman Cox – As we noted at the presentation a few weeks ago, this is a City-wide look at the plan, and the public engagement was more City-wide. When something like the proposed improvements along Van Dyke or Nine Mile are going to be integrated into some future construction that would be the time to meet with all of the landowners, business owners, along those particular corridors to get their feedback on the details. This is not every little detail on Nine Mile and Van Dyke, this is an outline of the conceptual idea of how this could look and the types of connections we are looking at.

So again, a kind of high-level Master Plan, City level, and recognize that any future thing, whether it be on a half mile road or Nine Mile or Van Dyke, will be a whole other level of public engagement with those businesses to work out the fine details.

Commissioner Duzyj – Thank you very much.

Commissioner Holowaty – Is there any way you can make any sort of modifications around Bates Park to cut down some of the traffic?

Mr. Norman Cox – This plan is not into doing the very detailed plans of a park, that's beyond the scope of this particular project. We incorporate the illustration because there's something existing. I think the ways we can modify this is, we can make a recommendation that this is conceptual, could remove the specifics, and talk about things that the community would like to see there without getting into the specifics of where the parking lot is located and the pathways. It's not something that we have vetted ourselves to look at, it was more of an illustration of, conceptually, what we had heard was being looked at and we incorporate the plan that way.

It's at your discretion if you want to move the plan forward with recommendations of that particular map being removed, because those specifics of that plan, that again was just incorporated as a concept, seem to be the main issue of where the parking lot are and the pathways are. We didn't vet these in any detail and I can't critique them one way or the other without looking at the details of that park.

Commissioner Holowaty – I yield the floor, Chair.

Commissioner Hoque – We know that this is the draft plan so what is the next step to finalize the plan?

Mr. Norman Cox – I'll defer to Michelle and Ron with the specifics. This will be a recommendation from the Planning Commission to go forward to City Council; I'll let the experts talk.

Ms. Michelle Katopodes – That's what I was going to say, the next step would be going to City Council for their adoption, and then in the future, once adopted, we can look if there was opportunities for grants or for any sort of project for trails or maybe different road construction projects, this could be something that could be implemented in the future.

All of these are concepts based on the many public meetings, online surveys, and discussions for years about trails along the Red Run, that has been a discussion point for a long time and that information was provided by a former City Engineer to include into the plan.

These are just ideas and looking for opportunities to improve mobility and recreation throughout the City. So that's really the purpose of it, to look for opportunities of vacant land, and how can it be used to improve active mobility, in a nature setting, to be potentially a trail that we don't have now.

Something in a more natural setting, so it's looking for opportunities in different ways whether walking or biking throughout the City. Part of the Master Plan included this as an action plan to look at these opportunities, so that's what this plan is doing.

Commissioner Hoque – Thank you.

Commissioner Duzyj – So this is not set in stone on doing anything with that park yet?

Ms. Michelle Katopodes – No, it's an opportunity, potentially. At the moment, there's the park and there's a lot of land that's there, there's opportunities, but nothing is happening for certain, this is just a plan.

Commissioner Duzyj – Okay, this is a concept.

Ms. Michelle Katopodes – These are ideas looking at how we can improve trails, biking, corridors, adding bike lanes, reconfigurations of roads, it's looking at different ways to make it better for residents in different parts of the City.

Commissioner Duzyj – If the maker of the motion can amend his motion to leave Bates Park the way it is for now. By the sound of it this is all a concept, this is not set in stone, they are not going to come in and clearcut everything and put in a parking lot. If the maker of the motion can agree to take Bates Park out of it then I can support it, thank you Mr. Chair.

Commissioner Holowaty – Mr. Chair, I think I was the maker of the motion. I agree with Commissioner Duzyj that it is just conceptual, to remove Bates Park, for the developer to work with the residents.

Commissioner Hoque – I support it.

Chair Smith – That was a motion by Commissioner Holowaty to make an amendment to the motion, supported by Commissioner Hoque, to remove Bates Park from the plan for now. I want to make one comment. This is a conceptual plan, and with any plan, things change, and therefore, because they located Bates Park for some reason, so if people wanted to go there, and they knew it was a walking or bike path to go to that park, they could do that, they don't have to, but they could do that. So, when you want to eliminate it out of the equation, that's like taking another park out because they have problems. We are trying to show people that there's more than one park to go to and there's more than one way to get to it.

As we go through these different things, there's going to be changes, there's nothing set in stone. If people don't know where this park is, there they aren't going to visit. I understand the residents' concerns about the homeless, drugs, drinking, that can be anywhere and those are concerns that need to be addressed, but as far as the Mobility Plan, as far as walking and trying to provide places for people to be able to bike and walk, I don't think we have to put that much emphasis on it at this particular time because it's a conceptual plan and plans have a tendency to change.

Ms. Michelle Katopodes – Can I ask a question? If, on this image, we remove the trails but left the greenspace that's near Bates Park, with the images saying this is a concept, but remove the actual trails for now, because there's nothing at this moment proposed, it's just showing that there's an opportunity of this vacant land near Bates Park. We could show that area, that there is this greenspace that's existing near Bates Park. See the image at the bottom, it shows trails, that could be removed and just show the green space near Bates Park; however, you want it to show, just show the Riverwalk potential, it's up to you.

Chair Smith – Any comments from the maker of the motion?

Commissioner Holowaty – I have no comments.

Chair Smith – Second, any comments on it?

Commissioner Hoque – It's still a conceptual plan?

Chair Smith – It's still a conceptual plan, yes.

Commissioner Hoque – It's still a concept, leave the park out of the plan, will people be benefited, or no? The issues for homeless people and the other things should be taken care of by other departments. I think, keep it as is, it will be a betterment for the whole entire community, so many people will benefit.

The other issues brought today; they should be taken care of by the other departments. The homeless issue is not just in this area, they are issues almost everywhere, so we cannot stop the improvement, or we cannot stop the plan that people are expecting. I'd like to say keep the plan as is, it's better for our community.

Chair Smith – So let me try to get this together, we want to make an amendment to remove Bates Park from the map, but then had a comment that maybe just possibly just remove the trail going around Bates Park and leave it green. Then you made the comment leave it as is.

Ms. Michelle Katopodes – Or, Chair, we could say conceptual path too; it can be stated on there.

Commissioner Duzyj – I think that listing it as conceptual is a good step in the right direction, first of all. Second of all, I like the idea of the green space and putting that out and pushing the green space versus anything else there. But I understand it's conceptual and nothing is going to really occur in that area for a while. What kind of time frame are you looking at, are you considering a time frame?

Ms. Michelle Katopodes – We don't know yet, unless funding becomes available, so we really don't know at this time. First, it's approval and then we see what comes up in the future.

Commissioner Duzyj – That's what I wanted to know. This is not going to be in the next couple of weeks or so. I don't know if it's going to be in this decade, but that's another story that we will battle out the next time this comes through. Thank you, Mr. Chair.

Chair Smith – I'm going to try and get this straight, and if I'm wrong, let me know. We are going to look at Bates Park and just possibly keep the green space, maybe reroute the trails differently. Like I said, this is a conceptual plan, no plan is set in stone. There's going to be changes, we had more comments that came up tonight and I'm sure we'll have more comments that come later. It's not something that's going to happen tomorrow, so therefore, we've got time to make changes on it, it's a general overall plan of what we'd like to see for the City of Warren where people can go and do things.

Saying that, we originally had a motion to approve by Commissioner Holowaty supported by Commissioner Hoque, but I don't know if we need to amend it to remove Bates Park. It is a park in the City, and even though they have their problems, it's still a park in the City, and it should be recognized. Are we in agreement on that?

Councilman Henry Newnan – Mr. Chair, if I may speak?

Chair Smith – Go ahead.

Councilman Henry Newnan – I just came from the ADA Transition Plan, a public comment period, and this Active Mobility Plan works with the ADA and there's a public safety problem for pedestrians and bicyclists getting in accidents, sometimes getting hurt sometimes getting killed. You don't want to stop having public safety measures taken in any of the parks.

Also, part of the ADA Plan requires making access available for people with disabilities. So you want to have (inaudible) sometimes, maybe not this one, but in general. In order to achieve the transition to disability access, you need to have people to be able to get to the facilities, and you want to have them do it safely, and this helps to achieve that. It seems like it would be contrary to the purposes of the Planning Commission to deny it to any of the parks, just saying. You're the Planning Commission, you do what you're going to do, thank you for letting me speak, I appreciate it.

Chair Smith – First we need to correct the amendment on removing the park from the plan, are we going to keep that amendment or take it out?

Mr. Ron Wuerth – Mr. Chair, I'd just like to add a few comments. It is a plan, and you've mentioned it several times, it is a concept plan, everyone. The plan can be changed in any way, shape, or form. This is an example of how things can be used. That plan right there, that was something that Mr. Cox took a look at, that plan was put together through the conceptual thought process by a young man, David Wirth, he was an Engineer for the City, he doesn't work for us anymore, but that matters not. He thought this was one of the most wonderful places, a real jewel for the City that we have.

Now, whether one is going to put that whole ring there, or through the middle, or up and down, there's hills back there, I remember him talking about people doing sledding back there, it's access, that's what it is. Is there going to be that much access? We don't know. He walked through there, there are paths back there that aren't on here. The point I'm trying to make is that it's an example; and those issues that came up about homeless, well that's where you complain to the Mayor's Office and Public Service, and they'll send the proper people out to check on that. Nobody cares to have strange people wondering around, no doubt about that, I wouldn't, so you call the police in that particular issue.

To get back to the plan itself, if you look page to page to page through this plan you're going to see a lot of ideas and thoughts. We've been going through this for about a year and a half, it seems, maybe more, it's detailed in thought only, everything is in detail.

Take a look at the Van Dyke Corridor Plan, there's that plan and this plan overlays that plan, it actually adds information about safety, crosswalks, and other things that weren't necessarily in the first plan. It's what you do with a plan like this particular one, and its City-wide.

If it were just a bicycle plan where they just nailed down the half mile roads and felt okay, we'll get an east/west and a north/south particular route, that's another story. Mr. Cox was part of the Iron Bell Trail Plan that has gone through the city, MDOT had tried to put that bike path on Van Dyke from Eight Mile to Stephens, and then it turns and goes through Center Line, that was the start of the change of how you get things done.

Take a look at the plan again and you'll see what potentially it could be, a boulevard strip, four lanes, another strip, protection for the bicycles that go north and south. I'm just giving you an example, whether it really goes that far, I don't know; but I can tell you from what I've seen throughout the State of Michigan and probably many uses similar throughout the country, this is one of the best plans I've seen, frankly. So, to start going at it piecemeal, I don't think is a good idea, it's my opinion, I think you can take any plan and look at it and say I don't like this and I don't like that, well that's what the plan's all about, you've got that choice. This gives you the ideas, you guys now can be the critics. After the plan is there, and you want to say we want to fix up another road, or go into that park and decide what you want to do there, might be one walking path that goes through, it goes where the sledding area is.

I hope I've clarified this a little bit, because you have choices, it's suggestions that people can go off of. I like nothing better than looking at people's ideas, sometimes they are great and I go with it, other things I might change, but you have the opportunity to change it. So, I'll leave you with that thought.

Chair Smith – Thank you, Mr. Wuerth. To the maker of the motion, to remove the amendment, have to say if they are going to undo that motion on the table?

Commissioner Holowaty – Mr. Chair, since I was the maker of the motion, upon hearing all that we just heard, I will remove that part of Bates Park since it's conceptual, and keep the plan as is with possible changes down the road.

Chair Smith – Okay.

Commissioner Hoque – Yes, I support that.

Chair Smith – So now we're back to the original motion to approve, leave the plan as is because it's a conceptual plan.

ROLL CALL:

The motion carried as follows:

Commissioner Holowaty..... Yes

Commissioner Hoque..... Yes

Commissioner Duzyj..... Yes

Assistant Secretary Chowdhury..... Yes

Secretary Mouri..... Yes

Chair Smith..... Yes

To approve and to receive and file, changes can be made later.

~~B. REQUEST FOR STANDARD REZONING; located on the northeast corner of Dequindre Road and John B Avenue, approximately 685.2 ft. north of Eight Mile Road; from the present zoning classifications of "C-1", Local Business District, "R-1-P", One-Family Residential and Parking District, and "P", Parking District to "C-3", Wholesale and Intensive Business District; 20900 & 20898 Dequindre Road; Section 31; Nabil Kesto/Noel Property, LLC (Samuel Surnow/Dequindre Plaza LLC); PR250002.~~

PETITIONERS PORTION:

~~Mr. Brandon Kastaw – Good evening, Brandon Kastaw, Attorney for Nabil Kesto and Noel Property, LLC, 901 Wilshire Drive, Suite 390, Troy, Michigan, 48084. With me, to my right is Nabil Kesto, he is the applicant and a proposed purchaser under our purchase agreement. To my left is Mr. Jeffrey Graham, he works for Kem-Tec, he's the Architect for the property. Seated behind me is Sam Surnow, he's the owner of the property and the seller per the purchase agreement. And to the right of Mr. Kesto is Rob Krochmal, he's a representative of Dequindre Plaza LLC.~~

~~As I mentioned, Nabil Kesto, Noel Property is the purchaser under our purchase agreement, he leases the space directly east of this property where he operates his business-to-business cash and carry wholesale operation there. He sells only to other businesses, convenience stores, gas stations, grocery stores, he sells snacks, beverages, phone accessories, and any typical convenient store.~~

~~Currently he is looking to expand and grow his operation, which is why he took interest in this property. Currently there's three different zoning classifications for this property; in order for him to operate his business on the property, it would require him to obtain a C-3 Zoning Classification for the wholesale component of his business.~~

~~So, we are here today, collectively and collaboratively, as a group seeking approval for the rezoning so this deal can consummate. We are here to answer any questions that the Board may have.~~

Mary Clark CER-6819
October 20th, 2025

Commissioner Ansar.....	Yes
Assistant Secretary Chowdhury.....	Yes
Commissioner Holowaty.....	Yes
Secretary Mouri.....	Yes
Vice Chair Boniecki.....	Yes
Chair Smith.....	Yes

7. CORRESPONDENCE:

Email from The Greenway Collaborative containing a summary of the proposed updates to the Active Mobility Plan. These revisions reflect public input from recent meetings and staff discussions to improve accuracy and clarity while maintaining the plan's original intent.

Chair Smith – From what I can see from the letter, they changed a few items on page 38, 41, 29, and 42, do you want to make any comments Michelle?

Ms. Michelle Katopodes – They are not here tonight, but they submitted the email with the changes.

MOTION:

A motion was made by Commissioner Holowaty to receive and file, supported by Assistant Secretary Chowdhury. A voice vote was taken and the motion carried unanimously.

8. OLD BUSINESS:

SITE PLAN FOR LANDSCAPING FACILITY WITH OPEN STORAGE; located on the east side of Groesbeck Highway, approximately 756.81 ft. north of Frazho Road; 26190 Groesbeck Highway; Section 24; Robert Kluck (Zachary Matouka/The Yard Men); PSP230036. **Approved on November 6, 2023. The petitioner is requesting a one-year extension to November 6, 2026.**

MOTION:

A motion was made by Assistant Secretary Chowdhury to extend for 1 year until November 6, 2026, supported by Vice Chair Boniecki.

ROLL CALL:

The motion carried as follows:

Certificate Of Completion

Envelope Id: 0043CFA6-EB6E-41FE-B4FE-A91E63044492		Status: Completed
Subject: Complete with Docusign: Council Item; Active Mobility Plan		
Source Envelope:		
Document Pages: 51	Signatures: 1	Envelope Originator:
Certificate Pages: 5	Initials: 0	Melissa Maisano
AutoNav: Enabled		1 City Sq Ste 215
Envelopeld Stamping: Enabled		Warren, MI 48093
Time Zone: (UTC-05:00) Eastern Time (US & Canada)		mmaisano@cityofwarren.org
		IP Address: 24.127.1.78

Record Tracking

Status: Original	Holder: Melissa Maisano	Location: DocuSign
12/18/2025 11:38:02 AM	mmaisano@cityofwarren.org	

Signer Events

Signature	Timestamp
<div><div>Signed by:</div><div><i>Lori M. Stone</i></div><div>F040B73E57F248E...</div></div>	Sent: 12/18/2025 11:45:42 AM Viewed: 12/20/2025 7:33:40 PM Signed: 12/20/2025 7:33:59 PM
Signature Adoption: Pre-selected Style Using IP Address: 96.27.132.244	

Electronic Record and Signature Disclosure:
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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
Mayor mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 12/20/2025 7:34:00 PM

Electronic Record and Signature Disclosure:
Accepted: 12/19/2025 5:09:10 PM
ID: f7fb6c5a-00d4-4e89-9b46-bdc85b7a11b4

Judith Smith jsmith@cityofwarren.org Administrative Coordinator City of Warren Michigan Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 12/20/2025 7:34:01 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		

Carbon Copy Events	Status	Timestamp
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: 12/20/2025 7:34:01 PM
Melissa Maisano mmaisano@cityofwarren.org Administrative Secretary City of Warren Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 12/20/2025 7:34:02 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/18/2025 11:45:42 AM
Certified Delivered	Security Checked	12/20/2025 7:33:40 PM
Signing Complete	Security Checked	12/20/2025 7:33:59 PM
Completed	Security Checked	12/20/2025 7:34:02 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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- 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.



January 5, 2026

Ms. Mindy Moore
Council Secretary
City of Warren, Michigan

Re: Request for Additional Appropriations – Police

Dear Council Secretary Moore:

In his correspondence dated December 22, 2025, the Captain of Police Administration with the concurrence of the Police Commissioner has indicated a need to this Council for a transfer of funds between line items in the amount of \$125,000.00 and an appropriation of funds in the amount of \$112,120.00 to cover the costs of purchasing Microsoft 365 G5 Plan 2 Licenses which were not previously budgeted from Technology Solutions Worldwide as outlined in ITB-W-1729.

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

Respectfully,

A handwritten signature in black ink, appearing to read 'Kristina K Battle', is written over a light gray rectangular background.

Kristina K Battle
Budget Director

Approved: 
Lori M. Stone, Mayor

The digital signature block includes the text 'Signed by:' above the signature 'Lori M. Stone' in a cursive font. Below the signature is a blue line with the alphanumeric code 'E040B73E57F248F'.

cc: Rick Fox
E Hawkins
B Chisolm



December 22, 2025

Kris Battle
Budget Director
Controller's Office
One City Square
Warren, MI 48093

RE: Budget Amendment Request Contractual Services Account 101-1301-80100

Dear Mrs. Battle,

The Police Department is requesting a budget transfer of \$125,000 from GL# 101-1301-82401 (Critical Connect) to GL# 101-1301-80100, and an increase in funding of \$112,120 into GL #101-1301-80100. This cumulative \$237,120 will be used to fund the conversion of the Police Departments criminal justice information from in house, on premises storage, to the secure government cloud through Microsoft. The purchase of Microsoft 365 Government Community Cloud (GCC) is necessary for a police department because it is specifically designed to meet the security, compliance, and data-handling requirements of law enforcement agencies. GCC supports compliance with CJIS and other criminal justice information protections by ensuring data is stored in U.S.-based datacenters, logically segregated from commercial environments, and accessed only by screened U.S. personnel.

We are therefore submitting a budget transfer and amendment request to facilitate this purchase.

Professionally,

Signed by:
Brent Chisolm
9203B4FAD4AC476...

Brent Chisolm
Captain, Police Administration

RESOLUTION AMENDING GENERAL APPROPRIATIONS
FOR FISCAL 2026 BUDGET

A _____ Meeting of the City Council of the City of Warren,
 County of Macomb, Michigan held _____, 2026, at 7:00 o'clock p.m.
 Eastern Standard 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 Police Commissioner and Captain of Police Administration has
 indicated a need to this Council for a transfer of funds between line items in the amount of
 \$125,000.00 and an appropriation of funds in the amount of \$112,120.00 to cover the costs of
 purchasing Microsoft 365 G5 Plan 2 Licenses which were not previously budgeted from
 Technology Solutions Worldwide as outlined in ITB-W-1729,

NOW, THEREFORE, BE IT RESOLVED, that the City Council by amending the
 original General Appropriation Resolution for Fiscal 2026 Budget, approves the additional
 appropriation of funds to the following budget line items in the General Fund Budget for fiscal
 2026 in the amount of \$237,120.00.

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
<u>Transfer to:</u>		
101-1301-80100	Contractual Services	\$ 237,120
<u>Transfer from:</u>		
101-1301-82401	Instruction - Police	\$ 125,000
101-0000-39601	General Fund Contingency	<u>112,120</u>
		\$ 237,120

BE IT FURTHER RESOLVED, that the City Council hereby revises the estimated appropriations for the General Fund Budget for fiscal 2026 in the amount of \$237,120.00.

AYES: Council Members _____

NAYS: Council Members _____

RESOLUTION DECLARED ADOPTED this ____ day of _____, 2026.

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 Clerk



December 4, 2025

TO: Warren City Council Secretary

RE: CONSIDERATION AND ADOPTION OF RESOLUTION to Award Bid and Approve Contract for City Project WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736) to the low bidder, Andritz Separation, Inc., in the low bid amount not to exceed \$370,256.82 and authorizing Mayor and Clerk to execute a Contract.

Electronic bids were received and publicly read aloud on November 26, 2025 for the City project WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736). The project was advertised on the BidNet (MITN) procurement system from November 17, 2025 through November 26, 2025.

The project work includes parts, as well as refurbishment of existing salvageable components, and as needed service to rehabilitate Belt Filter Press No. 2 in the solids building at the Warren Waste Water Treatment Plant (WWTP). Plant maintenance personnel will primarily perform removal and reinstallation tasks while the Contractor will be responsible for furnishing new components and rehabilitation of the existing components. The Contractor will provide its own staff for selected items of work that require specialized assistance.

Andritz Separation Inc. was the low bidder, in the total bid amount not to exceed \$370,256.82, as shown in the attached tabulation of bids.

Based on the review of the bids by the City staff, it is recommended that an award for Contract WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736) be made to the low bidder, Andritz Separation Inc. of 1010 Commercial Blvd South, Arlington, TX 76001, in the total bid amount not to exceed \$370,256.82.

The contract form has been sent to the City Attorney's Office for review on December 3, 2025 for review. Any modifications to the contract form requested by the City's Legal Department shall be made prior to the execution of the contract.

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 approval consideration.

WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736)
Award of Bid and Contract Recommendation
December 4, 2025
Page 2

Should you have any questions regarding this matter, I can be reached in my office at (586) 264-2530 ext. 8103.

Sincerely,

Signed by:

Donna Dordeski

31ADDE96B061415...

Donna Dordeski, P.E.
WWTP Division Head

Read and Concurred:

DocuSigned by:

David Muzzarelli

A310AB08BB684DD...

David Muzzarelli
Public Service Director

Read and Concurred:

Signed by:

Kristina Battle

F6FDC83AE1C142B...

Kristina Battle
Budget Director

Read and Concurred:

Signed by:

Mary Michaels

119806BE52344A1

Mary Michaels
Acting City Attorney

Recommended to Council:

Signed by:

Lori M. Stone

F040B73E57F248E...

Lori Stone
Mayor

jrj/dd

Attachments: Bid tabulation
City Council Resolution



WASTE WATER TREATMENT PLANT
32360 Warkop
Warren, Michigan 48093
(586) 264-2530

Bid Tabulation Summary:

**WWTP-25-005
Belt Filter Press Parts and Service
(ITB-W-1736)**

Bid Opening Date: November 26, 2025

<u>Bidder:</u>	<u>Total Bid Amount</u>
Andritz Separation Inc.	\$370,256.82*
GSM Engineered Fabrics LLC	\$420,454.06

*As corrected by WWTP Facilities Engineer (J. Jenkins)

Bid Tabulation
City Project WWTP-25-005 (ITB-W-1736)
WWTP Belt Filter Press Parts and Service
11/26/2025



				Andritz Separation Inc.		GSM Engineered Fabrics LLC	
ITEM No.	PAY ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	BONDS AND INSURANCE EXPENSES	LS	1.0	\$ -	\$ -	\$3,884.00	\$3,884.00
2	New 11" Roll with Bearings (Pilgrim or Dodge Housings) and Rilsan Covering	EA	1.0	\$ 11,209.74	\$ 11,209.74	\$16,390.00	\$16,390.00
3	Roll/Bearing Assembly 6.5" Tracking Roll, Buna Covering, Pilgrim or Dodge Housing	EA	2.0	\$ 8,358.34	\$ 16,716.68*	\$13,018.00	\$26,036.00
4	JUD Control Valve or Approved Equal (Steering, Pneumatic, Round .393 Shaft 316SS)	EA	2.0	\$ 1,500.00	\$ 3,000.00	\$1,358.00	\$2,716.00
5	Belt Tracking Unit Palm Arm with Ceramic Wear Pad	EA	2.0	\$ 134.09	\$ 268.18*	\$131.00	\$262.00
6	Guide Unit, Hor Arm	EA	2.0	\$ 192.00	\$ 384.00	\$112.00	\$224.00
7	Guide Unit, Crossblock	EA	2.0	\$ 492.00	\$ 984.00	\$126.00	\$252.00
8	Guide Unit, Vert Arm	EA	2.0	\$ 215.00	\$ 430.00	\$84.00	\$168.00
9	Guide Unit, Base Plate	EA	2.0	\$ 275.00	\$ 550.00	\$143.00	\$286.00
10	Wear Strip Robadur, Flat Face Guide, 94.5" Long	EA	77.0	\$ 65.14	\$ 5,015.78*	\$68.40	\$5,266.80
11	Rebuild Shower Pipe 316SS with New Nozzles, Gaskets, Retainers, Seals, Brushes and Valve Kit, with 90 Degree Adapter	EA	2.0	\$ 2,423.94	\$ 4,847.88*	\$2,653.13	\$5,306.26
12	Pilgrim or Dodge Bearing Housing 2-7/16" PB, CE, Expandable	EA	8.0	\$ 1,140.00	\$ 9,120.00	\$3,868.00	\$30,944.00
13	Large Bearing 2-7/16", Sealed Assembly	EA	8.0	\$ 3,485.00	\$ 27,880.00	\$3,485.00	\$27,880.00
14	Pilgrim or Dodge Bearing Housing 1-7/16" PB, CE, Expandable	EA	8.0	\$ 1,094.40	\$ 8,755.20	\$2,238.00	\$17,904.00
15	Small Bearing 1-7/16", Sealed Assembly	EA	8.0	\$ 2,081.00	\$ 16,648.00	\$2,081.00	\$16,648.00
16	LH Wedge Bar in 6061-T6 Alum	EA	2.0	\$ 1,400.00	\$ 2,800.00	\$608.00	\$1,216.00
17	RH Wedge Bar in 6061-T6 Alum	EA	2.0	\$ 1,400.00	\$ 2,800.00	\$608.00	\$1,216.00
18	Molded Buna Seal 3"W x 1/8"T	FT	200.0	\$ 5.00	\$ 1,000.00	\$12.34	\$2,468.00
19	Molded Buna Seal 4"W x 1/8"T	FT	200.0	\$ 1.00	\$ 200.00	\$13.72	\$2,744.00
20	Doctor Blade, Double sided, 4x94 in Ulex	EA	3.0	\$ 120.00	\$ 360.00	\$126.00	\$378.00
21	Tracking Assembly with Bellows	EA	2.0	\$ 4,500.00	\$ 9,000.00	\$5,638.00	\$11,276.00
22	Frame DU-Bushing	EA	12.0	\$ 47.10	\$ 565.20	\$47.00	\$564.00
23	Wire Tensioning Assembly in 304L	EA	2.0	\$ 48,000.00	\$ 96,000.00	\$6,382.00	\$12,764.00
24	Backwall Rail Seal 10 Wide x 1/8 thk x83 Long	EA	3.0	\$ 85.00	\$ 255.00	\$90.00	\$270.00
25	Wedge Stands RH and LH in 304ss	EA	2.0	\$ 1,000.00	\$ 2,000.00	\$950.00	\$1,900.00
26	Tracking Roll Stands, RH and LH, in 304ss	EA	4.0	\$ 1,900.00	\$ 7,600.00	\$1,238.00	\$4,952.00
27	Re-Coated Tension Roll with Bearings, Clean Existing Housings with New Seals	EA	2.0	\$ 2,632.46	\$ 5,264.92	\$11,834.00	\$23,668.00
28	Re-Coated Tracking Roll with Bearings, Clean Existing Housings with New Seals	EA	2.0	\$ 3,121.65	\$ 6,243.30*	\$11,743.00	\$23,486.00

Bid Tabulation
City Project WWTP-25-005 (ITB-W-1736)
WWTP Belt Filter Press Parts and Service
11/26/2025



				Andritz Separation Inc.		GSM Engineered Fabrics LLC	
ITEM No.	PAY ITEM DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
29	Re-Coated 9" S Roll with Bearings, Clean Existing Housings with New Seals	EA	1.0	\$ 2,484.14	\$ 2,484.14	\$12,080.00	\$12,080.00
30	Re-Coated 8" S Roll with Bearings, Clean Existing Housings with New Seals	EA	2.0	\$ 2,372.86	\$ 4,745.72	\$11,418.00	\$22,836.00
31	Re-Coated 11" S Roll with Bearings, Clean Existing Housings with New Seals	LS	1.0	\$ 2,725.18	\$ 2,725.18	\$13,284.00	\$13,284.00
32	Re-coated 13" S Roll with Bearings, Clean Existing Housings with New Seals	LS	1.0	\$ 2,910.62	\$ 2,910.62	\$14,616.00	\$14,616.00
33	Re-Coated 5" Table Roll	EA	2.0	\$ 2,057.66	\$ 4,115.32	\$859.00	\$1,718.00
34	Re-Coated 6" Deflection Roll	EA	2.0	\$ 2,285.66	\$ 4,571.32	\$1,184.00	\$2,368.00
35	Re-Coated Drive Roll	EA	2.0	\$ 3,624.51	\$ 7,249.02	\$5,057.00	\$10,114.00
36	62-400P Filter Belt 84x412" W/ Sealed Edging #8 Stainless Clipper Seam	EA	3.0	\$ 1,066.41	\$ 3,199.23*	\$1,142.00	\$3,426.00
37	62-400P Filter Belt 90x482"	EA	3.0	\$ 1,337.22	\$ 4,011.66*	\$1,431.00	\$4,293.00
38	62-400P Filter Belt 90x522"	EA	3.0	\$ 1,448.91	\$ 4,346.73*	\$1,550.00	\$4,650.00
39	Contingency for Service and Installation Assistance	DOL	50,000.0	\$ 1.00	\$ 50,000.00	\$1.00	\$50,000.00
40	UNFORESEEN SITE CONDITIONS ALLOWANCE, CONTINGENCY ITEM	LS	1.0	\$ 40,000.00	\$ 40,000.00	\$40,000.00	\$40,000.00
TOTAL CONSTRUCTION COST					\$ 370,256.82*	\$420,454.06	

*as corrected by WWTP Facilities Engineer Joseph Jenkins

**RESOLUTION TO AWARD BID AND CONTRACT FOR
CITY PROJECT WWTP-25-005
BELT FILTER PRESS PARTS AND SERVICE
ITB-W-1736
TO ANDRITZ SEPARATION INC.**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 20____, 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 26, 2025, bids were received for City Project WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736), pursuant to the standard sealed bid procedure.

The City Council has received and reviewed the bids as listed on the attached bid tabulation.

The WWTP Division Head and the Facilities Engineer have recommended that the contract for City Project WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736), be awarded to the low bidder Andritz Separation Inc. in the total bid amount not to exceed \$370,256.82.

Funding for this work is available in FY26 Capital Outlays 592-9047-98080.

The Contract Documents include the Advertisement, Instructions to Bidders, the Pricing Sheet 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.

THEREFORE, IT IS RESOLVED, pursuant to the recommendation of the WWTP Division Head and the Facilities Engineer, and subject to the execution of a written agreement by the City and to Andritz Separation Inc., that the City Council by formal motion approves the award of bid and contract WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736) to the low bidder Andritz Separation Inc. in the total bid amount not to exceed \$370,256.82.

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-25-005, Belt Filter Press Parts and Service (ITB-W-1736) to Andritz Separation Inc., 1010 Commercial Blvd South, Arlington, TX 76001, in an total amount not to exceed \$370,256.82, consistent with the terms of the bid for City Project WWTP-25-005, Belt Filter Press Parts and Service (ITB-W-1736), and the City of Warren WWTP Contract Documents.

Certificate Of Completion

Envelope Id: 00DEB6AD-A85E-4E69-ABD2-ADBCE19179D4

Status: Completed

Subject: Complete with Docusign: Award Recommendation_ITB-W-1736.docx, Bid Tabulation.pdf, Resolution of...

Source Envelope:

Document Pages: 8

Signatures: 5

Envelope Originator:

Certificate Pages: 6

Initials: 0

Danuta Dordeski

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

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

ddordeski@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Danuta Dordeski

Location: DocuSign

12/4/2025 10:00:48 AM

ddordeski@cityofwarren.org

Signer Events

Danuta Dordeski

ddordeski@cityofwarren.org

WWTP Division Head

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Danuta Dordeski
A31ADDE9B061415...

Signature Adoption: Pre-selected Style
Using IP Address: 24.127.1.78

Timestamp

Sent: 12/4/2025 10:25:51 AM

Viewed: 12/4/2025 10:26:06 AM

Signed: 12/4/2025 10:26:15 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

David Muzzarelli

dmuzzarelli@cityofwarren.org

Public Service Director

CITY OF WARREN

Security Level: Email, Account Authentication
(None)

DocuSigned by:

David Muzzarelli
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Signature Adoption: Pre-selected Style
Using IP Address: 24.127.1.78

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Resent: 12/16/2025 10:20:37 AM

Viewed: 12/16/2025 4:09:16 PM

Signed: 12/16/2025 4:09:29 PM

Electronic Record and Signature Disclosure:

Accepted: 6/10/2024 1:31:24 PM

ID: ef599500-0987-453f-ae6a-ac6d790161ae

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle
F6FDC83AE1C142B...

Signature Adoption: Uploaded Signature Image
Using IP Address: 24.127.1.78

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Viewed: 12/16/2025 6:20:58 PM

Signed: 12/16/2025 6:25:20 PM

Electronic Record and Signature Disclosure:

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

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

Mary Michaels

mmichaels@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Mary Michaels
119806BF52344A1...

Signature Adoption: Pre-selected Style
Using IP Address: 24.127.1.78

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Viewed: 12/17/2025 10:13:34 AM

Signed: 12/17/2025 10:17:35 AM

Electronic Record and Signature Disclosure:

Accepted: 12/17/2025 10:13:34 AM

ID: bb682c5b-4d83-4973-9d34-a7f011129cfa

Signer Events	Signature	Timestamp
Lori M. Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by: <i>Lori M. Stone</i> F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 96.27.132.244</div>	Sent: 12/17/2025 10:17:37 AM Viewed: 12/17/2025 3:30:30 PM Signed: 12/20/2025 7:43:03 PM

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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

Ayasha Bahar
abahar@cityofwarren.org
Administrative Coordinator
City of Warren Michigan
Security Level: Email, Account Authentication (None)

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Judith Smith
jsmith@cityofwarren.org
Administrative Coordinator
City of Warren Michigan
Security Level: Email, Account Authentication (None)

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Sent: 12/20/2025 7:43:05 PM

Electronic Record and Signature Disclosure:
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Danuta Dordeski
ddordeski@cityofwarren.org
WWTP Division Head
City of Warren
Security Level: Email, Account Authentication (None)

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Sent: 12/20/2025 7:43:06 PM
Resent: 12/20/2025 7:43:13 PM
Viewed: 12/23/2025 10:04:40 AM

Electronic Record and Signature Disclosure:
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Joseph Jenkins
jjenkins@cityofwarren.org
WWTP Facilities Engineer
City of Warren
Security Level: Email, Account Authentication (None)

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Carbon Copy Events	Status	Timestamp
Mayor Lori M. Stone mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None)	COPIED	Sent: 12/20/2025 7:43:08 PM
Electronic Record and Signature Disclosure: Accepted: 12/19/2025 5:09:10 PM ID: f7fb6c5a-00d4-4e89-9b46-bdc85b7a11b4		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/4/2025 10:25:51 AM
Certified Delivered	Security Checked	12/17/2025 3:30:30 PM
Signing Complete	Security Checked	12/20/2025 7:43:03 PM
Completed	Security Checked	12/20/2025 7:43:08 PM

Payment Events	Status	Timestamps
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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.



MEMORANDUM

DATE: January 6, 2026

TO: Mindy Moore, Council Secretary

RE: New Appointment to Parks & Recreation Commission

City Council:

I have appointed the following to serve on the Parks and Recreation commission in accordance with 23-32 (a) of the Code of Ordinances and by the authority vest in me.

Name	Date of Expiration
Pennie Renee Pellegrini	June 30, 2028

While City Council approval is not required, per City Charter Section 7.6, Council, at such meeting or at its next meeting, shall disapprove such an appointment by a resolution which shall state the reasons for such disapproval.

Respectfully submitted,

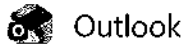
Signed by:

Lori M Stone

F040B73E57F248E...

Lori M. Stone
Mayor

Cc: Clerk
Parks & Recreation



New submission from City Commission / Board Application

From Web Master <webmaster@cityofwarren.org>

Date Fri 10/24/2025 11:34 AM

To Web Master <webmaster@cityofwarren.org>

Commission / Board applied for

Parks and Recreation

Name

Pennie Renee Pellegrini

Address

[REDACTED]

[Map It](#)

Cell Phone

[REDACTED]

Email

[REDACTED]

Driver's License Number (for internal use ONLY)

[REDACTED]

Number of Years a Warren Resident

4

Warren Business Owner

No

Appointment Request

- New Appointment Request

Work Experience

City of [REDACTED] Office of Development and Grants, [REDACTED] June 2023 - Current

Processed \$56 million in grants and \$1.65 million cash donations through City Council, and \$12 million to fiduciary partners.

- Facilitated the completion of 19 MOUs/MOAs; assisted with the implementation of subrecipient agreements for DPD grants.
- Regularly collaborate with departmental leadership, staff, and fiduciary partners

- Conduct process improvements and compliance reporting, including ODG survey analysis; lead the synthesis and technical implementation of collected data to generate key-points for department-wide process improvements delivered to leadership.

[REDACTED] Health Company

Coordinator, National Duals Enrollee Advisory Committee February 2023 - June 2023

- Lead training modules for state D-SNP Directors and provided technical assistance.
 - Monitored and advised 15 states in the stand-up and execution of Enrollee Advisory Committee quarterly meetings. • Revised program operating process, established reporting metrics, oral and written reports to senior management.
- Analyst, Community Development October 2021 - February 2023
- Co-authored/co-designed national D-SNP Enrollee Advisory Charter, marketing materials, administrative templates, featured as best practices March 2023 Center for Medicare and Medicaid Services
 - Established local partnerships focused on social determinants of health, education of MMP and brand awareness.
 - Coordinated administrative tasks: member newsletters, marketing materials, team SharePoint site, tracked deliverables, database management; supported quarterly member advisory committee meetings.

[REDACTED] for Community and Economic Development,
Center for Regional Economic Innovation Program: Student-led, Faculty-Guided Technical Assistance Project:
awarded \$2,500 Detroit, MI Research Assistant March 2021 - August 2021

- Researched and developed a holistic vacant land use strategy for a greenway in the East Canfield Village neighborhood. • Wrote a land acquisition request to the Detroit Land Bank Authority; wrote policy implementation report.
- Created a video presentation; presented at the 2021 Innovate Michigan Summit.

[REDACTED] Housing Commission, Rental Assistance Intern January 2021 - April 2021

- Interpreted Code of Federal Regulations and reviewed other Public Housing Authority's Homeownership Programs; recommended updates to DHC's Administrative Plan to support compliance and best practices.
- Interviewed partner agencies, current employees, proposed a streamlined internal program process and procedure flowchart.

[REDACTED] Fellow, September 2019 - August 2020

- * Team Leader: facilitated stakeholder interviews, ideation sessions, prototype testing and final project deliverables using Design Thinking methodology, both in-person and virtually.
 - * Conducted comparative research analysis for neighborhood/community stabilization efforts, a needs assessment and resources.
 - * Developed application and by-laws for proposed Disability Advisory Board for the City of Detroit.
 - * Participated in monthly professional development and leadership trainings and networking events.
- Goodwill Industries of Greater Detroit, Human Resources Fellow
- * Developed and delivered trainings and technical assistance for employee self service platform Kronos.
 - * Redeveloped New Hire Onboarding and Orientation process and paperwork, shortened orientation by three hours.

[REDACTED] Case Manager/Legal Assistant, April 2019 – September 2019

- * Assisted attorneys with a pre-hearing case preparation; managed casework assignment of 350 clients of diverse backgrounds.
- * Verbal and written communication with Social Security Administration, clients, and medical professionals daily.
- * Daily updating of legal database, government portals, Microsoft Outlook, Microsoft Word, email and answering phones.

Community Housing Network, Inc., Housing Resource Community Coordinator, October 2015 – January 2019

- * Collaborated and developed Oakland County and CHN housing guidelines per Code of Federal Regulations for Cat IV updates.
- * Corrected and prepared HMIS data reports; routinely audited charts; present during county/government audits.
- * Assisted 115+ households' from homelessness to housed with MSHDA/HUD funding; provided intensive case management.
- * Participated in advocacy initiatives such as planning Community Resource Day and attending various community meetings.

[REDACTED] Housing Specialist, October 2014 - October 2015

- * Conducted phone screenings and intakes; resource referrals; community advocacy and education; HMIS database management.
- * Transitioned 35+ households into housing via Emergency Solutions Grant Rapid ReHousing and Housing Choice Voucher.
- * Cultivated relationships with local landlords; maintained landlord database.

[REDACTED] Metropolitan Detroit, Development Coordinator, March 2013 - October 2014

- * Modified financial intake process and allocation process; awarded scholarships; tracked transactions in Raiser's Edge database.
- * Established and cultivated relationships with donors; participated in Board meetings; wrote grant proposals.
- * Recruited, trained, and oversaw 25+ volunteers.

Temporary Child Watch Supervisor, July 2014 - September 2014

- * Supervised 13 employees – hired, trained, supervised staff; scheduling, addressed parental concerns.

Education

Wayne State University Master of Public Administration; Graduate Certificate in Economic Development, May 2021
Bachelor of Public Affairs, August 2018

Affiliations (Clubs, Fraternal, Military, Church, etc.)

I spend time volunteering with various organizations such as [REDACTED]

Political Offices held, if any (Please include dates of service)

N/A

Please feel free to add any additional information

I am excited at the prospect of serving my community, especially on the parks and rec commission. I attended the meeting in July 2025 to find out more information about future updates to our neighborhood pocket park, and was surprised to be the only non-commissioner present. I had lengthy conversations with a current commissioner, Council Member Jonathon Lafferty and the out-going parks and recreation director.


Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.

Have you ever been convicted of a felony?

- No

(Property Address)

Parcel Number: Account Number:



Item 1 of 3 2 Images / 1 Sketch

Customer Name: PELLEGRINI PENNIE R

Summary Information

- > Residential Building Summary
 - Year Built: 1957
 - Full Baths: 1
 - Sq. Feet: 1,024
 - Bedrooms: 3
 - Half Baths: 0
 - Acres: 0.169
- > 1 Building Department records found
- > Assessed Value: \$80,070 | Taxable Value: \$71,120
- > 1 Special Assessment found
- > Property Tax information found
- > Utility Billing information found

Owner Information

PELLEGRINI PENNIE R

Amount Due

Property Total \$0.00

Permits

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB19-000946		Finalized	6/5/2019	6/17/2019	\$0.00	View

1

Displaying items 1 - 1 of 1

[Apply for a Permit](#)

Attachments

Date Created	Title	Record
--------------	-------	--------

No records to display.


Displaying items 0 - 0 of 0

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(Property Address)

Parcel Number: Account Number:



Item 1 of 3

2 Images / 1 Sketch

Customer Name: PELLEGRINI PENNIE R

Summary Information

> Residential Building Summary

- Year Built: 1957

- Bedrooms: 3

- Full Baths: 1

- Half Baths: 0

- Sq. Feet: 1,024

- Acres: 0.169

> 1 Building Department records found

> Assessed Value: \$80,070 | Taxable Value: \$71,120

> 1 Special Assessment found

> Property Tax information found

> Utility Billing information found

Owner and Taxpayer Information

Amount Due

Owner

PELLEGRINI PENNIE Taxpayer
R

SEE OWNER
INFORMATION

Special Assessment Total Payoff Amount:

\$0.00

Legal Description

Legal Description not on file.

Special Assessment Information

Code	Name	Special Assessment District Status	APR Interest Rate	Start Year	Number of Years	Payment Status
S0263	ROLL S0263	Inactive	3.0000	2007	5	** Transferred to Tax


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Parcel Number: [REDACTED] Account Number: [REDACTED] (Property Address)

Customer Name: PELLEGRINI PENNIE R
OCCUPANT

UB Customer Name: [REDACTED]



Item 1 of 3 2 Images / 1 Sketch

Summary Information

- > Residential Building Summary
 - Year Built: 1957
 - Bedrooms: 3
 - Full Baths: 1
 - Half Baths: 0
 - Sq. Feet: 1,024
 - Acres: 0.169
- > 1 Building Department records found
- > Assessed Value: \$80,070 | Taxable Value: \$71,120
- > 1 Special Assessment found
- > Property Tax information found
- > Utility Billing Information found

Owner and Taxpayer Information

Owner: PELLEGRINI PENNIE R Taxpayer: SEE OWNER INFORMATION

Amount Due

Current Taxes: **\$107.51**
[Pay Now](#)

Legal Description

[REDACTED]

Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date

1/6/2026

[Recalculate](#)

Tax History

Note: On March 3 at 12:00 AM, Summer and Winter local taxes become ineligible for payment at the local unit.

