



# Downtown Development Authority

Friday, July 19, 2024 at 12:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
  - [A.](#) June 2024 - DDA Board Minutes
5. **Consent Agenda**
  - [A.](#) June 2024 - Financial Reports
  - [B.](#) June 2024 - Code Enforcement Report
6. **Public Comment (*speakers are limited to 3 minutes*)**
7. **Old Business**
8. **New Business**
  - [A.](#) Wildtype Tree Invoice
  - [B.](#) HAWK Crosswalk Signals Contract and Budget Approval
  - [C.](#) Replacement Welcome Sign
  - [D.](#) LV Music Festival Stage Equipment Invoice
  - [E.](#) Mobile Credit Card Processors
  - [F.](#) 27907 California Dr.
9. **DDA Director Report**
  - [A.](#) July 2024 - CED Report

**10. Adjourn**

**DDA Meeting Minutes  
June 21, 2024**

**1. Call to Order- 12:05am**

**2. Roll Call**

Kelly Garrett, Charlotte Jones, Fred Prime, Pam Shermeyer, Dan Sugg, and Danielle Huey.

**3. Approval of Agenda**

A motion was made by Kelly Garrett to approve the meeting agenda for the June 21, 2024, DDA meeting. Motion was seconded by Pam Shermeyer.

**4. Approval of Minutes**

A motion was made by Pam Shermeyer to approve meeting minutes from the May 17, 2024, DDA meeting. Motion was seconded by Fred Prime.

**5. Public Comment**

Organizers of the Lathrup Village Music Festival provided the DDA with an update on their sponsorship fundraising to produce the concert.

**6. Consent Agenda**

A motion was made by Kelly Garrett to approve the Consent Agenda. Motion was seconded by Dan Sugg.

- a. Questions were asked regarding the services being provided by Flock Group. The company is providing the technology for license plate reading equipment to assist the Police Department to patrol DDA district.
- b. Board members inquired what responsibility code enforcement had for monitoring code violations related to excessive sound spilling into the DDA from other districts.

**7. New Business**

- a. A motion was made by Charlotte Jones to approve the budget amendments as presented. Motion was seconded by Dan Sugg.
- b. A motion was made by Pam Shermeyer to approve payment for an invoice for advertisements in Metro Times for the Lathrup Village Music Festival. Motion was seconded by Danielle Huey. Board members were informed the advertisement would be published in multiple issues if the Metro Times.
- c. A motion was made by Kelly Garrett to approve the contract for Paul Hill's performance at the Lathrup Village Music Festival. Motion was seconded by Dan Sugg.

**8. DDA Director Report**

An overview of past and upcoming events involving the DDA were provided. Status of the ongoing repaving of Southfield Road and concrete work of alleyways was discussed. Director provided a brief update on the ongoing project to develop a standalone main street/DDA website. The Director went on to discuss the scaled down budget provided to the County for the new playscape/playground project at the municipal park. This version would break the project up into multiple phases. Board members requested an itemized spreadsheet showing what each line item would bring to the project.

A motion was made by Kelly Garrett to approve the DDA director Report. Motion was seconded by San Sugg.

**9. Public Comment**

None

**10. Adjournment**

A motion was made by Pam Shermeyer to adjourn the meeting at 12:39am. Motion was seconded by Dan Sugg.

User: AUSTIN  
DB: Lathrup

FROM 494-000.000-000.000 TO 494-000.000-971.001

TRANSACTIONS FROM 06/01/2024 TO 06/30/2024

Item 5A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-010.000 TRUST ACCOUNT-GENERAL						
Journal GJ: GJ						
141203	06/14/2024	INTERFUND DUE-TO/DUE-FROM (TRF	16323	Multiple	43,042.20	
141204	06/14/2024	TO REVERSE MANUAL JOURNAL ENTR	16324	Multiple		43,042.20
141205	06/14/2024	INTERFUND DUE-TO/DUE-FROM (TRF	16325	Multiple	43,042.20	
141891	06/30/2024	Flagstar (DDA savings) xxxxxxxx	16338	Multiple	3,208.08	
Journal Totals					89,292.48	43,042.20
Totals for 494-000.000-010.000					89,292.48	43,042.20
Balance 06/01/24:				917,238.72		
Net Change:				46,250.28		
Balance 06/30/24:				963,489.00		

494-000.000-084.101 DUE FROM GENERAL FUND						
Journal GJ: GJ						
142236	06/01/2024	CORRECTION	16357	Multiple	21,668.57	
141183	06/10/2024	SETTLEMENT POSTING 2023	16303	Multiple	1,181.39	
141183	06/10/2024	SETTLEMENT POSTING 2023	16303	Multiple	12,123.87	
141146	06/12/2024	TO ALLOCATE INTEREST INCOME	16278	Multiple	4,000.00	
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple	205,573.66	
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple	18,101.88	
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple	125,201.21	
141193	06/13/2024	INTERFUND DUE-TO/DUE-FROM (NO	16313	Multiple		359,587.73
141203	06/14/2024	INTERFUND DUE-TO/DUE-FROM (TRF	16323	Multiple		43,042.20
141204	06/14/2024	TO REVERSE MANUAL JOURNAL ENTR	16324	Multiple	43,042.20	
141205	06/14/2024	INTERFUND DUE-TO/DUE-FROM (TRF	16325	Multiple		43,042.20
Journal Totals					430,892.78	445,672.13
Totals for 494-000.000-084.101					430,892.78	445,672.13
Balance 06/01/24:				56,209.57		
Net Change:				(14,779.35)		
Balance 06/30/24:				41,430.22		

494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
141226	06/14/2024	BCN - HEALTH CARE	241590006948	Multiple		703.93
141234	06/14/2024	2024 CHEVY CODE ENFORCEMENT EQ	295168	494-000.000-955.000		1,604.92
141236	06/14/2024	MISC EXPENSES - MIKE	6.15.24-MIKE	Multiple		107.50
141272	06/14/2024	2024DDA ALLEY RECON	131919	494-000.000-933.000		7,034.70
141273	06/14/2024	SOUTHFIELD/MARGATE SIGNAL DESI	131920	494-000.000-933.000		4,788.02
141296	06/14/2024	HANGING FLOWER POTS	2537	494-000.000-845.000		620.00
141297	06/14/2024	WEEDING FLOWER BEDS	2596	494-000.000-845.000		500.00
141298	06/14/2024	WATERING HANGING BASKETS	2600	494-000.000-845.000		675.00
141299	06/14/2024	11 MILE SERVICE DR CLEANUP	2599	494-000.000-933.000		2,250.00
141442	06/14/2024	RETIRESUNDER 65 HEALTH CARE	241590001100	Multiple		97.97
141448	06/14/2024	PROFESSIONAL ACCOUNTING SVS	10263629	Multiple		448.35
141452	06/14/2024	TECHNOLOGY	INV8381VC3	494-000.000-726.000		1,333.00
141443	06/17/2024	JUNETEENTH ENTERTAINMENT	7139	494-000.000-844.000		400.00
141444	06/17/2024	JUNETEENTH EVENT VENDOR	06/15/2024	494-000.000-844.000		200.00
141449	06/17/2024	JUNETEENTH CELEBRATION VENDOR	06/17/2024	494-000.000-844.000		300.00
141450	06/17/2024	JUNETEENTH CELEBRATION ENTERTA	5.21.2024	494-000.000-844.000		600.00
141599	06/28/2024	LVMF MARKETING MATERIALS	JUNE282024	494-000.000-844.000		199.63
141607	06/28/2024	HEALTH SAVINGS (RHS) PLAN	6.28.2024	Multiple		40.83
141609	06/28/2024	HEALTH SAVINGS PLAN - 28TH	JUNE28,2024	Multiple		100.83
141618	06/28/2024	11 MILE SERVICE DRIVE	2673	494-000.000-933.000		1,125.00
141619	06/28/2024	WEEDING/SPRING CLEAN-UP	2685	494-000.000-933.000		495.00
141620	06/28/2024	FERTILIZING	26799	494-000.000-933.000		2,175.00
141622	06/28/2024	WEEDING FLOWER BEDS	2670	494-000.000-933.000		500.00
141623	06/28/2024	WATERING HANGING BASKETS	2680	494-000.000-845.000		1,620.00
Journal Totals					0.00	27,919.68

Journal CD: CD						
141321	06/14/2024	Check: NBDC 49148	49148	Multiple	703.93	
141329	06/14/2024	Check: NBDC 49156	49156	Multiple	1,604.92	
141331	06/14/2024	Check: NBDC 49158	49158	Multiple	107.50	
141350	06/14/2024	Check: NBDC 49177	49177	Multiple	7,034.70	
141351	06/14/2024	Check: NBDC 49178	49178	Multiple	4,788.02	
141372	06/14/2024	Check: NBDC 49199	49199	Multiple	620.00	
141373	06/14/2024	Check: NBDC 49200	49200	Multiple	500.00	
141374	06/14/2024	Check: NBDC 49201	49201	Multiple	675.00	
141375	06/14/2024	Check: NBDC 49202	49202	Multiple	2,250.00	
141456	06/17/2024	Check: NBDC 49216	49216	Multiple	97.97	
141457	06/17/2024	Check: NBDC 49217	49217	Multiple	400.00	
141458	06/17/2024	Check: NBDC 49218	49218	Multiple	200.00	
141464	06/17/2024	Check: NBDC 49224	49224	Multiple	448.35	
141465	06/17/2024	Check: NBDC 49225	49225	Multiple	300.00	
141466	06/17/2024	Check: NBDC 49226	49226	Multiple	600.00	

User: AUSTIN

FROM 494-000.000-000.000 TO 494-000.000-971.001

DB: Lathrup

TRANSACTIONS FROM 06/01/2024 TO 06/30/2024

Item 5A.

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-202.000 ACCOUNTS PAYABLE						
Journal AP: AP						
141468	06/17/2024	Check: NBDC 49228	49228	Multiple	1,333.00	
141660	06/28/2024	Check: NBDC 49254	49254	Multiple	199.63	
141668	06/28/2024	Check: NBDC 49262	49262	Multiple	40.83	
141669	06/28/2024	Check: NBDC 49263	49263	Multiple	100.83	
141675	06/28/2024	Check: NBDC 49269	49269	Multiple	495.00	
141676	06/28/2024	Check: NBDC 49270	49270	Multiple	1,125.00	
141677	06/28/2024	Check: NBDC 49271	49271	Multiple	2,175.00	
141678	06/28/2024	Check: NBDC 49272	49272	Multiple	500.00	
141679	06/28/2024	Check: NBDC 49273	49273	Multiple	1,620.00	
Journal Totals					27,919.68	0.00
Totals for 494-000.000-202.000					27,919.68	27,919.68
Balance 06/01/24:					0.00	
Net Change:					0.00	
Balance 06/30/24:					0.00	

494-000.000-214.101 DUE TO GENERAL FUND						
Journal CD: CD						
141321	06/14/2024	Check: NBDC 49148	49148	Multiple		703.93
141329	06/14/2024	Check: NBDC 49156	49156	Multiple		1,604.92
141331	06/14/2024	Check: NBDC 49158	49158	Multiple		107.50
141350	06/14/2024	Check: NBDC 49177	49177	Multiple		7,034.70
141351	06/14/2024	Check: NBDC 49178	49178	Multiple		4,788.02
141372	06/14/2024	Check: NBDC 49199	49199	Multiple		620.00
141373	06/14/2024	Check: NBDC 49200	49200	Multiple		500.00
141374	06/14/2024	Check: NBDC 49201	49201	Multiple		675.00
141375	06/14/2024	Check: NBDC 49202	49202	Multiple		2,250.00
141456	06/17/2024	Check: NBDC 49216	49216	Multiple		97.97
141457	06/17/2024	Check: NBDC 49217	49217	Multiple		400.00
141458	06/17/2024	Check: NBDC 49218	49218	Multiple		200.00
141464	06/17/2024	Check: NBDC 49224	49224	Multiple		448.35
141465	06/17/2024	Check: NBDC 49225	49225	Multiple		300.00
141466	06/17/2024	Check: NBDC 49226	49226	Multiple		600.00
141468	06/17/2024	Check: NBDC 49228	49228	Multiple		1,333.00
141660	06/28/2024	Check: NBDC 49254	49254	Multiple		199.63
141668	06/28/2024	Check: NBDC 49262	49262	Multiple		40.83
141669	06/28/2024	Check: NBDC 49263	49263	Multiple		100.83
141675	06/28/2024	Check: NBDC 49269	49269	Multiple		495.00
141676	06/28/2024	Check: NBDC 49270	49270	Multiple		1,125.00
141677	06/28/2024	Check: NBDC 49271	49271	Multiple		2,175.00
141678	06/28/2024	Check: NBDC 49272	49272	Multiple		500.00
141679	06/28/2024	Check: NBDC 49273	49273	Multiple		1,620.00
Journal Totals					0.00	27,919.68
Journal GJ: GJ						
141193	06/13/2024	INTERFUND DUE-TO/DUE-FROM (NO	16313	Multiple	359,587.73	
141905	06/13/2024	DUE TO GENERAL	16343	Multiple		2,206.55
141906	06/27/2024	DUE TO GENERAL	16344	Multiple		3,812.72
Journal Totals					359,587.73	6,019.27
Totals for 494-000.000-214.101					359,587.73	33,938.95
Balance 06/01/24:					360,667.03	
Net Change:					(325,648.78)	
Balance 06/30/24:					35,018.25	

494-000.000-407.000 TIFA-CAPTURE TAXES						
Journal GJ: GJ						
142236	06/01/2024	CORRECTION	16357	Multiple		21,668.57
141183	06/10/2024	tifa	16303	Multiple		12,123.87
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple		125,201.21
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple		18,101.88
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple		205,573.66
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple		27,513.48
Journal Totals					0.00	410,182.67
Totals for 494-000.000-407.000					0.00	410,182.67
Balance 06/01/24:					26,761.25	
Net Change:					410,182.67	
Balance 06/30/24:					436,943.92	

494-000.000-410.000 TAX COLLECTED OTHER						
Journal GJ: GJ						

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-410.000 TAX COLLECTED OTHER						
Journal GJ: GJ						
141183	06/10/2024	op	16303	Multiple		1,181.39
141192	06/13/2024	2023 PROPERTY TAX ANALYSIS/COR	16312	Multiple	27,513.48	
Journal Totals					27,513.48	1,181.39
Totals for 494-000.000-410.000					27,513.48	1,181.39
Balance 06/01/24:				63,668.90		
Net Change:				(26,332.09)		
Balance 06/30/24:				37,336.81		

494-000.000-446.000 INVESTMENT INTEREST						
Journal GJ: GJ						
141146	06/12/2024	TO ALLOCATE INTEREST INCOME	16278	Multiple		4,000.00
141891	06/30/2024	MONTHLY INTEREST POSTING- 06/2	16338	Multiple		3,208.08
Journal Totals					0.00	7,208.08
Totals for 494-000.000-446.000					0.00	7,208.08
Balance 06/01/24:				42,417.33		
Net Change:				7,208.08		
Balance 06/30/24:				49,625.41		

494-000.000-701.000 SALARIES FULL-TIME						
Journal GJ: GJ						
141905	06/13/2024	SALARIES FULL TIME	16343	Multiple	2,054.17	
141906	06/27/2024	SALARIES FULL TIME	16344	Multiple	3,553.93	
Journal Totals					5,608.10	0.00
Totals for 494-000.000-701.000					5,608.10	0.00
Balance 06/01/24:				157,867.42		
Net Change:				5,608.10		
Balance 06/30/24:				163,475.52		

494-000.000-703.000 EMPLOYEE TAXES & BENEFITS						
Journal AP: AP						
141226	06/14/2024	BCN - HEALTH CARE	241590006948 -	Multiple	703.93	
141442	06/14/2024	RETIRESUNDER 65 HEALTH CARE	241590001100	Multiple	97.97	
141607	06/28/2024	HEALTH SAVINGS (RHS) PLAN	6.28.2024	Multiple	40.83	
141609	06/28/2024	HEALTH SAVINGS PLAN - 28TH	JUNE28,2024	Multiple	100.83	
Journal Totals					943.56	0.00
Journal GJ: GJ						
141905	06/13/2024	TAXES & BENEFITS DDA	16343	Multiple	152.38	
141906	06/27/2024	TAXES & BENEFITS DDA	16344	Multiple	258.79	
Journal Totals					411.17	0.00
Totals for 494-000.000-703.000					1,354.73	0.00
Balance 06/01/24:				61,783.15		
Net Change:				1,354.73		
Balance 06/30/24:				63,137.88		

494-000.000-726.000 OFFICE SUPPLIES						
Journal AP: AP						
141452	06/14/2024	TECHNOLOGY	INV8381VC3	494-000.000-202.000	1,333.00	
Journal Totals					1,333.00	0.00
Totals for 494-000.000-726.000					1,333.00	0.00
Balance 06/01/24:				3,144.89		
Net Change:				1,333.00		
Balance 06/30/24:				4,477.89		

494-000.000-810.000 AUDITING & ACCOUNTING						
Journal AP: AP						
141448	06/14/2024	PROFESSIONAL ACCOUNTING SVS	10263629	Multiple	448.35	
Journal Totals					448.35	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
494-000.000-810.000 AUDITING & ACCOUNTING						
Totals for 494-000.000-810.000					448.35	0.00
Balance 06/01/24:				13,348.06		
Net Change:				448.35		
Balance 06/30/24:				13,796.41		
494-000.000-844.000 MAIN STREET PROGRAM						
Journal AP: AP						
141236	06/14/2024	MISC EXPENSES - MIKE	6.15.24-MIKE	Multiple	107.50	
141443	06/17/2024	JUNETEENTH ENTERTAINMENT	7139	494-000.000-202.000	400.00	
141444	06/17/2024	JUNETEENTH EVENT VENDOR	06/15/2024	494-000.000-202.000	200.00	
141449	06/17/2024	JUNETEENTH CELEBRATION VENDOR	06/17/2024	494-000.000-202.000	300.00	
141450	06/17/2024	JUNETEENTH CELEBRATION ENTERTA	5.21.2024	494-000.000-202.000	600.00	
141599	06/28/2024	LVMF MARKETING MATERIALS	JUNE282024	494-000.000-202.000	199.63	
Journal Totals					1,807.13	0.00
Totals for 494-000.000-844.000					1,807.13	0.00
Balance 06/01/24:				19,319.55		
Net Change:				1,807.13		
Balance 06/30/24:				21,126.68		
494-000.000-845.000 STREETS CAPING						
Journal AP: AP						
141296	06/14/2024	HANGING FLOWER POTS	2537	494-000.000-202.000	620.00	
141297	06/14/2024	WEEDING FLOWER BEDS	2596	494-000.000-202.000	500.00	
141298	06/14/2024	WATERING HANGING BASKETS	2600	494-000.000-202.000	675.00	
141623	06/28/2024	WATERING HANGING BASKETS	2680	494-000.000-202.000	1,620.00	
Journal Totals					3,415.00	0.00
Totals for 494-000.000-845.000					3,415.00	0.00
Balance 06/01/24:				10,214.43		
Net Change:				3,415.00		
Balance 06/30/24:				13,629.43		
494-000.000-933.000 REPAIRS & MAINTENANCE						
Journal AP: AP						
141272	06/14/2024	2024DDA ALLEY RECON	131919	494-000.000-202.000	7,034.70	
141273	06/14/2024	SOUTHFIELD/MARGATE SIGNAL DESI	131920	494-000.000-202.000	4,788.02	
141299	06/14/2024	11 MILE SERVICE DR CLEANUP	2599	494-000.000-202.000	2,250.00	
141618	06/28/2024	11 MILE SERVICE DRIVE	2673	494-000.000-202.000	1,125.00	
141619	06/28/2024	WEEDING/SPRING CLEAN-UP	2685	494-000.000-202.000	495.00	
141620	06/28/2024	FERTILIZING	26799	494-000.000-202.000	2,175.00	
141622	06/28/2024	WEEDING FLOWER BEDS	2670	494-000.000-202.000	500.00	
Journal Totals					18,367.72	0.00
Totals for 494-000.000-933.000					18,367.72	0.00
Balance 06/01/24:				285,147.03		
Net Change:				18,367.72		
Balance 06/30/24:				303,514.75		
494-000.000-955.000 MISCELLANEOUS EXPENDITURES						
Journal AP: AP						
141234	06/14/2024	2024 CHEVY CODE ENFORCEMENT EQ	295168	494-000.000-202.000	1,604.92	
Journal Totals					1,604.92	0.00
Totals for 494-000.000-955.000					1,604.92	0.00
Balance 06/01/24:				50,086.93		
Net Change:				1,604.92		
Balance 06/30/24:				51,691.85		



Item 5A.

Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 06/30/2023	PERIOD ENDED 06/30/2024
*** Assets ***			
494-000.000-000.000		0.00	0.00
494-000.000-001.000	CASH CHECKING	0.00	0.00
494-000.000-010.000	TRUST ACCOUNT-GENERAL	1,100,022.80	963,489.00
494-000.000-028.096	TAXES RECEIVABLE-PERSONAL PROP	19,543.46	9,697.14
494-000.000-040.000	ACCOUNTS RECEIVABLE-OTHERS	0.00	0.00
494-000.000-042.000	ACCOUNTS RECEIVABLE-SPEC ASSES	0.00	0.00
494-000.000-084.101	DUE FROM GENERAL FUND	437,390.74	41,430.22
494-000.000-084.203	DUE FROM LOCAL ROADS	0.00	0.00
494-000.000-084.494	DUE FROM DDA FUND	0.00	0.00
494-000.000-141.001	INFRASTRUCTURE	360,289.69	360,289.69
494-000.000-149.001	ALLOWANCE FOR DOUBTFUL DEBT	0.00	0.00
494-000.000-177.001	DEPRECIABLE ASSETS	25,243.25	25,243.25
494-000.000-193.000	ACCUMULATED DEPRECIATION	(229,016.22)	(229,016.22)
<b>Total Assets</b>		<b>1,713,473.72</b>	<b>1,171,133.08</b>
*** Liabilities ***			
494-000.000-202.000	ACCOUNTS PAYABLE	5,812.95	0.00
494-000.000-208.000	MTT REFUNDS	0.00	0.00
494-000.000-214.101	DUE TO GENERAL FUND	155,364.07	35,018.25
494-000.000-214.202	DUE TO MAJOR ROADS	133,801.50	0.00
494-000.000-214.203	DUE TO LOCAL ROADS	133,801.50	0.00
494-000.000-257.000	ACCRUED WAGES PAYABLE	0.00	0.00
494-000.000-295.000	DEFERRED REVENUE-PERSONAL PRO	0.00	0.00
<b>Total Liabilities</b>		<b>428,780.02</b>	<b>35,018.25</b>
*** Fund Balance ***			
494-000.000-390.000	FUND BALANCE	1,417,080.33	1,283,692.70
<b>Total Fund Balance</b>		<b>1,417,080.33</b>	<b>1,283,692.70</b>
<b>Beginning Fund Balance</b>		<b>1,417,080.33</b>	<b>1,284,693.70</b>
<b>Net of Revenues VS Expenditures</b>		<b>(132,386.63)</b>	<b>(147,577.87)</b>
<b>Fund Balance Adjustments</b>		<b>0.00</b>	<b>(1,001.00)</b>
<b>Ending Fund Balance</b>		<b>1,284,693.70</b>	<b>1,136,114.83</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,713,473.72</b>	<b>1,171,133.08</b>

User: AUSTIN  
DB: Lathrup

PERIOD ENDING 06/30/2024

Item 5A.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	06/30/2024 (ABNORMAL)	MONTH 06/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000.000									
494-000.000-400.000	REVENUE CONTROL	0.00		0.00		0.00		0.00	0.00
494-000.000-407.000	TIFA-CAPTURE TAXES	415,275.00		436,943.92		410,182.67		(21,668.92)	105.22
494-000.000-410.000	TAX COLLECTED OTHER	37,337.00		37,336.81		(26,332.09)		0.19	100.00
494-000.000-410.002	SPEC ASSESSEMENT - REVENUE	0.00		0.00		0.00		0.00	0.00
494-000.000-413.000	TAX REVENUES MTT REFUNDS	0.00		0.00		0.00		0.00	0.00
494-000.000-415.000	MISCELLANEOUS REVENUE	3,100.00		3,119.59		0.00		(19.59)	100.63
494-000.000-446.000	INVESTMENT INTEREST	42,400.00		49,625.41		7,208.08		(7,225.41)	117.04
494-000.000-471.000	DONATIONS-OTHER	0.00		0.00		0.00		0.00	0.00
494-000.000-543.000	FEDERAL/STATE GRANTS	0.00		0.00		0.00		0.00	0.00
494-000.000-614.000	MUSIC FEST	3,025.00		3,025.00		0.00		0.00	100.00
494-000.000-615.000	MAIN STREET REVENUES	0.00		0.00		0.00		0.00	0.00
494-000.000-690.101	TRANSFER IN FROM GENERAL FUND	0.00		0.00		0.00		0.00	0.00
Total Dept 000.000		501,137.00		530,050.73		391,058.66		(28,913.73)	105.77
TOTAL REVENUES		501,137.00		530,050.73		391,058.66		(28,913.73)	105.77
Expenditures									
Dept 000.000									
494-000.000-701.000	SALARIES FULL-TIME	170,940.00		163,475.52		5,608.10		7,464.48	95.63
494-000.000-702.000	SALARIES PART-TIME	5,000.00		4,525.00		0.00		475.00	90.50
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	65,000.00		63,137.88		1,354.73		1,862.12	97.14
494-000.000-722.000	LEGAL SERVICES	900.00		0.00		0.00		900.00	0.00
494-000.000-724.000	PUBLIC RELATIONS/SERVICES	0.00		0.00		0.00		0.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	6,000.00		4,477.89		1,333.00		1,522.11	74.63
494-000.000-726.001	SUPPLIES - COVID 19	0.00		0.00		0.00		0.00	0.00
494-000.000-734.000	BAD DEBT	0.00		0.00		0.00		0.00	0.00
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00		0.00		0.00		2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	15,000.00		13,796.41		448.35		1,203.59	91.98
494-000.000-822.000	TRAINING/MEMBERSHIP	7,000.00		3,424.71		0.00		3,575.29	48.92
494-000.000-832.000	CITIZEN COMMUNICATION/PR	0.00		0.00		0.00		0.00	0.00
494-000.000-844.000	MAIN STREET PROGRAM	25,000.00		21,126.68		1,807.13		3,873.32	84.51
494-000.000-845.000	STREETSCAPING	30,000.00		13,629.43		3,415.00		16,370.57	45.43
494-000.000-856.000	ADMINISTRATION & ENGINEERING	0.00		0.00		0.00		0.00	0.00
494-000.000-882.000	PLANNING/CONSULTING FEES	19,000.00		17,059.39		0.00		1,940.61	89.79
494-000.000-887.000	FARMERS MARKET	0.00		0.00		0.00		0.00	0.00
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,500.00		2,289.09		0.00		210.91	91.56
494-000.000-901.000	POSTAGE FEES	200.00		0.00		0.00		200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	350,000.00		303,514.75		18,367.72		46,485.25	86.72
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	53,457.00		51,691.85		1,604.92		1,765.15	96.70
494-000.000-955.002	27907 CALIFORNIA DR., N.E. -EXPENDITURE	0.00		0.00		0.00		0.00	0.00
494-000.000-961.000	TRI-PARTY MATCH	0.00		0.00		0.00		0.00	0.00
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	30,000.00		0.00		0.00		30,000.00	0.00
494-000.000-970.000	CAPITAL EXPENDITURE	0.00		0.00		0.00		0.00	0.00
494-000.000-971.000	SIGN GRANT PROGRAM	15,480.00		15,480.00		0.00		0.00	100.00
494-000.000-971.001	FACADE GRANT PROGRAM	10,000.00		0.00		0.00		10,000.00	0.00
Total Dept 000.000		807,477.00		677,628.60		33,938.95		129,848.40	83.92
TOTAL EXPENDITURES		807,477.00		677,628.60		33,938.95		129,848.40	83.92

User: AUSTIN  
 DB: Lathrup

PERIOD ENDING 06/30/2024

Item 5A.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2024 NORMAL (ABNORMAL)	MONTH 06/30/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:						
	TOTAL REVENUES	501,137.00	530,050.73	391,058.66	(28,913.73)	105.77
	TOTAL EXPENDITURES	807,477.00	677,628.60	33,938.95	129,848.40	83.92
	NET OF REVENUES & EXPENDITURES	(306,340.00)	(147,577.87)	357,119.71	(158,762.13)	48.17

07/11/2024

# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
<b>18505 W 12 MILE RD</b>	<b>SOUTH OAKLAND SHEL'</b>	<b>GRASS NOT TO EXCEED 7" IN HEIGHT</b>	<b>RE-INSPECTION - ORI</b>	<b>Tall Grass/ Weeds</b>	<b>Closed</b>

**Tall Grass and Weeds**

Grass and weeds have exceeded a height of 7 inches. If not cut within 7 days the violation will be corrected by the City's Contractor at homeowner's expense.

INSPECTOR COMMENTS: GRASS NOT TO EXCEED 7" IN HEIGHT

<b>19236 W 11 MILE RD UNIT HALL JR, BURNIS</b>		<b>RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED</b>	<b>RE-INSPECTION - ORI</b>	<b>Residential Rental</b>	<b>Letter Sent</b>
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1. 18-184. Rental Licenses

(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED

<b>19292 W 11 MILE RD</b>	<b>GAINEY, CHRISTINA</b>	<b>RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED</b>	<b>RE-INSPECTION - ORI</b>	<b>Residential Rental</b>	
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1. 18-184. Rental Licenses

(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED

<b>19298 W 11 MILE RD</b>	<b>YOUNG, RICHARD</b>	<b>RENTAL INSPECTION REQUIRED</b>	<b>RE-INSPECTION - ORI</b>	<b>Residential Rental</b>	<b>Closed</b>
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1. 18-184. Rental Licenses

(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL INSPECTION REQUIRED

<b>19500 W 11 MILE RD</b>	<b>GILMORE, MAGGIE L</b>	<b>RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED</b>	<b>RE-INSPECTION - ORI</b>	<b>Residential Rental</b>	<b>Letter Sent</b>
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# Code Enforcement Report

Address	Business name	Violation	Inspection Type	Category	Status
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1. 18-184. Rental Licenses

(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED

<b>19360 W 11 MILE RD</b>	<b>BLOOMFIELD MFN LLC, RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED</b>	<b>RE-INSPECTION - ORI</b>	<b>Residential Rental</b>	<b>Letter Sent</b>
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1. 18-184. Rental Licenses

(a)All rental units must be licensed during any period of occupancy. Rental licenses are not transferable between landlords or rental units.

INSPECTOR COMMENTS: RENTAL PROPERTY REGISTRATION AND INSPECTION REQUIRED

<b>28001 SOUTHFIELD RD</b>	<b>AESTHETICS AND BEYO GRASS NOT TO EXCEED 7" IN HEIGHT</b>	<b>RE-INSPECTION - ORI</b>	<b>Tall Grass/ Weeds</b>	<b>Closed</b>
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1. Tall Grass and Weeds

Grass and weeds have exceeded a height of 7 inches. If not cut within 7 days the violation will be corrected by the City's Contractor at homeowner's expense.

INSPECTOR COMMENTS: GRASS NOT TO EXCEED 7" IN HEIGHT

**Records: 7**

# Estimate

900 N Every Rd. Mason, MI 48854  
 Ph: (517) 244-1140 wildtypeplants.com

Sq Ft: 10.6	Estimate # FM10021
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Bill To:

Jessica Miller City of Lathrup Village 27400 Southfield Road Lathrup Village MI 48076	
Project Name	
Flag	Code 10021

**This estimate is subject to the following restrictions:**

- \* A 25% non-refundable deposit is required to assure availability and price. Or a purchase order.
- \* Delivery is not included.
- \* Quoted price is guaranteed for 90 days from the day of the estimate.
- \* This is an estimate NOT an order. All plants subject to availability when order is confirmed.

SALESPRSN	PO NO.	ORIG DATE	EST. DATE AVAIL.	INVOICE DATE	TERMS	PG.
Gina		1/26/24	6/28/24		COD	1
DESCRIPTION				QTY	PRICE	EXTENDED
5/3/24 - payment link sent						
Platanus occidentalis - Sycamore - 7 gallon				2	72.00	\$144.00
Quercus macrocarpa - Bur Oak - 7 gallon				3	72.00	\$216.00
Quercus muehlenbergii - Chinquapin Oak - 7 gallon				2	72.00	\$144.00
Sambucus canadensis - American Elder - gallon				2	11.20	\$22.40
Tilia americana - Basswood - 7 gallon				3	72.00	\$216.00

Deposit request 25% non refundable - - \$227.60 due			
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3% Convenience Fee on all credit and debit card transactions - -			
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30 Days Net, 1.5% interest accrues monthly on unpaid balance - -			
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One person day which includes delivery	1	600.00	\$600.00
cages / with bamboo stakes	12	10.00	\$120.00
Mulch bagged - -	12	4.00	\$48.00

SALE AMT.	\$1,510.40
SALES TAX	
INVOICE TOTAL	\$1,510.40
DEPOSIT	
PAYMENT/S	
BALANCE	\$1,510.40



27400 Southfield Rd  
Lathrup Village, MI 48076  
(248) 557 - 2600  
www.lathrupvillage.org

To: DDA Board of Directors  
From: Austin Colson – Community & Economic Development /DDA Director  
Date: July 16, 2024  
RE: Wildtype Native Plants and Ecological Services

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The purpose of this memo is to seek approval for the purchase of trees from Wildtype Native Plants and Ecological Services. This acquisition is part of our ongoing initiative to replace dead or diseased trees and enhance the green infrastructure within the Downtown Development Authority (DDA) district and surrounding areas.

We have identified the need to plant a variety of native trees in key areas to improve the urban canopy, support local biodiversity, and enhance the aesthetic appeal of our community. The selected vendor, Wildtype Native Plants and Ecological Services, has provided a detailed quote for the trees and related materials.

The DTE Energy Foundation Tree Planting Grant was awarded to the City in October 2023 to offset some of the project costs. The grant is in collaboration with the Michigan Department of Natural Resources (DNR) and ReLeaf Michigan, providing funding to municipalities for tree planting projects aimed at improving community sustainability and resilience to climate change. Our proposed project focuses on planting a diverse range of native trees in key areas within the DDA district along Southfield Road, Annie Lathrup Park, and Municipal Park adjacent to City Hall.

A comprehensive three-year maintenance plan will be implemented, adhering to the guidelines provided by the Michigan Department of Natural Resources. This includes regular watering, mulching, pruning, and monitoring for pests and diseases. Maintenance activities will be managed by municipal crews with support from resident volunteers. All tree plantings must be completed by September 1, 2024.

**Wildtype Native Plants and Ecological Services - \$1,510.40**

VRU

DA

Control Section	VRU 63000
Job Number	220123CON
Project	24A0625
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	24-5281

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF LATHRUP VILLAGE, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in the City of Lathrup Village, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated June 11, 2024, attached hereto and made a part hereof:

High-Intensity Activated Crosswalk (HAWK) installation along Southfield Road between Margate Avenue and Kilbirnie Avenue; including controller and cabinet, mast arms, pedestrian pushbuttons, countdown pedestrian signals, backplates, culverts, concrete sidewalk, pedestrian refuge island, curb and gutter, curb ramps and permanent pavement markings; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

VULNERABLE ROAD USER

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

09/06/90 STPLS.FOR 6/12/24



NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to Michigan Department of Environment, Great Lakes, and Energy. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT, including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

- A. Design or cause to be designed the plans for the PROJECT.
- B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.
- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in part by contributions by the Federal Government. Federal Vulnerable Road User Funds shall be applied to the eligible items of the PROJECT COST up to the lesser of: (1) \$309,680 or (2) an amount such that 90 percent, the normal Federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. The balance of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds shall be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. Upon completion of construction of the PROJECT, the REQUESTING PARTY will promptly cause to be enacted and enforced such ordinances or regulations as may be necessary to prohibit parking in the roadway right-of-way throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies

09/06/90 STPLS.FOR 6/12/24

that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

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18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF LATHRUP VILLAGE

MICHIGAN DEPARTMENT  
OF TRANSPORTATION

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

By \_\_\_\_\_  
*for* Department Director MDOT

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



09/06/90 STPLS.FOR 6/12/24

June 11, 2024

EXHIBIT I

CONTROL SECTION	VRU 63000
JOB NUMBER	220123CON
PROJECT	24A0625

ESTIMATED COST

CONTRACTED WORK	
Estimated Cost	\$329,200

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$329,200
Less Federal Funds*	<u>\$296,280</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$ 32,290

\*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B  
BUREAU OF HIGHWAYS  
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS



## SECTION I

## COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
  - 1. Engineering
    - a. FAPG (6012.1): Preliminary Engineering
    - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
    - c. FAPG (23 CFR 635A): Contract Procedures
    - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
  - 2. Construction
    - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
    - b. FAPG (23 CFR 140B): Construction Engineering Costs
    - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
    - d. FAPG (23 CFR 635A): Contract Procedures
    - e. FAPG (23 CFR 635B): Force Account Construction
    - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
  - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
  - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments--Allowable Costs
3. Modification Or Construction Of Railroad Facilities
- a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
  - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
- 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
  - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
  - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

## SECTION II

## PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III

ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

- 1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

- The Reporting Package
- The Data Collection Form
- The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education  
 Accounting Service Center  
 Hannah Building  
 608 Allegan Street  
 Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.

