



**CITY OF GROSSE POINTE WOODS**  
**REGULAR CITY COUNCIL MEETING AGENDA**  
**Monday, June 06, 2022 at 7:00 PM**

---

*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
(313) 343-2440*

**1. CALL TO ORDER**

[A.](#) Administrative Memo: June 2, 2022

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. RECOGNITION OF COMMISSION MEMBERS**

**5. CONSENT AGENDA**

**A. Approval of Minutes**

[1.](#) Council 05/16/22

**B. Bids/Proposals/Contracts**

[1.](#) Janitorial Services for Municipal Buildings

- a. Memo 05/09/22 - Director of Public Services
- b. Bid List/Sign-In Sheet
- c. Invitation to Bid/Specifications
- d. Bid Sheet
- e. Certificate of Liability
- f. Email 05/05/22 - Kenneth Lamere (CleanNet)
- g. Proposed Contract

[2.](#) AEW Design Fees for 2022/2023 Construction Projects

- a. Memo 05/18/22 - Director of Public Services
- b. Letter 05/18/22 - City Engineer

[3.](#) Vernier Road Water Main Replacement

- a. Memo 05/31/22 - Director of Public Services
- b. Letter 05/25/22 - City Engineer
- c. Bid Form - Fontana Construction, Inc.

[4.](#) Grosse Pointe Woods Soundstage Rental - City of Harper Woods

- a. Application for Use of Grosse Pointe Woods Soundstage
- b. Certificate of Liability Insurance

**C. Resolution**

[1.](#) FY 2022-2023 Industrial Waste Control (IWC) Charges

- a. Memo 06/06/22 - Treasurer/Comptroller

---

cc: Council - 7	Treasurer/Comptroller	Post - 4
City Administrator	City Clerk	
City Attorney	Email Group/Media	

- b. Fee Schedule
- c. Proposed Resolution

**D. Claims and Accounts**

- 1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a. Allard Rd. Reconstruction (Harper - Chester) - Florence Cement Company - Pay Estimate #1 - 05/23/22 - \$289,987.97.
- 2. Kitch Drutchas Wagner Valitutti & Sherbrook - Professional Services
  - a. Invoice No. 528506 - 03/14/22 - \$210.00;
  - b. Invoice No. 536116 - 05/17/22 - \$120.00.
- 3. WCA Assessing - Invoice No. 05182022 - June 2022 Services - 05/18/22 - \$6,508.50.
- 4. Jacobs and Diemer, P.C. - Professional Services - Claim No. JPJPC-20222Q - USSIC v GPW - 05/23/22 - \$9,804.00.
- 5. Michigan Municipal League (MML) Membership Renewal - From 04/01/22 thru 03/31/23 - Invoice date 02/01/22 - \$6,828.00.

**6. ACCEPTANCE OF AGENDA**

**7. PRESENTATION**

- A. Arbor Day Recognition and Poster Contest Winners
  - 1. Letter received 03/31/22 - Arbor Day Foundation
  - 2. Press Release - Arbor Day Foundation
  - 3. Arbor Day Poster Contest - Winning Posters

**8. ORDINANCES**

- A. Second Reading: The repealing of Section 50-539: Solar Energy Systems, in its entirety
  - 1. Council Minutes excerpt 05/16/22
  - 2. Planning Commission Minutes excerpt 04/26/22
  - 3. Memo 04/20/22 - Building Official
  - 4. Letter 11/16/21 - City Attorney
  - 5. Proposed Ordinance
  - 6. Council Minutes excerpt 11/08/21
  - 7. Council Minutes excerpt 12/06/22
  - 8. Affidavits of Legal Publication 04/07/22, 05/26/22
- B. Second Reading: Amendment to Chapter 50 Zoning, Section 50-340 Special Land Uses, and Section 50-373 Design Standards regarding Colonial Themes
  - 1. Council Minutes excerpt 05/16/22
  - 2. Planning Commission Minutes excerpt 04/26/22
  - 3. Memo 04/20/22 - Building Official
  - 4. Proposed Ordinance
  - 5. Council Minutes excerpt 03/21/22
  - 6. Committee-of-the-Whole excerpt 02/28/22
  - 7. Memo 02/24/22 - Mayor
  - 8. Letter 08/30/21 - City Attorney
  - 9. Proposed Ordinance

- 10. Planning Commission Resolution and Report
- 11. Affidavit of Legal Publication 04/07/22, 05/26/22

**9. NEW BUSINESS/PUBLIC COMMENT**

**10. CLOSED EXECUTIVE SESSION**

- A. Consideration of a Closed Session, pursuant to MCL 15.268 (h) to consider material exempt from discussion or disclosure by state or federal statute; MCL 15.243 (g) information or records subject to the attorney-client privilege.

**11. ADJOURNMENT**

**Paul P. Antolin, MiPMC  
City Clerk**

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

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249

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

COUNCIL ADMINISTRATIVE MEMO  
June 2, 2022

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for Rescheduled Council Meeting of June 6, 2022**

- Item 1 CALL TO ORDER Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS Prerogative of the Mayor to request Commission Members in attendance at tonight’s meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 CONSENT AGENDA All items listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items listed under the consent agenda as presented.

**A. Approval of Minutes**

- 1. Council 05/16/22

**B. Bids/Proposals/Contracts**

- 1. Janitorial Services for Municipal Buildings
  - a. Memo 05/09/22 - Director of Public Services
  - b. Bid List/Sign-In Sheet
  - c. Invitation to Bid/Specifications
  - d. Bid Sheet
  - e. Certificate of Liability
  - f. Email 05/05/22 - Kenneth Lamere (CleanNet)
  - g. Proposed Contract
- 2. AEW Design Fees for 2022/2023 Construction Projects
  - a. Memo 05/18/22 - Director of Public Services
  - b. Letter 05/18/22 - City Engineer
- 3. Vernier Road Water Main Replacement
  - a. Memo 05/31/22 - Director of Public Services
  - b. Letter 05/25/22 - City Engineer
  - c. Bid Form - Fontana Construction, Inc.

- 4. Grosse Pointe Woods Soundstage Rental - City of Harper Woods
  - a. Application for Use of Grosse Pointe Woods Soundstage
  - b. Certificate of Liability Insurance

**C. Resolution**

- 1. FY 2022-2023 Industrial Waste Control (IWC) Charges
  - a. Memo 06/06/22 - Treasurer/Comptroller
  - b. Fee Schedule
  - c. Proposed Resolution

**D. Claims and Accounts**

- 1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a. Allard Rd. Reconstruction (Harper - Chester) - Florence Cement Company - Pay Estimate #1 - 05/23/22 - \$289,987.97.
- 2. Kitch Drutchas Wagner Valitutti & Sherbrook - Professional Services
  - a. Invoice No. 528506 - 03/14/22 - \$210.00;
  - b. Invoice No. 536116 - 05/17/22 - \$120.00.
- 3. WCA Assessing - Invoice No. 05182022 - June 2022 Services - 05/18/22 - \$6,508.50.
- 4. Jacobs and Diemer, P.C. - Professional Services - Claim No. JPJPC-20222Q - USSIC v GPW - 05/23/22 - \$9,804.00.
- 5. Michigan Municipal League (MML) Membership Renewal - From 04/01/22 thru 03/31/23 - Invoice date 02/01/22 - \$6,828.00.

Item 6      ACCEPTANCE OF THE AGENDA Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 7      PRESENTATION Prerogative of the City Council to receive the Tree City USA flag from the Tree Commission and announce the winners of the 2022 Arbor Day Poster Contest.

Item 8      ORDINANCES

Item 8A     SECOND READING: THE REPEAL OF SECTION 50-339: SOLAR ENERGY SYSTEMS, IN ITS ENTIRETY Prerogative of the City Council to approve the repeal of Section 50-339 of the ordinance as presented and make it effective 20 days after its enactment.

Item 8B     SECOND READING: AMENDMENT TO CHAPTER 50 ZONING, SECTION 50-340 SPECIAL LAND USES, AND SECTION 50-373 DESIGN STANDARDS REGARDING COLONIAL THEMES Prerogative of the City Council to approve this proposed ordinance amendment as presented and make it effective 20 days after its enactment.

- Item 9      NEW BUSINESS/PUBLIC COMMENT Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.
  
- Item 10     CONSIDERATION OF A CLOSED SESSION, PURSUANT TO MCL 15.268 (h) TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE; MCL 15.243 (g) INFORMATION OR RECORDS SUBJECT TO THE ATTORNEY-CLIENT PRIVILEGE. A motion, second, and roll call vote with a minimum 2/3 of Council voting in the affirmative is required to meet in Closed Session.
  
- Item 11     ADJOURNMENT Upon the conclusion of public comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,



Frank Schulte  
City Administrator

COUNCIL  
05-16-22 – 047

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE  
POINTE WOODS HELD ON MONDAY, MAY 16, 2022, IN THE COUNCIL-COURTROOM OF  
THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE  
POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:06 p.m. by Mayor Bryant.

PRESENT: Mayor Bryant  
Council Members: Brown, Gafa, Granger, Koester, McConaghy, Vaughn  
ABSENT: None

Also Present: City Administrator Schulte  
Treasurer/Comptroller Murphy  
City Clerk Antolin  
Assistant City Administrator Como  
Director of Public Safety Kosanke  
Director of Public Services Kowalski  
City Engineer Wilberding

Council, Administration, and the audience Pledged Allegiance to the Flag.

The following Commission member was in attendance:

Catherine Dumke, Senior Citizens’ Commission  
Donna O’Keefe, Planning Commission  
Marlin Stewart, Beautification Advisory Commission

Motion by Granger, seconded by Koester, that all items on the Consent Agenda be approved as presented.

**A. Approval of Minutes**

1. Council 05/02/22
2. Committee-of-the-Whole Sitting as a Finance Committee 04/25/22
3. Beautification Advisory Commission Minutes excerpt 04/13/22 with Recommendation\*
4. Citizens’ Recreation Commission 04/12/22, 05/10/22 excerpt with

COUNCIL  
05-16-22 – 048

recommendation

- 5. Historical Commission 03/10/22
- 6. Tree Commission 04/06/22

\*This recommendation includes an approval to submit \$500.00 deposit to reserve space at the Assumption Cultural Center.

**B. Monthly Financial Report**

- 1. April 2022

**C. Bids/Proposals/Contracts**

- 1. Highland Park’s Nonpayment of Water and Sewer Charges
  - a. Memo 05/06/22 – City Administrator
  - b. Highland Park Bad Debt Apportionment
  - c. Email 04/22/22 – Nicholas Fedewa (Great Lakes Water Authority)
- 2. Sewer System Evaluation – Purchase of Level Sensor Devices and SCADA Services
  - a. Memo 05/09/22 – Director of Public Services
  - b. Letter 04/21/22 – City Engineer
  - c. Quote 04/21/22 – HESCO
  - d. Quote 03/18/22 – ADS Environmental Services
  - e. Letter 04/21/22 – City Engineer
  - f. Summary of Proposals
  - g. Proposal 04/28/22 – Motor City Electric Technologies Inc.

**D. Proclamation**

- 1. 100<sup>th</sup> Birthday – Philip D’Agostino

**E. Claims and Accounts**

- 1. Anderson, Eckstein & Westrick, Inc. (AEW) City Engineers
  - a. Allard Rd. Recon. Chester/Harper (WCL) - Invoice No. 0136701 – 04/21/22 - \$6,959.50.
  - b. Vernier Rd. Water Main Replacement - Invoice No. 0136702 - 04/21/22 - \$5,820.00.
  - c. GP North Field Turf Improve. Plan Review - Invoice No. 0136703 –



COUNCIL  
05-16-22 – 049

- 04/21/22 - \$1,000.00.
  - d. Sewer System Evaluation - Invoice No. 0136704 - 04/21/22 – \$3,923.66.
  - e. 2021-2022 GIS Maintenance - Invoice No. 0136705 - 04/18/22 – \$453.45.
  - f. 2020-2021 Water Main Replacement Program - Invoice No. 0136857 - 04/22/22 - \$216.40.
  - g. Sewer Rehabilitation-Open Cut - Invoice No. 0136858 - 04/22/22 – \$7,930.96.
2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 19398 - April 2022 - \$521.46.
  3. York, Dolan & Tomlinson, P.C. - City Attorney - April 2022 - 05/03/22 - \$2,697.00.
  4. McKenna - Building Services - Invoice No. 21849-51 - March 2022 - 04/27/22 - \$5,900.00.
  5. Keller Thoma - Labor Attorney - Invoice No. 121937 - 05/01/22 - \$2,537.50.
  6. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - City Attorney - Invoice No. 1077473 - 05/12/22 - \$4,333.18.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
 No: None  
 Absent: None

Mayor Bryant read aloud the proclamation regarding the 100<sup>th</sup> Birthday of Philip D’ Agostino. Picture taking commenced.

The Mayor recessed the meeting at 7:15 p.m. and reconvened at 7:20 p.m.

COUNCIL  
05-16-22 – 050

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

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: None

The Mayor asked the Director of Public Safety to present the Public Safety Board of Review Awards. The Director of Public Safety presented the awards to the following recipients:

1. Lieutenant Brian Conigliaro - Life Saving Award
2. Sergeant Brian Urban - Life Saving Award
3. Crossing Guard Maureen Carter - Citizen Citation
4. Officer David Empson - Life Saving Award
5. Officer Matthew Muzia - Life Saving Award
6. Officer Jarod Smith - Life Saving Award

THE MEETING WAS THEREUPON OPENED AT 7:39 P.M. FOR A PUBLIC HEARING ON THE FY 2022-2023 PROPOSED BUDGET WITH ALL COUNCIL MEMBERS PRESENT.

Motion by McConaghy, seconded by Koester, that the following items be received and placed on file:

1. Finance Committee Minutes excerpt 04/14/22
2. Finance Committee Minutes excerpt 04/04/22
3. Memo 05/16/22 - City Administrator/Treasurer/Comptroller
4. FY 2022-2023 Proposed Budget Summary
5. Proposed Budget and Appropriation Resolution
6. 2022 Tax Rate Request L-4029 Form
7. Affidavit of Legal Publication

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: None

COUNCIL  
05-16-22 - 51

The Chair asked if anyone in the audience wished to be heard in favor of the Proposed FY 2022-2023 budget. The following individual was heard:

- Ghassan Elian, 568 Coventry Lane

The Chair asked if anyone in the audience wished to be heard in opposition to the Proposed FY 2022-2023 budget. Nobody wished to be heard.

Motion by Granger, seconded by Koester, that the public hearing be closed at 7:43 p.m. Passed unanimously.

The City Administrator provided an overview of the proposed budget. City Council and Administration commented on how pleased and impressed they were on the entire budget process.

Motion by McConaghy, seconded by Koester, that the Council concur with the recommendation of the Finance Committee at their meeting held on April 14, 2022, and adopt the FY 2022-2023 Budget as presented, adopt the Appropriation Resolution; and, authorize the Mayor and the City Clerk to sign the 2022 Tax Rate Request Form L-4029.

Motion carried by the following:

- Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
- No: None
- Absent: None

Motion by Koester, seconded by Vaughn, regarding **First Reading: The Repeal of Section 50-539: Solar Energy Systems, in its Entirety**, that the City Council concur with the repealing of this ordinance, to set a date of June 6, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

- Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
- No: None
- Absent: None

COUNCIL  
05-16-22 - 52

Motion by Brown, seconded by Gafa, regarding **First Reading: The Amendment to Chapter 50, Zoning, Section 50-340 Special Land Uses, and Section 50-373 design Standards regarding Colonial Themes**, that the City Council concur with the amendment of this ordinance, to set a date of June 6, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: None

The following items were discussed under New Business:

- Councilmember Gafa provided a reminder of the 40<sup>th</sup> Memorial Day Observance on Monday, May 30, 2022 @ 10:00 a.m. at the Veterans’ Memorial Parkway Circle of Honor located at Vernier Road and Mack Avenue.

Under Public Comment, the following individual was heard:

- Michael Griffie, Candidate for U.S. Congress, introduced himself

Motion by Granger, seconded by Koester, to adjourn tonight’s meeting at 7:52 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

\_\_\_\_\_  
Paul P. Antolin  
City Clerk

\_\_\_\_\_  
Arthur W. Bryant  
Mayor

MEMO 22-19

RECEIVED

MAY 31 2022

TO: Frank Schulte, City Administrator

FROM: James Kowalski, Director of Public Services *J.K.*

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

DATE: May 9, 2022

SUBJECT: Recommendation – Janitorial Services for Municipal Buildings

An "Invitation to Bid" for Janitorial Services for Municipal Buildings was advertised in the Grosse Pointe News and mailed to eleven companies. The following bids were received at the bid opening on May 3, 2022.

CleanNet of Greater Michigan Inc.	\$37,890.00 / year
McCoy Maintenance, Inc.	\$51,300.00 / year
Zeppelin Cleaning Services	\$61,679.00 / year
Systems4 of Metro Detroit	\$87,624.00 / year
Triple F Services	\$121,066.20 / year
Lifes Cleaning LLC	\$187,440.00 / year

CleanNet of Greater Michigan Inc. submitted the low bid in the amount of \$37,890.00 per year. Their references have been checked and their work has been satisfactory in the communities listed.

Therefore, I am requesting Council approval of the 3-year contract for Janitorial Services for Municipal Buildings from July 1, 2022 through June 30, 2025, to CleanNet of Greater Michigan Inc., 30665 Northwestern Highway, Suite 203, Farmington Hills, MI 48334 in the amount of \$37,890.00 in fiscal years 2022/2023, 2023/2024, and 2024/2025.

Attached is a copy of an updated contract, approved by the city attorney, as well as a current certificate of insurance. This is a budgeted item that will be included in each fiscal year budget in accounts 101-444-818.000 in the amount of \$25,200.00, 101-780-818.000 in the amount of \$2,400.00 and 101-774-818.104 in the amount of \$10,290.00.

Please contact me if you have any questions concerning this matter.

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.

*Frank Schulte*  
\_\_\_\_\_  
Frank Schulte, City Administrator

*5-23-22*  
\_\_\_\_\_  
Date

Fund Certification: Account numbers and amounts have been verified as presented.

*Shawn Murphy*  
\_\_\_\_\_  
Shawn Murphy, Treasurer/Comptroller

*5-31-2022*  
\_\_\_\_\_  
Date

JANITORIAL SERVICES  
 MAY 3, 2022  
 10:00 a.m.

COMPANY	SIGNED	BID BOND	BID AMOUNT
SYSTEM 4	✓		\$ 87,624/yr = \$ 7,302/mo
Clean Net	✓		\$ 37,890/yr = \$ 3,157.5/mo
McCoy Maint.	✓		\$ 51,300/yr = \$ 4,275/mo
Lifes Cleaning	✓		\$ 187,440/yr = \$ 15,620/mo
Zeppelin	No		\$ 60,679/yr = \$ 5,056.58/mo
Triple F	✓		\$ 121,066.20/yr = \$ 10,088.85/mo

Signed: (All Present) Jim Kowalski + Ernestina Mitta

JANITORIAL SERVICES  
May 3, 2022  
10:00 a.m.

SIGN-IN SHEET

<u>NAME</u>	<u>COMPANY</u>	<u>PHONE</u>	<u>EMAIL</u>
Dave McCoy	McCoy Maintenance	(609) 777-9022	McCoy.maintenance@ymco.com



CITY OF GROSSE POINTE WOODS  
20025 Mack Plaza Drive  
Grosse Pointe Woods, MI 48236

April 19, 2022

**INVITATION TO BID**

Sealed bids will be received by the City of Grosse Pointe Woods at the office of the City Clerk, 20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236 until **10:00 a.m. on Tuesday, May 3, 2022**, at which time and place bids will be publicly opened and read aloud for furnishing the following item as described herein:

**JANITORIAL SERVICES FOR  
CITY OF GROSSE POINTE WOODS MUNICIPAL BUILDINGS**

Bid sheets should be submitted in a sealed, opaque envelope bearing the following notation:

CITY CLERK  
CITY OF GROSSE POINTE WOODS  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236-2397

**CLEARLY MARKED "JANITORIAL SERVICES"**

- A. All bids shall be submitted exclusive of any sales tax, excise tax, etc.
- B. The bidder shall list on a separate sheet of paper any variation from or exceptions to the conditions and specifications of this bid. This sheet shall be labeled "Exceptions to Bid Conditions and Specifications", and shall be attached to the bid.
- C. All bids must state delivery date or schedule proposed.
- D. All bids shall incorporate any requirements of the Michigan State laws and shall incorporate all safety equipment and standards in conformance with the latest regulations of the Occupational Safety and Health Administration (OSHA).