Year	Season	Total Amount	Total Paid	Last Paid	Total Due	
2025	Winter	\$107.51	\$0.00		\$107.51	Pay Now
2025	Summer	\$3,990.77	\$3,990.77	12/12/2025	\$0.00	
2024	Winter	\$104.92	\$0.00		-	** Read Note(s) Above
2024	Summer	\$3,909.13	\$100.00	08/25/2024	-	** Read Note(s) Above
2023	Winter	\$105.87	\$0.00		-	** Read Note(s) Above
2023	Summer	\$3,694.42	\$1,100.00	01/30/2024	-	** Read Note(s) Above
2022	Winter	\$95.54	\$0.00		-	** Read Note(s) Above
2022	Summer	\$3,337.65	\$3,337.65	02/28/2023	\$0.00	
2021	Winter	\$85.10	\$85.10	12/10/2021	\$0.00	
2021	Summer	\$1,296.82	\$1,296.82	07/22/2021	\$0.00	

[Load More Years](#)

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(Property Address)


Parcel Number: [REDACTED] Account Number: [REDACTED]

Customer Name: PELLEGRINI PENNIE R **UB Customer Name:** [REDACTED]

Summary Information

- > Residential Building Summary
 - Year Built: 1957
 - Bedrooms: 3
 - Full Baths: 1
 - Half Baths: 0
 - Sq. Feet: 1,024
 - Acres: 0.169
- > 1 Building Department records found
- > Assessed Value: \$80,070 | Taxable Value: \$71,120
- > 1 Special Assessment found
- > Property Tax information found
- > Utility Billing Information found

Item 1 of 3 2 Images / 1 Sketch



Customer Information

Name 301946806 OCCUPANT
Address [REDACTED] Account Number 301946806

Amount Due

Total Amount Due \$0.00
[Pay Now](#)

Current Bill

[Click here for a printer friendly version](#)

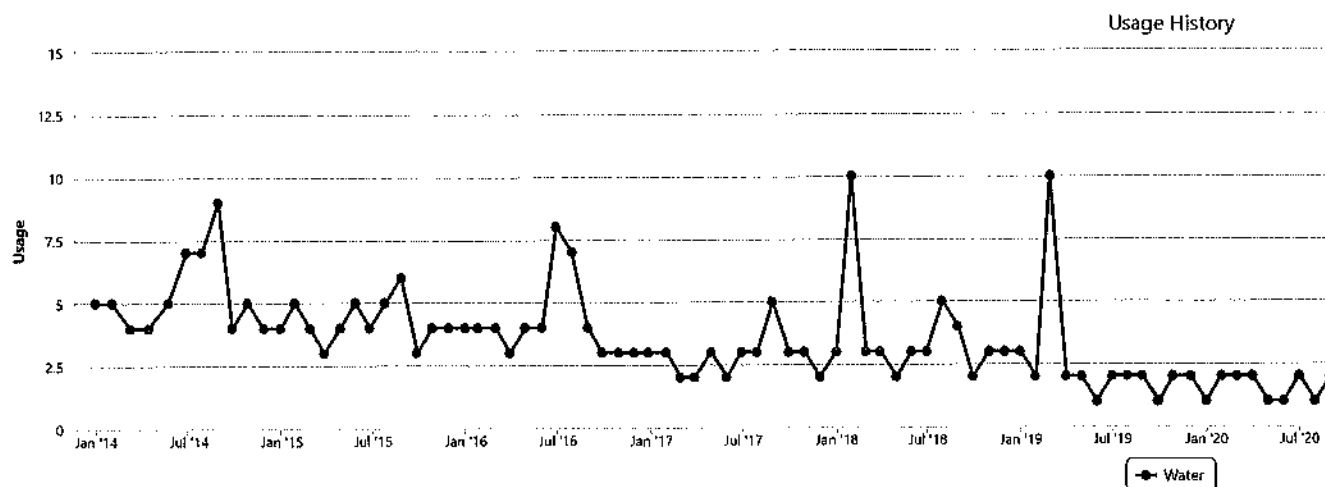
Amount Due	\$0.00	Bill From	10/28/2025		
Due Date	12/30/2025	Bill To	11/30/2025		
Billing Item	Previous Amount	Current Amount	Penalties & Interest	Balance	
FINAL BILL CHARGE	\$0.00	\$0.00	\$0.00	\$0.00	
SEWER	\$0.00	\$0.00	\$0.00	\$0.00	
SEWER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00	
STATE MANDATED FEE	\$0.00	\$0.00	\$0.00	\$0.00	
WATER	\$0.00	\$0.00	\$0.00	\$0.00	
WATER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00	
	\$0.00	\$0.00	\$0.00	\$0.00	

History (437 Items Found)

Starting Date [REDACTED] Ending Date [REDACTED] [Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
12/31/2025	Meter Read	Water		540.00	2.00	\$0.00	\$0.00 ▲
12/12/2025	Payment Posted	0005908041		0.00	0.00	(\$70.67)	\$0.00
12/11/2025	Bill Calculated	10/28/25-11/30/25		0.00	0.00	\$22.86	\$70.67
12/9/2025	Penalty			0.00	0.00	\$1.40	\$47.81
11/30/2025	Meter Read	Water		538.00	2.00	\$0.00	\$46.41
11/7/2025	Bill Calculated	09/30/25-10/28/25		0.00	0.00	\$22.86	\$46.41
11/5/2025	Penalty			0.00	0.00	\$0.69	\$23.55
10/28/2025	Meter Read	Water		536.00	2.00	\$0.00	\$22.86
10/15/2025	Bill Calculated	08/29/25-09/30/25		0.00	0.00	\$22.86	\$22.86
9/30/2025	Meter Read	Water		534.00	1.00	\$0.00	\$0.00
9/12/2025	Payment Posted	0005774741		0.00	0.00	(\$117.73)	\$0.00
9/11/2025	Bill Calculated	07/30/25-08/29/25		0.00	0.00	\$22.86	\$117.73
9/9/2025	Penalty			0.00	0.00	\$2.79	\$94.87 ▼

Usage History Chart



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MEMORANDUM

DATE: January 6, 2026

TO: Mindy Moore, Council Secretary

RE: Reappointment to Beautification Commission

City Council:

Pursuant to the Code or Ordinances, Chapter 2, Section 2-101 and by the authority vested in me, I hereby notify you of the following reappointment:

Name	Date of Expiration
Connie Bonkowski	June 30, 2027

City Council approval is not required, however per City Charter Section 7.6, Council, at such meeting or at its next meeting, may disapprove such an appointment by a resolution which shall state the reasons for such disapproval.

Respectfully submitted,

Signed by:

Lori M Stone

F040B73E57F248E...

Lori M. Stone
Mayor

Cc: Clerk
Beautification Commission



Lori M. Stone, Mayor
One City Square, Suite 215
Warren, MI 48093-6726

City Commission / Board Application

Commission / Board applied for: Beautification

Name: Connie Bonkowski

Address: [REDACTED] Zip: [REDACTED]

Phone: Home [REDACTED] Work: () [REDACTED] Cell: [REDACTED]

Email Address: [REDACTED]

Driver's License Number (for internal use ONLY): _____

Number of Years a Warren Resident: 55 Warren Business Owner? no

(Name of Business)

☐ New Appointment Request

☒ Re-Appointment Request

Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.

Have you ever been convicted of a felony? YES ____ NO ✓

Do you have any felony charges pending against you at this present time? YES ____ NO ____

If so, please complete the following:

Date of offense: _____ Offense Description: _____

Where: _____ Disposition: _____

Work Experience: [REDACTED] 46 years

(Continued on reverse side)

Education: mccc

Affiliations (Clubs, Fraternal, Military, Church, etc.): 

Political Offices held, if any (Please include dates of service):

Please feel free to add any additional information:

***NOTE: All potential appointments:**

- Prior to appointment, a background investigation will be conducted; and
- Applicant must be current on all outstanding taxes, water bills, permit fees or special assessments that are past due prior to date of appointment

Please return this application to the Mayor's Office

**City of Warren
One City Square – Suite 215
Warren, MI 48093-6726
Phone: (586) 574-4520
Fax: (586) 574-4524
Email: mayor@cityofwarren.org**

(Property Address)

Parcel Number: [REDACTED] Account Number: [REDACTED]

Customer Name: BONKOWSKI [REDACTED] CONSTANCE L

Summary Information

> Residential Building Summary

- Year Built: 1986
- Full Baths: 1
- Sq. Feet: 1,811


- Bedrooms: 3
- Half Baths: 1
- Acres: 0.207

> Assessed Value: \$169,510 | Taxable Value: \$82,079

> Property Tax information found

> 5 Building Department records found

> Utility Billing information found



Item 1 of 2 1 Image / 1 Sketch

Owner Information

BONKOWSKI [REDACTED] CONSTANCE L

Amount Due

Property Total **\$0.00**

Permits

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB15-001388		Finalized	8/3/2015	8/21/2015	\$0.00	View
Electrical	PE15-001436		Finalized	6/16/2015	7/14/2015	\$0.00	View
FENCE	PF09-21763		Finalized	5/20/2009		\$0.00	View
RES - FENCE	PF23-00212		Expired	6/9/2023		\$0.00	View
Mechanical	PM15-000969		Finalized	6/16/2015	7/14/2015	\$0.00	View

1

Displaying items 1 - 5 of 5

[Apply for a Permit](#)

Attachments

Date Created	Title	Record
No records to display.		

Displaying items 0 - 0 of 0

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(Property Address)

Parcel Number: [REDACTED] Account Number: [REDACTED]

Customer Name: BONKOWSKI [REDACTED] CONSTANCE L

Summary Information

- > Residential Building Summary
 - Year Built: 1986
 - Full Baths: 1
 - Sq. Feet: 1,811
 - Bedrooms: 3
 - Half Baths: 1
 - Acres: 0.207
- > Utility Billing information found
- > Assessed Value: \$169,510 | Taxable Value: \$82,079
- > Property Tax information found
- > 5 Building Department records found



Item 1 of 2 1 Image / 1 Sketch

Owner and Taxpayer Information

Owner BONKOWSKI [REDACTED] & CONSTANCE L **Taxpayer** SEE OWNER INFORMATION

Amount Due

Current Taxes: **\$124.09**
[Pay Now](#)

Legal Description

[REDACTED]

Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date

Tax History

Year	Season	Total Amount	Total Paid	Last Paid	Total Due	
2025	Winter	\$124.09	\$0.00		\$124.09	Pay Now
2025	Summer	\$4,259.55	\$4,259.55	09/02/2025	\$0.00	
2024	Winter	\$121.09	\$121.09	02/10/2025	\$0.00	
2024	Summer	\$4,156.27	\$4,156.27	08/05/2024	\$0.00	
2023	Winter	\$122.19	\$122.19	12/14/2023	\$0.00	
2023	Summer	\$3,926.99	\$3,926.99	08/23/2023	\$0.00	
2022	Winter	\$110.27	\$110.27	12/28/2022	\$0.00	
2022	Summer	\$3,740.00	\$3,740.00	08/26/2022	\$0.00	
2021	Winter	\$250.57	\$250.57	01/31/2022	\$0.00	
2021	Summer	\$3,527.55	\$3,527.55	08/25/2021	\$0.00	
<input type="button" value="Load More Years"/>						

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(Property Address)

Parcel Number: Account Number:



Item 1 of 2 1 Image / 1 Sketch

Customer Name: BONKOWSKI CONSTANCE L
OCCUPANT

UB Customer Name:

Summary Information

- > Residential Building Summary
 - Year Built: 1986
 - Bedrooms: 3
 - Full Baths: 1
 - Half Baths: 1
 - Sq. Feet: 1,811
 - Acres: 0.207
- > Assessed Value: \$169,510 | Taxable Value: \$82,079
- > Property Tax information found
- > 5 Building Department records found
- > Utility Billing information found

Customer Information

Name: OCCUPANT

Address: Account Number:

Amount Due

Total Amount Due **\$0.00**

[Pay Now](#)

Current Bill

[Click here for a printer friendly version](#)

Amount Due	\$0.00	Bill From	10/28/2025	
Due Date	12/30/2025	Bill To	12/01/2025	
Billing Item	Previous Amount	Current Amount	Penalties & Interest	Balance
SEWER	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
STATE MANDATED FEE	\$0.00	\$0.00	\$0.00	\$0.00
WATER	\$0.00	\$0.00	\$0.00	\$0.00
WATER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00

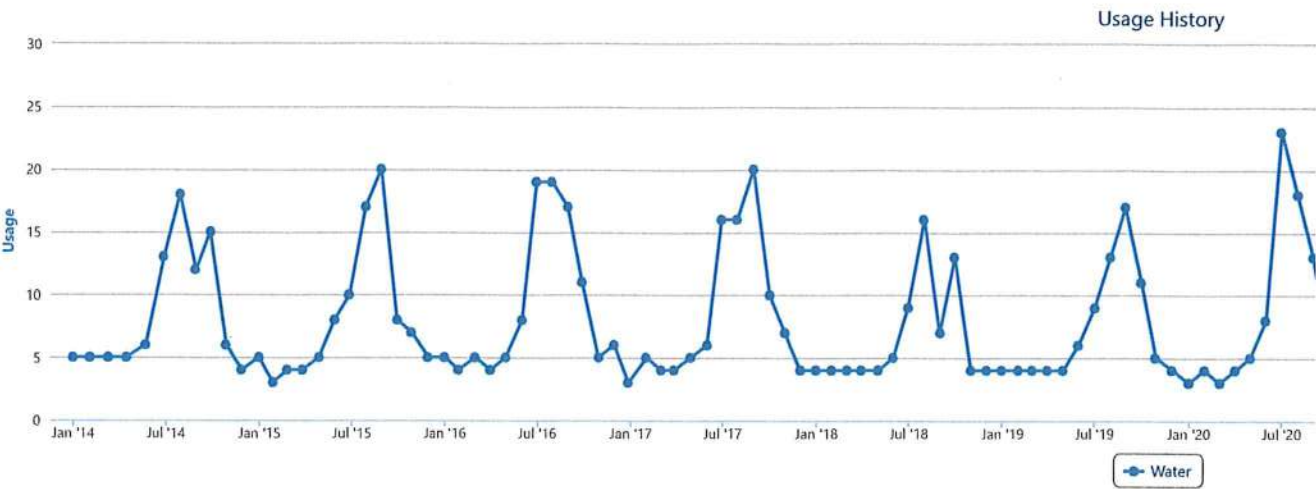
History (442 Items Found)

Starting Date: Ending Date:

[Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
12/31/2025	Meter Read	Water		1275.00	5.00	\$0.00	\$0.00
12/30/2025	Payment Posted	0005942971		0.00	0.00	(\$61.46)	\$0.00
12/11/2025	Bill Calculated	10/28/25-12/01/25		0.00	0.00	\$61.46	\$61.46
12/1/2025	Meter Read	Water		1270.00	5.00	\$0.00	\$0.00
11/21/2025	Payment Posted	0005876403		0.00	0.00	(\$131.41)	\$0.00
11/7/2025	Bill Calculated	09/30/25-10/28/25		0.00	0.00	\$131.41	\$131.41
10/29/2025	Payment Posted	0005841433		0.00	0.00	(\$121.42)	\$0.00
10/28/2025	Meter Read	Water		1265.00	12.00	\$0.00	\$121.42
10/15/2025	Bill Calculated	08/29/25-09/30/25		0.00	0.00	\$121.42	\$121.42
9/30/2025	Meter Read	Water		1253.00	11.00	\$0.00	\$0.00
9/29/2025	Payment Posted	0005797531		0.00	0.00	(\$111.42)	\$0.00
9/11/2025	Bill Calculated	07/30/25-08/29/25		0.00	0.00	\$111.42	\$111.42
8/29/2025	Meter Read	Water		1242.00	10.00	\$0.00	\$0.00

Usage History Chart



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MEMORANDUM

DATE: January 6, 2026

TO: Mindy Moore, Council Secretary

RE: Reappointment to Library Commission

City Council:

Pursuant to the provision of the Library Commission and the authority vested in me, I hereby notify you of the following reappointment.

Name	Date of Expiration
Annette Majka	June 30, 2028

While City Council approval is not required, per City Charter Section 7.6, Council, at such meeting or at its next meeting, shall disapprove such an appointment by a resolution which shall state the reasons for such disapproval.

Respectfully submitted,

Signed by:

Lori M Stone

F040B73E57F248E...

Lori M. Stone
Mayor

Cc: Clerk
Library Commission



New submission from City Commission / Board Application

From Web Master <webmaster@cityofwarren.org>

Date Wed 5/28/2025 2:20 PM

To Web Master <webmaster@cityofwarren.org>

Commission / Board applied for

Library Commission

Name

Annette Majka

Address

[REDACTED]
Warren, Michigan 48090

[Map It](#)

Home Phone

[REDACTED]

Cell Phone

[REDACTED]

Email

[REDACTED]

Driver's License Number (for internal use ONLY)

[REDACTED]

Number of Years a Warren Resident

27

Warren Business Owner

No

Appointment Request

- Re-Appointment Request

Work Experience

25 years as a Librarian for the [REDACTED] Public Library. Retired in 2016.

Education

B.S. Wayne State University, MLIS Wayne State University

Affiliations (Clubs, Fraternal, Military, Church, etc.)

Adult Book Club at the [REDACTED] Library, Women's Club at [REDACTED]

Political Offices held, if any (Please include dates of service)

N/A

Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.

Have you ever been convicted of a felony?

- No

(Property Address)

Parcel Number: [REDACTED] Account Number: [REDACTED]



Item 1 of 3 2 Images / 1 Sketch

Customer Name: MAJKA ANNETTE

Summary Information

- > Residential Building Summary
 - Year Built: 1997
 - Bedrooms: 0
 - Full Baths: 2
 - Half Baths: 1
 - Sq. Feet: 1,522
 - Acres: 0.215
- > Assessed Value: \$135,980 | Taxable Value: \$70,101
- > Property Tax information found
- > 6 Building Department records found
- > Utility Billing information found

Owner Information

MAJKA ANNETTE

Amount DueProperty Total **\$0.00****Permits**

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB104649		Expired	4/18/1997		\$0.00	View
RES - ELECTRICAL	PE23-001602		Finalized	11/3/2023	4/8/2024	\$0.00	View
RES - ELEC RECONNECT	PER23-0250		Finalized	4/28/2023	5/19/2023	\$0.00	View
RES - MECHANICAL	PM23-000690		Finalized	4/28/2023	6/5/2023	\$0.00	View
RES - MECHANICAL	PM23-001930		Finalized	11/3/2023	4/8/2024	\$0.00	View
Plumbing	PP14-001401		Finalized	1/24/2014	1/29/2014	\$0.00	View

1

Displaying items 1 - 6 of 6

[Apply for a Permit](#)**Attachments**

Date Created	Title	Record	
11/18/2015	PLOT PLAN		View

1

Displaying items 1 - 1 of 1

****Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

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Parcel Number: [REDACTED] Account Number: [REDACTED] (Property Address)

Customer Name: MAJKA ANNETTE

Summary Information

- > Residential Building Summary
 - Year Built: 1997
 - Full Baths: 2
 - Sq. Feet: 1,522
 - Bedrooms: 0
 - Half Baths: 1
 - Acres: 0.215
- > Assessed Value: \$135,980 | Taxable Value: \$70,101
- > Property Tax information found
- > 6 Building Department records found
- > Utility Billing information found

Item 1 of 3 [2 Images / 1 Sketch](#)

Owner and Taxpayer Information

Owner: MAJKA ANNETTE Taxpayer: SEE OWNER INFORMATION

Amount Due

Current Taxes: **\$105.97**
[Pay Now](#)

Legal Description

[REDACTED]

Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date:

Tax History

Year	Season	Total Amount	Total Paid	Last Paid	Total Due	
2025	Winter	\$105.97	\$0.00		\$105.97	Pay Now
2025	Summer	\$3,625.00	\$3,625.00	08/29/2025	\$0.00	
2024	Winter	\$103.41	\$103.41	02/18/2025	\$0.00	
2024	Summer	\$3,546.96	\$3,546.96	08/16/2024	\$0.00	
2023	Winter	\$104.35	\$104.35	01/24/2024	\$0.00	
2023	Summer	\$3,362.19	\$3,362.19	08/23/2023	\$0.00	
2022	Winter	\$94.18	\$94.18	02/13/2023	\$0.00	
2022	Summer	\$3,154.52	\$3,154.52	08/26/2022	\$0.00	
2021	Winter	\$214.01	\$214.01	02/22/2022	\$0.00	
2021	Summer	\$3,091.48	\$3,091.48	08/23/2021	\$0.00	
<input type="button" value="Load More Years"/>						

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(Property Address)

Parcel Number: Account Number:



Item 1 of 3

2 Images / 1 Sketch

Customer Name: MAJKA ANNETTE

UB Customer Name: OCCUPANT

Summary Information

> Residential Building Summary

- Year Built: 1997
- Full Baths: 2
- Sq. Feet: 1,522
- Bedrooms: 0
- Half Baths: 1
- Acres: 0.215

> Utility Billing information found

- > Assessed Value: \$135,980 | Taxable Value: \$70,101
- > Property Tax information found
- > 6 Building Department records found

Customer Information

Name

OCCUPANT

Address

Account Number

Amount DueTotal Amount Due **\$0.00**[Pay Now](#)

** Enrolled in ACH Payments

Current Bill[Click here for a printer friendly version](#)

Amount Due	\$0.00	Bill From	10/29/2025
Due Date	12/30/2025	Bill To	12/01/2025

Billing Item	Previous Amount	Current Amount	Penalties & Interest	Balance
NSF Fee	\$0.00	\$0.00	\$0.00	\$0.00
SEWER	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
STATE MANDATED FEE	\$0.00	\$0.00	\$0.00	\$0.00
WATER	\$0.00	\$0.00	\$0.00	\$0.00
WATER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00

History (443 Items Found)

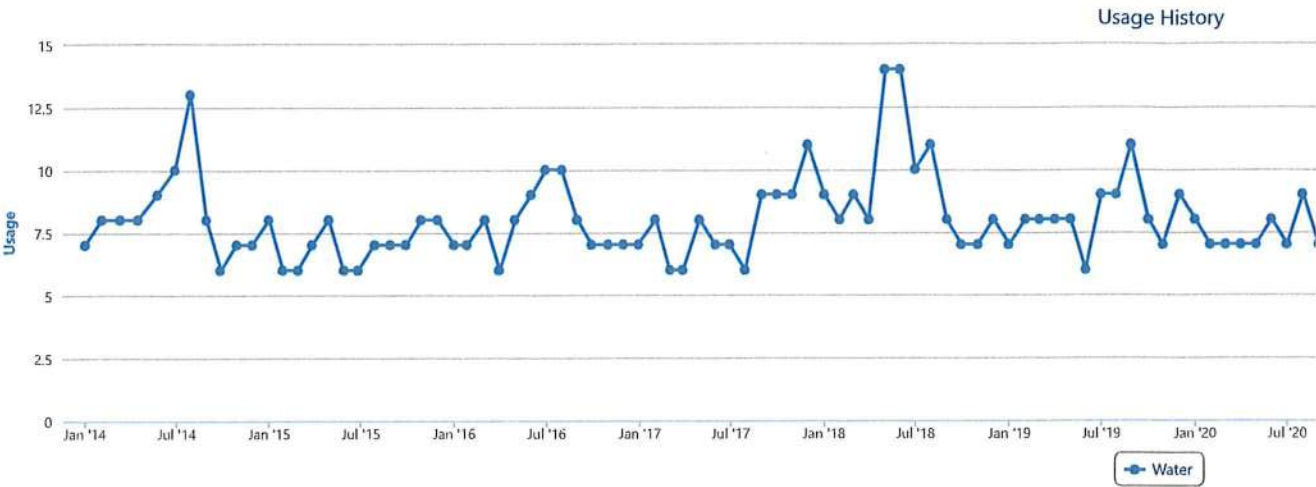
Starting Date

Ending Date

[Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
12/30/2025	Meter Read	Water		1108.00	5.00	\$0.00	\$0.00
12/30/2025	Payment Posted	0005934358		0.00	0.00	(\$62.83)	\$0.00
12/11/2025	Bill Calculated	10/29/25-12/01/25		0.00	0.00	\$62.83	\$62.83
12/1/2025	Meter Read	Water		1103.00	6.00	\$0.00	\$0.00
11/26/2025	Payment Posted	0005885578		0.00	0.00	(\$62.83)	\$0.00
11/7/2025	Bill Calculated	09/30/25-10/29/25		0.00	0.00	\$62.83	\$62.83
10/31/2025	Payment Posted	0005847296		0.00	0.00	(\$52.85)	\$0.00
10/29/2025	Meter Read	Water		1097.00	6.00	\$0.00	\$52.85
10/15/2025	Bill Calculated	08/30/25-09/30/25		0.00	0.00	\$52.85	\$52.85
9/30/2025	Meter Read	Water		1091.00	5.00	\$0.00	\$0.00
9/30/2025	Payment Posted	0005800762		0.00	0.00	(\$52.85)	\$0.00
9/11/2025	Bill Calculated	07/30/25-08/30/25		0.00	0.00	\$52.85	\$52.85
8/30/2025	Meter Read	Water		1086.00	5.00	\$0.00	\$0.00

Usage History Chart



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MEMORANDUM

DATE: December 19, 2025

TO: Mindy Moore, Council Secretary

RE: Appointees

City Council:

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

Name	Title
Maria McCarville	Director of Libraries

Thank you for your attention to this matter.

Sincerely,

Signed by:
Lori M. Stone
D25EC2BDD7A2480...

Lori M. Stone
Mayor

Cc: 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: DECEMBER 16, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: INCREASE OF AWARD OF BID ITB-W-1556; FURNISH POOL CHEMICALS

The Purchasing Division concurs with the Parks and Recreation Department and recommends that the award for Bid ITB-W-1556; to Furnish Pool Chemicals, to Baruzzini Contracting, LLC., 1281 South Old US 23, Brighton, MI 48114, be increased, retro-actively, for the current period of the agreement, from an annual amount not to exceed \$22,503.07 to an annual amount not to exceed \$37,503.07 (an increase of \$15,000.00).

On July 8, 2025, City Council awarded the purchase of Pool Chemicals to Baruzzini Contracting, LLC., for a one (1) year period, commencing on August 1, 2025, with options to renew for an additional one (1) year period, in an annual amount not to exceed \$22,503.07.

Due to a miscalculation in estimated annual usage, this recommendation before your honorable body today, is for an increase of award, retro-actively, for the current period of the agreement (August 1, 2025 through July 31, 2026), from an annual amount not to exceed \$22,503.07 to an annual amount not to exceed \$37,503.07 (an increase of \$15,000.00).

Funds are available in the following Account: 208-9208-77600.

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

12.09.2025

TO: CRAIG TREPPA, PURCHASING AGENT

SUBJECT: AWARD OF ITB-W-1556 Pool Chemicals

The Recreation Department, recommends that BID ITB-W-1556 pool chemicals be increased an awarded amount to Baruzzini Contracting LLC in the amount of \$15,000.00. Totaling the awarded bid amount to \$37,503.07 for the August 1 2025 thru July 31 2026 and any possible consecutive years. This increase is necessary based on an increase in our current chemical usage and a miscalculation when converting the number of pounds of chemical used the prior year.

Funds for this purchase are budgeted in the Parks and Recreation Budget, Account# 9208-77600.

Respectfully Submitted,

Signed by:

50D775C484AE448...

Jason Spiller
Parks and Recreation Director

RESOLUTION

Document No: ITB-W-1556 Increase of Award

Product or Service: Furnish Pool Chemicals

Requesting Department: Parks & Recreation Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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 July 8, 2025, City Council awarded the purchase of Pool Chemicals to Baruzzini Contracting, LLC., 1281 South Old US 23, Brighton, MI 48114, for a one (1) year period, commencing on August 1, 2025, with options to renew for an additional one (1) year period, in an annual amount not to exceed \$22,503.07.

The Parks and Recreation Department has determined, that in the best interest of the City, the award for furnishing pool chemicals shall be increased, retro-actively, for the current period of the agreement (August 1, 2025 through July 31, 2026), from an annual amount not to exceed \$22,503.07 to an annual amount not to exceed \$37,503.07 (an increase of \$15,000.00).

Funds are available in the following Account: 208-9208-77600.

THEREFORE IT IS RESOLVED, that an increase of award for ITB-W-1556 is hereby accepted by City Council for Baruzzini Contracting, LLC., retro-actively, for the current period of the agreement (August 1, 2025 through July 31, 2026), from an annual amount not to exceed \$22,503.07 to an annual amount not to exceed \$37,503.07 (an increase of \$15,000.00).

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk

Certificate Of Completion

Envelope Id: CB38D0DA-F8ED-4FF9-99E9-1299F3BE7526

Status: Completed

Subject: ITB-W-1556 Furnish Pool Chemicals - Increase of Award - Council Item

Source Envelope:

Document Pages: 5

Signatures: 6

Envelope Originator:

Certificate Pages: 6

Initials: 0

Shanah Turner

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

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

sturner@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Shanah Turner

Location: DocuSign

12/16/2025 11:49:36 AM

sturner@cityofwarren.org

Signer Events

Shanah Turner

sturner@cityofwarren.org

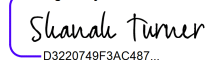
Assistant Buyer

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:


D3220749F3AC487...

Sent: 12/16/2025 11:53:27 AM

Viewed: 12/16/2025 11:53:55 AM

Signed: 12/16/2025 11:54:00 AM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Craig Treppa

ctreppa@cityofwarren.org

Purchasing Agent

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:


E610E2D7FFE5449...

Sent: 12/16/2025 11:54:01 AM

Viewed: 12/16/2025 12:50:53 PM

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Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

jspiller

jspiller@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:


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Viewed: 12/16/2025 1:56:31 PM

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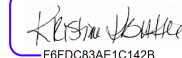
Not Offered via DocuSign

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:


F6FDC83AE1C142B...

Sent: 12/16/2025 1:57:09 PM

Viewed: 12/16/2025 2:25:11 PM

Signed: 12/16/2025 2:26:10 PM


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

Signer Events	Signature	Timestamp
Richard Fox rfox@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  CF2C773236C54C9...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/16/2025 2:26:12 PM Viewed: 12/16/2025 3:13:58 PM Signed: 12/16/2025 3:14:06 PM

Electronic Record and Signature Disclosure:
Accepted: 12/16/2025 3:13:58 PM
ID: cf4614a2-c1e1-4dad-af35-f945fe71ed1e

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 96.27.132.244</div>	Sent: 12/16/2025 3:14:07 PM Viewed: 12/20/2025 7:40:30 PM Signed: 12/20/2025 7:40:44 PM
----------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------

Electronic Record and Signature Disclosure:
Not Offered via Docusign

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
Mayor Lori M. Stone mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/19/2025 5:09:10 PM ID: f7fb6c5a-00d4-4e89-9b46-bdc85b7a11b4	<div>COPIED</div>	Sent: 12/16/2025 11:53:25 AM
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	<div>COPIED</div>	Sent: 12/16/2025 11:53:26 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	<div>COPIED</div>	Sent: 12/16/2025 11:53:26 AM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	12/20/2025 7:40:30 PM
Signing Complete	Security Checked	12/20/2025 7:40:44 PM
Completed	Security Checked	12/20/2025 7:40:44 PM

Payment Events	Status	Timestamps
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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.

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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.



DATE: DECEMBER 29, 2025
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL
SUBJECT: RECOMMENDATION TO EXTEND AND INCREASE THE AWARD OF BID ITB-W-0574;
HAULING OF ASH, GRIT, AND FILTER PRESS CAKE

The Purchasing Division concurs with the Waste Water Treatment Plant (WWTP) and recommends that the award of bid ITB-W-0574; for the Hauling of Ash, Grit, and Filter Press Cake, be extended and increased for the third and final one (1) year period, to DHT Transport, LLC, 2695 W Vassar Road, Reese, MI, 48757, in an annual amount not to exceed \$96,157.17 (when factoring in the 2% discount being offered by DHT).

This recommendation before your honorable body today, is for the third and final one (1) year extension, for the period of March 12, 2026 through March 11, 2027, in an annual amount not to exceed \$96,157.17 (when factoring in the 2% discount being offered by DHT), which equates to \$15.95 per ton.

Grit is dewatered from a classifier and mixed with the incinerator ash. Ash produced in the incinerator by the combustion of filter cake is the main product to be hauled from the treatment plant, to the Pine Tree Acres Landfill that is located in Lenox, MI. The City estimates an average of 3,860 tons of ash and grit and 2,167 tons of filter cake will be hauled and disposed of each year.

The ash, grit, and filter cake will be disposed of at the Pine Tree Acres Landfill, located at 36600 29 Mile Road, Lenox, MI 48048.

DHT Transport, LLC. approached the City to request a price increase of 2.735%, which is in their right, per the bid form and specifications.

The City has been consistent in its approach in considering rate increases for its vendors. The City calculated the Consumer Price Index change using the "over-the-year percentage change" method, as detailed from the U.S. Bureau of Labor Statistics. This method determines the percent change over an entire year. The City has calculated this CPI change to be 2.735%, which is equal to the requested increase from DHT Transport, LLC. Thus, the City is requesting that City Council approve the 2.735% increase for the third and final year of the agreement (March 12, 2026 through March 11, 2027), in an annual amount not to exceed \$96,157.17, when factoring in the 2% discount being offered by DHT Transport, LLC, which equates to \$15.95 per ton.

Funds are available in the following Account: 592-1580-81800.

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



WWW.DHT-INC.COM

12/18/2025

RE: The continuation of Hauling of Ash, Grit, and Filter Cake to Pine Tree Acres Landfill (ITB-W-0574)

We at DHT would like to offer a continuation of our services to the City of Warren on the matter of the Transportation of Ash, Grit, and Filter Cake for the period of 1 year (March 12, 2026, to March 11, 2027) at an additional 2.735 % rate C.O.L.A. If you require anything else from DHT, please, do not hesitate to contact me at 989-751-3301 or cculver@dht-inc.com. Thank you very kindly for the opportunity to collaborate with you again.

Thank you!

-Celeste

A handwritten signature in cursive script that reads "Celeste Culver".

Kind Regards,

Celeste Culver | Gravel Train Division Manager

D.H.T. Group | 2695 W. Vassar Rd Reese, MI. 48757

Office: (989) 759-2010 ext. 138 | Mobile: (989) 751-3301 | Fax: (989) 759-2019

Email: cculver@dht-inc.com



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Please consider the environment before printing this email

2695 West Vassar Rd • P.O. Box 375 • Reese, Michigan 48757
Phone: 989-759-2010 • Fax: 989-759-2020 • www.dht-inc.com



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

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

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

SUBJECT: **Recommendation for a final one (1) year extension of ITB-W-0574, Hauling of Ash, Grit & Filter Cake, to DHT Transport, LLC, for a term commencing on 3/12/26 thru 3/11/27, including a 2.735% increase to the current unit prices, in the total award amount not to exceed \$96,157.17.**

DATE: 12/18/2025

The existing 1-year agreement term with DHT Transport LLC (ITB-W-0574) for hauling of ash, grit and filter cake that are being generated at the WWTP in wastewater treatment operations, is expiring on March 11, 2026.

The WWTP desires to continue utilizing services from DHT Transport LLC., for hauling of ash, grit and filter cake from the Warren WWTP facility, for an additional one 1-year term.

DHT Transport LLC has agreed to another 1-year extension under the terms of ITB-W-0574, with a 2.735% increase from the pricing currently in effect, resulting in new unit pricing being \$16.28 per ton for hauling of ash and Grit and \$16.28 per ton for hauling of Filter Cake. DHT Transport LLC also agrees to offer a 2% discount to the aforementioned unit pricing if award for hauling of ash/grit and for hauling of filter cake is approved concurrently. The 2% discount would result in unit prices of \$15.95 for the ash/grit hauling and for the filter cake hauling.

It is being respectfully requested that the existing agreement for ITB-W-0574, Hauling of Ash, Grit & Filter Cake, to DHT Transport LLC of 2695 W Vassar Road, Reese, MI 48757, be extended for one (1) additional 1-year term (3/12/26 thru 3/11/27), including a 2.735% increase to the pricing currently in effect, resulting in new pricing for the final 1-year extension being \$16.28 per ton for hauling of Ash and Grit, and Filter Cake and acceptance of the 2% discount offered by DHT Transport LLC, resulting in an after-discount unit price of \$15.95 per ton for hauling Ash, Grit, and Filter Cake. The total award amount should not exceed \$96,157.17 (based on estimated tons of product to be hauled out).

Please take the steps necessary to seek authorization to approve extension of the agreement ITB-W-0574, Hauling of Ash, Grit & Filter Cake, to DHT Transport LLC, 2695 W Vassar Road, Reese, MI 48757 for an additional one (1) 1-year term (3/12/26 thru 3/11/27), including a 2.735% increase from the pricing currently in effect, resulting in the total award amount for the additional 1-year term not to exceed \$96,157.17.

DHT Transport, ITB-W-0574, Ash/Grit/Filter Cake Hauling, 1-year Extension

Page 2

12/18/25

Funds for the requested one (1) final 1-year term extension (3/12/26 thru 3/11/27) in the amount not to exceed \$96,157.17 will be made available from the FY26 and the FY27 Budgets, WWTP Account 592-1580-81800.

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

Respectfully,

Signed by:

Donna Dordeski

31ADDE96B061415...

Donna Dordeski, P.E.

WWTP Division Head

DD

cc: David Muzzarelli, Public Service Director

RESOLUTION

Document No: ITB-W-0574 Extension 3 and Price Increase
Product or Service: Hauling of Ash, Grit, and Filter Cake
Requesting Department: Waste Water Treatment Plant (WWTP)

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026, at 7 p.m. Local 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 February 8, 2022, City Council approved an award to DHT Transport, LLC, 2695 W Vassar Road, Reese, MI 48757 to haul ash, grit, and filter cake for the Waste Water Treatment Plant (WWTP). This was approved for a two (2) year period with options to renew for three (3) additional one (1) year periods, with mutual consent of both parties.

The WWTP Division Head is seeking City Council approval for an extension and price increase for the third and final one (1) year period, in an annual amount not to exceed \$96,157.17 (when factoring in the 2% discount being offered by DHT Transport, LLC.).

DHT Transport, LLC. approached the City to request a price increase of 2.735%, which is in their right, per the bid form and specifications.

Based on the “over-the-year percentage change” method, as detailed from the U.S. Bureau of Labor Statistics that is used by the City’s Purchasing Division to determine the change in CPI, it has been determined that an increase in the amount of 2.735% is equal to the change in CPI over the last year.

The WWTP Division Head agrees to the price increase of 2.735% for the period March 12, 2026 through March 11, 2027, which equates to \$15.95 per ton when factoring in 2% discount being offered by DHT Transport, LLC.

THEREFORE, IT IS RESOLVED, that the third and final one (1) year extension of bid of ITB-W-0574 to DHT Transport, LLC., is accepted by City Council, with a price increase in the amount of 2.735%, in an annual amount not to exceed \$96,157.17, for the period of March 12, 2026 through March 11, 2027.

Funds are available in the following Account: 592-1580-81800.

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: Councilpersons: _____

NAYS: Councilpersons: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2026.

Mindy Moore
Council Secretary

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: DECEMBER 9, 2025

TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL

SUBJECT: ITB-W-1704; RECOMMENDATION OF AWARD TO FURNISH LAB ANALYSIS ON DEWATERED SLUDGE (CAKE)

The Purchasing Division concurs with the Waste Water Treatment Plant (WWTP) and recommends that Bid ITB-W-1704; to Furnish Lab Analysis on Dewatered Sludge (Cake), be awarded to the sole bidder, Microbac Labs, 250 West 84th Drive, Merrillville, IN 46310, for a one (1) year period, in the annual amount not to exceed \$35,676.00.

On Wednesday, October 29, 2025 at 1:00 PM local time, electronic bids to furnish Lab Analysis on Dewatered Sludge (Cake) were publicly opened. Bids were solicited through the BidNet® (MITN) system. One (1) vendor responded with a bid, which is detailed on the attached bid tabulation sheets for your review.

Ongoing testing of the new incinerator technology at the WWTP requires non-routine testing of the elemental constituents and physical properties of the sludge, cake, and ash.

If approved by your honorable body, this award shall commence upon the official date of City Council approval, for a one (1) year period, in an annual amount not to exceed \$35,676.00.

Funds are available in the following Account: 592-1580-74300.

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

F6EDC83AE1C142B...

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

<div>City of Warren</div> <div>One City Square</div> <div>Warren MI 48093</div>		<div>BID #: ITB-W-1704</div> <div>BID DUE DATE: 10/29/2025</div> <div>DEPT: WWTP</div>
Product or Service: FURNISH LAB ANALYSIS - DEWATERED SLUDGE (CAKE)		
BIDDER		GRAND TOTAL
MICROBAC LABS		\$ 35,676.00

Microbac Labs bid the following exceptions: Please note blank tests are able to be subcontracted through us. Metals by weight per your sample testing report pricing may vary if needing to sub contract (listed are just HM by ICP/MS) #1 is for BTU only.

ITEM	PARAMETER	MATRIX	UNIT PRICE (EACH)	EXTENDED PRICE (24 EACH)
1	Ultimate, Proximate, and BTU	Cake	\$ 80.00	\$ 1,920.00
2	Elemental Analysis of Ash	Cake		\$ -
3	Fusion Temperatures of Ash	Cake		\$ -
4	Lead	Cake	\$ 31.00	\$ 744.00
5	Cadmium	Cake	\$ 12.00	\$ 288.00
6	Mercury	Cake	\$ 36.00	\$ 864.00
7	Organic Content	Cake	\$ 70.00	\$ 1,680.00
8	Fiber Content	Cake		\$ -
9	Sludge Pre-Screening	Cake		\$ -
10	pH	Cake	\$ 18.00	\$ 432.00
11	Fat and Grease	Cake	\$ 90.00	\$ 2,160.00
12	Chloride - Total	Cake	\$ 32.00	\$ 768.00
13	Sulfur - Total by Weight	Cake		\$ -
14	Iron - Total by Weight	Cake	\$ 12.00	\$ 288.00
15	Lead	Cake	\$ 12.00	\$ 288.00
16	Mercury	Cake	\$ 36.00	\$ 864.00
17	Cadmium	Cake	\$ 12.00	\$ 288.00
18	Ca/P	Cake		\$ -
19	Ca/Na	Cake	\$ 43.00	\$ 1,032.00
20	Ca/(Fe+P)	Cake		\$ -
21	PFOS	Cake	\$ 450.00	\$ 10,800.00
22	PFOA	Cake	\$ 450.00	\$ 10,800.00
23	Calorific Value	Cake		\$ -
24	Fusion Temperatures of Ash	Cake		\$ -
25	Ash Content	Cake	\$ 60.00	\$ 1,440.00
26	Additional Shipping (if required-12 shipments)		\$ 85.00	\$ 1,020.00
GRAND TOTAL:				\$ 35,676.00



PUBLIC SERVICE DEPARTMENT
WASTE WATER TREATMENT PLANT

32360 Warkop
Warren, Michigan 48093

(586) 264-2530

www.cityofwarren.org

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

FROM: Danuta Dordeski, P.E., Waste Water Treatment Division Head

SUBJECT: **Bid ITB-W-1704, Lab Analysis on Dewatered Sludge for the City of Warren Wastewater Treatment Plant (WWTP)**

DATE: December 9, 2025

Bids were received for ITB-W-1704, Lab Analysis on Dewatered Sludge for the City of Warren Waste Water Treatment Plant (WWTP). The needed analytical testing work was advertised on the BidNetDirect system on October 15, 2025 and a bid opening was conducted on October 29, 2025.

The WWTP desires, and the bid ITB-W-1704 stipulated, an award for a one (1) year agreement term.

The only bidder, Microbac Labs, submitted a bid that meets a portion of the bid requirements, has provided a pricing sheet with individual prices indicated, and appears to be qualified to perform the laboratory analytical work.

Therefore, it is recommended that the bid award for ITB-W-1704, Lab Analysis on Dewatered Sludge for the City of Warren Waste Water Treatment Plant (WWTP), be made to the low bidder, Microbac Labs, of Merrillville, Indiana, in the low bid amount not to exceed a total of \$35,676.00 for a one (1) year agreement.

Funds for this work are available in the 2026 FY Budget, WWTP Department, Account Number 592-1580-74300.

With consideration of the above, please take the steps necessary to award this bid.

Thank you in advance for your assistance on this request. Should you have any questions, I can be reached directly at extension 8103.

Sincerely,

Signed by:

Donna Dordeski

31ADDE96B061415...

Danuta Dordeski, P.E.
WWTP Division Head

DD/AH

Attachments: Bid Pricing Sheet

cc: David Muzzarelli, Public Service Director Andrew Hayman, Lab Director

RESOLUTION

Document No: ITB-W-1704

Product or Service: Furnish Lab Analysis on Dewatered Sludge (Cake)

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 _____, 2026 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 29, 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 Microbac Labs, 250 West 84th Drive, Merrillville, IN 46310, has been determined to be the sole bidder to furnish Lab Analysis on Dewatered Sludge (Cake), for a one (1) year period, in the annual amount not to exceed \$35,676.00.

Funds are available in account number: 592-1580-74300.

IT IS RESOLVED, that the bid of Microbac Labs is hereby accepted by City Council to furnish Lab Analysis on Dewatered Sludge (Cake), in an annual amount not to exceed \$35,676.00.

IT IS FURTHER RESOLVED, that the award shall commence upon the official date of City Council approval, for a one (1) year period.

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk

Certificate Of Completion

Envelope Id: 8298E4DF-3723-4676-B388-D4ACC3A177E7

Subject: ITB-W-1704 Furnish Lab Analysis - Council Item

Source Envelope:

Document Pages: 7

Certificate Pages: 6

AutoNav: Enabled

Envelopeld Stamping: Enabled

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

Status: Completed

Envelope Originator:

Shanah Turner

1 City Sq Ste 215

Warren, MI 48093

sturner@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

12/9/2025 3:05:25 PM

Holder: Shanah Turner

sturner@cityofwarren.org

Location: DocuSign

Signer Events

Shanah Turner

sturner@cityofwarren.org

Assistant Buyer

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Shanah Turner
D3220749F3AC487...

Signature Adoption: Pre-selected Style
Using IP Address: 24.127.1.78

Timestamp

Sent: 12/9/2025 3:08:33 PM

Viewed: 12/9/2025 3:08:50 PM

Signed: 12/9/2025 3:09:05 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Craig Treppa

ctreppa@cityofwarren.org

Purchasing Agent

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Craig Treppa
E610E2D7FFE5449...

Signature Adoption: Pre-selected Style
Using IP Address: 24.127.1.78

Sent: 12/9/2025 3:09:07 PM

Viewed: 12/9/2025 3:33:27 PM

Signed: 12/9/2025 3:33:29 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Donna Dordeski

ddordeski@cityofwarren.org

WWTP Division Head

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Donna Dordeski
31ADDE96B061415...