3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final



or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number \_\_\_\_\_", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
  
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
  
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

## SECTION V

## SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

**APPENDIX A**  
**PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS**

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011



**APPENDIX B  
TITLE VI ASSURANCE**

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
  
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
  
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
  
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
  
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
  - a. Withholding payments to the contractor until the contractor complies; and/or
  - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

**APPENDIX C****TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE  
AGREEMENTS WITH LOCAL AGENCIES****Assurance that Recipients and Contractors Must Make  
(Excerpts from US DOT Regulation 49 CFR 26.13)**

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:**

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

Lathrup Village Traffic Signal  
 Engineers Opinion of Probable Construction Cost  
 3/11/2024

Item 8B.

Item	Item Description	Const Qty	Unit	Unit Price	Total Construction Cost
110001	Mobilization, Max 10%	1	LSUM	\$ 28,500.00	\$ 28,500.00
1077060	RCOC Inspection Fcc	5500	Dlr	\$ 1.00	\$ 5,500.00
2040055	Sidewalk, Rem	13	Syd	\$ 20.00	\$ 260.00
2050010	Embankment, CIP	100	Cyd	\$ 20.00	\$ 2,000.00
2050016	Excavation, Earth	256	Cyd	\$ 20.00	\$ 5,120.00
3020711	Aggregate Base, 4 inch, 21AA, RCOC	188	Syd	\$ 16.00	\$ 3,008.00
3020711	Aggregate Base, 8 inch, 21AA, RCOC	96	Syd	\$ 20.00	\$ 1,920.00
4010607	Culv, CI F, 12 inch	52	Ft	\$ 60.00	\$ 3,120.00
5010005	HMA Surface, Rem	177	Syd	\$ 22.00	\$ 3,894.00
5010025	Hand Patching	10	Ton	\$ 200.00	\$ 2,000.00
5010061	HMA, Approach	32	Ton	\$ 200.00	\$ 6,400.00
6020050	Conc Pavt, Misc, Nonrein, 6 inch	31	Syd	\$ 75.00	\$ 2,325.00
8020016	Curb and Gutter, Conc, Det B2, Modified	122	Ft	\$ 34.00	\$ 4,148.00
8030010	Detectable Warning Surface	20	Ft	\$ 50.00	\$ 1,000.00
8030030	Curb Ramp Opening, Conc	24	Ft	\$ 50.00	\$ 1,200.00
8030044	Sidewalk, Conc, 4 inch	567	Sft	\$ 6.00	\$ 3,402.00
8032002	Curb Ramp, Conc, 6 inch	340	Sft	\$ 10.00	\$ 3,400.00
8110041	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	208	Ft	\$ 7.00	\$ 1,456.00
8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	60	Ft	\$ 14.00	\$ 840.00
8110153	Pavt Mrkg, Sprayable Thermopl, 4 inch, White	100	Ft	\$ 1.00	\$ 100.00
8110154	Pavt Mrkg, Sprayable Thermopl, 4 inch, Yellow	100	Ft	\$ 1.00	\$ 100.00
8120210	Pavt Mrkg, Longit, 6 inch or Less Width, Rem	200	Ft	\$ 1.00	\$ 200.00
8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	10	Ea	\$ 150.00	\$ 1,500.00
8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	10	Ea	\$ 10.00	\$ 100.00
8120026	Pedestrian Type II Barricade, Temp	10	Ea	\$ 150.00	\$ 1,500.00
8120170	Minor Traf Devices	1	LSUM	\$ 20,000.00	\$ 20,000.00
8120252	Plastic Drum, Fluorescent, Furn	50	Ea	\$ 35.00	\$ 1,750.00
8120253	Plastic Drum, Fluorescent, Oper	50	Ea	\$ 1.00	\$ 50.00
8120310	Sign Cover	5	Ea	\$ 50.00	\$ 250.00
8120332	Sign, Portable, Changeable Message, NTCIP-Compliant, Furn	2	Ea	\$ 3,500.00	\$ 7,000.00
8120333	Sign, Portable, Changeable Message, NTCIP-Compliant, Oper	2	Ea	\$ 100.00	\$ 200.00
8120350	Sign, Type B, Temp, Prismatic, Furn	200	Sft	\$ 6.00	\$ 1,200.00
8120351	Sign, Type B, Temp, Prismatic, Oper	200	Sft	\$ 1.00	\$ 200.00
8120352	Sign, Type B, Temp, Prismatic, Special, Furn	50	Sft	\$ 12.00	\$ 600.00
8120353	Sign, Type B, Temp, Prismatic, Special, Oper	50	Sft	\$ 1.00	\$ 50.00
8120370	Traf Regulator Control	1	LSUM	\$ 10,000.00	\$ 10,000.00
8167011	Turf Establishment, THM Seed, Regular Mulch, Performance, RCOC	1106	Syd	\$ 15.00	\$ 16,590.00
8180001	Power Company (Estimated Cost to Contractor)	2513	Dlr	\$ 1.00	\$ 2,513.00
8182047	Conduit, DB, 1, 1 1/4 inch	60	Ft	\$ 20.00	\$ 1,200.00
8182050	Conduit, DB, 1, 3 inch	250	Ft	\$ 35.00	\$ 8,750.00
8182056	Conduit, DB, 3, 3 inch	20	Ft	\$ 60.00	\$ 1,200.00
8182057	Conduit, DB, 3, 4 inch	20	Ft	\$ 80.00	\$ 1,600.00
8182238	Cable, Sec, 600V, 1, 3/C#6	300	Ft	\$ 8.00	\$ 2,400.00
8182366	Serv Disconnect	2	Ea	\$ 2,000.00	\$ 4,000.00
8187001	Conduit, Directional Bore, 2, 4 inch, RCOC	180	Ft	\$ 75.00	\$ 13,500.00
8187050	Hh, Round, 2 foot Dia, RCOC	5	Ea	\$ 1,600.00	\$ 8,000.00
8187050	Hh, Round, 3 foot Dia, RCOC	1	Ea	\$ 2,500.00	\$ 2,500.00
8202012	Mast Arm Pole, Cat III	2	Ea	\$ 12,000.00	\$ 24,000.00
8202029	Mast Arm, 30 foot, Cat III	1	Ea	\$ 12,000.00	\$ 12,000.00
8202032	Mast Arm, 45 foot, Cat III	1	Ea	\$ 14,000.00	\$ 14,000.00
8200045	Controller Fdn, Base Mount	1	Ea	\$ 3,000.00	\$ 3,000.00
8200050	Global Positioning System Module	1	Ea	\$ 1,000.00	\$ 1,000.00
8200105	Pedestal, Fdn	2	Ea	\$ 1,200.00	\$ 2,400.00
8200121	Pushbutton and Sign	4	Ea	\$ 700.00	\$ 2,800.00
8200336	TS, Pedestrian, One Way Bracket Arm Mtd (LED) Countdown	2	Ea	\$ 1,500.00	\$ 3,000.00
8200345	TS, Pedestrian, One Way Pedestal Mtd (LED) Countdown	2	Ea	\$ 1,500.00	\$ 3,000.00
8200359	TS, One Way Mast Arm Mtd (LED)	4	Ea	\$ 1,500.00	\$ 6,000.00
8200480	Casing	21	Ft	\$ 300.00	\$ 6,300.00
8207001	Mast Arm Pole Fdn, 6 Bolt	28	Ft	\$ 700.00	\$ 19,600.00

Lathrup Village Traffic Signal  
 Engineers Opinion of Probable Construction Cost  
 3/11/2024

Item 8B.

Item	Item Description	Const Qty	Unit	Unit Price	Total Construction Cost
8207050	Mast Arm, Mtd, Sign, Type III, RCOC	2	Ea	\$ 1,000.00	\$ 2,000.00
8207050	Controller, Digital Type, Delivered, RCOC	1	Ea	\$ 10,000.00	\$ 10,000.00
8207050	Cabinet, ITS Type, RCOC	1	Ea	\$ 5,000.00	\$ 5,000.00
8207050	Cabinet, ITS Type, Delivered, RCOC	1	Ea	\$ 10,000.00	\$ 10,000.00
8207050	Pedestal, Alum, RCOC	2	Ea	\$ 1,000.00	\$ 2,000.00
8207050	Backplate, TS, RCOC	4	Ea	\$ 200.00	\$ 800.00
<b>Construction Cost:</b>					<b>\$ 313,446.00</b>

# CITY OF LATHRUP VILLAGE

IN COOPERATION WITH  
MICHIGAN DEPARTMENT OF TRANSPORTATION AND  
FEDERAL HIGHWAY ADMINISTRATION

## SOUTHFIELD ROAD TRAFFIC SIGNAL

BETWEEN MARGATE AVENUE AND KILBIRNIE AVENUE

CONTROL SECTION No. 63000  
MDOT JOB No. 220123  
HRC JOB No. 20220916

### SHEET INDEX

TITLE SHEET.....	1
DETAILS.....	2
REMOVAL AND CONSTRUCTION PLAN.....	3-4
SIGNAL NOTES.....	5
SIGNAL LEGEND.....	6
TRAFFIC SIGNAL PLAN.....	7

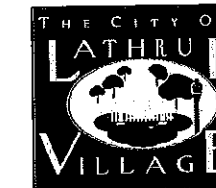
### GENERAL PROVISIONS

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROPOSAL AND ACCOMPANYING SPECIFICATIONS FOR THIS PROJECT INCLUDING THE 2020 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION AND MICHIGAN DEPARTMENT OF TRANSPORTATION NON-FREEWAY, NON-NHS 3R GUIDELINES.

PLACING OF TRAFFIC CONTROL SIGNS SHALL BE DONE IN ACCORDANCE WITH THE 2011 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. THIS WORK WILL BE DONE PRIOR TO THE FINAL ACCEPTANCE OF THIS PROJECT.

THE LOCATION OF ALL PUBLIC UTILITIES SHOWN ON THESE PLANS IS TAKEN FROM THE BEST AVAILABLE DATA. THE CITY OF FARMINGTON HILLS AND HUBBELL, ROTH & CLARK, INC. WILL NOT BE RESPONSIBLE FOR ANY OMISSION OR VARIATIONS FROM THE LOCATIONS SHOWN. PURSUANT TO ACT 174 OF THE PA OF 2013 AS A CONDITION OF THIS CONTRACT, NOTICE SHALL BE GIVEN TO MISS DIG PRIOR TO UNDERGROUND WORK TO BE PERFORMED IN ACCORDANCE WITH THIS CONTRACT. PHONE (800) 462-7171 OR (248) 647-7344 OR 811.

HORIZONTAL ALIGNMENT IS BASED ON STATE PLANE COORDINATES. VERTICAL DATUM IS NAVD83.



**KELLY GARRETT**  
MAYOR

**BRUCE KANTOR**  
**JALEN C. JENNINGS**  
**DALTON BARKSDALE**  
**JASON HAMMOND**  
COUNCIL MEMBERS

STANDARD PLANS		
CONSTRUCTION OF THE FOLLOWING ITEMS, WHERE CALLED FOR ON THE PLANS, WILL BE CONSTRUCTED ACCORDING TO MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD PLANS AS INDICATED.		
REQUIRED ON THIS PROJECT	ITEMS OF WORK	STANDARD PLAN NUMBERS
X	CURB RAMP AND DETECTABLE WARNING DETAILS	R-28-K*
X	DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALKS	R-29-J*
X	CONCRETE CURB AND CONCRETE CURB AND GUTTER	R-30-G
X	SOIL EROSION & SEDIMENTATION CONTROL MEASURES	R-96-E

\* SEE MDOT SPECIAL DETAIL

TRAFFIC AND SAFETY STANDARD PLANS		
CONSTRUCTION OF THE FOLLOWING ITEMS, WHERE CALLED FOR ON THE PLANS, WILL BE CONSTRUCTED ACCORDING TO MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD PLANS AS INDICATED.		
REQUIRED ON THIS PROJECT	ITEMS OF WORK	STANDARD PLAN NUMBERS
X	GROUND DRIVEN SIGN SUPPORTS FOR TEMP. SIGNS	WZD-100-A
X	TEMPORARY TRAFFIC CONTROL DEVICES	WZD-125-E

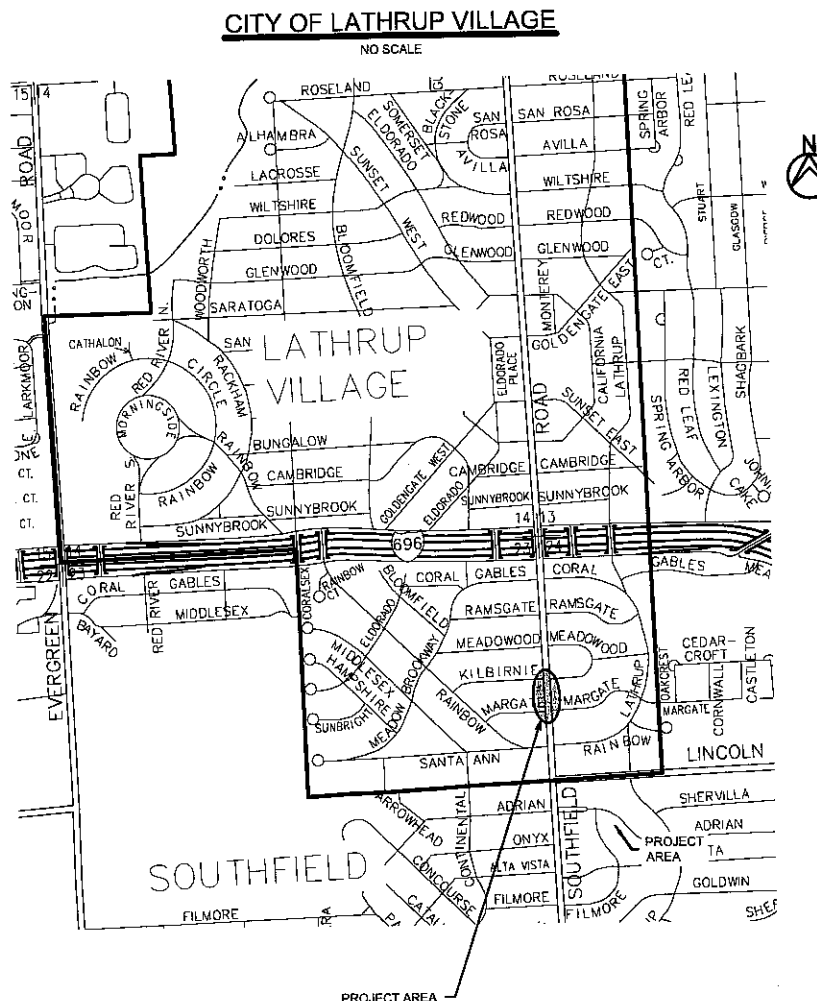
\* SEE MDOT SPECIAL DETAIL

TRAFFIC SIGNAL STANDARD PLANS		
CONSTRUCTION OF THE FOLLOWING ITEMS, WHERE CALLED FOR ON THE PLANS, WILL BE CONSTRUCTED ACCORDING TO MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD PLANS AS INDICATED.		
REQUIRED ON THIS PROJECT	ITEMS OF WORK	STANDARD PLAN NUMBERS
X	TRAFFIC SIGNAL MAST ARM POLE AND MAST ARM LOADING TABLE AND DESIGN CRITERIA	SIG-030-A
X	TRAFFIC SIGNAL MAST ARM POLE AND MAST ARM DETAILS - CATEGORY III	SIG-033-A
X	TRAFFIC SIGNAL MAST ARM STANDARD FOUNDATIONS	SIG-040-B
X	GLOBAL POSITIONING SYSTEM (GPS) MODULE	SIG-120-A
X	SECONDARY SERVICE/DISCONNECT FOR STEEL POLES	SIG-201-A
X	COLOR CODE WIRING/EQUIPMENT GROUNDING	SIG-230-A
X	HANDHOLE PRECAST POLYMER CONCRETE	SIG-240-A
X	CONDUIT (DIRECT BURIAL/ENCASED)	SIG-250-A
X	MAST ARM MOUNTED TS BRACKET ASSEMBLY	SIG-301-A

\* SEE MDOT SPECIAL DETAIL

SCALE  
FULL SIZE  
PLAN SHEET HOR. 1" = 20'  
PROFILE VER. 1" = 5'

SCALE  
REDUCED SIZE  
PLAN SHEET HOR. 1" = 40'  
PROFILE VER. 1" = 10'



### TRAFFIC DATA

#### SPEEDS

	DESIGN	POSTED
SOUTHFIELD ROAD	50 mph	45 mph

#### TRAFFIC VOLUMES (ADT)

	2024	2044	(COMMERCIAL)
SOUTHFIELD ROAD	39,000	47,500	3%

CONTRACT FOR:  
CONSTRUCTING A SIGNALIZED, MID-BLOCK PEDESTRIAN CROSSING AT SOUTHFIELD ROAD BETWEEN MARGATE AVENUE AND KILBIRNIE AVENUE IN LATHRUP VILLAGE. THE TRAFFIC SIGNALS WILL BE MAST ARM MOUNTED WITH PUSHBUTTONS FOR CROSSING PEDESTRIAN TRAFFIC. THE PROJECT WILL INCLUDE SIDEWALK WORK, PAVEMENT MARKINGS, AND CULVERTS INSTALLED TO BRING THE SIDEWALKS UP TO GRADE.

**CITY OF LATHRUP VILLAGE**  
27400 SOUTHFIELD ROAD  
LATHRUP VILLAGE, MI 48076

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
CITY ENGINEER

CONTRACT FOR:

CITY LATHRUP VILLAGE  
SOUTHFIELD ROAD BETWEEN MARGATE AVENUE AND  
KILBIRNIE AVENUE

SHEET  
NUMBER  
1

PREPARED UNDER THE SUPERVISION OF:



**HUBBELL, ROTH & CLARK, INC**  
Consulting Engineers

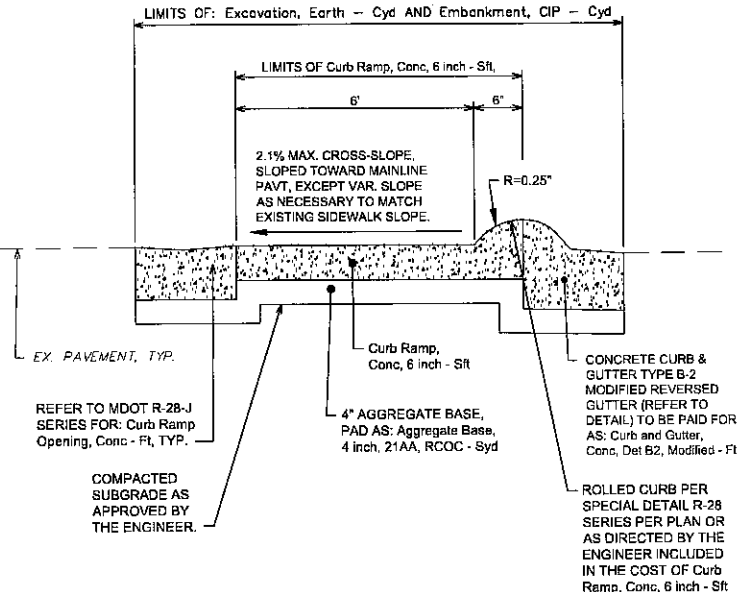
555 HULET DRIVE  
BLOOMFIELD HILLS, MICH.