**The City of Grosse Pointe Woods reserves the right to accept or reject any and all bids, to waive any informality in the bidding process or minor deviations from the specifications in a proposal and to accept any bid that deems itself in the best interest of the city.**



# SPECIFICATIONS JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

**SCOPE OF WORK:**

The City of Grosse Pointe Woods requests proposals for work to be performed as described in the detailed specifications that follow this section. The specifications are based upon the frequency of performing each janitorial function.

**MATERIALS & EQUIPMENT:**

Contractor will be required to furnish all equipment (i.e. Vacuums, mop bucket, brooms, sponges, cloths, toilet brushes, etc.).

The city will furnish all cleaners, paper towels, hand soap, toilet tissue, and deodorant toilet cakes to contractor upon request.

The contractor will not be permitted to use any cleaning, polishing or waxing products that are not first approved by the city. Cleaning compounds detrimental to vinyl or rubber tile, aluminum or wood must not be used. All products used must be of a non-hazardous material to the public. The use of bleach is prohibited. Material Safety Data Sheets (MSDS) of all chemicals used in municipal buildings will be on file with the city.

**RESERVATIONS:**

The city herein expressly reserves the following rights:

1. To reject any or all bids.
2. To waive any or all irregularities in bids submitted.
3. To consider the competency and responsibility of bidders and their proposed subcontractors in making the awards.
4. The city reserves the right to extend the contract with the existing contractor for additional periods, as long as service requirements and contract price remains the same.

**INTERPRETATION OF PROPOSED CONTRACT DOCUMENTS:**

If a bidder finds apparent discrepancies in, or omissions from, the work schedules or other documents, or is in doubt as to meanings, bidder shall at once notify the city, which will send written instructions to all bidders. For any questions regarding the contract contact Director James Kowalski at (313) 343-2460. Any bulletins or addenda so issued by the city are to be covered in the proposal, and in closing the contract, will become a part of the agreement.

**EXAMINATION OF BUILDING AND CONDITIONS:**

Before submitting a proposal, bidders should carefully examine the buildings and fully inform themselves as to all existing conditions and limitations. To schedule an appointment to examine the buildings, please call the Department of Public Works at (313) 343-2460.

**FILLING IN BID FORMS:**

Each bid shall be made on and in accordance with the form accompanying these instructions, and all blank spaces in the form shall be filled, in ink. Numbers shall be stated both in writing and figures and in case of discrepancy, the written version shall control. The signatures shall be in longhand and the completed form shall be without interlineations, alteration or erasure. **Bids shall be enclosed in a sealed envelope and directed to the city to the name and address given in the Notice to Bidder in an envelope clearly marked "Janitorial Services."**

**MODIFICATION OF PROPOSAL:**

No oral, telegraphic, telephone or email proposals or modifications will be considered.

**AGREEMENT:**

A contract will be required to be entered into by the successful bidder.

**NAME OF BIDDER:**

If the bidder is a corporation, the corporate name should appear on the bid, together with the state of incorporation, the address of its registered office, and the names of the president and secretary thereof.

If the bid is submitted by a partnership, or two or more persons engaged in a joint venture, the names, addresses and birth dates of all persons composing the partnership or engaged in the joint venture shall be disclosed. An individual, operating under an assumed business name, shall indicate that he/she is the sole owner and proprietor of the business using such name, providing name, address and birth date.

**WORKING HOURS:**

The City and contractor will establish a mutually convenient time for all janitorial work to be performed for the following days:

- Municipal Complex, including City Hall (*all offices*), Municipal Court, Community Center (*only restrooms*), and Public Safety common areas and restrooms - Mon, Wed, Fri [3 days] – after 5:00 PM.
- Public Safety offices and lock up area in the Municipal Complex and the detached Detective Bureau building (*including offices, kitchen and restrooms*) - Fri [1 day] – at 3:00 PM.
- Absent Voter office (*located in basement*), Municipal Court offices, and Information Technology office - Fri [1 day] – at 4:00 PM.
- Cook Schoolhouse and Community Center kitchen – Wed [1 day] – at 4:00 PM
- Aquatic Facility women’s locker room and restrooms, including showers (located at 23000 E. Jefferson, St. Clair Shores) – Seasonally from opening day (Memorial Day) to closing (Labor Day) – Sun-Sat [7 days] – one female, five hours from 1:00 PM – 6:00 PM. *\*Please note July 1, 2022 will be first day for this contract and ending June 30, 2025.*

**PAYMENT OF CONTRACT:**

Payment will be made by the City of Grosse Pointe Woods within thirty (30) days of receipt of an invoice on a monthly basis.

**EMPLOYEE LISTING:**

The contractor will be required to furnish the city with a complete employee listing. Employee listing will be according to the facility where the employee will work. No new employees will work in a facility without prior notice being given to the city’s representative.

Each member of the janitorial staff shall provide proof of their proper name to the City by a copy of either a Michigan driver’s license and/or Michigan State ID card. The Department of Public Safety will investigate all potential staff members with a warrant and criminal history background check.

Upon a satisfactory background investigation, the janitorial staff member will be issued a City picture identification card to be worn at all times while in the building. Anyone not wearing the ID card will not be granted entry to the building.

**INSURANCE:**

The successful bidder shall provide to the City a copy of the Certificate of Insurance for the following:

- Liability insurance in the amount of \$1,000,000 combined limits, bodily injury, personal property and liability;
- Workers' compensation insurance as required by State statute;
- Fidelity bond in the sum of Ten Thousand (\$10,000) Dollars for bidder and each employee covering any loss through theft, conversion or misappropriation of the City's money, securities or property.

**TERM:**

Term is for three (3) years from July 1, 2022 to June 30, 2025 with option to extend for one additional year including the same terms and conditions at a cost to be negotiated at time of extension.

**TERMINATION:**

The contract may be terminated by either party upon forty-five (45) days' notice in writing by one party to the other party, such notice specifying the date said contract shall terminate.

At any time after the first 90 days of performance, if city finds contractor has not complied with the specifications, it shall give notice that the contract will terminate on a stated date to be not less than 20 nor more than 60 days from the date of notice. Such notice shall document deficiencies in such contract performance.

**AREAS TO BE SERVICED:**

**Municipal Buildings at 20025 Mack Plaza**

The interior and exterior of the Municipal Buildings at 20025 Mack Plaza includes all first floor offices, conference, meeting rooms, receptions areas, general offices, lobbies, the Council-Court Room, halls and stairways, including the basement Absent Voter office, basement hallways, basement restrooms, Community Center kitchen and restrooms, the Cook Schoolhouse, and Public Safety Detective Bureau Office building, kitchen and restrooms. The following area is EXCLUDED: Public Safety Apparatus Room, basement pistol range, and Community Center meeting rooms.

Existing Floor Plan of the first floor and the basement of the municipal complex and the Cook Schoolhouse are attached hereto and made a part of the specifications as Exhibit A, B, C, & D to receive janitorial service:

First floor area of Municipal Complex (Exhibit A):	18,075 square feet
Basement floor area of Municipal Complex (Exhibit B):	7,748 square feet
Community Center <i>*only bathrooms and kitchen</i> (Exhibit A and C):	532 square feet
Cook Schoolhouse (Exhibit D):	1,150 square feet
Detective Bureau Offices	800 square feet
<b>TOTAL SQUARE FEET:</b>	<b>28,305 square feet</b>

**Aquatic Facility at 23000 E. Jefferson, St. Clair Shores**

Only the women's locker room, bathhouse, and restrooms in the Aquatic Facility at 23000 E. Jefferson in St. Clair Shores are to be cleaned. Existing Floor Plan is attached hereto and made a part of the specifications as Exhibit E to receive janitorial service:

Aquatic Facility (Exhibit E)	2,363 square feet
------------------------------	-------------------

**SCHEDULE AND WORK TO BE ACCOMPLISHED:**

**MONDAY, WEDNESDAY, AND FRIDAY AFTER 5:00 PM:**

MUNICIPAL COMPLEX - INCLUDING CITY HALL (*ALL OFFICES*), COMMUNITY CENTER (*ONLY RESTROOMS*), MUNICIPAL COURT, AND PUBLIC SAFETY COMMON AREAS AND RESTROOMS

**1. Entrances, common areas, conference rooms, cubicles, kitchens (*Public Safety and City Hall Only*), and offices (*City Hall only*):**

- Empty all trash receptacles and remove trash to dumpster.
- Empty all shredding bins into garbage dumpster.
- Vacuum all carpeting and mats.
- Clean hard surface floors to remove debris and spillage.
- Dust mop and wet mop hard floor surfaces.
- Inspect and clean up building entrance areas.
- Clean sinks, counters, chairs and tables in kitchen areas.
- Restock paper towels, tissues, and hand soap in kitchen areas.
- Check stairways for debris and clean when necessary.
- Keep front lobby clean and wipe down counters.

**2. Restrooms:**

- Restock hand towel, tissue, toilet paper and hand soap.
- Remove trash and wipe down trash cans.
- Clean mirrors, partitions, and doors.
- Disinfect all counters and sinks.
- Disinfect toilets and urinals.
- Spot clean walls.
- Wet mop and rinse all floors.

**FRIDAY AT 3:00 PM:**

PUBLIC SAFETY OFFICES AND LOCK UP AREA IN THE MUNICIPAL COMPLEX AND THE DETACHED DETECTIVE BUREAU BUILDING (*INCLDUDING OFFICES, KITCHEN, AND RESTROOMS*)

**1. Offices, lock up area, and Detective Bureau Building common areas and kitchen:**

- Empty all trash receptacles and remove trash to dumpster.
- Empty all shredding bins into garbage dumpster.
- Vacuum all carpeting and mats for debris.
- Clean hard surface floors to remove debris and spillage.
- Dust mop and wet mop hard floor surfaces.
- Inspect and clean up building entrance areas.
- Clean sinks, counters, chairs and tables in kitchen areas.
- Restock paper towels, tissues, and hand soap in kitchen areas.
- Keep front lobby clean and wipe down counters.

**2. Restrooms:**

- Restock hand towel, tissue, toilet paper and hand soap.

- Remove trash and wipe down trash cans.
- Clean mirrors, partitions, and doors.
- Disinfect all counters and sinks.
- Disinfect toilets and urinals.
- Spot clean walls.
- Wet mop and rinse all floors.

**FRIDAY AT 4:00 PM:**

ABSENT VOTER OFFICE (*LOCATED IN BASEMENT*), MUNICIPAL COURT OFFICES, AND INFORMATION TECHNOLOGY OFFICE

**1. Offices:**

- Empty all trash receptacles and remove trash to dumpster.
- Empty all shredding bins into garbage dumpster.
- Vacuum all carpeting and mats for debris.
- Clean hard surface floors to remove debris and spillage.
- Dust mop and wet mop hard floor surfaces.
- Inspect and clean up building entrance areas.

**WEDNESDAY:**

COOK SCHOOLHOUSE AND COMMUNITY CENTER KITCHEN

**1. Common area (*Cook Schoolhouse only*) and kitchens:**

- Empty all trash receptacles and remove trash to dumpster.
- Empty all shredding bins into garbage dumpster.
- Clean all mats for debris.
- Clean hard surface floors to remove debris and spillage.
- Dust mop and wet mop hard floor surfaces.
- Inspect and clean up building entrance areas.
- Clean sinks, counters, chairs and tables in kitchen areas.
- Restock paper towels, tissues, and hand soap in kitchen areas.

**2. Restrooms (*Cook Schoolhouse only*):**

- Restock hand towel, tissue, toilet paper and hand soap.
- Remove trash and wipe down trash cans.
- Clean mirrors, partitions, and doors.
- Disinfect all counters and sinks.
- Disinfect toilets and urinals.
- Spot clean walls.
- Wet mop and rinse all floors.

**SUNDAY THROUGH SATURDAY \* FROM MEMORIAL DAY TO LABOR DAY:**

AQUATIC FACILITY WOMEN’S LOCKER ROOM, RESTROOMS, AND SHOWERS (LOCATED AT 23000 E. JEFFERSON, ST. CLAIR SHORES)

**1. Locker room:**

- Empty all trash receptacles and remove trash to dumpster.
- Clean hard surface floors to remove debris and spillage.
- Dust mop and wet mop hard floor surfaces.

**2. Restrooms, including showers:**

- Restock hand towel, tissue, toilet paper, and soap.
- Restock shampoo and soap in showers.
- Remove trash and wipe down trash cans.
- Clean mirrors, partitions, and doors.
- Disinfect all counters and sinks.
- Disinfect toilets.
- Clean shower drains (hair, etc.).
- Wipe shower dividers.
- Remove splash marks from around basins.
- Spot clean walls.
- Wet mop and rinse all floors.

**MUTUAL UNDERSTANDING:**

Janitor/supply closets, equipment and materials will be kept in a neat, clean and orderly condition at all times. Janitorial/supply closets are located in the Administrative men’s restroom and ladies’ restroom/lounge areas, Basement, and the Public Safety Apparatus Storage area – *see Exhibits A-E*.

It is understood by the contractor that the city will engage the services of outside vendors for the performance of the following services which the contractor may also quote:

- Interior wall washing annually;
- Interior and exterior window washing semi-annually;
- Resilient tile floor/strip/seal maintenance semi-annually;
- Carpet and mat cleaning quarterly;
- Ceramic tile washing semi-annually; and
- Window blind washing semi-annually.

## BIDDER'S REFERENCE PAGE

(Submit with Bid)

The Contractor shall submit references for municipal or commercial building janitorial services, which the City can verify. Each reference shall be for work actually performed by the Bidder (subcontractor references are not applicable).

**ALL REFERENCES WILL BE TREATED AS THE CONTRACTOR'S CONFIDENTIAL BUSINESS INFORMATION.** Previous work for the City may be used as a reference. Complete each item for all 4 references.

<b>Owner/Agency:</b>	City of Auburn Hills
<b>Address:</b>	1827 N. Squirrel Road
<b>Address:</b>	(multiple locations)
<b>City, State, Zip</b>	Auburn Hills, MI 48326
<b>Contact:</b>	Stephen Baldante
<b>Phone:</b>	917-400-7278

<b>Owner/Agency:</b>	Emagine Theatres
<b>Address:</b>	(multiple locations)
<b>Address:</b>	
<b>City, State, Zip</b>	
<b>Contact:</b>	Cinthy Damien
<b>Phone:</b>	248-840-3735

<b>Owner/Agency:</b>	Pontiac District Court
<b>Address:</b>	70 N. Saginaw St.
<b>Address:</b>	
<b>City, State, Zip</b>	Pontiac, MI 48342
<b>Contact:</b>	Allen Cooley
<b>Phone:</b>	248-758-3800

<b>Owner/Agency:</b>	City of Dearborn
<b>Address:</b>	5111 Bingham, Ste 101
<b>Address:</b>	
<b>City, State, Zip</b>	Dearborn, MI 48126
<b>Contact:</b>	Dee Dee Jarrett
<b>Phone:</b>	313-320-8601

Only contractors experienced in this type of work will be considered. Failure to provide sufficient verifiable references will result in rejection of this bid.

### CITY OF GROSSE POINTE WOODS

IT IS UNDERSTOOD THAT THE CITY OF GROSSE POINTE WOODS IS A GOVERNMENTAL UNIT AND AS SUCH IS EXEMPT FROM THE PAYMENT OF ALL STATE AND FEDERAL TAXES APPLYING ON THE ABOVE MENTIONED EQUIPMENT, AND THE ABOVE PRICES THEREFORE DO NOT INCLUDE THIS AMOUNT.

The bidder by execution of the proposal thereby declares that the bid is made without collusion with any other person, firm or corporation making any other bid, or who otherwise would make a bid, and agrees to furnish all bid items in strict accordance with all Federal Regulatory Measures.

All bids must be submitted on the city's bid sheet.

Submission of a bid will be construed as a conclusive presumption that the bidder is thoroughly familiar with the bid sheet and specifications, and that he understands and agrees to abide by each and all of the stipulations and requirements contained therein.

BIDDERS ARE REQUESTED TO SUBMIT ALL AVAILABLE DATA AND DESCRIPTIVE LITERATURE COVERING THE EQUIPMENT PROPOSED TO BE FURNISHED.

THE UNDERSIGNED, by execution of this bid, certified that he is the Regional Director CleanNet of Greater Michigan Inc. of the firm named as bidder in the bid; and that he signs the bid on behalf of the firm; and that he is authorized to execute the same in behalf of said firm.

**NAME AND ADDRESS OF BIDDER:**

COMPANY NAME CleanNet of Greater Michigan Inc.

ADDRESS 30665 Northwestern Highway Suite 203

CITY Farmington Hills STATE MI ZIP 48334

SUBMITTED BY Kenneth Lamere Sales Executive

(NAME)

(TITLE)

(SIGNATURE)

TELEPHONE 248.419.2999 FAX 248.671.0109

DATE 4/26/2022



5. Mutual Understanding

- Interior wall washing annually
- Interior and exterior window washing semi-annually
- Resilient tile floor/strip/seal maintenance semi-annually
- Carpet and mat cleaning quarterly
- Ceramic tile washing semi-annually
- Window blind washing semi-annually

CleanNet of Greater Michigan can perform these special services and will provide quotes for the City of Grosse Pointe Woods.

CITY OF GROSSE POINTE WOODS

BID SHEET

THE UNDERSIGNED DECLARES THAT A CAREFUL EXAMINATION HAS BEEN MADE OF THE ITEM OF THE ACCOMPANYING SPECIFICATIONS INCLUDED IN THIS BID SHEET AND THE UNDERSIGNED UNDERSTANDS ALL OF THE REQUIREMENTS OF SAME. IT IS FURTHER UNDERSTOOD THAT THE UNDERSIGNED WILL CONTRACT TO DELIVER WITHIN THE SPECIFIED TIME, DATE, AFTER THE ISSUANCE OF THE CITY'S PURCHASE ORDER, ANY ITEMS AS CONTAINED IN THIS BID AND IN ACCORDANCE WITH SPECIFICATIONS; TO-WIT:

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

MONTHLY MUNICIPAL COMPLEX - INCLUDING CITY HALL (ALL OFFICES), COMMUNITY CENTER (ONLY RESTROOMS), MUNICIPAL COURT, AND PUBLIC SAFETY COMMON AREAS AND RESTROOMS COST

\$ 1,300.00

MONTHLY PUBLIC SAFETY OFFICES AND LOCK UP AREA IN THE MUNICIPAL COMPLEX AND THE DETACHED DETECTIVE BUREAU BUILDING (INCLUDING OFFICES, KITCHEN, AND RESTROOMS) COST

\$ 400.00

MONTHLY ABSENT VOTER OFFICE (LOCATED IN BASEMENT), MUNICIPAL COURT OFFICES, AND INFORMATION TECHNOLOGY OFFICE COST

\$ 400.00

MONTHLY COOK SCHOOLHOUSE AND COMMUNITY CENTER KITCHEN COST

\$ 200.00

MONTHLY AQUATIC FACILITY WOMEN'S LOCKER ROOM, RESTROOMS, AND SHOWERS COST \* ONLY FROM MEMORIAL DAY TO LABOR DAY

\$ 3,182.00

TOTAL COST PER MONTH

\$ 5,482.00

Five Thousand Four Hundred and Eighty Two  
TOTAL COST IN WRITING

DELIVERY DATE 4/28/2022

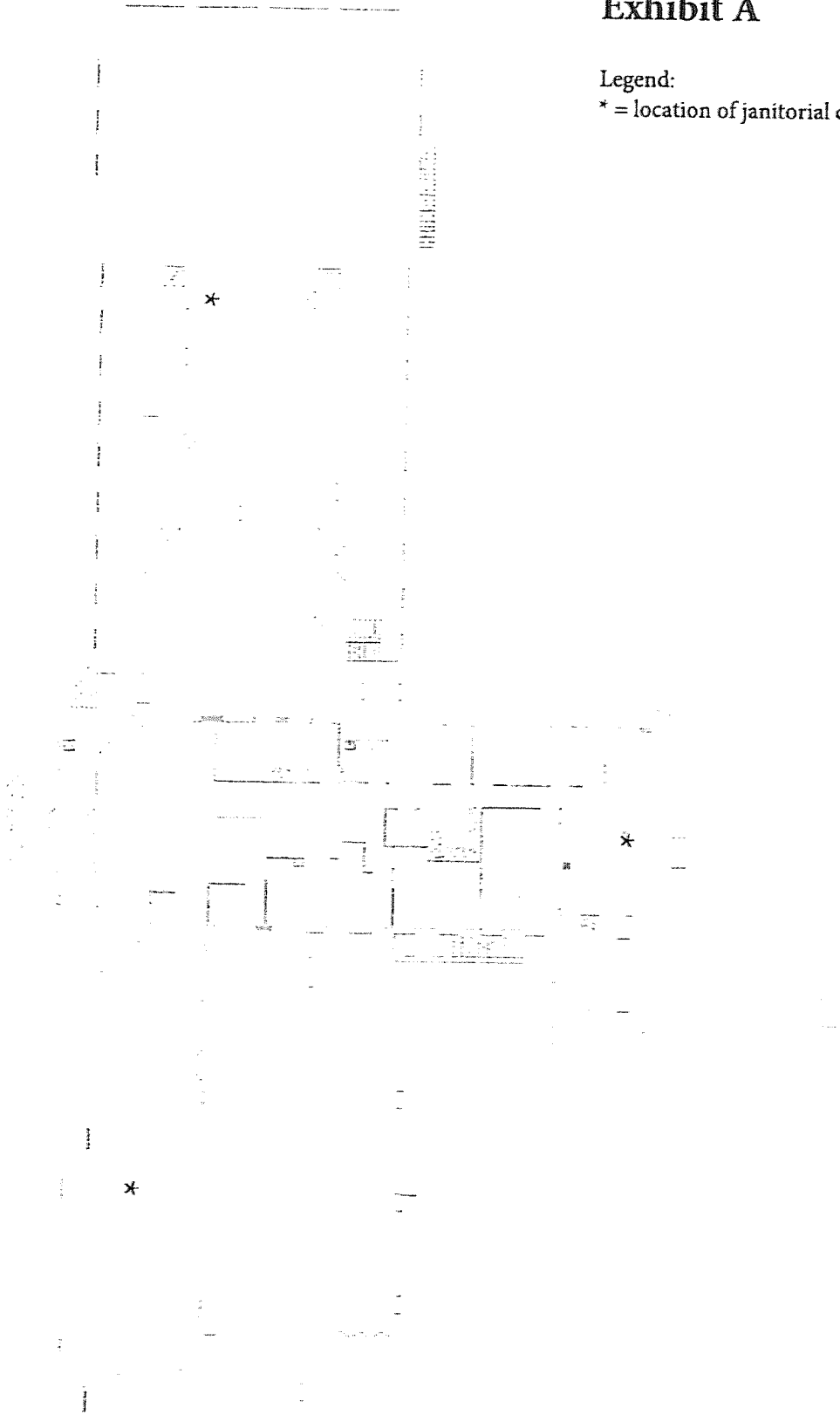
COMPANY NAME CleanNet of Greater Michigan Inc.