Signature Adoption: Pre-selected Style
Using IP Address: 24.127.1.78

Sent: 12/9/2025 3:33:30 PM

Viewed: 12/9/2025 3:37:53 PM

Signed: 12/9/2025 3:38:27 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle
F6FDC83AE1C142B...

Signature Adoption: Uploaded Signature Image
Using IP Address: 24.192.140.180

Sent: 12/9/2025 3:38:28 PM


Viewed: 12/9/2025 3:39:04 PM

Signed: 12/9/2025 3:39:12 PM


Electronic Record and Signature Disclosure:

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

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

Signer Events	Signature	Timestamp
Richard Fox rfox@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  CF2C773236C54C9...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/9/2025 3:39:14 PM Viewed: 12/9/2025 5:01:34 PM Signed: 12/9/2025 5:01:41 PM

Electronic Record and Signature Disclosure:
Accepted: 12/9/2025 5:01:34 PM
ID: d7b39860-77c6-45f5-8881-563a96ddfb76

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/9/2025 5:01:43 PM Viewed: 12/10/2025 10:35:45 AM Signed: 12/10/2025 10:35:58 AM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

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
Mayor Lori M. Stone mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 12/9/2025 3:08:31 PM Viewed: 12/9/2025 5:26:15 PM
Electronic Record and Signature Disclosure: Accepted: 12/5/2025 10:15:00 AM ID: f09ebae3-8ab6-4614-9bc9-a7a2bbc31cdb		

Judith Smith jsmith@cityofwarren.org Administrative Coordinator City of Warren Michigan Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 12/9/2025 3:08:32 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		

Ayasha Bahar abahar@cityofwarren.org Administrative Coordinator City of Warren Michigan Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 12/9/2025 3:08:32 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	12/9/2025 3:08:31 PM
Certified Delivered	Security Checked	12/10/2025 10:35:45 AM
Signing Complete	Security Checked	12/10/2025 10:35:58 AM
Completed	Security Checked	12/10/2025 10:35:58 AM

Payment Events	Status	Timestamps
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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.



DATE: DECEMBER 29, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1705; RECOMMENDATION OF AWARD TO FURNISH ROOF MAINTENANCE AND REPAIR SERVICES

The Purchasing Division concurs with the Waste Water Treatment Plant (WWTP) and recommends that Bid ITB-W-1705; for furnishing Roof Maintenance and Repair Services, be awarded to the low, responsible, and cost-effective bidder, Schena Roofing & Sheet Metal Co., Inc., 28299 Kehrig Drive, Chesterfield, MI 48047, for a two (2) year period, in an annual amount not to exceed \$52,696.00.

On Wednesday, December 17, 2025 at 1:00 PM local time, electronic bids for furnishing Roof Maintenance and Repair Services 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.

The WWTP currently has twenty-five (25) buildings, with an approximate total of 117,004 square feet of roofing surface, that require routine roof inspections and preventative maintenance in order to maintain roof warranties. This award will also be utilized to make necessary WWTP roof repairs that are not covered under warranty.

This award may also be utilized by other departments/divisions for roof inspections, warranty, repair and/or replacement services at the same rates that are established within this agreement. In these instances, the departments/divisions will be required to follow the Purchasing Ordinance.

If approved by your honorable body, this award shall commence on the official date of City Council approval, for a two (2) year period, in an annual amount not to exceed \$52,696.00. There is an option to extend the agreement for four (4) additional two (2) year periods, with mutual consent of both parties.

Funds are available in the following Accounts; FY 2026: 592-1580-93020 & FY 2027: 592-1580-80100.

Respectfully Submitted,


Signed by:

D3220749F3AC487...
Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

E610E2D7FFE5449...
Craig Treppa
Purchasing Agent

Signed by:

F6FDC83AE1C142B...
Kris Battle
Budget Director

DocuSigned by:

CF2C773236C54C9...
Richard Fox
Controller

Signed by:

F040B73E57F248E...
Lori M. Stone
Mayor

CORRECTED BID SUMMARY

City of Warren 1 City Square Warren MI 48093		BID: ITB-W-1705 Bid Opening Date: 12/17/2025 Department: WWTP	
Product or Service: ROOF MAINTENANCE, REPAIR, & REPLACEMENT SERVICES			
BIDDER		GRAND TOTAL	
JD CANDLER ROOFING COMPANY, INC.		\$	56,840.00
SCHENA ROOFING & SHEET METAL CO., INC.		\$	52,696.00

ITB-W-1705

JD CANDLER ROOFING COMPANY
AS-READ BID DETAIL

WWTP ROOF MAINTENANCE REPAIRS

ITEM	DESCRIPTION	RATE		UNIT	EXTENDED COST
1	Journeyman Roofer	\$94.00	hour	120	\$11,280.00
2	Apprentice 4 Roofer	\$78.00	hour	120	\$9,360.00
3	Sheet Metal Journeyman	\$95.00	hour	60	\$5,700.00
4	Firestone Lap Sealant HS Tube	\$9.90	tube	100	\$990.00
5	Firestone 3-Inch QuickSeam Splice Tape	\$0.81	lin. ft.	1,000	\$810.00
6	Firestone 5-inch QuickSeam	\$2.55	lin. ft.	1,500	\$3,825.00
7	Firestone 9-Inch RubberGard EPDM Form Flash	\$5.63	lin. ft.	1,500	\$8,445.00
8	Firestone Single-Ply QuickPrime Primer	\$42.00	gal	10	\$420.00
9	Durapax Tar Roof Cement	\$32.00	gal	20	\$640.00
10	Generic Glass Fabric - 6 Inch	\$0.42	lin. ft.	1,000	\$420.00
11	Generic Asphalt Roof Cement	\$15.00	gal	50	\$750.00
12	Generic Flashing - 24 ga Kynar Coated Galvanized Slip Flashing - 6 Inch Face	\$1.50	lin. ft.	1,000	\$1,500.00
13	Annual Roof Inspection (Enter total cost to perform an annual inspection on all 25 WWTP roofs)	\$0.00	Lot	1	\$0.00
ANNUAL SUBTOTAL:					\$44,140.00

ESTIMATED ANNUAL MATERIAL COST				
DESCRIPTION	ESTIMATED MATERIAL COST	% MARKUP/ DISCOUNT	ADJUSTED AMOUNT WHEN FACTORING IN MARKUP/DISCOUNT (ENTER AMOUNT BELOW)	IS YOUR COMPANY PROPOSING A MARKUP OR DISCOUNT?
Enter the % markup or discount on Materials	\$10,000.00	20%	\$12,000.00	MARKUP

ESTIMATED ANNUAL TRUCK CHARGES			
DESCRIPTION	TRUCK CHARGE (EACH)	ESTIMATED ANNUAL TRUCK CHARGES	TOTAL ESTIMATED ANNUAL TRUCK CHARGE COST
Truck Charge	\$35.00	20	\$700.00

ESTIMATED ANNUAL GRAND TOTAL:	\$56,840.00
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ITB-W-1705

SCENA ROOFING & SHEET METAL CO
CORRECTED BID DETAIL

WWTP ROOF MAINTENANCE REPAIRS

ITEM	DESCRIPTION	RATE		UNIT	EXTENDED COST
1	Journeyman Roofer	\$73.28	hour	120	\$8,793.60
2	Apprentice 4 Roofer	\$62.72	hour	120	\$7,526.40
3	Sheet Metal Journeyman	\$80.90	hour	60	\$4,854.00
4	Firestone Lap Sealant HS Tube	\$10.25	tube	100	\$1,025.00
5	Firestone 3-Inch QuickSeam Splice Tape	\$0.86	lin. ft.	1,000	\$860.00
6	Firestone 5-inch QuickSeam	\$2.55	lin. ft.	1,500	\$3,825.00
7	Firestone 9-Inch RubberGard EPDM Form Flash	\$5.62	lin. ft.	1,500	\$8,430.00
8	Firestone Single-Ply QuickPrime Primer	\$42.00	gal	10	\$420.00
9	Durapax Tar Roof Cement	\$29.60	gal	20	\$592.00
10	Generic Glass Fabric - 6 Inch	\$0.14	lin. ft.	1,000	\$140.00
11	Generic Asphalt Roof Cement	\$11.60	gal	50	\$580.00
12	Generic Flashing - 24 ga Kynar Coated Galvanized Slip Flashing - 6 Inch Face	\$0.65	lin. ft.	1,000	\$650.00
13	Annual Roof Inspection (Enter total cost to perform an annual inspection on all 25 WWTP roofs)	\$2,500.00	Lot	1	\$2,500.00
ANNUAL SUBTOTAL:					\$40,196.00

ESTIMATED ANNUAL MATERIAL COST				
DESCRIPTION	ESTIMATED MATERIAL COST	% MARKUP/ DISCOUNT	ADJUSTED AMOUNT WHEN FACTORING IN MARKUP/DISCOUNT (ENTER AMOUNT BELOW)	IS YOUR COMPANY PROPOSING A MARKUP OR DISCOUNT?
Enter the % markup or discount on Materials	\$10,000.00	15%	\$11,500.00	MARKUP

ESTIMATED ANNUAL TRUCK CHARGES			
DESCRIPTION	TRUCK CHARGE (EACH)	ESTIMATED ANNUAL TRUCK CHARGES	TOTAL ESTIMATED ANNUAL TRUCK CHARGE COST
Truck Charge	\$50.00	20	\$1,000.00

ESTIMATED ANNUAL GRAND TOTAL:	\$52,696.00
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When factoring in the 15% markup on Materials, Schena Roofing & Sheet Metal Co., Inc. submitted an incorrect adjusted amount in the amount of \$6,029.40. The corrected estimated annual material cost in the amount of \$11,500.00 is shown above.



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

FROM: Donna Dordeski, P.E.
Waste Water Treatment Division Head

SUBJECT: **Award Recommendation for Bid ITB-W-1705, Furnish Roof Maintenance & Repair Services for the City of Warren Wastewater Treatment Plant (WWTP) Buildings**

DATE: December 29, 2025

Electronic bids were received and publicly read aloud on December 17, 2025, for ITB-W-1705, Furnish Roof Maintenance & Repair Services for the City of Warren Waste Water Treatment Plant (WWTP) Buildings. The bid was advertised on the BidNetDirect system on from November 25, 2025 thru December 17, 2025.

The WWTP desires, and the bid ITB-W-1705 stipulates, an award for the initial two (2) year agreement term commencing on the official date of the City Council approval, with options to extend for four (4) additional two (2) year periods.

The low bidder is Schena Roofing & Sheet Metal Co. Inc, of 28299 Kehrig Dr., Chesterfield, Michigan, 48047, in the low bid amount of \$52,696.00 annually. Schena Roofing has successfully performed roof maintenance and repairs work for the City of Warren WWTP during the past several years.

Therefore, it is recommended that the bid award for ITB-W-1705, Furnish Roof Maintenance & Repair Services for the City of Warren Waste Water Treatment Plant (WWTP) Buildings, be made to the low bidder, Schena Roofing & Sheet Metals, Inc., of 28299 Kehrig Dr., Chesterfield, Michigan, 48047 in the low bid amount not to exceed \$52,696.00 annually, for a total two (2) year agreement period not to exceed \$105,392.00, commencing on the official date of the City Council approval, with options to extend for four (4) additional two (2) year periods.

Funds for this work will be made available from the 2026 FY Budget, Account 592-1580-93020 (for work thru 6/30/25) and from the 2027 FY Budget, Account 592-1580-80100 (for work after 6/30/2025).

With consideration of the above, please take the steps necessary to award this bid.

Award Recommendation ITB-W-1705, Schena Roofing

Page 2

12/29/2025

Thank you in advance for your assistance on this request. Should you have any questions, I can be reached directly at extension 8103.

Sincerely,

Signed by:

Donna Dordeski

31ADDE96B061415...

Donna Dordeski, P.E.
WWTP Division Head

DD

Attachments: Bid Pricing Sheet

Read and Concurred:

DocuSigned by:

David Muzzarelli

A310AB08BBC84DD...

David Muzzarelli
Public Service Director

RESOLUTION

Document No: ITB-W-1705

Product or Service: Roof Maintenance & Repair Services

Requesting Department: Waste Water Treatment Plant (WWTP)

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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, December 17, 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 Schena Roofing & Sheet Metal Co., Inc., 28299 Kehrig Drive, Chesterfield, MI 48047, has been determined to be the low, responsible and cost-effective bidder to furnish roof maintenance and repair services, for a two (2) year period, in an annual amount not to exceed \$52,696.00. There are options to extend the agreement for four (4) additional two (2) year periods, with mutual consent of both parties.

Funds are available in the following Accounts; FY 2026: 592-1580-93020 & FY 2027: 592-1580-80100.

IT IS RESOLVED, that the bid of Schena Roofing & Sheet Metal Co., Inc. is hereby accepted by City Council for a two (2) year period, in an annual amount not to exceed \$52,696.00.

IT IS FURTHER RESOLVED, that the award shall commence upon the official date of Council approval, with options to extend the agreement for four (4) additional two (2) year periods, with mutual consent of both parties.

IT IS FURTHER RESOLVED, that this award may be utilized by other departments/divisions for roof inspections, warranty, repair and/or replacement services, at the same rates that are established within this agreement, in accordance with the Purchasing Ordinance.

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk



DATE: JANUARY 5, 2026
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1724; RECOMMENDATION OF AWARD TO PRINT, BUNDLE, & SHIP UP TO FOUR (4) SEASONAL WARREN PROGRAM GUIDE/BOOKLETS

The Purchasing Division concurs with the Library and Parks & Recreation Directors and recommends that Bid ITB-W-1724; for the Printing, Bundling, & Shipping of up to Four (4) Seasonal Warren Program Guide/Booklets, be awarded to the low, responsible, and cost-effective bidder, Grand Blanc Printing, 9449 Holly Road, Grand Blanc, MI 48439, throughout a one-year period, in a total amount not to exceed \$47,418.00.

On Wednesday, December 17, 2025 at 1:00 PM local time, electronic bids for the Printing, Bundling, & Shipping of up to Four (4) Seasonal Warren Program Guide/Booklets were publicly opened. Bids were solicited through the BidNet® (MITN) system. Eight (8) vendors responded with a bid, which are detailed on the attached bid tabulation sheets for your review. Four (4) of the vendors did not submit the required samples to the City prior to the deadline, therefore, the City did not consider them for award.

If approved by your honorable body, this award shall commence upon the official date of City Council approval, for up to Four (4) seasonal editions (\$14,588.00 each), throughout a one-year period, with the First Edition tentatively scheduled for the Spring of 2026.

The City shall notify the awarded vendor if the City would like to have the awarded vendor print, bundle, and ship the Second, Third, and/or Fourth editions (estimated for Summer, Fall, and Winter of 2026).

There is a 5% contingency allowance (an additional \$2,258.00) included in the total not to exceed amount of \$47,418.00 to cover any potential quantity increases in the number of program guide/booklets needed for the City residents. Use of these funds will only be used with pre-approval from the City.

Funds are available in the following Accounts; 208-9208-88011: \$23,709.00 & 271-9271-88011: \$23,709.00.

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 1 City Square Warren MI 48093		BID: ITB-W-1724 Bid Opening Date: 12/17/2025 Department: COMMUNICATIONS
Product or Service: PRINT, BUNDLE, & SHIP WARREN PROGRAM GUIDE/BOOKLET		
BIDDER	GRAND TOTAL	
613 MANAGEMENT, LLC.	DID NOT SUBMIT SAMPLES TO THE CITY PRIOR TO DEADLINE, THEREFORE, NOT CONSIDERED FOR AWARD	
ACCUFORM PRINTING & GRAPHICS, INC.	\$ 58,352.00	
GRAND BLANC PRINTING	\$ 45,160.00	
HATTERAS PRINTING	\$ 85,880.00	
INDIANA PRINTING & PUBLISHING COMPANY, INC.	DID NOT SUBMIT SAMPLES TO THE CITY PRIOR TO DEADLINE, THEREFORE, NOT CONSIDERED FOR AWARD	
LAWSON PRINTERS	\$ 73,000.00	
PRINTWELL	DID NOT SUBMIT SAMPLES TO THE CITY PRIOR TO DEADLINE, THEREFORE, NOT CONSIDERED FOR AWARD	
RR DONNELLEY AND SONS COMPANY	DID NOT SUBMIT SAMPLES TO THE CITY PRIOR TO DEADLINE, THEREFORE, NOT CONSIDERED FOR AWARD	

ITB-W-1724

ACCUFORM PRINTING & GRAPHICS
AS-READ BID DETAIL

PRINT, BUNDLE AND SHIP
WARREN PROGRAM GUIDE/BOOKLET

ITEM	DESCRIPTION	COST PER EDITION (57,500 BOOKLETS PER EDITION)	PRE-FLIGHT PRE-PRESS CORRECTION FEES (PER HOUR)
A.	FIRST EDITION	\$ 14,588.00	\$75.00
B.	SECOND EDITION	\$ 14,588.00	
C.	THIRD EDITION	\$ 14,588.00	
D.	FOURTH EDITION	\$ 14,588.00	
ITEM A-D GRAND TOTAL:		\$ 58,352.00	

ITB-W-1724

GRAND BLANC PRINTING
AS-READ BID DETAIL

PRINT, BUNDLE AND SHIP
WARREN PROGRAM GUIDE/BOOKLET

ITEM	DESCRIPTION	COST PER EDITION (57,500 BOOKLETS PER EDITION)	PRE-FLIGHT PRE-PRESS CORRECTION FEES (PER HOUR)
A.	FIRST EDITION	\$ 11,290.00	\$50.00
B.	SECOND EDITION	\$ 11,290.00	
C.	THIRD EDITION	\$ 11,290.00	
D.	FOURTH EDITION	\$ 11,290.00	
ITEM A-D GRAND TOTAL:		\$ 45,160.00	

ITB-W-1724

HATTERAS PRINTING
AS-READ BID DETAIL

PRINT, BUNDLE AND SHIP
WARREN PROGRAM GUIDE/BOOKLET

ITEM	DESCRIPTION	COST PER EDITION (57,500 BOOKLETS PER EDITION)	PRE-FLIGHT PRE-PRESS CORRECTION FEES (PER HOUR)
A.	FIRST EDITION	\$ 21,470.00	\$60.00
B.	SECOND EDITION	\$ 21,470.00	
C.	THIRD EDITION	\$ 21,470.00	
D.	FOURTH EDITION	\$ 21,470.00	
ITEM A-D GRAND TOTAL:		\$ 85,880.00	

ITB-W-1724

LAWSON PRINTERS
AS-READ BID DETAIL

PRINT, BUNDLE AND SHIP
WARREN PROGRAM GUIDE/BOOKLET

ITEM	DESCRIPTION	COST PER EDITION (57,500 BOOKLETS PER EDITION)	PRE-FLIGHT PRE-PRESS CORRECTION FEES (PER HOUR)
A.	FIRST EDITION	\$ 18,250.00	\$0.00
B.	SECOND EDITION	\$ 18,250.00	
C.	THIRD EDITION	\$ 18,250.00	
D.	FOURTH EDITION	\$ 18,250.00	
ITEM A-D GRAND TOTAL:		\$ 73,000.00	



PARKS AND RECREATION

5460 Arden

Warren, MI 48092

(586) 268-8400

www.cityofwarren.org

December 19, 2025

RE: Bid Recommendation – ITB-W-1724 Print, Bundle & Ship Warren Program Guide

Good afternoon,

After review of the bids received in response to ITB-W-1724 – Print, Bundle, & Ship the Warren Program Guide/Booklet, staff recommends award of the contract to Grand Blanc Printing as the lowest responsive and responsible bidder meeting all bid specifications.

Bids were received and publicly opened on December 17, 2025. Four (4) vendors did not submit the required printed samples by the established deadline and were therefore deemed non-responsive and not considered for award. All responsive bids were reviewed in accordance with the bid requirements.

Grand Blanc Printing submitted a bid totaling \$45,160.00 for the printing, bundling, and shipping of four (4) seasonal Warren Program Guide/Booklets, each consisting of 57,500 saddle-stitched booklets, for Citywide distribution through the United States Postal Service.

A printing contingency allowance equal to five percent (5%) of the total printing cost is recommended to address potential increases in the number of Activity Guides required for distribution due to changes in the City's resident count or mailing list following bid award. This contingency will be held in reserve and may be used only with prior written authorization.

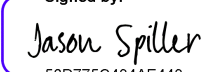
The total award amount, including contingency, shall not exceed \$47,418.00 and will be divided and charged to the Library and the Parks and Recreation department equally. Library Account #271-9271-88011 (\$23,709.00). P&R #208-9208-88011 (\$23,709.00).

Based on the evaluation of all responsive bids, staff respectfully recommends approval of this award so the item may be placed on the January 13, 2026 City Council agenda.

Please let me know if any additional information is needed.

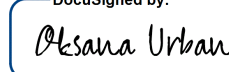
Respectfully submitted,

Signed by:


50D775C48AAE448...
Jason Spiller

Parks & Recreation Director

DocuSigned by:


587B03BC73A8A88...
Oksana Urban

Library Director

RESOLUTION

Document No: ITB-W-1724

Product or Service: Seasonal Warren Program Guide/Booklet

Requesting Department: Library & Parks and Recreation

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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, December 17, 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 Grand Blanc Printing, 9449 Holly Road, Grand Blanc, MI 48439, has been determined to be the low, responsible and cost-effective bidder for the printing, bundling, and shipping of up to four (4) Seasonal Warren Program Guide/Booklets, throughout a one (1) year period, in a total amount not to exceed \$47,418.00.

Funds are available in the following Accounts; 208-9208-88011: \$23,709.00 & 271-9271-88011: \$23,709.00.

IT IS RESOLVED, that the bid of Grand Blanc Printing is hereby accepted by City Council for up to four (4) Seasonal Warren Program Guide/Booklets, throughout a one (1) year period, in a total amount not to exceed \$47,418.00.

IT IS FURTHER RESOLVED, that there is a 5% contingency allowance (an additional \$2,258.00) included in the total not to exceed amount of \$47,418.00 to cover any potential quantity increases in the number of guide/booklets needed for the City residents. Use of these funds will only be used with pre-approval from the City.

IT IS FURTHER RESOLVED, that the award shall commence on the official date of Council approval.

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk



DATE: JANUARY 5, 2026
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1729; RECOMMENDATION OF AWARD TO FURNISH MICROSOFT 365 G5 PLAN 2 LICENSES

The Purchasing Division concurs with the Police Department and recommends that Bid ITB-W-1729; for the purchase of Microsoft 365 G5 Plan 2 Licenses, be awarded to the low, responsible, and cost-effective bidder, Technology Solutions Worldwide, 11340 Lakefield Drive, Suite 200, Johns Creek, GA 30097, for a three (3) year period, in the amounts shown in the table below.

YEAR	QTY	LUMP SUM PRICE	DISCOUNT	FINAL COST
1	300	\$ 249,600.00	5%	\$ 237,120.00
2	300	\$ 240,000.00	0%	\$ 240,000.00
3	300	\$ 230,000.00	0%	\$ 230,000.00
3-YEAR TOTAL COST:				\$ 707,120.00

On Wednesday, December 3, 2025 at 1:00 PM local time, electronic bids to furnish Microsoft 365 G5 Plan 2 Licenses were publicly opened. Bids were solicited through the BidNet® (MITN) system. Thirteen (13) vendors responded with a bid, which are detailed on the attached bid tabulation sheets for your review.

Three (3) vendors were not considered for award. The City required the vendor to furnish Microsoft 365 G5 Plan 2 licenses for a three (3) year period. Software Information Resource Corp. and Connection-Public Sector Solutions only offered licenses for a one (1) year period. vPrime Tech, Inc. did not submit the proper documentation with their bid. Therefore, these three vendors were not considered for award. Technology Solutions Worldwide, did meet all City requirements, and is therefore, being recommended for award.

Microsoft 365 G5 Plan 2 Licenses is specifically designed to meet the Police Department's security, compliance, and data-handling requirements of law enforcement agencies. If approved by your honorable body, Year 1 cost includes the configuration of applications and the migration of existing Outlook mailboxes to the new tenants. Technology Solutions Worldwide is also offering a 5% discount for Year 1 if paid within 10 days receipt of the products.

If the City Council approves this purchase, the first annual payment shall be authorized to be made within 10 days of receipt of the products.

Funds are available through Account 101-1301-80100, dependent upon concurrent resolution of budget amendment.

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

CORRECTED BID SUMMARY

City of Warren 1 City Square Warren MI 48093		BID: ITB-W-1729 Bid Opening Date: 12/3/2025 Department: POLICE
Product/Service: FURNISH MICROSOFT 365 G5 PLAN 2 LICENSES		
BIDDER	GRAND TOTAL	
CLOUD FIT SOFTWARE, LLC.	\$	945,364.00
COMMUNICATION SQUARE, LLC.	\$	876,681.00
CONNECTION - PUBLIC SECTOR SOLUTIONS	\$	354,447.00
CONSULTADD, INC.	\$	906,663.00
GO FULL CLOUD	\$	772,168.00
GOLDEN FIVE, LLC.	\$	1,062,010.80
MAVROS, LLC.	\$	844,804.09
SOFTWARE INFORMATION RESOURCE CORP.	\$	170,171.09
SPRING FOUNTAIN STUDIOS, LLC.	\$	1,120,000.00
TECHNOLOGY SOLUTIONS WORLDWIDE	\$	719,600.00
TRUE.ORG	\$	790,392.00
UNITED TRINITY INVESTMENT GROUP, LLC.	\$	758,000.00
vPRIME TECH, INC.	DID NOT SUBMIT REVISED PRICING PAGE 4, THEREFORE, NOT CONSIDERED	

ITB-W-1729

CLOUDFIT SOFTWARE, LLC.
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 172,470.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 103,424.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 75,000.00
YEAR ONE TOTAL:			\$ 350,894.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 181,092.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 109,056.00
YEAR TWO TOTAL:			\$ 290,148.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 190,146.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 114,176.00
YEAR THREE TOTAL:			\$ 304,322.00

THREE YEAR GRAND TOTAL:			\$ 945,364.00
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ITB-W-1729

COMMUNICATION SQUARE, LLC.
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 170,727.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 100,000.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 64,500.00
YEAR ONE TOTAL:			\$ 335,227.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 170,727.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 100,000.00
YEAR TWO TOTAL:			\$ 270,727.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 170,727.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 100,000.00
YEAR THREE TOTAL:			\$ 270,727.00

THREE YEAR GRAND TOTAL:			\$ 876,681.00
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ITB-W-1729

CONNECTION-PUBLIC SECTOR SOLUTION
AS-READ BID DETAIL

FURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 172,335.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 100,000.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 82,112.00
YEAR ONE TOTAL:			\$ 354,447.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	NO BID
2	50TB of Additional OneDrive for Business Storage	LOT	NO BID
YEAR TWO TOTAL:			NO BID

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	NO BID
2	50TB of Additional OneDrive for Business Storage	LOT	NO BID
YEAR THREE TOTAL:			NO BID

THREE YEAR GRAND TOTAL:			\$ 354,447.00
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Connection-Public Sector Solutions can only quote Year One for Licensing at this time and the price for Licensing expires 12/31/25.

ITB-W-1729

CONSULTADD, INC.
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 180,354.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 105,367.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 49,500.00
YEAR ONE TOTAL:			\$ 335,221.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 180,354.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 105,367.00
YEAR TWO TOTAL:			\$ 285,721.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 180,354.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 105,367.00
YEAR THREE TOTAL:			\$ 285,721.00

THREE YEAR GRAND TOTAL:			\$ 906,663.00
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ITB-W-1729

GO FULL CLOUD
AS-READ BID DETAIL

FURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 160,056.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 96,000.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 4,000.00
YEAR ONE TOTAL:			\$ 260,056.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 160,056.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 96,000.00
YEAR TWO TOTAL:			\$ 256,056.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 160,056.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 96,000.00
YEAR THREE TOTAL:			\$ 256,056.00

THREE YEAR GRAND TOTAL:			\$ 772,168.00
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ITB-W-1729

GOLDEN FIVE, LLC.
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 187,347.60
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 147,456.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 57,600.00
YEAR ONE TOTAL:			\$ 392,403.60

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 187,347.60
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 147,456.00
YEAR TWO TOTAL:			\$ 334,803.60

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 187,347.60
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 147,456.00
YEAR THREE TOTAL:			\$ 334,803.60

THREE YEAR GRAND TOTAL:			\$ 1,062,010.80
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ITB-W-1729

MAVROS, LLC.
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 171,582.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 101,002.02
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 25,300.00
YEAR ONE TOTAL:			\$ 297,884.02

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 171,666.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 101,502.03
YEAR TWO TOTAL:			\$ 273,168.03

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 171,750.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 102,002.04
YEAR THREE TOTAL:			\$ 273,752.04

THREE YEAR GRAND TOTAL:			\$ 844,804.09
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ITB-W-1729

SOFTWARE INFORMATION RESOURCE
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 170,169.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 2.09
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	NO FURTHER CONFIGURATION NEEDED
YEAR ONE TOTAL:			\$ 170,171.09

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	NO BID
2	50TB of Additional OneDrive for Business Storage	LOT	NO BID
YEAR TWO TOTAL:			NO BID

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	NO BID
2	50TB of Additional OneDrive for Business Storage	LOT	NO BID
YEAR THREE TOTAL:			NO BID

THREE YEAR GRAND TOTAL:			\$ 170,171.09
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Software Information Resource Corporation stated that GCC G5 is not yet available as a 3-year SKU.

ITB-W-1729

SPRING FOUNTAIN STUDIOS, LLC.
AS-READ BID DETAIL

FURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 225,000.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 135,000.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 40,000.00
YEAR ONE TOTAL:			\$ 400,000.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 225,000.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 135,000.00
YEAR TWO TOTAL:			\$ 360,000.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 225,000.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 135,000.00
YEAR THREE TOTAL:			\$ 360,000.00

THREE YEAR GRAND TOTAL:			\$ 1,120,000.00
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ITB-W-1729

TECHNOLOGY SOLUTIONS WORLDWIDE
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 129,600.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 120,000.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	INCLUDED
YEAR ONE TOTAL:			\$ 249,600.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 125,000.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 115,000.00
YEAR TWO TOTAL:			\$ 240,000.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 120,000.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 110,000.00
YEAR THREE TOTAL:			\$ 230,000.00

THREE YEAR GRAND TOTAL:			\$ 719,600.00
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Technology Solutions Worldwide is offering a 5% discount for Year 1 if paid within 10 days of product receipt.

ITB-W-1729

TRUE.ORG
AS-READ BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 164,160.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 98,304.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 3,000.00
YEAR ONE TOTAL:			\$ 265,464.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 164,160.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 98,304.00
YEAR TWO TOTAL:			\$ 262,464.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 164,160.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 98,304.00
YEAR THREE TOTAL:			\$ 262,464.00

THREE YEAR GRAND TOTAL:			\$ 790,392.00
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ITB-W-1729

UNITED TRINITY INVESTMENT GROUP
CORRECTED BID DETAILFURNISH MICROSOFT 365
G5 PLAN 2 LICENSES

YEAR ONE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 218,500.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 12,500.00
3	Configuration for included applications and migration of existing Outlook mailboxes to the new tenant.	LOT	\$ 65,000.00
YEAR ONE TOTAL:			\$ 296,000.00

YEAR TWO			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 218,500.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 12,500.00
YEAR TWO TOTAL:			\$ 231,000.00

YEAR THREE			
ITEM	DESCRIPTION	QTY	LUMP SUM PRICE
1	Microsoft 365 G5 plan 2 Licenses at the Gov't Community Cloud (GCC) Security Level	300 Licenses	\$ 218,500.00
2	50TB of Additional OneDrive for Business Storage	LOT	\$ 12,500.00
YEAR THREE TOTAL:			\$ 231,000.00

THREE YEAR GRAND TOTAL:			\$ 758,000.00
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United Trinity Investment Group, LLC. bid an uncorrected total for Year Two in the amount of \$231,500.00. The corrected total for Year Two is shown above.

United Trinity Investment Group, LLC. bid an uncorrected total for Year Three in the amount of \$231,500.00. The corrected total for Year Three is shown above.



December 22, 2025

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

RE: Request to Award Bid- Technology Solutions Worldwide

Dear Mr. Treppa,

After an extensive review of the Police Department's information technology systems capabilities and needs, the Department determined that the Microsoft Government Community Cloud was the best long-term solution for secure storage of police department records and criminal justice information. The Microsoft 365 G5 Plan 2 Government Community Cloud (GCC) is necessary for a police department because it is specifically designed to meet the security, compliance, and data-handling requirements of law enforcement agencies. GCC supports compliance with CJIS and other criminal justice information protections by ensuring data is stored in U.S.-based datacenters, logically segregated from commercial environments, and accessed only by screened U.S. personnel.

Commercial cloud offerings do not provide these assurances, creating unacceptable risk when handling sensitive investigative data, evidence, reports, and personally identifiable information. Microsoft 365 GCC provides a secure and efficient productivity platform that enables officers and civilian staff to collaborate, communicate, and manage information effectively. Tools such as Outlook, Teams, SharePoint, OneDrive, and Office applications allow for secure case coordination, document management, and inter-department communication while maintaining auditability and strong identity controls. Purchasing GCC Plan 2 supports operational efficiency, reduces cybersecurity risk, and ensures the department's technology environment aligns with state and federal law enforcement standards and best practices. The department additionally requires 50 TB of Storage for historical records. Cloud storage is a more secure information systems solution, with additional redundancy than can be provided solely by on premises hardware.

The Purchasing Department, in cooperation with the Police Department, issued a bid on MITN to request quotes for 300 Microsoft GCC Plan 2 Licenses for a period of three years, and an additional 50 TB of business storage under ITB-W-1729.

The Police Department reviewed the bids, and disqualified the two low bids from Software Information Resource Group and Connection-Public Sector Solutions because they were inconsistent with the bid requirements.

The lowest bidder, **Technology Solutions Worldwide** provided several verified references, and the following pricing:

Year 1: \$237,120.00 (\$12,480 discount with upfront payment)

Year 2: \$240,000.00

Year 3: \$230,000.00

Total: \$707,120.00

The Police Department therefore requests that the bid be awarded to Technology Solutions Worldwide for the 3 year cost of \$707,120.00. A budget amendment request is being forwarded concurrently to the budget director fund this purchase through GL# 101-1301-80100.

Professionally,

Signed by:

Brent Chisolm

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Brent Chisolm

Captain, Police Administration

RESOLUTION

Document No: ITB-W-1729

Product or Service: Microsoft 365 G5 Plan 2 Licenses

Requesting Department: Police Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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, December 3, 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 Technology Solutions Worldwide, 11340 Lakefield Drive, Suite 200, Johns Creek, GA 30097, has been determined to be the low, responsible and cost-effective bidder for the purchase of Microsoft 365 G5 Plan 2 Licenses, for a three (3) year period, in the amounts shown in the table below.

YEAR	QTY	LUMP SUM PRICE	DISCOUNT	FINAL COST
1	300	\$ 249,600.00	5%	\$ 237,120.00
2	300	\$ 240,000.00	0%	\$ 240,000.00
3	300	\$ 230,000.00	0%	\$ 230,000.00
3-YEAR TOTAL COST:				\$ 707,120.00

Funds are available through Account 101-1301-80100, dependent upon concurrent resolution of budget amendment.

IT IS RESOLVED, that the bid of Technology Solutions Worldwide is hereby accepted by City Council for a three (3) year period, commencing on the official date of Council approval, in the amounts shown in the table above.

IT IS FURTHER RESOLVED, that the first annual payment is authorized to be made within 10 days of receipt of the products.

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 _____, 2026.

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

_____, 2026.

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: DECEMBER 9, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1735; RECOMMENDATION OF AWARD TO FURNISH ONE (1) ZENSTOR ONLINE STORAGE SERVER

The Purchasing Division concurs with the Communications Department and recommends that Bid ITB-W-1735; to Furnish one (1) Zenstor Online Storage Server, be awarded to the low, responsible, and cost-effective bidder, Tech Advanced Computers, Inc., 1508 Creighton Road, Pensacola, Florida, 32504, in the total amount of \$29,120.00.

On Wednesday, November 26, 2025 at 1:00 PM local time, electronic bids to furnish one (1) Zenstor Online Storage Server were publicly opened. Bids were solicited through the BidNet® (MITN) system. Six (6) vendors responded with a bid, which are detailed on the attached bid tabulation sheet for your review.

If approved by your honorable body, this new server will directly support the Communication Department's video editors and production team by providing high-speed, centralized storage that will allow multiple editors to work from the same media files simultaneously, improving the department's workflow while reducing project turnaround time.

Funds are available in the following Account: 250-9250-98412.

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

CORRECTED BID SUMMARY

City of Warren 1 City Square Warren MI 48093			BID: ITB-W-1735 Bid Opening Date: 11/26/2025 Department: COMMUNICATIONS		
PRODUCT/SERVICE:FURNISH ONE (1) ZENSTOR SERVER					
BIDDER	ITEM 1: ZENSTOR-16-256 SERVER (QTY: 1 EACH)	ITEM 2: SU2200RTXLCDN UPS (UNIT PRICE)	ITEM 2: SU2200RTXLCDN UPS (EXTENDED PRICE 4 EACH)	SHIPPING COST	GRAND TOTAL
AZTEK COMPUTERS, LLC.	\$ 88,494.90	\$ 2,050.90	\$ 8,203.60	INCLUDED	\$ 96,698.50
EXPRESS CORPORATION	SUBMITTED "NO BID"				
HYPERTEC USA, INC.	SUBMITTED "NO BID"				
MORGAN INGLAND, LLC.	\$ 21,100.00	\$ 2,174.49	\$ 8,697.96	INCLUDED	\$ 29,797.96
SOFTWARE INFORMATION RESOURCE CORP.	\$ 21,156.71	\$ 2,022.02	\$ 8,088.08	\$ 766.28	\$ 30,011.07
TECH ADVANCED COMPUTERS, INC.	\$ 21,500.00	\$ 1,905.00	\$ 7,620.00	INCLUDED	\$ 29,120.00
VCLOUD TECH, INC.	\$ 23,061.69	\$ 1,628.45	\$ 6,513.80	\$ 700.00	\$ 30,275.49
VPRIME TECH, INC.	\$ 25,160.73	\$ 2,178.08	\$ 8,712.32	INCLUDED	\$ 33,873.05

Tech Advanced Computers, Inc. bid an incorrect grand total in the amount of \$26,120.00. The corrected grand total is shown above.



COMMUNICATIONS DEPARTMENT

5460 ARDEN

WARREN, MI 48092-1190

(586) 258-2000

www.cityofwarren.org

December 9, 2025

Mr. Craig Treppa, Purchasing Agent
Ms. Kristina Battle, Budget Director
One City Square, Suite 425
Warren, MI 48093

RE: ITB-W-1735 – ZenSTOR Server

Dear Craig & Kristina:

I am requesting your approval of Tech Advance Computers, Inc, located at 1508 Creighton Road, Pensacola, FL 32504, to serve as the vendor for the Communications Department's new online storage server. Their bid of \$29,120.00, met the specifications of ITB-W-1735 and was the lowest bidder.

The Zen-STOR 16-256 Server will directly support the Communications Department's video editors and production team. It will provide high-speed, centralized storage that will allow multiple editors to work from the same media files simultaneously, improving our workflow while reducing project turnaround time. This system is essential for managing the growing volume of high-resolution content we produce and will enhance our department's ability to deliver timely communications to the public.

Please see the attached bid summary for more details. The purchase of this server will be funded from account No. 250-9250-98412.

I appreciate your attention to this matter and your approval to proceed with this order.

Respectfully,

Signed by:

Clarissa Cayton

EBA6AE81B27542D...

Clarissa Cayton
Communications Director
City of Warren

RESOLUTION

Document No: ITB-W-1735

Product or Service: Furnish One (1) Zenstor Online Storage Server

Requesting Department: Communications Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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, November 26, 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 Tech Advanced Computers, Inc., 1508 Creighton Road, Pensacola, FL, 32504, has been determined to be the low, responsible and cost-effective bidder to furnish one (1) Zenstor Online Storage Server, in the total amount of \$29,120.00.

Funds are available in account number: 250-9250-98412.

IT IS RESOLVED, that the bid of Tech Advanced Computers, Inc. is hereby accepted by City Council for the purchase of one (1) Zenstor Online Storage Server, in the total amount of \$29,120.00.

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk

Certificate Of Completion

Envelope Id: B43CD072-BFBD-49A6-8D91-22294C3506A5

Status: Completed

Subject: ITB-W-1735 Furnish One (1) Zenstor Online Storage Server - Council Item

Source Envelope:

Document Pages: 6

Signatures: 6

Envelope Originator:

Certificate Pages: 6

Initials: 0

Shanah Turner

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

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

sturner@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Shanah Turner

Location: DocuSign

12/9/2025 12:33:38 PM

sturner@cityofwarren.org

Signer Events

Shanah Turner

sturner@cityofwarren.org

Assistant Buyer

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Shanah Turner
D3220749F3AC487...

Timestamp

Sent: 12/9/2025 12:38:22 PM

Viewed: 12/9/2025 12:38:43 PM

Signed: 12/9/2025 12:38:49 PM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Craig Treppa

ctreppa@cityofwarren.org

Purchasing Agent

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Craig Treppa
E610E2D7FFE5449...

Sent: 12/9/2025 12:38:50 PM

Viewed: 12/9/2025 1:20:25 PM

Signed: 12/9/2025 1:20:28 PM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Clarissa Cayton

ccayton@cityofwarren.org

Director of Communications

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Clarissa Cayton
EBA6AE81B27542D...

Sent: 12/9/2025 1:20:30 PM

Viewed: 12/9/2025 2:43:25 PM

Signed: 12/9/2025 2:49:37 PM

Signature Adoption: Pre-selected Style

Using IP Address: 96.27.136.90

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle
F6FDC83AE1C142B...

Sent: 12/9/2025 2:49:39 PM

Viewed: 12/9/2025 3:34:08 PM

Signed: 12/9/2025 3:34:15 PM


Signature Adoption: Uploaded Signature Image

Using IP Address: 24.192.140.180


Electronic Record and Signature Disclosure:

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

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

Signer Events	Signature	Timestamp
Richard Fox rfox@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  CF2C773236C54C9...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/9/2025 3:34:17 PM Viewed: 12/9/2025 5:00:51 PM Signed: 12/9/2025 5:01:03 PM

Electronic Record and Signature Disclosure:
Accepted: 12/9/2025 5:00:51 PM
ID: d3cc3505-3a19-4c3d-b5be-09265a1ebfb8

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/9/2025 5:01:04 PM Viewed: 12/10/2025 10:40:13 AM Signed: 12/10/2025 10:40:44 AM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

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
Mayor Lori M. Stone mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/5/2025 10:15:00 AM ID: f09ebae3-8ab6-4614-9bc9-a7a2bbc31cdb	<div>COPIED</div>	Sent: 12/9/2025 12:38:21 PM
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	<div>COPIED</div>	Sent: 12/9/2025 12:38:21 PM Viewed: 12/9/2025 1:38:18 PM
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	<div>COPIED</div>	Sent: 12/9/2025 12:38:21 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	12/9/2025 12:38:21 PM
Certified Delivered	Security Checked	12/10/2025 10:40:13 AM
Signing Complete	Security Checked	12/10/2025 10:40:44 AM
Completed	Security Checked	12/10/2025 10:40:44 AM

Payment Events	Status	Timestamps
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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.



DATE: DECEMBER 29, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1740; RECOMMENDATION OF AWARD TO FURNISH TOWING SERVICES FOR LIGHT AND HEAVY-DUTY VEHICLES/EQUIPMENT

The Purchasing Division concurs with the Department of Public Works (DPW) and recommends that Bid ITB-W-1740; for furnishing Towing Services for Light and Heavy-Duty Vehicles/Equipment, be awarded to the low, responsible, and cost-effective bidder, Service Towing, Inc., 6006 Rinke Avenue, Warren, MI 48091, for a two (2) year period, with options to extend for an additional two (2) year period, in an annual amount not to exceed \$25,485.00, for a two (2) year total amount not to exceed \$50,970.00.

On Wednesday, December 17, 2025 at 1:00 PM local time, electronic bids for furnishing Towing Services for Light and Heavy-Duty Vehicles/Equipment 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.

Service Towing, Inc. has serviced the City for many years and has met performance expectations.

If approved by your honorable body, this award shall commence on March 1, 2026, or upon the official date of City Council approval, whichever occurs later, for a two (2) year period, with options to extend the agreement for an additional two (2) year period, in an annual amount not to exceed \$25,485.00, for a two (2) year total amount not to exceed \$50,970.00.

Funds are available in the following 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

F040B73E57F248E...