P.O. BOX 824  
48303 - 0824

2/28/2024 8:49 AM

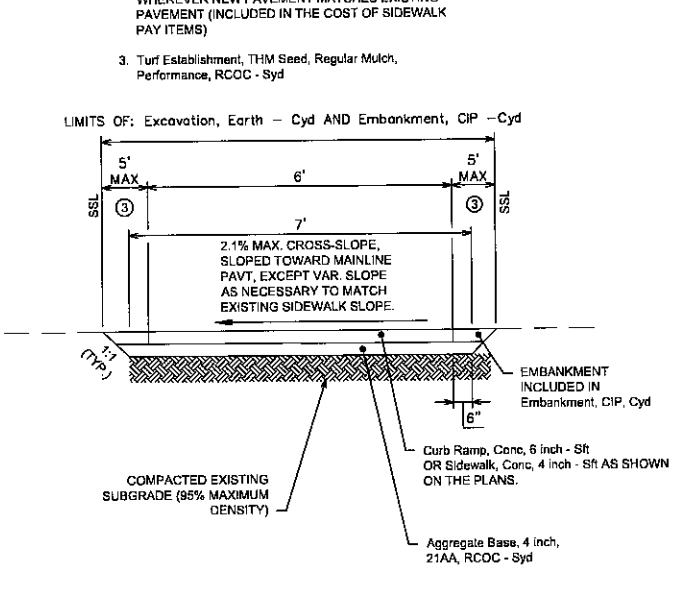
HRC\_001.dwg

NOTES:  
 1. SIDEWALK JOINTS PAID AS PART OF SIDEWALK PAY ITEM. LOCATION OF SIDEWALK JOINTS AND JOINT DETAILS SHALL BE IN ACCORDANCE WITH MDOT STANDARD PLAN R-29 SERIES.  
 2. SIDEWALK RAMPS CONSTRUCTED IN ACCORDANCE WITH SPECIAL DETAIL R-28 SERIES.

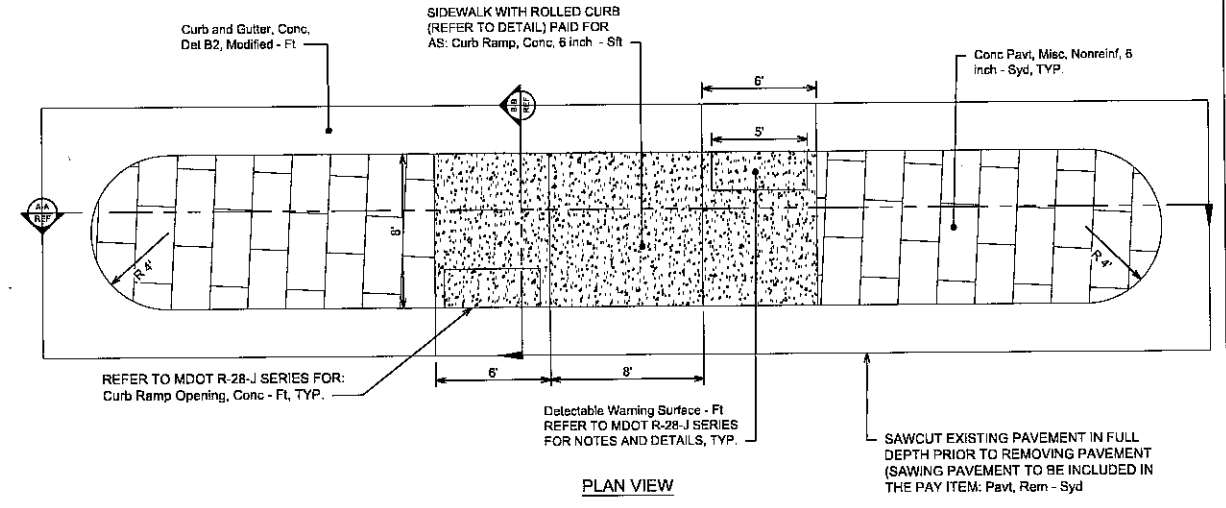


**SIDEWALK WITH ROLLED CURB**  
NOT TO SCALE

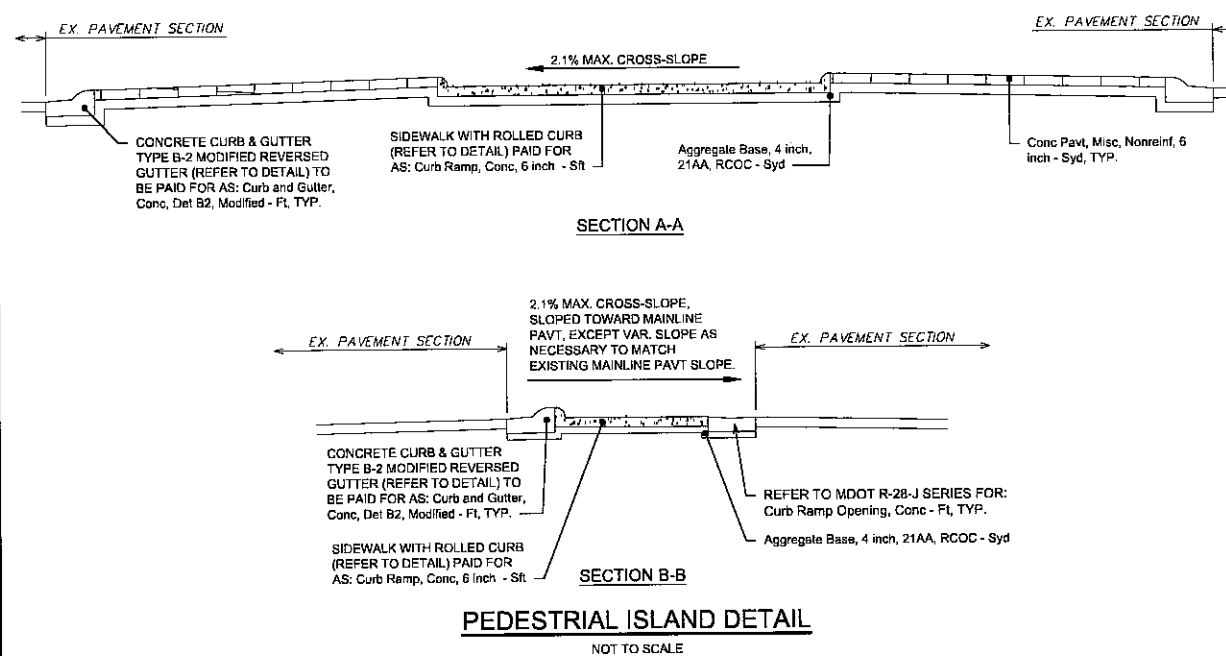
**SIDEWALK NOTES:**  
 1. ADA RAMPS AND LANDINGS SHALL BE CONSTRUCTED IN CONCRETE AND IN ACCORDANCE WITH CURRENT MDOT STANDARD DETAIL R-28 SERIES AND SHALL HAVE A MINIMUM CLEAR OPENING OF 8' WIDE.  
 2. A CLEAN SAW CUT JOINT SHALL BE PROVIDED WHEREVER NEW PAVEMENT MATCHES EXISTING PAVEMENT (INCLUDED IN THE COST OF SIDEWALK PAY ITEMS)  
 3. Turf Establishment, THM Seed, Regular Mulch, Performance, RCOC - Syd



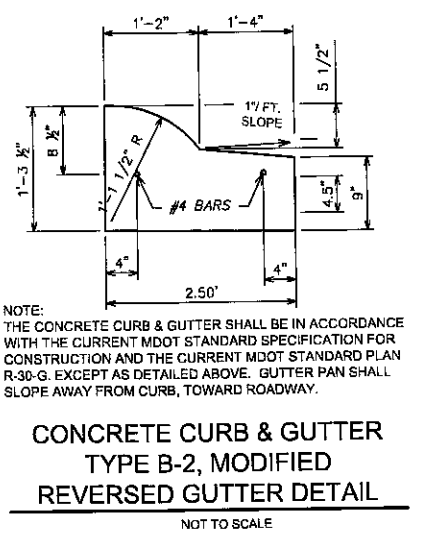
**CONCRETE SIDEWALK**  
NOT TO SCALE



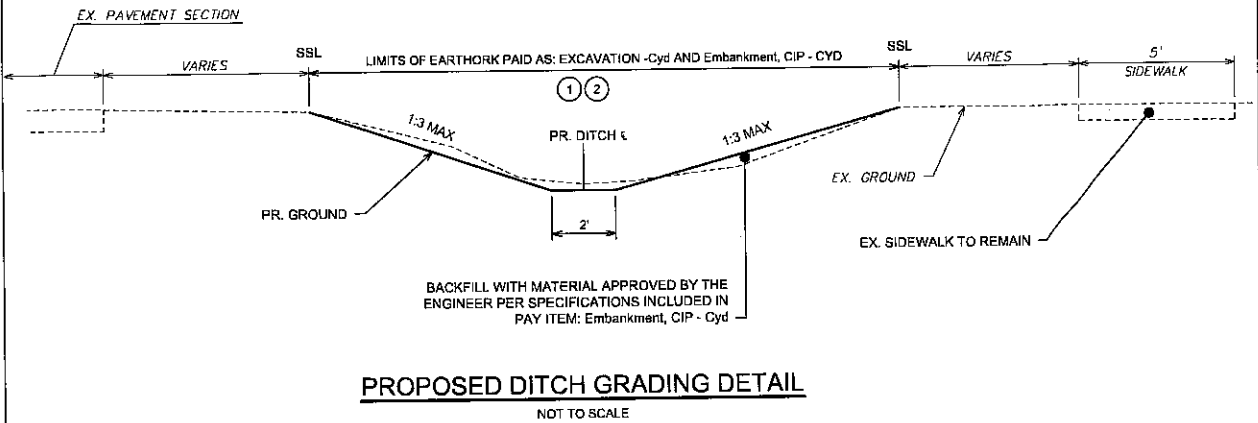
**PLAN VIEW**



**PEDESTRIAN ISLAND DETAIL**  
NOT TO SCALE



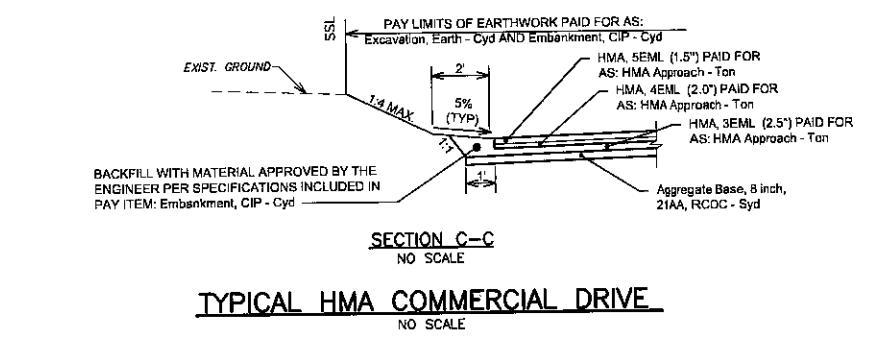
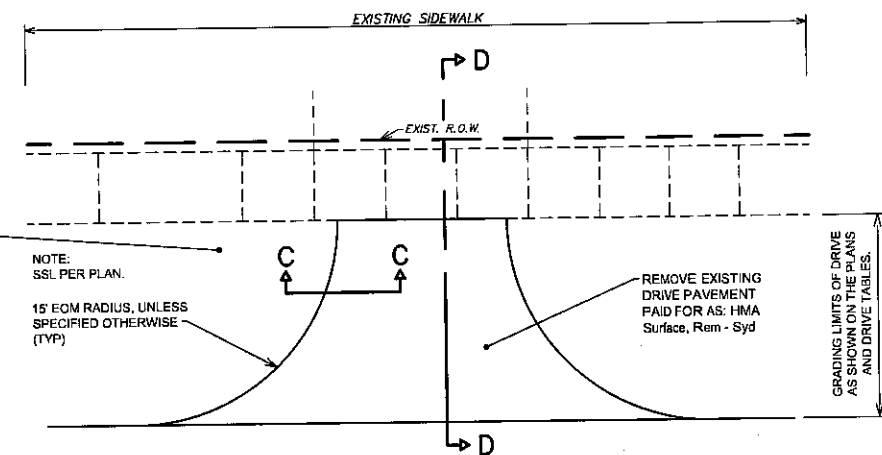
**CONCRETE CURB & GUTTER TYPE B-2, MODIFIED REVERSED GUTTER DETAIL**  
NOT TO SCALE



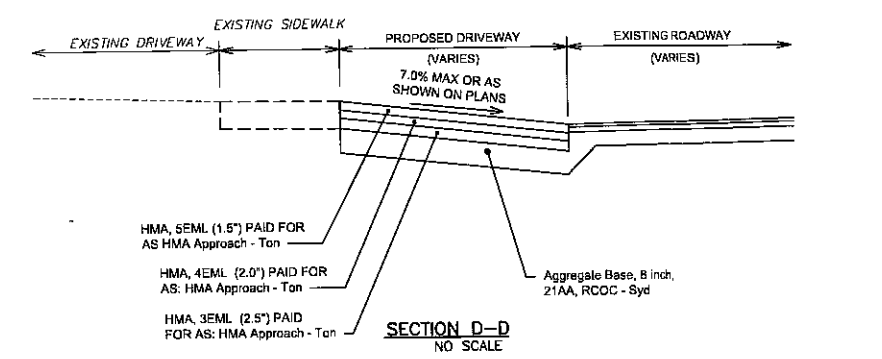
**PROPOSED DITCH GRADING DETAIL**  
NOT TO SCALE

NOTES:  
 1. ROADSIDE RESTORATION TO BE PAID FOR AS: TURF Establishment, THM Seed, Regular Mulch, Performance, RCOC - Syd  
 2. 6" OF TOPSOIL STRIPPING SHALL BE INCLUDED IN THE QUANTITY FOR Excavation, Earth - Cyd

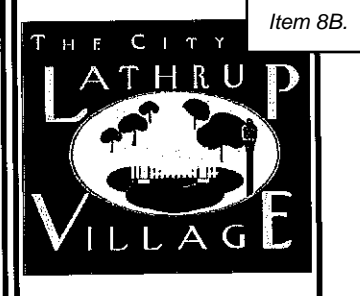
NECESSARY EARTHWORK AND SUBGRADE PREPARATION WITHIN SSL AND DRIVE LIMITS SHALL BE PAID FOR AS: Excavation, Earth - Cyd AND Embankment, CIP - Cyd. THE LIMITS OF WORK SHALL BE DESCRIBED IN THIS DETAIL.



**TYPICAL HMA COMMERCIAL DRIVE**  
NO SCALE



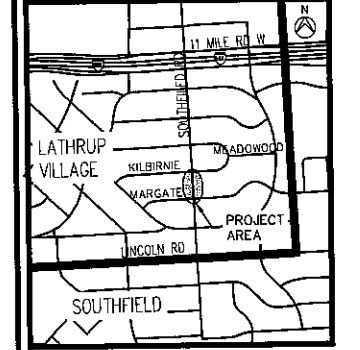
**SECTION D-D**  
NO SCALE



Item 8B.

**HRC**  
**HUBBELL, ROTH & CLARK, INC**  
 CONSULTING ENGINEERS SINCE 1915  
 555 HULEY DRIVE  
 BLOOMFIELD HILLS, MICH. P.O. BOX 824  
 48303 - 0824  
 PHONE: (248) 454-6300  
 FAX (1st Floor): (248) 454-6312  
 FAX (2nd Floor): (248) 454-6389  
 WEB SITE: www.hrcengr.com

DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	JCL
DRAWN	HFA
CHECKED	
APPROVED	



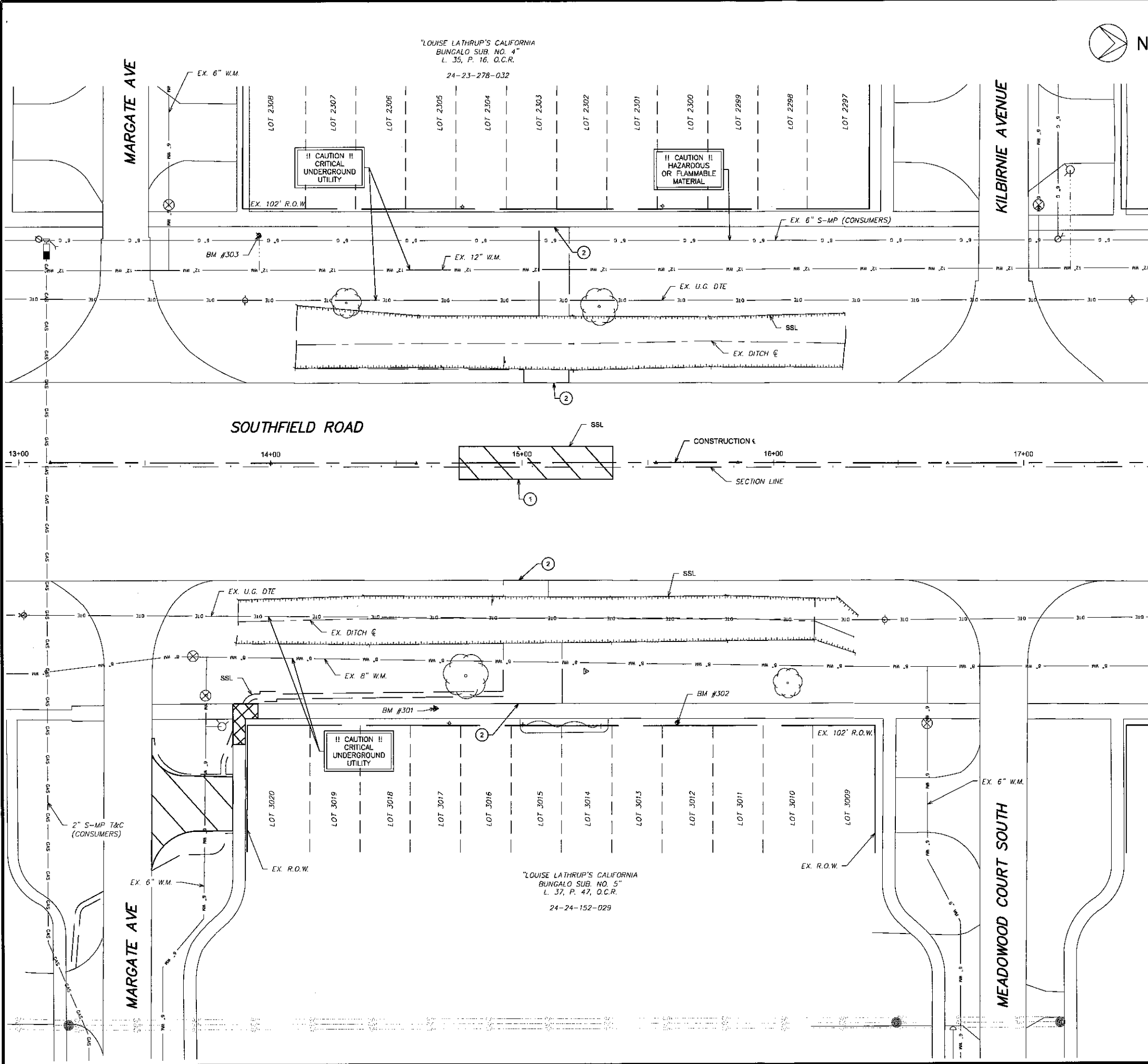
**THE CITY OF LATHRUP VILLAGE**  
**TRAFFIC SIGNAL MODERNIZATION**

**PROJECT DETAILS**

HRC JOB NO. 20220916	SCALE NO SCALE
DATE February 2024	SHEET NO. 2

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Bauer, Christopher



BENCHMARK		
BM. #	DESCRIPTION	ELEV.
301	MAG NAIL SET IN SIDEWALK SW OF LIGHT POLE BASE ON EAST SIDE OF SOUTHFIELD ROAD	692.71
302	TOP OF SOUTH SIDE OF CONCRETE LIGHT POLE BASE ON THE EAST SIDE OF SOUTHFIELD ROAD, 100' SOUTH OF KILBIRNIE AVENUE	694.56
303	WEST FLANGE SOLD OF HYDRANT ON THE WEST SIDE OF SOUTHFIELD ROAD AND SOUTH OF KILBIRNIE AVENUE	693.80