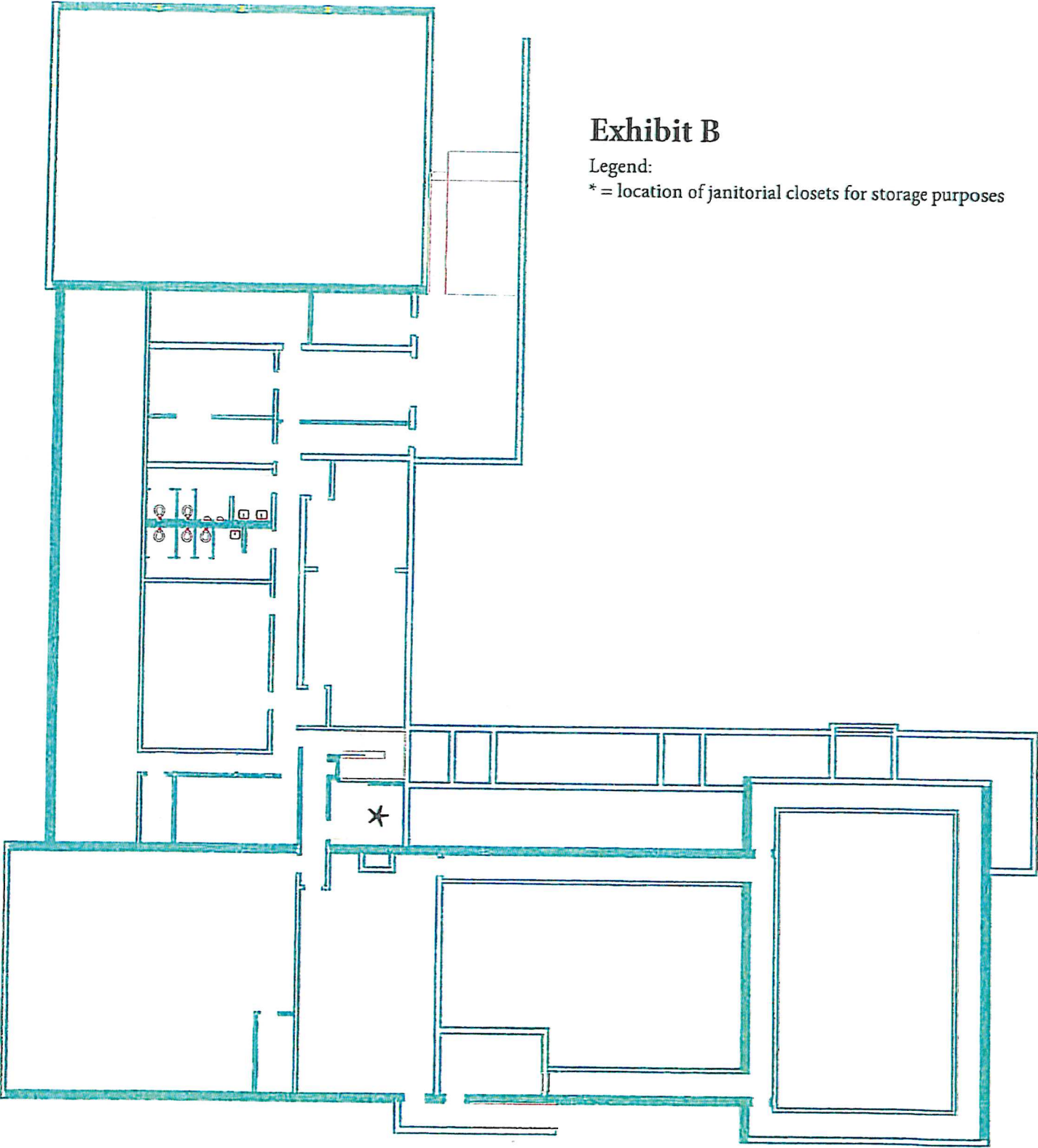
CONTACT PERSON Ken Lamere

TELEPHONE 248.419.2999 FAX 248.671.0109

# Exhibit A

Legend:  
\* = location of janitorial closets for storage purposes



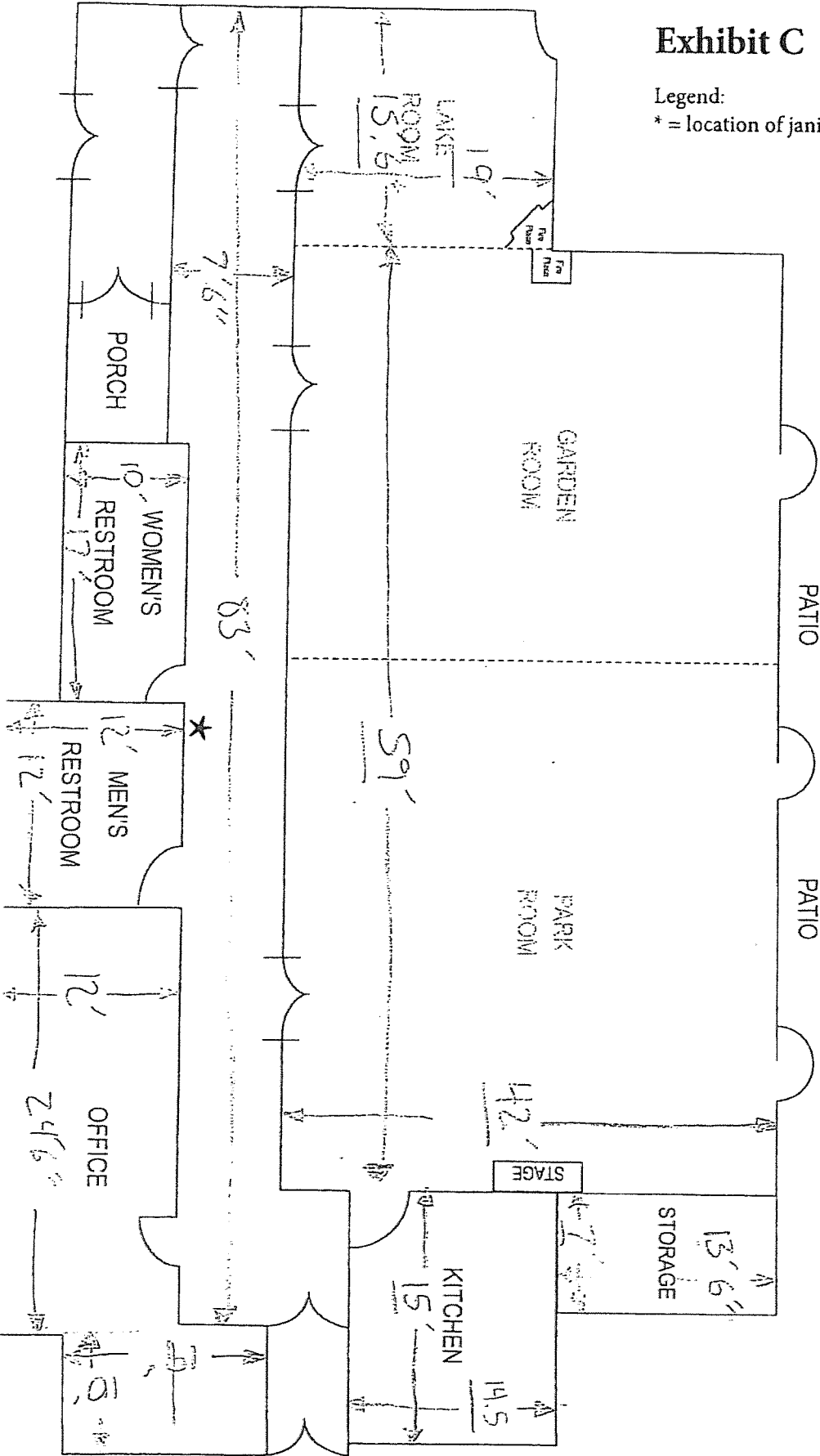


### Exhibit B

Legend:  
\* = location of janitorial closets for storage purposes

# Exhibit C

Legend:  
\* = location of janitorial closets for storage purposes

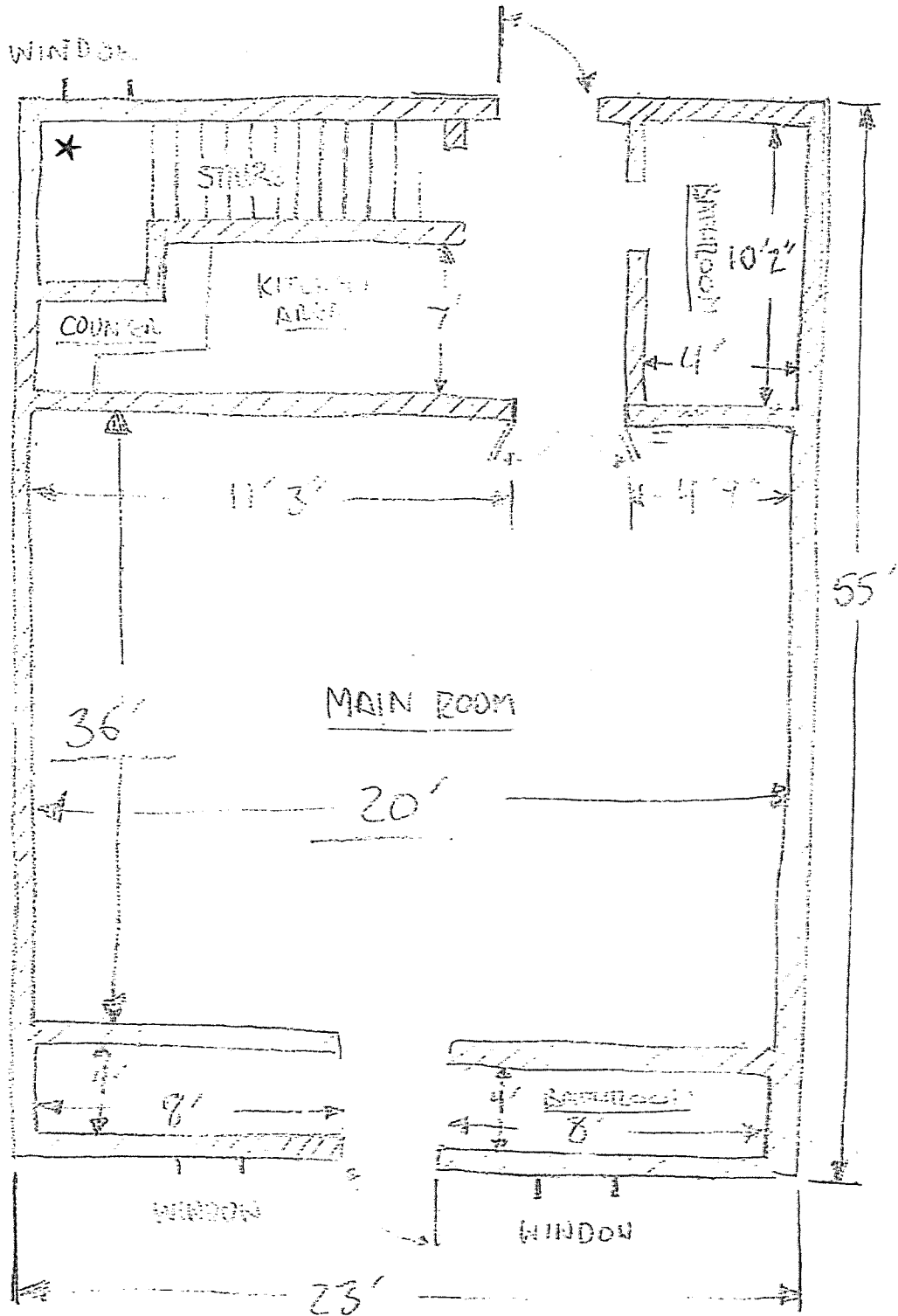


# Exhibit D

Legend:

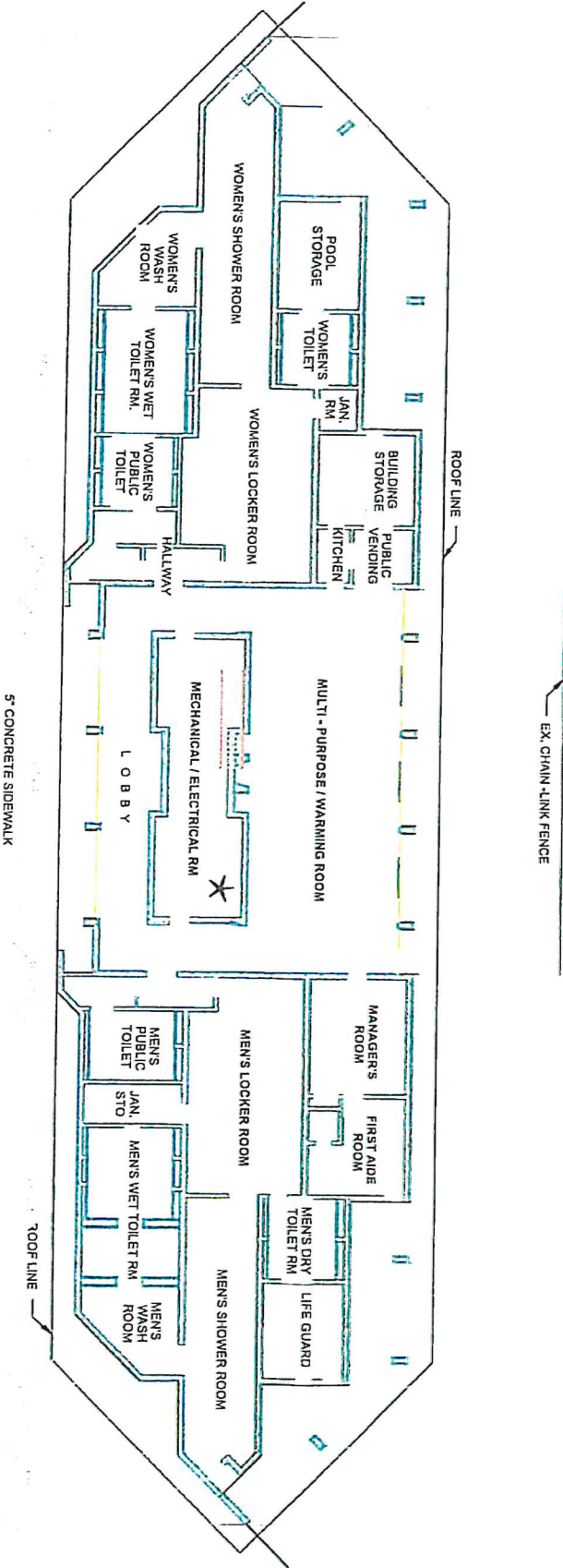
\* = location of janitorial closets for storage purposes

Cook  
School  
House



# Exhibit E

Legend:  
\* = location of janitorial closets for storage purposes





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/9/2022

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

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

<b>PRODUCER</b> Exchange Underwriters, Inc 2111 N Franklin Dr Ste. 100 Washington PA 15301	<b>CONTACT NAME:</b> Kim Wietasch <b>PHONE (A/C, No, Ext):</b> 724-745-1600 <b>FAX (A/C, No):</b> 724-745-0224 <b>E-MAIL ADDRESS:</b> kwietasch@exchangeunderwriters.com	
<b>INSURED</b> CleanNet of Greater Michigan, Inc 9851 Broken Land Parkway S#208 Columbia, MD 21046	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> AmGUARD Insurance Company <i>A+</i>	✓42390
	<b>INSURER B:</b> Ohio Casualty <i>A</i>	✓24074
	<b>INSURER C:</b> West American <i>A</i>	✓44393
	<b>INSURER D:</b> American Fire & Casualty Co. <i>A</i>	✓24066
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

*V OK!*  
*J.A.*  
*5/10/22*  
CNU-001

**COVERAGES**                      **CERTIFICATE NUMBER:** 1240423198                      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	BKWS8813896	9/1/2021	9/1/2022 ✓	EACH OCCURRENCE \$ 1,000,000 ✓ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
D	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	BAA58813896	9/1/2021	9/1/2022 ✓	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 ✓ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		USO58813896	9/1/2021	9/1/2022 ✓	EACH OCCURRENCE \$ 5,000,000 ✓ AGGREGATE \$ 5,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below	Y		CLWC257750	9/1/2021	9/1/2022 ✓	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 ✓ E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Third Party Bond			BKWS8813896	9/1/2021	9/1/2022	Limit 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of Grosse Pointe Woods is included in named as Additional Insured with respects to General Liability on a primary and non-contributory basis and Automobile Liability when required by CleanNet billed contract. Participating Franchisees are covered for General Liability, Workers Compensation and Bond. General Liability, Automobile Liability, Workers Compensation and Umbrella Liability Waiver of Subrogation applies when required by Contract. Umbrella policy to follows form over the General Liability, Automobile Liability and Workers Compensation policies.

**CERTIFICATE HOLDER**

City of Grosse Pointe Woods  
2025 Mack Plaza  
Grosse Pointe Woods MI 48236

**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE  
*Susan J. Herman*



**Jeanne Duffy**

---

**From:** Kenneth Lamere <KLamere@cleannetusa.com>  
**Sent:** Thursday, May 5, 2022 3:39 PM  
**To:** Jeanne Duffy  
**Cc:** Frank Schulte; Jim Kowalski  
**Subject:** RE: Janitorial Services RFP

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**CAUTION: This email originated from outside of the organization. DO NOT click links, open attachments or reply to this message unless you recognize the sender and know the content is safe:**

Hi Jeanne,

The annual cost for the aquatic facility from July 1- June 30 will be **\$10,290.00**

If you have any other questions please let me know.

Thank you,

Ken

**From:** Jeanne Duffy <jduffy@gpwmi.us>  
**Sent:** Thursday, May 5, 2022 2:20 PM  
**To:** Kenneth Lamere <KLamere@cleannetusa.com>  
**Cc:** Frank Schulte <fschulte@gpwmi.us>; Jim Kowalski <JKowalski@gpwmi.us>  
**Subject:** RE: Janitorial Services RFP

Hi Ken,

Thank you for calling me back earlier. I spoke with my Director and the City Manager and are making sure we understand your bid for Janitorial Services. Are you able to provide us an annual cost for the aquatic facility from July 1- June 30? We aren't sure how you will prorate the partial months.