Lori M. Stone
Mayor

CORRECTED BID SUMMARY

City of Warren 1 City Square Warren MI 48093		BID: ITB-W-1740 Bid Opening Date: 12/17/2025 Department: DPW	
Product or Service: TOWING SERVICES - LIGHT/HD TRUCKS, EQUIPMENT AND CARS			
BIDDER		GRAND TOTAL	
OFFICIAL TOWING, INC.		\$	29,149.20
SERVICE TOWING, INC.		\$	25,485.00

ITB-W-1740

OFFICIAL TOWING, INC.
AS-READ BID DETAIL

TOWING SERVICES

PICK UP AND DELIVER WITHIN CITY LIMITS OF WARREN				
ITEM	EST ANNUAL QTY	DESCRIPTION	UNIT PRICE	ESTIMATED ANNUAL TOTAL COST
1A	50	CAR, LIGHT TRUCK & VAN	\$ 125.00	\$ 6,250.00
1B	40	HEAVY TRUCK (e. g. Dump, Sewer Vactor and Fire Apparatus)	\$ 369.23	\$ 14,769.20
1C	2	OFF ROAD EQUIPMENT (Wheeled Excavator, Road Grader)	\$150.00 Per Hour 3 Hour Minimum \$450.00	\$ 900.00
ITEM 1 TOTAL:				\$ 21,919.20

PICK UP AND DELIVER TO LOCATION WITHIN 50 MILES OF CITY OF WARREN					
ITEM	EST ANNUAL QTY	DESCRIPTION	UNIT PRICE PER HOOK UP	TOW COST PER MILE	ESTIMATED ANNUAL TOTAL COST
2A	20	CAR, LIGHT TRUCK & VAN (10 Miles each trip)	\$ 95.00	\$ 5.00	\$ 2,900.00
2B	5	HEAVY TRUCK (e. g. Dump, Sewer Vactor and Fire Apparatus) (26 Miles each trip)	\$ 350.00	\$ 6.00	\$ 2,530.00
2C	4	OFF ROAD EQUIPMENT (Wheeled Excavator, Road Grader) (26 Miles Each Trip)	\$150.00 Per Hour 3 Hour Minimum \$450.00	\$0.00	\$ 1,800.00
ITEM 2 TOTAL:					\$ 7,230.00

ITEM 1 & 2 GRAND TOTAL:					\$ 29,149.20
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ITB-W-1740

SERVICE TOWING, INC.
CORRECTED BID DETAIL

TOWING SERVICES

PICK UP AND DELIVER WITHIN CITY LIMITS OF WARREN				
ITEM	EST ANNUAL QTY	DESCRIPTION	UNIT PRICE	ESTIMATED ANNUAL TOTAL COST
1A	50	CAR, LIGHT TRUCK & VAN	\$ 85.00	\$ 4,250.00
1B	40	HEAVY TRUCK (e. g. Dump, Sewer Vactor and Fire Apparatus)	\$310.00 \$45.00 Labor for pulling driveshaft/axle	\$ 14,200.00
1C	2	OFF ROAD EQUIPMENT (Wheeled Excavator, Road Grader)	\$330.00 \$110.00 per hour 3 hour min	\$ 660.00
ITEM 1 TOTAL:				\$ 19,110.00

PICK UP AND DELIVER TO LOCATION WITHIN 50 MILES OF CITY OF WARREN					
ITEM	EST ANNUAL QTY	DESCRIPTION	UNIT PRICE PER HOOK UP	TOW COST PER MILE	ESTIMATED ANNUAL TOTAL COST
2A	20	CAR, LIGHT TRUCK & VAN (10 Miles each trip)	\$65.00 \$85.00 min	\$ 4.00	\$ 2,500.00
2B	5	HEAVY TRUCK (e. g. Dump, Sewer Vactor and Fire Apparatus) (26 Miles each trip)	\$310.00 \$45.00 Labor for pulling driveshaft/axle	\$ 6.00	\$ 2,555.00
2C	4	OFF ROAD EQUIPMENT (Wheeled Excavator, Road Grader) (26 Miles Each Trip)	\$330.00 \$110.00 per hour 3 hour min	\$ -	\$ 1,320.00
ITEM 2 TOTAL:					\$ 6,375.00

ITEM 1 & 2 GRAND TOTAL:					\$ 25,485.00
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Service Towing, Inc. bid an incorrect extended total for Item 2A in the amount of \$2,100.00. The corrected extended total in the amount of \$2,500.00 is shown above.

Service Towing, Inc. bid an incorrect extended total for Item 2C in the amount of \$2,100.00. The corrected extended total in the amount of \$1,320.00 is shown above.

DATE: December 22, 2025
TO: Craig Treppa, Purchasing Agent
FROM: Scott Raedel, Superintendent, Division of Public Works
RE: ITB-W-1740 Towing services – light/HD trucks, equipment and cars

Craig,

The Division of Public Works is recommending the award to provide towing services for: light/HD trucks, equipment and cars to Service Towing.

Service Towing has had this contract previously, and has performed to expectations.

This award will be for a two (2) year period beginning on 3/1/26, or upon City Council approval, whichever is later. There is an option to extend the contract for one (1) additional two (2) year period, through mutual consent of both parties.

This low bid award is not to exceed \$25,485 per year.

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:



2848617D91374D2...

Scott Raedel
Superintendent
Division of Public Works

RESOLUTION

Document No: ITB-W-1740

Product or Service: Towing Services for Light & HD Vehicles/Equipment

Requesting Department: Department of Public Works (DPW)

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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, December 17, 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 Service Towing, Inc., 6006 Rinke Avenue, Warren, MI 48091, has been determined to be the low, responsible and cost-effective bidder to furnish towing services for light and heavy-duty vehicles/equipment, for a two (2) year period, with options to extend the agreement for an additional two (2) year period, at the same terms and conditions, with mutual consent of both parties, in an annual amount not to exceed \$25,485.00, for a two (2) year total amount not to exceed \$50,970.00.

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

IT IS RESOLVED, that the bid of Service Towing, Inc. is hereby accepted by City Council for a two (2) year period, in an annual amount not to exceed \$25,485.00, for a two (2) year total amount not to exceed \$50,970.00.

IT IS FURTHER RESOLVED, that the award shall commence on March 1, 2026, or upon the official date of Council approval, whichever occurs later.

IT IS FURTHER RESOLVED, that there is an option to extend the agreement for an additional two (2) year period, at the same terms and conditions, with mutual consent of both parties.

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk



DATE: DECEMBER 18, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-1753; RECOMMENDATION OF AWARD FOR THE REMOVAL AND DISPOSAL OF STREET SWEEPING SPOILS

The Purchasing Division concurs with the Department of Public Works (DPW) and recommends that Bid ITB-W-1753; for the Removal and Disposal of Street Sweeping Spoils, be awarded to the low, responsible, and cost-effective bidder, Dale's Landscaping Supply, Inc., 16720 East 13 Mile Road, Roseville, MI 48066, for a two (2) year period, at the price per ton of \$21.50 for the first year (not to exceed \$76,000.00 annually) and at the price per ton of \$22.50 for the second year (not to exceed \$78,825.00 annually), for a two-year grand total not to exceed \$154,825.00.

On Wednesday, December 17, 2025 at 1:00 PM local time, electronic bids for the Removal and Disposal of Street Sweeping Spoils 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.

The Department of Public Works (DPW) will be responsible for loading the trucks with street sweeping spoils for the awarded vendor. The City estimates that 2,000 tons of street sweeping spoils will be accumulated during each awarded annual period.

If approved by your honorable body, this award shall commence on March 1, 2026, or upon the official date of Council approval, whichever occurs later, for a two (2) year period, with options to extend the agreement for an additional one (1) year period, at the same terms and conditions, with mutual consent of both parties, at prices consistent with year two (2) pricing.

Funds are available in the following Accounts:

70% 203-3463-80100
30% 202-2463-80100

Respectfully Submitted,


Signed by:

D3220749F3AC487...
Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

E610E2D7FFE5449...
Craig Treppa
Purchasing Agent

Signed by:

F6FDC83AE1C142B...
Kris Baffle
Budget Director

DocuSigned by:

CF2C773236C54C9...
Richard Fox
Controller

Signed by:

F040B73E57F248E...
Lori M. Stone
Mayor

AS-READ BID SUMMARY

<div><div>City of Warren 1 City Square Warren MI 48093</div><div>BID: ITB-W-1753 Bid Opening Date: 12/17/2025 Department: DPW</div></div>	
Product or Service: STREET SWEEPING SPOILS REMOVAL & DISPOSAL	
BIDDER	GRAND TOTAL
DALE'S LANDSCAPING SUPPLY	\$ 154,825.00
RSB SERVICES	\$ 328,050.00

ITEM A: YEAR ONE				
ITEM	DESCRIPTION	ESTIMATED QTY	UNIT PRICE	ESTIMATED EXTENDED TOTAL
A1.	Tandem Truck Load	55	\$ 600.00	\$ 33,000.00
A2.	Removal & Disposal	2,000 TON	\$ 21.50	\$ 43,000.00
ITEM A: YEAR ONE TOTAL:				\$ 76,000.00

ITEM B: YEAR TWO				
ITEM	DESCRIPTION	ESTIMATED QTY	UNIT PRICE	ESTIMATED EXTENDED TOTAL
B1.	Tandem Truck Load	55	\$ 615.00	\$ 33,825.00
B2.	Removal & Disposal	2,000 TON	\$ 22.50	\$ 45,000.00
ITEM B: YEAR TWO TOTAL:				\$ 78,825.00

TWO YEAR GRAND TOTAL:				\$ 154,825.00
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ITB-W-1753

RSB SERVICES
AS-READ BID DETAIL

REMOVAL AND DISPOSAL OF
STREET SWEEPING SPOILS

ITEM A: YEAR ONE				
ITEM	DESCRIPTION	ESTIMATED QTY	UNIT PRICE	ESTIMATED EXTENDED TOTAL
A1.	Tandem Truck Load	55	\$ 1,000.00	\$ 55,000.00
A2.	Removal & Disposal	2,000 TON	\$ 52.50	\$ 105,000.00
ITEM A: YEAR ONE TOTAL:				\$ 160,000.00
ITEM B: YEAR TWO				
ITEM	DESCRIPTION	ESTIMATED QTY	UNIT PRICE	ESTIMATED EXTENDED TOTAL
B1.	Tandem Truck Load	55	\$ 1,050.00	\$ 57,750.00
B2.	Removal & Disposal	2,000 TON	\$ 55.15	\$ 110,300.00
ITEM B: YEAR TWO TOTAL:				\$ 168,050.00
TWO YEAR GRAND TOTAL:				\$ 328,050.00

DATE: December 18, 2025
TO: Craig Treppa, Purchasing Agent
FROM: Scott Raedel, Superintendent, Division of Public Works
RE: ITB-W-1753 Street sweeping spoils removal and disposal

Craig,

The Division of Public Works is recommending the award to remove and dispose of street sweeping spoils to Dale's Landscaping Supply.

Dale's Landscaping Supply is located at 16720 E. 13 Mile, Roseville MI 48066.

This award will be for a two (2) year period commencing on March 1, 2026, with an option to extend the award at the same terms and conditions for an additional one (1) year period. The option to extend will be at prices consistent with year two (2) pricing, with the mutual consent of both parties.

Dale's Landscaping Supply's low two (2) year bid total is \$154,825.

The Division of Public Works has used Dale's Landscaping Supply for this purpose before, and have been totally satisfied with their job performance.

Funds for this will be paid from DPW accounts: 70% 203-3463-80100
30% 202-2463-80100

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:

2848617D91374D2...

Scott Raedel
Superintendent
Division of Public Works

RESOLUTION

Document No: ITB-W-1753

Product or Service: Removal and Disposal of Street Sweeping Spoils

Requesting Department: Department of Public Works (DPW)

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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, December 17, 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 Dale's Landscaping Supply, Inc. 16720 East 13 Mile Road, Roseville, MI 48066, has been determined to be the low, responsible and cost-effective bidder for the removal and disposal of street sweeping spoils, for a two (2) year period, with options to extend the agreement for an additional one (1) year period, at the same terms and conditions, with mutual consent of both parties, at prices consistent with year two (2) pricing.

Funds are available in the following Accounts: 203-3463-80100 (70%) and 202-2463-80100 (30%).

IT IS RESOLVED, that the bid of Dale's Landscaping Supply, Inc. is hereby accepted by City Council for a two (2) year period, at the price per ton of \$21.50 for the first year (not to exceed \$76,000.00 annually) and at the price per ton of \$22.50 for the second year (not to exceed \$78,825.00 annually), for a two-year grand total not to exceed \$154,825.00.

IT IS FURTHER RESOLVED, that the award shall commence on March 1, 2026, or upon the official date of Council approval, whichever occurs later.

IT IS FURTHER RESOLVED, that there is an option to extend the agreement for an additional one (1) year period, at the same terms and conditions, with mutual consent of both parties, at prices consistent with year two (2) pricing.

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 Bid document
- ☐ 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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk

Certificate Of Completion

Envelope Id: 1E171D98-2096-4F84-9B4D-8363CA0EEC97

Status: Completed

Subject: ITB-W-1753 Removal & Disposal of Street Sweeping Spoils - Council Item

Source Envelope:

Document Pages: 8

Signatures: 6

Envelope Originator:

Certificate Pages: 6

Initials: 0

Shanah Turner

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

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

sturner@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Shanah Turner

Location: DocuSign

12/18/2025 3:58:29 PM

sturner@cityofwarren.org

Signer Events

Shanah Turner

sturner@cityofwarren.org

Assistant Buyer

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Shanah Turner
D3220749F3AC487...

Timestamp

Sent: 12/18/2025 4:01:40 PM

Viewed: 12/18/2025 4:01:56 PM

Signed: 12/18/2025 4:02:05 PM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Craig Treppa

ctreppa@cityofwarren.org

Purchasing Agent

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Craig Treppa
E610E2D7FFE5449...

Sent: 12/18/2025 4:02:06 PM

Viewed: 12/18/2025 4:15:06 PM

Signed: 12/18/2025 4:15:15 PM

Signature Adoption: Pre-selected Style

Using IP Address: 104.14.179.251

Signed using mobile

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Scott Raedel

sraedel@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Scott Raedel
2848617D91374D2...

Sent: 12/18/2025 4:15:17 PM

Viewed: 12/18/2025 4:24:49 PM

Signed: 12/18/2025 4:25:04 PM

Signature Adoption: Pre-selected Style

Using IP Address:

2600:1700:b100:8960:2549:6fd0:b01a:11ef

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 10/3/2025 1:09:04 PM

ID: bf53dc19-6c6b-47f6-af6e-988adac5e20a

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle
F6FDC83AE1C142B...

Sent: 12/18/2025 4:25:06 PM

Viewed: 12/20/2025 2:42:05 PM

Signed: 12/20/2025 2:42:24 PM


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

Signer Events	Signature	Timestamp
Richard Fox rfox@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  CF2C773236C54C9...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/20/2025 2:42:26 PM Viewed: 12/22/2025 9:44:48 AM Signed: 12/22/2025 9:44:58 AM

Electronic Record and Signature Disclosure:
Accepted: 12/22/2025 9:44:48 AM
ID: 56edc19d-8fbc-4c30-89d0-0c491658b78d

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 96.27.132.244</div>	Sent: 12/22/2025 9:44:59 AM Viewed: 12/23/2025 12:45:06 PM Signed: 12/23/2025 12:45:31 PM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

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
Mayor Lori M. Stone mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/19/2025 5:09:10 PM ID: f7fb6c5a-00d4-4e89-9b46-bdc85b7a11b4	<div>COPIED</div>	Sent: 12/18/2025 4:01:39 PM Viewed: 12/20/2025 9:40:25 PM
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	<div>COPIED</div>	Sent: 12/18/2025 4:01:40 PM
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	<div>COPIED</div>	Sent: 12/18/2025 4:01:40 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	12/18/2025 4:01:39 PM
Certified Delivered	Security Checked	12/23/2025 12:45:06 PM
Signing Complete	Security Checked	12/23/2025 12:45:31 PM
Completed	Security Checked	12/23/2025 12:45:31 PM

Payment Events	Status	Timestamps
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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.



DATE: DECEMBER 29, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: ITB-W-9733; RECOMMENDATION OF AWARD EXTENSION FOR THE PRINTING AND PROCESSING OF UTILITY BILLS AND INFORMATIONAL INSERTS

The Purchasing Division, in conjunction with the Water Division, recommends that award for ITB-W-9733, for the Printing and Processing of City of Warren Utility Bills and Informational Inserts, be extended for the fourth and final two (2) year period, for services March 14, 2026 through March 13, 2028, to Great Lakes Graphics, Inc., 209 E. Washington, Jackson, MI 49201, at the current terms and conditions, in the annual amount not to exceed \$77,083.70, at the rates shown in the attached pricing sheet.

Great Lakes Graphics is responsible for the monthly printing of water bills and inserts, as well as folding, stuffing, and delivering the bills to the post office. Great Lakes Graphics has always done a wonderful job for the City and the Water Division is confident that Great Lakes Graphics will continue to meet the City's needs.


If approved by your honorable body, this award shall be extended for the fourth and final two (2) year period, commencing on March 14, 2026, at the current terms and conditions, in an annual amount not to exceed \$77,083.70.

Funds are available in the following Account: 592-1560-80100.

Respectfully Submitted,

Signed by:

D3220749F3AC487...
Shanah Turner
Assistant Buyer

Signed by:

7B8AB53B14B04AD...
Dave Smith
Accounting Supervisor


Signed by:

BE6E471EC6B245B...
David Koss
Water Division Superintendent

Read and Concur,

Signed by:

E610E2D7FFE5449...
Craig Treppa
Purchasing Agent

Signed by:

F6FDC83AE1C142B...
Kris Battle
Budget Director

DocuSigned by:

CF2C773236C54C9...
Richard Fox
Controller

Signed by:

F040B73E57F248E...
Lori M. Stone
Mayor

ITB-W-9733

GREAT LAKES GRAPHICS
DETAIL PRICING

PRINTING OF WATER UTILITY BILLS

ITEM ONE: PRINTING / STUFFING / DELIVERY OF WATER UTILITY BILLS

BILLING STOCK & ENVELOPES		COST PER M	MONTHLY COST	ANNUAL COST
1	Utility bills with pre-printed backs 49,700 per month / 596,400 per year--stock to be stored by vendor	\$ 11.00	\$ 546.70	\$ 6,560.40
2	Utility bills with pre-printed backs 5,000 annually - delivered to Water & Sewer System Customer Service	\$ 11.00	NOT APPLICABLE	\$ 55.00
3	#10 Custom window mailing envelopes - tinted 50,000 per mth / 600,000 per year	\$ 25.13	\$ 1,256.50	\$ 15,078.00
4	#9 Special window return envelopes 41,667 per month / 500,000 per year	\$ 24.70	\$ 1,029.17	\$ 12,350.10
TOTAL ANNUAL PRICE FOR BILLING STOCK AND ENVELOPES (INCLUDES PRINTING):				\$ 34,043.50

MONTHLY SERVICE FEES		COST PER M	MONTHLY COST	ANNUAL COST
5	Laser imaging Utility Bills from City provided PDF file 49,700 per month / 596,400 per year	\$ 20.00	\$ 994.00	\$ 11,928.00
6	Folding charges 49,700 per month / 596,400 per year	\$ 5.00	\$ 248.50	\$ 2,982.00
7	Insertion charges and sealing envelopes 49,700 per month / 596,400 per year	\$ 10.00	\$ 497.00	\$ 5,964.00
8	CASS/Postal certification of final tape data 49,700 per month / 596,400 per year	\$ 1.00	\$ 49.70	\$ 596.40
9	Delivery of Utility Bills to Michigan Bulk Mailing Center 49,700 per month / 596,400 per year	No Charge	No Charge	No Charge
10	Indexed archive file of Utility Bills in PDF format 49,700 per month / 596,400 per year	No Charge	No Charge	No Charge
TOTAL ANNUAL PRICE FOR MONTHLY SERVICE FEES:				\$ 21,470.40

ONE-TIME FEES			ANNUAL COST
11	Art / typesetting charges		No Charge
12	Programming charges		No Charge
13	Printing of 150 Sample Bills for Lockbox Testing		No Charge
TOTAL ONE-TIME FEES:			\$ -

ESTIMATED GRAND TOTAL FOR ITEM ONE (ENTER THIS VALUE ON PAGE 2 OF THE BID FORM):	\$ 55,513.90
ESTIMATED TOTAL FOR ITEM PRINTING OF INFORMATIONAL INSERTS:	\$ 21,569.80

ESTIMATED ANNUAL GRAND TOTAL FOR ALL WORK :	\$ 77,083.70
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ITEM TWO: INFORMATIONAL INSERTS (CONTINUED)

BILLING STOCK & ENVELOPES		COST PER M		
		1/1	2/1	2/2
A. PRINTING COST OF ADDITIONAL INSERTS				
OPTIONAL PRODUCTS & SERVICES				
14	1/3 page (8.5" x 3-3/4") - White stock	\$ 18.00	\$ 28.00	\$ 55.00
15	2/3 page (8.5" x 7-1/2") - White stock	\$ 20.00	\$ 30.00	\$ 60.00
16	Full page (8.5" x 11") - White stock	\$ 20.00	\$ 30.00	\$ 60.00
17	Full page (8.5" x 14") - White stock	\$ 22.00	\$ 32.00	\$ 74.00
18	Full page (11" x 17") - White stock	\$ 40.00	\$ 50.00	\$ 100.00
19	1/3 page (8.5" x 3-3/4") - Colored stock	\$ 20.00	\$ 30.00	\$ 60.00
20	2/3 page (8.5" x 7-1/2") - Colored stock	\$ 22.00	\$ 32.00	\$ 65.00
21	Full page (8.5" x 11") - Colored stock	\$ 22.00	\$ 32.00	\$ 65.00
22	Full page (8.5" x 14") - Colored stock	\$ 24.00	\$ 34.00	\$ 80.00
23	Full page (11" x 17") - Colored stock	\$ 42.00	\$ 52.00	\$ 110.00

B. STUFFING COST OF INFORMATIONAL INSERTS (in addition to water bill)		COST PER M
NUMBER OF INSERTS		
24	One Insert	NO CHARGE
25	Two Inserts	
26	Three Inserts	
27	Four Inserts	
28	Five Inserts	

C. Design Work on Informational Pieces		HOURLY RATE
29	Hourly rate charged for design work on informational pieces	\$ 45.00

CHARGES FOR DELAYS IN SUBMITTING INFORMATIONAL INSERT INFORMATION TO VENDOR		# OF BUSINESS DAYS	PENALTY FOR NOT MEETING THE STATED TIMEFRAME
30	Number of Business Days prior to inserting that Art Files need to be received by vendor	3	No Penalty, but due dates may be missed

RESOLUTION

Document No: ITB-W-9733 Extension 4
Product or Service: Printing of Utility Bills
Requesting Department: Water Division

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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 February 13, 2018, City Council approved an award to Great Lakes Graphics, Inc., 209 E. Washington, Jackson MI, 49201, to furnish Printing of Utility Bills for a two (2) year period, with options to extend the award for four (4) additional two (2) year periods, with mutual consent of both parties.

The Water Division is seeking an extension for the fourth and final two (2) year period, for services March 14, 2026 through March 13, 2028, at the current terms and conditions, in an annual amount not to exceed \$77,083.70.

Therefore, it is resolved that the bid of Great Lakes Graphics, Inc. has been extended for a two (2) year period, commencing on March 14, 2026, in an annual cost not to exceed \$77,083.70 for a total two (2) year cost not to exceed \$154,167.40.

Funds are available in the following Account: 592-1560-80100.

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk



December 16, 2025

Council Secretary
City of Warren

RE: CONSIDERATION AND ADOPTION OF RESOLUTION to Approve Contract Modification No. 3 & Final to City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), resulting in a final contract amount of \$2,179,387.50 (no change from the currently approved amended contract amount of \$2,179,387.50) and to release interest on retainage.

Attached hereto is a copy of the proposed Contract Modification No. 3 & Final to the City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329).

The contract modification is for changes to the contract work due to field modifications, additional work outside the scope of the original project and adjustment of final project quantities including balancing the completed work items to as-constructed quantities. The final contract amount is \$2,179,387.50 (\$0.00 change from the current amended contract amount of \$2,179,387.50).

It is the Waste Water Treatment Division's recommendation that the Warren City Council approve the Contract Modification No. 3 & Final to the City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), as presented in the attached Contract Modification No. 3 & Final.

Additionally, it is recommended that any interest accrued on retainage during the subject contract, WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), be issued to Z Contractors, Inc. three (3) days after obtaining City Council's approval of the attached Contract Modification No. 3 & Final.

Please place this item on the next available City Council agenda for approval consideration. Should you have any questions regarding this matter, I can be reached in my office at (586) 264-2530 ext. 8103.

Sincerely,
Signed by:

Donna Dordeski

31ADDE96B061415...
Donna Dordeski, P.E.
WWTP Division Head

Read and Concurred:
DocuSigned by:

David Muzzarelli

A310AB08BBC84DD...
David Muzzarelli
Public Service Director

Read and Concurred:
Signed by:

Kristina Battle

F6FDC83AE1C142B...
Kristina Battle
Budget Director

Approved as to Form:
Signed by:

Mary Michaels

119806BF52344A1...
Mary Michaels
Acting City Attorney

Recommended to Council:
Signed by:

Lori M Stone

F040B73E57F248E...
Lori M. Stone
Mayor

DD/agc

Attach: Contract Modification No. 3 & Final, Final Adjustment of Quantities, Resolution, copy of payment 9 & Final

**RESOLUTION TO APPROVE CONTRACT MODIFICATION NO. 3 & FINAL
TO CITY CONTRACT WWTP-23-003,
MAIN PUMP STATION DRYWELL COLUMN REPAIR
Z CONTRACTORS, INC.**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan,
held on _____, 20____, 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 _____.

Z Contractors, Inc. and the City of Warren entered into a contract titled WWTP-23-003, Main
Pump Station Drywell Column Repair (ITB-W-1329).

In compliance with Section 200, Subsections 236, 238 and 239, Z Contractors, Inc. and the
Senior Facility Engineer have determined mutually acceptable prices for the additional work and the
modifications to the original contract work.

The WWTP Division Head recommends approval of the attached Contractor Modification No. 3 &
Final, as submitted, for balancing of work items to as-constructed quantities and payment for all work
completed, including modifications to the contract work after project award due to field changes, additional
work outside the scope of the original, resulting in no change (\$0.00) from the current amended contract
amount of \$2,179,387.50 and the final contract amount being \$2,179,387.50.

The Division of Waste Water Treatment further recommends any interest accrued on retainage during the subject contract, WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), be issued to Z Contractors, Inc. three (3) days after obtaining City Council’s approval of the attached Contract Modification No. 3 & Final.

THEREFORE, IT IS RESOLVED, pursuant to the recommendation of the Waste Water Treatment Division Head, that the City of Warren approves modifications to the Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), for modifications to the project work after the original contract award, and adjustment of final project quantities including balancing the completed work to as-constructed quantities, resulting in no change (\$0.00) from the current amended contract amount of \$2,179,387.50, and the final contract amount being \$2,179,387.50, as presented in the attached Contract Modification No. 3 & Final.

IT IS FURTHER RESOLVED, that the Mayor and Clerk of the City of Warren are authorized to execute Contract Modification No. 3 & Final to the City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329) in such form that meets with the approval of the City Attorney.

IT IS FURTHER RESOLVED, that any interest accrued on retainage during the subject contract, WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), be issued to Z Contractors, Inc. three (3) days after obtaining City Council’s approval of the attached Contract Modification No. 3 & Final, including release of any interest on retainage.

AYES: Councilpersons: _____

NAYES: Councilpersons: _____

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 _____, 20_____.

SONJA BUFFA
City Clerk



CONTRACT MODIFICATION

DATE: December 16, 2025

CONTRACT: WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329)

MODIFICATION NO.: 3 & Final

TO: Z Contractors, Inc.
50500 Design Lane
Shelby Twp, MI 48315

NECESSITY FOR REVISION: Balancing of work items to as-constructed quantities and payment for all work completed, including modifications to the contract work after project award due to field changes, additional work outside the scope of the original project.

The adjustment of final quantities is as described in the attached Final Adjustment of Quantities table.

Item No. 10, 11 and 23 did not require as much material as was anticipated in the original contract.

Item No. 26 had additional unforeseen activities required to complete the project including but not limited to additional scaffolding rental time, repair materials and labor for a double-tee repair located at the junction point where the concrete column meets the lateral beam support at the top of drywell caisson.

Item No. 32 reflects credit from the contractor to balance the project cost to the currently approved amended contract amount of \$2,179,387.50.

After balancing the completed work items to as-constructed quantities, the total change from the current amended contract amount of \$2,179,387.50 is \$0.00 (0.00% change), resulting in a final contract amount of \$2,179,387.50.

This document, including the additional pay items described above shall become an amendment to the Contract, and all provisions of the Contract will apply thereto.

The Contractor will be held to furnish all materials and labor required for the completion of the work described herein, including all items incidental thereto or necessary to complete the work, even though not specifically mentioned.

The above shall be effective upon approval of the Mayor and City Council.

Except as modified, all other items of the Contract remain in effect.

Signed by:

Recommended by:

Donna Dordeski

31ADDE96B081415

Date: _____

DocuSigned by:

Donna Dordeski, WWTP Division Head

596AD3581E4B45B

Accepted by:

Dan Renaud

596AD3581E4B45B

for Z Contractors, Inc. (Contractor)

Date: _____

Approved by:

Warren City Council

on

Date: _____

Approved by:

Lori M. Stone, Mayor

Date: _____

Approved by:

Sonja Buffa, City Clerk

Date: _____

Sheet 1 of 2



Final Adjustment of Quantities

Main Pump Station Drywell Column Repair
 WWTP-23-003
 Contract Mod 3 & Final

Z Contractors, Inc.
 50500 Design Lane
 Shelby Twp, MI 48315

Pricing Sheet	SOV ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	ORIGINAL CONTRACT QUANTITY	ORIGINAL CONTRACT AMOUNT	FINAL CONTRACT QUANTITY	FINAL CONTRACT AMOUNT	CHANGE CONTRACT QUANTITY	CHANGE CONTRACT AMOUNT
1	1	Mobilization (Not to exceed 5% of Contract Value)	LS	\$ 85,000.00	1	\$ 85,000.00	1	\$ 85,000.00	0.00	\$ -
3	2	Electrical Submittals	LS	\$ 15,000.00	1	\$ 15,000.00	1	\$ 15,000.00	0.00	\$ -
3	3	Conduit Install	LS	\$ 175,000.00	1	\$ 175,000.00	1	\$ 175,000.00	0.00	\$ -
3	4	Cable Install	LS	\$ 100,000.00	1	\$ 100,000.00	1	\$ 100,000.00	0.00	\$ -
3	5	Cable Testing	LS	\$ 20,690.00	1	\$ 20,690.00	1	\$ 20,690.00	0.00	\$ -
3	6	Electrical Demolition	LS	\$ 50,000.00	1	\$ 50,000.00	1	\$ 50,000.00	0.00	\$ -
3	7	Scada Conduit Rework	LS	\$ 57,510.00	1	\$ 57,510.00	1	\$ 57,510.00	0.00	\$ -
3	8	Electrical Close-out	LS	\$ 10,000.00	1	\$ 10,000.00	1	\$ 10,000.00	0.00	\$ -
3	9	Electrical Demobilization	LS	\$ 15,000.00	1	\$ 15,000.00	1	\$ 15,000.00	0.00	\$ -
2	10	Type 1 Column Repair, (55CFT @ \$2,668.00/CFT)	CFT	\$ 2,668.00	75	\$ 200,100.00	74.91	\$ 199,868.68	(0.09)	\$ (231.32)
2	11	Type 2A Injection Repair, (15FT @ \$150.00/FT)	LFT	\$ 150.00	15	\$ 2,250.00	11	\$ 1,650.00	(4.00)	\$ (600.00)
2	12	Type 3 Concrete Repair	LS	\$ 4,000.00	1	\$ 4,000.00	1	\$ 4,000.00	0.00	\$ -
2	13	Type 4 Concrete Repair, (30EA @ \$800)	EA	\$ 800.00	30	\$ 24,000.00	30	\$ 24,000.00	0.00	\$ -
2	14	Discharge Pipe Replacement Type 7	LS	\$ 92,000.00	1	\$ 92,000.00	1	\$ 92,000.00	0.00	\$ -
2	15	Steel Banding, Column 4B (11,180LBS @ \$17/LB)	LB	\$ 17.00	11180	\$ 190,060.00	11180	\$ 190,060.00	0.00	\$ -
2	16	Steel Banding, Column 4D (2,100LB @ \$17/LBS)	LB	\$ 17.00	2100	\$ 35,700.00	2100	\$ 35,700.00	0.00	\$ -
2	17	Scaffolding In and Up, Column 4B	EA	\$ 200,000.00	1	\$ 200,000.00	1	\$ 200,000.00	0.00	\$ -
2	18	Scaffolding Down, Column 4B	EA	\$ 100,000.00	1	\$ 100,000.00	1	\$ 100,000.00	0.00	\$ -
2	19	Scaffolding Up, Column 4D	EA	\$ 150,000.00	1	\$ 150,000.00	1	\$ 150,000.00	0.00	\$ -
2	20	Scaffolding Down and Out Column 4D	EA	\$ 100,000.00	1	\$ 100,000.00	1	\$ 100,000.00	0.00	\$ -
2	21	Scaffolding For Crack Injection & Misc.	EA	\$ 80,000.00	1	\$ 80,000.00	1	\$ 80,000.00	0.00	\$ -
alt 1	22	Alternate #1 - Scaffolding	EA	\$ 150,000.00	1	\$ 150,000.00	1	\$ 150,000.00	0.00	\$ -

Sheet 2 of 2



Final Adjustment of Quantities

Main Pump Station Drywell Column Repair
WWTP-23-003
Contract Mod 3 & Final

Z Contractors, Inc.
50500 Design Lane
Shelby Twp, MI 48315

Pricing Sheet	SOV ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	ORIGINAL CONTRACT QUANTITY	ORIGINAL CONTRACT AMOUNT	FINAL CONTRACT QUANTITY	FINAL CONTRACT AMOUNT	CHANGE CONTRACT QUANTITY	CHANGE CONTRACT AMOUNT
alt 1	23	Alternate #1 - Crack Injection 2B, (55FT @ \$150.00/FT)	LFT	\$ 150.00	55	\$ 8,250.00	0	\$ -	(55.00)	\$ (8,250.00)
alt 3	24	Alternate #3 - Scaffolding	EA	\$ 150,000.00	1	\$ 150,000.00	1	\$ 150,000.00	0.00	\$ -
alt 3	25	Alternate #3 - Crack Injection 2B, (55FT @ 150.00/FT)	LFT	\$ 150.00	55	\$ 8,250.00	55	\$ 8,250.00	0.00	\$ -
4	26	Unforeseen Field Changes	Asneeded	\$ 50,000.00	-	\$ 50,000.00	-	\$ 62,946.81	-	\$ 12,946.81
-	27	CO1: Additional As-Needed Pressure Injection of weeping crack repair type 2B	LS	\$ 36,750.00	0.918367347	\$ 36,750.00	0.92	\$ 33,750.00	0.00	\$ (3,000.00)
-	28	CO1: Credit for Scaffolding modifications	LS	\$ (10,100.00)	1	\$ (10,100.00)	1.00	\$ (10,100.00)	0.00	\$ -
-	29	CO2: Alternate 2 Scaffolding	LS	\$ 30,000.00	1	\$ 30,000.00	1.00	\$ 30,000.00	0.00	\$ -
-	30	CO2: Alternate 2 Misc. Repair CO	LS	\$ 24,675.00	1	\$ 24,675.00	1.00	\$ 24,675.00	0.00	\$ -
-	31	CO2: Alternate 1 Changed Conditions	LS	\$ 25,252.50	1	\$ 25,252.50	1.00	\$ 25,252.50	0.00	\$ -
-	32	Contractor Credit	LS	\$ (865.49)	0		1.00	\$ (865.49)	1.00	\$ (865.49)
	<div> <div>Current Amended Contract Amount</div> <div>Contract Modification No. 3 & Final</div> <div>Final Contract Amount</div> <div>Percentage Change from Original Contract Amount</div> </div>								<div>\$ 2,179,387.50</div> <div>\$ (0.00)</div> <div>\$ 2,179,387.50</div> <div>0.00%</div>	\$ (0.00)



Waste Water Treatment Plant Payment Request

Date: 12/16/2025

TO: Dave Smith, Accounting Supervisor, Controller's Office

From: Anthony Conigliaro, Sr. Facilities Engineer, WWTP

NOTE:

Forward payment to WWTP
to be picked up by Contractor

RE: Payment No. 9 & Final
Contract WWTP-23-003
Project: Main Pump Station Drywell Column Repair
Location: Warren WWTP


Payee: Z Contractors, Inc.
50500 Design Lane
Shelby Twp, MI 48315

Original Contract Amount (City Council Approval 11/12/2024)	\$	2,072,810.00
Contract Modification No. 1 (2/25/2025)	\$	26,650.00
Contract Modification No. 2 (4/1/2025)	\$	79,927.50
Current Contract Amount		
	\$	2,179,387.50
Total Work Performed as of: 11/4/2025	\$	2,179,387.50
Less Retainage 0.00%	\$	-
Net Amount Earned	\$	2,179,387.50
Amount Previous Payments	\$	2,112,898.50
Amount Due this Estimate	\$	66,489.00

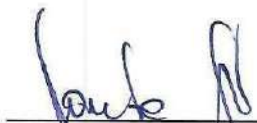
Retainage Previously Withheld	\$	54,484.69
Retainage this Pay Estimate	\$	(54,484.69)

Chargeable to:	FY 26 Capital Outlays 592-9047-98080	\$ 66,489.00
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This payment request is hereby approved for payment.



Anthony Conigliaro, P.E.
Sr. Facilities Engineer



Donna Dordeski, P.E.
WWTP Division Head

Sheet 1 of 2

Main Pump Station Drywell Column Repair
 WWTP-23-003
 Pay Estimate No. 9 & Final


WARREN
 PUBLIC SERVICE DEPARTMENT
 WASTE WATER TREATMENT PLANT
 Z Contractors, Inc.
 50500 Design Lane
 Shelby Twp, MI 48315

SOV ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	ORIGINAL CONTRACT QUANTITY	ORIGINAL CONTRACT AMOUNT	TOTAL QUANTITY TO DATE	TOTAL AMOUNT PAID TO DATE	TOTAL QUANTITY THIS PAY	TOTAL AMOUNT
1	Mobilization (Not to exceed 5% of Contract Value)	LS	\$ 85,000.00	1	\$ 85,000.00	1	\$ 85,000.00	0.00	\$ 85,000.00
2	Electrical Submittals	LS	\$ 15,000.00	1	\$ 15,000.00	1	\$ 15,000.00	0.00	\$ 15,000.00
3	Conduit Install	LS	\$ 175,000.00	1	\$ 175,000.00	1	\$ 175,000.00	0.00	\$ 175,000.00
4	Cable Install	LS	\$ 100,000.00	1	\$ 100,000.00	1	\$ 100,000.00	0.00	\$ 100,000.00
5	Cable Testing	LS	\$ 20,690.00	1	\$ 20,690.00	1	\$ 20,690.00	0.00	\$ 20,690.00
6	Electrical Demolition	LS	\$ 50,000.00	1	\$ 50,000.00	1	\$ 50,000.00	0.00	\$ 50,000.00
7	Scada Conduit Rework	LS	\$ 57,510.00	1	\$ 57,510.00	1	\$ 57,510.00	0.00	\$ 57,510.00
8	Electrical Close- out	LS	\$ 10,000.00	1	\$ 10,000.00	1	\$ 10,000.00	0.00	\$ 10,000.00
9	Electrical Demobilization	LS	\$ 15,000.00	1	\$ 15,000.00	1	\$ 15,000.00	0.00	\$ 15,000.00
10	Type 1 Column Repair, (55CFT @ \$2,668.00/CFT)	CFT	\$ 2,668.00	75	\$ 200,100.00	74.91	\$ 199,868.68	0.00	\$ 199,868.68
11	Type 2A Injection Repair, (15FT @ \$150.00/FT)	LFT	\$ 150.00	15	\$ 2,250.00	11	\$ 1,650.00	0.00	\$ 1,650.00
12	Type 3 Concrete Repair	LS	\$ 4,000.00	1	\$ 4,000.00	1	\$ 4,000.00	0.00	\$ 4,000.00
13	Type 4 Concrete Repair, (30EA @ \$800)	EA	\$ 800.00	30	\$ 24,000.00	30	\$ 24,000.00	0.00	\$ 24,000.00
14	Discharge Pipe Replacement Type 7	LS	\$ 92,000.00	1	\$ 92,000.00	1	\$ 92,000.00	0.00	\$ 92,000.00
15	Steel Banding, Column 4B (11,180LBS @ \$17/LB)	LB	\$ 17.00	11180	\$ 190,060.00	11180	\$ 190,060.00	0.00	\$ 190,060.00
16	Steel Banding, Column 4D (2,100LB @ \$17/LBS)	LB	\$ 17.00	2100	\$ 35,700.00	2100	\$ 35,700.00	0.00	\$ 35,700.00
17	Scaffolding In and Up, Column 4B	EA	\$ 200,000.00	1	\$ 200,000.00	1	\$ 200,000.00	0.00	\$ 200,000.00
18	Scaffolding Down, Column 4B	EA	\$ 100,000.00	1	\$ 100,000.00	1	\$ 100,000.00	0.00	\$ 100,000.00
19	Scaffolding Up, Column 4D	EA	\$ 150,000.00	1	\$ 150,000.00	1	\$ 150,000.00	0.00	\$ 150,000.00
20	Scaffolding Down and Out Column 4D	EA	\$ 100,000.00	1	\$ 100,000.00	1	\$ 100,000.00	0.00	\$ 100,000.00
21	Scaffolding For Crack Injection & Misc.	EA	\$ 80,000.00	1	\$ 80,000.00	1	\$ 80,000.00	0.00	\$ 80,000.00
22	Alternate #1 - Scaffolding	EA	\$ 150,000.00	1	\$ 150,000.00	1	\$ 150,000.00	0.00	\$ 150,000.00

Sheet 2 of 2



Main Pump Station Drywell Column Repair
WWTP-23-003
Pay Estimate No. 9 & Final

SOV ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	ORIGINAL CONTRACT QUANTITY	ORIGINAL CONTRACT AMOUNT	TOTAL QUANTITY TO DATE	TOTAL AMOUNT PAID TO DATE	TOTAL QUANTITY THIS PAY	TOTAL AMOUNT
23	Alternate #1 - Crack Injection 2B, (SSFT @ \$150.00/FT)	LFT	\$ 150.00	55	\$ 8,250.00	0	\$ -	0.00	\$ -
24	Alternate #3 - Scaffolding	EA	\$ 150,000.00	1	\$ 150,000.00	1	\$ 150,000.00	0.00	\$ 150,000.00
25	Alternate #3 - Crack Injection 2B, (SSFT @ 150.00/FT)	LFT	\$ 150.00	55	\$ 8,250.00	55	\$ 8,250.00	0.00	\$ 8,250.00
26	Unforeseen Field Changes	Allowance	\$ 50,000.00	-	\$ 50,000.00	-	\$ 50,077.00	\$ 12,869.81	\$ 62,946.81
27	CO1: Additional As-Needed Pressure Injection of weeping crack repair type 2B	LS	\$ 36,750.00	0.918367347	\$ 36,750.00	0.92	\$ 33,750.00	0.00	\$ 33,750.00
28	CO1: Credit for Scaffolding modifications	LS	\$ (10,100.00)	1	\$ (10,100.00)	1.00	\$ (10,100.00)	0.00	\$ (10,100.00)
29	CO2: Alternate 2 Scaffolding	LS	\$ 30,000.00	1	\$ 30,000.00	1.00	\$ 30,000.00	0.00	\$ 30,000.00
30	CO2: Alternate 2 Misc. Repair CO	LS	\$ 24,675.00	1	\$ 24,675.00	1.00	\$ 24,675.00	0.00	\$ 24,675.00
31	CO2: Alternate 1 Changed Conditions	LS	\$ 25,252.50	1	\$ 25,252.50	1.00	\$ 25,252.50	0.00	\$ 25,252.50
32	Contractor Credit	LS	\$ (865.49)	0		1.00	\$ (865.49)	\$ (865.49)	\$ (865.49)
Total Contract Amount:				\$ 2,179,387.50		Amount owed this payment		\$ 12,004.31	
Total Amount Earned as of 12/11/2025						Retainage release		\$ 54,484.69	
Retainage Withheld 0.00%								\$ 2,179,387.50	
Net Amount Earned								\$ 2,179,387.50	
Less Previous Payments								\$ 2,112,898.50	
Total Amount Due this Payment								\$ 66,489.00	

I certify that I have checked this periodic estimate; that to the best of my knowledge and belief it is true and correct statement of work performed by the contractor; that all work included in this periodic estimate has been inspected by me or my duly authorized representative or assistants and it has been performed in full accordance with the requirements of the contract.

for the City of Warren, Anthony Conigliaro, P.E.
WWTP Senior Facilities Engineer

According to the best of my knowledge and belief, I certify that all items and amounts shown on this periodic estimate are correct; that all work has been performed in full accordance with the requirements of the Contract, that the foregoing is a true and correct statement of the contract account up to and including the last day of the period covered by the periodic estimate; that no part of the "balance due this estimate" has been received. That payment of same due herewith, is without collusion and fraud in any respect.

San Rinaud
for Z Contractors, Inc.
Contractor

Certificate Of Completion

Envelope Id: 07EAC089-90C7-4E51-87BC-0BD2299E57ED

Status: Completed

Subject: Contract Mod 3 & Final for Main Pump Station Drywell Column Repair

Source Envelope:

Document Pages: 11

Signatures: 7

Envelope Originator:

Certificate Pages: 6

Initials: 0

Anthony Conigliaro

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

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

aconigliaro@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Anthony Conigliaro

Location: DocuSign

12/16/2025 12:44:12 PM

aconigliaro@cityofwarren.org

Signer Events

Dan Renaud

drenaud@z-contractors.com

Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

Dan Renaud
596AD3581E4B45B...

Timestamp

Sent: 12/16/2025 1:11:34 PM

Viewed: 12/16/2025 2:35:00 PM

Signed: 12/16/2025 2:35:43 PM

Signature Adoption: Pre-selected Style

Using IP Address:

2600:1007:b172:c445:e45e:9713:eb62:efee

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 12/16/2025 2:35:00 PM

ID: d12dcef0-9051-41e4-864f-0a0f90ef3fde

Donna Dordeski

ddordeski@cityofwarren.org

WWTP Division Head

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Donna Dordeski
31ADDE96B061415...

Sent: 12/16/2025 2:35:45 PM

Viewed: 12/16/2025 2:44:05 PM

Signed: 12/16/2025 2:58:34 PM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via Docusign

David Muzzarelli

dmuzzarelli@cityofwarren.org

Public Service Director

CITY OF WARREN

Security Level: Email, Account Authentication
(None)

DocuSigned by:

David Muzzarelli
A310AB08BBC84DD...