REMOVAL QUANTITIES - THIS SHEET		
PAY ITEM	QTY	UNIT
Sidewalk, Rem	13	Syd
Excavation, Earth	256	Cyd
HMA Surface, Rem	177	Syd

- NOTES:
- 1 VERTICAL SAWCUT FULL DEPTH THROUGH EXISTING PAVEMENT INCLUDED IN THE COST OF Pavt, Rem - Syd
  - 2 A CLEAN SAWCUT JOINT SHALL BE PROVIDED WHERE PROPOSED SIDEWALK MATCHES EXISTING PAVEMENT, INCLUDED IN THE COST OF SIDEWALK PAY ITEMS

DRIVEWAY CONSTRUCTION QUANTITIES - THIS SHEET (FOR INFORMATION ONLY)		
DRIVE/ APPROACH	GRADING LIMITS*	HMA SURFACE, REM
STATION		SYD
13+53	32' RT	89

\*GRADING LIMITS MEASURED FROM EDGE OF MARGATE AVE.

LEGEND

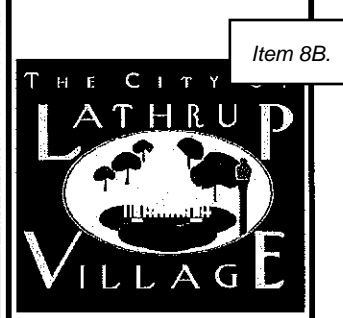
	HMA SURFACE REMOVAL PAID FOR AS: HMA Surface, Rem
	Sidewalk, Rem
	SLOPE STAKE LINE (SSL)

NOTE: UTILITY INFORMATION ON THIS DRAWING MAY BE FROM INFORMATION DISCLOSED TO THIS FIRM BY THE VARIOUS UTILITY COMPANIES, CITY/COUNTY AGENCIES AND OTHER VARIOUS SOURCES. UNDERGROUND UTILITIES WHICH ARE ON PRIVATE PROPERTY ARE USUALLY NOT DELINEATED UPON A UTILITY COMPANY'S PUBLISHED PLANS. THEIR LOCATION, IF SHOWN UPON THIS SURVEY, ARE APPROXIMATED FROM FOUND POINT MARKERS, ETC. AS LOCATED BY THIS FIRM FROM SOURCES WHICH ARE UNKNOWN. NO QUANTITIES ARE GIVEN AS TO THE COMPLETENESS OR ACCURACY THEREOF.

PRIOR TO CONSTRUCTION, ALL LOCATIONS AND DEPTHS OF EXISTING UTILITIES (IN CONFLICT WITH PROPOSED IMPROVEMENTS) SHALL BE VERIFIED IN THE FIELD. CALL MISS DIG 3 WORKING DAYS PRIOR TO CONSTRUCTION.



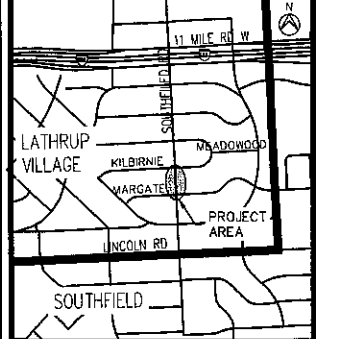
THREE FULL WORKING DAYS BEFORE YOU DIG, CALL THE MISS DIG SYSTEM AT 800-482-7171 OR 811.



Item 8B.

**HRC**  
**HUBBELL, ROTH & CLARK, INC**  
 CONSULTING ENGINEERS SINCE 1915  
 555 HULET DRIVE  
 BLOOMFIELD HILLS, MICH. P.O. BOX 824  
 48303-0824  
 PHONE: (248) 454-8300  
 FAX (1st. Floor): (248) 454-6312  
 FAX (2nd. Floor): (248) 454-6859  
 WEB SITE: www.hrcengr.com

DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	JCL
DRAWN	HFA
CHECKED	
APPROVED	



THE CITY OF LATHRUP VILLAGE  
**TRAFFIC SIGNAL MODERNIZATION**

REMOVAL PLAN  
 SOUTHFIELD ROAD

HRC JOB NO. 20220916	SCALE 1"=20'
DATE February 2024	SHEET NO. 3



LOUISE LATHRUP'S CALIFORNIA  
BUNGALO SUB. NO. 4\*  
L. 35, P. 16, O.C.R.

24-23-278-032

LOUISE LATHRUP'S CALIFORNIA  
BUNGALO SUB. NO. 5\*  
L. 37, P. 47, O.C.R.

24-24-152-029



BENCHMARK		
BM. #	DESCRIPTION	ELEV.
301	MAG NAIL SET IN SIDEWALK SW OF LIGHT POLE BASE ON EAST SIDE OF SOUTHFIELD ROAD	692.71
302	TOP OF SOUTH SIDE OF CONCRETE LIGHT POLE BASE ON THE EAST SIDE OF SOUTHFIELD ROAD, 100' SOUTH OF KILBIRNIE AVENUE	694.56
303	WEST FLANGE BOLD OF HYDRANT ON THE WEST SIDE OF SOUTHFIELD ROAD AND SOUTH OF KILBIRNIE AVENUE	693.80

CONSTRUCTION QUANTITIES - THIS SHEET		
PAY ITEM	QTY	UNIT
Embankment, CIP	100	Cyd
Aggregate Base, 4 inch, 21AA, RCCC	188	Syd
Aggregate Base, 8 inch, 21AA, RCCC	96	Syd
Culv, CI F, 12 inch	52	FL
HMA, Approach	32	Ton
Conc Pavi, Misc, Nonreinf, 6 inch	31	Syd
Curb and Gutter, Conc, Det B2, Modified	122	FL
Detectable Warning Surface	20	FL
Curb Ramp Opening, Conc	24	FL
Sidewalk, Conc, 4 inch	567	Sft
Curb Ramp, Conc, 6 inch	340	Sft
Turf Establishment, THM Seed, Regular Mulch, Performance, RCCC	1106	Syd

NOTES:  
SEE SIGNAL PLANS FOR HANDBOLES, PUSH BUTTONS, AND CONDUIT DETAILS AND PAY ITEMS.

DRIVEWAY CONSTRUCTION QUANTITIES - THIS SHEET (FOR INFORMATION ONLY)				
DRIVE/ APPROACH	GRADING LIMITS*	PROPOSED GRADE	HMA APPROACH	Aggregate Base, 8 inch, 21AA, Special
			TON	SYD
13+53	32' RT	MATCH EX.	32	96

\*GRADING LIMITS MEASURED FROM EDGE OF MARGATE AVE.

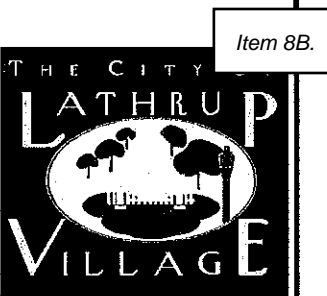
- LEGEND**
- SIDEWALK, CONC, 4 INCH
  - SIDEWALK WITH ROLLED CURB PAID FOR AS: Curb Ramp, Conc, 6 inch - Sft
  - Curb Ramp, Conc, 6 inch
  - Conc Pavi, Misc, Nonreinf, 6 inch - Syd
  - 6" HMA DRIVEWAY PAID FOR AS: HMA Approach - Ton
  - PR. CURB AND GUTTER
  - RAMP LANDING, SLOPE IS LESS THAN 2% IN ALL DIRECTIONS
  - SLOPE STAKE LINE (SSL)

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PRIOR TO CONSTRUCTION, ALL LOCATIONS AND DEPTHS OF EXISTING UTILITIES IN CONFLICT WITH PROPOSED IMPROVEMENTS SHALL BE VERIFIED IN THE FIELD. CALL MISS DIG 3 WORKING DAYS PRIOR TO CONSTRUCTION.



THREE FULL WORKING DAYS BEFORE YOU DIG, CALL THE MISS DIG SYSTEM AT 800-482-7171 OR 811.

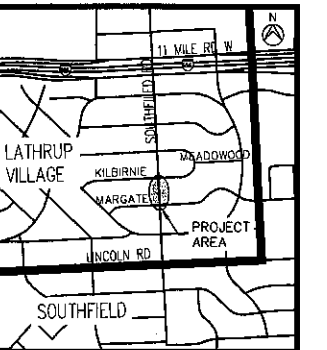


Item 8B.

**HRC**  
HUBBELL, ROTH & CLARK, INC  
CONSULTING ENGINEERS SINCE 1915  
555 HULEY DRIVE  
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PHONE: (248) 454-6800  
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DATE	ADDITIONS AND/OR REVISIONS

DESIGNED	JCL
DRAWN	HFA
CHECKED	
APPROVED	



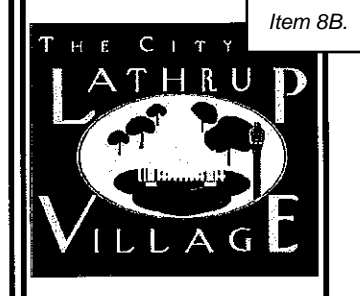
THE CITY OF LATHRUP VILLAGE  
**TRAFFIC SIGNAL MODERNIZATION**

HRC JOB NO. 20220916	SCALE 1"=20'
DATE February 2024	SHEET NO. 4

1. CALL MISS DIG (800-482-7171 OR 811) 3 WORKING DAYS PRIOR TO ANY EXCAVATION FOR THE LOCATIONS OF UNDERGROUND UTILITIES.
2. WHERE ABANDONING OF U.G. CABLES IS CALLED FOR ON PLANS OR DIAGRAMS, CONTRACTOR SHALL CUT & REMOVE CABLES WITHIN MANHOLES & HANDHOLES.
3. WHERE INSTALLATION OF NEW MANHOLES OVER EXISTING CONDUITS (TO ACCOMMODATE NEW & EXISTING CONDUITS) IS CALLED FOR ON PLANS, CONTRACTOR SHALL CAREFULLY & SO AS NOT TO DAMAGE EXISTING CABLES. REMOVE THE EXISTING CONDUITS & ENCASMENT WITHIN MANHOLES. EXISTING CABLES SHALL BE EXTENDED & PROPERLY TRAINED, RACKED & SUPPORTED.
4. ALL EXISTING STREET LIGHTING, TRAFFIC SIGNAL, PRIMARY, TRANSMISSION ETC. CIRCUITS SHALL ALWAYS BE MAINTAINED IN AN OPERATIONAL CONDITION (EXCEPT WHERE OTHERWISE NOTED).
5. ALL CONDUITS NOT TERMINATING IN STRUCTURES SUCH AS MANHOLES, HANDHOLES OR FOUNDATIONS SHALL EXTEND 2 FEET BEYOND PAVEMENT LIMIT (EXCEPT AS OTHERWISE INDICATED). ALL UNOCCUPIED CONDUITS SHALL BE PLUGGED/CAPPED (TO KEEP MOISTURE AND DEBRIS OUT). FIT THE ENDS OF ALL PVC CONDUIT TERMINATIONS WITH BUSHINGS OR END BELL FITTINGS (TO PREVENT DAMAGE TO THE CABLES AND CONDUCTORS).
6. ALL TREE TRIMMING REQUIRED TO CLEAR NEW OR SALVAGED STREET LIGHTING & TRAFFIC SIGNAL STD.'S, O.H. STREET LIGHTING & TRAFFIC SIGNAL UNITS SHALL BE INCLUDED IN OTHER CONTRACT PAY ITEMS AND NOT PAID FOR SEPERATELY.
7. EXISTING O.H. & T.S. FACILITIES ARE NOT NECESSARILY SHOWN ON PLANS.
8. ALL OVERHEAD WIRES & UNDERGROUND CABLES SHALL CONSIST OF COPPER CONDUCTORS AS PER SPECIFICATIONS.
9. ALL NEW ANCHOR GUYS SHALL BE INSTALLED ON A 1:1 RATIO OR AS NEARLY AS POSSIBLE (EXCEPT WHERE OTHERWISE NOTED). (STRUT GUYS ARE ACCEPTED)
10. ALL CABLES SHALL BE TAGGED IN ALL MANHOLES AND HANDHOLES.
11. INSTALL WOOD POLES SO AS NOT TO INTERFERE WITH TRAFFIC OR FUTURE CONSTRUCTION STAGES.
12. ALL TRAFFIC SIGNS SUCH AS "NO PARKING", "NO STANDING", "STREET NAME", ETC. SHALL BE TRANSFERRED FROM OLD STD. OR POLE TO NEW STD. OR POLE AT THE SAME LOCATION OR IN CLOSE PROXIMITY BY CONTRACTOR.
13. ALL TRAFFIC SIGNALS SHALL BE MOUNTED WITH NEW STANDARD TRAFFIC SIGNAL BRACKETS & FITTINGS.
14. ALL TRAFFIC SIGNAL ITEMS, AS CALLED FOR ON PLANS, SHALL HAVE INCLUDED IN THE TRAFFIC SIGNAL ITEM ALL CABLES FROM THE CONTROLLER TO THE TRAFFIC SIGNALS, FOUNDATIONS & PIPE EXTENSIONS NEEDED TO MAINTAIN 17'-0" UNDER CLEARANCE AS INDICATED (18'-0" FOR JOINT USE WOOD POLES).
15. WHEN ENTERING PROPOSED CONDUIT INTO EXISTING MANHOLES & HANDHOLES EXERCISE CAUTION NOT TO DISTURB EXISTING CABLES. PROPOSED CONDUIT TAPS INTO EXISTING HANDHOLES ARE NOT PAID FOR SEPARATELY AND INCLUDED IN OTHER ITEMS OF WORK.
16. BACKFILL ALL CONDUIT TRENCHES WITHIN THE LIMITS OF THE ROADBED AND SIDEWALK WITH CLASS II GRANULAR MATERIAL IN ACCORDANCE WITH SECTION 204. PLACE AND COMPACT THE GRANULAR MATERIAL IN ACCORDANCE WITH THE CONTROLLED DENSITY METHOD IN SUBSECTION 205.03.H.4.a.
17. ALL SALVAGED TRAFFIC SIGNALS SHALL BE TRAFFIC SIGNALS PREVIOUSLY INSTALLED NEW ON THIS CONTRACT. (EXCEPT AS OTHERWISE INDICATED)
18. ALL O.H. TRAFFIC SIGNAL SPAN WIRE SHALL USE 5/16" EXTRA HIGH STRENGTH STRAND WIRE. TRAFFIC SIGNAL BOTTOM TETHER WIRE SHALL USE 1/4" COMMON GRADE STRAND WIRE.
19. SEAL-END OF CABLE WHERE COILING OF CABLE IS CALLED FOR ON PLANS. (CONTRACTOR SHALL RECEIVE PAYMENT FOR COILED-UP CABLES)
20. THE CONTRACTOR SHALL DELIVER TO ROAD COMMISSION FOR OAKLAND COUNTY (RCOC), THE T.S. CONTROLLER FOR TIMING. THE CONTRACTOR WILL PICKUP THE CONTROLLER AND CABINET FROM RCOC WHEN READY FOR INSTALLATION.
21. PROPOSED T.S. SHALL BE PUT INTO OPERATION AT THE TIME OF REMOVAL OF EXISTING T.S. FACILITIES. CONTRACTOR SHALL NOTIFY RCOC. IF UNABLE TO MAINTAIN T.S. IN AN OPERABLE CONDITION AT ALL TIMES.
22. A MINIMUM CLEARANCE OF 3'-6" HORIZONTAL & 1'-0" VERTICAL MUST BE MAINTAINED BETWEEN PROPOSED FACILITEIS & EXISITING U.G. WATER FACILITIES OR AS SPECIFIED ON PLANS.