Thank you again,

Jeanne Duffy

**From:** Kenneth Lamere <KLamere@cleannetusa.com>  
**Sent:** Tuesday, April 19, 2022 3:52 PM  
**To:** Jeanne Duffy <jduffy@gpwmi.us>  
**Subject:** RE: Janitorial Services RFP

**CAUTION: This email originated from outside of the organization. DO NOT click links, open attachments or reply to this message unless you recognize the sender and know the content is safe:**

Thank You Jeanne,

Ken

**From:** Jeanne Duffy <[jduffy@gpwmi.us](mailto:jduffy@gpwmi.us)>  
**Sent:** Tuesday, April 19, 2022 2:14 PM  
**To:** Kenneth Lamere <[KLamere@cleannetusa.com](mailto:KLamere@cleannetusa.com)>  
**Cc:** Jim Kowalski <[JKowalski@gpwmi.us](mailto:JKowalski@gpwmi.us)>; Matthew Crook <[mcrook@gpwmi.us](mailto:mcrook@gpwmi.us)>  
**Subject:** RE: Janitorial Services RFP

Good afternoon,

I have attached the new Janitorial Services Bid Documents for you and placed a hard copy in the mail. Let us know if you have any further questions.

Thank you,

Jeanne Duffy  
City of Grosse Pointe Woods  
Department of Public Works  
[pubwks@gpwmi.us](mailto:pubwks@gpwmi.us)  
(313) 343-2460 ext. 303

**From:** Jeanne Duffy  
**Sent:** Tuesday, April 5, 2022 10:12 AM  
**To:** 'KLamere@cleannetusa.com' <[KLamere@cleannetusa.com](mailto:KLamere@cleannetusa.com)>  
**Cc:** Matthew Crook <[mcrook@gpwmi.us](mailto:mcrook@gpwmi.us)>  
**Subject:** RE: Janitorial Services RFP

Good morning,

The City would like to thank you for your bid. Unfortunately the bids received were more than we expected. The City is reevaluating what is required and looking to change the scope of work. At this time, it looks like the City will rebid the Janitorial Services, we will be sure to notify you once that happens.

Thank you,

Jeanne Duffy  
City of Grosse Pointe Woods  
Department of Public Works  
[pubwks@gpwmi.us](mailto:pubwks@gpwmi.us)  
(313) 343-2460 ext. 303

**From:** Kenneth Lamere <[KLamere@cleannetusa.com](mailto:KLamere@cleannetusa.com)>  
**Sent:** Thursday, March 31, 2022 5:21 PM  
**To:** Matthew Crook <[mcrook@gpwmi.us](mailto:mcrook@gpwmi.us)>  
**Subject:** Janitorial Services RFP

**CAUTION: This email originated from outside of the organization. DO NOT click links, open attachments or reply to this message unless you recognize the sender and know the content is safe:**

Good Afternoon Matt,

This is Ken Lamere from CleanNet of Greater Michigan, I hope all is well.

I just wanted to follow up with our bid submission and see if there a winner or a time line for the award. Thanks again for the walk through of the facilities.

Ken

**Ken Lamere, Account Executive**

CLEANNET OF GREATER MICHIGAN INC  
30665 NORTHWESTERN HIGHWAY SUITE 203  
FARMINGTON HILLS, MI 48334



*"Meeting and Exceeding Expectations Day After Day"*

DIRECT: 248-419-2999  
CELL:586-943-6625  
OFFICE: 248-671-0110  
Fax: 248-671-0119  
[klamere@cleannetusa.com](mailto:klamere@cleannetusa.com)

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

**JANITORIAL SERVICES CONTRACT FOR  
GROSSE POINTE WOODS MUNICIPAL BUILDINGS**

**THIS AGREEMENT** is entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan (“City”), and CleanNet of Greater Michigan Inc., 30665 Northwestern Highway Suite 203, Farmington Hills, MI 48334 (“Contractor”).

**WITNESSETH:**

**WHEREAS**, the Contractor has offered to extend pricing for the period July 1, 2022 through June 30, 2025 for janitorial services for the City of Grosse Pointe Woods Municipal Buildings in accordance with the instructions, specifications, and contract documents accepted by City Council on \_\_\_\_\_, including a provision that the City could extend the contract for additional periods as long as service requirements and the contract price remained the same;

**NOW THEREFORE**, in consideration of the mutual undertakings of the parties it is agreed by and between the parties as follows:

1. The “contract documents” defined as follows: this Contract, the Invitation to Bid dated April 19, 2022, the Specifications for Janitorial Services for the Municipal Building, the Bidder’s Reference Page, the Bid Sheet dated May 26, 2022, and the Certification of Bidder Form, shall be incorporated herein by reference, and shall become a part of this contract, and shall be binding upon both parties.
2. The Contractor agrees that it will, during the term of this contract or any extension, perform duties and provide janitorial services for the City of Grosse Pointe Woods Municipal Building in accordance with the contract documents, and in compliance with all provisions of applicable Federal, State and local laws pertaining to the functions to be performed hereunder.
3. The City agrees that it will, upon satisfactory performance of the work as required in the contract documents, pay the Contractor \$37,890.00 per annum as specified in its proposal. Payments will be made on a monthly basis within thirty (30) days of receipt of an invoice.
4. This contract shall have a term of three (3) years, commencing July 1, 2022 to June 30, 2025, or until terminated by either party giving not less than thirty (30) days advance written notice of termination.

5. The Contractor agrees to indemnify, defend and hold the City harmless from any and all claims or damages occasioned by, or arising out of, or in connection with, the performance of its duties hereunder, and agrees to secure and keep in force all insurance as required by the contract documents.

6. The Contractor shall file with the City a fidelity bond, which bond is incorporated herein by reference, and made a part of this contract.

7. The Contractor shall add the City as an additional insured on its commercial general liability insurance and shall furnish proof of such insurance to the City of Grosse Pointe Woods.

8. In the event the Contractor shall fail, neglect or refuse to perform any or all of its duties under the contract, the City may perform such duties, and charge all costs incurred in connection therewith to the Contractor, and may deduct such costs from any monies due, or to become due to the Contractor. Such remedy shall be non-exclusive of any other remedies the City may have, (including but not limited to termination of this contract) and the exercise thereof shall be in addition to, and without prejudice to, whatever other rights the City may have against the Contractor in the event of a breach.

9. It is the intent of the parties that the Contractor shall utilize on a consistent basis the same employees to perform the services in an effort to avoid any retraining or background investigations. The City shall be informed of any change in personnel seven days in advance.

**CITY OF GROSSE POINTE WOODS, MI**  
A Municipal Corporation

Witnessed by:

\_\_\_\_\_

By: \_\_\_\_\_  
Frank Schulte, City Administrator

CleanNet of Greater Michigan Inc.  
Contractor

\_\_\_\_\_

By: \_\_\_\_\_

MEMO 22-20

TO: Frank Schulte, City Administrator  
 FROM: James Kowalski, Director of Public Services *J.K.*  
 DATE: May 18, 2022  
 SUBJECT: AEW Design Fees for 2022/2023 Construction Projects

**RECEIVED**  
**MAY 20 2022**  
 CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT

During the Finance Committee meeting, a discussion was held regarding the proposed 2022/2023 construction projects. The recommended projects included the resurfacing of Hampton from Mack to Marter, Torrey Road Pump Station upgrades, a sidewalk program, concrete patching throughout the City, joint patching, asphalt crack sealing, sewer televising and cleaning, and sewer lining throughout the City.

The first table shows all costs of construction and engineering for the above-mentioned projects. The second table shows design engineering costs to be provided by Anderson, Eckstein and Westrick, Inc. (AEW).

**Total Cost of Included Projects**

Projects	Total Project	Construction Cost	Construction Engineering Cost	Design Engineering Cost
Hampton Resurfacing	\$2,200,000.00	\$1,833,000.00	\$262,500.00	\$104,500.00
Torrey Road Pump Station CIP	\$60,000.00	N/A	N/A	\$60,000.00
Sidewalk Program	\$200,000.00	\$190,000.00	\$2,000.00	\$8,000.00
Concrete Patching Program	\$500,000.00	\$417,000.00	\$53,000.00	\$30,000.00
Joint Patching Program	\$60,000.00	\$50,000.00	\$8,000.00	\$2,000.00
Asphalt Crack Sealing Program	\$60,000.00	\$50,000.00	\$8,000.00	\$2,000.00
Sewer TV & Cleaning Program	\$150,000.00	\$125,000.00	\$10,900.00	\$14,100.00
Sewer Lining Program	\$250,000.00	\$208,000.00	\$25,400.00	\$16,600.00
Parking Lot/Alley Rehab Program	\$250,000.00	\$208,000.00	\$25,400.00	\$16,600.00
Lead Service Lines Replacements	\$100,000.00	\$83,000.00	\$8,000.00	\$9,000.00
<b>Total</b>	<b>\$3,830,000.00</b>	<b>\$3,164,000.00</b>	<b>\$403,200.00</b>	<b>\$262,800.00</b>

**Design Engineering Cost of Projects**

Projects	Account Number	Design Engineering Cost
Hampton Resurfacing	202-451-977.803	\$104,500.00
Torrey Road Pump Station CIP	592-542-818.000	\$60,000.00
Sidewalk Program	203-451-976.100	\$5,000.00
Sidewalk Program	592-537-976.100	\$3,000.00
Concrete Patching Program	202-451-974.201	\$30,000.00
Joint Patching Program	202-451-974.201	\$2,000.00
Asphalt Crack Sealing Program	202-451-975.310	\$2,000.00
Sewer TV & Cleaning Program	592-537-975.004	\$14,100.00
Sewer Lining Program	592-537-976.001	\$16,600.00
Parking Lot/Alley Rehab Program	585-561-978.300	\$16,600.00
Lead Service Lines Replacements	592-537-978.300	\$9,000.00
<b>Total</b>		<b>\$262,800.00</b>

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

The total cost of design engineering is \$262,800.00. To move forward with the above projects for the 2022/2023 construction season, I am recommending that council approve funds for soliciting bids and design engineering that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$262,800.00 beginning July 1, 2022. These are budgeted items in the 2022/2023 fiscal year budget in the accounts listed in the table above.

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

Frank Schulte  
Frank Schulte, City Administrator

5-20-22  
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

Shawn Murphy  
Shawn Murphy, Treasurer/Comptroller

5-20-2022  
Date



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

May 18, 2022

Jim Kowalski, Director of Public Services  
City of Grosse Pointe Woods  
1200 Parkway Drive  
Grosse Pointe Woods, MI 48236

Reference: **Design Engineering Fees**  
2022-2023 Infrastructure Projects

Dear Mr. Kowalski:

The City has selected a number of infrastructure improvement projects to include in this year's budget. The following is a list of the projects including cost estimates.

Project Description	Total Cost	Construction	Const Eng	Design Eng
Hampton Resurfacing	\$2,200,000	\$1,833,000	\$262,500	\$104,500
Torrey Rd Pump Station CIP	N/A	N/A	N/A	\$60,000
Sidewalk Program	\$200,000	\$190,000	\$2,000	\$8,000
Concrete Patching Program	\$500,000	\$417,000	\$53,000	\$30,000
Joint Patching Program	\$60,000	\$50,000	\$8,000	\$2,000
Asphalt Crack Sealing Program	\$60,000	\$50,000	\$8,000	\$2,000
Sewer TV & Cleaning Program	\$150,000	\$125,000	\$10,900	\$14,100
Sewer Lining Program	\$250,000	\$208,000	\$25,400	\$16,600
Parking Lot/Alley Rehab Program	\$250,000	\$208,000	\$25,400	\$16,600
Lead Service Line Replacements	\$100,000	\$83,000	\$8,000	\$9,000

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

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Scott Lockwood, Exec. Vice President

M:\0160\0160-0445\Gen\Letters\Design Engineering Authorization 22-23 Projects.docx



MEMO 22-21

TO: Frank Schulte, City Administrator  
FROM: James Kowalski, Director of Public Services *J.K.*  
DATE: May 31, 2022  
SUBJECT: Recommendation – Vernier Road Water Main Replacement  
AEW Project No. 0160-0446

**RECEIVED**  
**MAY 31 2022**  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

During the Construction Committee meeting a discussion was held regarding the proposed 2021/2022 construction projects. Included in discussion was replacing the water main on Vernier Road. The water main located on the north and south side of Vernier between Mack and the west city limit is a substandard 6-inch water main, has had multiple breaks, and does not meet current fire suppression ratings. It is recommend to increase to an 8-inch water main.

Fontana Construction has offered to extend their contract unit prices from the 2021 Water Main Replacement Program, which was originally an extension of the Bournemouth Water Main Project. Fontana Construction was the lowest qualified bid received on February 4, 2020, and was 16% lower than the next lowest bid.

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

Based upon the recommendation of AEW, I concur that the contract for the Vernier Road Water Main Replacement be awarded to Fontana Construction, Inc., 6340 Sims Drive, Sterling Heights, Michigan 48313 in the amount of \$815,551.00. I recommend construction engineering fees that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$145,000.00. Design engineering was previously approved By Council in the amount of \$72,000.00. The total project will not exceed \$1,032,551.00.

This is a budgeted item in the water/sewer fund. Amounts and account numbers are listed in the table below.

Water Main Construction & Engineering Expenses		
Construction	592-537-977.300	\$815,551.00
Design Engineering (previously approved)	592-537-977.310	\$72,000.00
Construction Engineering	592-537-977.310	\$145,000.00
<b>Total Project Cost</b>		<b>\$1,032,551.00</b>

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

*Frank Schulte*  
\_\_\_\_\_  
Frank Schulte, City Administrator

*5-31-22*  
\_\_\_\_\_  
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

*Shawn Murphy*  
\_\_\_\_\_  
Shawn Murphy, Treasurer/Comptroller

*5-31-2022*  
\_\_\_\_\_  
Date



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

11400 Westland Avenue, Suite 1000, Westland, MI 48186  
734.769.1000

May 25, 2022

Frank Schulte, City Administrator  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, Michigan 48236-2397

**Reference: Vernier Road Water Main Replacement**  
West City Limit to Mack Avenue  
AEW Project No. 0160-0446

Dear Mr. Schulte:

Fontana Construction has offered to extend their contract unit prices from the 2021 Water Main Replacement Program for the proposed Vernier Road Water Main Replacement. A summary of the bid items is included in the attached Bid Form.

The 2021 Water Main Replacement Program was originally an extension of the Bournemouth Water Main Replacement project. Fontana's original Bid for the Bournemouth Water Main Replacement contract was 16% lower than the next lowest bid in February, 2020. We believe the City would not see a benefit in seeking bids for the Vernier Road Water Main Replacement.

Therefore, we recommend the contract for the **Vernier Road Water Main Replacement** be awarded to **Fontana Construction, Inc.** for the **Total of All Bid Prices (See Page 5 of the attached Bid Form)** in the amount of **\$815,551.00**.

In addition, we are recommending additional budget for construction engineering in the amount of \$145,000. Design engineering was previously approved by Council in the amount of \$72,000. Therefore, the total project cost estimate is \$1,032,551.00.

If you have any questions, please advise.

Sincerely,

  
Scott Lockwood, PE

Enclosure: Bid Form  
cc: Frank Schulte, DPW Director  
Shawn Murphy, Controller

M:\0160\0160-0446\Gen\Letters\0160-0446\_RecExtension\_220525.docx

# BID FORM

CITY OF GROSSE POINTE WOODS  
VERNIER ROAD WATER MAIN REPLACEMENT  
AEW PROJECT NO. 0160-0446

BID SUBMITTED BY: Fontana Construction Inc  
Company Name

TABLE OF CONTENTS

	Page
Article 1 – Bid Recipient.....	1
Article 2 – Bidder’s Acknowledgements .....	1
Article 3 – Bidder’s Representations.....	1
Article 4 – Bidder’s Certification .....	3
Article 5 – Basis of Bid.....	3
Article 6 – Time of Completion .....	6
Article 7 – Defined Terms.....	6
Article 8 – Bid Submittal.....	6

**ARTICLE 1 – BID RECIPIENT**

1.01 This Bid is submitted to:

City Clerk  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, Michigan 48236-2397

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

**ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS**

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

**ARTICLE 3 – BIDDER’S REPRESENTATIONS**

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
_____	_____
_____	_____
_____	_____
_____	_____

B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site, if any, and all drawings of physical conditions relating to existing surface or subsurface structures at the Site, if any, that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and

- drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
  - F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
  - G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
  - H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
  - I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
  - J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.
  - K. Bidder is aware that the Owner's decision to proceed with the Project is subject to Owner's determination that all legal, financial and grant approvals, conditions and requirements have been received or met and the funding necessary to complete the project is in hand, and that if all of the foregoing has not been received, the Owner may elect not to proceed with the project in which case no bidder shall have a claim of any kind in contract, tort, equity or otherwise, against the Owner.
  - L. Bidders acknowledge that Owner retains the unrestricted right not to proceed with the project and to reject all Bids received. In either case, Owner shall not be liable to any Bidder under any theory including contract, tort, equity or otherwise.
  - M. Bidder acknowledges that the unexpected presence and location of existing underground utilities and resulting conflicts with such utilities are ordinarily encountered and generally recognized as inherent in subsurface sewer ad appurtenant work in areas that have been previously developed.

**ARTICLE 4 – BIDDER’S CERTIFICATION**

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  - 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  - 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
  - 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

**ARTICLE 5 – BASIS OF BID (SEE FOLLOWING PAGE)**

CITY OF GROSSE POINTE WOODS  
VERNIER ROAD WATER MAIN REPLACEMENT

AEW PROJECT NO. 0160-0446

Item No	Description	Estimated Quantity	Unit	Bid Unit Price	Bid Price
1.	_Audio Visual Record of the Construction Influence Area	1	LS	\$ 5,000.00	\$ 5,000.00
2.	Mobilization	1	LS	<u>55,000.00</u>	<u>55,000.00</u>
3.	Tree, Rem, 19 inch to 36 inch	10	Ea	<u>1,200.00</u>	<u>12,000.00</u>
4.	Tree, Rem, 37 inch or Larger	2	Ea	<u>2,000.00</u>	<u>4,000.00</u>
5.	Tree, Rem, 6 inch to 18 inch	4	Ea	<u>500.00</u>	<u>2,000.00</u>
6.	Curb and Gutter, Rem	50	Ft	<u>20.00</u>	<u>1,000.00</u>
7.	Sidewalk, Rem	500	Syd	<u>9.00</u>	<u>4,500.00</u>
8.	Exploratory Investigation, Vertical	20	Ft	<u>125.00</u>	<u>2,500.00</u>
9.	_Driveway, Rem	600	Syd	<u>9.00</u>	<u>5,400.00</u>
10.	Erosion Control, Inlet Protection, Fabric Drop	18	Ea	<u>90.00</u>	<u>1,620.00</u>
11.	Aggregate Base, 9 inch	500	Syd	<u>25.00</u>	<u>12,500.00</u>
12.	Maintenance Gravel	400	Ton	<u>20.00</u>	<u>8,000.00</u>
13.	_Sanitary Lead Repair	5	Ea	<u>1,000.00</u>	<u>5,000.00</u>
14.	Underdrain, Subgrade, 6 inch	250	Ft	<u>20.00</u>	<u>5,000.00</u>
15.	Lane Tie, Epoxy Anchored	200	Ea	<u>5.00</u>	<u>1,000.00</u>
16.	Pavt Repr, Nonreinf Conc, 7 inch	500	Syd	<u>55.00</u>	<u>27,500.00</u>
17.	Pavt Repr, Nonreinf Conc, 9 inch	750	Syd	<u>75.00</u>	<u>56,250.00</u>
18.	Pavt Repr, Rem	1,250	Syd	<u>10.00</u>	<u>12,500.00</u>
19.	Driveway, Nonreinf Conc, 6 inch	500	Syd	<u>50.00</u>	<u>25,000.00</u>
20.	Driveway, Nonreinf Conc, 8 inch	100	Syd	<u>70.00</u>	<u>7,000.00</u>
21.	Detectable Warning Surface	20	Ft	<u>40.00</u>	<u>800.00</u>
22.	Sidewalk Ramp, Conc, 4 inch	1,000	Sft	<u>5.00</u>	<u>5,000.00</u>
23.	Sidewalk Ramp, Conc, 6 inch	500	Sft	<u>6.00</u>	<u>3,000.00</u>
24.	Sidewalk, Conc, 4 inch	4,000	Sft	<u>4.50</u>	<u>18,000.00</u>
25.	Sidewalk, Conc, 6 inch	400	Sft	<u>4.75</u>	<u>1,900.00</u>
26.	Sidewalk, Conc, 8 inch	120	Sft	<u>7.50</u>	<u>900.00</u>
27.	_Traffic Control	1	LS	<u>30,000.00</u>	<u>30,000.00</u>
28.	_Proposed Trees	20	Ea	<u>500.00</u>	<u>10,000.00</u>



**CITY OF GROSSE POINTE WOODS  
VERNIER ROAD WATER MAIN REPLACEMENT**

AEW PROJECT NO. 0160-0446

Item No	Description	Estimated Quantity	Unit	Bid Unit Price	Bid Price
29.	Sodding	2,500	Syd	5.00	12,500.00
30.	Topsoil Surface, Furn, 3 inch	2,500	Syd	4.00	10,000.00
31.	Water, Sodding/Seeding	135	Unit	75.00	10,125.00
32.	Gate Valve, 8 inch	7	Ea	2,000.00	14,000.00
33.	Gate Well, Rem	5	Ea	475.00	2,375.00
34.	Hydrant, Rem	6	Ea	475.00	2,850.00
35.	Water Main, 8 inch, Cut and Plug	1	Ea	327.00	327.00
36.	Water Serv	27	Ea	800.00	21,600.00
37.	Water Serv, Long	1	Ea	1,500.00	1,500.00
38.	Gate Well, 60 inch dia	6	Ea	2,900.00	17,400.00
39.	_Irrigation Pipe, Furn and Install	500	Ft	0.01	5.00
40.	_Water Main, HDPE, DR11, 8 inch, Pipe Burst	3,150	Ft	95.00	299,250.00
41.	_Fire Hydrant Assembly	6	Ea	5,100.00	30,600.00
42.	_Gate Well Cover, GPW	6	Ea	488.00	2,928.00
43.	_Sprinkler Head	50	Ea	0.01	0.50
44.	_Sprinkler Head, Adj	50	Ea	0.01	0.50
45.	_Water Main Connection, 6 inch	2	Ea	2,100.00	4,200.00
46.	_Water Main Connection, 8 inch	3	Ea	2,100.00	6,300.00
47.	_Water Serv, Modified	29	Ea	580.00	16,820.00
48.	_Water Serv, Special	5	Ea	2,980.00	14,900.00
49.	_Temporary Water Service	1	LS	25,000.00	25,000.00
50.	_Rubbish Pickup	1	LS	500.00	500.00

Total of All Bid Prices \$ 815,577.00

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete on or before October 15, 2022 and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before October 30, 2022.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – DEFINED TERMS

- 7.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 8 – SUBMITTAL

BIDDER: *(Indicate correct name of bidding entity)*

Fontana Construction Inc.