Sent: 12/16/2025 2:58:37 PM

Viewed: 12/16/2025 4:04:05 PM

Signed: 12/16/2025 4:04:13 PM

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Accepted: 6/10/2024 1:31:24 PM

ID: ef599500-0987-453f-ae6a-ac6d790161ae

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle
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Sent: 12/16/2025 4:04:15 PM

Viewed: 12/16/2025 6:26:29 PM

Signed: 12/16/2025 6:32:03 PM


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

Signer Events	Signature	Timestamp
Mary Michaels mmichaels@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>Signed by:  119806BF52344A1...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/16/2025 6:32:06 PM Viewed: 12/17/2025 10:32:41 AM Signed: 12/17/2025 10:41:52 AM

Electronic Record and Signature Disclosure:
Accepted: 12/17/2025 10:32:41 AM
ID: f347dd2d-4314-41eb-9917-96fe474f28f1

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/17/2025 10:41:56 AM Viewed: 12/29/2025 1:27:27 PM Signed: 12/29/2025 1:27:48 PM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

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
Anthony Conigliaro aconigliaro@cityofwarren.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign	<div>COPIED</div>	Sent: 12/16/2025 1:11:32 PM Resent: 12/29/2025 1:27:55 PM Viewed: 12/16/2025 2:44:03 PM
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	<div>COPIED</div>	Sent: 12/16/2025 1:11:32 PM
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	<div>COPIED</div>	Sent: 12/16/2025 1:11:32 PM

Carbon Copy Events	Status	Timestamp
Mayor mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/29/2025 1:21:34 PM ID: a3f546f2-e448-4b73-8558-e5a9ec6ce52d	<div>COPIED</div>	Sent: 12/16/2025 1:11:32 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/16/2025 1:11:33 PM
Certified Delivered	Security Checked	12/29/2025 1:27:27 PM
Signing Complete	Security Checked	12/29/2025 1:27:48 PM
Completed	Security Checked	12/29/2025 1:27:48 PM

Payment Events	Status	Timestamps
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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 ATTORNEY'S OFFICE

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

January 5, 2025

Ms. Mindy Moore
Council Secretary
City of Warren

Re: Proposed Resolution to Approve METRO Act Telecommunications Right-of-Way Permit for Ezee Fiber Texas, LLC to Install High-Speed Fiber

Dear Council Secretary Moore:

Attached please find the above-referenced resolution, which would approve a ten-year bilateral permit under the Metropolitan Extension Telecommunications Right-of-Way Oversight Act, 2002 Public Act 48 ("the Act") for Ezee Fiber Texas, LLC ("Ezee Fiber").

Ezee Fiber is a fiber internet service provider to homes, businesses, schools, governments. It is seeking to expand in Michigan and specifically to install 2.3 million linear feet of high-speed fiber in Warren. The facilities will primarily be buried. Facilities will be aerial in areas of railroads, streams or other sites as deemed appropriate by the City Engineer. Ezee Fiber has represented that it provides high-performance internet, with no hidden fees or data caps, and created thousands of local construction jobs, engineering, sales and community outreach jobs in its markets.

The attached permit is prescribed by the Michigan Public Service Commission form, with a few changes, such as broader indemnification terms for the City and a customized process for administrative review and approval of route modifications. The City Engineer recommended a bond of \$ 300,000.00 to secure performance and removal of the facilities upon termination.

Under the METRO Act, providers pay an annual usage fee of \$0.05 per linear foot to the State of Michigan. On June 4, 2025, the City received its 2024 distribution of METRO Act funds in the amount of \$608,580.34.

Please forward the documents to Council for its meeting on January 13, 2026.

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

cc: Richard Fox/ Dave Smith
Tina Gapshes, City Engineer
Noel Santos, Civil Engineer, II

Approved:

Signed by:
Lori M. Stone

Lori M. Stone
Mayor

**RESOLUTION GRANTING METRO ACT PERMIT TO
EZEE FIBER TEXAS, LLC**

At a regular meeting of the City Council of the City of Warren, Macomb County, Michigan, held on January 13, 2026, at 7 p.m. Daylight Savings Time, in the Council Chambers at the Warren Community Center Auditorium, 5460 Arden, Warren, MI.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following resolution was offered by Councilmember _____
and supported by Councilmember _____.

The City received an application from Ezee Fiber Texas, LLC under the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the METRO Act) to maintain approximately 2.3 million linear feet of primarily buried fiber cable within the public rights-of-way.

Installation will be subject to approval of the City Engineer, upon submission of engineering permits and final plans.

The attached METRO Act permit is for a period of ten years, conforming primarily to the bilateral form prescribed by the Michigan Public Service Commission.

THEREFORE, IT IS RESOLVED, that the Mayor and Clerk are authorized to execute a 10-year bilateral Rights-of-Way Telecommunications Permit with Ezee Fiber Texas, LLC, subject to receipt of requisite insurance, performance bond, and in such form that meets with the satisfaction of the City Attorney.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this 13th day of January, 2026

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 January 13, 2026.

SONJA BUFFA
City Clerk



PUBLIC SERVICE DEPARTMENT
ENGINEERING DIVISION
One City Square, Suite 300
Warren, Michigan 48093-2390
(586) 759-9300
Fax (586) 759-9318
www.cityofwarren.org

December 5, 2025

Ms. Mary Michaels, Esq.
Acting City Attorney
City of Warren

**Subject: METRO Act Permit Application
From Ezee Fiber Texas, LLC**

Dear Ms. Michaels:

This is to provide a clarification regarding the surety bond amount referenced in the previous communication.

The original statement indicated:

"1. A \$3 million surety bond submitted by the permit holder is required for work within local road rights-of-way and major thoroughfares."

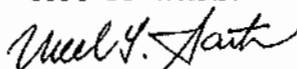
Please note that the correct amount should be \$300,000, not \$3,000,000.

We apologize for any confusion this may have caused and appreciate your understanding as we ensure accuracy in our documentation. Should you have any questions or require further details, , please feel free to contact this office.

Thank you.

Sincerely,


CITY OF WARREN


Noel Y. Santos
Civil Engineer II

TG/nys

Attachment

Read and Concurred:


Tina Gapshe, P.E.
City Engineer

METRO Act Bilateral Permit
RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT

TERMS AND CONDITIONS

1 **Definitions**

- 1.1 Company shall mean Ezee Fiber Texas, LLC, organized under the laws of the State of Delaware, and whose address is 5959 Corporate Dr., Suite 2000, Texas.
- 1.2 Effective Date shall mean the date set forth in Part 13.
- 1.3 Manager shall mean Municipality's Mayor or City Engineer, or their designees, unless otherwise stated in this document.
- 1.4 METRO Act shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.5 Municipality shall mean the City of Warren, a Michigan municipal corporation.
- 1.6 Permit shall mean this document.
- 1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.
- 1.8 Telecommunication Facilities or Facilities shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.
- 1.9 Term shall have the meaning set forth in Part 7.

2 **Grant**

- 2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein. A map of the general location of the Company's facilities located on both the private and public rights-of-way within the Municipality was provided to the City Engineer, as noted in Exhibit A. Company will provide services consistent with the standards in attached Exhibit C.
 - 2.1.1 The map may be modified by written request by Company and approval by Manager.
 - 2.1.2 Manager shall not unreasonably condition or deny any request for a modification of the route. Any decision of Manager on a request for a modification may be appealed by Company to Municipality's legislative body.
 - 2.1.3 Permittee and Municipality agree that route expansions or modifications will be processed according to procedure outlined in Exhibit B.
 - 2.1.4 Company will perform construction and provide services in accordance with the standards described in Exhibit D.
- 2.2 Overlashing. Company shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.
- 2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

- 3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:

The address, e-mail address, phone number and contact person at the Company's local office (in or near Municipality) are:

Jonathan Carroll
Director of Government Affairs
Jonathan.carroll@ezeefiber.com
(713) 689-8335

Stephen Shafer
RVP, Construction, Midwest Region
Stephan.shafer@ezeefiber.com

Gregory Thomas
SVP, General Manager, Midwest Region
Gregory.Thomas@ezeefiber.com

If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is same as above.

- 3.1.1 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is:

Stephen Shafer
Stephen.Shafer@ezeefiber.com

The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is

1555 Landmeier Rd.
Elk Grove Village, IL 60007

- 3.1.2 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.
- 3.1.3 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.
- 3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality's City Engineer, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

- 3.3 As-Built Records. Company, without expense to Municipality, shall, upon 14 days' notice, give Municipality access at the Municipality's location, to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality to show the location of the Telecommunication Facilities. In the event of an emergency or circumstances requiring immediate information, the Company will provide Municipality with such information on the location and specifications, and other records pertaining to the Telecommunication Facilities within the time requested.

4 Use of Public Right-of-Way

- 4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.
- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality's City Engineer, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's

option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.

- 4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.
- 4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.
- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.

- 4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

- 4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

Company and the City reserve their rights to modify this document in accordance with any relevant change to the METRO Act that may be adopted during the Term.

- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.

- 4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such

alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. However, if a third party entity requires Company to remove, alter, change, adapt or conform its Facility to enable any non-governmental third party entity to use, or to use with greater convenience, any Public Right-of-Way, for the sole, private purpose of such third party entity, not in connection with a public project, the Company shall not be required to make such changes until the third party, with solvent bond, makes an agreement with Company, that may include reimbursement to Company for any loss or expenses that will be caused by or arise out of such removal, alteration, change, adaption or conformance of Company's Facilities. The work shall be completed within a reasonable time period.

- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 53 of the Public Acts of 1974, as amended, MCL § 460.701 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.
- 4.14 Identification. All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

5 Indemnification

- 5.1 Indemnity. Company for itself and its officers, their employees, contractors, subcontractors and agents, shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company or its officers, agents, employees, contractors, successors and assigns.
- 5.2 Notice, Cooperation. Municipality will notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality will cooperate with Company in every reasonable way to facilitate the defense of any such claim. Municipality will consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.
- 5.3 Settlement. Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6 Insurance

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company, and its contractor performing the work, shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.
 - 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).

- 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.
 - 6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).
 - 6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.
 - 6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.
- 6.2 Additional Insured. All insurance policies must name as an additional insured Municipality, as follows: "The City of Warren, City of Warren Municipal Building Authority, City of Warren Downtown Development Authority, and their officers, employees, boards, commissions and agents" (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Company shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.
- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A- or better by A.M. Best Company.
- 6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Company will provide notice to the Municipality of any deductible applicable to its policy and any changes to such deductible. Company

shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.

- 6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect, commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Company, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Company's policies).
- 6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

- 7.1 Term. The term ("Term") of this Permit shall be until the earlier of:
 - 7.1.1 Ten years (10) from the Effective Date.
 - 7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or
 - 7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
 - 7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
 - 7.1.5 Unless the Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction

and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

8.1 Municipal Requirement. Company must, at Company's expense, post and keep in effect during the Term and for at least one year after the Term, a performance bond or letter or credit, as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)], in the amount of \$300,000.00 to secure faithful performance of Company's obligations and the terms and conditions of this Permit, including removal of Facilities and property restoration or repair requirements. The bond or letter of credit must be issued by a United States company authorized to do business in Michigan, and in form acceptable to the City Attorney.

9 Fees

9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

- 10.3 Schedule; Abandonment. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.
- 11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:
- 11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.
- 11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days prior to any prospective transfer, assignment or change in control, and with written evidence of and/or compliance with the following:
- 11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and
- 11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.
- 12 Notices
- 12.1 Notices. All notices under this Permit shall be given as follows:
- 12.1.1 If to Municipality, to

City Engineer
City of Warren
One City Square
Warren, MI 48093

with a copy to

City Clerk
One City Square
Warren, MI 48093

City Attorney
One City Square, Suite 400
Warren, MI 48093

12.1.2 If to Company, to
Garner Duncan
Ezee Fiber Texas, LLC
Sr. VP, Government Affairs Manager
5959 Corporate Dr., Suite 2000
Houston Texas 77036
E-mail: Garner.Duncan@ezeefiber.com

A Corresponding copy of any notices of default, termination or removal will be sent to Company at:

Jonathan Carroll
Director of Government Affairs
Ezee Fiber Texas, LLC
5959 Corporate Dr., Suite 2000
Houston, Texas 77036

Email: Jonathan.carroll@ezeefiber.com

Notice of a legal nature shall be sent to the mailing addresses in section 12.1.2. Notices of an administrative nature, such as scheduling and permit coordination may be sent to the parties respective e-mail addresses in section 12.2, with a corresponding e-mail to:

Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

- 13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).

- 13.2 Duties. Company shall faithfully perform all duties required by this Permit.
- 13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.
- 13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.5 Amendment. Except for modifications contemplated in Section 2.1 and Exhibit B, this Permit may be amended by the written agreement of Municipality and Company.
- 13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.
- 13.7 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) by e-mail or via 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.
- 13.8 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Municipality - City of Warren:

Attest:

By: _____

By: _____
Lori M. Stone, Mayor

By: _____

By: _____
Sonja Buffa, City Clerk

Company accepts the Permit granted by Municipality upon the terms and conditions contained herein.

Ezee Fiber Texas, LLC

By: _____

By: _____

George Salimbis

Its: General Counsel

Exhibit A

**Public Right-of-Way to be Used for 2,300,000 feet of buried Telecommunication Facilities,
with aerial sections, as appropriate to site, as described in the route map on file with the
City of Warren Engineering Division, subject to approval of final plans,
to be submitted as built in sections
(current map is proprietary)**

Exhibit B

ADMINISTRATIVE MODIFICATION APPROVAL PROCESS

Permittee will submit a written request to Warren City Engineer at One City Square, Suite 300, Warren, Michigan, including a proposed map depicting the planned route, by aerial or buried, and the linear footage of each. The map will identify the existing facilities, separately from the planned facilities, and the linear footage of buried and aerial existing facilities. The map will include a section for the review, comments and approval of the City Engineer, and the request will include a contact for Permittee, with a phone number, address and e-mail address, and who will be able to provide any additional information as may be reasonably requested by the City Engineer relative to the expanded facilities, and serve as the primary contact Permittee.

Within 30 days of receiving the request, proposed map and any information requested of Permittee, the City Engineer will notify Permittee by electronic or first-class mail, of his or her approval or rejection, with a signed copy of the approval, rejection or comments, and a determination on the bond amount. The Engineer may accept the current bond with a rider to apply it to the new facilities, or request an increased bond, upon the scope of the proposed expansion.

Municipality's approval will be conditioned upon Permittee, within 30 days of the City Engineer's notice of approval, submitting the updated insurance, new bond, or a rider to the existing bond or certification for the bond will cover the new facilities. Upon Municipality's receipt of the bond and insurance, the approval is final, subject to Permittee obtaining construction, electrical or other engineering permits for the new facilities.

Permittee agrees: upon approval of a route modification as set forth above: i) such approved route and maps are incorporated into Exhibit A of the Permit; ii) Permittee's construction, use and occupancy of the rights-of-way and its facilities within the rights-of-way, including the new facilities, will comply with and be subject to the terms of the Permit; and iii) the approval will not apply to any distributed antennae or small cell antennae facilities that may be depicted on a map, unless approved through a separate process; the City Engineer reserves the right to require a formal amendment or approval for major expansions or amendments, and payment of administrative costs associated with excessive reviews within a one-year period.



EXHIBIT C

**Delivering premium
multi-gig fiber internet.**



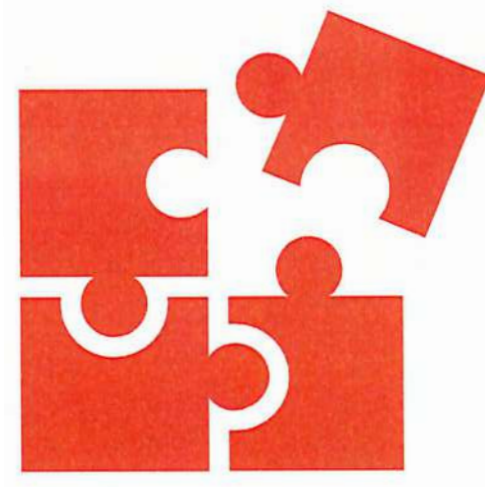
Agenda

- Who is Ezee Fiber?
 - Our Mission
 - Our Value Prop
 - Core Values
- Customer & Industry Reviews
- Commitment to Resident Communication
- Construction Communications
 - Construction Notification
 - Support & Helpline
- Advanced Technology Makes the Difference
- Contact Information
- Q&A



Our Mission

*Continually set the new standard for fiber internet
by being, **Different for Life.***



Our Value Prop

- We provide a premium customer experience without complex ordering processes, confusing offers, data caps, contracts, or price increases. Ever.
- We refuse to settle for second best or spin common benefits into unique selling points. Where others offer vanity speeds with unconscionable price tags, we make multi-gig speeds up to 8 Gig affordable and accessible.
- We build a premium carrier-grade network delivering 99.99% reliability.
- Where others boast simplicity, we prove it in everything we do, from our straightforward marketing to our lifetime pricing.





Our Core Values

Integrity

- Integrity is the cornerstone of our culture. We prioritize respect, humility, and the principle of always doing the right thing even when no one is looking.

Compassion

- We are driven to form meaningful connections with our employees, customers, and communities that go well beyond providing the highest quality of service.

Accountability

- We recognize that taking responsibility for our work is foundational in
- building trust and developing lifelong relationships.

Collaboration

- We operate, innovate, and thrive by fostering an environment of open communication. We value the diverse talents and perspectives of our employees, customers, and community.



What our customers are saying

- *"Amazing customer service! We have experienced a perfect connection since we've changed to Ezee Fiber. Faster speeds, no buffering and they cut our internet bill in HALF!" - Jennifer A.*
- *"I recently had the pleasure of having Ezee Fiber installed at my home, and I cannot say enough good things about the experience. - Michael B.*
- *"Ezee Fiber has been amazing to work with from the first phone call inquiring about their service to the technician walking out the door after completing installation. Hands down the best service all around." - Jackie B.*
- *"Out of the many service providers I've had over the years, Ezee is by far the best in terms of both value and service." - Joshua L.*

OUR CUSTOMER REVIEWS

4.9  



Fastest Internet in Texas



Our Communication Plan

**Our Communication Plan is aligned with our Core Values.
It's designed to notify residents early and often.**

- A minimum of three Construction Notification letters / postcards mailed to each resident
- Door hangers placed on each door along our construction path- before and day-of.
- Construction Notification "Lollipops" are placed along our fiber construction path (where allowed)
- All materials contain local phone number and/or email address of local construction manager



New Market Announcement

Hey neighbor, big news:
premium internet is on the way.

Let's face it: Dealing with other internet providers can be a hassle. Slow speeds, data caps, and frustrating customer service can ruin any day.

We get it. That's why our team at Ezee Fiber is moving to your neighborhood, bringing multi-gig fiber speeds and lifetime pricing along with us.

Why Ezee Fiber?

- Symmetrical speeds up to 8 Gig
- No data caps, contracts, or gimmicks
- Game-changing eero home Wi-Fi

Call or visit fast.ezeefiber.com today to pre-register.

Greg Thomas
Greg Thomas
SVP, Midwest Region

Want your first month on us? Pre-register today and add a \$10 Ezee Pass for priority installation, a free RTIC tumbler, and your first month on us.





Featuring
5 Gig & 8 Gig
speeds.

eero Max 7 router included.



Scan or call to pre-register.



872.201.8088
fast.ezeefiber.com

OUR CUSTOMER REVIEWS

4.9 ★★★★★  10,000+ REVIEWS

 Fastest ISP in West South Central US

Example



Construction Notifications

Construction Postcard #1

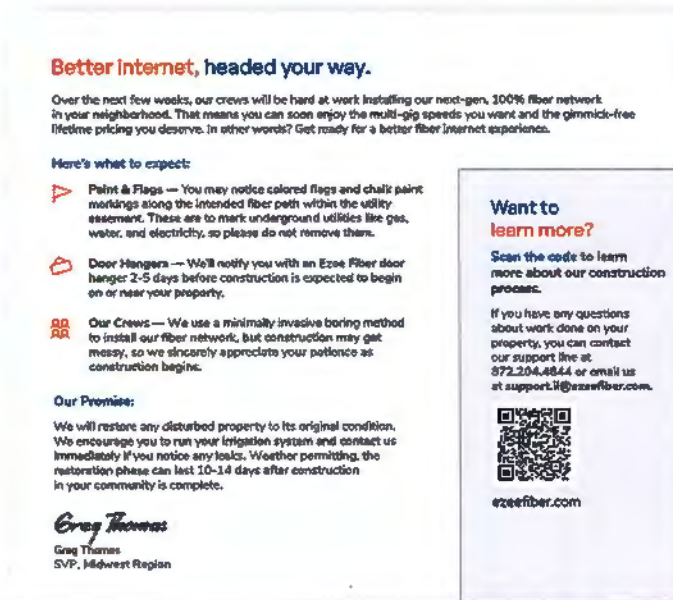
Sent to homeowners 60 (+/-) days before construction begins. It informs homeowners of what to expect during the Ezee Fiber construction process.



Example

Construction Letter #2

Sent to homeowners 45 (+/-) days before construction begins.



Fiber Is Coming Postcard

Sent to homeowners 35 (+/-) days before construction begins.



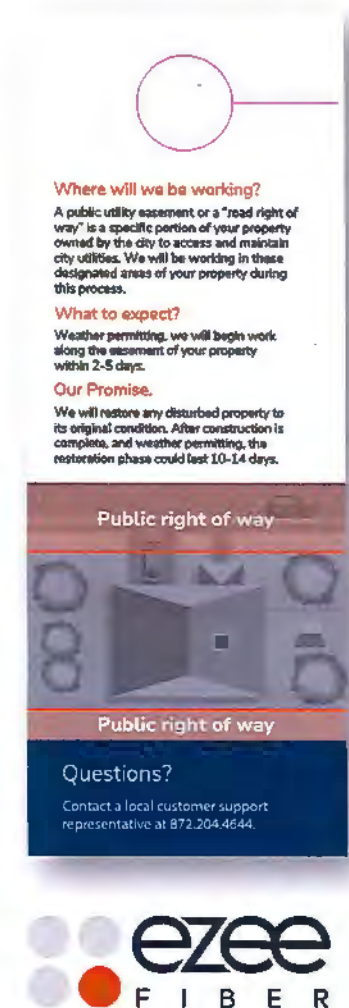
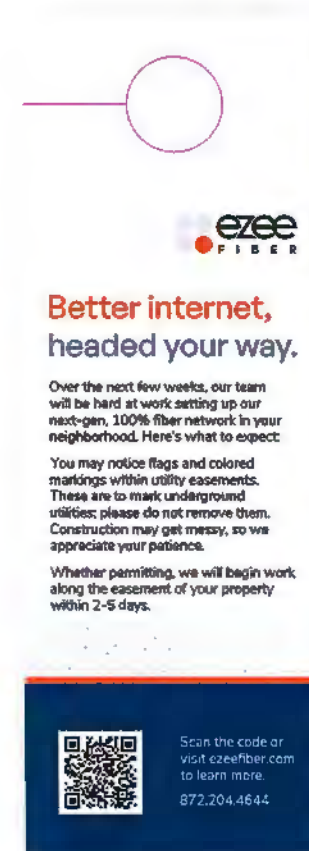
Example



Construction Notifications

Better Internet Headed Your Way

- First door hanger
- Placed on doors 2-5 days before construction begins on / near property
- Explains what to expect during construction
- How to get help if you need it
- Our Promise to restore your property



Construction Notifications

We Worked On Your Property Today

- Second door hanger
- Placed on the door the day of construction, informing homeowners we were there
- Reiterates how to get help with construction
- Our Promise to restore your property



Construction Notifications: Identification

"Lollipop Signs" (where applicable)

To inform homeowners of our intended build path.



Example: 4" x 4" approximate size

Contractor Magnet

This is a magnet that is placed on the trucks of contractors while they are working.



Our Promise

Our Promise to restore your property

We will restore any disturbed property to its original condition, or better.

After construction is complete, and weather permitting, the restoration phase could last 7-14 days.



Our Construction Support Process

Our commitment is to listen, document your concerns and address them as quickly as possible.

- Call **253.260.3600** to reach an Ezee Fiber Construction Support Specialist. Or email support.il@ezeefiber.com (example).
- Our Support Specialists can answer a wide array of questions, and if needed, will provide a case number and escalate your concern to a Local Construction Manager.
- The Construction Manager typically will reach out within 24 hours to review your concerns and plan the next steps towards resolution. Emergencies are escalated immediately.
- **We currently resolve 95% of our Construction Referral Tickets within 7 days.**
- Our commitment to delivering an exceptional customer experience is highlighted by our 10,000+ Customer Google Reviews.

Ezee Fiber

4.9 ★★★★★ 10,814 Google reviews



Contact Us

Available to answer your questions

- **Ezee Fiber Customer Service**
253.300.6500
- **Ezee Fiber Construction Support Specialist**
253.260.3600
- **Ezee Fiber Support Email**
support.il@ezeefiber.com

Let's connect!



Our Technology

Advanced GIS systems help us serve you better!

Construction efforts are tracked in real time

- Pre-construction photos
- Post-construction photos
- Up to date tracking of progress

The screenshot displays the 'Louetta 5 Span: 099' project details on the left and an aerial map view on the right. The project details table is as follows:

PROJECT NAME	Louetta 5
WORK ORDER ID	5.12.3
STATUS	Fiber Placed
CALCULATED LENGTH	134.00
SPAN ID	099
Conduit Placed Date	5/22/2024, 10:25 AM
Fiber Placed Date	6/10/2024, 9:09 AM
Ready For QC Date	
Existing Date	
Span Profile	Normal

At the bottom of the details panel, it states: 'Last edited by cbrown Lightbitt on 6/11/2024, 7:31 PM.'

The aerial map view on the right shows a residential area with streets labeled: 'Hemphill St', 'Preston Ct', 'Huddell St', 'White Marsh Ct', 'White Marsh', and 'Saddle Creek'. A yellow line indicates the project path, with a red dot marking a specific location on 'White Marsh'.

Louette 3 Structure: 101056

Structure Details

PROJECT_NAME	Louette 3
FCAJD	
WORK_ORDER_ID	2-14-4
STATUS	Handhole Placed
GROUNDED	No
DIMENSIONS	10" Round
LATITUDE	38.02
LONGITUDE	95.56
Handhole Placed Date	4/22/2024, 11:09 AM
Ready for C.C. Close	
Reinforcement Complete Yes	
Culcing Data	

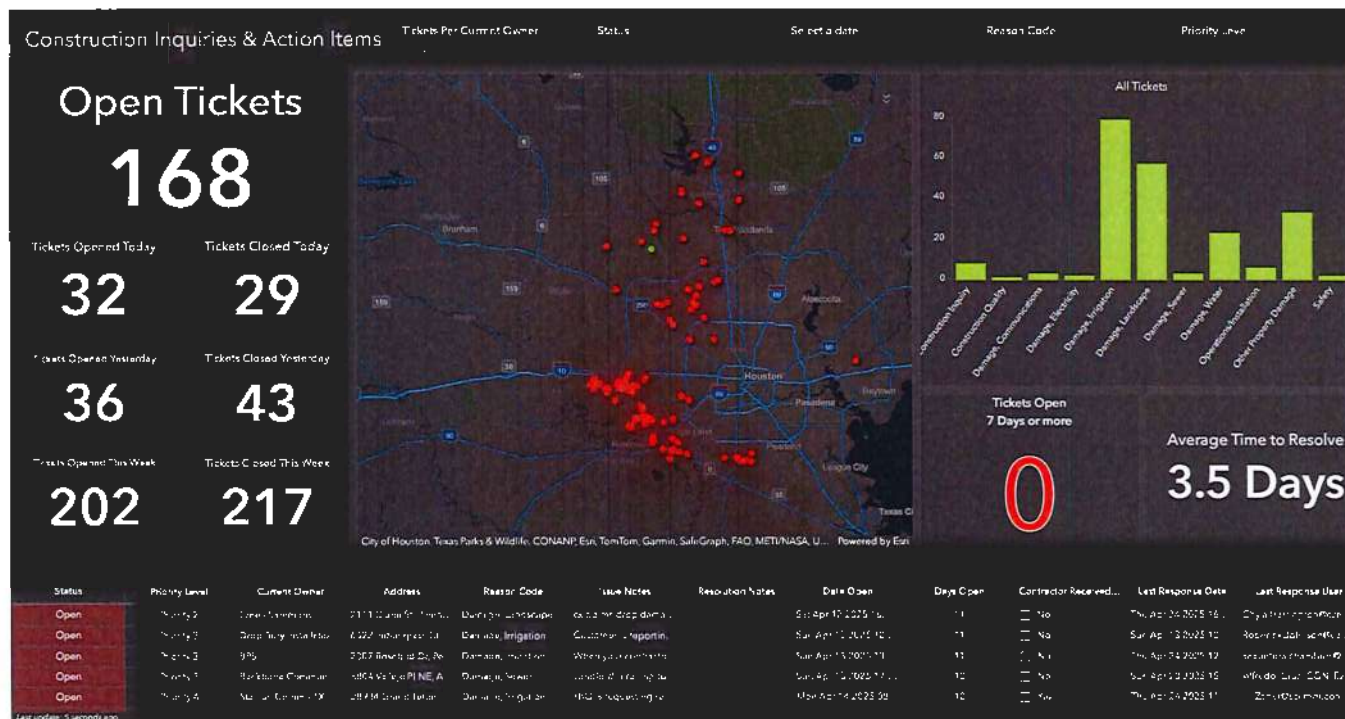




Our Technology

Advanced GIS systems help us serve you better!

- Construction inquiries and support tickets are logged and monitored 24/7



Community Engagement

Our goal is to become a partner and a resource

When we make the decision to invest in a community, we also support local pillars such as the Chamber, small businesses, non-profits, first responders, ISDs and HOAs.

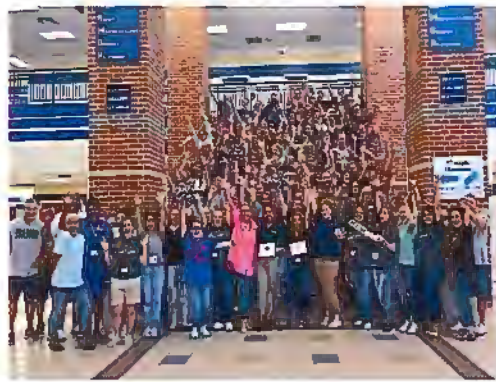


Exhibit D

Bond

(\$300,000 to be submitted to secure performance and removal)

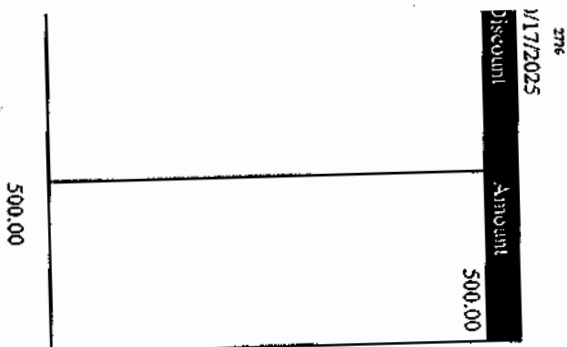
EZEE FIBER TEXAS, LLC

CITY OF WARREN
1 CITY SQUARE
WARREN, MI 48093
United States

Received From: EZEE FIBER TEXAS LLC
Date: 10/27/2025 Time: 9:16:41 AM
Receipt: 0005835491
Cashier: jgross
Workstation: CR2
Drawer: Cash Drawer 1

METRO ACT PA 48 APP FEE

ITEM REFERENCE	AMOUNT
679 MISC INCOME REVENUE	
METRO ACT PA 48 APP FEE	\$500.00
TOTAL	\$500.00
CHECK 2776	\$500.00
Total Tendered:	\$500.00
Change:	\$0.00



2776



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: DECEMBER 16, 2025
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL
SUBJECT: INCREASE OF AWARD OF BID ITB-W-1610; PURCHASE OF TWELVE (12) NIKON DIGITAL CAMERAS AND TRAINING

The Purchasing Division concurs with the Police Department and recommends that the award for Bid ITB-W-1610; the purchase of Twelve (12) Nikon Digital Cameras and Training, to Focus Camera, LLC., 905 Mc Donald Ave., Brooklyn, NY 11218, be increased, from a total amount of \$52,400.00 to a total amount of \$53,108.00 (an increase of \$708.00).

On August 26, 2025, City Council awarded the purchase of Twelve (12) Nikon Digital Cameras and In-house Training to be utilized by the Police Department ETU Lab, in a total amount of \$52,400.00.

The Police Department is seeking an increase of \$708.00 for the purchase of twelve (12) Nikon battery chargers (\$59.00 each, see attached quote). The Police department assumed that the batteries were included in the original specifications for each camera under Bid ITB-W-1610.

If approved by your honorable body, this award shall be increased from a total amount of \$52,400.00 to a total amount of \$53,108.00 (an increase of \$708.00).

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

12

Focus Camera LLC

905 McDonald ave
 Brooklyn, NY, 11218
 United States
 718-431-7978
 lAvshalom@focuscamera.com

Quote: 17044945

Quote Date: 12/09/2025

**Sold TO**


City of Warren
 Lori Stone, Mayor Stone
 One City Square
 4th Floor, Suite 425
 Warren, MI 48093
 United States

sspencer@warrenpd.org

Ship TO

City of Warren
 Lori Stone, Mayor Stone
 One City Square
 4th Floor, Suite 425
 Warren, MI 48093
 United States

GSA Contract # GS-35F-712GA
 Federal ID-20-0493890
 Duns: 147996417
 Cage Code: 1DX02

	Qty	Qty Shipped	SKU	Description	Unit Price	Subtotal
	12	0	27148	Nikon 27148 MH-25a Battery Charger	59.00	708.00
Customer's Instructions:					SubTotal:	\$708.00
					Shipping:	\$0.00
					Handling:	\$0.00
					Tax:	\$0.00
					Order Total:	\$708.00
					Amount Paid:	\$0.00
					Balance Due:	\$708.00
No Term						

QUOTE



December 16, 2025

Craig Treppa, Purchaser
City of Warren Purchasing
One City Square Ste. 425
Warren, MI 48093

RE: Request to Increase Award; Focus Camera Bid #ITB-W-1610

Dear Mr. Treppa,

The Warren Police Department would like to request an increase of award, in the amount of \$708.00 in additional funds, related to Bid #ITB-W-1610. This increase will be for twelve Nikon 27148 MH-25a battery chargers, which were not included in the original bid specifications. These battery chargers were not originally included in the specifications as Warren Police Department personnel assumed the cameras/batteries would come with these chargers. The Warren Police Department also relied on a quote provided by another company (Woodward Camera), which did not mention additional chargers. In speaking with Focus Camera, I've been advised that Nikon recently stopped including these types of chargers in the box with a new camera, which neither Focus Camera nor the Warren Police Department were aware of this issue.

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

Sincerely,

Signed by:
Zachery Lemond
7D23A6B98DDE4B1...

Zachery Lemond, Staff Sergeant
ADMINISTRATIVE SERVICES BUREAU

RESOLUTION

Document No: ITB-W-1610 Increase of Award

Product or Service: Twelve (12) Nikon Digital Cameras & Training

Requesting Department: Police Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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 August 26, 2025, City Council awarded the purchase of Twelve (12) Nikon Digital Cameras and In-house Training to Focus Camera, LLC., 905 Mc Donald Ave., Brooklyn, NY 11218, in a total amount of \$52,400.00.

The Police Department has determined, that in the best interest of the City, the award shall be increased from a total amount of \$52,400.00 to a total amount of \$53,108.00 (an increase of \$708.00), for the purchase of twelve (12) Nikon battery chargers (\$59.00 each).

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

THEREFORE IT IS RESOLVED, that an increase of award for ITB-W-1610 is hereby accepted by City Council to Focus Camera, LLC., from a total amount of \$52,400.00 to a total amount of \$53,108.00 (an increase of \$708.00).

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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk

Certificate Of Completion

Envelope Id: 85FBCD7B-D516-42B7-AC6E-B4719AC61474

Status: Completed

Subject: ITB-W-1610 Nikon Digital Cameras & Training Increase of Award - Council Item

Source Envelope:

Document Pages: 6

Signatures: 6

Envelope Originator:

Certificate Pages: 6

Initials: 0

Shanah Turner

AutoNav: Enabled

1 City Sq Ste 215

Envelopeld Stamping: Enabled

Warren, MI 48093

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

sturner@cityofwarren.org

IP Address: 24.127.1.78

Record Tracking

Status: Original

Holder: Shanah Turner

Location: DocuSign

12/18/2025 9:13:45 AM

sturner@cityofwarren.org

Signer Events

Shanah Turner

sturner@cityofwarren.org

Assistant Buyer

City of Warren

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Shanah Turner
D3220749F3AC487...

Timestamp

Sent: 12/18/2025 9:18:04 AM

Viewed: 12/18/2025 9:18:20 AM

Signed: 12/18/2025 9:18:25 AM

Signature Adoption: Pre-selected Style

Using IP Address: 24.127.1.78

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Craig Treppa

ctreppa@cityofwarren.org

Purchasing Agent

City of Warren

Security Level: Email, Account Authentication
(None)

Signed by:

Craig Treppa
E610E2D7FFE5449...

Sent: 12/18/2025 9:18:26 AM

Viewed: 12/18/2025 9:55:13 AM

Signed: 12/18/2025 9:55:26 AM

Signature Adoption: Pre-selected Style

Using IP Address: 104.14.179.251

Signed using mobile

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Zachery Lemond

zlemond@warrenpd.org

Security Level: Email, Account Authentication
(None)

Signed by:

Zachery Lemond
7D23A6B98DDE4B1...

Sent: 12/18/2025 9:55:28 AM

Viewed: 12/18/2025 9:56:54 AM

Signed: 12/18/2025 9:57:23 AM

Signature Adoption: Pre-selected Style

Using IP Address: 173.10.53.97

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Kristina Battle

kbattle@cityofwarren.org

Security Level: Email, Account Authentication
(None)

Signed by:

Kristina Battle
F6FDC83AE1C142B...

Sent: 12/18/2025 9:57:24 AM

Viewed: 12/20/2025 2:37:07 PM

Signed: 12/20/2025 2:39:34 PM


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

Signer Events	Signature	Timestamp
Richard Fox rfox@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  CF2C773236C54C9...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 12/20/2025 2:39:35 PM Viewed: 12/22/2025 9:44:03 AM Signed: 12/22/2025 9:44:15 AM

Electronic Record and Signature Disclosure:
Accepted: 12/22/2025 9:44:03 AM
ID: 3b84a547-02bd-40eb-aad9-4f5026d16803

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 96.27.132.244</div>	Sent: 12/22/2025 9:44:16 AM Viewed: 12/23/2025 12:46:14 PM Signed: 12/23/2025 12:46:31 PM
----------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------

Electronic Record and Signature Disclosure:
Not Offered via Docusign

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
Mayor Lori M. Stone mayor@cityofwarren.org Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/19/2025 5:09:10 PM ID: f7fb6c5a-00d4-4e89-9b46-bdc85b7a11b4	<div>COPIED</div>	Sent: 12/18/2025 9:18:02 AM Viewed: 12/20/2025 9:40:30 PM
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	<div>COPIED</div>	Sent: 12/18/2025 9:18:03 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	<div>COPIED</div>	Sent: 12/18/2025 9:18:03 AM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	12/18/2025 9:18:02 AM
Certified Delivered	Security Checked	12/23/2025 12:46:14 PM
Signing Complete	Security Checked	12/23/2025 12:46:31 PM
Completed	Security Checked	12/23/2025 12:46:31 PM

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.

TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL

SUBJECT: RESOLUTION FOR APPROVAL OF THE CONTINUATION OF MEDICARE ADVANTAGE PRESCRIPTION ONLY POLICY FOR RETIREES POST 65 IN ADDITION, THE POST 65 RETIREES BCN MEDICARE ADVANTAGE POLICY

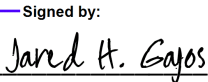
DATE: January 5, 2026

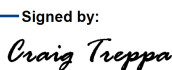
Dear Council Secretary Moore:

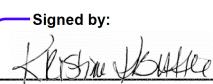
Attached is a resolution in which the administration recommends and requests approval for the renewal and continuation of the City's Medicare Advantage Prescription only policy for retirees post 65 with Blue Cross. This period is beginning on January 1, 2026 and continuing through December 31, 2026. I am including documents from Blue Cross Blue Shield of Michigan through TMR and Associates, Inc. relative to and in support of this request.

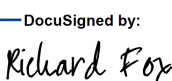
The attached resolution meets the current needs of the City, and the Administration requests and recommends that it be adopted and approved by City Council.


Approved by:

Human Resource Director: 
Signed by: Jared H. Gayos
4879539F8E344BB...

Purchasing Agent: 
Signed by: Craig Treppa
E610E2D7FFE5449...

Budget Director: 
Signed by: Kristin Burke
F6FDC83AE1C142B...

Controller: 
DocuSigned by: Richard Fox
CF2C773236C54C9...

Mayor: 
Signed by: Lori M Stone
F040B73E57F248E...

RESOLUTION APPROVING 2026

RENEWAL OF CITY'S BLUE CROSS MEDICARE ADVANTAGE PRESCRIPTION ONLY INSURANCE
AND
BCN MEDICARE ADVANTAGE

A meeting of the City Council of the City of Warren on _____ 2026, at
7 o'clock, p.m., Eastern Standard Time, in the Council Chamber at the Warren Community Center,
5460 Arden Road, Warren, Michigan.

PRESENT: Councilmember _____

ABSENT: Councilmember _____

The following resolution was offered by Councilmember _____ and supported by
Councilmember _____.

1. In order to provide the City coverage for the period
January 1, 2026 through December 31, 2026, it is necessary for the City Council to
Approve this renewal Medicare Advantage Prescription Drug Program.
2. Approval of the BCN Medicare Advantage plan for all post 65 BCN contracts.

THEREFORE IT IS RESOLVED, that City Council does hereby adopt and approve this resolution,
And hereby approve the administration's recommendations as follows:

1. The retiree Medicare Advantage Prescription only policy for the
Period of January 1, 2026 through December 31, 2026, with an option to renew in 2027 at a
rate to be negotiated.
2. The transfer of post 65 retirees to the BCN Medicare Advantage plan.

AYES: _____

NAYES: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2026.

MINDY MOORE, Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN)

)SS

COUNTY OF MACOMB)

I, SONJA BUFFA, 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 Warren City Council at its meeting held on _____ 2026.

Sonja Buffa, City Clerk

City of Warren
2026 Medicare Plus Blue Group PPO Rx

Benefit Class	Estimated	2023 Medicare Advantage	2024 Medicare Advantage	2025 Medicare Advantage	2026 Medicare Advantage
	Membership	Rx Rate	Rx Rate	Rx Rate	Rx Rate
Rx Plan \$2.00	405	\$355.00	\$355.00	\$380.90	\$423.30
Rx Plan \$4.00	0	\$340.10	\$340.10	\$378.50	\$420.80
Rx Plan \$5.00	162	\$329.00	\$329.00	\$377.20	\$419.70
Rx Plan \$5/\$10	20	\$298.00	\$298.00	\$364.40	\$404.90
Rx Plan \$ 5/\$20	248	\$246.00	\$246.00	\$338.00	\$385.40
Rx Plan \$ 5/\$25/\$50	146	\$205.10	\$205.10	\$330.10	\$373.50



January 2, 2026

Lori M. Stone
Mayor
City of Warren

RE: Request for Proposal: Stainless-Steel Cabinets and Shelving for New Fire Stations No. 1 & 5.

Mayor Stone:

I am forwarding for your approval and appointment, my recommendation of the review panel for the above referenced Request for Proposal:

Recommendation of Review Panel

*Mary Michals, Acting City Attorney or designee
Richard Fox, City Controller or designee
Craig Treppa, Purchasing Agent or designee
Wilburt McAdams, Fire Commissioner
Orrin Ferguson, Fire Chief*

We also need a representative from the City Council. Please forward a request to City Council so that they may appoint a representative at their next scheduled council meeting.

Respectfully,

DocuSigned by:
Wilburt McAdams
6EE857E59A9D4BD...

Wilburt McAdams
Fire Commissioner

READ AND CONCUR:

Signed by:
Lori M. Stone
F040B73E57F248E...

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: JANUARY 5, 2026

TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL

SUBJECT: SOL-W-1748; RECOMMENDATION TO AWARD THE PURCHASE OF METER TRANSMITTER UNITS (MTU's)

The Purchasing Division concurs with the Water Division and recommends that City Council authorize the purchase of five-hundred four (504) Single Port MTU's and two-hundred twenty-four (224) Dual Port MTU's, to the sole source provider, Aclara Technologies, LLC., c/o Hubble Incorporated, PO Box 7411035, Chicago, IL 60674-1035, in the total amounts shown in the table below.

DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
Single Port MTU's	504	\$ 119.88	\$ 60,419.52
Dual Port MTU's	224	\$ 136.08	\$ 30,481.92
GRAND TOTAL:			\$ 90,901.44

This recommendation before your honorable body today is for the purchase of five-hundred four (504) Single Port MTU's and two-hundred twenty-four (224) Dual Port MTU's, to replenish the Water Division's inventory stock.

Aclara Technologies, LLC., c/o Hubble Incorporated is the sole source manufacturer of Aclara Meter Transmission Units (MTU's) (see attached).

Funds are available in the following Account: 592-1540-74000.

Respectfully submitted,

Shanah Turner
Assistant Buyer

Signed by:

A handwritten signature in black ink that reads "Shanah Turner".

D3220749F3AC487...

Read and concur,

Signed by:

A handwritten signature in black ink that reads "Craig Treppa".

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

A handwritten signature in black ink that reads "Kris Battle".

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

A handwritten signature in black ink that reads "Richard Fox".

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

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

F040B73E57F248E...

Lori M. Stone
Mayor



Aclara Technologies LLC

77 West Port Plaza Dr., Suite 500
St. Louis, MO 63146-3126
800.297.2728

October 28, 2025

Derek Richter
Senior Administrative Sectary – Water
City of Warren Water Division
One City Square, Suite 420
Warren, MI 48093

Subject: Aclara Sole Source Statement

Dear Derek Richter,

This letter is to confirm that Aclara Technologies LLC is the sole source manufacturer of the Aclara RF® Advanced Metering Infrastructure (AMI) System which is currently installed throughout City of Warren's service territory.

The Aclara RF® Network and its software, Aclara Mobile Programmer Software, Wireless Field Programmer, Meter Transmission Unit (MTU), and Data Collector Unit (DCU) are proprietary products of Aclara and are not compatible with any other AMI System.

MTUs 3451-012-DBW

We look forward to the opportunity to continue to support City of Warren with our Aclara RF® products.