23. ALL PROPOSED EQUIPMENT SHALL MAINTAIN 10 FEET OF CLEARANCE FROM PRIMARY, NEUTRAL, OR ABOVE POWER CABLES.
24. THE ROAD COMMISSION FOR OAKLAND COUNTY (RCOC) WILL INSPECT THE INSTALLATION OF ALL TRAFFIC SIGNAL EQUIPMENT. THE CONTRACTOR MUST NOTIFY RCOC WHEN WORK IS GOING TO BE PERFORMED. THE CONTRACTOR MUST PROVIDE THREE (3) WORKING DAYS' NOTICE (EXCLUDING SATURDAY, SUNDAY, AND HOLIDAYS) TO RCOC, SIGNAL SYSTEMS DIVISION, TELEPHONE (248) 858-7250, FOR THE INSPECTION TO BE PERFORMED.
25. ALL MATERIAL REMOVED ON THIS CONTRACT SHALL BE DISPOSED OF PROPERLY BY THE CONTRACTOR. CONTRACTOR SHALL NOTIFY RCOC PRIOR TO REMOVAL OF THE EQUIPMENT AND ALL MATERIAL IDENTIFIED BY THE RCOC SHALL BE STORED ON SITE AS DIRECTED BY THE ENGINEER FOR PICK UP BY THE RCOC.
26. TS\_\_\_ REM - THE UNIT PRICE FOR RELEVANT REMOVAL PAY ITEMS INCLUDE THE COST OF REMOVING AND DISPOSING OF TRAFFIC SIGNALS, PEDESTRIAN SIGNALS, CABLES, AND OTHER MATERIALS.
27. FOR TYPICAL PEDESTRIAN T.S. WIRING ON POLES; (RCOC STEEL POLES, WOOD POLES, OR STEEL POLES OWNED BY OTHERS) SEE STANDARD DETAIL SHEET OC-4A, ALL STEEL POLES SHALL BE ASSUMED TO BE OWNED BY RCOC UNLESS OTHERWISE NOTED ON PLANS.
28. ALL TRAFFIC SIGNAL SPANS WITH SOLID STATE CONTROLLERS SHALL BE GROUNDED. THE GROUNDING OF BOTH SHALL HAVE A RESISTANCE NO GREATER THAN 10 OHM WHEN INSTALLED.
29. CONCRETE PAVEMENT REPAIR SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 2020 M.D.O.T STANDARD SPECIFICATIONS FOR CONSTRUCTION AND RCOC A.S.R. SPECIFICATIONS.
30. ALL CONDUIT BENDS SHALL HAVE MINIMUM RADI: IN ACCORANCE WITH THE CURRENT N.E.C.
31. ALL TRAFFIC SIGNAL FITTINGS (SCREWS, BOLTS, PINNACLES, ETC.) SHALL BE GREASED WITH A NON-OXIDE TYPE GREASE.
32. INSTALL STEEL POLE AS HANDHOLE, AS DESCRIBED ON STANDARD DETAIL SHEET OC-2, IN ALL EXISTING STEEL POLES AS DIRECTED BY THE ENGINEER. (INCLUDED IN THE INTALLATION OF T.S. ON THIS CONTRACT)
33. ALL GROUND WIRE SHALL BE #6 STRANDED COPPER.
34. WHEN SPlicing TRAFFIC SIGNAL CABLES (ONLY IF APPROVED BY ENGINEER), USE UN-INSULATED SOLID BARREL COMPRESSION TYPE CONNECTORS. TAPE OVER EACH INDIVIDUAL BARREL AND ANY BARE WIRE WITH PREMIUM GRADE PVC, 7 MIL, SUNLIGHT & COLD RESISTANT TAPE. THEN TAPE OVERALL SPLICE WITH LINERLESS RUBBER SPlicing TAPE OR EQUIVALENT. THEN TAPE OVER THAT WITH A LAYER OF PREMIUM GRADE PVC, 7 MIL, SUNLIGHT & COLD RESISTANT TAPE OVER LAPPING CABLE JACKET BY ONE INCH. ALL TAPE SHOULD COVER SPLICES FROM CABLE JACKET TO CABLE JACKET AND BE 1/2 LAPPED. THE FINAL LAYER OF TAPE SHOULD BE WRAPPED IN AN UPWARD MOTION SO THAT CUT OFF END DOES NOT ALLOW MOISTURE BACK INTO SPLICE.
35. NO CHANGES FROM PLANS IN LOCATION OF SUPPORTING STRUCTURES, SIGNAL HEAD PLACEMENT OR TRAFFIC SIGNAL EQUIPMENT WILL BE ALLOWED WITHOUT PRIOR APPROVAL OF THE ROAD COMMISSION FOR OAKLAND COUNTY. CONTACT ROAD COMMISSION FOR OAKLAND COUNTY-TRAFFIC OPERATIONS CENTER AT (248) 858-7250.
36. STEMMING OF SIGNAL HEADS TO MAINTAIN EQUAL UNDER CLEARANCE FOR EACH SPAN WIRE MOUNTED SIGNAL HEAD (AT ALL INTERSECTIONS OF THIS CONTRACT) IS INCLUDED IN THE INSTALLATION OF T.S. IN THIS CONTRACT.
37. ALL DIRECTIONAL BORED, OPEN CUT, OR DIRECT BURIAL CONDUIT CALLED FOR ON PLANS IS THE PREFERRED METHOD OF INSTALLATION. IF THE METHOD OF CONDUIT INSTALLATION IS IMPOSSIBLE TO CONSTRUCT OR IF THE CONTRACTOR PREFERES TO USE ANY OTHER METHOD, THE CHANGE OF METHOD MAY BE MADE UPON APPROVAL BY THE PROJECT ENGINEER.
38. THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING OR ANTICIPATING THE NEED OR DESIRE TO INSTALL CONDUIT BY ANY OTHER METHOD AND TO INCLUDE THE COST IN THE CONTRACT BID.
39. NO EXTRA PAYMENT WILL BE ALLOWED IF THE CONTRATOR CHOOSES TO CHANGE THE METHOD OF CONDUIT INSTALLATION.
40. THE CONTRACTOR SHALL MAKE THE PERMANENT CONNECTION TO LOCAL UTILITY CO. 120V SERVICE USING APPROVED PARALLEL GROOVED CONNECTORS. (INCLUDED IN THE INSTALLATION OF T.S. ON THIS CONTRACT)
41. ALL OVERHEAD CAMERA CLAMP-ON BRACKET ARMS SHALL BE INSTALLED ON WOOD OR STEEL POLES PERPENDICULAR TO THE CURB UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
42. CONTACT LOCAL UTILITY COMPANY PRIOR TO INSTALLATION OF TRAFFIC SIGNALS. (INCLUDED IN THE INSTALLATION OF TRAFFIC SIGNALS ON THIS CONTRACT)

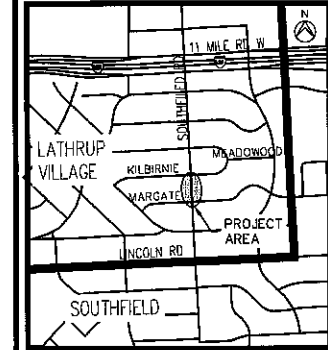
43. ALL HEMISPHERICAL CAMERA CABLES SHALL BE CAT5e (SHIELDED, 24 AWG SOLID CORE, GEL FILLED, OUTDOOR RATED). CABLE SHALL HAVE A DRAIN WIRE. MAXIMUM LENGTH OF CABLE WITHOUT A POE (POWER OVER ETHERNET) REPEATER IS 250 FT. GROUND THE DRAIN WIRE TO THE EPM (ETHERNET PROTECTION MODULE) GROUND LUG USING 1-1/8" #6 AWG COPPER FROM LUG ON EPM TO CABINET GROUND BUS.
44. ALL WEATHERHEADS AND LB'S SHALL BE NEW AND METAL UNLESS OTHERWISE SPECIFIED BY THE ENGINEER.
45. THE "PLOWING IN CONDUIT" METHOD SHALL NOT BE USED ON THIS CONTRACT UNLESS OTHERWISE SPECIFIED BY THE ENGINEER.
46. WHEN CONTRACTOR IS INSTALLING A NEW STEEL STRAIN POLE FOR INSTALLATION OF A NEW SPAN WIRE BY LOCAL UTILITY COMPANY, A SPAN WIRE ATTACHMENT CLAMP AND BULL RING SHALL BE PROVIDED BY THE CONTRACTOR. (INCLUDED IN THE INSTALLATION OF T.S. ON THIS CONTRACT)
47. ALL PEDESTRIAN TRAFFIC SIGNALS NOT IN USE ON THIS PROJECT SHALL BE BAGGED AS DIRECTED BY THE ENGINEER.
48. ALL TRAFFIC SIGNALS, CASE SIGNS, AND SPAN MOUNTED STATIC SIGNS THAT ARE NOT BEING USED WILL BE BAGGED, HOODED, TURNED, OR TAKEN DOWN TO CLEARLY INDICATE THAT THEY ARE NOT IN OPERATION. BAGGING MATERIAL WILL BE OF SUCH CONSTRUCTION AS TO NOT ALLOW ANYTHING TO BE VISIBLE THROUGH THE MATERIAL. BAGGING MATERIAL WILL BE OF SUCH CONSTRUCTION AS TO HOLD UP TO WIND AND OTHER ADVERSE WEATHER CONDITIONS. ALL TRAFFIC SIGNALS AND CASE SIGNS WILL BE DISABLED SO THAT NO LIGHTS ARE OPERATIONAL.
49. ALL MAST ARM MOUNTED TRAFFIC SIGNALS AND CASE SIGNS SHALL BE MOUNTED SUCH THAT A 17'-0" UNDER CLEARANCE IS MAINTAINED AT ALL TIMES.
50. THIS WORK CONSISTS OF THE CONTRACTOR'S RESPONSIBILITY TO TEST THE STRAIN POLE AND MAST ARM ANCHOR BOLTS. PROVIDE MATERIALS AND TESTING BY AN RCOC APPROVED LAB FOR ALL ANCHOR BOLTS, NUTS, AND WASHERS IN ACCORDANCE WITH SUBSECTIONS 105.10, 820, AND 908.14 OF THE 2020 MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) STANDARD SPECIFICATION FOR CONSTRUCTION AND ALL CONTRACT DOCUMENTS. ANCHOR BOLTS SHALL BE MARKED BY COLOR CODED ENDS AND NON-REMOVABLE CASTING (HEAT) STAMP TO PROVIDE TRACEABILITY DURING TESTING AND INSTALLATION. INCLUDE PICTURES (OR OTHER PROPOSED METHOD) WITH THE TESTING RESULTS OF THE MATERIALS AT THE CONTRACTOR'S YARD AND LAB FOR TRACEABILITY IN THE FIELD. PROVIDE TEST DATA CERTIFICATION TO THE ENGINEER ACCORDING TO THE MDOT MATERIALS SOURCE GUIDE. ANCHOR BOLT TESTING WILL NOT PAID FOR SEPARATELY AND IS INCLUDED IN OTHER ITEMS OF WORK. ANCHOR BOLTS SHALL NOT BE HEATED NOR HAMMERED AFTER ACCEPTANCE FOR USE ON THIS PROJECT. MDOT DOES NOT TEST FOR LOCAL AGENCY PROJECTS.
51. MAST ARM INSPECTIONS FOR QUALITY ASSURANCE MUST BE COORDINATED WITH ROAD COMMISSION FOR OAKLAND COUNTY.
52. CUT OVER OF INTERSECTIONS, MODIFICATIONS OF ANY SIGNAL CONFIGURATION, AND TRAFFIC SWITCHES SHALL TAKE PLACE ON MONDAY - THURSDAY FROM 9 A.M. - 3 P.M. ONLY. CUT OVERS ARE NOT PERMITTED ON HOLIDAYS.
53. FOR MATERIAL INSPECTION REQUESTS (HMA, CONCRETE, AGGREGATE, ETC) CONTRACTOR SHALL COMPLETE THE ONLINE INSPECTION REQUEST AT: <http://www.rcocweb.org/503/Contractor-Inspection-Request> REFER TO PROPOSAL FOR ADDITIONAL INFORMATION.
54. WHERE REQUIRED BY THE LOCAL UTILITY COMPANY OR APPLICABLE CODE, INSTALL OR HAVE INSTALLED ALL NECESSARY INSULATORS OR ELECTRICAL PROTECTIVE DEVICES AND/OR COORDINATE WITH THE LOCAL UTILITY COMPANY TO HAVE REQUIRED PROTECTIVE DEVICES INSTALLED ON THE UTILITY COMPANY'S FACILITIES. ASSUME ALL LOCATIONS MAY REQUIRE WORK WITHIN 10 FEET OF PRIMARY AND/OR NEUTRAL CONDUCTORS. THE COST OF ANY PROTECTIVE DEVICES OR INSULATORS SHALL BE INCLUDED IN THE COST OF PERFORMING THIS WORK AND WILL NOT PAID FOR SEPARATELY.
55. SIGN INSTALLATION DATE STICKER - RCOC WILL PROVIDE INSTALLATION DATE STICKERS TO THE CONTRACTOR AT THE PRECONSTRUCTION MEETING. AT THE TIME OF INSTALLATION, PLACE AN INSTALLATION DATE STICKER ON THE BACK LOWER PORTION OF THE CASE AND NON-ILLUMINATED STREET NAME SIGNS.
56. RCOC MARCH 2014 TRAFFIC SIGNAL DETAIL BOOK IS AVAILABLE AT RCOC WEBSITE: <http://www.rcocweb.org/DocumentCenter/View/190/2014-Traffic-Signal-Detail-Book-PDF> THIS INFORMATION IS ALSO AVAILBLE UPON REQUEST DIRECTLY FROM RCOC TRAFFIC SAFETY DEPARTMENT BY CONTACTING AHMAD JAWAD, SIGNAL SYSTEMS ENGINEER AT (248) 858-7250. IN CASE OF CONFLICT, UTILIZE RCOC SPECIAL PROVISIONS AND RCOC STANDARD CONSTRUCTION SIGNAL DETAIL BOOK. THEN USE CONTRACT DOCUMENTS AND 2020 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION WHICHEVER ARE MOST RESTRICTIVE AS DETERMINED BY THE ENGINEER.



Item 8B.

**HRC**  
**HUBBELL, ROTH & CLARK, INC**  
 CONSULTING ENGINEERS SINCE 1915  
 10000 WOODBURN SQUARE  
 ANN ARBOR, MICH. 48106-2500  
 PHONE: (248) 858-8800  
 FAX (1st. Floor): (248) 454-6312  
 FAX (2nd. Floor): (248) 454-6358  
 WEB SITE: www.hrcengr.com

DATE	ADDITIONS AND/OR REVISIONS
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DRAWN	COB
CHECKED	LFM
APPROVED	



**THE CITY OF LATHRUP VILLAGE**  
**TRAFFIC SIGNAL**  
**MODERNIZATION**

SIGNAL NOTES  
SOUTHFIELD RD

HRC JOB NO. 20220916	SCALE NTS
DATE February 2023	SHEET NO. 5 of 5

# LEGEND SHEET

## TRAFFIC SIGNAL

- INSTALL 12" VEHICULAR TRAFFIC SIGNAL (1-WAY SHOWN)
- INSTALL VEHICULAR TRAFFIC SIGNAL WITH SALVAGED HEADS (2-WAY SHOWN)
- EXISTING VEHICULAR TRAFFIC SIGNAL (1-WAY SHOWN)
- REMOVE VEHICULAR TRAFFIC SIGNAL (1-WAY SHOWN)
- INSTALL PEDESTRIAN (COUNTDOWN TYPE) TRAFFIC SIGNAL (2-WAY SHOWN)
- INSTALL PEDESTRIAN (COUNTDOWN TYPE) TRAFFIC SIGNAL WITH SALVAGED HEAD (2-WAY SHOWN)
- REMOVE PEDESTRIAN (WALK-DON'T WALK) TRAFFIC SIGNAL (1-WAY SHOWN)
- EXISTING PEDESTRIAN (WALK-DON'T WALK) TRAFFIC SIGNAL (1-WAY SHOWN)
- INSTALL JUNCTION BOX
- INSTALL SALVAGED JUNCTION BOX
- REMOVE JUNCTION BOX
- EXISTING JUNCTION BOX
- INSTALL OVERHEAD PLASTIC JACKETED CABLE
- EXISTING OVERHEAD PLASTIC JACKETED CABLE
- REMOVE OVERHEAD PLASTIC JACKETED CABLE
- INSTALL TRAFFIC SIGNAL CONTROLLER (NEW OR SALVAGED AS INDICATED). (EXCEPT AS OTHERWISE INDICATED)
- INSTALL MAST ARM POLE & MAST ARM (SIZES AS INDICATED) ON NEW FOUNDATION (EXCEPT AS OTHERWISE INDICATED).
- INSTALL TRAFFIC SIGNAL PEDESTAL ON NEW FOUNDATION (EXCEPT AS OTHERWISE INDICATED).
- INSTALL ANCHOR BASE STEEL STRAIN POLE (SIZE AS INDICATED) ON NEW FOUNDATION. (EXCEPT AS OTHERWISE INDICATED).
- EXISTING TRAFFIC SIGNAL CONTROLLER
- EXISTING MAST ARM STANDARD
- EXISTING PEDESTAL
- EXISTING STEEL STRAIN POLE
- BAG SIGNALS AS DIRECTED BY ENGINEER. (INCLUDED IN INSTALLATION OF T.S. ON THIS CONTRACT).
- REMOVE BAG AS DIRECTED BY ENGINEER. (INCLUDED IN INSTALLATION OF T.S. ON THIS CONTRACT).
- POCH** POLE CONTACT HEIGHT OF T.S. SPAN WIRE
- L.C.H.** LOW CONTACT HEIGHT OF SPAN WIRE T.S. TO SPAN WIRE.
- INSTALL WARNING SIGN (TYPE AS INDICATED ON PLANS).
- INSTALL 2-WAY CASE SIGN
- REMOVE 2-WAY CASE SIGN
- EXISTING 2-WAY CASE SIGN
- INSTALL 4-WAY CASE SIGN
- REMOVE 4-WAY CASE SIGN
- EXISTING 4-WAY CASE SIGN

## UNDERGROUND

- M.H. 1234
- EX. H.H.
- EXISTING DUCT RUN
- REMOVE EXISTING DUCT RUN
- BUILD DIRECT BURIAL CONDUIT (D.B.) OR ENCASED CONDUIT (E.C.) (2-3" D.B. SHOWN)
- GALVANIZED IRON CONDUIT (2-3" SHOWN)
- M.H. 5678
- M.H. 9012
- M.H. 3456
- M.H. 7890
- BUILD ROUND HANDHOLE
- BUILD SQUARE HANDHOLE
- BUILD TYPE "D" HANDHOLE
- EXISTING DIRECT BURIAL OR PARKWAY CABLE
- ABANDON DIRECT BURIAL OR PARKWAY CABLE
- INSTALL DIRECT BURIAL CABLE (NO. & SIZE AS INDICATED)
- EXISTING U.G.-FED ST. LTG. UNIT
- REMOVE U.G.-FED ST. LTG. UNIT & FDN. (EXCEPT AS OTHERWISE INDICATED)
- INSTALL COMB. T.S. & ST. LTG. STD. (SIZE AS SPECIFIED) ON NEW FDN., 6FT. CLAMP ON BRACKET ARM WITH 3'-0" RISE, INSTALL 400W. TYPE LUMINAIRE.