By: *(Signature)* 

*(Printed name)* Frank Giannetti

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Title: Pres.

Attest: *(Signature)* 

*(Printed name)* Zachary Giannetti

Submittal Date: 5-24-2022

Address for giving notices: 6340 Sims PR  
Sterling HTS ME 08313

Telephone Number: 810-560-9377

Fax Number: 586-992-1347

Contact Name and e-mail address: Frank Giannetti  
Fontanacon@6ms,1.com

Bidder's License No.: \_\_\_\_\_  
*(where applicable)*



# City of Grosse Pointe Woods Parks and Recreation Department

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

## Application for Use of Grosse Pointe Woods Soundstage

Applications must be submitted 60 days prior to requested use date and must have approval by City Council to use the Grosse Pointe Woods Soundstage.

### ORGANIZATION INFORMATION

Date of Application: 5-12-2022 Name of Organization: City of Harper Woods  
 Organization Contact Person: Shavonne Law City, State, Zip: Harper Woods, MI 48225  
 Phone Number: 313-343-2560 Email: HarperWoodsParks@harperwoods.net

### EVENT DETAILS

Date of Rental Request: June 18th + June 19th Event Name: Juneteenth Event  
 Address of Event: 19191 Vernier Rd City of Event: Harper Woods  
 Date/Time of Set-up: June 18th - 4pm Date/Time Take-down: June 19th - 5pm

### CONDITIONS GOVERNING THE USE OF THE SOUNDSTAGE

- The fee for use of the Soundstage is \$2,000.00.
- The event location must provide space to allow free access in and out of the area.
- The Soundstage is 35' long an 8' wide. If it is necessary to add the extensions there will be an added fee to cover the additional labor costs.
- The Soundstage will be delivered to the site, set up and supervised by assigned employees of Grosse Pointe Woods Public Works.
- The Soundstage shall not be used for the purpose of dispensing refreshments such as ice cream, soft drinks, and other food or drink products.
- No decorations, signs, paint, tape and/or any other appearance adjustment will be allowed without permission of this Department.
- The shell must be grounded at all times while electrical supply is connected.
- The organization agrees to assist and respect any or all decisions made by the person that has been hired by the City of Grosse Pointe Woods Department of Public Works to take responsibility for setting up and taking down the shell
- The organization agrees to meet all applicable sound curfew and group restrictions.
- The organization agrees to provide a night guard, to keep watch on the Soundstage and all equipment associated, whenever the Soundstage is rented for more than one day.
- The organization agrees to assume full responsibility for damages and/or losses to the Soundstage and all equipment.
- Applicant must provide a \$100,000.00 property and a minimum \$1,000,000.00 liability insurance policy with "The City of Grosse Pointe Woods listed as additionally insured" under "Description of Operations".

I have read and agree to the Conditions Governing the Use of the Soundstage.

[Signature]  
Applicant Initials

### HOLD HARMLESS AGREEMENT

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

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

Applicant Signature [Signature]

Date 5-12-22

### OFFICE USE ONLY

- Insurance submitted with application:  Yes  No  
 Recommended for approval as submitted :  Yes  No  
 Recommended for approval as submitted :  Yes  No

Insurance rating: \_\_\_\_\_  
 Signature & Date: [Signature] 5-17-22  
Department Head Date  
 Signature & Date: [Signature] 5-20-22  
City Administrator Date

Council Approval Date: \_\_\_\_\_



# Liability & Property Pool

## CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

**Name and Address of Participant:**

City of Harper Woods  
19617 Harper Ave.  
Harper Woods, MI 48225-2095

**Coverage Afforded:**

Michigan Municipal League Liability and Property Pool  
1675 Green Road  
Ann Arbor, MI 48105-2530

**Name and Address of Service Provider:**

Meadowbrook, Inc.  
P.O. Box 2054  
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML001289337	1/1/2023	\$5,000,000
<u>Automobile Liability</u>			Bodily Injury & Property Damage Combined Single Limit
<u>Other</u>			

**Description of Operations/Locations/Vehicles:**

Certificate Holder Additional Insured solely with respect to: Use of sound stage by the City of Harper Woods, dates to be determined.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

**Name and Address of Certificate Holder:**

City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

Date Issued: 12/13/2021

By: \_\_\_\_\_  
Authorized Representative



# CITY OF GROSSE POINTE WOODS MEMORANDUM

**Date:** June 6, 2022

**To:** Mayor Bryant and City Council

**From:** Shawn Murphy, Treasurer/Comptroller

**Re:** FY 2022 – 2023 Industrial Waste Control (IWC) Charges

**RECEIVED**

MAY 20 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Industrial Waste Control charges are assessed to all commercial and industrial end users that send wastewater to the GLWA wastewater treatment plant. The IWC charges are to offset the costs incurred in administering regulatory activities under the Sewer Use Ordinance/Industrial Waste Control Ordinance as required in the National Pollutant Discharge Elimination System (NPDES) Permit Program and the Clean Water Act (CWA). There is a delegation Agreement with each community to collect the industrial waste control charges from the end-users even though most communities are contracting agency customers to the wholesale sewer contract customer.

The billing process for IWC charges involves the following two steps:

1. The City bills all non-residential users IWC charges based upon the user's meter size. GLWA establishes its IWC charges in the sewer service charge development process. Certain facilities are exempted which include: fire-protection, multi-family dwellings, public and private elementary schools which are part of a governmental school district, colleges, universities and professional schools, junior colleges and technical institutes, and local and state governments.
2. The City reports to GLWA the quantity and size of the non-residential meters and GLWA bills each community the IWC charge accordingly.

There is no cost to the City for these charges; this fee is strictly a pass through of charges and is represented this way in the water/sewer operating budget for fiscal year 2022-2023. I am requesting approval of the attached fee resolution for implementation effective July 1, 2022.

*Shawn Murphy*  
\_\_\_\_\_  
Shawn Murphy, Treasurer/Comptroller

**EXHIBIT A**

<b>Meter Size / Inches</b>	<b>Charge</b>	<b>Bi-Monthly Charge</b>
5/8	\$3.58	\$ 7.16
¾	\$5.37	\$10.74
1	\$8.95	\$17.90
1-1/2	\$19.69	\$39.38
2	\$28.64	\$57.28
3	\$51.91	\$103.82
4	\$71.60	\$143.20
6	\$107.40	\$214.80
8	\$179.00	\$358.00
10	\$250.60	\$501.20

**THE CITY OF GROSSE POINTE WOODS  
CITY COUNCIL RESOLUTION  
ADOPTING THE INDUSTRIAL WASTE CONTROL CHARGE  
FOR FISCAL YEAR 2022-2023**

A regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan (the “City”), was held on June 6, 2022 at 7:00 p.m., Eastern Standard Time.

PRESENT:

ABSENT:

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

**WHEREAS**, the City Council of the City of Grosse Pointe Woods, pursuant to Section 44-144 of the City of Grosse Pointe Woods City Code, as amended, is authorized to establish and revise water and sewer rates and other fixed charges to ensure sufficiency of revenues in meeting operation, maintenance and replacement costs, as well as debt service, for the water and sewer systems, and

**WHEREAS**, the City Council of the City of Grosse Pointe Woods has received and evaluated the attached Schedule of Rates from the Great Lakes Water Authority for the Commercial Industrial Waste Control Charges attached as Exhibit A, and

**WHEREAS**, The City Council of the City of Grosse Pointe Woods finds that the operation and maintenance of the water and sewer systems of the City will be better served and maintained by adopting the schedule attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Grosse Pointe Woods hereby adopts the Schedule of Rates for the Industrial Waste Control Charges attached hereto, for all commercial users within the service area of the City and that these rates and charges shall take effect July 1, 2022.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

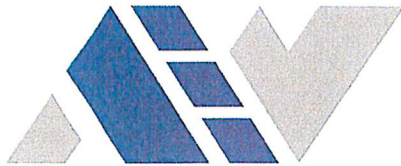
\_\_\_\_\_  
Paul P. Antolin, City Clerk

**CERTIFICATION**

*I, Paul P. Antolin, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on June 6, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.*

\_\_\_\_\_  
Paul P. Antolin, City Clerk





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

May 23, 2022

Shawn Murphy, Controller  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, Michigan 48236-2397

**RECEIVED**  
**MAY 24 2022**  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Reference: Allard Reconstruction (Harper – Chester)  
City of Grosse Pointe Woods  
AEW Project No. 0160-0433

Dear Mrs. Murphy:

Enclosed please find Construction Pay Estimate No. 1 for the above referenced project. For work performed through May 22, 2022 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$289,987.97** to Florence Cement Company, 51515 Corridor, Shelby Twp., MI 48315

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

Sincerely,

Ross T. Wilberding  
Project Manager

PO 46943 ✓  
#202-451-974.200 \$8,699.64  
#202-451-975.300 \$5,799.76  
#203-451-974.200 \$8,699.64  
#203-451-975.300 \$8,699.64  
#203-451-977.804 \$185,592.30  
#592-537-975.400 \$72,496.99  
OK - J.K.

cc: Frank Schulte, City Administrator  
Jim Kowalski, Director of Public Services  
Jeanne Duffy, Grosse Pointe Woods  
Susan Como, Assistant City Administrator  
Frank Prano, Florence Cement Compan

SS 5/23/2022  
FIS 5-24-22



## Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/23/2022 10:50 AM

FieldManager 5.3c

**Contract: .0160-0433, Allard Reconstruction (Harper-Chester)**

<b>Estimate No.</b> 1	<b>Estimate Date</b> 5/22/2022	<b>Entered By</b> Michelle Ankawi	<b>Estimate Type</b> Semi-Monthly	<b>Managing Office</b> Anderson, Eckstein and Westrick, Inc.
<b>All Contract Work Completed</b>		<b>Construction Started Date</b>	<b>Prime Contractor</b> Florence Cement Company 51515 Corridor Shelby Township MI 48315	
<b>Comments</b> Current Contract Amount: \$979,779.79 % Completed: 33%				

### Item Usage Summary

**Project: Allard Recons, Harper to Chester**

**Category: 0001, Reconstruction**

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Audio Visual Record of Construction Area	LS	8507051	0280	0280	00	000	1.000	840.00	\$840.00
_ Catch Basin Cover, Restricted, GPW	Ea	4037050	0130	0130	00	000	7.000	253.00	\$1,771.00
_ Dr Structure, 36 inch dia	Ea	4037050	0135	0135	00	000	7.000	2,452.00	\$17,164.00
_ External Structure Wrap, 18 inch	Ea	4037050	0140	0140	00	000	9.000	436.50	\$3,928.50
_ Reimbursed Permit Fees	Dir	1027060	0005	0005	00	000	720.000	1.00	\$720.00
_ Sewer Connection, 10 inch	Ea	4027050	0100	0100	00	000	2.000	232.00	\$464.00
_ Sewer Connection, 15 inch	Ea	4027050	0105	0105	00	000	2.000	290.00	\$580.00
_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	Ft	4027001	0095	0095	00	000	13.000	190.00	\$2,470.00
_ Station Grading	Sta	2057002	0050	0050	00	000	9.000	3,382.00	\$30,438.00
_ Storm Manhole Cover, GPW	Ea	4037050	0145	0145	00	000	2.000	348.00	\$696.00
_ Traffic Control, Minor Street	LS	8127051	0230	0230	00	000	0.500	34,690.00	\$17,345.00
Aggregate Base, 11 inch	Syd	3020028	0075	0075	00	000	2,716.500	15.50	\$42,105.75
Dr Structure, 24 inch dia	Ea	4030200	0120	0120	00	000	7.000	1,967.00	\$13,769.00
Dr Structure, 48 inch dia	Ea	4030210	0125	0125	00	000	3.000	3,089.00	\$9,267.00
Dr Structure, Rem	Ea	2030011	0030	0030	00	000	18.000	345.25	\$6,214.50
HMA Surface, Rem	Syd	5010005	0160	0160	00	000	2,414.670	1.65	\$3,984.21
Mobilization, Max 3%	LS	1500001	0010	0010	00	000	1.000	28,537.28	\$28,537.28
Pavt, Rem	Syd	2040050	0040	0040	00	000	2,829.830	5.35	\$15,139.59
Sewer, CI IV, 12 inch, Tr Det B	Ft	4020987	0085	0085	00	000	316.000	123.00	\$38,868.00
Sewer, CI IV, 15 inch, Tr Det B	Ft	4020988	0090	0090	00	000	8.000	161.00	\$1,288.00
Sewer, Rem, Less than 24 inch	Ft	2030015	0035	0035	00	000	318.000	23.15	\$7,361.70
Tree, Rem, 19 inch to 36 inch	Ea	2020002	0015	0015	00	000	7.000	2,000.00	\$14,000.00



## Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/23/2022 10:50 AM

FieldManager 5.3c

### Item Usage Summary

Project: Allard Recons, Harper to Chester

Category: 0001, Reconstruction

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Tree, Rem, 6 inch to 18 inch	Ea	2020004	0025	0025	00	000	9.000	225.00	\$2,025.00
Underdrain, Subgrade, 4 inch	Ft	4040071	0150	0150	00	000	1,824.000	11.00	\$20,064.00
<b>Subtotal for Category 0001:</b>									<b>\$279,040.53</b>

Category: 0002, Maintenance

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Hand Patching, Modified	Ton	5017031	0305	0305	00	000	100.340	124.00	\$12,442.16
_ HMA Surface, Rem, Modified	Syd	5017011	0300	0300	00	000	388.510	43.00	\$16,705.93
_ Pavt Joint and Crack Repr, Det 7, Special	Ft	5017001	0295	0295	00	000	1,348.100	10.40	\$14,020.24
<b>Subtotal for Category 0002:</b>									<b>\$43,168.33</b>
<b>Subtotal for Project Allard Recons:</b>									<b>\$322,208.86</b>

**Total Estimated Item Payment: \$322,208.86**

### Time Charges

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

### Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
Allard Recons, Harper to Chester	0001	\$322,208.86	\$0.00	\$322,208.86
<b>Voucher Total:</b>				<b>\$322,208.86</b>

### Summary

Current Voucher Total:	\$322,208.86	Earnings to date:	\$322,208.86
-Current Retainage:	\$32,220.89	- Retainage to date:	\$32,220.89
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
<b>Total Estimated Payment:</b>	<b>\$289,987.97</b>	<b>Net Earnings to date:</b>	<b>\$289,987.97</b>
		- Payments to date:	\$0.00
		<b>Net Earnings this period:</b>	<b>\$289,987.97</b>



# Construction Pay Estimate Report

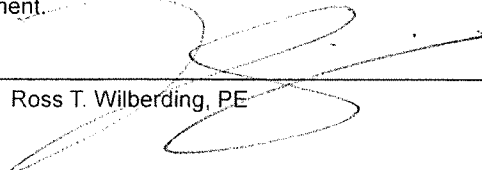
Anderson, Eckstein and Westrick, Inc.

5/23/2022 10:50 AM

FieldManager 5.3c

## Estimate Certification

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

  
\_\_\_\_\_  
Ross T. Wilberding, PE

5/23/22  
(Date)



# Construction Pay Estimate Amount Balance Report

Estimate: 1

Anderson, Eckstein and Westrick, Inc.