Should you have any questions or require additional information regarding this matter, please feel free to contact me on my office telephone at (314) 895-6503 or by email at smorrison@hubbell.com

Sincerely,

Sherri L. Morrison

Sherri L. Morrison
Sr. Contracts Administrator



A Hubbell brand

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QUOTATION

33402583

QUOTE TO: 335716 CITY OF WARREN 1 CITY SQ STE 420 WARREN MI 48093-2394 USA	INFORMATION: Quotation Revision: Quotation Date: 12/19/2025 Quotation Validity: 10/09/2025 to 01/31/2026 Customer Ref: Warren_MTU Order_3451s_3452s Q4 Enduser No.: 2013704 Enduser Name: CITY OF WARREN Project Name: WARREN_MTU ORDER_3451S_3452S Q4 Sales Rep/Agency: Our Contact: Carmen Tolbert Tel No.: Fax No.: Email: Customer Contact: Tel No.: Fax No.: Email:
SHIP TO: 322475 CITY OF WARREN 12821 STEPHENS RD WARREN MI 48089-4332 USA	

ADDITIONAL INFORMATION:**Notes:**

Payment Terms: Net 45 days
Incoterms: WOB SHIPPING POINT
Currency: USD
Net Weight: 728.00 LB
Gross Weight: 728.00 LB
Misc Info:

OUR ITEM	YOUR ITEM	ITEM / DESCRIPTION	QTY	UoM	NET UNIT PRICE	EXTENDED PRICE
10		3451-012-DBW MTU WTR OD2 ENCDR 1P EXT RNG Package Quantity: 1 Min Ord Qty: 1 Quote Lead Time: 11 WEEKS	504	EA	119.8800	60,419.52
20		3452-012-DBW MTU WTR OD2 ENCDR 2P EXT RNG Package Quantity: 1 Min Ord Qty: 1 Quote Lead Time: 1 WEEK	224	EA	136.0800	30,481.92





QUOTATION
33402583

Aclara Technologies LLC
77 W Port Plaza
Ste 500
St Louis, MO 63146

Sub-total for Items:	\$ 90,901.44
Sales Tax	\$ 0.00
Total:	\$ 90,901.44

GENERAL COMMENTS:

All prices on any new, or issued orders, are subject to an increase resulting from any new or increased government imposed tariffs, duties or other charges of any kinds.

Aclara has approved a one-time special pricing purchase for:

504 MTU#s at a rate of \$119.88/MTU(3451-012-DBW).
224 MTU#s at a rate of \$136.08/MTU(3452-012-DBW).

TERMS & CONDITIONS:

Unless this quotation ("Quote") is being issued pursuant to an Agreement previously executed by Seller and Buyer and that is still in effect, Buyer agrees to the following: (i) Buyer assents that this Quote shall be solely governed by Seller's terms and conditions of sale located at www.hubbell.com/hubbell/en/terms/hus ("Terms"), which are hereby incorporated by reference as if set forth in full herein; (ii) Buyer has reviewed the Terms and agrees to be bound by those Terms; and (iii) Buyer issuing any Purchase Order for products or work set forth in the Quote constitutes Buyer's irrevocable acceptance of this Quote, including the Terms with the intent to create a binding agreement between Seller and Buyer with the same legal effect, validity, and enforceability of a handwritten signature on a paper. ANY ADDITIONAL OR INCONSISTENT TERMS INCLUDED OR REFERENCED IN A PURCHASE ORDER ISSUED AGAINST THIS QUOTE ARE HEREBY REJECTED UNLESS SPECIFICALLY AGREED TO IN WRITING BY SELLER AND BUYER.





Water Division
12821 Stephens Road
Warren, MI 48089
(586) 759-9200

David Koss
Superintendent

November 24, 2025

Craig Treppa, Purchasing Agent
Purchasing Division of the City of Warren

RE: Sole Source Purchase Aclara Meter Transmitter Units

Dear Mr. Treppa

The Water Division needs to purchase Dual Port MTU's and Single Port MTU's directly from Aclara. This particular requirement is being driven by the upgrades to the system and life expectancy of the MTU. Our inventory is getting low and we need to replace our stock so we may service our customers. We are asking to purchase 504 Single Port units at the cost of \$119.88 each for a total of \$60,419.52, and 224 Dual Port units at a cost of \$136.08, for a total of \$30,481.92, for a grand total of \$90,901.44

All MTU purchases are placed directly through Aclara as they have no known distribution network locally or otherwise. Attached is a Sole Source Letter and funding for the Dual Port MTU's and the Single Port MTU's is available under the Fiscal Year 2025/2026 Water & Sewer System Budget under account number 592-1540-74000.

I will be available for City Council for any questions they may have in regarding this request. You can reach me at the office at 586.759.9234 or my cell at 586.601.5450.

Sincerely,

Signed by:

Derek Richter

75F08CAD5C7D46F...

Derek Richter, Deputy Superintendent
City of Warren Water Division

RESOLUTION

Document No: SOL-W-1748

Product or Service: Purchase of Meter Transmitter Units (MTU's)

Requesting Department: Water Division

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 at 7 p.m. Local Time, during a City Council Meeting held in the auditorium at 5460 Arden, Warren, MI.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

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

Upon performing a diligent inquiry, the Water Division has determined that it is necessary in the interests of the City, to purchase five-hundred four (504) Single Port MTU's and two-hundred twenty-four (224) Dual Port MTU's from the sole source provider, Aclara Technologies, LLC., c/o Hubble Incorporated, PO Box 7411035, Chicago, IL 60674-1035, in the total amounts shown in the table below.

DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
Single Port MTU's	504	\$ 119.88	\$ 60,419.52
Dual Port MTU's	224	\$ 136.08	\$ 30,481.92
GRAND TOTAL:			\$ 90,901.44

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

Funds are available in the following Account: 592-1540-74000.

IT IS RESOLVED, that the purchase through Aclara Technologies, LLC., c/o Hubble Incorporated is hereby accepted by City Council for the purchase of Meter Transmitter Units (MTU's) in the total amounts shown in the table above.

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: _____

NAYS: Councilmembers: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2026.

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 _____, 2026.

Sonja Buffa
City Clerk



PLANNING DEPARTMENT

ONE CITY SQUARE, SUITE 315

WARREN, MI 48093-5283

(586) 574-4687

Fax (586) 574-4645

www.cityofwarren.org

December 16, 2025

TO: Lori M. Stone, Mayor

FROM: Ronald F. Wuerth, Planning Director

RE: SUBDIVISION LOT SPLIT REQUEST; located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road; one (1) parcel (Lot 31) to be split into two (2) parcels; Supervisor's Plat No. 5; Section 32; 21916 Panama Avenue; Tom Bommarito/City of Warren; PSLS250004.

At a public hearing on November 17, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council to APPROVE the subdivision lot split request.

You will find attached herewith a copy of the resolution, petitioner's letter, staff findings and recommendation, map, minutes, ZBA results, and plans in connection with this matter.

Should you and/or your staff wish to discuss the details of this project or to go over any of the items in this packet, myself and the Planning staff are available for assistance.

Sincerely,

A handwritten signature in blue ink that reads "Ronald F. Wuerth".

Ronald F. Wuerth, AICP
Planning Director

RFW/mzm

Attachments



PLANNING DEPARTMENT

ONE CITY SQUARE, SUITE 315

WARREN, MI 48093-5283

(586) 574-4687

Fax (586) 574-4645

www.cityofwarren.org

TO: Mindy Moore, Secretary
Warren City Council

FROM: Mayor, Planning Commission, and Planning Director

RE: SUBDIVISION LOT SPLIT REQUEST; located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road; one (1) parcel (Lot 31) to be split into two (2) parcels; Supervisor's Plat No. 5; Section 32; 21916 Panama Avenue; Tom Bommarito/City of Warren; PSLS250004.

At a public hearing on November 17, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council to APPROVE the subdivision lot split request.

You will find attached herewith a copy of the resolution, petitioner's letter, staff findings and recommendation, map, minutes, ZBA results, and plans in connection with this matter.

Please schedule this matter for formal action by the City Council. If you have any questions or need additional information, please contact the Planning Director, Ronald Wuerth.

Thank you for your cooperation in this matter.

Respectfully submitted,

Read and Concur:

Mahmuda Mouri
Commission Secretary

Signed by:

Lori M. Stone

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Mayor

MM/mzm

Attachments

RESOLUTION FOR SUBDIVISION LOT SPLIT

21916 Panama Avenue
(PSLS250004)

A regular meeting of the City Council of the City of Warren, Macomb County, Michigan held on _____, 2025, at 7:00 p.m. Eastern Daylight Savings Time in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan 48092.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Councilmember _____ and supported by Councilmember _____:

WHEREAS, Tom Bommarito, Economic Development Coordinator for the City of Warren, petitioner for the property located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road, has petitioned the Planning Commission of the City of Warren requesting that the 100 ft. wide subdivision lot (Lot 31 of Supervisor's Plat No. 5) be split into two (2) parcels. The resultant parcels would be 50 ft. in width and 144.65 ft. in length (7,227 sq. ft. each).

The purpose of the lot split is to create two (2) new parcels and construct two (2) new residential homes (residential infill development). This is a city-initiated project from the Community Development Department. Per the Letter of Intent, they propose the construction of two (2) single-level ranch style homes with full basements and two-car detached garages, approximately 1,248 sq. ft.

The parcel is currently described as:

Lot 31 of "Supervisor's Plat No. 5", part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 32, Town 1 North, Range 12 East, City of Warren, Macomb County, Michigan, as recorded in Liber 17 of Plats, on Page 41, Macomb County Records.

The proposed reconfigured parcels would be described as:

Parcel "A": The North $\frac{1}{2}$ of Lot 31 of "Supervisor's Plat No. 5", part of the Northeast $\frac{1}{4}$ of Section 32, Town 1 North, Range 12 East, City of Warren, Macomb County, Michigan, as recorded in Liber 17 of Plats, on Page 41, Macomb County Records.

Parcel "B": The South $\frac{1}{2}$ of Lot 31 of "Supervisor's Plat No. 5", part of the Northeast $\frac{1}{4}$ of Section 32, Town 1 North, Range 12 East, City of Warren, Macomb County, Michigan, as recorded in Liber 17 of Plats, on Page 41, Macomb County Records.

AND WHEREAS, the City of Warren, a municipal corporation pursuant to and granted under Act No. 288 of the Public Acts of 1967 (the Subdivision Control Act of 1967) as amended by the Land Division Act P.A. 591 of 1996, provides that no lot, outlot, or other parcel of land in a recorded plat shall be further partitioned or divided unless in conformity with the ordinances of the municipality;

AND WHEREAS, the Planning Commission of the City of Warren having held a public hearing thereon on Monday, November 17, 2025 in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan 48092, and having considered the request of Tom Bommarito, Economic Development Coordinator for the City of Warren, for the above-described subdivision lot split, and having considered the objections raised thereto;

AND WHEREAS, the Planning Commission of the City of Warren does hereby recommend to the Council of the City of Warren, that the above-described subdivision lot split request be approved subject to the petitioner complying with the conditions imposed as follows:

1. Fifteen (15) copies of additional survey plans shall be submitted to the Planning Department to be forwarded to City Council.
2. The Zoning Board of Appeals shall grant a variance in reference to the 50 ft. wide lots for the two (2) new lots prior to the City Council public hearing. It is the petitioner's responsibility to notify the Planning Department of the approved variance so that the file will be forwarded to City Council.
3. The lots and abutting streets shall be graded and drained. The petitioner shall send a letter to the Public Service Director requesting an inspection of the site. The Director, in turn, forwards the request to the Engineering Division to perform the inspection. A copy of the positive results of the inspection shall be provided to the Planning Department.
4. The utility companies be given the opportunity to obtain any easements they may require.
5. Approval of City Council shall be obtained. City Council approval shall become effective upon compliance with all conditions listed. The petitioner shall complete the conditions within one (1) year.
6. The petitioner shall provide the Planning Department with documentation indicating that all conditions as assigned are completed. The department then notifies the City Clerk that a certified copy of the resolution shall be recorded with the Macomb County Register of Deeds.

NOW THEREFORE, BE IT RESOLVED, that the Council of the City of Warren does hereby approve the request that the 100 ft. wide subdivision lot (Lot 31 of Supervisor's Plat No. 5) be split into two (2) parcels. The resultant parcels would be 50 ft. in width and 144.65 ft. in length (7,227 sq. ft. each).

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED this _____ day of _____, 2026.

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 _____, 2026.

SONJA BUFFA
City Clerk

Drafted by:
Melissa Z. Maisano
City of Warren, Planning Department
One City Square, Suite 315
Warren, Michigan 48093-5285

When recorded return to:
City Clerk
City of Warren
One City Square, Suite 205
Warren, Michigan 48093-5285

RESOLUTION

WHEREAS, Tom Bommarito, Economic Development Coordinator for the City of Warren, petitioner for the property located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road, has petitioned the Planning Commission of the City of Warren requesting that the 100 ft. wide subdivision lot (Lot 31 of Supervisor's Plat No. 5) be split into two (2) parcels. The resultant parcels would be 50 ft. in width and 144.65 ft. in length (7,227 sq. ft. each). The purpose of the lot split is to create two (2) new parcels and construct two (2) new residential homes (residential infill development). This is a city-initiated project from the Community Development Department. Per the Letter of Intent, they propose the construction of two (2) single-level ranch style homes with full basements and two-car detached garages, approximately 1,248 sq. ft.

The parcel is currently described as:

Lot 31 of "Supervisor's Plat No. 5", part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 32, Town 1 North, Range 12 East, City of Warren, Macomb County, Michigan, as recorded in Liber 17 of Plats, on Page 41, Macomb County Records.

The proposed reconfigured parcels would be described as:

Parcel "A": The North $\frac{1}{2}$ of Lot 31 of "Supervisor's Plat No. 5", part of the Northeast $\frac{1}{4}$ of Section 32, Town 1 North, Range 12 East, City of Warren, Macomb County, Michigan, as recorded in Liber 17 of Plats, on Page 41, Macomb County Records.

Parcel "B": The South $\frac{1}{2}$ of Lot 31 of "Supervisor's Plat No. 5", part of the Northeast $\frac{1}{4}$ of Section 32, Town 1 North, Range 12 East, City of Warren, Macomb County, Michigan, as recorded in Liber 17 of Plats, on Page 41, Macomb County Records.

AND WHEREAS, the City of Warren, a municipal corporation pursuant to and granted under Act No. 288 of the Public Acts of 1967 (the Subdivision Control Act of 1967) as amended by the Land Division Act P.A. 591 of 1996, provides that no lot, outlot, or other parcel of land in a recorded plat shall be further partitioned or divided unless in conformity with the ordinances of the municipality;

AND WHEREAS, the Planning Commission of the City of Warren having held a public hearing thereon on Monday, November 17, 2025 in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan 48092, and having considered the request of Tom Bommarito, Economic Development Coordinator for the City of Warren, for the above-described subdivision lot split, and having considered the objections raised thereto;

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Warren does hereby recommend to the Council of the City of Warren, that the above-described subdivision lot split request be approved subject to the petitioner complying with the conditions imposed as follows:

1. Fifteen (15) copies of additional survey plans shall be submitted to the Planning Department to be forwarded to City Council.
2. The Zoning Board of Appeals shall grant a variance in reference to the 50 ft. wide lots for the two (2) new lots prior to the City Council public hearing. It is the petitioner's responsibility to notify the Planning Department of the approved variance so that the file will be forwarded to City Council.
3. The lots and abutting streets shall be graded and drained. The petitioner shall send a letter to the Public Service Director requesting an inspection of the site. The Director, in turn, forwards the request to the Engineering Division to perform the inspection. A copy of the positive results of the inspection shall be provided to the Planning Department.
4. The utility companies be given the opportunity to obtain any easements they may require.
5. Approval of City Council shall be obtained. City Council approval shall become effective upon compliance with all conditions listed. The petitioner shall complete the conditions within one (1) year.

6. The petitioner shall provide the Planning Department with documentation indicating that all conditions as assigned are completed. The department then notifies the City Clerk that a certified copy of the resolution shall be recorded with the Macomb County Register of Deeds.

RESOLUTION adopted at the meeting of November 17, 2025.

PLANNING COMMISSION OF THE CITY OF WARREN



Warren Smith, Chair



Mahmuda Mouri, Secretary



PLANNING DEPARTMENT

ONE CITY SQUARE, SUITE 315
WARREN, MI 48093-5283
(586) 574-4687
Fax (586) 574-4645
www.cityofwarren.org

November 19, 2025

Tom Bommarito
City Of Warren
One City Square , Ste. 215
Warren, MI 48093-6726

RE: SUBDIVISION LOT SPLIT REQUEST; located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road; one (1) parcel (Lot 31) to be split into two (2) parcels; Supervisor's Plat No. 5; Section 32; 21916 Panama Avenue; Tom Bommarito/City of Warren; PSLS250004.

Dear Mr. Bommarito:

At its meeting of November 17, 2025, the City of Warren Planning Commission voted to recommend for **APPROVAL** the above-described lot split and combination, subject to the standard conditions of the Planning Commission and more specifically:

1. Fifteen (15) copies of additional survey plans shall be submitted to the Planning Department to be forwarded to City Council.
2. The Zoning Board of Appeals shall grant a variance in reference to the 50 ft. wide lots for the two (2) new lots prior to the City Council public hearing. It is the petitioner's responsibility to notify the Planning Department of the approved variance so that the file will be forwarded to City Council.
3. The lots and abutting streets shall be graded and drained. The petitioner shall send a letter to the Public Service Director requesting an inspection of the site. The Director, in turn, forwards the request to the Engineering Division to perform the inspection. A copy of the positive results of the inspection shall be provided to the Planning Department.
4. The utility companies be given the opportunity to obtain any easements they may require.

5. Approval of City Council shall be obtained. City Council approval shall become effective upon compliance with all conditions listed. The petitioner shall complete the conditions within one (1) year.
6. The petitioner shall provide the Planning Department with documentation indicating that all conditions as assigned are completed. The department then notifies the City Clerk that a certified copy of the resolution shall be recorded with the Macomb County Register of Deeds.

And furthermore recommendations were received from the following division and departments to notify the petitioner that these items will be addressed during the Building Division permit process:

TAXES: Current.

ENGINEERING: Preliminary review of this site indicates no difficulty in development.

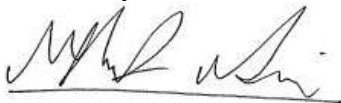
FIRE: In response for the subdivision lot split for PSLS250004, the Fire Department doesn't see any issues.

AT&T: AT&T does not object to the proposed parcel split.

COMCAST: In response to your utility request for the above project, please refer to the attached map for the location of Comcast CATV/FIBER facilities that are in the area however since this is an acreage lot split request we can approve. Aerial cables are highlighted in orange for fiber and yellow for coax cable. Underground is highlighted in blue for fiber and green for coax cable. If we can be of further assistance, please feel free to contact us by email at cccutilityrequests@teamsigma.com.

Should you have any questions, please do not hesitate to contact our office at 586-574-4687.

Sincerely,



Mahmuda Mouri
Commission Secretary

MM/mzm

cc: Mayor
Ronald F. Wuerth, Planning Director
Mary Michaels, Acting City Attorney
Everett Murphy, Chief Zoning Inspector
Daniel Doughty, Fire Marshal
Bob Weidner, City Of Warren
Kevin Navaroli, Nowak & Fraus Engineers

6.e) SUBDIVISION LOT SPLIT REQUEST

21916 Panama Avenue

Process Number #PSLS250004

Section 32

Tom Bommarito/City of Warren

November 17, 2025

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FINDINGS

1. The petitioner is requesting that the 100 ft. wide subdivision lot (Lot 31) be split into two (2) parcels of Supervisor's Plat No. 5. The resultant parcels would be 50 ft. in width and 144.65 ft. in length (7,227 sq. ft. each). The property in question is located on the east side of the Panama Avenue, approximately 400 ft. north of Toepfer Road.

The purpose of the lot split is to create two (2) new parcels and construct two (2) new residential homes (residential infill development). This is a city-initiated project from the Community Development Department. Per the letter of intent, they propose the construction of two (2) single-level ranch style homes with full basements and two-car detached garages, approximately 1,248 sq. ft.

NOTE: Per the plot plans provided on November 6, 2025 by Bob Weidner, the homes that CDBG plans to construct will meet the R-1-C zoning setbacks. The homes and permits are approved through the Building Division.

2. **CHARACTERISTICS OF THE PROPERTY IN QUESTION CAN BE SUMMARIZED AS FOLLOWS:**

- a) **SIZE AND DIMENSIONS OF PROPERTY:** A rectangular shaped parcel measuring 100 ft. x 144.86 ft. (144.44 ft. along the south property line) and containing 14,486 sq. ft. with 100 ft. of frontage along Panama Avenue, Lot 31 of Supervisor's Plat No. 5.
- b) **PRESENT USE:** Vacant/grass-covered land
- c) **PRESENT ZONING:** R-1-C, One-Family Residential District

The R-1-C District has existed since the adoption of the Zoning Ordinance on July 21, 1960.

3. **CURRENT STATUS OF APPLICATION:**

- a) Chapter 35 Subdivision regulation, Article II Platting procedure and data required; Section 35-26, Lot splits of the Code of Ordinances require the Planning Commission to review proposed lot split(s) for the purpose of lot division within the subdivision plat, to review for conformance with all ordinances, administrative rules, regulations, and the Master Plan for the City and to make recommendations to the Zoning Board of Appeals, if necessary, and the City Council.

6.e) SUBDIVISION LOT SPLIT REQUEST

21916 Panama Avenue

Process Number #PSLS250004

Section 32

Tom Bommarito/City of Warren

November 17, 2025

Page 2

- b) The present hearing will be the initial formal review of this application by the Planning Commission.
- c) On April 10, 2014, the Building Division issued Demolition Permit No. PD14-012 to demolish the house and garage. The permit contains a note that the home was demolished through the nuisance abatement process.
- d) On November 13, 1952, the Building Division (Warren Charter Township) issued Building Permit No. 15231 for a 20 ft. x 32 ft. (640 sq. ft.) addition to the existing dwelling.
- e) On October 8, 1936, the Macomb County Register of Deeds recorded the Supervisor's Plat No.5, Liber 17, Page 41.

The majority of the lots were platted with 100 ft. wide lot widths. The exceptions are the lots located along Nine Mile Road, which range from 41 ft. in width to 99 ft. in width. Many of the lots located between Nine Mile Road and Toepfer Road have been split into 50 ft. wide lots. There are also some lots with 44 ft. widths.

In the immediate vicinity of this proposed lot to be split, the homes to the north and west (across Panama Avenue) contain 50 ft. wide lots. The parcel immediately to the south retains the 100 ft. width. Planning Staff's observation is that the 50 ft. wide and 100 ft. wide widths are both within the character of Panama Avenue between Nine Mile Road and Toepfer Road. However, since the lots in this subdivision were platted at 100 ft., and currently the minimum lot width for an R-1-C, One-Family Residential District is 60 ft., a variance from the Zoning Board of Appeals will be required for the 50 ft. wide widths.

NOTE: A variance from the Zoning Board of Appeals will be required for the 50 ft. lot widths.

- f) Notice letters were sent to the local school district, all City of Warren departments and divisions and affected utilities. A response letter has been received from AT&T and Comcast.

There were no objections, written and/or stated, to the lot split providing the following conditions are complied with:

From Comcast: They have aerial facilities in the area, but no conflicts were stated.

6.e) SUBDIVISION LOT SPLIT REQUEST

21916 Panama Avenue

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Tom Bommarito/City of Warren

November 17, 2025

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4. GENERAL DESCRIPTION OF THE SURROUNDING PROPERTIES IS AS FOLLOWS:

- a) The property to the north is zoned R-1-C and contains a single-family dwelling. The lot is 50 ft. in width.
- b) The property to the east is zoned M-2 and contains the parking lot to an industrial operation (FCA US LLC).
- c) The property to the south is zoned R-1-C and contains a single-family dwelling. The lot is 100 ft. in width.
- d) The properties to the west, across Panama Avenue, are zoned R-1-C and contain single-family dwellings. The lots are 50 ft. in width.

5. THE SURVEY PLAN SUBMITTED BY THE PETITIONER INDICATES THAT:

- a) Parcel "A" would be the north 50 ft. of the 100 ft. wide parent parcel (Lot 31). The parcel would be rectangular in shape, measuring 50 ft. x 144.86 ft., and contain 7,243 sq. ft. This parcel is vacant/grass covered. A home was once on this property, but was demolished in 2014.
- b) Parcel "B" would be the south 50 ft. of the 100 ft. wide parent parcel (Lot 31). The parcel would be rectangular in shape, measuring 50 ft. x 144.44 ft., and contain 7,222 sq. ft. This parcel is vacant/grass covered. A home was once on this property, but was demolished in 2014.
- c) Parcels A and B would not meet the requirements of the Zoning Ordinance for square lot width for the following reasons: The minimum lot width in an R-1-C district is 60 ft.
- d) No platted public utility easements exist on the plot plan:

An overhead utility line runs north/south along the rear of the property along the fence/wall line.

6.e) SUBDIVISION LOT SPLIT REQUEST

21916 Panama Avenue

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6. CHARACTERISTICS OF THE EXISTING LOTS AND RESIDENCES ARE AS FOLLOWS:

- a) The majority of the dwellings were platted at 100 ft. in width. Some of the 100 ft. wide lots remain, but a number have been split into 50 ft. wide lots. Most lots are developed with single-family dwellings. There are very few vacant lots, therefore this infill development of two (2) new single-family dwellings helps to maintain neighborhood stabilization.
- b) In the immediate vicinity of this proposed lot to be split, the homes to the north and west (across Panama Avenue) contain 50 ft. wide lots. The parcel immediately to the south retains the 100 ft. width. Planning Staff's observation is that the 50 ft. wide and 100 ft. wide widths are both within the character of Panama Avenue between Nine Mile Road and Toepfer Road.
- c) The existing residences are constructed in varying architectural styles. There is a mix of ranch and two-story bungalow style dwellings with a mix of brick and siding facades. Some dwellings do not contain garages, some are placed behind, and a few are attached.

6.e) SUBDIVISION LOT SPLIT REQUEST

21916 Panama Avenue

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November 17, 2025

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RECOMMENDATION

It is recommended that the subdivision lot split for Lot 31 of Supervisor's Plat No. 5. to be split into two parcels measuring 50 ft. in width, be APPROVED CONDITIONALLY subject to the standard conditions of the Planning Commission and more specifically:

1. Fifteen (15) copies of additional survey plans shall be submitted to the Planning Department to be forwarded to City Council.
2. The Zoning Board of Appeals shall grant a variance in reference to the 50 ft. wide lots for the two (2) new lots prior to the City Council public hearing. It is the petitioner's responsibility to notify the Planning Department of the approved variance so that the file will be forwarded to City Council.
3. The lots and abutting streets shall be graded and drained. The petitioner shall send a letter to the Public Service Director requesting an inspection of the site. The Director, in turn, forwards the request to the Engineering Division to perform the inspection. A copy of the positive results of the inspection shall be provided to the Planning Department.
4. The utility companies be given the opportunity to obtain any easements they may require.
5. Approval of City Council shall be obtained. City Council approval shall become effective upon compliance with all conditions listed. The petitioner shall complete the conditions within one (1) year.
6. The petitioner shall provide the Planning Department with documentation indicating that all conditions as assigned are completed. The department then notifies the City Clerk that a certified copy of the resolution shall be recorded with the Macomb County Register of Deeds.

6.e) SUBDIVISION LOT SPLIT REQUEST

21916 Panama Avenue

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Section 32

Tom Bommarito/City of Warren

November 17, 2025

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And furthermore recommendations were received from the following division and departments to notify the petitioner that these items will be addressed during the Building Division permit process:

TAXES: Current.

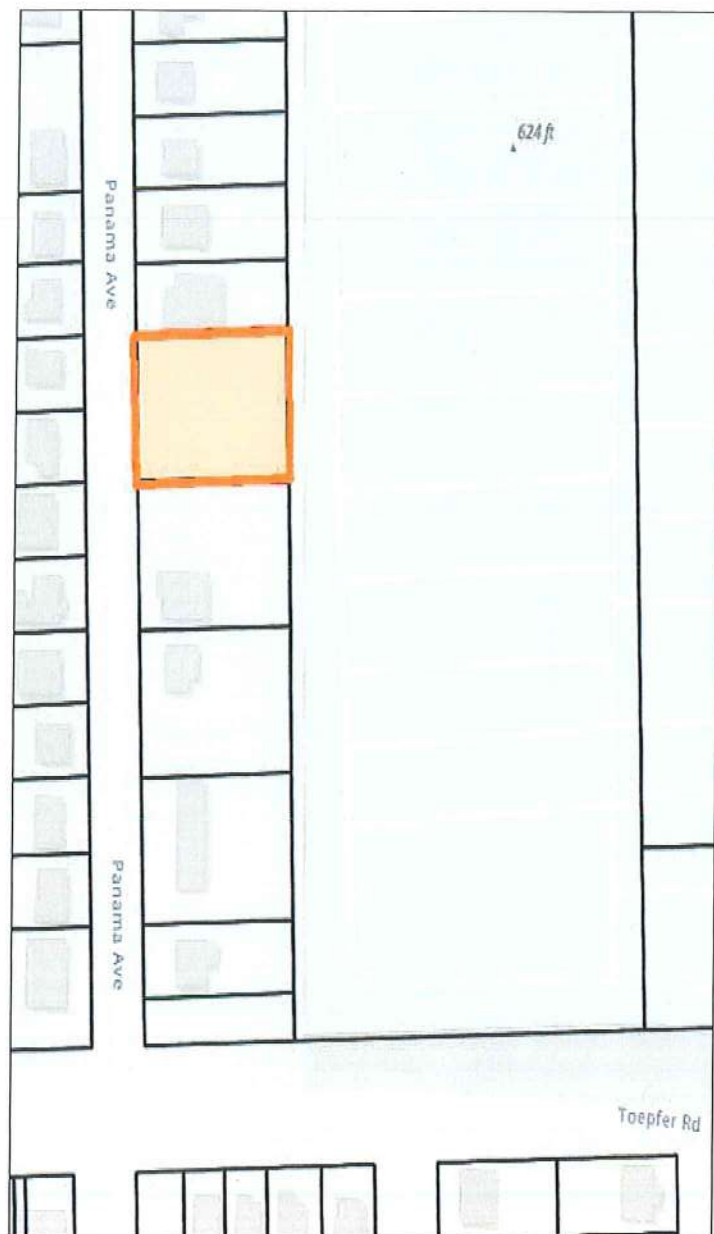
ENGINEERING: Preliminary review of this site indicates no difficulty in development.

FIRE: In response for the subdivision lot split for PSLS250004, the Fire Department doesn't see any issues.

AT&T: AT&T does not object to the proposed parcel split.

COMCAST: In response to your utility request for the above project, please refer to the attached map for the location of Comcast CATV/FIBER facilities that are in the area however since this is an acreage lot split request we can approve. Aerial cables are highlighted in orange for fiber and yellow for coax cable. Underground is highlighted in blue for fiber and green for coax cable. If we can be of further assistance, please feel free to contact us by email at cccutilityrequests@teamsigma.com.

SUBDIVISION LOT SPLIT REQUEST; located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road; one (1) parcel (Lot 31) to be split into two (2) parcels; Supervisor's Plat No. 5; Section 32; 21916 Panama Avenue; Tom Bommarito/City of Warren; PSLS250004.



AT&T: AT&T does not object to the proposed lot split and lot combination.

COMCAST: In response to your utility request for the above project, Comcast has facilities nearby but not in conflict with this request. Aerial cables are highlighted in orange for fiber and yellow for coax cable. Underground is highlighted in blue for fiber and green for coax cable. If we can be of further assistance, please feel free to contact us by email at cccutilityrequests@teamsigma.com.

Ms. Michelle Katopodes reads the recommendation of the Staff:

MOTION:

A motion was made by Commissioner Holowaty to approve, supported by Vice Chair Boniecki.

COMMISSIONERS PORTION:

Chair Smith – Good evening, sir, I think it's a very good idea to provide a little more yard for the grandkids.

ROLL CALL:

The motion carried as follows:

Commissioner Holowaty.....	Yes
Vice Chair Boniecki.....	Yes
Commissioner Ansar.....	Yes
Assistant Secretary Chowdhury.....	Yes
Secretary Mouri.....	Yes
Chair Smith.....	Yes

- E. **SUBDIVISION LOT SPLIT REQUEST;** located on the east side of Panama Avenue, approximately 400 ft. north of Toepfer Road; one (1) parcel (Lot 31) to be split into two (2) parcels; Supervisor's Plat No. 5; Section 32; 21916 Panama Avenue; Tom Bommarito/City of Warren; PSLS250004.

PETITIONERS PORTION:

Mr. Bob Weidner – Good evening, Bob Weidner, City of Warren Community Development. We are asking permission to split the lot into two so we can build two new construction single-family homes that we sell to low to moderate income people, we'd like to put two houses back on the tax rolls.

Secretary Mouri reads the following correspondence:

TAXES: Current.

ENGINEERING: Preliminary review of this site indicates no difficulty in development.

FIRE: In response for the subdivision lot split for PSLS250004, the Fire Department doesn't see any issues.

AT&T: AT&T does not object to the proposed parcel split.

COMCAST: In response to your utility request for the above project, please refer to the attached map for the location of Comcast CATV/FIBER facilities that are in the area however since this is an acreage lot split request we can approve. Aerial cables are highlighted in orange for fiber and yellow for coax cable. Underground is highlighted in blue for fiber and green for coax cable. If we can be of further assistance, please feel free to contact us by email at cccutilityrequests@teamsigma.com.

Mr. Ron Wuerth reads the recommendation of the Staff:

MOTION:

A motion was made by Commissioner Ansar to approve, supported by Assistant Secretary Chowdhury.

COMMISSIONERS PORTION:

Commissioner Ansar – Did you have a chance to review all the recommendations?

Mr. Bob Weidner – Yes.

Commissioner Ansar – You know you have to go to Zoning and Council?

Mr. Bob Weidner – Yes, we are on the agenda for Zoning in December.

Commissioner Ansar – Thank you.

Chair Smith – Thank you sir for being here this evening and presenting your project.

ROLL CALL:

The motion carried as follows:

Commissioner Ansar..... Yes
 Assistant Secretary Chowdhury..... Yes
 Commissioner Holowaty..... Yes
 Secretary Mouri..... Yes
 Vice Chair Boniecki..... Yes
 Chair Smith..... Yes

7. CORRESPONDENCE:

Email from The Greenway Collaborative containing a summary of the proposed updates to the Active Mobility Plan. These revisions reflect public input from recent meetings and staff discussions to improve accuracy and clarity while maintaining the plan's original intent.

Chair Smith – From what I can see from the letter, they changed a few items on page 38, 41, 29, and 42, do you want to make any comments Michelle?

Ms. Michelle Katopodes – They are not here tonight, but they submitted the email with the changes.

MOTION:

A motion was made by Commissioner Holowaty to receive and file, supported by Assistant Secretary Chowdhury. A voice vote was taken and the motion carried unanimously.

8. OLD BUSINESS:

SITE PLAN FOR LANDSCAPING FACILITY WITH OPEN STORAGE; located on the east side of Groesbeck Highway, approximately 756.81 ft. north of Frazho Road; 26190 Groesbeck Highway; Section 24; Robert Kluck (Zachary Matouka/The Yard Men); PSP230036. **Approved on November 6, 2023. The petitioner is requesting a one-year extension to November 6, 2026.**

MOTION:

A motion was made by Assistant Secretary Chowdhury to extend for 1 year until November 6, 2026, supported by Vice Chair Boniecki.

ROLL CALL:

The motion carried as follows:

MAYOR'S RESULT LETTER
December 10, 2025

Page 3

9. PUBLIC HEARING: **APPLICANT: City of Warren**
REPRESENTATIVE: Bob Weidner
COMMON DESCRIPTION: 21916 Panama
LEGAL DESCRIPTION: 13-32-276-013 (North half of Lot 31 – Parcel A)
Parcel split in process.
ZONE: R-1-C

VARIANCES REQUESTED: Permission to

Construct a single family residence on a 50' wide lot in a R-1-C zoning district.

ORDINANCES and REQUIREMENTS:

Section 7.03 – Lot Area: A one (1) family dwelling in R-1-C districts, together with accessory buildings, hereafter erected, shall be located on a lot having an area of not less than nine thousand (9,000) square feet and a lot width of not less than sixty (60) feet; provided, however, when a community water and sewer system is provided, the lot area shall not be less than seventy-two hundred (7,200) square feet and with a width of not less than sixty (60) feet.

The petitioner's request was **APPROVED** as written.

10. PUBLIC HEARING: **APPLICANT: City of Warren**
REPRESENTATIVE: Bob Weidner
COMMON DESCRIPTION: 21916 Panama
LEGAL DESCRIPTION: 13-32-276-013 (South half of Lot 31 – Parcel B)
Parcel split in process.
ZONE: R-1-C

VARIANCES REQUESTED: Permission to

Construct a single family residence on a 50' wide lot in a R-1-C zoning district.

ORDINANCES and REQUIREMENTS:

Section 7.03 – Lot Area: A one (1) family dwelling in R-1-C districts, together with accessory buildings, hereafter erected, shall be located on a lot having an area of not less than nine thousand (9,000) square feet and a lot width of not less than sixty (60) feet; provided, however, when a community water and sewer system is provided, the lot area shall not be less than seventy-two hundred (7,200) square feet and with a width of not less than sixty (60) feet.

The petitioner's request was **APPROVED** as written.

- ~~11. PUBLIC HEARING: **APPLICANT: Melvin Hudson**
REPRESENTATIVE: Cindy Lamb
COMMON DESCRIPTION: 8425 Twelve Mile
LEGAL DESCRIPTION: 13-10-378-003
ZONE: MZ, P, C-1~~

~~**VARIANCES REQUESTED: Permission to**~~

~~Waive a total of 48 parking spaces. (Relinquishing previous parking variances that were granted on 9/13/1967 and 2/12/1969.)~~

~~**ORDINANCES and REQUIREMENTS:**~~

Certificate Of Completion

Envelope Id: E42CB2D9-9E59-4E54-BE9D-824C4E34BE3B		Status: Completed
Subject: Complete with Docusign: Council Item; Subdivision Lot Split; 21916 Panama; 12-16-25.pdf		
Source Envelope:		
Document Pages: 23	Signatures: 1	Envelope Originator:
Certificate Pages: 5	Initials: 0	Melissa Maisano
AutoNav: Enabled		1 City Sq Ste 215
Envelopeld Stamping: Enabled		Warren, MI 48093
Time Zone: (UTC-05:00) Eastern Time (US & Canada)		mmaisano@cityofwarren.org
		IP Address: 24.127.1.78

Record Tracking

Status: Original	Holder: Melissa Maisano	Location: DocuSign
12/16/2025 11:34:56 AM	mmaisano@cityofwarren.org	

Signer Events

Signature	Timestamp
<div><div>Signed by:</div><div><i>Lori M. Stone</i></div><div>F040B73E57F248E...</div></div>	Sent: 12/16/2025 11:50:23 AM
	Viewed: 12/20/2025 7:41:50 PM
	Signed: 12/20/2025 7:42:06 PM
Signature Adoption: Pre-selected Style	
Using IP Address: 96.27.132.244	

Electronic Record and Signature Disclosure:
Not Offered via Docusign

In Person Signer Events

Editor Delivery Events

Agent Delivery Events

Intermediary Delivery Events

Certified Delivery Events

Carbon Copy Events

Signature	Timestamp
<div><div>COPIED</div></div>	Sent: 12/20/2025 7:42:07 PM

Electronic Record and Signature Disclosure:
Accepted: 12/19/2025 5:09:10 PM
ID: f7fb6c5a-00d4-4e89-9b46-bdc85b7a11b4

<div><div>COPIED</div></div>	Sent: 12/20/2025 7:42:07 PM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

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: 12/20/2025 7:42:08 PM
Melissa Maisano mmaisano@cityofwarren.org Administrative Secretary City of Warren Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 12/20/2025 7:42:08 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/16/2025 11:50:23 AM
Certified Delivered	Security Checked	12/20/2025 7:41:50 PM
Signing Complete	Security Checked	12/20/2025 7:42:06 PM
Completed	Security Checked	12/20/2025 7:42:08 PM
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.



DATE: DECEMBER 16, 2025

TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL

SUBJECT: TRI-W-1746; RECOMMENDATION TO FURNISH AND INSTALL A PLAY STRUCTURE AT HALMICH PARK UTILIZING THE OMNIA PARTNERS COOPERATIVE CONTRACT #201700134

The Purchasing Division, in conjunction with the Community Development and the Parks and Recreation (P&R) Departments, recommend that City Council authorize the purchase and installation of a new Play Structure to GameTime, 150 Playcore Drive SE, Fort Payne, AL 35967, utilizing the OMNIA Partners Cooperative Contract #201700134, in the total amount of \$810,150.00.

If approved by your honorable body, GameTime will be utilizing their authorized installer, Sinclair, to properly remove and dispose of the existing play structure located at Halmich Park, just east of the tennis courts, and replace it with a new all-inclusive and ADA compliant play structure. The design layout is included in this recommendation packet for your review, as well as the quote for the project, which outlines the equipment being installed.

The project will be funded through the Community Project Funding Grant. The Parks and Recreation Department is estimating that the play structure project will commence in late spring or 2026.

Funds are available in the Community Project Funding Grant: 274-9757-80100-CP2501.

Respectfully Submitted,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing

Read and Concur,

Signed by:

J Spiller

50D775C484AE448...

Jason Spiller
Parks & Recreation Director

Signed by:

Kris Battle

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

Angela Tarasenko

BC9B7387E8FF495...

Angela Tarasenko
Community Development Supervisor

DocuSigned by:

Richard Fox

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

Lori M Stone

F040B73E57F248E...

Lori M. Stone
Mayor

**STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG****SIXTEENTH AMENDMENT TO THE AGREEMENT TO PROVIDE
PLAYGROUND AND OUTDOOR FITNESS EQUIPMENT, SITE ACCESSORIES, SURFACING,
AND RELATED PRODUCTS AND SERVICES**

THIS SIXTEENTH AMENDMENT TO THE AGREEMENT TO PROVIDE PLAYGROUND AND OUTDOOR FITNESS EQUIPMENT, SITE ACCESSORIES, SURFACING, AND RELATED PRODUCTS AND SERVICES (this "Sixteenth Amendment") is made and entered into this 22 of January 2025, by and between Playcore Wisconsin, Inc., dba GameTime an Alabama corporation doing business in North Carolina (the "Company"), and the City of Charlotte, a North Carolina municipal corporation (the "City").

Statement of Background and Intent

- A. The City of Charlotte and the Company entered into an Agreement for Playground and Outdoor Fitness Equipment, Site Accessories, Surfacing, and Related Products and Services dated July 1, 2017 (the "Contract") pursuant to which the Company agreed to provide Playground and Outdoor Fitness Equipment, Site Accessories, Surfacing, and Related Products and Services for the City of Charlotte.
- B. The parties amended the Contract on January 1, 2018, to incorporate unit price adjustments and freight rate adjustments.
- C. The parties amended the Contract on July 1, 2018, to incorporate unit price adjustments due to tariffs on steel and aluminum.
- D. The parties amended the Contract on September 1, 2018, to incorporate federal contract terms and conditions.
- E. The parties amended the Contract on January 1, 2019, to incorporate unit price adjustments and freight rate adjustments.
- F. The parties amended the Contract on April 1, 2019, to incorporate new products and pricing.
- G. The parties amended the Contract on January 1, 2020, to incorporate unit price adjustments and freight rate adjustments.
- H. The parties amended the Contract on January 1, 2021, to incorporate new products, unit price adjustments, and freight rate adjustments.
- I. The parties amended the Contract on March 16, 2021, to incorporate a [REDACTED] material surcharge.
- J. The parties amended the Contract on May 17, 2021, to incorporate a [REDACTED] material surcharge.
- K. The parties amended the Contract on July 14, 2021, to incorporate a [REDACTED] material surcharge.
- L. The parties amended the Contract on December 1, 2021, to add new Products and Services and to incorporate the 2022 Master Price List and Freight Rate Schedule.

- M. The parties amended the Contract on July 1, 2022, to extend the Term of the Contract by the first of two (2) two-year renewal terms and to incorporate certain other changes.
- N. The parties amended the Contract on December 5, 2022, to add new Products and Services and to incorporate the 2023 Master Price List and Freight Rate Schedule, the 2022 Network of Distributors, and incorporate certain other changes.
- O. The parties amended the Contract to extend the Term of the Contract by the second of two (2) two-year renewal terms and to incorporate certain other changes.
- P. The amended the Contract to add new Products and Services and, incorporate the 2024 Master Price List and Freight Rate Schedule and incorporate certain other changes.
- Q. The parties now desire to amend the Contract to add new Products and Services, and incorporate the 2025 Master Price List and Freight Rate Schedule and incorporate certain other changes.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereby agree to the following:

AGREEMENT

- 1. The terms of the Contract are restated by and incorporated into this Sixteenth Amendment by reference.
- 2. Defined terms used in this Sixteenth Amendment shall have the same meaning as are assigned to such terms in the Contract.
- 3. The Pricing Sheets in Exhibit A of the Contract are hereby replaced in their entirety to the adjustments in the 2025 Master Price List which are attached hereto as Exhibit A.3.
- 4. The Freight Rate Schedules in Exhibit D of the Contract are hereby replaced in their entirety to the adjustments in the 2025 GameTime OMNIA Contract Freight Rates which are attached hereto as Exhibit D.3.
- 5. Except to the extent specifically provided above, this amendment shall not be interpreted or construed as waiving any rights, obligations, remedies, or claims the parties may otherwise have under the Contract.
- 6. In all other respects and except as modified herein, the terms of the Contract shall remain in force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, and in acknowledgment that the parties hereto have read and understood each and every provision hereof, the parties have caused this Sixteenth Amendment to be executed as of the date first written above.