## TRAFFIC SIGNAL

- INSTALL OVERHEAD DETECTION CAMERA MOUNTED AS INDICATED ON THE PLANS.
- INSTALL SALVAGED OVERHEAD DETECTION CAMERA MOUNTED AS INDICATED ON THE PLANS.
- EXISTING OVERHEAD DETECTION CAMERA
- REMOVE OVERHEAD DETECTION CAMERA
- INSTALL LOOP DETECTION AREA IN PAVT
- WIRELESS VEHICLE DETECTION AREA
- INSTALL LOOP DETECTOR & CABINET (EXCEPT AS OTHERWISE INDICATED).
- EXISTING LOOP DETECTOR & CABINET
- INSTALL OPTICAL DETECTOR AS SHOWN ON PLANS
- INSTALL WIRELESS VEHICLE RADIO RECEIVER AS INDICATED

## OVERHEAD

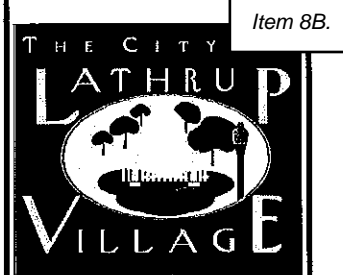
- EXISTING OR REMOVE WOOD POLE AS INDICATED
- REPLACE WOOD POLE (HEIGHT & CLASS AS INDICATED)
- INSTALL WOOD POLE (HEIGHT & CLASS AS INDICATED) (USE SALVAGED POLE WHERE INDICATED)
- EXISTING OVERHEAD ST. LTG. UNIT
- REMOVE OVERHEAD ST. LTG. UNIT
- INSTALL OVERHEAD ST. LTG. UNIT
- EXISTING OVERHEAD LINE
- REMOVE OVERHEAD LINE
- INSTALL OVERHEAD LINE
- INSTALL & LATER REMOVE OVERHEAD LINE
- INSTALL GUY & ANCHOR (1/2" GUY SHOWN)
- REMOVE GUY & ANCHOR ROD
- INSTALL POLE GUY (1/2" GUY SHOWN)
- INSTALL ARM GUY (3/8" GUY SHOWN)
- REMOVE GUY (TYPE AS INDICATED)
- MATERIAL TO BE INSTALLED
- MATERIAL TO BE REMOVED
- MAKE WOOD POLE SELF-SUPPORTING IN CONCRETE
- CABLE POLE

## GENERAL

- PROPERTY LINE (ROW)
- PAVEMENT JOINTLINE & CURB FACE
- PROPOSED PAVEMENT
- SEWER LINE, MANHOLE & CATCH BASIN
- DET. ED. CO. U.G. LINE & MANHOLE
- TELEPHONE U.G. LINE & MANHOLE
- WATERMAIN & GATEWELL (OTHER UTILITIES SIMILAR)
- GAS STRUCTURE AND U.G. LINE

## DIAGRAMS

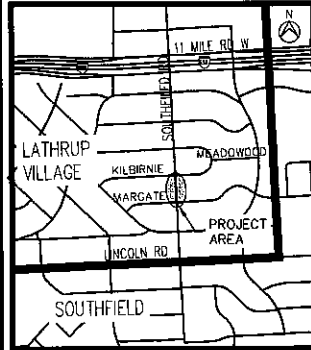
- (U.G.-FED ST. LTG. STD. SYMBOLS SAME AS UNDERGROUND LEGEND OF THIS SHEET).
- PROPOSED MANHOLE
  - EXISTING MANHOLE
  - PROPOSED HANDHOLE
  - EXISTING HANDHOLE
  - PROPOSED HANDHOLE IN SAME LOCATION AS EX. HOLE
  - INSTALL U.G. CABLE (NO. & SIZE AS INDICATED).
  - EXISTING U.G. CABLE
  - U.G. CABLE TO BE ABANDONED
  - U.G. CABLE TO BE REMOVED
  - DISCONNECT, INSULATE & CAP CABLE END.
  - SPLICE STRAIGHT THRU
  - SPLICES



Item 8B.

**HRC**  
**HUBBELL, ROTH & CLARK, INC**  
 CONSULTING ENGINEERS SINCE 1915  
 555 HULET DRIVE  
 BLOOMFIELD HILLS, MICH. P.O. BOX 824  
 48303-0824  
 PHONE: (248) 454-6300  
 FAX (Int. Floor): (248) 454-6312  
 FAX (2nd Floor): (248) 454-6339  
 WEB SITE: www.hrcengr.com

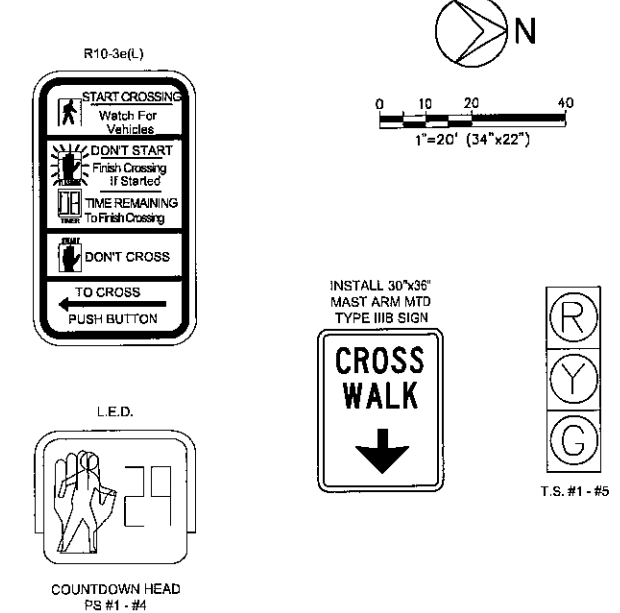
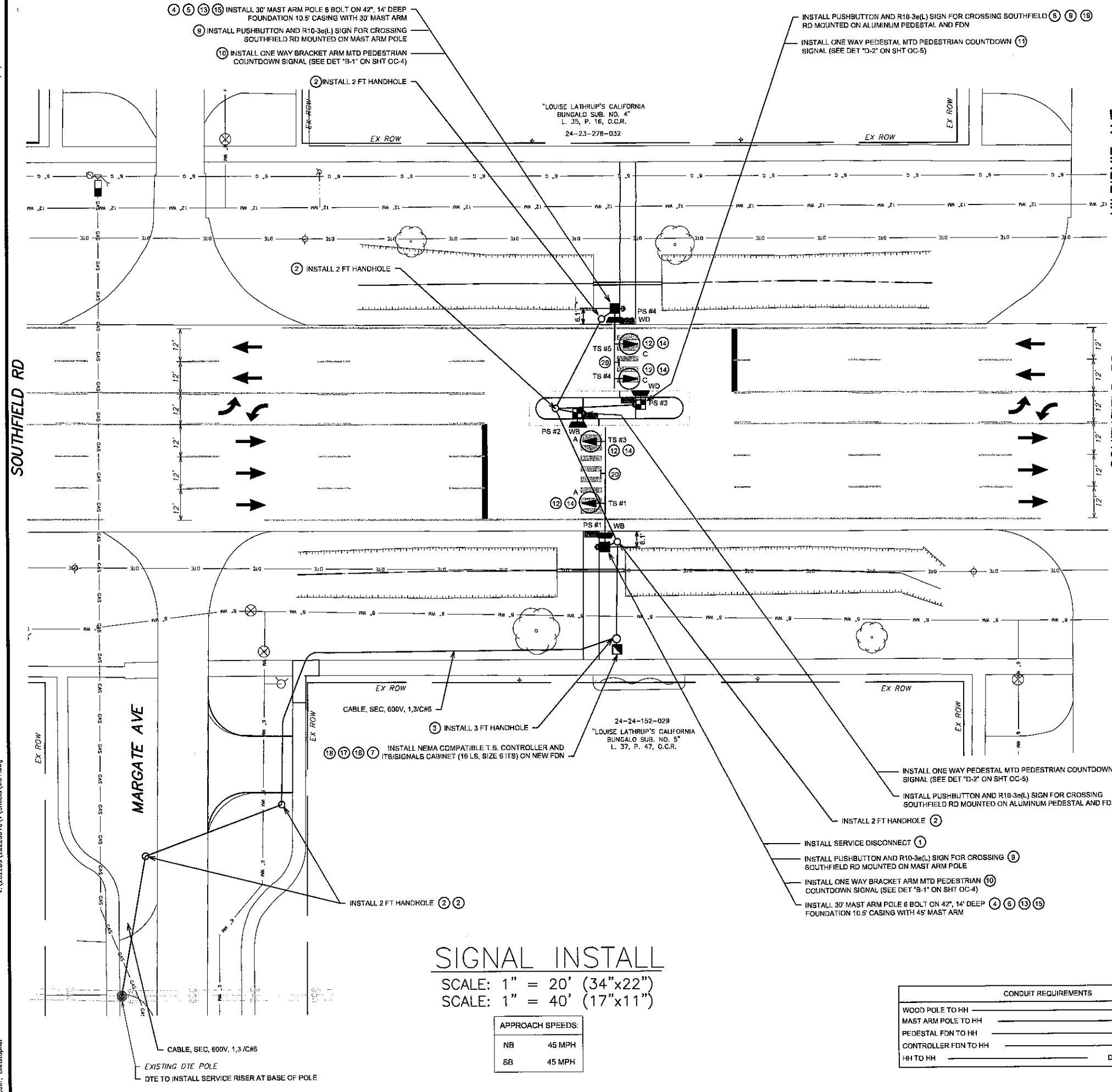
DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	HFA
DRAWN	COB
CHECKED	LFM
APPROVED	



THE CITY OF LATHRUP VILLAGE  
**TRAFFIC SIGNAL  
 MODERNIZATION**

SIGNAL LEGEND  
 SOUTHFIELD RD

HRC JOB NO. 20220916	SCALE NTS
DATE February 2023	SHEET NO. 6



**CONSTRUCTION QUANTITIES - THIS SHEET**

PAY ITEM	QTY	UNIT
1 Serv Disconnect	2	Ea
2 Hh, Round, 2 foot Dia, RCOC	5	Ea
3 Hh, Round, 3 foot Dia, RCOC	1	Ea
4 Mast Arm Pole, Cat III	2	Ea
5 Mast Arm, 30 foot, Cat III	1	Ea
6 Mast Arm, 45 foot, Cat III	1	Ea
7 Controller Fdn, Base Mount	1	Ea
8 Pedestal, Fdn	2	Ea
9 Pushbutton and Sign	4	Ea
10 TS, Pedestrian, One Way Bracket Arm Mtd (LED) Countdown	2	Ea
11 TS, Pedestrian, One Way Pedestal Mtd (LED) Countdown	2	Ea
12 TS, One Way Mast Arm Mtd (LED)	4	Ea
13 Casing	21	Ft
14 Backplate, TS, RCOC	4	Ea
15 Mast Arm Pole Fdn, 6 Bolt	28	Ft
16 Controller, Digital Type, Delivered, RCOC	1	Ea
17 Cabinet, ITS Type, RCOC	1	Ea
18 Cabinet, ITS Type, Delivered, RCOC	1	Ea
19 Pedestal, Alum, RCOC	2	Ea
20 Mast Arm, Mtd, Sign, Type III, RCOC	2	Ea
Conduit, DB, 1, 1 1/4 inch	60	Ft
Conduit, DB, 1, 3 inch	160	Ft
Conduit, DB, 3, 3 inch	20	Ft
Conduit, DB, 3, 4 inch	20	Ft
Cable, Sec, 600V, 1, 3/C#6	300	Ft
Conduit, Directional Bore, 2, 4 inch, RCOC	275	Ft

- NOTES:**
- CONTACT \_\_\_\_\_ OF DTE ENERGY AT (248) XXX-XXXX FOR ELECTRIC SERVICE CONNECTION.
  - MINIMUM SIGNAL HEAD UNDERCLEARANCE IS 18 FEET.
  - PRIOR TO SIGNAL TURN ON/CUTOVER, PLEASE CONTACT MR. STEVE WHEELER AT 248-858-7250 EIGHT WEEKS PRIOR IN ORDER TO OBTAIN RCOC BOARD APPROVAL
  - NEW SIGNAL SHALL BE IN FLASH FOR A MINIMUM OF 7 CALENDAR DAYS PRIOR TO ACTIVATION.

**ADA ACCESSIBILITY CRITERIA:**

- PUSHBUTTON MUST BE NO MORE THAN 10" FROM EDGE OF SIDEWALK (REACH CONSIDERATION).
- PUSHBUTTON MUST BE IN MIDDLE OF A 4' MINIMUM LONG SECTION OF SIDEWALK (LANDING) WITH A SLOPE OF NO MORE THAN 2%.
- PUSHBUTTON MUST FACE INTERSECTION AND BE PARALLEL TO CROSSWALK DIRECTION OR AS DIRECTED BY ENGINEER.

**CONDUIT REQUIREMENTS**

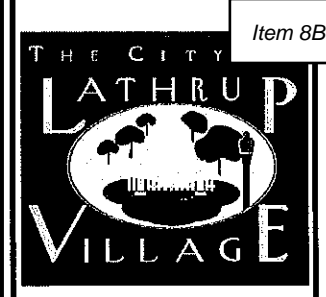
WOOD POLE TO HH	1-3"
MAST ARM POLE TO HH	3-3" & 1-1 1/4"
PEDESTAL FDN TO HH	1-3" & 1-1 1/4"
CONTROLLER FDN TO HH	3-4", 1-3" & 1-1 1/4"
HH TO HH	DIRECTIONAL BORE, 2-4"

NOTE: UTILITY INFORMATION ON THIS DRAWING MAY BE FROM INFORMATION OBTAINED TO THIS FIRM BY THE VARIOUS UTILITY COMPANIES, CITY/COUNTY AGENCIES AND OTHER VARIOUS SOURCES. UNDERGROUND UTILITIES WHICH ARE ON PRIVATE PROPERTY ARE USUALLY NOT DELINEATED UPON A UTILITY COMPANY'S PUBLISHED PLANS. THEIR LOCATION, IF SHOWN UPON THIS SURVEY, ARE APPROXIMATED FROM TOPOGRAPHIC MARKERS, STAKES, ETC. AS LOCATED BY THIS FIRM FROM SOURCES WHICH ARE UNKNOWN. NO GUARANTEE IS GIVEN AS TO THE COMPLETENESS OR ACCURACY THEREOF.

PRIOR TO CONSTRUCTION, ALL LOCATIONS AND DEPTHS OF EXISTING UTILITIES, IN CONFLICT WITH PROPOSED IMPROVEMENTS SHALL BE VERIFIED IN THE FIELD. CALL MISS DIG 3 WORKING DAYS PRIOR TO CONSTRUCTION.

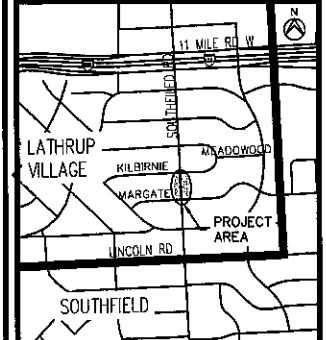
**811**

THREE FULL WORKING DAYS BEFORE YOU DIG, CALL THE MISS DIG SYSTEM AT 800-482-7171 OR 811.



**HRC**  
HUBBELL, ROTH & CLARK, INC  
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555 HULEY DRIVE  
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WEB SITE: www.hrcengr.com

DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	COB
DRAWN	HFA
CHECKED	COB
APPROVED	LSM



**THE CITY OF LATHRUP VILLAGE**  
**TRAFFIC SIGNAL MODERNIZATION**

**SIGNAL INSTALL PLAN**  
**SOUTHFIELD ROAD**

C.O. #1608  
HRC JOB NO. 20220916 SCALE 1"=20'  
DATE March 2024 SHEET NO. 7



27400 Southfield Rd  
Lathrup Village, MI 48076  
(248) 557 - 2600  
www.lathrupvillage.org

To: DDA Board of Directors  
From: Austin Colson – Community & Economic Development /DDA Director  
Date: July 16, 2024  
RE: HAWK Signal

---

The installation of the HAWK signal at Southfield Road is a crucial step towards improving pedestrian safety in our community. Your approval is essential for us to move forward with this significant project. The HAWK signal is designed to increase pedestrian safety by providing clear and controlled crossing points. Improved pedestrian infrastructure will encourage walking, contributing to the vibrancy and accessibility of our downtown area. The project meets all applicable federal and state regulations, including the Americans with Disabilities Act (ADA).

The estimated total cost for the project is \$329,200. Federal Vulnerable Road User Funds will cover \$296,280 of this amount, representing 90% of the total project cost. The remaining balance of \$32,290 will be funded by the City of Lathrup Village. This will be the first of three HAWK signals installed along Southfield Rd.

Upon approval, MDOT will handle the construction contract, and the City/Civil Engineering Contractor will ensure all local requirements are met.

**HAWK Signal – \$32,290**

The way to grow your business!  
www.MichiganSignShops.com

Payment Terms: 50/COD

**Created Date:** 7/2/2024

**DESCRIPTION:** Replacement Sign

**Bill To:** City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076  
US

**Installed:** City of Lathrup Village  
Mike Greene  
27400 Southfield Road  
Lathrup Village, MI 48076  
US

**Requested By:** Mike Greene  
Email: mgreene@lathrupvillage.org  
Work Phone: (248) 232-9480  
Cell Phone: (248) 232-9480

**Salesperson:** Renee Wenner  
Email: renee@michigansignshops.com  
Work Phone: 2485856880  
Entered By: Renee Wenner

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	New Ground Sign - Non-Lit Custom Non-Lit Ground Sign - Custom HDU Header sized: 46.5" x 66.5" - Comprised of 1.5" HDU with routed text, single sided - 4" deep aluminum skirt - Skirt sized: 48"(w) x 40"(t) - painted Black - Includes new steel pole	1	\$4,600.00	\$4,600.00
2	Local Non-Electrical Sign Install Installation of Non-Electrical Sign - Includes drive time, labor, and materials	1	\$1,375.00	\$1,375.00
3	Local - Ground Sign Removal Removal of Existing Ground Sign - Signarama to remove and dispose of ground sign, unless otherwise noted by customer - Signarama to cut existing pole(s) at grade - Signarama is not responsible for removal of existing footing	1	\$375.00	\$375.00
4	Local Sign Permits, City of Lathrup Village (WAIVED) WAIVED PER CITY	1	\$0.00	\$0.00

<b>Subtotal:</b>	\$6,350.00
<b>Taxes:</b>	\$0.00
<b>Grand Total:</b>	\$6,350.00

Orders less than \$500 must be paid in full at the time the order is placed. Orders over \$500 require a 50% deposit (minimum) at the time the order is placed and before any work can begin, including the design. Credit cards will be securely stored on file and will be charged upon completion. Production will not begin until we have received approval of the proof from the Customer. All signs remain the property of Signarama Troy/National Branding until paid in full. Signarama Troy/National Branding reserves the right to remove signage from Customer's location at Customer's expense for failure to pay in full. Orders cannot be cancelled or edited without written consent from Signarama Troy/National Branding. Restocking & Design fees apply. Accepting delivery

and/or installation of the work is Customer affirmation that the work substantially conforms to all expectations. Customer shall be liable for all costs related to collection balances. Within 24 hours of completion of a project-the final invoice will be sent & the credit card on file will be run for the final invoice amount.

Item 8C.