5/23/2022 10:50 AM  
FieldManager 5.3c

Contract: .0160-0433, Allard Reconstruction (Harper-Chester)

Project: Allard Recons, Harper to Chester

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0315	- Pollution Liability Insurance Policy	1027051	0.000	LS	0.000	0.000			11,640.00000	
<b>Subtotal for Category 0000:</b>										<b>0</b>

Category: 0001, Reconstruction

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0280	- Audio Visual Record of Construction Area	8507051	1.000	LS	1.000	1.000	1.000	100%	840.00000	\$840.00
0130	- Catch Basin Cover, Restricted, GPW	4037050	14.000	Ea	7.000	7.000	7.000	50%	253.00000	\$1,771.00
0135	- Dr Structure, 36 inch dia	4037050	7.000	Ea	7.000	7.000	7.000	100%	2,452.00000	\$17,164.00
0140	- External Structure Wrap, 18 inch	4037050	21.000	Ea	9.000	9.000	9.000	43%	436.50000	\$3,928.50
0265	- Irrigation Pipe	8237001	1,600.000	Ft	0.000	0.000	0.000		3.00000	
0155	- Pop-Up Emitter, Storm Drain, Residential	4047050	2.000	Ea	0.000	0.000	0.000		584.00000	
0235	- Proposed Trees	8157050	20.000	Ea	0.000	0.000	0.000		650.00000	
0005	- Reimbursed Permit Fees	1027050	1,000.000	Dlr	720.000	720.000	720.000	72%	1.00000	\$720.00
0285	- Rubbish Pickup	8507051	1.000	LS	0.000	0.000	0.000		5,300.00000	
0100	- Sewer Connection, 10 inch	4027050	1.000	Ea	2.000	2.000	2.000	200%	232.00000	\$464.00
0105	- Sewer Connection, 15 inch	4027050	2.000	Ea	2.000	2.000	2.000	100%	290.00000	\$580.00
0095	- Sewer, Sch 40 PVC, 10 inch, Tr Det B	4027001	6.000	Ft	13.000	13.000	13.000	217%	190.00000	\$2,470.00
0225	- Sidewalk Ramp, Conc, 8 inch	8037010	1,225.000	Sft	0.000	0.000	0.000		8.50000	
0270	- Sprinkler Head	8237050	160.000	Ea	0.000	0.000	0.000		60.00000	
0275	- Sprinkler Head, Adj	8237050	20.000	Ea	0.000	0.000	0.000		60.00000	
0255	- Staking First Row of Sod	8167001	3,500.000	Ft	0.000	0.000	0.43000		0.43000	
0050	- Station Grading	2057002	19.000	Sta	9.000	9.000	9.000	47%	3,382.00000	\$30,436.00
0145	- Storm Manhole Cover, GPW	4037050	5.000	Ea	2.000	2.000	2.000	40%	348.00000	\$696.00
0055	- Subgrade Undercutting, Modified	2057021	250.000	Cyd	0.000	0.000	0.000		60.00000	
0060	- Subgrade Undercutting, Special	2057021	150.000	Cyd	0.000	0.000	0.000		52.10000	
0230	- Traffic Control, Minor Street	8127051	1.000	LS	0.500	0.500	0.500	50%	34,690.00000	\$17,345.00

Contract: .0160-0433

Estimate: 1

Page 1 of 3



# Construction Pay Estimate Amount Balance Report

Estimate: 1

5/23/2022 10:50 AM  
FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

**Project:** Allard Recons, Harper to Chester

**Category:** 0001, Reconstruction

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0075	Aggregate Base, 11 inch	3020028	5,900.000	Syd	2,716.500	2,716.500	2,716.500	46%	15.50000	\$42,105.75
0070	Aggregate Base, 6 inch	3020016	110.000	Syd	0.000	0.000	0.000		15.40000	
0175	Conc Pavt w/ Int Curb, Nonreinf, 8 inch	6020164	100.000	Syd	0.000	0.000	0.000		65.00000	
0195	Curb and Gutter, Conc, Det F2	8020036	3,800.000	Ft	0.000	0.000	0.000		20.50000	
0205	Detectable Warning Surface	8030010	100.000	Ft	0.000	0.000	0.000		40.00000	
0110	Dr Structure Cover, Adj, Case 1	4030005	2.000	Ea	0.000	0.000	0.000		515.00000	
0115	Dr Structure Cover, Adj, Case 2	4030006	2.000	Ea	0.000	0.000	0.000		254.00000	
0120	Dr Structure, 24 inch dia	4030200	7.000	Ea	7.000	7.000	7.000	100%	1,967.00000	\$13,769.00
0125	Dr Structure, 48 inch dia	4030210	2.000	Ea	3.000	3.000	3.000	150%	3,069.00000	\$9,267.00
0030	Dr Structure, Rem	2030011	17.000	Ea	18.000	18.000	18.000	106%	345.25000	\$6,214.50
0200	Driveway Opening, Conc, Det M	8020050	100.000	Ft	0.000	0.000	0.000		25.50000	
0185	Driveway, Nonreinf Conc, 6 inch	8010005	825.000	Syd	0.000	0.000	0.000		50.50000	
0190	Driveway, Nonreinf Conc, 8 inch	8010007	75.000	Syd	0.000	0.000	0.000		60.00000	
0065	Ero Con, Inlet Protection, Fabric Drop	2080020	17.000	Ea	0.000	0.000	0.000		103.00000	
0160	HMA Surface, Rem	5010005	4,850.000	Syd	2,414.670	2,414.670	2,414.670	50%	1.65000	\$3,984.21
0165	HMA, 4E1	5010050	860.000	Ton	0.000	0.000	0.000		105.00000	
0170	HMA, 5E1	5010056	570.000	Ton	0.000	0.000	0.000		115.00000	
0180	Lane Tie, Epoxy Anchored	6030030	50.000	Ea	0.000	0.000	0.000		10.00000	
0080	Maintenance Gravel	3060020	500.000	Ton	0.000	0.000	0.000		19.00000	
0010	Mobilization, Max 3%	1500001	1.000	LS	1.000	1.000	1.000	100%	28,537.28000	\$28,537.28
0040	Pavl, Rem	2040050	6,250.000	Syd	2,829.830	2,829.830	2,829.830	45%	5.35000	\$15,139.59
0085	Sewer, CI IV, 12 inch, Tr Det B	4020987	325.000	Ft	316.000	316.000	316.000	97%	123.00000	\$38,866.00
0090	Sewer, CI IV, 15 inch, Tr Det B	4020988	8.000	Ft	8.000	8.000	8.000	100%	161.00000	\$1,288.00
0035	Sewer, Rem, Less than 24 inch	2030015	325.000	Ft	318.000	318.000	318.000	98%	23.15000	\$7,361.70
0210	Sidewalk Ramp, Conc, 4 inch	8030034	1,000.000	Sft	0.000	0.000	0.000		7.50000	
0215	Sidewalk, Conc, 4 inch	8030044	120.000	Sft	0.000	0.000	0.000		6.00000	
0220	Sidewalk, Conc, 6 inch	8030046	50.000	Sft	0.000	0.000	0.000		7.00000	
0045	Sidewalk, Rem	2040055	250.000	Syd	0.000	0.000	0.000		8.10000	
0240	Sodding	8160055	3,250.000	Syd	0.000	0.000	0.000		3.36000	

**Contract:** .0160-0433

**Estimate:** 1

Page 2 of 3



# Construction Pay Estimate Amount Balance Report

Estimate: 1

5/23/2022 10:50 AM  
FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

Project: Allard Recons, Harper to Chester

Category: 0001, Reconstruction

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0245	Topsoil Surface, Furn, 3 inch	8160061	3,250,000	Syd	0.000	0.000	3.16000			
0015	Tree, Rem, 19 inch to 36 inch	2020002	7,000	Ea	7,000	7,000	7,000	100%	2,000.00000	\$14,000.00
0020	Tree, Rem, 37 inch or Larger	2020003	1,000	Ea	0.000	0.000	3,500.00000			
0025	Tree, Rem, 6 inch to 18 inch	2020004	9,000	Ea	9,000	9,000	225.00000	100%		\$2,025.00
0150	Underdrain, Subgrade, 4 inch	4040071	3,650,000	Fl	1,824,000	1,824,000	11.00000	50%		\$20,064.00
0260	Water Shutoff, Adj, Case 1	8230421	1,000	Ea	0.000	0.000	951.01000			
0250	Water, Sodding/Seeding	8160090	100,000	Unit	0.000	0.000	55.00000			

Subtotal for Category 0001: 279040.53

Category: 0002, Maintenance

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0310	_ Curb and Gutter, Conc, Det F2, Modified	8027001	100,000	Ft	0.000	0.000	30.00000			
0290	_ Curb and Gutter, Rem, Modified	2047001	100,000	Ft	0.000	0.000	46.00000			
0305	_ Hand Patching, Modified	5017031	335,000	Ton	100,340	100,340	124.00000	30%		\$12,442.16
0300	_ HMA Surface, Rem, Modified	5017011	1,000,000	Syd	388,510	388,510	43.00000	39%		\$16,705.93
0295	_ Pavt Joint and Crack Repr, Det 7, Special	5017001	4,000,000	Fl	1,348,100	1,348,100	10.40000	34%		\$14,020.24

Subtotal for Category 0002: 43168.33

Subtotal for Project Allard Recons: 322208.86

Percentage of Contract Completed(curr): 33%

(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$322,208.86

Total Amount Earned To Date: \$322,208.86

Contract: 0160-0433

Estimate: 1

Page 3 of 3

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION  
Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400  
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS  
ATTN: BRUCE J SMITH  
CITY ADMINISTRATOR  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236

MARCH 14, 2022  
FILE # 4297.005841  
INVOICE # 528506

REGARDING: AT&T CELL TOWER RENEWAL - 5TH AM

FOR PROFESSIONAL SERVICES RENDERED

- 02/13/22 MJW FINAL REVIEW AND APPROVAL OF CELL TOWER LICENSE .50  
RENEWAL DOCS AND PASS THEM TO AT&T AND CLIENT  
FOR FOLLOW UP WITH BRIEF RECITATION OF PAYMENTS  
ALREADY MADE AND UPDATING OF RENTS FROM  
10/1/2021 FORWARD
- 02/16/22 MJW CLIENT E-MAILS REGARDING FINAL APPROVAL OF CELL .10  
GROSSE TOWER LICENSE RENEWAL
- 02/20/22 MJW FOLLOW UP ON FINALIZING CELL TOWER LICENSE .10

TOTAL HOURLY CHARGES \$210.00

02/20/22

-----RECAP-----			
TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	0.70	210.00
GROSSE TOTALS		0.70	210.00

02/26/22

02/28/22

CURRENT AMOUNT DUE \$210.00

RECEIVED

MAY 31 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

1021082.000

Sm 5/31/2022  
FD 5-31-22



KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION

Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400  
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS  
ATTN: BRUCE J SMITH  
CITY ADMINISTRATOR  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236

MAY 17, 2022  
FILE # 4297.005841  
INVOICE # 536116

REGARDING: AT&T CELL TOWER RENEWAL - 5TH AM

RECEIVED  
MAY 31 2022  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

OUTSTANDING INVOICES

DATE	INVOICE #	BILLED	PAID	BALANCE DUE
03/14/22	528506	\$210.00	\$ .00	\$210.00
TOTAL OUTSTANDING INVOICES				\$210.00

FOR PROFESSIONAL SERVICES RENDERED

04/14/22	MJW	E-MAIL AND PHONE CALLS WITH AT&T ATTORNEY REGARDING CASH BOND ISSUE; FORWARD E-MAIL TO CLIENT INQUIRING ABOUT BOND	.40	
TOTAL HOURLY CHARGES				\$120.00

-----RECAP-----				
TIMEKEEPER		RATE	HOURS	AMOUNT
MICHAEL J WATZA		300.00	0.40	120.00
TOTALS			0.40	120.00

101210812.000

CURRENT AMOUNT DUE	\$120.00
OUTSTANDING INVOICES	\$210.00
TOTAL AMOUNT DUE	\$330.00

SM 5/31/2022  
FS 5-31-22



May 18, 2022

Invoice 05182022

City of Grosse Pointe Woods  
Accounts Payable  
20025 Mack  
Grosse Pointe Woods, MI 48236

**RECEIVED**

**MAY 31 2022**

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

RE: June 2022 Services

<b>For contract assessing services rendered:</b>	
Contract Fee (\$78,102 ÷ 12).....	<u>\$ 6,508.50</u>
<b>TOTAL AMOUNT DUE .....</b>	<b>\$ 6,508.50</b>

Respectfully submitted,

  
 Lynette Hobyak  
 Business Manager

101224818000

PO 2146516

SM 5/18/22

FS 5-18-22

38110 N. Executive Drive, Suite 100  
Westland, MI 48185

734-595-7727 Office  
734-595-7736 Fax

**JACOBS and DIEMER, P.C.**  
Attorneys and Counselors at Law  
The Guardian Building, Suite 2825  
500 Griswold Street  
Detroit, MI 48226-3480  
(313) 965-1900

Tax I.D. 38-3510534

GPW USSIC  
Shawn Murphy, Treasurer  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods MI 48236

Page: 1  
May 23, 2022  
Claim No: JPJPC-20222Q  
Statement No: 5

**RECEIVED**

**MAY 31 2022**

USSIC v City of Grosse Pointe Woods

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

For Professional Services through : 04/30/2022

					<u>Rate</u>	<u>Hours</u>	
04/01/2022	TAD	L510	A108	Communicate (other external) - E-mail to Defense Team re: Status Conference in Grosse Pointe Park matter - Judge Allen vs Judge Sullivan and a Motion to Consolidate Cases - Combined system and what type of system Grosse Pointe Woods has.	285.00	0.10	28.50
04/04/2022	TAD	L510	A108	Communicate (other external) - E-mail from Debra Walling with documents from Trident/Argonaut re: sewer back-up coverage - Request for Mr. Diemer to review and provide assessment.	285.00	0.10	28.50
04/05/2022	TAD	L510	A108	Communicate (other external) - E-mails (3) to and from Defense Team re: cancellation of Tokio Marine Policy and review of documents from Nickel & Saph Agency.	285.00	0.10	28.50
	TAD	L510	A108	Communicate (other external) - E-mails (3) to and from Defense Team re: approval of Motion to Consolidate Cases under Judge Allen.	285.00	0.10	28.50
	TAD	L510	A108	Communicate (other external) - Telephone call with Debra Walling re: Motion to Reassign the Case to Judge Allen.	285.00	0.20	57.00
	TAD	L510	A108	Communicate (other external) - Telephone call with Mr. Diemer, Mr. Conn, Mr. Howlett, and Ms. Shell, Counsel for Grosse Pointe Park re: Joint Motion to Reassign Cases.	285.00	0.30	85.50
	EPC	L510	A108	Communicate (other external) - Telephone call with Mr. Diemer, Mr. Conn, Mr. Howlett, and Ms. Shell, Counsel for Grosse Pointe Park re: Joint Motion to Reassign Cases.	285.00	0.30	

				<u>Rate</u>	<u>Hours</u>		
	TAD	L510	A102	Research re: reassignment under MCR 8.111(D).	285.00	3.60	1,026.00
	TAD	L510	A103	Draft/revise Joint Motion to Reassign or Consolidate the insurance coverage cases against Grosse Pointe Woods and Grosse Pointe Park (work until 10 pm) [NO CHARGE].	0.00	3.50	0.00
	EPC	L510	A103	Draft/revise Joint Motion to Reassign or Consolidate Declaratory Judgment Actions against Grosse Pointe Woods and Grosse Pointe Park [NO CHARGE].	0.00	1.40	0.00
04/06/2022	TAD	L510	A102	Research re: whether a business court case can be consolidated with a non-business court proceeding in front of Judge Berry.	285.00	0.90	256.50
	TAD	L510	A108	Communicate (other external) - Telephone calls (3) with Ms. Shell, Counsel for Grosse Pointe Park re: Joint Motion to Consolidate the cases before Judge Allen.	285.00	0.60	171.00
	EPC	L510	A108	Communicate (other external) - Telephone calls (3) with Ms. Shell, Counsel for Grosse Pointe Park re: Joint Motion to Consolidate the cases before Judge Allen.	285.00	0.60	171.00
	TAD	L510	A108	Communicate (other external) - Telephone call with Mr. Walton, Counsel for USSIC re: Concurrence in Consolidation Motion.	285.00	0.30	85.50
	EPC	L510	A108	Communicate (other external) - Telephone call with Mr. Walton, Counsel for USSIC re: Concurrence in Consolidation Motion and request for copy of Pro Hac Vice Motions.	285.00	0.30	85.50
	EPC	L510	A103	Draft/revise Motion to Consolidate (continued) - Draft for review and coordination with Grosse Pointe Park [NO CHARGE].	0.00	3.30	0.00
	TAD	L510	A103	Draft/revise Motion to Reassign Case and to Consolidate (continued) [NO CHARGE].	0.00	5.20	0.00
	TAD	L510	A108	Communicate (other external) - E-mail to Defense Team (lengthy) re: Judicial Assignment procedure in Wayne Circuit Court - Motion to Consolidate ready to go once decision is made - Counter-Complaint timing.	285.00	0.20	57.00
04/07/2022	EPC	L510	A108	Communicate (other external) - Telephone call with Clerk of the Court re: Motion to Consolidate in Business Court.	285.00	0.30	

				<u>Rate</u>	<u>Hours</u>		
EPC	L510	A104	Review/analyze executed Order from Court re: Status Conference and Briefing Schedule.	285.00	0.10	28.50	
EPC	L510	A108	Communicate (other external) - Telephone call with Jonathan Walton re: Motion to Reassign and Consolidate.	285.00	0.20	57.00	
TAD	L510	A108	Communicate (other external) - E-mails (4) from and to Jonathan Walton re: proposed Motion to Reassign and Consolidate USSIC's cases against Grosse Pointe Woods and Grosse Pointe Park.	285.00	0.20	57.00	
TAD	L510	A108	Communicate (other external) - Telephone call with Jonathan Walton re: Motion to Reassign and Consolidate.	285.00	0.30	85.50	
EPC	L510	A103	Draft/revise Motion to Reassign and Consolidate (continued) - Include Section re: disruption to payment of defense costs in the event of inconsistent rulings and to remove references to pleading being a "Joint" Motion <b>[NO CHARGE]</b> .	0.00	3.20	0.00	
TAD	L510	A103	Draft/revise Motion to Reassign and Consolidate (continued) - Draft for Defense Team review and Grosse Pointe Park Counsel <b>[NO CHARGE]</b> .	0.00	2.50	0.00	
TAD	L510	A108	Communicate (other external) - E-mails (11) from and to Jake Howlett and Erica Shell, Counsel for Grosse Pointe Park re: Motion to Reassign and Consolidate, edits, concerns, and documents needed for review and Exhibits.	285.00	0.90	256.50	
TAD	L510	A108	Communicate (other external) - E-mails (3) from and to Debra Walling and Frank Schulte re: Motion to Reassign to Judge Allen and Counter-Claim timing.	285.00	0.10	28.50	
04/08/2022	TAD	L510	A108	Communicate (other external) - Telephone calls (3) with Grosse Pointe Park's Counsel re: Reassignment and Consolidation.	285.00	0.40	114.00
TAD	L510	A108	Communicate (other external) - Telephone call with Counsel for USSIC re: agreement to stipulate to Reassignment of our case to Judge Allen.	285.00	0.20	57.00	
TAD	L510	A108	Communicate (other external) - E-mail to Defense Team re: USSIC's stipulation to Reassignment to Judge Allen.	285.00	0.10		
TAD	L510	A108	Communicate (other external) - E-mail to				

					<u>Rate</u>	<u>Hours</u>	
				Jonathan Walton, Counsel for USSIC re: Stipulation to Reassign Case.	285.00	0.10	28.50
04/09/2022	TAD	L510	A103	Draft/revise proposed Stipulated Orders to Reassign and Consolidate - Distribute to Counsel of Record (Saturday work).	285.00	0.80	228.00
	TAD	L510	A108	Communicate (other external) - E-mails (2) from and to Jake Howlett, Counsel for Grosse Pointe Park re: intervention by Ven Johnson's firm (Saturday work).	285.00	0.10	28.50
	TAD	L510	A103	Draft/revise Letter to Defense Team (lengthy) re: further thoughts on the benefits of Reassignment (Saturday work).	285.00	0.90	256.50
04/11/2022	TAD	L510	A108	Communicate (other external) - E-mails (2) from and to Jonathan Walton re: revisions to Stipulation to Reassign Case.	285.00	0.10	28.50
	TAD	L510	A104	Review/analyze revised Stipulated Orders from Counsel for USSIC.	285.00	0.20	57.00
04/14/2022	TAD	L510	A104	Review/analyze USSIC Policy Cancellation and sewer back-up coverage under potential replacement policy.	285.00	3.30	940.50
	EPC	L510	A104	Review/analyze Policy language in preparation of drafting section of Policy Review re: cancellation and preservation of claims.	285.00	1.30	370.50
	EPC	L510	A103	Draft/revise section of Policy Review re: cancellation and preservation of claims.	285.00	1.80	513.00
04/15/2022	EPC	L510	A103	Draft/revise Opinion on the specimen policy from Argo-Trident.	285.00	1.10	313.50
	TAD	L510	A104	Review/analyze and preparation of final analysis of cancellation of USSIC Policy and Sewer Back-up Coverage under the Argo-Trident Policy.	285.00	3.50	997.50
	TAD	L510	A108	Communicate (other external) - E-mail to Defense Team with Analysis of Cancellation of USSIC Policy and replacement with Argo-Trident Policy.	285.00	0.10	28.50
04/18/2022	TAD	L510	A104	Review/analyze proposed Answer from Grosse Pointe Park.	285.00	0.60	171.00
	TAD	L510	A104	Review/analyze potential replacement policy re: Query: What type of deductible is provided?	285.00	0.40	113.00

				<u>Rate</u>	<u>Hours</u>		
	TAD	L510	A108	Communicate (other external) - E-mails (2) from and to Debra Walling re: analysis of Argo-Trident Policy - Clarification on "per occurrence" vs. "per claimant".	285.00	0.10	28.50
	TAD	L510	A108	Communicate (other external) - E-mail from Debra Walling to John Johnson at Nickel & Saph Insurance Agency re: clarification on "per occurrence" vs. "per claimant".	285.00	0.10	28.50
04/19/2022	TAD	L510	A108	Communicate (other external) - E-mails (2) from John Johnson at Nickel Saph and Debra Walling re: Limited Pollution Liability Coverage and Pollution Coverage within the Tank Policy is "per occurrence".	285.00	0.10	28.50
	TAD	L510	A108	Communicate (other external) - Telephone call with Mr. Johnson of Nickel Saph and Mr. Conn re: clarification of terms "per occurrence" or "per claimant" and particulars of specimen Argo-Trident Policy under review by Grosse Pointe Woods.	285.00	0.30	85.50
	EPC	L510	A108	Communicate (other external) - Telephone call with Mr. Johnson of Nickel Saph and Mr. Diemer re: clarification of terms "per occurrence" or "per claimant" and particulars of specimen Argo-Trident Policy under review by Grosse Pointe Woods.	285.00	0.30	85.50
	TAD	L510	A103	Draft/revise Letter to Defense Team and Mr. Johnson re: conversation with Mr. Johnson to confirm deductible is "per occurrence".	285.00	0.20	57.00
	TAD	L510	A108	Communicate (other external) - E-mail from Frank Schulte to Jeffrey DesRosiers and Patrick Nelson at Tokio Marine re: Notice of Cancellation of Policies.	285.00	0.10	28.50
04/20/2022	TAD	L510	A101	Plan and prepare for Status Conference - Analyze file materials.	285.00	0.40	114.00
	TAD	L510	A109	Appear for/attend Status Conference with Judge Allen.	285.00	0.40	114.00
	TAD	L510	A103	Draft/revise Letter to Defense Team (lengthy) re: Status Conference with Judge Allen.	285.00	0.60	171.00
	TAD	L510	A108	Communicate (other external) - Telephone call with Erica Shell, Counsel for Grosse Pointe Park re: Discovery in the coverage case.	285.00	0.30	