**PLAYCORE WISCONSIN INC.
DBA GAMETIME:**

BY: 
(Signature)

PRINT NAME: Clint Whiteside

TITLE: Director of Sales

DATE: 12/20/2024

**CITY OF CHARLOTTE:
CITY MANAGER'S OFFICE**

BY: See attachment below
(Signature)

PRINT NAME: _____

TITLE: _____

DATE: _____



**Digital Contract Routing Form
Non-Encumbered**

Date Submitted: January 21, 2025

Submitted by: Angelica Witherell

Submitter email: angelica.witherell@charlottenc.gov

Contract #: 2017001134

Amendment #: 16

Contract Name: Playground and Outdoor Fitness Equipment, Site Accesories, Surfacing, and Related

Vendor Legal Name: Playcore Wisconsin, Inc., dba GameTime

Vendor #: 121531

REQUIRED ATTACHMENT(S):

Use the Paperclip icon to attach a full Contract Document Routing Packet for review by the authorized City individual with signature authority. The Routing Packet **MUST** include all required components per the direction provided at:

The following signatures, once completed, shall be incorporated by reference into the contractual document identified above.

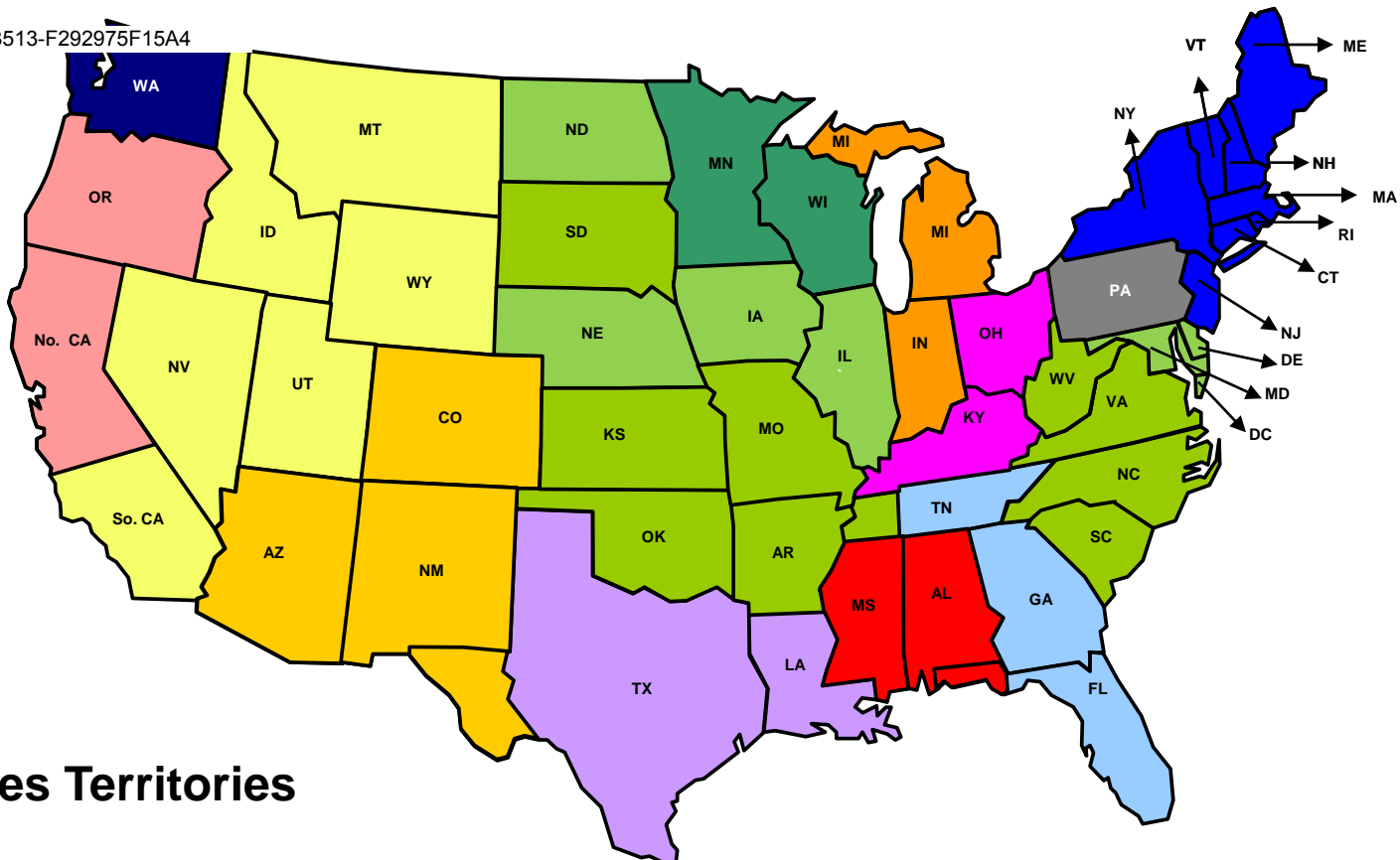
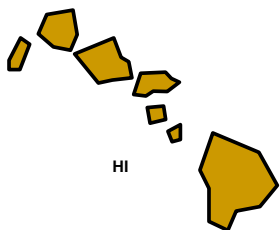
City of Charlotte

Signed via SeamlessDoc.com
Liz Babson
My: 0502b8210620f0c0904636ad9db0



A PLAYCORE Company

150 PlayCore Drive SE
Ft Payne, AL 35967
(800) 633-2394



GameTime Sales Territories

PA
Bitting Recreation, Inc.
PO Box 6445
Harrisburg, PA 17112-0445
Tel: (800) 248-8464
Fax: (717) 652-5826
Website: www.bittingrec.com

**FL
GA
TN**
Dominica Recreation Products, Inc.
PO Box 520700
Longwood, FL 32752-0700
Tel: (800) 432-0162
Fax: (407) 331-4720
Website: www.drpic.com

**MI
IN**
Sinclair Recreation
128 E. Lakewood Blvd
Suite 40
Holland, MI 49424
Tel: (800) 444-4954
Fax: (616) 392-8634
Website: www.sinclair-rec.com

**KY
OH**
David Williams & Associates, Inc.
PO Box 218
1010 Harrison Avenue
Harrison, OH 45030
Tel: (800) 762-7936
Fax: (330) 821-4505
Website: www.davidwilliamsassociates.com

**AR KS MO
NC OK SC
VA WV**
Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
Tel: (800) 438-2780
Fax: (704) 525-7356
Website: www.cunninghamrec.com

**CA ID
MT NV
UT WY**
Great Western Recreation
PO Box 97
Wellsville, UT 84339
Tel: (800) 453-2735
Fax: (435) 245-5057
Website: www.gwpark.com

**AK
WA**
SiteLines Park & Playground Products
626 128th Street, S.W.
Suite 104-A
Everett, WA 98204
Tel: (800) 541-0869
Fax: (425) 347-3056
Website: www.sitelines.com

**IA NE
ND SD**
Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
Tel: (800) 438-2780
Fax: (704) 525-7356
Website: www.cunninghamrec.com

**MA ME NJ
NY CT RI
VT NH**
Marturano Recreation Co.
PO Box 106
Spring Lake, NJ 07762
Tel: (800) 922-0070
Fax: (732) 974-0226

**LA
TX**
Total Recreation Products
12022 C. Knigge C Rd, Suite C
Cypress, TX 77429
Tel: (800) 392-9909
Fax: (832) 237-3895

HI
IPR, Inc.
1481 South King Street
Suite 226
Honolulu, HI 96814
Tel: (808) 845-7788
Fax: (808) 952-5501
Website: www.innovativeplaygroundsandrecreation.com

IL
Cunningham Recreation
2135 City Gate Lane, Suite 300
Naperville, IL 60563
Tel: (800) 942-1062
Fax: (630) 554-3750
Website: www.cunninghamrec.com

**No. CA
OR**
MRC-Pacific
1030-B Railroad Avenue
Novato, CA 94947
Tel: (415) 899-9996
Fax: (415) 899-9050
Website: www.gametimenorcal.com

**AZ CO
NM TX**
Triple M Recreation
4638 East Shea Blvd.
Suite B-170
Phoenix, AZ 85028
Tel: (480) 315-9103
Fax: (480) 315-9991
Website: www.triplemrec.com

**DE
MD
DC**
Cunningham Recreation
PO Box 487
Queenstown, MD 21658
Tel: (800) 233-0529
Fax: (410) 827-8855
Website: www.westrecreation.com

**MN
WI**
Minnesota/Wisconsin Playground, Inc.
PO Box 27328
Golden Valley, MN 55427
Tel: (800) 622-5425
Fax: (763) 546-5050
Website: www.mnwiplay.com

**AL
FL
MS**
J.A. Dawson & Co., Inc.
PO Box 1178
Pelham, AL 35124
Tel: (800) 221-8869
Fax: (205) 663-5012



Rendered in Custom Malibu Palette



Rendered in Custom Malibu Palette





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Rendered in Custom Malibu Palette

City of Warren
Halmich Park



Rendered in Custom Malibu Palette



Rendered in Custom Malibu Palette

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z 614

Minimum Area Required:

This play equipment is recommended for children ages 2-5 and 5-12

DRAWING NO: Warren - City of Warren - Halmich Park - Option 3

DATE: 11/12/2025

DRAWN BY: ALW

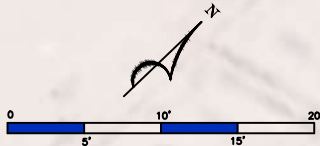
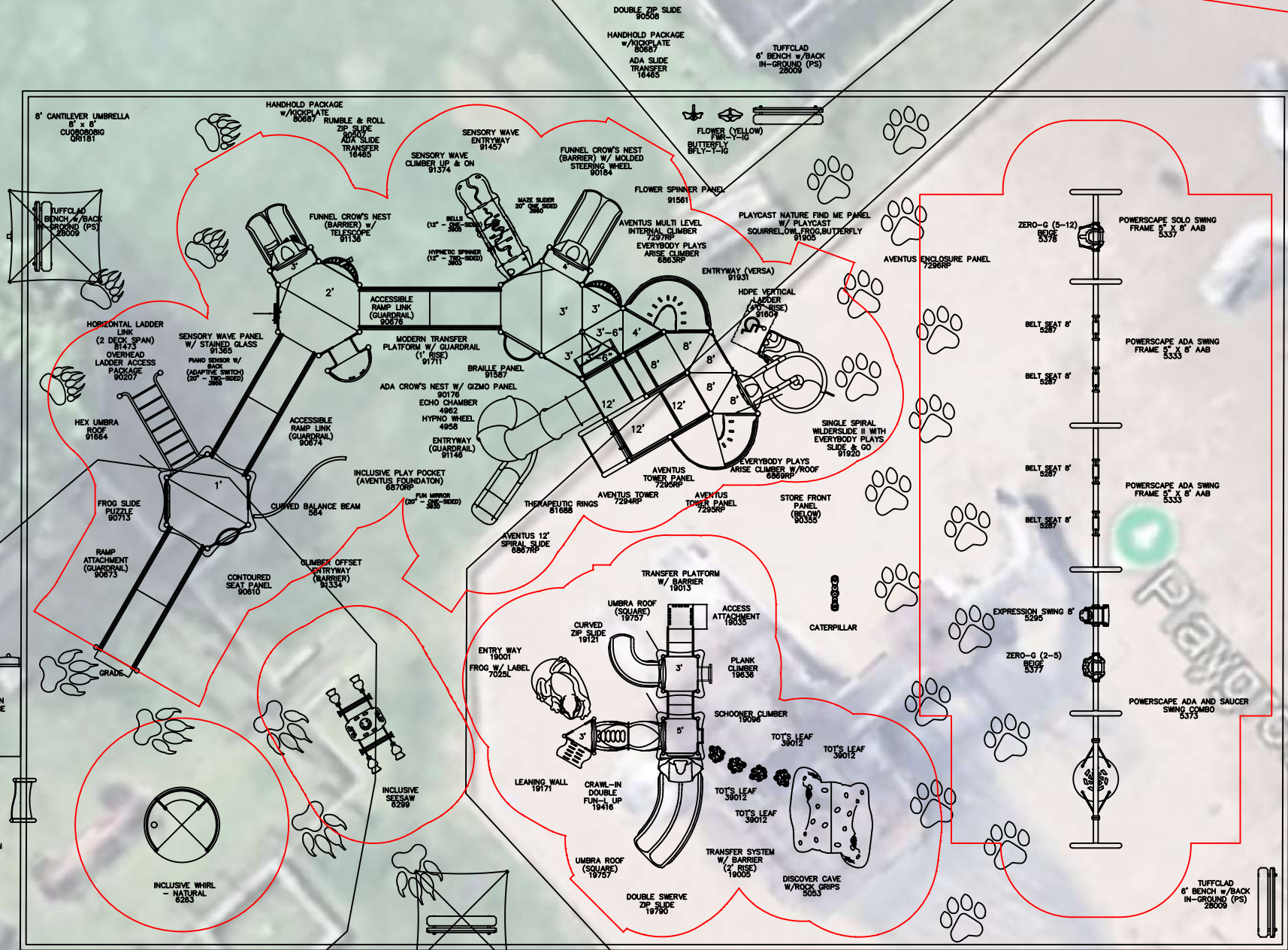
PROJECT TITLE:
City of Warren
Halmich Park - Three
Warren, MI

REPRESENTATIVE:
Sinclair Recreation

SHEET NO:

107947-04-03

7'-11 1/8"





Playcore Wisconsin Inc, dba GameTime
 150 Playcore Drive SE
 Fort Payne, AL 35967
 Ph: 800-444-4954
 Fax: 616-392-8634

11/24/2025
 Quote #
 107947-04-04

City of Warren - Halmich Park - Site Security - Omnia Contract #2017001134

City of Warren
 Attn: Anthony Casasanta
 Purchasing Department, One City Square, Ste 425
 Warren, MI 48093
 United States
 Phone: 586-258-2008
 acasasanta@cityofwarren.org

Ship to Zip 48093

Quantity	Part #	Description	Unit Price	Amount
8020	PIP	GT-Impax - Poured in place surfacing, 50% standard color / 50% black, 5.25" thick for a 12' CFH- Includes supply and installation of 4" crushed stone subbase and graphics as shown.	\$34.00	\$272,680.00
1	INSTALL	Installation - Installation of Game Time Pieces - Includes straw/seeding of disturbed areas.	\$134,500.00	\$134,500.00
1	R/D	GT-Impax - Removal and Disposal of Existing	\$42,500.00	\$42,500.00
8595	Excavation	GT-Impax - Excavation of area to varying heights- Removal of 12" of existing organic material/surfacing and 9.25" of grassy area. Backfill of existing 12" area to 9.25" reveal depth.	\$3.85	\$33,090.75
365	Curb	GT-Impax - Supply and Installation of Concrete Border	\$85.00	\$31,025.00
390	INSTALL	Installation - Furnish and install concrete walkway	\$20.00	\$7,800.00
1	DRAWINGS	GameTime - Signed and Sealed Drawings for playground unit foundations	\$1,750.00	\$1,750.00
1	3680	GT-Shade - Standard Sealed Engineered Drawings	\$1,047.00	\$1,047.00
1	6263	GameTime - Inclusive Whirl - Natural	\$18,034.00	\$18,034.00
1	6299	GameTime - Inclusive Seesaw	\$10,260.00	\$10,260.00
1	6375	GameTime - Communication Board	\$2,887.00	\$2,887.00
1	14927	GameTime - NDS Play On Sign Package		
1	14928	GameTime - NDS Inclusive Play Sign Package		
4	28009	GT-Site - 6' P/S Bench W/Back Inground	\$1,130.00	\$4,520.00
2	QRI181	GT-Shade - GTCU080808IG CANTI UMB 8X8X8 W/GLD IG	\$4,617.00	\$9,234.00
1	RDU	GameTime - Swings with Seats	\$21,183.00	\$21,183.00
		(4) 5287 -- Belt Seat for 8' Toprail		
		(1) 5295 -- Expression Swing 8' Toprail Height		
		(2) 5333 -- 8' ADA Powerscape Swing Add-A-Bay		
		(1) 5337 -- 8' Solo Powerscape Swing Add-A-Bay		
		(1) 5373 -- ADA Powerscape & Saucer Swing Combo		
		(1) 5377 -- Zero-G (2-5) Beige 8' Height		
		(1) 5378 -- Zero-G (5-12) Beige 8' Height		

OMNIA[®]
 P A R T N E R S



Playcore Wisconsin Inc, dba GameTime
 150 Playcore Drive SE
 Fort Payne, AL 35967
 Ph: 800-444-4954
 Fax: 616-392-8634

11/24/2025
 Quote #
 107947-04-04

City of Warren - Halmich Park - Site Security - Omnia Contract #2017001134

Quantity	Part #	Description	Unit Price	Amount
1	CATR-IG	Freenotes Harmony Park - Caterpillar - (Chartreuse Post -With Inground Mount Kit)	\$4,669.00	\$4,669.00
1	BFLY-T-IG	Freenotes Harmony Park - Turquoise Butterfly - (With Inground Mount Kit)	\$1,417.00	\$1,417.00
1	FWR-Y-IG	Freenotes Harmony Park - Yellow Flower - (With Inground Mount Kit)	\$1,676.00	\$1,676.00
1	5053	GameTime - Discover Cave W/Rock Grips	\$6,734.00	\$6,734.00
1	RDU	GameTime - PrimeTime Unit for 2-5 year olds	\$51,466.40	\$51,466.40
		(3) 12024 -- 3 1/2" Uprt Ass'Y Alum 9'		
		(4) 12068 -- 3 1/2"Uprt Ass'Y Alum 13'		
		(4) 12077 -- 3 1/2" Uprt Ass'Y Alum 15'		
		(2) 18200 -- 36" Sq Punched Deck P/T 1.3125		
		(1) 18201 -- 36" Tri Punched Deck P/T		
		(1) 19001 -- Entry Way		
		(1) 19005 -- Transfer System W/Barrier (2' Rise)		
		(1) 19035 -- Optional Access Step (3' & 5')		
		(1) 19096 -- Schooner (4'-6" & 5')		
		(1) 19121 -- Curved Zip Slide		
		(1) 19171 -- Leaning Wall (3')		
		(1) 19416 -- Crawl-In Double Fun-L Up		
		(1) 19636 -- Plank Climber 3'		
		(2) 19757 -- Umbra Square Roof		
		(8) 19762 -- Umbra Roof Plug		
		(1) 19790 -- Dbl Swerve Zip 4'-6"/5'		
		(4) 39012 -- Tot'S Leaf		
		(1) 7025L -- Frog		
		(1) 19013 -- Transfer Platform W/ Barrier (3')		
1	RDU	GameTime - Custom Ramped Unit for 5-12 year olds	\$247,842.76	\$247,842.76
		(1) 564 -- Curved Balance Beam		
		(1) 3903 -- Hypentic Wheel 12" 2S		
		(1) 3905 -- Bells 12" 1S		
		(1) 3960 -- Maze Panel Sensor 20" One Sided		
		(1) 3966 -- Rotogen Piano 20" Sensor with Adapt Sw		
		(1) 4958 -- Hypno Wheel		
		(1) 4962 -- Echo Chamber		



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 150 Playcore Drive SE
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11/24/2025
 Quote #
 107947-04-04

City of Warren - Halmich Park - Site Security - Omnia Contract #2017001134

Quantity	Part #	Description	Unit Price	Amount
		(2) 16465 -- Slide Transfer (Ada)		
		(7) 16701 -- Ada 49"Tri Punch Steel Dk		
		(1) 6863RP -- Arise Climber		
		(1) 6867RP -- Aventus Tower 12' Slide		
		(1) 6870RP -- Inclusive Play Pocket (Tower)		
		(1) 7294RP -- Aventus Tower		
		(2) 7295RP -- Aventus Tw Steel Panel Med		
		(1) 7296RP -- Aventus Tw Steel Panel Sm		
		(1) 7297RP -- Aventus Internal Climber-Steel		
		(2) 80001 -- 49"Tri Punched Steel Deck		
		(2) 80687 -- Handhold/Kick Plate Pkg		
		(1) 81473 -- Horiz Ladder Link 98"		
		(1) 81688 -- Therapeutic Rings Attch		
		(3) 90005 -- Two Piece Hex Deck, Ada Ramp Access		
		(1) 90176 -- Ada Crow'S Nest W/ Gizmo		
		(1) 90184 -- Funnel Crow'S Nest W/Mold St Whl, Bar		
		(1) 90207 -- Overhead Ladder Access Package		
		(2) 90264 -- 6' Upright, Alum		
		(6) 90266 -- 8' Upright, Alum		
		(3) 90267 -- 9' Upright, Alum		
		(1) 90268 -- 10' Upright, Alum		
		(1) 90269 -- 11' Upright, Alum		
		(6) 90270 -- 12' Upright, Alum		
		(2) 90272 -- 14' Upright, Alum		
		(1) 90273 -- 15' Upright, Alum		
		(1) 90355 -- Store Front Panel, Below Dk		
		(1) 90507 -- 2'-6"/3' Rumble & Roll Zip Slide		
		(1) 90508 -- 4' Double Zip Slide, Std Dk		
		(1) 90610 -- Contoured Panel (Above)		
		(1) 90673 -- Ramp (Guardrail)		
		(1) 90674 -- Std Access Ramp Link 3 Dk Gr		
		(1) 90676 -- Std Access Ramp Link Gr 2'-6" & 3'		



Playcore Wisconsin Inc, dba GameTime
 150 Playcore Drive SE
 Fort Payne, AL 35967
 Ph: 800-444-4954
 Fax: 616-392-8634

11/24/2025
 Quote #
 107947-04-04

City of Warren - Halmich Park - Site Security - Omnia Contract #2017001134

Quantity	Part #	Description	Unit Price	Amount
		(1) 90713 -- Frog Slide Puzzle-Gadget Pnl Above Dk		
		(1) 91136 -- Funnel Crows Nest Telescope Bar		
		(1) 91146 -- Entryway - Guardrail		
		(1) 91334 -- Climber Offset Entryway (Barrier)		
		(1) 91365 -- Sensory Wave Panel w/ stained glass		
		(1) 91374 -- PS Sensory Wave Up & On (3' & 3'6")		
		(1) 91457 -- Sensory Wave Entryway		
		(1) 91561 -- Flower Spinner Panel		
		(1) 91587 -- Braille Panel		
		(1) 91604 -- HDPE Vertical Ladder 4'0"		
		(1) 91664 -- Umbra Hex Roof		
		(6) 91687 -- Umbra Roof Cap		
		(1) 91711 -- Modern Transfer w/Guardrail 1' Rise		
		(1) 91827 -- 5" Upright Extension w/ Cap 5'		
		(5) 91832 -- 5" Upright Extension w/o Cap 8'		
		(1) 91846 -- 5" Upright Extension w/o Cap 7'		
		(1) 91905 -- Playcast Nature Critters Find Me		
		(1) 91920 -- Sgl.Spiral Wilder w/Everybody Plays		
		(1) 91931 -- Entryway (Versa)		
		(4) G90262 -- 4' Upright, Galv		
		(2) G90266 -- 8' Upright, Galv		
		(2) G90267 -- 9' Upright, Galv		
		(2) G90268 -- 10' Upright, Galv		
		(2) G90269 -- 11' Upright, Galv		
		(5) G90271 -- 13' Upright, Galv		
		(2) G90273 -- 15' Upright, Galv		
		(1) 3930 -- Fun Mirror 20" 1S		
1	INSTALL	Installation - Temporary Fencing and site security while PIP material cures	\$10,000.00	\$10,000.00
1	BOND	GameTime - Payment and Performance Bond	\$12,150.00	\$12,150.00
Contract: OMNIA #2017001134			Sub Total	\$926,465.91
			Discount	(\$122,711.31)
			Freight	\$6,395.40





Playcore Wisconsin Inc, dba GameTime
 150 Playcore Drive SE
 Fort Payne, AL 35967
 Ph: 800-444-4954
 Fax: 616-392-8634

11/24/2025
 Quote #
 107947-04-04

City of Warren - Halmich Park - Site Security - Omnia Contract #2017001134

Quantity	Part #	Description	Unit Price	Amount
			Total	\$810,150.00

Comments

Sinclair Recreation will be responsible for pulling required permits as required by the city with fees waived.

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment terms: Net 45 days for tax supported governmental agencies. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

NOTE: PRICING **DOES** INCLUDE DAVIS BACON OR PREVAILING WAGE RATES. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Submittals: Our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. GameTime designs and specifications are unique and not intended to be identical in all respects to other manufacturers. We shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal/state/federal permits or paperwork that may be required.



Playcore Wisconsin Inc, dba GameTime
150 Playcore Drive SE
Fort Payne, AL 35967
Ph: 800-444-4954
Fax: 616-392-8634

11/24/2025
Quote #
107947-04-04

City of Warren - Halmich Park - Site Security - Omnia Contract #2017001134

Acceptance of quotation:

Accepted By (printed): _____

P.O. No: _____

Signature: _____

Please make P.O.s out to Playcore Wisconsin dba GameTime

Title: _____

Date: _____

Facsimile: _____

Phone: _____

Email: _____

Purchase Amount: \$810,150.00

REQUIRED ORDER INFORMATION:

Bill To: _____

Ship To: _____

Contact: _____

Contact: _____

Address: _____

Address: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Tel: _____
(For Accounts Payable)

Tel: _____
(To call before delivery)

Email: _____

Email: _____

COLOR SELECTIONS: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.

Quote prepared by: Alison Wiegerink

RESOLUTION

Document No: TRI-W-1746

Product or Service: Halmich Park Play Structure

Requesting Department: Parks & Recreation/CDBG

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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.

Upon performing a diligent inquiry, the Parks & Recreation (P&R) Department and the Community Development Department have determined that it is necessary in the interest of the P&R Department and the City to furnish and install a new All-inclusive and ADA Compliant play structure at Halmich Park, utilizing the OMNIA Cooperative Contract #201700134, to GameTime, 150 Playcore Drive SE, Fort Payne, AL 35967, pursuant to cooperative purchasing, in a total amount not to exceed \$810,150.00.

The purchasing agent has conducted a review and concurs with the cooperative purchasing.

Funds are available in the Community Project Funding Grant: 274-9757-80100-CP2501.

IT IS RESOLVED, that the cooperative purchase with GameTime, utilizing the OMNIA Cooperative Contract #201700134, to furnish and install a play structure at Halmich Park at a total cost of \$810,150.00.

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:

X Cooperative Bid document
☐ 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 _____, 2026.

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 _____, 2026.

Sonja Buffa
City Clerk

Certificate Of Completion

Envelope Id: 0E6DFFBA-64A2-4779-B513-F292975F15A4
 Subject: TRI-W-1746 Halmich Park Play Structure - Council Item.pdf
 Source Envelope:
 Document Pages: 26
 Certificate Pages: 6
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed
 Envelope Originator:
 Craig Treppa
 1 City Sq Ste 215
 Warren, MI 48093
 ctreppea@cityofwarren.org
 IP Address: 24.127.1.78

Record Tracking

Status: Original
 12/16/2025 10:47:28 AM
 Holder: Craig Treppa
 ctreppea@cityofwarren.org
 Location: DocuSign

Signer Events

Craig Treppa
 ctreppea@cityofwarren.org
 Purchasing Agent
 City of Warren
 Security Level: Email, Account Authentication
 (None)

Signature

Signed by:

 E610E2D7FFE5449...
 Signature Adoption: Pre-selected Style
 Using IP Address: 24.127.1.78


Timestamp

Sent: 12/16/2025 11:04:28 AM
 Viewed: 12/16/2025 11:04:44 AM
 Signed: 12/16/2025 11:04:51 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

jspiller
 jspiller@cityofwarren.org
 Security Level: Email, Account Authentication
 (None)


Signed by:

 50D775C484AE448...
 Signature Adoption: Pre-selected Style
 Using IP Address: 174.162.55.121

Sent: 12/16/2025 11:04:53 AM
 Viewed: 12/16/2025 1:52:48 PM
 Signed: 12/19/2025 1:48:20 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Angela Tarasenko
 atarasenko@cityofwarren.org
 Security Level: Email, Account Authentication
 (None)


DocuSigned by:

 BC9B7387E8FF495...
 Signature Adoption: Pre-selected Style
 Using IP Address: 96.27.51.83

Sent: 12/19/2025 1:48:22 PM
 Viewed: 12/29/2025 12:41:29 PM
 Signed: 12/29/2025 12:45:07 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign


Kristina Battle
 kbattle@cityofwarren.org
 Security Level: Email, Account Authentication
 (None)

Signed by:

 F6FDC83AE1C142B...
 Signature Adoption: Uploaded Signature Image
 Using IP Address: 24.127.1.78


Sent: 12/29/2025 12:45:10 PM
 Viewed: 1/3/2026 3:17:07 PM
 Signed: 1/3/2026 3:17:50 PM

Electronic Record and Signature Disclosure:

Accepted: 9/11/2025 5:08:41 PM
 ID: dc18193c-ac2c-424c-9f48-c0daac7b9f4f

Signer Events	Signature	Timestamp
Richard Fox rfox@cityofwarren.org Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  CF2C773236C54C9...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 1/3/2026 3:17:52 PM Viewed: 1/5/2026 9:46:26 AM Signed: 1/5/2026 9:46:32 AM

Electronic Record and Signature Disclosure:
Accepted: 1/5/2026 9:46:26 AM
ID: da00d302-fe88-49b6-b4a3-8f85f8edcc15

Lori M Stone lstone@cityofwarren.org Mayor City of Warren Security Level: Email, Account Authentication (None)	<div>Signed by:  F040B73E57F248E...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 24.127.1.78</div>	Sent: 1/5/2026 9:46:35 AM Viewed: 1/6/2026 6:38:58 PM Signed: 1/6/2026 6:39:31 PM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

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	<div>COPIED</div>	Sent: 12/16/2025 11:04:26 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	<div>COPIED</div>	Sent: 12/16/2025 11:04:27 AM Viewed: 1/7/2026 8:51:15 AM
Mayor Lori M. Stone mayor@cityowarren.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign	<div>COPIED</div>	Sent: 1/6/2026 6:39:33 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	12/16/2025 11:04:26 AM
Certified Delivered	Security Checked	1/6/2026 6:38:58 PM
Signing Complete	Security Checked	1/6/2026 6:39:31 PM
Completed	Security Checked	1/6/2026 6:39:33 PM

Payment Events	Status	Timestamps
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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.



WARREN POLICE DEPARTMENT
29900 CIVIC CENTER BLVD.
WARREN, MI 48093
(586) 574-4700

DATE: JANUARY 16, 2026
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL
SUBJECT: TRI-W-1755; RECOMMENDATION TO PURCHASE A COMPREHENSIVE
CYBERSECURITY SOLUTION UTILIZING THE OMNIA PARTNERS COOPERATIVE
CONTRACT #R240304

The Police, Fire and Information Systems Departments, recommend that City Council authorize the purchase of *CrowdStrike Complete*, a Comprehensive Cybersecurity Solution, from MoxFive, LLC., 1751 Pinnacle Drive, Suite 600, Tysons, VA 22102, utilizing the OMNIA Partners Cooperative Contract (#R240304) with DLT Solutions, LLC, 2411 Dulles Corner Park, Suite 800, Herndon, VA 20171, for a three year period, in the total amount of \$257,460.00.

The City of Warren relies on interconnected systems that manage and store sensitive data, including LEIN/CJIS terminals, CAD/RMS servers, voice recorders, audio/video interview rooms, public safety radio systems, body-worn cameras, mobile data terminals (MDTs), HIPPA information, and administrative systems. These platforms are essential to daily law enforcement, fire and city operations, but are increasingly targeted by advanced cyberattacks.

Cyber incidents nationwide have demonstrated the operational and financial risks of inadequate protection—ranging from days-long outages to data loss and system rebuilds costing hundreds of thousands of dollars.

To proactively strengthen our defenses and maintain compliance with CJIS security policy, collectively the Police Department, Fire Department and City IT respectfully recommends the deployment of *CrowdStrike Complete* across all City endpoints.

Justification

CrowdStrike Complete delivers a comprehensive cybersecurity solution through continuous monitoring, proactive threat hunting, and rapid response capabilities. Its benefits include:

1. **24/7 Managed Detection and Response (MDR):**
Continuous real-time monitoring by CrowdStrike's Falcon OverWatch analysts ensures immediate identification and containment of threats,
2. **Providing around-the-clock protection** even when internal IT staff are unavailable.
3. **Proactive Threat Intelligence:**
Employs global behavioral analytics and detection to identify ransomware, fileless malware, and zero-day exploits before they execute.

4. **Incident Response and Hands-On Remediation:**

The "Complete" tier provides direct intervention by CrowdStrike security experts to isolate and remediate compromised systems, reducing downtime and internal workload.

5. **Operational Continuity:**

Protects CAD, RMS, and evidence systems from disruption, ensuring uninterrupted dispatch, patrol, and investigative operations.

6. **Reduced Internal Burden:**

Offloads the need for local staff to perform 24/7 monitoring, allowing the department's IT and Technical Services personnel to focus on system maintenance and modernization projects.

7. **Integration with Microsoft 365 GCC Environment:**

Complements the Police Department's transition to Microsoft's GCC G5 Plan 2 environment, providing unified security coverage for both on-premises and cloud-connected assets.

8. **Use by our other vendors:**

CrowdStrike complete is a widely deployed service utilized by many of our other software vendors, including CLEMIS.

Cost

While the *CrowdStrike Complete* annual subscription cost exceeds that of legacy antivirus products, it includes the following managed services and cost avoidances:

- 24/7 monitoring, detection, and response
- Threat hunting and hands-on remediation
- Incident forensics and recovery assistance
- Elimination of separate endpoint detection tools and overtime response costs

In light of the above justification, we respectfully request authorization to purchase *CrowdStrike Complete* for all City of Warren workstations, servers, and mobile endpoints through MoxFive using DLT Solutions Omnia, Contract R240304. Moxfive is an authorized reseller for DLT Solutions. Moxfive has provided a detailed quotation that provides a bulk discount contingent of all endpoints in the City.

If approved, this agreement shall commence on February 1, 2026.

Funds are available in the following Accounts:

DEPARTMENT	# OF ENDPOINTS	ANNUAL COST	3-YEAR COST	ACCOUNT
City	600	\$57,213.33	\$171,639.99	101-1301-80126
Police	200	\$19,071.11	\$ 57,213.33	101-1301-98402
Fire	100	\$ 9,535.56	\$ 28,606.68	101-1336-74000
TOTALS:	900	\$85,820.00	\$257,460.00	

Respectfully Submitted,

Signed by:

Brent Chisolm

9203B4EAD4AC476...
Brent Chisolm

Police Administration

Read and Concur,

Signed by:

Craig Treppa

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

Kris Balle

F65DC83AF1C142B...

Kris Balle
Budget Director

DocuSigned by:

Wilburt McAdams

6EF857E59A9D4BD...

Wilburt McAdams
Fire Commissioner

DocuSigned by:

Richard Fox

GF2C773236C54C9...

Richard Fox
Controller

Signed by:

Shumon Hakim

2A088219DCA746A...

Shumon Hakim
IS Manager

Signed by:

Lori M Stone

F040B73E57E248E...

Lori M. Stone
Mayor



December 17, 2024

Steve Wells
Vice President, Program Management
DLT Solutions LLC
2411 Dulles Corner Park, Suite 800
Herndon, VA 20171
Steve.wells@dlt.com

Re: Award of Contract # R240304

Dear Steve Wells:

Per official action taken by the Board of Directors of Region 4 Education Service Center on December 17, 2024, we are pleased to announce that DLT Solutions LLC has been awarded a (3) three-year contract for the following, based on the online proposal RFP# R240304 opened on June 13, 2024:

Commodity/Service

Supplier

Software Solutions and Services

DLT Solutions LLC

This contract is effective January 1, 2025, and will expire on December 31, 2027. As indicated above, your contract number is R240304. This contract may be renewed annually for an additional two (2) years if mutually agreed upon by Region 4 ESC and DLT Solutions LLC.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please contact our Procurement Department at 713-462-7708 or questions@esc4.net.

Sincerely,

Signed by:

A5A9F62707BB46B...

Adam Tabor
Procurement Director



City of Warren - MDR+EDR - Software + Service

Prepared for:
City of Warren

a13PX00000cDMcqYAG



MOXFIVE - City of Warren - MDR+EDR - Software + Service

City of Warren
1 City Square
Warren, Michigan 48093

Record Id: a13PX00000cDMcqYAG
Quote created: 2025-11-10
Quote Expires: 2026-01-31

This Quote is made and entered into as of the earlier date on the signature block below ("Quote Effective Date"), by and between MOXFIVE LLC ("MOXFIVE") and City of Warren ("Client"). This Quote is for the License of the Third-Party Deliverables listed below. The Third-Party Provider under this Quote is CrowdStrike ("Provider"). This Quote is valid until 2025-02-06 and shall be governed by the terms and conditions set forth in the Master Services Agreement dated October 2, 2025 ("Agreement"), provided that in the event of a direct conflict, the provisions of this Quote shall control. Capitalized terms not defined in this Quote shall have the meanings provided in the Agreement.

Fees, Expenses, and Invoicing

MOXFIVE will invoice the Client upon signature acceptance of the Quote. Full payment of \$85,820.24 and any applicable sales tax is required and due Net 45 on receipt of invoice from MOXFIVE. MOXFIVE will continue to invoice client \$85,820.22 annually at the beginning of years two and three of the initial term. Any shipping fees will be invoiced at cost upon delivery. All items are priced in U.S. Dollar and MOXFIVE accepts payments in U.S. Dollars only.

Pricing is based off Omnia contract R240304

****Original Proposal Pricing: \$94,115 / year**

*****Updated Pricing: Additional discounting applied to offset current spend: \$85,820 / year**

******Total additional discounting over 36 month contract term for City of Warren: \$24,885**

Licensing Breakdown:

*Note: Unit Price is contingent on procurement of all 900 endpoints.

- City of Warren: \$57,213.33 / year (600 endpoints)
- Police Department: \$19,071.11 / year (200 endpoints)
- Fire Department: \$9,535.56 / year (100 endpoints)

Products & Services

MOXFIVE

Item & Description	SKU	Quantity	Unit Price	Total For 36 Month(s)
Falcon Complete Flex (Commercial or EU)	FC.CS.SOLN.FLEX	600	\$227.07	\$136,240.38
Threat Graph Standard	CS.TG.STD	600	\$0.00	\$0.00
Insight - EDR/MDR	CS.INSIGHTB.SOLN	600	\$0.00	\$0.00
Prevent - EDR/MDR	CS.PREVENTB.SOLN	600	\$0.00	\$0.00
Discover - EDR/MDR	CS.DISCB.SOLN	600	\$0.00	\$0.00
Falcon Complete Subscription	CS.FALCOMPS.SVC	600	\$0.00	\$0.00
Falcon Adversary OverWatch Endpoint	CS.AOW.SVC	600	\$0.00	\$0.00
Falcon Complete Flex (Commercial or EU)	FC.CS.SOLN.FLEX	200	\$227.07	\$45,413.46
Threat Graph Standard	CS.TG.STD	200	\$0.00	\$0.00
Insight - EDR/MDR	CS.INSIGHTB.SOLN	200	\$0.00	\$0.00
Prevent - EDR/MDR	CS.PREVENTB.SOLN	200	\$0.00	\$0.00
Discover - EDR/MDR	CS.DISCB.SOLN	200	\$0.00	\$0.00
Falcon Complete Subscription	CS.FALCOMPS.SVC	200	\$0.00	\$0.00
Falcon Adversary OverWatch Endpoint	CS.AOW.SVC	200	\$0.00	\$0.00
Falcon Complete Flex (Commercial or EU)	FC.CS.SOLN.FLEX	100	\$227.07	\$22,706.73
Threat Graph Standard	CS.TG.STD	100	\$0.00	\$0.00
Insight - EDR/MDR	CS.INSIGHTB.SOLN	100	\$0.00	\$0.00
Prevent - EDR/MDR	CS.PREVENTB.SOLN	100	\$0.00	\$0.00
Discover - EDR/MDR	CS.DISCB.SOLN	100	\$0.00	\$0.00
Falcon Complete Subscription	CS.FALCOMPS.SVC	100	\$0.00	\$0.00
Falcon Adversary OverWatch Endpoint	CS.AOW.SVC	100	\$0.00	\$0.00
Essential Support Essential Support	RR.HOS.ENT.ESTL	1	\$53,100.11	\$53,100.11

36 Month Subtotal **\$257,460.68**



Total \$257,460.68

Additional Provisions

Client and (if applicable) each Client employee or other representative accessing the Third-Party Deliverables acknowledges and agrees to be bound by the Provider's End User License agreement ("EULA") or Terms & Conditions available [here](#), which shall apply to Client's access to and use of the Third-Party Deliverables and are subject to change in the Provider's sole discretion. Client's continued use of the Third-Party Deliverables is subject to its express acceptance of the EULA or Terms & Conditions in force at the time of use.

Client has read and agreed to MOXFIVE's additional provisions available [here](#) and must execute the Quote. This Quote shall automatically terminate if it is not accepted by Provider and any payments made by Client to MOXFIVE hereunder shall be promptly returned.

Contact Information

	MOXFIVE Point of Contact
Name	Matt Demsky
Email	matt.demsky@moxfive.com
Phone	(703) 635-6659
Address	1751 Pinnacle Dr., Suite 600, Tysons, VA 22102

Acceptance of Quote

By signing below, the Parties hereby agree to the terms contained herein.

Agreed and Accepted for MOXFIVE

Agreed and Accepted for Client

Signature

Signature

Name

Name

Title

Title



Date

1751 Pinnacle Dr, Suite 600, Tysons, VA 22102

Address

Date

Address

Please return signed copy to the MOXFIVE POC

DLT Solutions - Contract # R240304

Authorized Resellers

Name	Address 1	Address 2	City	State	Pref. Status Value	
Mercury Networks	182 Billrise Dr		Penfield	NY		
Mercury Storage			Southfield	MI		
Meridian IT	Nine Parkway No., Suite 500		Bannockburn	IL		
Meriplex Communications	10111 Richmond Ave	Ste 500	Houston	TX		
Merlin International Inc.	8330 Boone Blvd	8th Floor	Vienna	VA		
Merrimac Solutions, Inc.			Aurora	IL		
Merritt Business Supplies	210 Tacana Drive		Folsom	CA	SB	
Mesa Inc.						
Metaformers Inc	1850 Centennial Park Dr		Reston	VA		
METGreen Solutions, Inc	20184 George B Lake Pkwy		Omaha	NE		
Metrix Solutions	190 East Capitol	Suite 175	Jackson	MS		
MGS Group, Inc.	3342 Highwood Drive, SE		Washington	DC		
MI Technical Solutions Inc	860 Greenbrier Cir	Ste 304	Chesapeake	VA		
Micro Medic, Inc.	4021 Stirrup Creek Dr	Suite 300	Durham	NC		
Micro Systems Support Corporation	87 N Industry Ct Ste D		DEER PARK	NY		
Micro USA Inc	12875 Brookprinter Place	#200	POWAY	CA		
MicroAge, Inc.	15210 S 50th St	Ste 180	Phoenix	AZ		
MicroCAD Training & Consulting	440 Arsenal St		Wattertown	MA	SB	
Microdesk, Inc.	10 Tara Blvd.	Suite 420	Nashua	NH	Large	
MicroLan Systems						
Microshare	2935 Thousand Oaks #6-178		San Antonio	TX		
Microsol Resources Corp.	214 W 29th St #1100		New York	NY	SB	
Microtechnologies, LLC	8330 Boone Blvd Suite 600		Vienna	VA	SDVO SB	
Microway, Inc.	PO Box 79		Kingston	MA		
Microworks	204 Andover St.		Andover	MA		
Micro-World						
Mid-America Conversion Services	1020 Monarch St	Suite 300	Lexington	KY		
MIL Corporation	400 Mitcheville Rd	Suite A212	Bowie	MD		
Millennium Computer Products	1656 Creek Street	Suite 103	San Marcos	CA		
Minburn Technology Group, LLC	10113 Minburn St		Great Falls	VA	SDVO SB	
MindFinders, Inc.	1200 18th St. NW	Suite 650	Washington	DC		
Minoria Tech LLC	140 South Beach Street	Suite 310	Daytona Beach	FL		
MIPRO Consulting, LLC	1100 Corporate Office Drive		Milford	MI	SB	
Miracle Software Systems, Inc.	45625 Grandriver Ave.		Novi	MI		
Miracle Systems LLC	1621 N Kent Street	Suite 1000	Arlington	VA		
Mission Analytics, LLC	324 Grove Ave.		Falls Church	VA		
Mission Critical Solutions	8510 Sunstate St		Tampa	FL		
Mission Critical Systems Inc	1347 East Sample Road		Pompano Beach	FL		
Mitre Corporation						
mLogica, Inc.	1835 West Orangewood Ave	STE 200	Orange	CA		
MMG Technology Group, Inc.						
MNJ Technologies Direct, Inc			Buffalo Grove	IL		
ModComp	1182 E Newport Center Dr		Deerfield Beach	FL		
Modern Enterprise Solutions, LLC	3423 West 190th Street		Torrance	CA		
Modern technology Solutions Inc	5285 Shawnee Road	Suite 400	Alexandria	VA		
Modus21, LLC	503 Wando Park Blvd	Ste 100	Mount Pleasant	SC		
Mola Group Corp	401 Park Ave S	Floor 10	New York	NY		
Monalytic, Inc.	100 North Tampa St.	Suite 1725	Tampa	FL		
More Cowbell Unlimited, Inc.	501 4th St		Lake Oswego	OR	SDVO SB	
MoreDirect, Inc.	1001Yamato Road	Suite 200	Boca Raton	FL		
MorganFranklin Consulting, LLC	7900 Tysons One Place	Suite 300	McLean	VA		
Morris Electronics, Inc.	9 East Hwy 28		Morris	MN		
Morse Communications Inc	395 East Drive		Melbourne	FL		
Mosaic Telecom	401 South 1st St		Cameron	WI		
Moser Consulting, Incorporated	6220 Castleway West Drive		Indianapolis	IN		
Motion Media						
	339 6th Ave.,					
Mountain CAD Corporation	339 6th Avenue		South Charleston	WV	SB	
MoxFive LLC	1751 Pinnacle Drive	STE 600	Tysons Corner	VA		
MSDI LLC			Pembroke	MA		
M-Theory Consulting Group, LLC	6171 W. Century Blvd	Suite 350	Los Angeles	CA		
MTM Technologies, Inc.			Stamford	CT		
mVation Worldwide Inc	70 Glen St	Suite 260	Glen Cove	NY		
MVS Consulting, Inc	1401 14th St NW	FL 2	Washington	DC		
Myriad Solutions	11485 Iager Blvd		Fulton	MD		
Mythics, Inc.	1439 N. Great Neck Road		Virginia Beach	VA		
N2GRATE Government Technology Solutions	9111 Edmonston Rd	STE 303	Greenbelt	MD	HUB	
N3E Consulting LLC	941 N. Coleman Street	#522	Prosper	TX		
Naka Technologies, LLC	120 Commerce Drive	STE 106	Hauppauge	NY		

RESOLUTION

Document No: TRI-W-1755

Product or Service: Comprehensive Cybersecurity Solution

Requesting Department: Various

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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.