This estimate is valid for 30 days from created date.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**BIG NEWS!** We just moved to 5875 New King Ct. Troy, MI 48098

Payment Terms: Cash Customer

Created Date: 6/25/2024

DESCRIPTION: City of Lathrup Village HDU Foam panel fabricated sign sign on Southfield and Lincoln

Bill To: City of Lathrup Village  
27400 Lathrup Village  
Southfield, MI 48076  
US

Pickup At: FASTSIGNS  
22554 Telegraph Road  
Southfield, MI 48033  
US

Requested By: Mike Greene  
Email: mgreene@lathrupvillage.org  
Cell Phone: (248) 557-2600

Salesperson: Anthony Jappaya

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 <b>Black Aluminum Post / Base With HDU Foam panel attached</b>	1	\$9,225.00	\$9,225.00
1.1 Monument Sign -			
<b>Part Qty:</b> 1		<b>Text:</b> City of	
<b>Width:</b> 66.50"		Lathrup Village	
<b>Height:</b> 46.50"		Welcome Home	
<b>Notes:</b> HDU Foam Panel Single Sided - 5 Colors Per Your Drawing. Includes a five color Matthews Satin spray finish. Includes V Carved Text, Graphics & Border			
2 <b>Installation / Removal</b>	1	\$2,500.00	\$2,500.00
2.1 Installation - Installation / Removal			
<b>Part Qty:</b> 1		<b>Text:</b> Removal of exiting sign and installation new skirt and sign.	

THIS ESTIMATE IS VALID FOR 30 DAYS.

Base Subtotal:	\$11,725.00
Subtotal:	\$11,725.00
Michigan State	\$553.50
Total Taxes:	\$553.50
Grand Total:	\$12,278.50
Deposit Required:	\$6,139.25

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



MI Custom Signs  
 20109 Northline Rd. Taylor, Michigan 48180  
 info@micustomsigns.com  
 (734) 946-7446  
 EIN #: 26-3415650



www.MIcustomSIGNS.com

# Quote 20412

## Replace Existing Entrance Sign

QUOTE DATE  
07/01/2024

QUOTE EXPIRY DATE  
09/29/2024

TERMS  
50% deposit, 50% upon Comp

REQUESTED BY  
City of Lathrup Village

CONTACT INFO  
Mike Greene  
mgreene@lathrupvillage.org  
(248) 232-9480

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TOTAL (INCL. TAX)	TAXABLE
1	<b>HDU - Routing</b> 3-d Routed sign. Width: 66.5 Inches Height: 46.5 Inches Sides: 1 Colors: 4 HDU - 1.5" = 15lb 21.474 Sqft Cleaning Charges - Hourly 1.0 Hour Contour Cut Services 1.0 Hour	1	Each	\$2,700.00	\$2,700.00	\$2,700.00	Y
2	<b>Aluminum - .060 Custom Size Skirting</b> White .060 aluminum with premium vinyl graphics. Full color available. 1 sided Custom Size. Width: 78.5 Inches Height: 18 Inches	2	Sqft	\$397.00	\$794.00	\$794.00	Y
3	<b>Outside Installation Service - Equipment and Labor</b> <i>Remove old sign, and dispose. Installation is assuming a new pole, and foundation is needed. New steel pole, and sign installation.</i>	1	Each	\$2,970.00	\$2,970.00	\$2,970.00	N

*\*When bringing equipment, or machines onto the install site property you can expect damage to grass, and landscaping. Every effort will be made to prevent damage or loss, but may be unavoidable. Such damage may include, tire ruts, loss of grass, foliage or plant loss, etc. Additionally when digging or excavating for any foundations sprinkler systems should be properly marked before installation. Every effort will be made to avoid irrigation lines, if possible.*

*Damage to landscaping, grass, and irrigation lines incurred in the process of installation is not covered under any warranty, or liability.*

*\*\*The installation price is based on known conditions and visible inspection of the job site. It is possible that conditions exist outside of our knowledge and could impact the tools needed and the price of the installation. In cases where we discover unforeseen obstacles to your installation we may need to have you approve additional charges for the job to be completed. You will be notified as soon as we safely can and you will have the option to refuse continuing work. Any work up to the point of*

# ITEM

QTY

UOM

U.PRICE

TOTAL (EXCL. TAX)

TOTAL (INCL. TAX)

TAX

Item 8C.

**stoppage will be chargeable.**  
**\*\*\*Connection will only be made to existing electrical,**  
**present at the sign location. See note concerning**  
**electrical hookup.**

You are agreeing to pay for the items listed on this quote and the quantity stated. In addition to the deposit requirement in the Payment Terms, the balance is due when you receive products. We accept Cash, Checks and Credit Card Payments. There will be a \$250.00 fee for returned checks. Only cash, certified check, ACH, or credit card payments are required at that point for payment. Past due balances will accrue interest at a rate of 1.5% per month after the due date stated in your order. Although we use the highest quality products and inks to produce our products, it is not always possible to achieve perfect color match to products printed at a different time or on other printers (even our printers). If you need to see a color sample before printing your whole order, please ask.

\*\*\*Color matching is best from a hard copy proof. If you need your printed colors to match something specific, please bring it to our shop to match to our printed samples.

\*\*\*E-proofs are for layout purposes only & are not an accurate representation of color or resolution. All approvals received on e-proofs confirms that you understand the color policy listed above.\*\*

We promise to meet or exceed your expectations and thank you for your continued business!

<b>Setup:</b>	<b>\$35.00</b>
<b>Subtotal:</b>	<b>\$6,499.00</b>
<b>Sales Tax (0%):</b>	<b>\$0</b>
<b>Total:</b>	<b>\$6,499.00</b>

**Downpayment (50.0 %)**

**\$3,249.50**

**SIGNATURE:**

**DATE:**



27400 Southfield Rd  
Lathrup Village, MI 48076  
(248) 557 - 2600  
www.lathrupvillage.org

To: DDA Board of Directors  
From: Austin Colson – Community & Economic Development /DDA Director  
Date: July 11, 2024  
RE: Replacement Welcome Sign

---

Recently one of the community’s “Welcome to Lathrup Village” signs located at Southfield Rd. and Lincoln Dr. was damaged when a vehicle left the roadway. The City’s insurance provider requires three (3) quotes to be obtained from contractors to reproduce and install the new replacement sign in the same location within the DDA.

The City will be reimbursed for the cost of the sign once our insurance provider resolves the matter with the auto insurance company for the driver who damaged the sign. Proposal amounts ranged from \$6,350.00 - \$12,278.50.

Rank	Vendor	Quote
Lowest	Signarama	\$6,350.00
	MI Custom Signs	\$6,499.00
Highest	Fast Signs	\$12,278.50

The lowest quote was provided by Signarama (22554 Telegraph Road, Southfield, MI 48033) in the amount of \$6,350. They have been in business for nearly four decades and have positive reviews. Therefore, it is recommended that the replacement welcome sign contract be awarded to Signarama.

**Suggested Motion:** Accept the lowest quote amount of \$6,350 and award Signarama the contract for the replacement “Welcome to Lathrup Village” sign contract, and authorize the DDA Director to sign any necessary documents.

Item 8D.

# N V RENTALS, INC.

P. O. Box 0466  
Allen Park, MI 48101

## QUOTE

Date	Quote #
8/10/2024	2275

Name / Address
NV Rentals, Inc.

Terms
COD

Qty	Item	Description	Serial Num	Total
1	Yamaha Drum Set	10",12",16"F,22"K		
1	Snare Drum	14"x5" wood		
1	Snare Drum	14"x5" metal		
4	Boom Cymbal Stand	Yamaha		
2	Snare Stand	Yamaha		
2	Hi Hat Stand	Yamaha 3 leg		
2	Kick Pedal	Yamaha		
2	Tom Holder	Yamaha double / triple		
3	Tom Arm	Yamaha yess		
3	Tom Leg	Yamaha		
1	Drum Throne			
1	Pair Drum Sticks	used		
1	Drum Key			
1	Spare Set Of Drum Skins	used		
1	Set - 14" Hi Hat Cymbals	Zildjian or Sabian		
1	16" Crash Cymbal	Zildjian or Sabian		
1	18" Crash Cymbal	Zildjian or Sabian		
1	20" Ride Cymbal	Zildjian or Sabian		
1	GK 800RB Bass Head	or similar		
1	SWR Goliath III 410 Spkr Cab	or similar		
2	Speaker Cables			
1	Guitar Stand			
2	1/4 - 1/4 Cables	instrument		
1	Pioneer DJM-V10 Mixer			

Phone #
313/562-3592 Cell 313/477-1149
Fax #
313/562-3604

Sales Tax (6.0%)
<b>Total</b>

Signature

Item 8D.

# N V RENTALS, INC.

P. O. Box 0466  
Allen Park, MI 48101

## QUOTE

Date	Quote #
8/10/2024	2275

Name / Address
NV Rentals, Inc.

Terms
COD

Qty	Item	Description	Serial Num	Total
4	Pioneer CDJ-3000 Pro DJ Media P			
4	USB Cable			
4	Ethernet Cable			
4	Dual RCA - Dual RCA Cable			
4	SPDIF Cable			
1	Laptop Stand			
1	USB Hub			
1	DJ Table			
	DELIVERY, SET-UP & PICK-UP TECHNICIAN BACKLINE GEAR NEEDED			1,750.00
	SPARE GEAR	TBD		

Phone #
313/562-3592 Cell 313/477-1149
Fax #
313/562-3604

Sales Tax (6.0%)	\$0.00
<b>Total</b>	<b>\$1,750.00</b>

Signature \_\_\_\_\_



27400 Southfield Rd  
 Lathrup Village, MI 48076  
 (248) 557 - 2600  
[www.lathrupvillage.org](http://www.lathrupvillage.org)

To: DDA Board of Directors  
 From: Austin Colson – Community & Economic Development /DDA Director  
 Date: July 15, 2024  
 RE: LVMF - NV Rentals

---

NV Rentals will be providing the back lined musical equipment for the music festival. This includes a full drum set, a bass amp, and equipment the DJs will be using. It also includes on site techs who will be at the festival all day to ensure the proper operation of the equipment, and in the event there is an issue, replacement of the equipment.

These items are essential pieces of the production and are necessary for a smooth transition from one performing group to the next, we are not changing out full drum sets between each group for example. The DJ equipment is the specific need the artists require per their performance riders.

This is an expected expense and has been accounted for in the festival budget.

**NV Rentals – \$1,750**



27400 Southfield Rd  
Lathrup Village, MI 48076  
(248) 557 - 2600  
www.lathrupvillage.org

To: DDA Board of Directors  
 From: Austin Colson – Community & Economic Development /DDA Director  
 Date: July 16, 2024  
 RE: Mobile Credit Card Processor Provider for LVMF

---

The purpose of this memo is to recommend and seek approval for selecting a mobile credit card processor for the Downtown Development Authority (DDA) operations during the Lathrup Village Music Festival. This will streamline our transaction processes, enhance payment flexibility for our event and vendors, and improve overall financial management.

Several mobile credit card processors have been reviewed and evaluated based on payment processing fees, monthly fees, and additional benefits. The providers considered are Square, Clover Go, PayPal Zettle, QuickBooks GoPayment, and Helcim. Below is a summary of each provider’s offerings:

Providers	Processing Fees	Initial Cost	Monthly Fee
Square	2.6% + \$0.10	\$0	\$0.00
Clover Go	2.6% + \$0.10	\$49	\$0.00 (Payments plan)/\$14.95 (Essentials)
PayPal Zettle	2.29% + \$0.09	\$29	\$0.00
Shopify	2.4% + \$0.30	\$49	\$0.00
Helcim	0.4% + \$0.08	\$99	\$0.00

Based on the evaluation, Square is recommended as the preferred mobile credit card processor for the DDA. Square offers competitive processing fees, no monthly fees, and is known for its user-friendly interface and reliability. Additionally, Square's zero monthly fee for unlimited devices and locations is advantageous for the variety of events and vendors we cater to. The hardware for the service is provided at no cost. Square makes taking transactions a painless process, and the card reader is both easy to use and simple to work with.

Selecting Square as our mobile credit card processor will streamline our transaction processes, reduce costs, and provide a flexible and reliable payment solution for our operations during the music festival.

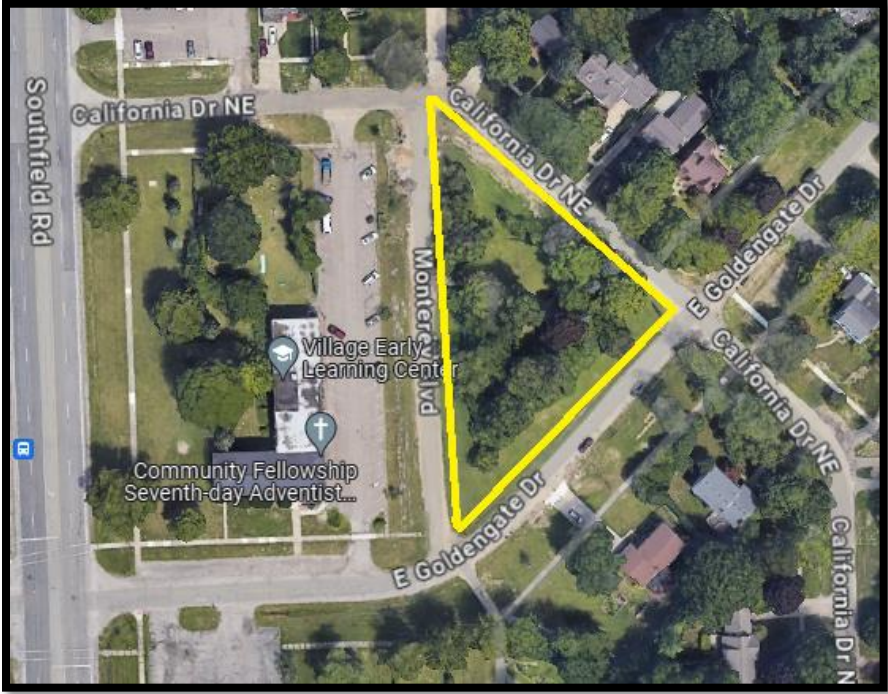


27400 Southfield Rd  
 Lathrup Village, MI 48076  
 (248) 557 - 2600  
 www.lathrupvillage.org

To: DDA Board of Directors  
 From: Austin Colson – Community & Economic Development /DDA Director  
 Date: July 16, 2024  
 RE: 27907 California Dr.

---

A recent review of property records has revealed that a vacant lot, located at 27907 California Drive, is owned by the Downtown Development Authority (DDA). This discovery presents an opportunity for the DDA to evaluate potential uses for the property in line with our strategic goals.





B. VILLAGE CENTER DISTRICT USES		
Use	Floor	
	Ground Floor	Upper Floor
<b>Commercial Uses</b>		
Restaurant, bar, tavern, live entertainment	P	P
Personal Services <sup>□</sup>	P	P
Bed & Breakfast, inn, hotel	P	P
Retail commercial uses <sup>□</sup> up to 6,000 sq. ft.	P	S
Grocery store up to 10,000 sq. ft.	P	
Post office and other government services	P	P
Professional & administrative offices <sup>□</sup>		P
Business service uses <sup>□</sup>	P	P
Establishments involving the manufacture or sale of any alcoholic beverages regulated by the Michigan Liquor Control Act, MCL 436.1101 et seq.	S	S
Banks and other financial institutions	P	P
Outdoor cafes	P	P
<b>Temporary outdoor display and sales</b> §36-4.14	A	A
<b>Adult day care centers</b> <sup>□</sup> §36-4.15	S	S
<b>Recreation, Education &amp; Assembly</b>		
Library, museum	S	P
<b>Child care centers</b> <sup>□</sup> §36-4.15	S	S
<b>Theater, cinema, performing arts, places of worship</b> §36-6.2	S	S
Instruction centers for academic and fine arts purposes	P	P
Health/Fitness facility	P	P
<b>Residential Uses</b>		
Home occupations/Live-Work	P	A
Single family attached		P
Multiple family		P
Accessory uses, customarily incidental to permitted uses	A	A
Uses similar to the above uses, as determined by the Planning Commission	P*/S**	P*/S**
Publicly owned and operated parks and parkways		



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 Lathrup Village, MI 48076  
 (248) 557 - 2600  
 www.lathrupvillage.org

## MEMORANDUM

To: LVDDA Board of Directors  
 From: Austin Colson, CED/DDA Director  
 Date: July 19, 2024  
 RE: Department/Director Report

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In an effort to provide consistent updates to the DDA Board of Directors, City Administrator, and City Council the following monthly report is submitted for your review.

### Upcoming DDA Events

- Oakland County's Family Market Days: July 18<sup>th</sup>, 9am – 2pm (Location: Oak Park)
- Oakland County's Family Market Days: July 20<sup>th</sup>, 8am – 1pm (Location: Waterford)
- Collective Chamber Alliance Mixer & Business Expo: July 25<sup>th</sup>, 4:30pm – 6:30pm (Location: Novi)
- Diversity Business Expo: July 30<sup>th</sup>, 4pm – 6:30pm (Location: Royal Oak Farmers Market)
- LV Music Festival: August 10<sup>th</sup>, 12 – 9 m
- Business Beautification Workshop: September 25<sup>th</sup>, 5 – 7pm (Location: Oak Park)
- Oakland County Community Showcase: October 18<sup>th</sup>, 7:30 – 10am
- Succession Planning Workshop: November 14<sup>th</sup>, 8:30 – 10:30am (Location: Lathrup Village)
- Holiday Business Mixer: December 4<sup>th</sup>, 4 – 6pm (Location: Oak Park)

### Past DDA Events

- Morning Business Mixer: May 14<sup>th</sup>, 8 -10am (Location: Southfield)
- Plant Swap: May 18<sup>th</sup>, LV Pavilion
- Southfield Road Corridor Clean-up: June 8<sup>th</sup>
- Juneteenth Celebration: Unity in the Community, June 14<sup>th</sup>/15<sup>th</sup> Social Media/Marketing

### Commercial Business/Property Updates

- 18230 11 Mile Road – New driveway
- 26400 Southfield Road (Brine's Refrigeration) – Renovation to employee breakroom.
- 26730 Southfield Road – Interior buildout for new coffee shop.
- 26727 Southfield Road (BP Gas) – Additional wall sign approved by ZBA.



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- 27651 Southfield Road – Interior buildout for new restaurant.
- 28001 Southfield Road (Aesthetics and Beyond) – New wall sign.
- 28821 Southfield Road (Sam’ Alterations) – New wall sign.

#### **Infrastructure**

- Alleyway & approach work has been completed.

#### **Miscellaneous**

- A recent review of property records has revealed that a vacant lot, located at 27907 California Drive, is owned by the Downtown Development Authority (DDA). This discovery presents an opportunity for the DDA to evaluate potential uses for the property in line with our strategic goals.
- During the music festival the DDA will have a booth at the entrance of the concert area. We want to utilize this prime location with an engaged audience to showcase the businesses in the DDA to attendees. Asking businesses in the DDA to pledge products and services to be raffled off to attendees of the Lathrup Village Music Festival.
- Volunteers to assist during the Lathrup Village Music Festival to work the DDA booth selling t-shirts and signing attendees up for the raffle of DDA products and services.