GPW USSIC

6  
May 23, 2022

Claim No: JPJPC-20222Q

Statement No: 5

USSIC v City of Grosse Pointe Woods

					<u>Rate</u>	<u>Hours</u>	
04/21/2022	TAD	L510	A108	Communicate (other external) - Telephone call with Class Counsel Mr. Doherty and Mr. Conn re: discovery in the underlying cases.	285.00	0.20	57.00
	EPC	L510	A108	Communicate (other external) - Telephone call with Mr. Doherty and Mr. Diemer re: discovery in the underlying cases.	285.00	0.20	57.00
	TAD	L510	A108	Communicate (other external) - Telephone call with Counsel for Grosse Pointe Park and Mr. Conn re: Conference with Counsel for USSIC.	285.00	0.20	57.00
	EPC	L510	A108	Communicate (other external) - Telephone call with Counsel for Grosse Pointe Park and Mr. Diemer re: Conference with Counsel for USSIC.	285.00	0.20	57.00
	TAD	L510	A109	Appear for/attend Video Conference with Counsel for USSIC and Counsel for Grosse Pointe Park.	285.00	0.60	171.00
	EPC	L510	A109	Appear for/attend Video Conference with Counsel for USSIC and Counsel for Grosse Pointe Park.	285.00	0.60	171.00
	TAD	L510	A105	Communicate (in firm) - Conference with Mr. Conn re: written discovery to USSIC, payment of defense costs to McGraw Morris, and Dispositive Motion Briefing Schedule.	285.00	0.40	114.00
	EPC	L510	A105	Communicate (in firm) - Conference with Mr. Diemer re: written discovery to USSIC, payment of defense costs to McGraw Morris, and Dispositive Motion Briefing Schedule.	285.00	0.40	114.00
	EPC	L510	A103	Draft/revise Discovery Requests and supporting legal research.	285.00	1.00	285.00
	TAD	L510	A103	Draft/revise proposed Scheduling Order per Court's instruction - Forward to all Counsel for review.	285.00	0.30	85.50
	TAD	L510	A108	Communicate (other external) - Telephone call with Debra Walling (lengthy) re: updates on the coverage case.	285.00	0.50	142.50
	TAD	L510	A108	Communicate (other external) - E-mails (3) to and from Defense Team (lengthy) re: outcome of calls with Opposing Counsel and Counsel for Grosse Pointe Park.	285.00	0.30	85.50
04/22/2022	TAD	L510	A108	Communicate (other external) - E-mails (4) to and from all Counsel to Grosse Pointe Woods and Grosse Pointe Park matters re: Proposed Scheduling Order for Consolidated Cases.	285.00	0.20	57.00



GPW USSIC

USSIC v City of Grosse Pointe Woods

May 23, 2022

Claim No: JPJPC-20222Q

Statement No: 5

				<u>Rate</u>	<u>Hours</u>		
	TAD	L510	A108	Communicate (other external) - E-mail from Frank Schulte re: McGraw Morris invoices.	285.00	0.10	28.50
04/25/2022	EPC	L510	A105	Communicate (in firm) - Conference with Mr. Diemer and Mr. Conn re: Scheduling Order, Discovery, and Discovery strategy.	285.00	0.30	85.50
	TAD	L510	A105	Communicate (in firm) - Conference with Mr. Diemer and Mr. Conn re: Scheduling Order, Discovery, and Discovery strategy.	285.00	0.30	85.50
	TAD	L510	A103	Draft/revise Letter to opposing Counsel re: language of Scheduling Order.	285.00	0.30	85.50
	TAD	L510	A108	Communicate (other external) - E-mail to Defense Team (lengthy) re: Insurance Coverage Litigation Update.	285.00	0.20	57.00
04/26/2022	TAD	L510	A103	Draft/revise Scheduling Orders (final drafts for filing).	285.00	0.30	85.50
	TAD	L510	A108	Communicate (other external) - E-mails (5) to and from Counsel in GPW and GPP matters re: Consolidation Order.	285.00	0.10	28.50
				For Current Services Rendered		53.50	9,804.00
				<b>Total Fees and Costs:</b>			9,804.00
				Previous Balance			\$17,073.55
				<b>Payments</b>			
04/30/2022				Payment [5/5/22] - CK#63203 - Thank you!			-17,073.55
				<b>Balance Due</b>			<u>9,804.00</u>

Billing History			
<u>Fees</u>	<u>Expenses</u>	<u>Finance Charge</u>	<u>Payments</u>
67,060.50	87.55	0.00	57,344.05

<u>Task Code Summary</u>		<u>Fees</u>	<u>Expenses</u>
L510	Appellate Motions and Submissions	9804.00	0.00
L500	Appeal	9,804.00	0.00

Please Remit 592536812,000

SM 5/31/2022

50,000.00

\$9,804.00 73

Final Statement Run Totals 05/23/2022

Section , Item 4.

Statements Printed:	1
Hours:	53.50
Fees:	9,804.00



michigan municipal league

MICHIGAN MUNICIPAL LEAGUE  
MEMBERSHIP RENEWAL INVOICE

2021 - 2022

Section , Item 5.

**Grosse Pointe Woods**

ID: 211

Date: 02/01/2022

Membership Period: 04/01/2022 - 03/31/2023

Current Balance

* MML Dues	6,207.00
** Legal Defense Fund	621.00
	<hr/>
	\$6,828.00

**Total Due by April 01, 2022:  
\$6,828.00**

**Please sign, date and return one invoice copy with your payment.**

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

[Handwritten Signature]  
(Signature)

6-1-22  
(Date)

101101958000

SM 6/1/2022

\* MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

\*\* The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

**See what the League can do for you by visiting [www.mml.org](http://www.mml.org)**



RECEIVED

MAR 31 2022

Mayor Arthur Bryant  
20025 Mack Plaza Drive  
Grosse Pointe Woods, MI 48236

Dear Tree City USA Community Member,

On behalf of the Arbor Day Foundation, I congratulate Grosse Pointe Woods on earning recognition as a 2021 Tree City USA. We are so thrilled that Grosse Pointe Woods takes pride in creating a community that places unique value on the planting and caring of trees.

Grosse Pointe Woods is part of an incredible network of more than 3,600 Tree City USA's, with a combined total population of 155 million. The Tree City USA program is one of the Arbor Day Foundation's earliest programs. We are proud to partner with the U.S. Forest Service and the National Association of State Foresters to maintain this community.

Over the last few years, it has become increasingly clear of the value and importance that trees hold for our future. Cities and towns across the globe are facing challenges when it comes to air quality, water resources, personal health and well-being, and energy use. Grosse Pointe Woods shows its residents and peers that they are forward-thinking and eager to combat these issues. By showing your dedication to urban forestry, you demonstrate a commitment to a brighter, greener future.

We hope you are as excited as we are to share this accomplishment with your local media and your residents. Enclosed in this packet is a press release for you to distribute at your convenience.

State foresters will receive the Tree City USA recognition materials and coordinate on how to distribute them. We will forward information about your awards to your state forester's office to facilitate the presentation. Your community's Arbor Day ceremony would be the best time to mention the Tree City USA award.

Again, we are excited to celebrate your commitment to the people and trees of Grosse Pointe Woods and thank you for helping us plant, nurture and celebrate trees.

Best Regards,

Dan Lambe  
Arbor Day Foundation Chief Executive



FOR IMMEDIATE RELEASE

Contact:  
Arbor Day Foundation  
Lauren Weyers  
[lweyers@arborday.org](mailto:lweyers@arborday.org)

*Arbor Day Foundation Recognizes Grosse Pointe Woods as a Tree City USA®  
Grosse Pointe Woods earns the Tree City USA recognition for their commitment to urban forestry*

LINCOLN, Nebraska (3/8/2022) – Grosse Pointe Woods was named a 2021 Tree City USA by the Arbor Day Foundation to honor its commitment to effective urban forest management.

Grosse Pointe Woods achieved Tree City USA recognition by meeting the program's four requirements: forming a tree board or department, creating a tree-care ordinance, having an annual community forestry budget of at least \$2 per capita, and an Arbor Day observance and proclamation. The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

"Tree City USA communities benefit from the positive effects that an urban tree canopy has year after year," said Dan Lambe, chief executive of the Arbor Day Foundation. "The trees being planted and cared for by Grosse Pointe Woods ensure that generations to come will enjoy a better quality of life. Additionally, participation in this program helps cultivate a sense of stewardship and pride for the trees the community plants and cares for."

Planting trees in an urban space comes with a myriad of benefits past the recognition of this program. Urban tree plantings help reduce energy consumption by up to 25%, which will reduce general energy costs and help with the overall cooling of the city as well. In addition, members of the community benefit from properly placed trees as they increase property values from 7–20%. Trees also positively affect the local ecosystem by helping to clean water and create animal habitats to encourage biodiversity.

More information on the program is available at [arborday.org/TreeCityUSA](http://arborday.org/TreeCityUSA).

**About the Arbor Day Foundation**

Founded in 1972, the Arbor Day Foundation has grown to become the largest nonprofit membership organization dedicated to planting trees, with more than one million members, supporters and valued partners. Since 1972, almost 500 million Arbor Day Foundation trees have been planted in neighborhoods, communities, cities and forests throughout the world. Our vision is to lead toward a world where trees are used to solve issues critical to survival.

As one of the world's largest operating conservation foundations, the Arbor Day Foundation, through its members, partners and programs, educates and engages stakeholders and communities across the globe to involve themselves in its mission of planting, nurturing and celebrating trees. More information is available at [arborday.org](http://arborday.org).



# City of Grosse Pointe Woods Community Tree Commission



## 2022 Arbor Day Poster

Celebrating 150 years of Arbor Day



# City of Grosse Pointe Woods Community Tree Commission



## 2022 Arbor Day Poster

Celebrating 150 years of Arbor Day



# City of Grosse Pointe Woods Community Tree Commission

# Trees!



## 2022 Arbor Day Poster

Celebrating 150 years of Arbor Day



# City of Grosse Pointe Woods

## Community Tree Commission

TREES ARE  
Terrific  
because...



~~animals live in trees~~  
~~and wild life is so~~  
~~important and that is~~  
~~why trees are~~ **Terrific!**



### 2022 Arbor Day Poster

Celebrating 150 years of Arbor Day



**City of Grosse Pointe Woods**  
**Community Tree Commission**



**2022 Arbor Day Poster**

Celebrating 150 years of Arbor Day

COUNCIL MINUTES EXCERPT  
PENDING APPROVAL  
05-16-22

Motion by Koester, seconded by Vaughn, regarding **First Reading: The Repeal of Section 50-539: Solar Energy Systems, in its Entirety**, that the City Council concur with the repealing of this ordinance, to set a date of June 6, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

- Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
- No: None
- Absent: None

PLANNING COMMISSION EXCERPT  
PENDING MINUTES 4-26-22

**MOTION** by Gerhart, seconded by Gilezan that the Planning Commission recommend to Mayor and City Council the repealing of Section 50-539: Solar Energy Systems, in its entirety.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

**MOTION** by Gerhart, seconded by Bailey, that the motion Planning Commission recommend to Mayor and City Council the repealing of Section 50-539 - Solar Energy Systems, in its entirety, and the motion that Planning Commission recommend to Mayor and City Council to approve the amendment to Chapter 50 Zoning, Section 50-340 Special Land Uses, and Section 50-373 Design Standards regarding Colonial Themes, both be immediately certified.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

**CITY OF GROSSE POINTE WOODS**

Building Department

**MEMORANDUM**

DATE: April 20, 2022  
TO: Planning Commission  
FROM: Gene Tutag, Building Official  
SUBJECT: Public Hearing, Solar Ordinance Repeal in Chapter 50 of City Code

The Planning Commission will hold a public hearing at tonight’s meeting (4-26-22) regarding the repealing of section 50-539 of the City Code. A new ordinance was adopted regarding Solar Panels. Since the adoption, the old ordinance in section 50-539 needs to be repealed in its entirety.

We are requesting the Planning Commission approve to repeal section 50-539 of the City Code.

**YORK, DOLAN & TOMLINSON, P.C.**

Attorneys and Counselors at Law  
22600 Hall Road, Suite 205  
Clinton Township, Michigan 48036  
586-263-5050  
Fax 586-263-4763

John A. Dolan (jdolan@yorkdolanlaw.com)  
Timothy D. Tomlinson (ttomlinson@yorkdolanlaw.com)

Fred A. York (1930-1989)

November 16, 2021

Via Email  
Honorable Planning Commission  
c/o Josephine Modrack  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

**RE: Solar Energy Ordinance**

Dear Planning Commission:

Enclosed please find a proposed ordinance to amend the City of Grosse Pointe Woods Zoning Ordinance to repeal the definitions related to solar energy systems and solar panels, and to repeal Section 50-539, regulating solar energy systems. As a result of the recent adoption of the Regulatory Ordinance provided in Section 8-501, it is necessary for the repealer of these items out of our current Zoning Ordinance so as to eliminate any potential conflicts or interpretation issues. Please place this matter on the next regular agenda for public hearing. In the interim, should you have any questions regarding same, please do not hesitate to contact me. We remain,

Very truly yours,

YORK, DOLAN & TOMLINSON, P.C.  
  
Timothy D. Tomlinson

TDT/jabh  
Enclosure

- cc: Arthur W. Bryant, Mayor (Via Email w/Enclosure)
- Lisa K. Hathaway, Clerk (Via Email w/Enclosure)
- Bruce Smith (Via Email w/Enclosure)
- Gene Tutag (Via Email w/Enclosure)

CITY OF GROSSE POINTE WOODS  
WAYNE COUNTY, MICHIGAN

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 50 – ZONING, SECTION 50-1 - DEFINITIONS, BY REPEALING THE DEFINITIONS OF “SOLAR ENERGY SYSTEM” AND “SOLAR PANEL”, AND REPEALING SECTION 50-539 - SOLAR ENERGY SYSTEMS IN ITS ENTIRETY, AND TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

**THE CITY OF GROSSE POINTE WOODS ORDAINS:**

**Section 1.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 50 – Zoning, Section 50-1 – Definitions, is hereby amended by repealing the definitions of “Solar Energy System” and “Solar Panel”.

**Section 2.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 50 – Zoning, Section 50-539 – Solar Energy Systems, is hereby repealed and deleted in its entirety.

**Section 3. Repealer Clause.** Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 4. Validity and Severability.** Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

**Section 5. Effective Date.** This Ordinance shall be effective twenty (20) days from and after its adoption by the City of Grosse Pointe Woods City Council.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
Arthur W. Bryant, Mayor

Attested:

\_\_\_\_\_  
Paul P. Antolin, City Clerk

**CERTIFICATION OF CLERK**

I, Paul P. Antolin, City Clerk of the City of Grosse Pointe Woods, Wayne County, Michigan, do hereby certify that Ordinance No. \_\_\_\_\_ was adopted by the City Council of Grosse Pointe Woods, assembled in regular session on June \_\_\_\_, 2022. Said Ordinance was posted in the following places:

Notice of said posting was published in \_\_\_\_\_ (*insert newspaper*) on June \_\_\_\_, 2022.

\_\_\_\_\_  
Paul P. Antolin, City Clerk

First Reading: \_\_\_\_\_

Proposed Second Reading: \_\_\_\_\_

Published by Title: \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Published Final: \_\_\_\_\_



COUNCIL CLIPPING  
11-08-21

Motion by Gafa, seconded by McConaghy, regarding **First Reading: An Ordinance to Adopt Article XVII Solar Energy Systems, Chapter 8, Buildings and Building Regulations, Sec. 8-501 To Eliminate the Requirement that Panels be Located Within 4 Feet of Any Peak, Eave or Valley, To Provide That The Installation of the Solar Energy System Shall Comply with the Michigan Residential Code, and To Provide for Appeals to the City Council**, that the City Council concur with the Committee-of-the-Whole at their meeting held October 18, 2021, and amend this ordinance, set a date of December 6, 2021, for a second reading and final adoption, and to authorize the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

- Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
- No: None
- Absent: None

COUNCIL CLIPPING  
12-06-21

Motion by Vaughn, seconded by Brown, regarding **Second Reading: An Ordinance to Adopt Article XVII Solar Energy Systems, Chapter 8, Buildings and Building Regulations, Sec. 8-501 to Eliminate the Requirement that Panels be Located Within 4 Feet of Any Peak, Eave or Valley, to Provide that the Installation of the Solar Energy System Shall Comply with the Michigan Residential Code, and to Provide for Appeals to the City Council**, that the City Council adopt this ordinance and make it effective in twenty days.

This item is to be referred to the Committee-of-the-Whole for further discussion pertaining to Section 8-501(3).

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: None

AFFIDAVIT OF LEGAL PUBLICATION

# Grosse Pointe News

16980 Kercheval Pl  
Grosse Pointe, Michigan 48230  
(313)882-3500

COUNTY OF WAYNE  
STATE OF MICHIGAN, SS.

Melanie Mahoney  
being duly sworn deposes and says that attached advertisement of

City of Grosse Pointe Woods  
was duly published in accordance with instructions, in the GROSSE POINTE NEWS on  
the following date:

April 7, 2022

#3 GPW 4/7 PHN ORD CH 50 SOLAR ENG

and knows well the facts stated herein, and that she is the Administrative Assistant  
of said newspaper.

*Melanie Mahoney*

*Dawn M LoPiccolo*

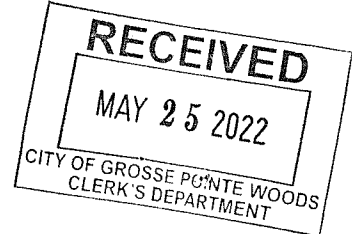
Dawn m LoPiccolo  
Notary Public - State of Michigan  
County of Macomb  
My Comm. Exp. 06-02-2024 Acting  
in County of Wayne date 7/6/2022



AFFIDAVIT OF LEGAL PUBLICATION

# Grosse Pointe News

16980 Kercheval Pl  
Grosse Pointe, Michigan 48230  
(313)882-3500



COUNTY OF WAYNE  
STATE OF MICHIGAN, SS.

Melanie Mahoney  
being duly sworn deposes and says that attached advertisement of

City of Grosse Pointe Woods  
was duly published in accordance with instructions, in the GROSSE POINTE NEWS on  
the following date:

May 26, 2022

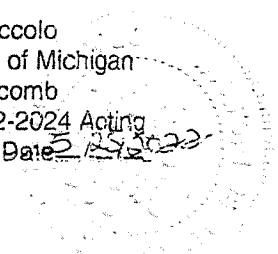
#3 GPW 5/26 APPEAL CH 50 SOLAR ENERGY

and knows well the facts stated herein, and that she is the Administrative Assistant  
of said newspaper.

*Melanie Mahoney*  
*Dawn M LoPiccolo*

Notary Public

Dawn m LoPiccolo  
Notary Public - State of Michigan  
County of Macomb  
My Comm. Exp. 06-02-2024 Acting  
in County of Wayne Date 5/25/2022



City of **Grosse Pointe Woods**, Michigan

NOTICE IS HEREBY GIVEN that the City Council will be considering the following proposed Zoning Ordinance amendment for a second reading at its meeting scheduled for Monday, June 6, 2022 at 7:00 p.m. in the Council Chambers/Court Room of the Robert E. Novitke Municipal Center. The proposed Zoning Ordinance amendment is available for public inspection at the Municipal Center, 20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m., Monday through Friday. The Council meeting is open to the public. All interested persons are invited to attend.