Upon performing a diligent inquiry, the Police, Fire and Information Systems Departments have determined that it is necessary in the best interest of the City to purchase CrowdStrike, a comprehensive cybersecurity solution, from MoxFive, LLC., 1751 Pinnacle Drive, Suite 600, Tysons, VA 22102, utilizing the OMNIA Partners Cooperative Contract (#R240304) with DLT Solutions, LLC, 2411 Dulles Corner Park, Suite 800, Herndon, VA 20171, in the total amount of \$257,460.00.

.

The purchasing agent has conducted a review and concurs with the cooperative purchasing.

Funds are available in the following Accounts:

DEPARTMENT	# OF ENDPOINTS	ANNUAL COST	3-YEAR COST	ACCOUNT
City	600	\$57,213.33	\$171,639.99	101-1301-80126
Police	200	\$19,071.11	\$ 57,213.33	101-1301-98402
Fire	100	\$ 9,535.56	\$ 28,606.68	101-1336-74000
TOTALS:	900	\$85,820.00	\$257,460.00	

IT IS RESOLVED, that the cooperative purchase of CrowdStrike through MoxFive, LLC., an authorized reseller of DLT Solutions, utilizing the OMNIA Cooperative Contract (#R240304) with DLT Solutions, LLC., is hereby approved by City Council in the three-year total of \$257,460.00.

IT IS FURTHER RESOLVED, that the agreement shall commence on February 1, 2026.

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 _____, 2026.

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 _____, 2026.

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: DECEMBER 29, 2025

TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL

SUBJECT: TRI-W-1763; RECOMMENDATION OF AWARD FOR THE PURCHASE OF A THREE (3) YEAR LICENSE AND SERVICE CONTRACT FOR VMWARE SERVER VIRTUALIZATION PLATFORM, UTILIZING THE SOURCEWELL COOPERATIVE CONTRACT #121923-GVC

The Purchasing Division, in conjunction with the Information Systems Manager, Court Administrator, and City Engineer, recommends that City Council waive the bid process and award the purchase of a three (3) year license and service contract for Broadcom's VMware Server Virtualization Platform, from GovConnection, Inc., 732 Milford Road, Merrimack, NH 03054, utilizing the Sourcwell Cooperative Contract #121923-GVC, for a three (3) year total cost of \$60,211.20.

The City has utilized VMware Server Virtualization Platform for many years. This recommendation is due to the price increase and change in the licensing model. The City has four (4) physical VMware hosts which contain all the virtual servers that house the City's file server, database servers, as well as various department's specific software.

If approved by your honorable body, the VMware Server Virtualization Platform will cover the four (4) existing servers that are utilized by Information Systems, Engineering Division, and the 37th District Court, utilizing the Sourcwell Cooperative Contract #121923-GVC (see attached), for a three (3) year total cost of \$60,211.20.

Funds for this purchase are available in the following Accounts:

Information Systems	101-1258-80100	\$ 15,052.80
Engineering Division	101-1447-80106	\$ 15,052.80
37 th District Court	101-1136-80100	<u>\$ 30,105.60</u>
Three (3) Year Total:		\$ 60,211.20

Respectfully Submitted,

Signed by:

A handwritten signature in black ink that reads "Shanah Turner".

D3220749F3AC487...

Shanah Turner
Assistant Buyer

Read and Concur,

Signed by:

A handwritten signature in black ink that reads "Craig Treppa".

E610E2D7FFE5449...

Craig Treppa
Purchasing Agent

Signed by:

A handwritten signature in black ink that reads "Kris Battle".

F6FDC83AE1C142B...

Kris Battle
Budget Director

DocuSigned by:

A handwritten signature in black ink that reads "Richard Fox".

CF2C773236C54C9...

Richard Fox
Controller

Signed by:

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

F040B73E57F248E...

Lori M. Stone
Mayor

**Solicitation Number: RFP #121923****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and GovConnection, Inc. dba Connection – Public Sector Solutions, 732 Milford Road, Merrimack, NH 03054 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Technology Products and Services with Related Solutions from which Supplier was awarded a contract in Category 1.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.

EXPIRATION DATE AND EXTENSION. This Contract expires February 27, 2028, unless it is cancelled sooner pursuant to Article 22. This Contract allows up to three additional one-year extensions upon the request of Sourcewell and written agreement by Supplier. Sourcewell retains the right to consider additional extensions beyond seven years as required under exceptional circumstances.

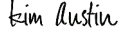
B. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

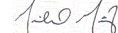



Proposal Evaluation
Technology Products and Services with Related Solutions RFP #121923
Category 1

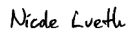
Possible Points		Apple, Inc.	Axelliant, LLC	ByteSpeed, LLC	CDW Government, LLC	Converge Technology Solutions US, LLC	Diverse Tech Services, Inc.	GovConnection, Inc.	HP Inc.	iBenzer, Inc.	Ideal System Solutions, Inc.	Marco Technologies, LLC
Conformance to RFP Requirements	50	14	33	40	45	41	42	43	44	-	45	40
Pricing	400	126	161	314	349	303	354	340	309	-	339	263
Financial Viability and Marketplace Success	75	27	47	53	66	63	56	65	69	-	62	57
Ability to Sell and Deliver Service	100	18	60	76	90	85	78	83	86	-	83	74
Marketing Plan	50	11	33	37	44	43	41	43	45	-	43	36
Value Added Attributes	75	21	57	59	65	58	60	63	66	-	65	59
Warranty	50	28	33	42	42	40	41	41	43	-	41	38
Depth and Breadth of Offered Equipment, Products, or Services	200	83	142	147	185	173	175	175	170	-	173	150
Total Points	1,000	328	586	768	886	806	847	853	832	0	851	717
Rank Order		11	18	13	1	11	4	2	7.5	19.5	3	14

Possible Points		New Tech Solutions, Inc.	Premier Wireless Business Technology Solutions	Presidio	Renaissance Learning, Inc.	SHI International Corp	Sigma Consultants Group, Inc.	Software Information Resource Corp	Strategic Communications	WorldWide Technology	Zones, LLC
Conformance to RFP Requirements	50	42	-	42	-	44	-	35	43	43	38
Pricing	400	326	-	299	-	324	-	244	338	313	285
Financial Viability and Marketplace Success	75	65	-	64	-	66	-	52	62	67	57
Ability to Sell and Deliver Service	100	81	-	83	-	85	-	70	73	84	83
Marketing Plan	50	41	-	39	-	43	-	41	43	41	39
Value Added Attributes	75	62	-	61	-	66	-	57	64	64	65
Warranty	50	42	-	41	-	40	-	38	40	41	40
Depth and Breadth of Offered Equipment, Products, or Services	200	173	-	178	-	178	-	129	174	173	171
Total Points	1,000	832	0	807	0	846	0	666	837	826	778
Rank Order		7.5	19.5	10	19.5	9	19.5	15	6	9	12

DocuSigned by:

6830543C58384D1.....
Kim Austin, MBA, CPPB, NIGP-CPP, Procurement Manager

DocuSigned by:

0B0204E40D3E445.....
Michael Munoz, CPPB, Senior Procurement Analyst

DocuSigned by:

4513A60DCA01467.....
Nick Scholer, Procurement Analyst

DocuSigned by:

357BE3B136A34E1.....
Nicole Luehl, Procurement Analyst



SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Daniel Loofe
Phone: (800) 800-0019 ext. 75530
Fax: 603-683-0834
Email: daniel.loofe@connection.com

25839019.02

PLEASE REFER TO THE ABOVE QUOTE #
WHEN ORDERING

Date: 12/17/2025
Valid Through: 1/16/2026
Account #: S02598

Customer Contact: Shumon Hakim
Email: shakim@cityofwarren.org

Phone: (586) 574-4612
Fax:

QUOTE PROVIDED TO:	SHIP TO:
AB#: 19758 CITY OF WARREN PURCHASING DEPT SUITE 425 1 CITY SQUARE WARREN, MI 48093 US (586) 574-4600	AB#: 15394253 CITY OF WARREN SHUMON HAKIM 1 CITY SQ STE 420 WARREN, MI 48093 US (586) 574-4612

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
		Small Pkg Ground Service Level	.00 lbs	Net 30	SOURCEWELL #121923

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our Sourcewell Contract # 121923. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1				Start Date: 01/10/2026 End Date: 01/09/2027			\$ -
2	128	42076094	VCF-CLD-FND-A	Corp. Cloud Foundation	VMware - Licensing	\$ 156.80	\$ 20,070.40
3				Start Date: 01/10/2027 End Date: 01/09/2028			\$ -
4	128	42076094	VCF-CLD-FND-A	Corp. Cloud Foundation	VMware - Licensing	\$ 156.80	\$ 20,070.40
5				Start Date: 01/10/2028 End Date: 01/09/2029			\$ -
6	128	42076094	VCF-CLD-FND-A	Corp. Cloud Foundation	VMware - Licensing	\$ 156.80	\$ 20,070.40
						Subtotal	\$ 60,211.20
						Fee	\$ 0.00
						Shipping and Handling	\$ 0.00
						Tax	Exempt!
						Total	\$ 60,211.20



ORDERING INFORMATION

GovConnection, Inc. DBA Connection

SOURCEWELL Contract # 121923

Contract Expiration: 27 February 2028

Please contact your account manager with questions.

Ordering Address

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Remittance Address

GovConnection, Inc.
PO Box 536477
Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
Delivery Time:	1-30 DAYS ARO
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our Sourcewell Contract # 121923. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: <https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

Notice on Tariff Tax Impacts: Please be aware that the pricing shown in this quote is potentially subject to change at time of order placement due Federal Government tax law changes resulting in increases in Tariff's assessed on imports and exports, which are outside our control and the control of our suppliers. Please confirm pricing with your Account Manager prior to order placement. We apologize for this inconvenience.

Please forward your Contract or Purchase Order to:

SLEDOPS@connection.com

QUESTIONS: Call 800-800-0019

FAX: 603.683.0374



To: Craig Treppa

From: Shumon Hakim

Date: December 17, 2025

Re: VMware Server Virtualization Annual Renewal
Utilizing Contract: Sourcewell #121923

I am requesting the approval of the purchase of a 3-year license and service contract for Broadcom's VMware server virtualization platform. We have been using this environment for over 20 years and have served the city well. This is proprietary software that only Broadcom can provide and changing platforms will be very expensive and time-consuming. VMware is an enterprise grade and industry standard system that is being utilized by many companies. We are purchasing a license that will cover 4 servers utilized by Information Systems, Engineering, and Court.

Below is the breakdown of the cost.

3-Year total cost estimate (1/10/2026 – 1/9/2029) - **\$60,211.20**

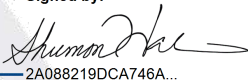
Annual Billing estimate: **\$20,070.40**

Information Systems cost per year (Acct# 101-1258-80100): \$5,017.60

Engineering cost per year (Acct# 101-1447-80106): \$5,017.60

Court cost per year (101-1136-80100): \$10,035.20

Thank you for your assistance in the matter.

Signed by:

2A088219DCA746A...

Shumon Hakim
Information Systems Manager

Signed by:

1AB150DECEDC466...

Annette Gattari-Ross
Court Administrator

DocuSigned by:

FE012968B0764F1...

Tina Gapshe
City Engineer

RESOLUTION

Document No: TRI-W-1763

Product or Service: VMware Server Virtualization Platform License

Requesting Department: Information Systems

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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.

Upon performing a diligent inquiry, the Information Systems Manager, Court Administrator, and City Engineer have determined that is it necessary in the best interest of the City, to purchase a three (3) year license and server contract for Broadcom's VMware Server Virtualization Platform from GovConnection, Inc., 732 Milford Road, Merrimack, NH 03054, utilizing the Sourcewell Cooperative Contract #121923-GVC, for a three (3) year total cost of \$60,211.20.

The purchasing agent has conducted a review and concurs with the cooperative purchasing.

Funds are available in the following Accounts:

Information Systems	101-1258-80100	\$ 15,052.80
Engineering Division	101-1447-80106	\$ 15,052.80
37 th District Court	101-1136-80100	<u>\$ 30,105.60</u>
Three (3) Year Total:		\$ 60,211.20

IT IS RESOLVED, that the purchase of a three (3) year license and server contract for Broadcom's VMware Server Virtualization Platform from GovConnection, Inc., utilizing the Sourcewell Cooperative Contract #121923-GVC, for a three (3) year total cost of \$60,211.20, is hereby accepted by 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:

☒ 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 _____, 2026.

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
_____, 2026.

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: JANUARY 5, 2026
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL
SUBJECT: TRI-W-1764; PURCHASE OF BAR CARTS AND LIDS THROUGH THE SOURCEWELL COOPERATIVE CONTRACT #120324-CEI.

The Purchasing Division concurs with the Sanitation Division and recommends that City Council authorize the purchase of additional Trash, Recycling, and Compost Bar Carts and Lids from Cascade Engineering Company, 5175 36th Street SE, Grand Rapids, MI 49512, in the total amount of \$41,210.00, per the table shown below, utilizing the Sourcwell Cooperative Contract #120324-CEI (see attached).

Vendor	Product	Qty. (Each)	Unit Price	Extended Price
Cascade Engineering Company	Blue Bar Cart with Blue Lid (Trash)	312	\$48.75	\$ 15,210.00
	Blue Bar Cart with Green Lid (Recycling)	312	\$48.75	\$ 15,210.00
	Blue Bar Cart with Brown Lid (Compost)	208	\$48.75	\$ 10,140.00
	Shipping:			\$ 650.00
Total Charges:				\$ 41,210.00

Several of the City's bar carts have been damaged from wear and tear, weather, and regular use. Thus, the City's bar cart inventory needs to be restocked. If approved by your honorable body, the bar carts purchased from Cascade Engineering, Inc. shall continue to provide better durability and longer service life, reducing the frequent bar cart replacements and service interruptions.

The City will utilize the Sourcwell Cooperative Contract #120324-CEI for this purchase.

Funds are available in the following Sanitation Division Account: 226-9226-98400.

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

**MASTER AGREEMENT #120324****CATEGORY: Plastic Refuse and Recycling Containers with Related Technology Solutions****SUPPLIER: Cascade Engineering, Inc.**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Cascade Engineering, Inc., 5175 36th St. SE, Grand Rapids, MI 49512 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:
General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.


- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on April 4, 2029, unless it is cancelled or extended as defined in this Agreement.
 - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
 - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #120324 to Participating Entities. In Scope solutions include:
 - a) Residential, commercial, and institutional-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition;
 - b) Lift and tipping solutions for stationary carts and dumpsters;
 - c) Maintenance, repair, and similar services of containers; and,
 - d) Technology solutions related to the management of, planning for, and/or processes related to collection of refuse and recycling materials solutions described in subsections a.-c., above.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) **Supplier Representations:**




Proposal Evaluation

Plastic Refuse and Recycling Containers RFP #120324

	Possible Points	Big Belly Solar, LLC	Cascade Engineering, Inc.	Macro Plastics Inc	ORBIS Canada	Otto Environmental Systems North America, Inc	Prairie Robotics Inc.	Recycle Coach	Rehrig Pacific Company	Routeware, Inc.	Schaefer Plastics North America, LLC	The Prestwick Group	Toter, LLC
Conformance to RFP Requirements	Pass/Fail	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass
Financial Viability and Marketplace Success	50	39	45	41	39	42	36	36	43	38	43	41	43
Ability to Sell and Deliver Solutions	150	106	126	115	114	123	109	108	122	111	124	117	125
Marketing Plan	100	76	86	73	76	74	74	75	89	79	85	73	82
Value Added Attributes	100	80	87	80	74	78	76	70	83	76	84	83	86
Depth and Breadth of Offered Solutions	200	144	174	144	136	152	128	130	162	136	155	159	172
Pricing	400	277	343	289	278	306	299	303	319	288	305	318	330
Total Points	1,000	722	861	742	717	775	722	722	818	728	796	791	838
Rank Order		10	1	7	12	6	10	10	3	8	4	5	2

DocuSigned by:

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Brandon Town, NIGP-CPP, CPSM, CPSD, Senior Procurement Analyst

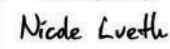
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Julie Riebe, Procurement Analyst II

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Joshua Young, CPPB, NIGP-CPP, Procurement Analyst II

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Nicole Lueth, Procurement Analyst



CASCADE
cart solutions
a cascade engineering company

PROPOSAL

Proposal # Warren122225
December 22, 2025

QUOTE PREPARED FOR		SHIP TO	
Kevin Kitka City of Warren, MI 12801 Stephens Rd Warren, MI 48089 586-775-1400		Warren, MI Cascade Sourcewell Contract: #120324-CEI City of Warran Sourcewell Member: #16557	
ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
96-gallon Evolution Series Container (9696317-EV-13STK) - Trash: Blue with Blue Lid and City of Warren Stamping	312	\$48.75	\$15,210.00
96-gallon Evolution Series Container (9696318-EV-13STK) - Recycling: Blue with Green Lid and City of Warren Stamping	312	\$48.75	\$15,210.00
96-gallon Evolution Series Container (9696319-EV-13STK) - Compost: Blue with Brown Lid and City of Warren Stamping	208	\$48.75	\$10,140.00
Subtotal			\$40,560.00
Sales Tax (if applicable on Product)		0.00%	\$0.00
Freight		1	\$650.00
Sales Tax (if applicable on Freight)		0.00%	\$0.00
Total			\$41,210.00

DETAILS

Freight: 1 load at \$650

Wheel Size: 10"

Lead time: 4 weeks

Payment Terms: NET45

Warranty: 10 year Non-Prorated

Quote Valid Until: 2/1/26

All applicable taxes to be paid by buyer unless tax exemption certificate is provided.

PRESENTED BY	ACCEPTED BY	
Brian Miller, Director of Sales and Field Services Cascade Engineering, Inc. 4950 37th Street SE Grand Rapids, MI 49512 (616) 915-1693 (cell) (616) 975-4902 (fax) brian.miller@cascadeng.com Please return acceptance to email above.	Sign Name	Date
	Print Name & Title	Phone

CITY OF WARREN
DIVISION OF SANITATION

I N T E R - O F F I C E C O R R E S P O N D E N C E

DATE: December 22, 2025

TO: Craig Treppa, Purchasing Agent

SUBJECT: 96-Gallon Trash Carts

The City of Warren Sanitation Division is requesting to purchase 312 – 96-gallon trash carts, 208 – 96-gallon compost carts and 312 – 96-gallon recycle carts at a cost of \$48.75 for each cart.

This purchase will be done through the Cascade Sourcewell Contract #120324-CEI.

Cascade Engineering Inc., 5175 36th Street SE, Grand Rapids, Michigan 49512 has supplied a quote (see attached) for the carts.

Over the past six months, we have replaced more than 2,000 carts due to the damage from wear and tear, weather and regular use. We need to stock our inventory once again.

We are going to use Cascade Engineering for the carts because they are a better-quality product. This is a worthwhile investment that will reduce future replacement frequency and service interruptions.

Many carts have simply reached the end of their useful life and require full replacement.

The Sanitation Division is requesting to purchase these carts for \$40,560.00 plus shipping and handling at the cost of \$650.00 for a grand total of \$41,210.00.

Funds are available Sanitation Capital Equipment Account #226-9226-98400.

Respectfully Submitted

Signed by:

B6F26CDAE109407...
Kevin Kitka
Superintendent

RESOLUTION

Document No: TRI-W-1764
Product or Service: Bar Carts and Lids
Requesting Department: Sanitation Division

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on _____, 2026 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.

Upon performing a diligent inquiry, the Sanitation Superintendent has determined that it is necessary in the interest of the Sanitation Division and the City to acquire a total of 312 Blue Bar Carts with Blue Lids (Trash), 312 Blue Bar Carts with Green Lids (Recycle), and 208 Blue Bar Carts with Brown Lids (Compost) from Cascade Engineering Company, 5175 36th Street SE, Grand Rapids, MI 49512, utilizing the Sourcewell Cooperative Contract #120324-CEI, pursuant to cooperative purchasing, in the total amount of \$41,210.00. This amount includes all delivery/freight charges.

The purchasing agent has conducted a review and concurs with the cooperative purchasing.

Funds are available in the following account: 226-9226-98400.

IT IS RESOLVED, that the cooperative purchase with Cascade Engineering Company, utilizing the Sourcewell Contract #120324-CEI, is hereby accepted by City Council in the total amount of \$41,210.00, per the table shown below.

Vendor	Product	Qty. (Each)	Unit Price	Extended Price
Cascade Engineering Company	Blue Bar Cart with Blue Lid (Trash)	312	\$48.75	\$ 15,210.00
	Blue Bar Cart with Green Lid (Recycling)	312	\$48.75	\$ 15,210.00
	Blue Bar Cart with Brown Lid (Compost)	208	\$48.75	\$ 10,140.00
	Shipping:			\$ 650.00
Total Charges:				\$ 41,210.00

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:

X Cooperative Bid document
☐ 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 _____, 2026.

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
_____, 2026.

Sonja Buffa
City Clerk



PUBLIC SERVICE DEPARTMENT
ENGINEERING DIVISION

One City Square, Suite 300
Warren, Michigan 48093-2390
(586) 759-9300
Fax (586) 759-9318
www.cityofwarren.org

December 29, 2025

Mindy Moore
City Council Secretary

RE: CONSIDERATION AND ADOPTION OF A RESOLUTION to approve Contract Modification No. 1 and Pay Estimate No.9 to City Contract WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement (Mark Anthony Contracting, Inc.), increasing the original contract amount by \$750,000.00, extending contract end date to May 31st 2026 and to Approve Payment No. 9 to Mark Anthony Contracting, Inc. in the Amount of \$764,381.58.

On September 24, 2024, the City of Warren and Mark Anthony Contracting, Inc. entered into a contract to perform work specified in the contract documents for Project WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement, attached hereto is a copy of the proposed Contract Modification No. 1 and Pay Estimate No.9 to the City Contract WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement.

Due to increasingly deteriorated pavement conditions, average daily traffic, and safety to the City's residents, additional water main and sections of pavement, and sidewalk had to be replaced on Flanders Ave off of Common Road, resulting in an increase from the original contract amount by \$750,000.00 resulting in an amended contract amount of \$6,010,704.79 and extending the contract end date to May 31, 2026.

It is the Engineering Division's recommendation that the Warren City Council approve the Contract Modification No. 1 to the City Contract WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement as presented in the attached Contract Modification No. 1.

Additionally, it is recommended that Payment Estimate No. 9 for the work completed under the contract WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement, in the amount of \$764,381.58 be issued to Mark Anthony Contracting, Inc. three (3) days after approval of the attached Contract Modification No. 1.

Please place this item on the next available City Council agenda for consideration.

Should you have any questions regarding this matter, I can be reached in my office at (586) 759-9306.

Sincerely,

Docusigned by:

Tina G. Gapshe

Tina G. Gapshe, P.E.
City Engineer

Read and Concurred:

Docusigned by:

David Muzzarelli

David Muzzarelli
Public Service Director

Funding Approval:

Signed by:

Kristina Battle

Kristina Battle
Budget Director

Contract Form Approval:

Signed by:

Mary Michaels

Mary Michaels
Acting City Attorney

Recommended to Council:

Signed by:

Lori M. Stone

Lori M. Stone
Mayor



CONTRACT MODIFICATION

PUBLIC SERVICE DEPARTMENT
ENGINEERING DIVISION
One City Square, Suite 300
Warren, MI 48093
(586) 759-9300
Fax (586) 759-9318
www.cityowarren.org

DATE: December 29, 2025

CONTRACT: WP-24-821

MODIFICATION NO.: 1

TO: Mark Anthony Contracting, Inc.
4810 Old Plank Road
Milford, MI 48381

NECESSITY FOR REVISION: Extension of contract time and funding increase for additional water main replacement and pavement reconstruction.

Contract Time Extension: Increase the contract completion time to extend to May 31, 2026.

Contract Funding Increase: Contract funding increase in the amount of \$750,000.00 for additional water main replacement and pavement reconstruction on Flanders Ave.

The Contractor will be held to furnish all materials and labor required for the completion of the work described herein, including all items incidental thereto or necessary to complete the work, even though not specifically mentioned.

This document shall become an amendment to the Contract, and all provisions of the Contract will apply to all work performed.

The total sum of \$750,000.00 is hereby added to the current contract amount of \$5,260,704.79, resulting in an amended contract amount of \$6,010,704.79.

The above shall be effective upon approval of the Mayor and City Council.

Accepted by: _____ Date: _____
For Mark Anthony Contracting, Inc. (Contractor)

Recommended by:  _____ Date: 1/5/2026
Tina G. Gapshes, P.E., City Engineer

Approved by: _____ Date: _____
Warren City Council

Approved by: _____ Date: _____
Lori M. Stone, Mayor

Approved by: _____ Date: _____
Sonja Buffa, City Clerk

**RESOLUTION APPROVING CONTRACT MODIFICATION NO. 1 AND PAY
ESTIMATE No.9 TO CITY CONTRACT WP-24-821, COMMON ROAD PAVEMENT
RECONSTRUCTION AND WATER MAIN REPLACEMENT.
MARK ANTHONY CONTRACTING, INC.**

At a regular meeting of the City Council of the City of Warren, County of Macomb,
Michigan, held on _____, 2026 at 7:00 p.m. Eastern _____ 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 _____.

Mark Anthony Contracting, Inc. and the City of Warren entered into a contract titled
WP-24-821 Common Road Pavement Reconstruction and Water Main Replacement.

Due to increasingly deteriorated water main and pavement conditions, average daily
traffic, and safety to the City's residents, additional water mains, and sections of pavement, and
sidewalk had to be replaced on Flanders Ave off of Common Road.

The Engineering Division recommends approval of the attached Contract Modification
No. 1, as submitted, thereby increasing the contract amount by \$750,000.00 resulting in an
amended contract amount of \$6,010,704.79 and extending the contract to May 31, 2026.

The Engineering Division further recommends Payment No. 9 in the amount of
\$764,381.58 for the work completed under the contract WP-24-821, Common Road Pavement
Reconstruction and Water Main Replacement, Mark Anthony Contracting, Inc. after three (3)
days of the City Council approval of the attached Contract Modification No. 1.

The City Engineer also recommends that project funding be modified as follows, to
account for the additional pay items:

Addition of \$509,200.55 to the Michigan Transportation Construction Fund 438-9438-97450

Addition of \$240,799.45 to the 2024 Water and Sewer Capital Improvements Fund

THEREFORE, IT IS RESOLVED, that the City of Warren approves modifications to the Contract titled WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement, increasing the contract amount by \$750,000.00, and extending the contract to May 31,2026, as presented in the attached Contract Modification No. 1.

IT IS FURTHER RESOLVED, that the Mayor and Clerk of the City of Warren are authorized to execute Contract Modification No. 1 to WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement in such form that meets with the approval of the City Attorney.

IT IS FURTHER RESOLVED, that Payment No. 9 in the amount of \$764,381.58 payable to Mark Anthony Contracting, Inc. be issued after three (3) days of the City Council's approval of the Contract Modification No. 1.

AYES: Councilpersons _____

NAYES: Councilpersons _____

RESOLUTION DECLARED ADOPTED this _____ day of _____ 20_____.

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, 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 _____, 20____.

SONJA BUFFA
City Clerk

Contract Modification No. 1 Resolution
WP-24-821, Common Road Pavement Reconstruction and Water Main Replacement.
Mark Anthony Contracting, Inc.



PAYMENT REQUEST

Date : December 29, 2025

To : Sara Karpuk, Budget Cost Analyst, Controller's Office

From : Engineering Division

Re :	Payment No.	<u>9</u>	Payee :	<u>Mark Anthony Contracting, Inc.</u>
	Project No.	<u>WP-24-821</u>		<u>4810 Old Plank Road</u>
	Location	<u>Common Road (Hayes to Schoenherr)</u>		<u>Milford, MI 48381</u>
	Improvement:	<u>Road Reconstruction and Water Main Replacement</u>		

Original Contract Amount (City Council Approval 9/24/24)	<u>\$5,260,704.79</u>	
Prop Contract Modification No. 1	<u>\$750,000.00</u>	
Current Contract Amount		<u>\$6,010,704.79</u>

Total Work performed as of: 12/15/25	<u>\$5,892,018.01</u>
Less Retainage 2.21%	<u>\$130,000.00</u>
Net Amount Earned	<u>\$5,762,018.01</u>
Amount of Previous Payment Requests	<u>\$4,997,636.43</u>

Amount Due This Estimate	<u>\$764,381.58</u>
--------------------------	---------------------

Retainage Previously Withheld	<u>\$263,035.24</u>
Retainage Change this Pay Estimate	<u>-\$133,035.24</u>

Chargeable to :	Michigan Transportation Construction Fund 438-9438-97450	\$474,493.27
Chargeable to :	2024 Water and Sewer Capital Improvements Fund	\$289,888.31
Chargeable to :	MTF Major Construction Fund	\$0.00

Prepared by:

Approved for Payment:

Signed by:

Olivia Girimonte

288AE261707C468...

Olivia Girimonte
Civil Engineer

DocuSigned by:

Tina Gapshe

FE042968B0764F1...

Tina Gapshe, P.E.
City Engineer

cc: Payee



WARREN, MICHIGAN
COMMON ROAD PAVEMENT RECONSTRUCTION
AND WATER MAIN REPLACEMENT
NFE PROJECT NO. 19111
Mark Anthony Contracting
4810 Old Plank Road
Milford, MI 48381
(566) 463-5830

ITEM NO	ITEM DESCRIPTION	CONTRACT QTY	UNIT	UNIT PRICE	TOTAL COST	QUANTITY (TO DATE)	UNIT	COST (TO DATE)	QUANTITY (THIS PAY APP.)	UNIT	COST (THIS PAY APP.)
DEMOLITION ITEMS											
1	Tree Removal, 6 inch to 18 inch	8	EA	\$351.45	\$2,811.60	3.00	EA	\$1,054.35		EA	
2	Tree Removal, 19 inch to 36 inch	1	EA	\$3,163.05	\$3,163.05	2.00	EA	\$6,326.10		EA	
3	HWA Surface, Rem	18,450	SY	\$2.84	\$52,398.00	18,236.78	SY	\$51,797.46	-0.22	SY	\$80.62
4	Pavt. Rem	23,884	SY	\$7.44	\$178,652.32	24,466.87	SY	\$183,104.71	0.67	SY	\$50.61
5	Sidewalk, Rem	13,521	SF	\$1.50	\$20,281.50	6871.56	SF	\$10,307.25	-0.50	SF	\$80.75
6	Sewer, Rem, less than 24 inch	911	FT	\$17.18	\$15,650.98	859.00	FT	\$14,757.62		FT	
7	Dr Structure, Rem	16	EA	\$264.83	\$5,837.28	19.00	EA	\$5,656.94		EA	
8	Sign, Type III, Rem	44	EA	\$5.86	\$257.84	44.00	EA	\$257.84	44.00	EA	\$257.84
PAVING ITEMS											
9	Station Grading	48.80	STA	\$9,290.75	\$404,584.60	52.40	STA	\$483,606.23	21.90	STA	\$201,311.93
10	Subgrade Undercutting, Modified	400	CY	\$89.65	\$35,860.00	1970.00	CY	\$174,640.50		CY	
11	Aggregate Base, 6 inch, Modified	1,869	SY	\$11.31	\$21,312.19		SY			SY	
12	Aggregate Base, 8 inch, Modified	1,704	SY	\$16.64	\$28,354.56		SY			SY	
13	Aggregate Base, 10 inch, Modified	22,800	SY	\$21.12	\$481,536.00		SY			SY	
14	Conc Pavt. with Integral Curb, Nonreinf, 8 inch	1,342	SY	\$67.71	\$90,868.92	1450.14	SY	\$98,188.98	-0.96	SY	\$58.23
15	Conc Pavt. with Integral Curb, Slip-Form, Nonreinf, 10 inch	19,276	SY	\$63.11	\$1,222,819.56	20801.00	SY	\$1,312,751.11		SY	
16	Driveway, Nonreinf Conc, 6 inch	2,151	SY	\$80.19	\$172,468.69	2388.15	SY	\$193,742.75	172.15	SY	\$7,112.40
17	Driveway, Nonreinf Conc, 8 inch	73	SY	\$82.75	\$6,040.75	113.33	SY	\$9,374.06	0.53	SY	\$27.31
18	Detachable Warning Surface	250	FT	\$44.52	\$11,130.00	270.00	FT	\$12,020.40	270.00	FT	\$12,020.40
19	Sidewalk, Conc, 4 inch	7,688	SF	\$5.14	\$39,516.32	9401.00	SF	\$49,321.14	9401.00	SF	\$49,321.14
20	Curb Ramp Opening, Conc	313	FT	\$17.57	\$5,499.41	400.00	FT	\$7,028.00	400.00	FT	\$7,028.00
21	Curb Ramp, Conc, 4 inch	1,125	SF	\$5.17	\$5,816.25	120.00	SF	\$620.40	120.00	SF	\$620.40
22	Curb Ramp, Conc, 6 inch	3,533	SF	\$7.16	\$25,296.28	3444.00	SF	\$24,659.04	3444.00	SF	\$24,659.04
23	2' Wide Butt Joint	120	FT	\$41.00	\$4,920.00		FT			FT	
UTILITY ITEMS											
24	Exploratory Investigation, Vertical	6	FT	\$405.01	\$1,230.06	50.02	FT	\$10,255.23		FT	
25	Water Main, DI, 8 inch, Tr Det G	659	FT	\$155.03	\$102,745.00	1028.00	FT	\$159,340.00		FT	
26	Water Main, PVC C909 DR18, 12 inch, Tr Det G	1,173	FT	\$738.00	\$864,774.00	760.00	FT	\$1190,880.00		FT	
27	Water Main, FVVC C900 DR 18, 12 inch, Directional Drilled	1,115	FT	\$195.00	\$217,425.00		FT			FT	
28	Water Main, FVVC C900 DR 18, 12 inch, Pipe Burst	2,833	FT	\$195.00	\$552,435.00	435.10	FT	\$84,961.50		FT	
29	Gate Valve, 12 inch	12	EA	\$6,400.00	\$76,800.00	11.00	EA	\$70,400.00	2.00	EA	\$13,400.00
30	Gate Valve, 8 inch	9	EA	\$4,400.00	\$39,600.00	20.00	EA	\$88,000.00		EA	
31	Gate Well, Rem	9	EA	\$850.00	\$7,650.00	22.00	EA	\$18,700.00		EA	
32	Hydrant, Rem	4	EA	\$560.00	\$2,240.00	9.00	EA	\$5,040.00		EA	
33	Water Main, connect to Existing, 8 inch	16	EA	\$5,475.00	\$87,600.00	25.00	EA	\$136,875.00	8.00	EA	\$43,900.00
34	Water Main, connect to Existing, 12 inch	1	EA	\$9,000.00	\$9,000.00	1.00	EA	\$9,000.00		EA	
35	Live Tap, 12 inch x 12 inch	1	EA	\$16,750.00	\$16,750.00		EA			EA	
36	Gate Well, 60 inch dia	22	EA	\$3,400.00	\$74,800.00	20.00	EA	\$68,000.00	1.00	EA	\$3,400.00
37	Fire Hydrant Assembly	9	EA	\$9,600.00	\$86,400.00	14.00	EA	\$132,200.00		EA	
38	Water Serv	21	EA	\$2,000.00	\$42,000.00	24.00	EA	\$48,000.00		EA	
39	Water Serv, Long	12	EA	\$3,700.00	\$44,400.00	16.00	EA	\$59,200.00		EA	
40	Misaligned Water Services	10	HR	\$1.00	\$10.00		HR			HR	
41	Water Main Line Stop, 8 inch	2	EA	\$5,000.00	\$10,000.00		EA			EA	
42	Water Main, Abandon	1	LS	\$12,750.00	\$12,750.00	1.00	LS	\$12,750.00		LS	
43	Watermain, 8 inch, Rem	164	FT	\$25.00	\$4,100.00	152.00	FT	\$3,800.00		FT	
44	Watermain, 12 inch, Rem	100	FT	\$30.00	\$3,000.00	140.00	FT	\$4,200.00		FT	
45	Maintenance Gravel	800	TON	\$14.00	\$11,200.00	1405.78	TON	\$33,738.72	0.36	TON	\$5.64
46	Maintenance HMA	300	TON	\$175.74	\$52,719.00	44.13	TON	\$7,764.96		TON	
47	Temporary Water Supply System	1	LS	\$500.00	\$500.00		LS			LS	
48	Dr Structure, 24 inch dia	13	EA	\$3,137.82	\$40,791.66	16.00	EA	\$50,205.12		EA	
49	Dr Structure, 48 inch dia	21	EA	\$4,121.78	\$86,546.98	20.00	EA	\$82,425.60		EA	
50	Dr Structure Cover, Type Warren Catch Basin	25	EA	\$605.83	\$15,145.75	25.00	EA	\$15,145.75		EA	
51	Dr Structure Cover, Type Warren Manhole	9	EA	\$644.33	\$5,798.97	9.00	EA	\$5,798.97		EA	
52	Dr Structure, Top, 12 inch	8	EA	\$311.52	\$2,492.16	7.00	EA	\$2,180.64		EA	
53	Sewer, 12 inch, C76, CLIV, Tr Det B	1,452	FT	\$92.40	\$134,164.80	1845.00	FT	\$170,478.00		FT	
54	Trench Undercut and Backfill	40	CY	\$67.72	\$2,708.80		CY			CY	
55	Underdrain, Subgrade, Open-Graded, 6 inch	9,617	FT	\$15.07	\$144,528.19	8142.00	FT	\$121,741.94		FT	
56	Dr Structure Cover, Adj. Type A	8	EA	\$1,177.37	\$9,418.96	9.00	EA	\$10,596.96	9.00	EA	\$9,418.96
57	Dr Structure Cover, Adj. Type A	6	EA	\$1,176.66	\$6,939.96	6.00	EA	\$6,939.96	6.00	EA	\$6,939.96
58	Sanitary House Lead Repair, 6 inch	4	EA	\$1,933.40	\$7,733.60	2.00	EA	\$3,866.80		EA	

WARREN, MICHIGAN COMMON ROAD PAVEMENT RECONSTRUCTION AND WATER MAIN REPLACEMENT NFE PROJECT No. N911 Mark Anthony Contracting 4810 Old Plank Road Milford, MI 48381 (586) 453-5800									
ITEM NO	ITEM DESCRIPTION	CONTRACT QTY	UNIT	ORIGINAL BID PRICE	TOTAL COST	QUANTITY TO DATE		QUANTITY TO DATE	
						QUANTITY (TO DATE)	UNIT	QUANTITY (THIS PAY APP.)	UNIT
59	Sewer Bulkhead, 12 inch	4	EA	\$251.45	\$1,406.80	4.00	EA	4.00	EA
TRAFFIC CONTROL ITEMS									
60	Traffic Control and Maintenance	1	LS	\$36,435.94	\$36,435.94	1.20	LS	0.60	LS
RESTORATION ITEMS									
61	Restoration, Hydroseeding (Incl. 3" Topsoil, Seed and Fertilizer)	1	LS	\$73,570.20	\$73,570.20	1.00	LS	1.00	LS
62	Project Cleanup	1	LS	\$16,497.90	\$16,497.90	1.00	LS	1.00	LS
63	Pavt Marking, Sprayable Thermopl. 4 inch, Yellow	1,409	FT	\$1.00	\$2,284.40		FT		FT
64	Pavt Marking, Only Cold Plastic, 6 inch, Crosswalk	921	FT	\$4.26	\$3,923.46		FT		FT
65	Pavt Marking, Only Cold Plastic, 18 inch, Stop Bar	139	FT	\$12.18	\$1,716.42		FT		FT
66	Pavt Marking, Only Cold Plastic, Lt. Turn Arrow Sym	1	EA	\$266.25	\$266.25		EA		EA
67	Sign, Type IIB	207	SF	\$20.24	\$4,189.68		SF		SF
68	Sign, Type IIB, Special	1,066	SF	\$20.77	\$22,140.92		SF		SF
69	Post, Steel, 3 pound	644	FT	\$9.69	\$6,175.96		FT		FT
70	Signs, Rem. Salv. and Reinstall	4	EA	\$53.25	\$213.00	4.00	EA	4.00	EA
MISCELLANEOUS ITEMS									
71	Mobilization (\$5 Max)	1	LS	\$54,460.01	\$54,460.01	1.00	LS		LS
72	Reimbursed Permit Fees	1	DIR	\$9,000.00	\$9,000.00	0.31	DIR	0.31	DIR
73	Audio-Visual Record of the Construction Area	1	LS	\$1,544.25	\$1,544.25	1.00	LS		LS
74	Soil Erosion and Sediment Control Measures	1	LS	\$2,815.11	\$2,815.11	1.00	LS		LS
ADDITIONAL ITEMS									
75	Gate Well, 72 inch dia	13	EA	\$7,787.25	\$101,156.25	11.00	EA		EA
76	Aggregate Base, 6 inch, Modified, Crushed Concrete	1,869	SY	\$10.00	\$18,690.00	2048.00	SY	822.00	SY
77	Aggregate Base, 8 inch, Modified, Crushed Concrete	1,704	SY	\$15.50	\$26,412.00	2945.10	SY	-207.90	SY
78	Aggregate Base, 10 inch, Modified, Crushed Concrete	22,800	SY	\$20.00	\$456,000.00	22969.00	SY	3,499.00	SY
79	Water Main, EPVC C900 DR 18, 8 inch, Pipe Burst	309	LF	\$155.00	\$47,895.00	45.00	LF	3,181.00	LF
80	Valve Box / Road Box	1	EA	\$1,950.00	\$1,950.00	1.00	EA		EA
81	Geotextile Stabilization	1	SY	\$5.00	\$5.00		SY		SY
82	Sewer, 8 inch, PVC Sch 80		FT	\$122.50		152.00	FT	\$22,295.00	FT
83	Triaxle Geogrid		SY	\$7.75		2763.00	SY	\$16,763.25	SY
84	7" Concrete Pavement (Flanders)		SY	\$67.71		863.00	SY	\$58,433.73	SY
85	Sprinkler Head, Replace		EA				EA		EA
86	Sprinkler Line, Replace		FT				EA		EA
87	Restoration on Flanders		SY	\$14.00		572.44	SY		SY
TOTAL					\$5,260,704.79				
TOTAL AMOUNT TO DATE					\$5,883,997.69				
Less Retainage					\$5,892,014.01				
Net Amount Earned					\$130,000.00				
Less Previous Payments					\$5,762,014.02				
Total Amount Due					\$4,997,626.43				
TOTAL					\$1,664,291.59				

I certify that I have checked this periodic estimate; that to the best of my knowledge and belief it is true and correct statement of work performed by the contractor; that all work included in this periodic estimate has been inspected by me or my duly authorized representative or assistants and it has been performed in full accordance with the requirements of the contract.

Carol P. Thuerber

Carol P. Thuerber, PE, CFM
Nowak & Fraus Engineers

City Project No. WP-24-821, Common Road (Hayes to Schoenherr)
Road Reconstruction and Water Main Replacement
Pay Estimate No. 9



Contractor: Mark Anthony Contracting, Inc.
Address: 4810 Old Plank Road
City: Milford, MI 48381

DESCRIPTION	ORIGINAL CONTRACT AMOUNT	AMOUNT PAID TO DATE	AMOUNT THIS PAYMENT
Total Work Performed as of: 12/15/25	\$ 5,260,704.79	\$ 5,892,018.01	\$ 631,346.34
Less Retainage 2.21%		\$ 130,000.00	\$ (133,035.24)
Net Amount Earned		\$ 5,762,018.01	\$ 764,381.58
Less Previous Payments		\$ 4,997,636.43	\$ -
Total Amount Due this Estimate		\$ 764,381.58	\$ 764,381.58
Total Michigan Transportation Construction Fund 438-9438-97450 Work Performed 12/15/25	\$ 3,213,537.40	\$ 3,653,051.17	\$ 391,434.73
Less Retainage 2.19%		\$ 80,023.30	\$ (83,058.54)
Net Amount Earned		\$ 3,573,027.86	\$ 474,493.27
Less Previous Payments		\$ 3,098,534.59	\$ -
Total Michigan Transportation Construction Fund 438-9438-97450 Due this Estimate		\$ 474,493.27	\$ 474,493.27
Total 2024 Water and Sewer Capital Improvements Fund Work Performed as of: 12/15/25	\$ 1,998,167.39	\$ 2,238,966.84	\$ 239,911.61
Less Retainage 2.23%		\$ 49,976.69	\$ (49,976.70)
Net Amount Earned		\$ 2,188,990.15	\$ 289,888.31
Less Previous Payment		\$ 1,899,101.84	\$ -
Total 2024 Water and Sewer Capital Improvements Fund Due this Estimate		\$ 289,888.31	\$ 289,888.31
Total MTF Major Construction Fund Work Performed as of: 12/15/25	\$ 49,000.00	\$ -	\$ -
Less Retainage 10.00%		\$ -	\$ -
Net Amount Earned		\$ -	\$ -
Less Previous Payment		\$ -	\$ -
Total MTF Major Construction Fund Due this Estimate		\$ -	\$ -
I certify that I have checked this periodic estimate, that to the best of my knowledge and belief it is true and correct statement of work performed by the contractor, that all work included in this periodic estimate has been inspected by me or my duly authorized representative or assistants and it has been performed in full accordance with the terms of the contract.			
<div style="text-align: right;"> <p><i>Tina Gapshe</i></p> <p>For: 4801296380764 Tina Gapshe, P.E. City Engineer</p> </div>			
According to the best of my knowledge and belief, I certify that all items and amounts shown on this periodic estimate are correct; that all work has been performed in full accordance with the requirements of the Contract, that the foregoing is a true and correct statement of the contract account up to and including the last day of the period covered by the periodic estimate; that no part of the "balance due this estimate" has been received. That payment of same due herewith, is without collusion and fraud in any respect.			
For Mark Anthony Contracting, Inc.			