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 50 - ZONING, SECTION 50-1 - DEFINITIONS, BY REPEALING THE DEFINITIONS OF "SOLAR ENERGY SYSTEM" AND "SOLAR PANEL", AND REPEALING SECTION 50-539 - SOLAR ENERGY SYSTEMS IN ITS ENTIRETY, AND TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

Paul P. Antolin  
City Clerk

COUNCIL MINUTES EXCERPT  
PENDING APPROVAL  
05-16-22

Motion by Brown, seconded by Gafa, regarding **First Reading: The Amendment to Chapter 50, Zoning, Section 50-340 Special Land Uses, and Section 50-373 design Standards regarding Colonial Themes**, that the City Council concur with the amendment of this ordinance, to set a date of June 6, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

- Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
- No: None
- Absent: None

PLANNING COMMISSION EXCERPT  
PENDING MINUTES 4-26-22

**MOTION** by Bailey seconded by Hamborsky, that the Planning Commission recommend to Mayor and City Council to approve the Amendment to Chapter 50 Zoning, Section 50-340 Special Land Uses, and Section 50-373 Design Standards regarding Colonial Themes.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

**MOTION** by Gerhart, seconded by Bailey, that the motion Planning Commission recommend to Mayor and City Council the repealing of Section 50-539 - Solar Energy Systems, in its entirety, and the motion that Planning Commission recommend to Mayor and City Council to approve the amendment to Chapter 50 Zoning, Section 50-340 Special Land Uses, and Section 50-373 Design Standards regarding Colonial Themes, both be immediately certified.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

**CITY OF GROSSE POINTE WOODS**

Building Department

**MEMORANDUM**

DATE: April 20, 2022  
TO: Planning Commission  
FROM: Gene Tutag, Building Official  
SUBJECT: Public Hearing, Ord, Change, Sec. 50-373, Design Standards (Colonial Theme)

The Planning Commission will hold a public hearing at tonight’s meeting (4-26-22) to consider the amendments of section 50-373 of the City Code relating to Colonial Design Standards.

After many discussions with the Planning Commission and Mayor Bryant, a final draft of the proposed ordinance changes to section 50-373 was prepared. The official list of Restricted Building Materials and the proposed ordinance changes to section 50-373 were presented before The Committee of the Whole at the February 28, 2022 meeting, then presented before the Mayor and City Council at the March 21, 2022 meeting, where the motion was passed for the Planning Commission to hold a public hearing.

We are requesting the Planning Commission adopt the proposed changes to Section 50-373 of the City Code as presented.

GROSSE POINTE WOODS RESTRICTED BUILDING MATERIALS

The following regulations apply to any new building or addition or façade change located within the C, C-2 and R0-1 zoning districts.

- a. *Metal Building Walls.* The use of structural corrugated metal wall, or a metal panel-and-batten wall system such as a metal-sided, prefabricated building or a pre-engineered metal building, shall be prohibited. An architectural metal panel façade system with integral trim and integral trim connections to adjacent materials is permitted provided that the architectural metal panel system is not used closer than 1.5 feet from the ground.
- b. *Concrete Masonry Units.* Utility-grade concrete masonry units, such as standard concrete block and split-face block, are permitted along a building’s street-facing frontage provided that their use is limited to the base of the façade to a height not exceeding 1.5 feet. These materials are permitted on a building’s rear, alley and interior lot line facades.
- c. *Simulated Stucco Products.* (EFIS) Simulated stucco products are prohibited on the ground-level area of a building, and may only be used on the upper one-third of a street façade. These materials are permitted on floors above the ground level on a building’s rear, alley and interior lot line facades. For purposes of this paragraph, the ground-level area of a one-story building is the lowest 12 feet of the building.
- d. *Prohibited Stone Cladding.* Masonry stone cladding using irregularly-shaped stones, often known as rubble masonry and which is typically laid in an un-coursed manner, is prohibited. This prohibited stone cladding may be composed of river rock of smooth oval-shaped stones or of rough, thinly-layered courses commonly known as ledgerstone. Prohibited materials may be natural stone, manufactured or cultured stone, or veneer siding material.
- e. *Fiber-Cement Siding.* Fiber-cement siding, including composite material made of cement reinforced with cellulose fibers, or any material that is the equivalent of fiber-cement siding, is prohibited within 1.5 feet of grade on a street façade that is adjacent to a street lot line or sidewalk
- f. Vinyl including vinyl clad windows.
- g. Aluminum siding.
- h. T-111 panels or any type of plywood panel or horizontal siding.
- i. Asphalt shingles.



COUNCIL CLIPPING  
03-21-22

Motion by Vaughn, seconded by Granger, regarding **Colonial Theme Design**, that the City Council concur with the recommendation of the Committee-of-the-Whole and approve the amended Colonial Theme Design Ordinance to be placed on the next Planning Commission meeting to schedule a Public Hearing.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: Brown

cc: ~~Planning Comm.~~  
File

COMMITTEE-OF-THE-WHOLE EXCERPT  
02-28-22

The first item discussed was regarding the **Colonial Design Theme**. The Building Official stated that the current ordinance requires a Colonial or Early American design theme with adequate specifications. Recently, the Planning Commission approved façade changes that didn't have Colonial design elements but looked very nice and added to the community.

After several discussions with the Planning Commission and the Mayor, it was decided to keep the Colonial design as a suggested theme rather than a requirement. The ordinance changes focus more on quality materials. The Building Official claims the best way to move forward is to encourage the use of quality materials. He provided the Planning Commission with a list of prohibited materials, which are certain materials that should not be used in the facades of Mack Avenue.

Councilmember McConaghy was pleased and supportive of the changes. He believes this will satisfy those who prefer a Colonial design as well as those who do not. The importance of this ordinance change is not necessarily the Colonial design theme, rather it is the quality materials being used.

Motion by Gafa, seconded by Vaughn, that the item regarding the **Colonial Theme Design**, be placed on the next City Council meeting.

Motion carried by the following vote:  
Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

\* From CC 3-21-22 Packet

02/24/22

Councilmembers,

The highlighted words are the main changes that loosen the previously required Colonial theme elements.

Mayor Bryant

\* From CC 3-21-22 Packet

**YORK, DOLAN & TOMLINSON, P.C.**

Attorneys and Counselors at Law  
22600 Hall Road, Suite 205  
Clinton Township, Michigan 48036  
586-263-5050  
Fax 586-263-4763

John A. Dolan (jdolan@yorkdolanlaw.com)  
Timothy D. Tomlinson (ttomlinson@yorkdolanlaw.com)

Fred A. York (1930-1989)

August 30, 2021

Via Email

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

**RE: COW Agenda/Colonial Theme Ordinance**

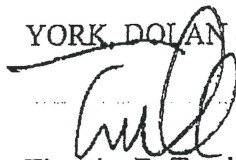
Dear Mayor & Council:

Previously, Chip Berschback had made revisions to the Design Standards section of the Zoning Ordinance. The proposed revisions and modifications to the ordinance encourage a colonial theme, but provide the Planning Commission with suitable flexibility for review and consideration by the Council. Additionally, it brings the design standards some consistency with what has actually been developed and constructed over the years. I have reviewed Chip's previous recommended changes, and I have modified them somewhat after discussion with Mr. Tutag.

Procedurally, any revision to the Zoning Ordinance would require public hearing at the Planning Commission level first. Accordingly, I think it is appropriate that the Committee of the Whole review these revisions first before it is sent to the Planning Commission for a public hearing. Should you have any questions or concerns regarding same, please do not hesitate to contact me. We remain,

Very truly yours,

YORK, DOLAN & TOMLINSON, P.C.



Timothy D. Tomlinson

TDT/jabh

- cc: Bruce Smith (Via Email w/Enclosure)
- Lisa K. Hathaway (Via Email w/Enclosure)
- Gene Tutag (Via Email w/Enclosure)

ORDINANCE # \_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 50 ZONING,  
 SEC. 50-340 SPECIAL LAND USES AND  
 SEC. 50-373 DESIGN STANDARDS REGARDING  
 COLONIAL THEMES

The City of Grosse Pointe Woods Ordains:

Sec. 50-340 Special Land Uses.

1. *Design standards.*

1. *Building height.* The following maximum building heights shall apply to buildings within a CCRC:

Building Type	Max. Height (Ft <sup>1</sup> /Stories)
Mixed Use	The exterior wall height shall not exceed 36' from grade to the "top plate" The total exterior height of the building shall not exceed 45 feet from grade to the top of the ridge or highest point of the building. The total number of stories shall not exceed three (3)
Attached Residential	30/ 2
Detached Residential	30/ 2
Accessory	15/1

2. *Minimum unit size.* The following minimum unit sizes shall apply to units within a CCRC:

Unit Type	Minimum Unit size
Independent Living - Detached	1,000 s.f.
Independent Living - Attached Apartment	525 s.f.
Efficiency/Studio Apartment	400 s.f.
Assisted Living	200 s.f.
Nursing Home	200 s.f.

3. *Massing and style.* Building massing and style must be distinctively residential in character, drawing on the historical Historical design elements that are contextually consistent with Early

~~American or Colonial architecture. Historical and traditional design elements are encouraged but not required.~~

4. *Roofs.* Preference shall be given to roof pitches consistent with single-family, residential design. Early American or Colonial styles are preferred, but not required. Material must be consistent with the architecture of the building. Composition shingle material is acceptable, providing that it is of high quality and provides architectural definition to the tab shingle to emulate traditional wood shingle styles. Tile, slate, or metal roofing is permitted, provided it is consistent with the architectural style of the building. The installation of chimneys on the roofs of all buildings is encouraged to convey the look and feel of residential use.

5. *Facade element.* Design of the facade shall be highly detailed and articulated to be compatible with the scale and sensitivity to the residential uses of the project. Facades should have a well defined foundation, a modulated wall element, and pitched roof or articulated cornice which defines the character of the building, and provides relation to the human scale of typical family residences.

6. *Entrances.* Building entrances must comply with all current accessibility regulations; however the use of ramps and lifts is discouraged. Buildings should be designed with entrances that are barrier-free for the intended uses. The use of sloping entry walks, covered entryways, porticos, arcades, and covered porches is encouraged. Where grade separation of an entrance is required because of site topography, accommodation should be provided in the architectural detail of the entry to allow barrier-free use by building residents and visitors.

7. *Door and window openings.* Doors and windows form the transition from public to private space, and should reflect residential detailing in design and placement. The use of cornices, architectural moldings, side lights, transom lights, and raised panels in doors is encouraged. Window openings should vary between buildings, but should not be unbroken and continuous in any circumstance. The use of opening sash windows with true divided lights, or detailing to convey the character of divided lights is encouraged. The use of shutters consistent with the architecture of a building is encouraged. A wide range of material for doors and windows is acceptable, except that the use of commercial, anodized or painted aluminum or steel storefront assemblies is discouraged.

8. *Materials and design elements.* Material chosen for exterior elements ~~should be consistent with the intent and use of materials~~ traditionally found in residential design in Early Colonial America are encouraged. Siding materials such as clapboard and shingle are preferred, and the use of new materials which reduce maintenance, but emulate the look and feel of traditional materials is encouraged. The use of a variety of trim material to provide detail at the eaves, corners, gables, pediments, lintels, sills, quoins, and balustrades are encouraged. The use of bays, towers, cupolas, reverse gables, and dormers to provide unique character to a building and provide articulation of the facade is encouraged. The color palette chosen for any building should be consistent with ~~traditional colonial colors~~. Approved colors on file with the building department.

9. *Garages.* Detached garages or carports may not be located within a front yard. Any structure with a front loaded attached garage including structures on culs-de-sac shall have the front yard setback lines staggered to achieve a differentiation with a minimum between adjacent buildings of three feet and a maximum of eight feet, no front yard shall be less than the minimum specified in this section. The attached garage may not occupy more than 60 percent of the length of the total building frontage.

10. *Exterior lighting.* The lighting of buildings and site areas shall be designed so the light does not directly shine onto adjoining properties or cause glare for motorists. The design and selection of light fixtures shall compliment the overall design of the campus and not cause the property to be overly lit. Lighting shall be coordinated with landscaping designs so trees and shrubs will not interfere with lighting as they grow, creating dark areas. The use of "green" technology is encouraged.

11. *Signs.* One externally illuminated ground sign is permitted at each entry to the campus provided that, the signs design is consistent to the overall design of the development, does not exceed 32 square feet in area and is no higher than seven feet above grade. The lettering and colors of the signs are subject to the requirements of section 32-29 of the Sign Code. Directory or directional signs are subject to the conditions of chapter 32 or the City Code.

**Sec. 50-373. - Design standards.**

(a) General.

(1) New construction, renovations, remodeling or exterior building alterations within all C commercial, C-2 high intensity city center, and RO-1 restricted office zoning districts shall be designed in conformance with approved design standards found in this section and on file with the building department. The purpose of these design standards is to promote a ~~coordinated and~~ complimentary use of design elements that result in a theme oriented, harmonious appearance and image for the commercial and high intensity residential areas of the city.

(2) ~~To be in compliance with these standards, all designs as governed by this section shall contain a dominant~~ The use of assorted architectural design elements generally described as "Colonial," "Williamsburg Colonial," "Georgian Colonial," "Early American," "Classic" or "Traditional", are encouraged but not required. Specific definitions and examples of these elements are included within this section, and in the "design standards" guidelines on file with the building department. The guidelines may be modified by the city council after recommendation by the planning commission resolution.

(b) Design components.

(1) The Colonial designs and elements are encouraged, but not required. In considering a colonial design theme element, the words "Colonial," "Williamsburg Colonial," "Georgian Colonial," "Early American," "Classic" or "Traditional" shall collectively refer to use of a pallet of materials, trim, shapes, forms, colors and details most commonly associated with the

dominant architectural styles utilized during the early development of the east coast American towns and cities. Some examples of where these designs are commonly found and featured include Williamsburg, Virginia, Cape Cod, New England and Philadelphia.

(2) To more specifically define the assorted components that can be utilized to achieve this any one design style, the design standards guidelines include graphic examples of design elements, all of which are considered by definition of this section to be acceptable when collectively used within a total design. These elements shall be utilized in appropriate proportions and quantity to form an overall total design consistent with the requirements of this section.

(3) Colors utilized in all design components shall be consistent with the approved color chart on file with the building department and shall be utilized to produce a balanced, ~~coordinated~~ and complimentary total design solution.

(Code 1975, § 5-8-5, Code 1997, § 98.205)



**CITY OF GROSSE POINTE WOODS  
WAYNE COUNTY, MICHIGAN**

**PLANNING COMMISSION RESOLUTION AND REPORT  
RECOMMENDING APPROVAL TO AMEND CHAPTER 50 ZONING, SEC. 50-340 SPECIAL  
LAND USES AND SEC. 50-373 DESIGN STANDARDS REGARDING COLONIAL THEMES**

WHEREAS, the Planning Commission has reviewed the proposed amendment to amend Chapter 50 Zoning, Sec. 50-340 Special Land Uses and Sec. 50-373 Design Standards regarding Colonial Themes; and

WHEREAS, the proposed amendment encourages colonial design themes, but eliminates it as a mandatory design requirement, provided proposed design elements are of quality materials and construction; and

WHEREAS, a public hearing occurred on the proposed amendments to the Zoning Ordinance at a regularly scheduled Planning Commission meeting on April 26, 2022.

NOW THEREFORE, IT IS HEREBY RESOLVED based on discussions occurring at various meetings prior to the public hearing and discussions at the public hearing, the Planning Commission hereby recommends to the City Council that the Council adopt the proposed amendment as presented to amend Chapter 50 Zoning, Sec. 50-340 Special Land Uses and Sec. 50-373 Design Standards regarding Colonial Themes that encourages colonial design themes, but eliminates it as a mandatory design requirement, provided proposed design elements are of quality materials and construction.

This Resolution and Report shall be forwarded to the City Council for further action.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

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

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
City Clerk

**CERTIFICATION**

I, \_\_\_\_\_, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of the Resolution adopted by the Planning Commission on April 26, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

\_\_\_\_\_  
City Clerk

**CITY OF GROSSE POINTE WOODS  
WAYNE COUNTY, MICHIGAN**

**PLANNING COMMISSION RESOLUTION AND REPORT  
RECOMMENDING APPROVAL TO AMEND CHAPTER 50 ZONING, SEC. 50-340 SPECIAL  
LAND USES AND SEC. 50-373 DESIGN STANDARDS REGARDING COLONIAL THEMES**

WHEREAS, the Planning Commission has reviewed the proposed amendment to amend Chapter 50 Zoning, Sec. 50-340 Special Land Uses and Sec. 50-373 Design Standards regarding Colonial Themes; and

WHEREAS, the proposed amendment encourages colonial design themes, but eliminates it as a mandatory design requirement, provided proposed design elements are of quality materials and construction; and

WHEREAS, a public hearing occurred on the proposed amendments to the Zoning Ordinance at a regularly scheduled Planning Commission meeting on April 26, 2022.

NOW THEREFORE, IT IS HEREBY RESOLVED based on discussions occurring at various meetings prior to the public hearing and discussions at the public hearing, the Planning Commission hereby recommends to the City Council that the Council not adopt the proposed amendment as presented to amend Chapter 50 Zoning, Sec. 50-340 Special Land Uses and Sec. 50-373 Design Standards regarding Colonial Themes that encourages colonial design themes, but eliminates it as a mandatory design requirement, provided proposed design elements are of quality materials and construction, and instead retain the current standards.

This Resolution and Report shall be forwarded to the City Council for further action.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

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

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
City Clerk

**CERTIFICATION**

I, \_\_\_\_\_, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of the Resolution adopted by the Planning Commission on April 26, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

\_\_\_\_\_  
City Clerk

AFFIDAVIT OF LEGAL PUBLICATION

# Grosse Pointe News

16980 Kercheval Pl  
Grosse Pointe, Michigan 48230  
(313)882-3500

COUNTY OF WAYNE  
STATE OF MICHIGAN, SS.

Melanie Mahoney

being duly sworn deposes and says that attached advertisement of

City of Grosse Pointe Woods

was duly published in accordance with instructions, in the GROSSE POINTE NEWS on the following date:

April 7, 2022

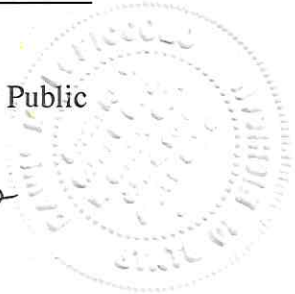
#4 GPW 4/7 PHN ORD CH 50 DESIGN

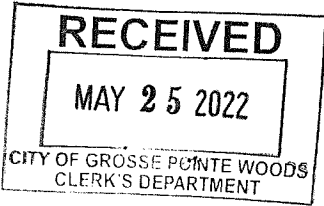
and knows well the facts stated herein, and that she is the Administrative Assistant of said newspaper.

*Melanie Mahoney*

*Dawn M LoPiccolo*

Dawn m LoPiccolo  
Notary Public - State of Michigan  
County of Macomb  
My Comm. Exp. 06-02-2024 Acting  
in County of Wayne Date 7/16/2022





AFFIDAVIT OF LEGAL PUBLICATION

# Grosse Pointe News

16980 Kercheval Pl  
Grosse Pointe, Michigan 48230  
(313)882-3500

COUNTY OF WAYNE  
STATE OF MICHIGAN, SS.

Melanie Mahoney  
being duly sworn deposes and says that attached advertisement of

City of Grosse Pointe Woods  
was duly published in accordance with instructions, in the GROSSE POINTE NEWS on  
the following date:

May 26, 2022

#4 GPW 5/26 APPEAL CH 50 SPECIAL LAND

and knows well the facts stated herein, and that she is the Administrative Assistant  
of said newspaper.

City of **Grosse Pointe Woods**, Michigan  
NOTICE IS HEREBY GIVEN that the City Council will be  
considering the following proposed Zoning Ordinance amendment  
for a second reading at its meeting scheduled for Monday, June 6,  
2022 at 7:00 p.m. in the Council Chambers/Court Room of the Robert  
E. Novitke Municipal Center. The proposed Zoning Ordinance  
amendment is available for public inspection at the Municipal Center,  
20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m., Monday through  
Friday. The Council meeting is open to the public. All interested  
persons are invited to attend.  
**TO AMEND CHAPTER 50 ZONING, SEC. 50-340 SPECIAL  
LAND USES AND SEC. 50-373 DESIGN STANDARDS  
REGARDING COLONIAL THEMES.**  
Paul P. Antolin  
City Clerk

G.P.N.: 5/26/2022

*Melanie Mahoney*  
*Lawrence M. LoPiccolo*  
Notary Public  
Lawrence M. LoPiccolo  
Notary Public - State of Michigan  
County of Macomb  
1. Exp. 06-02-2024 Acting  
of Wayne Date 5/25/2022